

**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the ordinary meeting of the Council of the Municipality of Pontiac held on Tuesday February 11, 2020 at 7:30 p.m. at the Luskville Community Centre, located at 2024 route 148, in Pontiac, at which were present:

Mrs. Joanne Labadie, Mayor, Mrs. Leslie-Anne Barber, Pro-Mayor and Councillors, Mrs. Nancy Draper-Maxsom, Mrs. Susan McKay, Mr. Scott McDonald and Mrs. Isabelle Patry.

Also present, Mr. Pierre Said, Director General and a few citizens.

Excused absence: Mr. Thomas Howard, Councillor.

1. OPENING OF THE MEETING

Mrs. Joanne Labadie, President, notes the quorum and opens the meeting. The meeting starts at 7:30 p.m.

2. FLOOR TO THE PUBLIC AND QUESTIONS

Mrs. Joanne Labadie, President, takes note of the entries in the register of questions and gives the floor to the public.

3. ADOPTION OF THE AGENDA

- 1. Opening of the meeting**
- 2. Floor open to public and questions**
- 3. Adoption of the agenda**
- 4. Adoption of the minutes of the meetings held on January 14 and 21, 2020**
- 5. Administration**
 - 5.1 List of fixed expenses
 - 5.2 List of incurred expenses for the month of February
 - 5.3 Report regarding the delegation of authorized expenditures
 - 5.4 Authorization to sign official documents
 - 5.5 Appointment and composition of municipal committees
 - 5.6 I.T. upgrade
 - 5.7 Adoption of bylaw 06-19 concerning the internal management of Council meetings
 - 5.8 Sale of surplus following the municipal auction
 - 5.9 Renewal of the division of electoral districts

20-02-3991



6. Public Works

- 6.1 Assistance program for local roads – specific improvement projects segment
- 6.2 Assistance program for local roads – recovery of local road infrastructure segment
- 6.3 Assistance program for local roads – acceleration of investments on the local road network segment
- 6.4 Extension of culvert repair work on Alary Road

7. Urban planning and zoning

- 7.1 Notice of motion for the adoption of the draft interim control bylaw no. 02-20
- 7.2 Tabling of draft bylaw no. 02-20 on interim control in order to oversee new constructions and subdivisions on private roads and rights of way
- 7.3 Application to the CPTAQ for the authorization to alienate lot 2 756 128, located on Tremblay Road
- 7.4 Application to the CPTAQ for the authorization to alienate lot 2 682 978, located on Baie Road

8. Recreation and culture

- 8.1 Implementation of the 2020 summer day camp program
- 8.2 Agreement between the Municipality of Pontiac and Mrs. Lynn Régimbal for the responsibility of providing access to the gymnasium at the Notre-Dame-de-la-Joie School
- 8.3 Creation of a position- janitor and maintenance
- 8.4 2019 day camp reimbursements – families of flood victims
- 8.5 Maintenance and improvement of intercity transportation service on the Route 148 axis

9. Public question period

10. Closing of meeting

IT IS MOVED BY Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED to adopt the agenda as prepared and read.

Carried

20-02-3992

4. ADOPTION OF THE MINUTES OF THE MEETINGS OF JANUARY 14 AND 21, 2020

IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mrs. Isabelle Patry.

AND RESOLVED to adopt the minutes of the meetings of January 14 and 21, 2020.

Carried



5. ADMINISTRATION

20-02-3993

5.1 List of fixed expenses

IT IS MOVED BY Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from December 22, 2019, to January 29, 2020, all for a total amount of **\$712,614.74**.

Carried

20-02-3994

5.2 List of incurred expenses for the month of February 2020

IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mrs. Isabelle Patry.

AND RESOLVED to accept the incurring expenses, for a total amount of **\$24,524.17** taxes included.

Carried

5.3 Tabling of the report regarding the delegation of authorized expenditures from December 22, 2019 to January 29, 2020.

20-02-3995

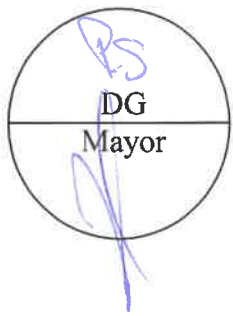
5.4 Authorization to sign official documents

WHEREAS individuals must be designated in order to sign official documents in transactions involving the sale, purchase or transfer of property, in agreements, the awarding of contracts or in any other official transactions by or for the Municipality of Pontiac;

THEREFORE, it is moved by Councillor, Mr. Scott McDonald and seconded by Councillor, Mrs. Leslie-Anne Barber.

AND RESOLVED THAT the Council authorizes the Director General or the Assistant Director General or the Mayor, to sign for and on behalf of the Municipality of Pontiac, all the documents required for the said transactions.

Carried



20-02-3996

5.5 Appointment and composition of municipal committees

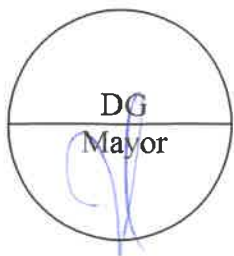
WHEREAS Council members have begun the second half of their mandate and consider it appropriate to review the function and composition of certain committees;

THEREFORE, it is moved by Councillor, Mr. Scott McDonald and seconded by Councillor, Mrs. Leslie-Anne Barber.

AND RESOLVED THAT the Council does not reappoint the committee responsible for the boat ramp project, the committee responsible for the Country Fair and the committee responsible for the community centre project in Quyon since these responsibilities have been transferred to the Recreation Committee.

IT IS ALSO RESOLVED THAT the Council mandates the following members to sit on the following committees in order to study matters relating to the respective functions of these committees:

Committee	Members of the committee
Strategic Planning Committee To establish strategic planning and propose strategic planning to be adopted. Frequency of meetings: monthly	All members of the Municipal Council
Planning Advisory Committee To study applications for minor variances and give its recommendations to Council. Frequency of meetings: upon request	Joanne Labadie Isabelle Patry Scott McDonald
Planning and Development Committee To study the regulations and the development and urban planning issues on the Municipality's territory in order to give recommendations to Council. Frequency of meetings: monthly	Joanne Labadie Susan McKay Isabelle Patry Scott McDonald
Public Safety Committee To study issues related to public safety in order to give recommendations to Council on this subject. Frequency of meetings: monthly	Joanne Labadie Nancy Draper-Maxsom Thomas Howard
Public Works Committee To propose priorities and orientations to Council, study issues and collaborate with the planning of public works. Frequency of meetings: bimonthly	Joanne Labadie Isabelle Patry Nancy Draper-Maxsom Scott McDonald



IT IS ALSO RESOLVED THAT Council authorizes the acquisition of Microsoft Office 365 licences, for an amount of \$3,200.00 per year, plus taxes, from Microrama and that the expense is allocated to budget item # 02 130 01 527.

Carried

20-02-3998

5.7 Adoption of bylaw 06-19 concerning the internal management of Council meetings of the Municipality of Pontiac

WHEREAS the Municipal Council wishes to repeal and replace its bylaws number 02-12 and 29-13 concerning the rules and procedures to be followed by the Council of the Municipality of Pontiac during its public meetings;

WHEREAS a notice of motion was given on December 11, 2019, by Councillor Mrs. Leslie-Anne Barber and that the draft bylaw was presented at the same meeting;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Isabelle Patry.

AND UNANIMOUSLY RESOLVED THAT THIS BYLAW BE ADOPTED AND THAT IT BE ORDERED AND RULED AS FOLLOWS:

CHAPTER I

PRELIMINARY PROVISIONS

1. Purpose and scope of application

The purpose of this bylaw is to determine the rules of internal management relating to the preparation and conduct of Municipal Council meetings.

2. Terminology

Unless the context indicates otherwise, words and expressions used in this bylaw have the following meaning:

"Regular meeting": Monthly statutory meeting of the members of the municipal Council on the dates set out in the calendar of meetings adopted by resolution no later than December of each year.

"Special meeting": Meeting of the members of the municipal Council which has an exceptional character in order to respond to a concern of an urgent and ad hoc nature.



Regulatory Committee To review regulations and submit draft bylaws to Council. Frequency of meetings: bimonthly	Joanne Labadie Leslie-Anne Barber Isabelle Patry
Recreation Committee To propose projects to Council, study recreational issues and collaborate with the planning of events. Frequency of meetings: monthly	Joanne Labadie Susan McKay Scott McDonald
Administration and Finance Committee To study administrative issues in order to give recommendations to Council. To control finances and prepare the budget. Perform interviews for management positions. Frequency of meetings: monthly	Joanne Labadie Leslie-Anne Barber Isabelle Patry
Agricultural Committee To study issues related to the agricultural sector on the territory in order to make recommendations on this subject to Council. Frequency of meetings: monthly	Joanne Labadie Thomas Howard
Waste Management Committee To study issues related to the management of residual materials in order to give recommendations to Council. Frequency of meetings: monthly	Joanne Labadie Susan McKay Scott McDonald Thomas Howard

Carried

20-02-3997

5.6 I.T. upgrade

WHEREAS the municipal computers are outdated and we can no longer get support for the software.

WHEREAS Microrama has identified eight (8) computers that need to be replaced to support the migration to Windows 10 without problems;

WHEREAS Microrama also recommends getting the Microsoft Office 365 Suite for reasons of modernism and flexibility;

THEREFORE, it is moved by Councillor, Mrs. Isabelle Patry and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED THAT the Council authorizes the purchase of eight (8) new computers, equipment and labour for an amount of \$21, 000.00 plus taxes, and that the expense is allocated to budget item # 23 020 00 726 and be financed through the working fund over a period of three (3) years, starting in 2021.



"Preparatory session" In-camera meeting of the members of the municipal Council in preparation for regular sessions of Council, also referred to as a "Caucus".

"Quorum": A quorum represents the absolute majority of the members of the municipal Council.

3. Replacement

This bylaw repeals and replaces bylaws #02-12 and #29-13 concerning the procedures to be followed by the Council of the Municipality of Pontiac during its meetings.

CHAPTER II

PREPARATION OF THE MEETINGS

4. Agenda

The agenda is usually drawn up according to the following model:

- 1. OPENING OF THE MEETING**
- 2. FLOOR TO THE PUBLIC AND QUESTIONS**
- 3. ADOPTION OF THE AGENDA**
- 4. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS**
- 5. ADMINISTRATION - FINANCE AND HUMAN RESOURCES**
- 6. PUBLIC SAFETY**
- 7. PUBLIC WORKS**
- 8. ENVIRONMENTAL HEALTH**
- 9. URBAN PLANNING**
- 10. RECREATION AND CULTURE**
- 11. MISCELLANEOUS**
- 12. TABLING OF DOCUMENTS**
- 13. PUBLIC QUESTION PERIOD**
- 14. CLOSING AND ADJOURNMENT OF THE MEETING**

The titles of these headings may differ, but the essence must remain the same. This model does not apply to special sessions of the municipal council.

4.1 Modification of the agenda

The agenda of a regular meeting shall be completed and amended, if necessary, before its adoption, at the request of any member of the Municipal Council and upon authorization of the President of the meeting.



CHAPTER III

COUNCIL MEETINGS

SECTION 1

General information

5. Regular meetings

Any regular council meeting is held at 7:30 p.m. at the Luskville Community Centre located at 2024, Route 148 in Pontiac, on the schedule of meetings adopted by resolution, no later than December of each year.

The Council members may decide to temporarily change the day and place of the meetings.

6. Preparatory Sessions ("Caucus")

The Council shall meet within one week of the regular meeting and not later than 72 hours prior. The purpose of this meeting is to prepare for the regular meeting.

These meetings are held in-camera and the information discussed is confidential and cannot be shared. The same applies to the positions taken and comments made by Council members. The meetings are held in the conference room at the Town Hall, at the time agreed upon by the Council members. However, the place and time may be changed if the Council agrees.

A caucus may also be organized to discuss a specific topic or to hear presentations, receive training, meet with representatives or to hold any type of in-camera meeting.

7. Special sessions

In addition to the regular meetings provided for in this chapter, special meetings may be called at any time by the President of the Council, the Director General and Secretary-treasurer or by two members of the Council.

During a special meeting, only the subjects and business mentioned in the notice of meeting may be discussed, except with the unanimous consent of the Council Members, if they are all present.



Notice of a special meeting must be given to all Council members, other than those who convene the meeting, at least two days before the day fixed for the meeting.

8. Failure to comply with the formalities for convening the meeting

Failure to comply with the formalities prescribed by law for convening a council meeting may not be invoked where all the members of the council present on the territory of the Municipality have attended and that they expressed their waiver in an explicit or implicit manner, by participating to the meetings' deliberations.

9. Presidency of the Council meetings

During its meetings, the Council is presided by the Mayor or the Pro-Mayor.

In their absence, the Director General calls for order and presides over this sole deliberation, which is the choice of an appointed president chosen among the Councillors present.

The Pro-Mayor or the designated president, depending on the case, only presides the meeting until the arrival of the Mayor or the Pro-Mayor, depending on the case.

10. Secretary

The Director General of the Municipality acts as secretary of Council meetings. In his absence, he shall be replaced by the Assistant Director General.

Before proceeding with business, if these two persons are not present, a resolution of the Municipal Council will be adopted to authorize one or more persons to act as secretary for this meeting.

SECTION 2

Course of the sessions

11. Opening of the meeting and quorum

11.1 Verification of quorum

It is assumed that the quorum verified at the beginning of the meeting lasts throughout the meeting, but any member of the Municipal Council may request a quorum verification during the meeting.



11.2 Loss of quorum

The official observation of a loss of quorum invalidates the continuation of the deliberations but does not affect decisions taken prior to this observation.

12. Deliberation

The deliberations of the meeting shall be recorded in the minutes.

Only a member of the Municipal Council may request that a mention be entered in the minutes of the meeting. The Director General may decide whether to accept or not to enter mention in the minutes.

13. Resolutions and regulations

To be included on the agenda of a regular Council meeting, any resolution must first have been discussed at the preparatory meeting, unless there is an exceptional situation.

Only the Mayor may table a new resolution that was not discussed at the preparatory session.

14. Rules governing the question periods

Council meetings include two (2) question periods, one after the adoption of the agenda and the other one, before the end of the meeting. Persons wishing to ask a question must have signed the register in advance. The President may agree to hear a question from a person whose name is not on the register.

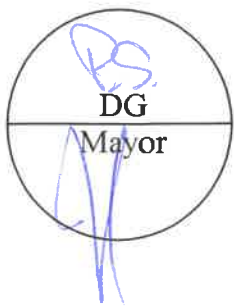
Question periods and answers are not recorded in the minutes.

No record is required during the second question period. The President asks the audience if there are any questions.

Each person has a maximum of three (3) minutes to formulate his questions. Questions must be formulated in an interrogative form.

Questions are respectfully addressed directly to the President of the meeting. Only the latter may give the right to speak and allow another member of the Municipal Council or a member of the audience to respond or speak.

After 30 minutes or if there is any digression, the President of the meeting may decide to end the said question period.



15. Rules governing minor variances

An additional period for questions and comments is provided in the case of an application for a minor variance.

CHAPTER IV

ORDER AND DECORUM

16. Duties and obligations of members of the Municipal Council

Members of the Municipal Council have a duty to respect the order and silence necessary for the smooth progress of the meeting and therefore, must avoid any obstructive behavior.

Members of the municipal Council are entitled to freedom of speech in accordance with the rules of procedure.

Members of the Municipal Council must obtain the consent of the President before any speech is made. They must also have obtained it before speaking directly to another member of the Municipal Council or in order to be able to go beyond their maximum speaking time of fifteen (15) minutes.

Members of the Municipal Council shall also obtain the consent of the President before making any request for information to a member of the public.

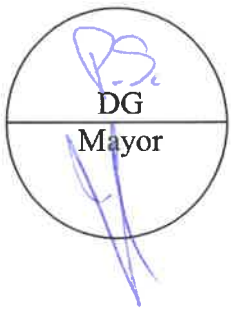
When a vote is requested, no member of the Municipal Council may leave his seat until the vote is lifted.

17. Conduct of members of the public

Any member of the public present at a Council meeting shall refrain from obstructing the proper conduct of the meeting by avoiding any coarse language or indecent behaviour towards anyone and shall obey any order of the President relating to order and decorum.

Any member of the public present at a Council meeting who wishes to address a Council Member may only do so during question periods, upon approval of the President.

18. Use of recording devices



The President may ask people in the room to turn off any electronic devices, cellular or otherwise, that may interfere with the proceedings.

Only members of the Municipal Council, officers assisting them and members of the public addressing members of the Council during question periods may be captured on a camera, video camera, television camera or any other recording device.

CHAPTER V

FINAL PROVISION

19. Entry into force and publication

This bylaw will come into force in accordance with the law and repeals bylaws #02-12 and #29-13.

Carried

20-02-3999

5.8 Surplus sale following the municipal auction

WHEREAS there were no offers for certain vehicles and equipment at the municipal auction for the sale of surplus goods ending on December 5, 2019;

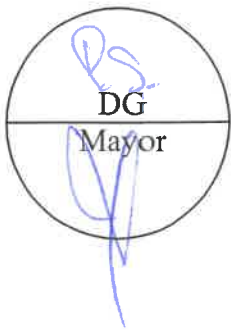
WHEREAS following the auction, the Municipality of Pontiac received offers for certain vehicles and equipment;

WHEREAS the offers are deemed to be reasonable with respect to the value of the vehicles and equipment concerned;

THEREFORE, it is moved by Councillor, Mrs. Isabelle Patry and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Council authorizes the sale of the following goods at the prices and to the individuals mentioned below:

1. 2007 Ford F-150 to L&J Towing for \$400.00
2. 2001 Ford F-150 to L&J Towing for \$300.00
3. Grader wing to Barkley Stewart for \$500.00
4. Arctic sander to Emery Greer for \$500.00



IT IS ALSO RESOLVED THAT other unsold equipment remain the property of the Municipality until the next surplus sale.

Carried

20-02-4000

5.9 Renewal of the electoral district division

WHEREAS the Municipality of Pontiac divides its territory into electoral districts every four years;

WHEREAS the Municipality of Pontiac complies with articles 9, 11 and 12 or as the case may be, 12.0.1 of the Act respecting elections and referendums in municipalities (L.R.Q. c. E-2.2);

WHEREAS the Municipality of Pontiac requests a renewal of the same division before March 15 of the calendar year preceding the year in which the general election is to take place;

WHEREAS the request for renewal is accompanied by the document provided for in section 12.1, and this document also indicates the number of electors for each of the current electoral districts;

WHEREAS the Electoral Representation Commission will send the Municipality of Pontiac a certified copy of the decision confirming or not that the Municipality of Pontiac fulfills the conditions for renewing the same divisions;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Isabelle Patry.

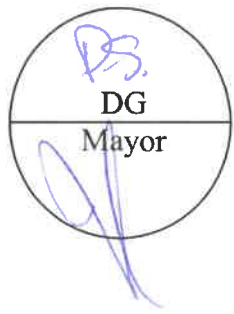
AND RESOLVED THAT the Municipality of Pontiac asks the Electoral Representation Commission to confirm that it fulfills the conditions required to renew the division of the territory of the Municipality of Pontiac into electoral districts.

Carried

6. PUBLIC WORKS

20-02-4001

6.1 Assistance program for local roads –specific improvement projects segment



WHEREAS the Municipal Council members are aware of the terms and conditions for the application of the Particular Improvement Project (PPA) segment of the Local Roadway Assistance Program (PAV) for Pères-Dominicains Road;

WHEREAS the accountability form V-0321 has been duly completed;

WHEREAS the work carried out or the inherent costs are eligible for the PAV;

WHEREAS the road network for which an application for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAV;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor Mrs. Susan McKay.

AND RESOLVED THAT the Council of the Municipality of Pontiac approves the expenses in the amount of \$219,285.00 relating to the improvement work that was carried out and the eligible inherent costs which are mentioned on the form V-0321, in accordance with the requirements of the Quebec Ministry of Transport.

Carried

20-02-4002

6.2 Assistance program for local roads –recovery of local road infrastructure segment

WHEREAS the Municipality of Pontiac is aware of the terms and conditions of application for the Recovery of Local Road Infrastructure (RIRL) segment of the Local Roadway Assistance Program (PAVL);

WHEREAS the interventions referred to in the application for financial assistance are included in an intervention plan for which the MRC des Collines-de-l'Outaouais has obtained a favourable opinion from the Ministry of Transport, Sustainable Mobility and Transport Electrification (MINISTRY);

WHEREAS the Municipality of Pontiac wishes to submit an application for financial assistance to the MINISTRY to carry out work that is eligible under the RIRL segment of the PAVL;

WHEREAS only the work carried out after the date indicated on the letter of announcement is eligible for financial assistance;

WHEREAS the Municipality of Pontiac undertakes obtaining the necessary funding to carry out the entire project, including the MINISTRY's share;



WHEREAS the Municipality of Pontiac chooses to establish the calculation source of the financial assistance according to the tender slip of the successful contractor (invitation to tender);

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Council authorizes the presentation of an application for financial assistance for eligible work, confirms its commitment to have the work carried out according to the terms and conditions in force, and recognizes that in the event of non-compliance with these, the financial assistance will be terminated.

Carried

20-02-4003

6.3 Assistance program for local roads – phase of acceleration of investments on the local road network

WHEREAS the Municipality of Pontiac has been made aware of the terms and conditions of application of the Acceleration of investments on the local road network (AIRRL) phase of the Local Roadway Assistance Program (PAVL);

WHEREAS the Municipality of Pontiac wishes to submit an application for financial assistance to the Ministry of Transport, Sustainable Mobility and Transportation Electrification (MINISTRY) to carry out work which is eligible under the AIRRL component of the PAVL;

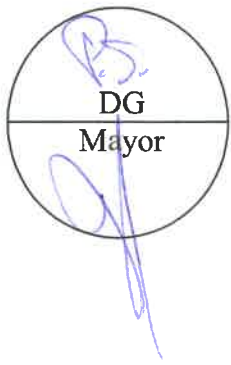
WHEREAS the Municipality of Pontiac undertakes obtaining the necessary funding to carry out the entire project, including the share of the MINISTRY;

WHEREAS only the work carried out after the date indicated on the letter of announcement is eligible for financial assistance;

WHEREAS the Municipality of Pontiac chooses to establish the calculation source of the financial assistance according to the tender slip of the successful contractor (invitation to tender);

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED THAT the Council authorizes the presentation of an application for financial assistance for the eligible work, confirms its commitment to have the work



carried out according to the established procedures and recognizes that in the event of non-compliance with these, the financial assistance will be terminated.

Carried

20-02-4004

6.4 Extension of culvert repair work on Alary Road

WHEREAS the work period for the culvert repairs on Alary Road was extended;

WHEREAS it was necessary to supervise the work during that period;

WHEREAS the amount that was provided for the supervising contract with the firm QDI, did not cover all of the extended period;

WHEREAS the contract with the firm in charge of repairing the culvert provided for penalties in the event of an extension of the work;

THEREFORE, it is moved by Councillor, Mr. Scott McDonald and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED THAT the Council authorizes the application of the penalties provided for in the contract with the firm in charge of repairing the culvert.

IT ALSO RESOLVED THAT the Council authorizes the payment of \$11,620.00, plus taxes, to the firm QDI, for its work supervision services.

FINALLY, IT IS RESOLVED THAT the funds come from the amount of penalties incurred for the extension of work.

Carried

7. URBAN PLANNING AND ZONING

7.1 Notice of motion

Notice of motion is given by Councillor, Mrs. Isabelle Patry of District 5 of the Municipality of Pontiac, to the effect that there will be adoption of the draft interim control bylaw no. 02-20 to supervise construction and subdivision on private streets and rights of way.



7.2 Tabling of the draft bylaw no. 02-20 relating to interim control in order to oversee new constructions and subdivision on private roads and rights of way

20-02-4005

7.3 Application to the CPTAQ for the authorization to alienate lot 2 756 128, located on Tremblay Road

WHEREAS the application is part of a citizen's approach with the CPTAQ for the alienation / subdivision of lot 2 756 128 which is located in the agricultural zone decreed by Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (LRQ, c. P-41.1);

WHEREAS under section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, this application which is sent by the Municipality to the CPATQ is motivated by taking into account the criteria established in section 62 of the LPTAA;

WHEREAS the authorization sought will not affect the possibilities of using the lots for agricultural purposes and those of neighbouring lots, given that the purpose of the lots remains unchanged;

WHEREAS the authorization sought is not incompatible with agriculture since agricultural activities will be maintained;

WHEREAS the application for an authorization is not incompatible with agriculture in the sector where it is located and does not create constraints with regard to the application of laws and regulations aimed at mitigating the inconveniences related to odours inherent to agricultural activities;

WHEREAS the request for an authorization is not incompatible with agriculture in the sector where it is located and does not create constraints with regard to the application of environmental laws and regulations and more particularly, for establishments of animal production since the active agricultural buildings closest to the areas concerned seem to be more than 60 metres away;

WHEREAS section 61.1 does not apply to this request;

WHEREAS the homogeneity of the environment will not be modified, altered and unstructured, given the fact that no authorization for purposes other than agricultural is requested;



WHEREAS the authorization sought will not affect water and soil resources, since these will be respected in accordance with municipal regulations;

WHEREAS the application for authorization will not in any way destabilize the agricultural activities in the sector, in the short and long term, and the two new land properties will have sufficient areas for agricultural activities;

WHEREAS the application does not contravene any municipal bylaws;

THEREFORE, it is moved by Councillor, Mrs. Isabelle Patry and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED THAT the Council supports the citizen's application in his approach with the CPTAQ in order to alienate lot 2 756 128, located on Tremblay Road.

Carried

20-02-4006

**7.4 Application to the CPTAQ for the authorization to alienate lot
2 682 978, located on Baie Road**

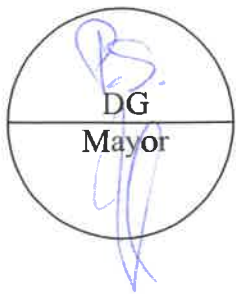
WHEREAS the application is part of a citizen's approach with the CPTAQ for the alienation / subdivision of lot 2 682 978 which is located in the agricultural zone decreed by Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (LRQ, c. P-41.1);

WHEREAS under section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, this application which is sent by the Municipality to the CPATQ is motivated by taking into account the criteria established in section 62 of the LPTAA;

WHEREAS the authorization sought will not affect the possibilities of using the lots for agricultural purposes and those of neighbouring lots, given that the purpose of the lots remains unchanged;

WHEREAS the authorization sought is not incompatible with agriculture, since agricultural activities will be maintained;

WHEREAS the application for authorization is not incompatible with agriculture in the sector where it is located and does not create constraints with regard to the application of laws and regulations aimed at mitigating the inconveniences related to odours inherent to agricultural activities;



WHEREAS the application for authorization is not incompatible with agriculture in the sector where it is located and does not create constraints with regard to the application of environmental laws and regulations and more particularly for establishments of animal production, since the active agricultural buildings closest to the area concerned seem to be more than 60 metres away;

WHEREAS section 61.1 does not apply to this request;

WHEREAS the homogeneity of the environment will not be modified, altered and unstructured, given the fact that no authorization for purposes other than agricultural is requested;

WHEREAS the authorization sought will not affect water and soil resources, since these will be respected in accordance with municipal regulations;

WHEREAS the application for authorization will not in any way destabilize the agricultural activities in the sector, in the short and long term, and the two new land properties will have sufficient areas for agricultural activities;

WHEREAS the application does not contravene any municipal bylaw;

THEREFORE, it is moved by Councillor, Mrs. Isabelle Patry and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED THAT the Council supports the citizen's application in his approach with the CPTAQ in order to alienate lot 2 682 978, located on Baie Road.

Carried

8. RECREATION AND CULTURE

20-02-4007

8.1 Implementation of the 2020 summer day camp program

WHEREAS the Municipality of Pontiac, through its Municipal Family Policy, recognizes the importance of working for the development of families and is committed to act in favour of families;

WHEREAS in its action plan, the Municipal Family Policy provides for maintaining the summer day camp service offered to families in the Municipality;



WHEREAS the Recreation and Community life Director will ensure the management of the summer day camp program in 2020;

WHEREAS the Recreation and Community life Director must implement now the planning and achievement stages for the 2020 day camp;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Municipal Council authorizes the Recreation and Community life Director to use the funds allocated for the day camp in order to implement the 2020 day camp program.

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the Recreation and Community life Director to post the job offers and start the recruitment process for the positions to be filled, that is:

- Camp coordinator – hourly rate at \$21.50 depending on experience (500-hour contract maximum)
- Camp head leader - hourly rate at \$14.50 (360-hour contract maximum)
- Camp leader (3 positions to be filled) - hourly rate at \$14.00 (360-hour contract maximum)
- Accompanying person for disabled children (2 positions, if needed) - hourly rate at \$14.00 (300-hour contract maximum).

FINALLY, IT IS RESOLVED THAT the Municipal Council authorizes the Recreation and Community life Director to set the registration fee for the day camp at \$125.00 per child, per week.

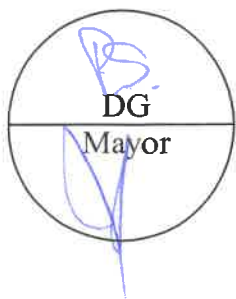
Carried

20-02-4008

8.2 Agreement between the Municipality of Pontiac and Mrs. Lynn Régimbal for the responsibility of providing access to the gymnasium at the Notre-Dame-de-la-Joie School

WHEREAS Groupe Action Jeunesse has requested that the Municipality deals directly with Mrs. Régimbal for the access to the gymnasium at the Notre-Dame-de-la-Joie School;

WHEREAS the gymnasium is available to citizens for sporting activities outside school hours;



WHEREAS there are frequent requests for its use;

WHEREAS it is necessary to control access to the gymnasium;

THEREFORE, it is moved by Councillor, Mrs. Susan McKay and seconded by Councillor, Mrs. Leslie-Anne Barber.

AND RESOLVED THAT the Municipality entrusts to Mrs. Lynn Régimbal the responsibility of controlling the access to the gymnasium, according to the intended use and to report to the Municipality any breakage therein.

IT IS ALSO RESOLVED THAT a sum of \$ 90.00 per week will be granted to Mrs. Lynn Régimbal for this responsibility and that this agreement is for a period of 50 weeks (\$ 4,500.00) staggered between January 1, 2020, to December 31, 2020.

FINALLY, IT IS RESOLVED that the Municipality reserves the right to terminate this agreement unilaterally, following two (2) months notice.

Carried

20-02-4009

8.3 Creation of a position- janitor and maintenance

WHEREAS the Municipality needs to maintain and keep its infrastructures clean;

WHEREAS the tenders that were received following the call for tenders for the housekeeping contract, did not respect the amounts provided for in the budget;

WHEREAS the hiring of a janitor will allow the Municipality to keep its infrastructures clean and well maintained;

WHEREAS the creation of this position will also allow the Public Works and recreation services to work together;

WHEREAS an informative meeting has been held with the union representative and a letter of agreement will be signed in order to incorporate the position into the collective agreement for a trial period of two (2) years;

WHEREAS the creation of this position does not create any legal obligation of permanent integration into the collective agreement after this two-year trial period;



THEREFORE, it is moved by Councillor, Mr. Scott McDonald and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED to create a unionized janitor and maintenance position that will work under the Recreation and Community life Director's authority for a period of two years.

Carried

20-02-4010

8.4 2019 Day camp reimbursements – families of flood victims

WHEREAS the Municipality received a donation from the B'Nai Brith camp in the amount of \$5,612.00;

WHEREAS the donation is intended to help families affected by the floods and more specifically, children;

WHEREAS a letter was sent to all the parents of the day camp, explaining the procedure to follow to register for the reimbursement program;

WHEREAS three families meeting the criteria have registered for the reimbursement;

THEREFORE, it is moved by Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT a maximum number of four weeks per family will be reimbursed.

IT IS ALSO RESOLVED THAT a sum of \$1,500.00 be allocated to families registered for the reimbursement.

IT IS ALSO RESOLVED THAT a portion of the remaining amount (\$4,112.00) will be dedicated to helping families in need, by offering ten weeks of day camp (\$1,250.00) and using \$2,862.00 for the day camp activities.

FINALLY, IT IS RESOLVED THAT the Municipality thanks Camp B'Nai Brith for their generous contribution.

Carried



20-02-4011

8.5 Maintenance and improvement of intercity transportation service on the Route 148 axis

WHEREAS the MRC of Pontiac, the Municipality of Pontiac and Transcollines wish to maintain and develop the intercity transportation service on their territory and are promoting better coordination between the different types of passenger transportation as well as between the different territories of the rural Outaouais;

WHEREAS the Ministry of Transportation (MTQ) renewed, for 2018-2020, its Public Transit Development Assistance Program (PADTC);

WHEREAS the MRC Pontiac is eligible for section 2.3.1 «Financial assistance for the maintenance and improvement of services operated under a permit from the *Commission des transports du Québec*» of segment II of the PADTC which provides financial assistance from the Ministry which is equal to three times the financial contribution of the municipal sector, up to a maximum of \$150,000.00 per year, per project;

WHEREAS the Municipality of Pontiac has decided, by resolution of its Council (no. 16-09-2880), to entrust Transcollines with the mandate to organize and manage an intercity transportation service on the axis of Route 148 on the territory of the MRC Pontiac and the Municipality of Pontiac;

WHEREAS a memorandum of understanding was reached for this purpose on September 7, 2016, between the MRC Pontiac, the Municipality of Pontiac and Transcollines;

WHEREAS the said memorandum of understanding has since been renewed annually and will soon expire at the end of its last renewal;

WHEREAS a request for financial support of \$140,587.00 has been filed for this purpose by the MRC Pontiac with the MTQ to cover the operating costs of the service until October 16, 2019;

WHEREAS the said request was approved by the MTQ and the funding of the service was supplemented by a financial contribution from the MRC Pontiac, the Municipality of Pontiac, as well as the revenues from the sale of tickets to users to cover the operating costs of the service until October 16, 2019;

WHEREAS a significant drop in user revenues was observed in 2019;



WHEREAS the financial support from the MTQ is coming to an end and it should be renewed;

WHEREAS the operating deficit forecast for the period from October 17, 2019, to October 16, 2020, is \$221,441.00 and provincial funding provides that the MTQ triple the municipal contribution to cover this deficit;

WHEREAS the financial forecasts for the period from October 17, 2019, to October 16, 2020, are as follows:

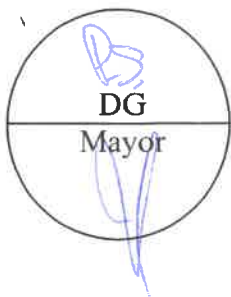
Financial arrangement 2019-2020		
Expenses	\$	%
Operation	\$261,513	100 %
TOTAL Expenses	\$261,513	100 %
Funding	\$	%
Pontiac MRC	\$47,627	13%
Municipality of Pontiac	\$23,814	6%
User income	\$40,072	26%
Sub. intercity transportation MTQ	\$150,000	56%
TOTAL OF FUNDING	\$261,513	100 %
BALANCE	0 \$	

WHEREAS the municipal share provided to cover the portion of the operating deficit for the period from October 17, 2019, to October 16, 2020, is:

- MRC Pontiac: \$47,627.00
- Municipality of Pontiac: \$23,814.00

WHEREAS the MRC Pontiac plans to request financial assistance from the MTQ under the aforementioned program for an amount of \$150, 00.00 covering part of the operating deficit for the period from October 17, 2019, to October 16, 2020;

WHEREAS the said request made by the MRC Pontiac provides for a financial contribution of \$23, 814.00 from the Municipality of Pontiac, covering part of the operating deficit for the period from October 17, 2019, to October 16, 2020;



THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Isabelle Patry.

AND RESOLVED THAT the Council of the Municipality of Pontiac support the intercity transportation project and renews, until December 31, 2020, the memorandum of understanding reached on September 7, 2016, between the MRC Pontiac, the Municipality of Pontiac and Transcollines, giving Transcollines the mandate to organize and manage an intercity transportation service on the axis of Route 148 on the territory of the MRC Pontiac and the Municipality of Pontiac and invites the latter to do the same.

IT IS ALSO RESOLVED THAT the mandate given to Transcollines includes incurring expenses, awarding of contracts, the collection of user revenues and the authority to carry out all transactions and sign all documents or agreements necessary for the fulfillment of its mandate.

IT IS ALSO RESOLVED THAT the Council authorizes the general management of the Municipality of Pontiac to proceed with signing all necessary agreements for the realization of this project, including with Transcollines and the MTQ.

IT IS ALSO RESOLVED THAT the financial contribution of the Municipality of Pontiac be \$23,814.00 for a period of 12 months, from October 17, 2019, to October 16, 2020.

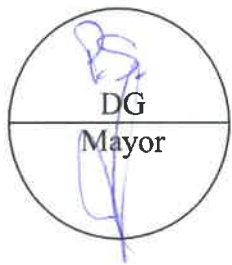
IT IS ALSO RESOLVED to support the request for financial support for \$150,000.00 addressed to the MTQ as part of section 2.3.1 «Financial assistance for the maintenance and improvement of services operated under a permit from the Commission des transports du Québec» of segment II of the PADTC, for a 12-month period from October 17, 2019 to October 16, 2020;

FINALLY, IT IS RESOLVED to continue to work with the partners involved, in order to implement a sustainable solution and soon redeploy the intercity transportation service on the axis of Route 148.

Carried

9. PUBLIC QUESTION PERIOD

10. CLOSING OF THE MEETING



IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mrs. Nancy Draper-Maxsom.

AND RESOLVED THAT this Council agrees to close the session at 8:44 pm.

Carried

A blue ink signature of Mr. Pierre Said.

Mr. Pierre Said
DIRECTOR GENERAL

A blue ink signature of Mrs. Joanne Labadie.

Mrs. Joanne Labadie
MAYOR

« I, Mayor Joanne Labadie, hereby certify that the signature on the present minutes is equivalent to my signature on each and every resolution herein, as specified in section 142 (2) of the Municipal Code».