

**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, May 12, 2020, at 7:00 p.m. by teleconference, in which participated:

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

Also present, Mr. Pierre Said, Director General.

Excused absence: Mrs. Nancy Draper-Maxsom, Councillor.

1. OPENING OF THE MEETING

Mrs. Joanne Labadie, President, notes the quorum and opens the meeting. The meeting starts at 7:00 p.m.

2. FLOOR TO THE PUBLIC AND QUESTIONS

Councillor, Mrs. Leslie-Anne Barber reads the questions from the public, which we sent via e-mail, due to the situation with the Covid-19. Mayor, Mrs. Joanne Labadie answers all questions.

20-05-4061

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 April 14, 2020**
5. **Administration**
 - 5.1 Budgetary transfers
 - 5.2 List of fixed expenses
 - 5.3 Report regarding the delegation of authorized expenditures
 - 5.4 Proxy resolution
6. **Public Works**
 - 6.1 Purchase of gravel for culvert replacement and pavement correction 2020
 - 6.2 Hiring of a trucker -1
 - 6.3 Hiring of a trucker - 2
 - 6.4 Price adjustment for the monitoring of the Saint Andrew and Saint John Project



6.5 Feasibility study for the supply contract of LED streetlights

7. Urban planning and zoning

7.1 Hiring of an office clerk during parental leave

7.2 Creation of a permanent drainage servitude on lots 6 336 622 and 6 336 626, Aventure Road

8. Recreation and culture

8.1 Financial assistance to organizations during the crisis

8.2 Continuity and improvement of interurban transport services on the axis of Road 148

9. Closing of meeting

IT IS MOVED BY Councillor, Mr. Thomas Howard and seconded by Councillor, Mrs. Susan McKay.

AND RESOLVED TO adopt the agenda as prepared and read.

Carried

20-05-4062

4. ADOPTION OF THE MINUTES OF THE MEETINGS OF APRIL 14, 2020

IT IS MOVED BY Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mrs. Isabelle Patry.

AND RESOLVED TO adopt the minutes of the meeting of April 14, 2020.

Carried

5. ADMINISTRATION

20-05-4063

5.1 Budgetary transfers

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

AND RESOLVED THAT the Municipality carry out the budgetary transfers in the amount of \$49, 861.55

Carried



20-05-4064

5.2 List of fixed expenses

IT IS MOVED BY Councillor, M. Thomas Howard and seconded by Councillor, Mrs. Isabelle Patry.

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals made from April 1 to April 28, 2020, all for a total amount of \$479,848.81.

Carried

5.3 Tabling of the report regarding the delegation of authorized expenditures from April 1st to 28, 2020

20-05-4065

5.4 Proxy resolution

WHEREAS it is necessary to designate people in charge of the registration of the Municipality of Pontiac for the files of Revenu Québec;

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

AND RESOLVED THAT Council authorize the Director General and/or the Assistant Director General and/or the Director of Finance and/or the accounting clerk:

- to register the business in Revenu Québec files;
- to manage the registration of the company with clicSÉQUR - Entreprises;
- to manage the registration of the business in My Account for businesses and, generally,
- to do all that is useful and necessary to that end;
- to fulfil the roles and responsibilities of the person responsible for electronic services described in My Account for Business Terms of Use, more specifically, by giving business users, as well as other businesses, authorization or power of attorney;
- to consult the business file and acting in the name and on behalf of the business, for all periods and taxation years (past, current and future), including the power to participate in any negotiations with Revenu Québec, with respect to all information that Revenu Québec holds about the business for the application or enforcement of tax laws, the Excise Tax Act and the Act to facilitate the payment of support



payments, by contacting Revenu Québec by any of the means of communication available (by telephone, in person, by mail and through online services).

IT ALSO RESOLVED THAT this authorization will take effect on May 13, 2020 and will have an indefinite period.

Carried

6. PUBLIC WORKS

20-05-4066

6.1 Purchase of gravel for culvert replacement and pavement correction 2020

WHEREAS the Public Works Department plans to replace approximately 30 culverts in the 2020 season;

WHEREAS the Public Works Department will have to purchase granular material of different diameters for this work;

WHEREAS the tonnage required for this work is approximately 4,500 tons;

WHEREAS local quarries have similar quality material;

WHEREAS local quarries have competitive prices which are almost identical;

WHEREAS the Public Works Department will carry out this work on the entire territory of the Municipality;

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

AND RESOLVED THAT the Public Works Department will choose the most advantageous local quarry according to the availability of equipment, cost and distance from the work site, for a maximum amount of \$45,000 before taxes for this work.

IT IS ALSO RESOLVED THAT the expense be allocated to budget item # 02 32000 620.

Carried



20-05-4067

6.2 Hiring of a trucker - 1

WHEREAS resolution # 20-04-4056;

WHEREAS interviews were conducted by a selection committee;

WHEREAS the recommendation of the selection committee;

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

AND RESOLVED THAT Council accepts the hiring of Mr. Christian Philippe as a trucker, Class 4, as of April 27, 2020, under the terms of the collective agreement.

Carried

20-05-4068

6.3 Hiring of a trucker - 2

WHEREAS resolution # 20-04-4056;

WHEREAS interviews were conducted by a selection committee;

WHEREAS the recommendation of the selection committee;

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

AND RESOLVED THAT Council accepts the hiring of Mr. Owen Teevens as a trucker, Class 3 as of May 4, 2020, under the terms of the collective agreement.

Carried

20-05-4069

6.4 Price adjustment for the monitoring of the Saint-Andrew and Saint-John project

WHEREAS the mandate for the conception of sewer rehabilitation project on Saint-Andrew and Saint-John Streets was awarded to TGC Inc. in the amount of \$1,767,185.30;



WHEREAS Article 3.4 of the tender documents for the supervision of works determines that the fees for supervision will be established using the percentage method. This means that the amount of monitoring will be equivalent to the percentage of the value of the contract submitted to the schedule;

WHEREAS the percentage submitted by Équipe Laurence in the call for tenders 19-TP-041 is 3.1% of the contract value;

WHEREAS the Municipality's estimate for the project was lower than the actual expenditure;

THEREFORE, it is moved by Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT an additional amount of \$33,082.74 be committed for the supervision of the work on the project to upgrade municipal services on Saint-Andrew and Saint-John Streets in accordance with the mandate given to Équipe Laurence in resolution #19-07-3808.

IT IS ALSO RESOLVED that this amount be allocated to the TECQ 2019-2023 program.

Carried

20-05-4070

6.5 Feasibility study for the supply contract of LED streetlights

WHEREAS the Municipality of Pontiac has expressed, through resolution # 20-04-4048, its desire to participate in the call for tenders launched by the FQM and to benefit from the conditions and provisions arising from the contract;

WHEREAS a feasibility study must be carried out in connection with this project;

WHEREAS the feasibility study generates costs which will then be deducted from the total amount of the project if the Council wishes to go ahead;

THEREFORE, it is moved by Councillor, Mr. Thomas Howard and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Council authorizes the payment of the feasibility study for an amount of \$ 6,882 and that this expense be attributed to budget item # 02 34000 411 and financed with the working capital and repayable in full in 2021.



IT IS ALSO RESOLVED THAT the Council reiterates its desire to go ahead with the agreement with the FQM regarding the awarding of a contract to Énergère for the replacement of streetlights.

Carried

Councillor, Mrs. Leslie-Anne Barber is not in favour.

7. URBAN PLANNING AND ZONING

20-05-4071

7.1 Hiring of an office clerk during parental leave

WHEREAS resolution 19-11-3931 authorizes the hiring of an office clerk to fill the position during parental leave;

WHEREAS the position was posted on a permanent basis in accordance with the collective agreement for unionized employees;

WHEREAS the selection committee made recommendations further to interviews and written exams;

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

AND RESOLVED THAT this Council confirms the temporary hiring of Mrs. Natacha Sylvestre as an office clerk from May 19, 2020 until March 1, 2021, according to the provisions of the class 2 collective agreement of the office clerk position.

Carried

20-05-4072

7.2 Creation of a permanent drainage servitude on lots 6 336 622 and 6 336 626, Aventure Road

WHEREAS the developer, 9344-9247 Québec Inc., created the Domaine des Chutes project, particularly aiming for the development of Aventure Road;

WHEREAS the memorandum of understanding between the Municipality and the developer stipulating that the developer must agree, at his own expense, to all required servitudes, notably for drainage purposes, and this, for the benefit of the Municipality;



WHEREAS there is a need to establish a drainage servitude on lots 6 336 622 and 6 336 626, located on Aventure Road;

WHEREAS a technical description was prepared by Hubert Carpentier, Land Surveyor, dated February 6, 2020, under number 13392 of his minutes;

WHEREAS draft deeds were prepared by Me Geneviève Dubreuil, notary;

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

AND RESOLVED THAT the Municipal Council authorizes the Mayor and the Director General and Secretary-treasurer to sign all documents required to give full effect to this resolution.

IT IS ALSO RESOLVED THAT professional fees and expenses be paid by the developer.

Carried

8. RECREATION AND CULTURE

20-05-4073

8.1 Financial assistance to organizations during the crisis

WHEREAS the Municipality of Pontiac wishes to help organizations working for the community during the COVID-19 crisis period;

WHEREAS the Policy of recognition and support for community organizations;

WHEREAS the recommendations of the Recreation Committee;

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

AND RESOLVED THAT Council grants financial assistance to the following organizations for an amount totalling \$ 9,500, distributed as follows:

Quyón Family Centre	\$ 8,000
Kogaluk Centre	\$ 500
Table Autonome des Aînés	\$ 1,000
Total	\$ 9,500



IT IS ALSO RESOLVED THAT the expense be allocated to budget item # 02 70190 970.

FINALLY, IT IS RESOLVED THAT Council commits into looking again at the support of other community organizations when their activities can resume.

Carried

20-05-4074

8.2 Continuity and improvement of interurban transport services on the axis of Road 148

WHEREAS the MTQ has recently modified its funding program for interurban transport;

WHEREAS the MRC Pontiac is eligible for section 2.3.2 "financial assistance for the development of intercity bus transportation services" of phase II of the PADTC which provides financial assistance from the department which is equal to 75% of eligible expenses, up to \$ 185,000 per year, per route;

WHEREAS the contribution of the Municipality of Pontiac is reduced because the financial assistance has gone from \$ 150,000 to \$ 185,000;

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

AND RESOLVED to amend resolution # 20-02-4011 so that the financial contribution of the Municipality of Pontiac is \$ 11,309 for a period of 12 months, from October 17, 2019 to October 16, 2020.

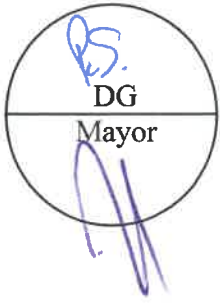
IT IS ALSO RESOLVED to support a request for financial support of \$ 185,000 addressed to the MTQ in the context of section 2.3.2 "financial assistance for the development of long-distance bus transportation services" of phase II of the PADTC for a period of 12 months from October 17, 2019 to October 16, 2020.

Carried

20-05-4075

9. CLOSING OF THE MEETING

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



AND RESOLVED to close the meeting at 8:22 p.m. having gone through the agenda.

Carried

A handwritten signature in blue ink, appearing to read 'Said', written above a horizontal line.

Mr. Pierre Said
DIRECTOR GENERAL

A handwritten signature in blue ink, appearing to read 'Labadie', written above a horizontal line.

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.»