



## MUNICIPALITY OF PONTIAC

### PROVINCE OF QUEBEC COUNTY OF PONTIAC

MINUTES of a regular meeting of the municipal council of the Municipality of Pontiac, held on May 14, 2019 at 7:30 p.m., at the Breckenridge Community Center, located at 1491, Hwy 148, Pontiac, those who were present:

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

Also present, Mrs. Charlotte Laforest, Acting General Director and Mr. Pierre Said, Executive assistant and a few ratepayers.

#### 1. OPENING OF THE MEETING

Mrs. Joanne Labadie, President, observes quorum and proceeds with the opening of the meeting. The meeting starts at 7:35 p.m.

#### 2. FLOOR TO THE PUBLIC AND QUESTIONS

Mrs. Joanne Labadie, President, acknowledges the entries in the question register and gives the floor to the public

#### 3. ADOPTION OF THE AGENDA

1. Opening of the meeting;
2. Floor to the public and questions;
3. Adoption of the agenda;
4. Adoption of the minutes of the previous meetings:
  - 4.1 Minutes of the regular meeting held on April 9, 2019 and the special meetings of April 19, 25 and 30, 2019;
5. Administration
  - 5.1 Budgetary transfer
  - 5.2 List of invoices to pay
  - 5.3 List of fixed expenses
  - 5.4 List of incurred expenses for the month of May;
  - 5.5 Report regarding the delegation of authorized expenditures;
  - 5.6 Fund reserve – Asphalt repairs;

19-05-3757



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- 5.7 Parental leave - Employee #05-0011;
- 5.8 Amendment to resolution 19-04-3724;
- 5.9 Retirement saving;
- 5.10 Resignation of employee #01-0128;
- 5.11 Awarding of contract – Project Manager and Urban Planning Analyst
- 5.12 Amendment to resolution 19-04-3725: Policy of recognition and support for community organizations;
6. Public Security
7. Public Works
8. Public Hygiene
9. Zoning and Urban Planning
- 9.1 Application to the CPTAQ for authorization to alienate the following lots: 2 683 432, 2 683 403, 2 683 434 and 2 683 430-P located on des Pères-Dominicains road.
10. Recreation and culture
11. Miscellaneous
12. Various reports and correspondence
- 12.1 Tabling of various municipal reports:
  - a) animals
13. Tabling of the register of correspondence
- 13.1 Register of the correspondence received in April 2019;
14. Public question period;
15. Closing of meeting;

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

**AND RESOLVED TO** adopt the agenda with the following modifications:

WITHDRAWAL of item 5.11 - Awarding of contract – Project Manager and Urban Planning Analyst;

ADD-ON item 5.11 – Local emergency statement (renewal)

WITHDRAWAL item 5.12 - Amendment to resolution no. 19-04-3725: Policy of recognition and support for community organizations;

ADD-ON item 12.2 – Tabling of the 2017 flood report;



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### AMENDED AGENDA

1. Opening of the meeting
2. Floor to the public and questions
3. Adoption of the agenda
4. Adoption of the minutes of previous meeting
- 4.1 minutes of the regular meeting held april 9, 2019 and the special meetings held on april 19, 25 and 30, 2019;
5. Administration
- 5.2 list of invoices to pay
- 5.3 list of fixed and preapproved expenses
- 5.5 tabling of the report regarding the delegation of authorized
- 5.6 fund reserve – asphalt repairs
- 5.7 parental leave – employee #05-0011
- 5.8 amendment to resolution 19-04-3724
- 5.9 retirement saving
- 5.10 resignation of employee 01-0128 as a volunteer fireman
- 5.11 local emergency statement (renewal)
6. Public security
7. Public works
8. Public hygiene
9. Zoning and urban planning
- 9.1 application to the cptaq for authorization to alienate the following lots: 2 683 403, 2 683 432, 2 683 434 and 2 683 430-p, located on des pères-dominicains road
10. Recreation and culture
11. Miscellaneous
12. Various reports and correspondence
- 12.1 tabling of various municipal reports
- 12.2 tabling of the 2017 flood report
13. Tabling of the correspondence register
- 13.1 correspondence register for the month of april 2019
14. Public question period
15. Closing of the meeting

Carried



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19-05-3758

**4. ADOPTION OF THE MINUTES OF PREVIOUS MEETING**

**4.1 Minutes of the regular meeting held April 9, 2019 and the special meetings held on April 19, 25 and 30, 2019;**

**IT IS MOVED BY** Councillor, Susan McKay and seconded by Councillor, Scott McDonald.

**AND RESOLVED** to adopt the minutes of the regular meeting held on April 9, 2019 and the minutes of the special meetings held on April 19, 25 and 30, 2019.

Note: Councillor, Nancy Draper-Maxsom is not in favor.

Carried

19-05-3759

**5. ADMINISTRATION**

**5.1 Budgetary transfer**

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

**AND RESOLVED THAT** the Municipality carry out the budgetary transfers as described on the attached list in the amount of **\$90 559.00**.

Carried

19-05-3760

**5.2 List of invoices to pay**

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

**AND RESOLVED THAT** this council authorizes the payment of invoices amounting to **163 947,85\$** (see appendix) for the period ending on April 30, 2019, and to debit budget posts related to the expenses mentioned on the said list.

Carried



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19-05-3761

**5.3 List of fixed and preapproved expenses**

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

**AND RESOLVED THAT** this council approves the list of disbursements and withdrawals done from March 27, 2019 to April 29, 2019, all for a total amount of **\$491 995.34\$**.

Carried

19-05-3762

**5.4 List of incurred expenses for the month of May 2019**

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

**AND RESOLVED** to accept the incurring expenses shown in appendix A, for a total amount of **\$4,042.82** taxes included.

Carried

**5.5 Tabling of the report regarding the delegation of authorized**

Expenditures from March 26 to April 29, 2019.

19-05-3763

**5.6 Fund reserve – Asphalt repairs**

**WHEREAS** Council adopted resolution 06-04-109 on April 11, 2006 concerning the creation of a reserve fund for asphalt repairs.

**WHEREAS THE** external auditor's financial report showed a non-affected surplus as of December 31, 2018.

**WHEREAS THE** reserve fund did not increase for 2018.

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



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**AND RESOLVED THAT** Council authorizes an increase of the reserve fund for asphalt repairs in the amount of 15,000\$ for 2018.

**IT IS ALSO RESOLVED THAT** the sums to this effect be transferred from the non-affected surplus.

Carried

19-05-3764

**5.7 Parental leave – Employee #05-0011**

**WHEREAS** employee #05-0011 submitted a written request for a parental leave.

**WHEREAS** the provisions in the Labour Standards family and parental leave and absences (Sect. 79.7 to 81.17.6).

**THEREFORE**, it is moved by Councillor, Leslie-Anne Barber and seconded by Councillor, Scott Mc Donald.

**AND RESOLVED** that Council grants employee #05-0011's parental leave from May 6 to May 27, 2019.

19-05-3765

**5.8 Amendment to resolution 19-04-3724**

**WHEREAS** the Pontiac scholarship program has been implemented to promote access to full-time post-secondary education for students from the MRC of Pontiac and the Municipality of Pontiac.

**WHEREAS** the program is open to all full-time post-secondary students, high-school graduates or to the students having completed a semester in a vocational training course (continuing education program).

**WHEREAS** the Municipal Council wishes to support academic perseverance.

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



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**AND RESOLVED THAT** the Municipal Council authorizes the payment of \$500.00 to the Pontiac Scholarship program for a scholarship to a student from the Municipality.

**IT IS ALSO RESOLVED THAT** this contribution be taken from the appropriated surplus « Post-secondary scholarship fund » provided under budget item 02 70170-970.

**IT IS ALSO RESOLVED THAT** resolution 19-04-3724 be abrogated.

Carried

19-05-3766

**5.9 Retirement saving**

**WHEREAS** the management employees remuneration policy, adopted on August 8, 2017, entitled «Retirement Saving» includes article 5.

**WHEREAS** said article offers management employees the possibility to enhance their individual RRSPs by the employer's contribution and this on presentation of supporting documents.

**WHEREAS** the closing date for the presentation of supporting documents is December 31 of the current year.

**WHEREAS** employee #02-75 believed to have presented the supporting documents in time.

**WHEREAS** Council does not want to penalize the retirement pension of one of its employees.

**THEREFORE**, it is moved by Councillor, Leslie-Anne Barber and seconded by Councillor, Thomas Howard.

**AND RESOLVED** that council accepts the supporting documents produced by the employee so he may rely on Article 5 of the management employees remuneration policy for the year 2017 and 2018.

Carried



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19-05-3767

**5.10 Resignation of employee 01-0128 as a Volunteer Fireman**

**WHEREAS** employee #01-0128 submitted her written resignation to the Fire Department Director, the Acting General Director and members of Council as of April 10, 2019 as a volunteer fireman;

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

**IT IS RESOLVED THAT** Council accepts employee #01-0128's resignation as volunteer fireman. Employee #01-0128 will remain in her position in the tax department.

Carried

19-05-3768

**5.11 Local emergency statement (renewal)**

**WHEREAS** the water level is above the threshold of major floods.

**WHEREAS** the situation remains unchanged since the last declaration of emergency.

**WHEREAS** it is estimated that the water level will remain high for several more days;

**WHEREAS** the municipal council at the special meeting of May 9, 2019 declared a state of emergency for a period of five days by its resolution No. 19-05-3754;

**WHEREAS** the first paragraph of section 43 of the *Civil Protection Act* (CQLR 2.3) provides that the state of emergency declared by the municipal council may be renewed for periods of up to five days, authorization of the Minister of Public Security;

**WHEREAS** the municipality has informed the Minister that it must take immediate action to protect the life, health or integrity of persons, whom it considers it can not achieve within the framework of its usual operating rules or





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the framework of an applicable civil security plan;

**WHEREAS** it is necessary to renew the declaration of state of emergency throughout the territory of the municipality for a period of five days due, among other things, to a partial evacuation of the population, the impracticability of several roads in the municipal road network and the need to requisition accommodation facilities following evacuations.

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

**BE IT RESOLVED** by Council of the Municipality of Pontiac:

- to renew the declaration of state of emergency made by resolution n ° 19-05-3754 voted on Thursday, May 9, 2019 throughout the territory of the municipality for an additional period of 5 days, subject to the authorization of the Minister of Public Safety;
- to designate the Mayor Joanne Labadie or the Acting Mayor, Leslie-Anne Barber so that they are entitled to exercise the following powers: paragraphs 1 to 6 of section 47 of the *Civil Protection Act*.

Carried

### **6. PUBLIC SECURITY**

No discussion

### **7. PUBLIC WORKS**

No discussion

### **8. PUBLIC HYGENE**

No discussion

### **9. ZONING AND URBAN PLANNING**



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19-05-3769

**9.1 Application to the CPTAQ for authorization to alienate the following lots: 2 683 403, 2 683 432, 2 683 434 and 2 683 430-p, located on des Pères-Dominicains Road**

**WHEREAS** the submitted application is part of a citizen's approach to the CPTAQ for authorization to alienate/subdivide lots 2 683 403, 2 683 432, 2 683 434 and 2 683 430-P, located in the agricultural zone decreed in the Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (L.R.Q, c. P-41.1).

**WHEREAS** according to section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, the present notice transmitted by the Municipality to the CPTAQ is motivated while taking into account the criteria provided under section 62 of the LPTAA.

**WHEREAS** the authorization that is sought will not affect the possibility of using these lots as well as neighbouring lots for agricultural purposes, seeing as the land use capability of the lots remains unchanged.

**WHEREAS** the authorization that is sought is not incompatible with agriculture since the agricultural activities will be maintained.

**WHEREAS** the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws aimed at reducing the inconveniences associated with odors inherent to agricultural activities.

**WHEREAS** the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws in terms of the environment and more specifically for animal production establishments.

**WHEREAS** section 61.1 does not apply to the present application.

**WHEREAS** the homogeneity of the community will not be modified, affected, or unstructured since no application for non-agricultural use has been made.

**WHEREAS** the authorization that is sought will not affect water and soil resources, since these will be respected according to municipal regulations.



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**WHEREAS** the application for authorization will not destabilize in any way, on a short or long-term basis, the agricultural operations in this area, and the two new properties will have sufficient surface area for agricultural operations.

**WHEREAS** the application for authorization does not contravene any municipal bylaw;

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

**AND RESOLVED THAT** this Council supports the citizen's application to the CPTAQ in order to receive the authorization for the alienation of lots 2 683 403, 2 683 432, 2 683 434 and, 2 683 430-P, located on Pères-Dominicains Road.

Carried

### **10. RECREATION AND CULTURE**

No discussion

### **11. MISCELLANEOUS**

No discussion

### **12. VARIOUS REPORTS AND CORRESPONDENCE**

#### **12.1 Tabling of various municipal reports**

SPCA animal patrol report for the months of March and April 2019

#### **12.2 Tabling of the 2017 flood report**

### **13. TABLING OF THE CORRESPONDENCE REGISTER**

#### **13.1 Correspondence register for the month of April 2019**

### **14. PUBLIC QUESTION PERIOD**

Joanne Labadie, President, asks the people present if they have questions.



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19-05-3770

**15. CLOSING OF THE MEETING**

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

**AND RESOLVED THAT** this Council accepts the closing of the meeting at 9:23 p.m.

Carried

Certified copy

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Charlotte Laforest  
ACTING GENERAL DIRECTOR

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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».*



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1- Pierre Guénette	<p>Mr. Guénette is preoccupied by the household waste collection. He describes the inconveniences either by an oversight or a change of schedule that he tolerated. He explains the number of phone calls he made to the Municipality without knowing if a follow-up would be done. He asks what measures have been taken to ensure that the contract is respected. <b>Mayor Labadie explains that there have been a number of meetings and that a temporary measure will be established. A sub-contractor will finish the existing contract. She apologizes in the name of the Municipality for any inconveniences and reiterates that the Public works Department has excessively worked hard to restore the service in place.</b></p>
2- Val Millier	<p>Mr. Miller asks how, will the Municipality share the costs with the shared services during the flood (CISSSO, Red Cross). <b>Mayor Labadie confirms that the sums distributed by the Red Cross to the flood victims, comes from the funds. However, CISSSO comes from provincial public funds. The Municipality will be responsible for the cost of the first three days of evacuation and then, the expenses will be reimbursed by the Ministry of Public Security. The percentage of the reimbursement has not yet been established.</b> Mr. Miller mentions that the ditch on Maple road is at risk of flooding and should be checked out. <b>Mayor Labadie ensures him that the message will be passed on to the Public works Department.</b></p>
3- Diane Lacasse	<p>Mrs. Lacasse thanks the Municipality for the \$2,000 donation for the 50<sup>th</sup> anniversary of the Blés d'Or. Mrs. Lacasse deplores the fact that the Blés d'Or had to cancel a supper due to the closing of the Community Center. She explains that the Blés d'Or would have prepared a supper for the flood victims. She quotes that the association lost money. She asks why nobody called her in advance. <b>Mayor Labadie answers that all reservations registered on the municipal website were called the preceding Wednesday. She's sorry that things turned out this way but, no reservation was registered.</b></p>
4- Sue Lamont	<p>Mrs. Lamont asks when, will the resolution on composting be abrogated. <b>Mayor Labadie explains that Council does not intend to abrogate this resolution and is still waiting for the results of a potential cost before proceeding with the</b></p>



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	<p><b>collection.</b> Mrs. Lamont asks if the contract for the garbage collection has been extended. <b>Mrs. Laforest replies that there is no extension to the contract.</b></p>
5- Mr. Allard	<p>Mr. Allard asks what the schedule is for the household waste collection. <b>Mayor Labadie explains that the sub-contractor was already involved for the days established in Pontiac. It was agreed that the collection would be done on Thursday and Friday.</b></p>
6- Siri Ingebrigsten	<p>Mrs. Ingebrigsten would like to congratulate Councillors Scott McDonald and Leslie-Anne Barber for their implication and assistance to the flood victims. She says however, the Municipality needs to look at a better organization during the distribution of the sand and bags. <b>Mayor Labadie thanks her for her comments and adds that in 2017, 45 000 bags were distributed to the citizens. This year, there were 170 000. She's aware that, on certain occasions the coordination of the volunteers was a bit difficult and reassures Mrs. Ingebrigsten that a public consultation will be held to discuss improvements to be made.</b> Mrs. Ingebrigsten is worried about the people that stayed in their houses during the evacuation and suggests that volunteers could bring them food. <b>Mayor Labadie explains that the Municipality is responsible the security of the citizens and the people that stayed in their houses went against the evacuation procedures. It is impossible for us to ask an employee or a volunteer person to go into an evacuated zone.</b></p>
7- Michelle Labelle	<p>Mr. Labelle wants to discuss the household waste collection situation. He starts by congratulating the person who answers the calls. He explains that she is friendly and open to the needs of the citizens. However, she must have suffered to tolerate the high volume of calls. He reiterates that there were no follow-ups. He explains that the bond of trust with the Municipality is broken and that he would like to see containers for the citizens. Mr. Labelle gives advice towards the application of different clauses in a contract. Mr. Labelle asks who owns the Eardley/Masham road. <b>Mayor Labadie confirms that the road is the property of the MTQ.</b></p>
8- Pierre Éthier	<p>Mr. Éthier wants clarifications on the subject of the grants received by the associations of private roads. He believed to have given all the necessary documents but, received a</p>



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	deduction for, the report was not complete. He suffered a loss of 424.00\$. <b>Mayor Labadie ensures him that a follow-up will be done.</b>
9- Bill Twolan	Mr. Twolan wants clarifications on the subject of Alary road. <b>Mayor Labadie confirms that the work has started.</b> Mr. Twolan asks how the Municipality informs the local contractors that the calls for tender, is opened. <b>Mayor Labadie explains that it would be illegal to directly inform the local contractors. They are aware that the calls for tender are posted on the government website.</b> <b>Mrs. Laforest adds that a message is added on the website inviting people to consult the government website for the calls for tender.</b> Mr. Twolan would like to thank the fire department when a fire broke out and the response was very quick. He congratulates the timeliness of the response and the professionalism.
10- Roch Fillion	Mr. Fillion refers to the resolution of the fund transfer for asphalt work. He asks if this money could be used to repair the Pères-Dominicains road. He deplores the condition of this road and also, the condition of Tremblay road. <b>Mayor Labadie explains that the reserve is for all the roads. The Municipality is still looking into the possibilities of addressing the Pères-Dominicains road. It is important to address the drainage problem before starting the repairs.</b>
11- Sue Lamont	Mrs. Lamont is worried that the Municipality already spent 40% of its annual budget. <b>Mayor Labadie explains that during certain months, expenses can be higher but, we are in good fiscal condition.</b> Mrs. Lamont asks if the Municipality contributes in the employees RRSPs. <b>Mayor Labadie confirms that the Municipality contributes since there are no retirement plan for the municipal employees.</b> Mrs. Lamont asks if there will be a post-mortem following this flood. <b>Mayor Labadie confirms that there will be an internal and external revision.</b> Mrs. Lamont comments on the loss of houses and residents following the 2017 flood and asks if the Municipality is at risk of losing more. <b>Mayor Labadie validates that it is a possibility and that she has addressed the situation to Mrs. Andrée Laforest, Minister of Municipal affairs and Habitation.</b>
12- Anita Trudeau	Mrs. Trudeau asks if the Public works vehicles are equipped



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	<p>with GPSs. She explains that yesterday, a crew repaired a road and then the men spent three hours at Tim Horton's. <b>Mayor Labadie says the men have a right to their breaks but, the subject will be addressed with the Director of the Department.</b> Mrs. Trudeau wants to know if the sewage is discharged in the river. <b>Mayor Labadie says the Municipality obtained the necessary permissions in order to protect the infrastructures of the town of Quyon. Without it, all the town citizens would have been evacuated, for the system had an excess of sewage.</b> Mrs. Trudeau asks about the cost related to the assistance of the Armed Forces members. <b>Mayor Labadie explains that the army negotiates with the province and not the Municipality. She also explains that there are discussions with the MSP to ask the army to help with the removal of the sand bags. We do not want our citizens to forgotten.</b></p>
13-Melvin Maxsom	<p>Mr. Maxsom wants to know if the pipes and plates of the sewers leak and have been damaged. <b>Mayor Labadie is not sure but, will check with the Public works Department.</b></p>
14-Ricky Knox	<p>Mr. Knox would like to confirm that the resolution for the fund transfer for asphalt is the right one from 2006. <b>Mayor Labadie confirms that it is.</b> Mr. Knox asks that council considers all its meetings at the same location and not in Breckenridge or in Quyon. <b>Mayor Labadie replies that it could be discussed at a future council meeting.</b></p>
15-Thomas Soulière	<p>Mr. Soulière would like to thank Councillors Barber and Patry for their support and implication in terms of the flood.</p>