



## PROVINCE OF QUEBEC PONTIAC COUNTY

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, July 7, 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.

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

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

### **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**

Mayor, Mrs. Joanne Labadie answers all questions.

### **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 meetings of June 9, 2020**
- 5. Administration**
  - 5.1 Budgetary transfers
  - 5.2 List of incurred expenses for the month of July 2020
  - 5.3 Non-allocated surplus
  - 5.4 Notice of motion – bylaw 05-20 concerning the publication of public notices
  - 5.5 Tabling of bylaw 05-20 concerning the publication of public notices
  - 5.6 Modification of the procedure for the adoption of bylaw 04-20
  - 5.7 Tabling of bylaw 04-20 concerning the establishment of a pilot project to allow the maintenance of laying hens
  - 5.8 Sale of lot #5 815 108 (Mill and M&R garage)
- 6. Public safety**

20-07-4104



- 6.1 Resignation of employee # 10-0035
- 6.2 Dismissal - Fire Department's Officer
- 6.3 Hiring of a firefighter
- 7. **Public works**
- 7.1 Call for tenders for the rehabilitation of phase 2, lot 2 of Montagne Road
- 7.2 Repair of a section of Steele Line
- 8. **Urban planning and zoning**
- 8.1 Final acceptance of work / Domaine des Chutes housing project
- 8.2 Architectural location and integration plan - lot 6 336 622, Adventure Road
- 9. **Recreation and culture**
- 9.1 Hiring of a student - Canada summer job program
- 9.2 Hiring of staff for the 2020 summer camp
- 9.3 Policy update regarding the rental of municipal facilities
- 9.4 Public transit service enhancement
- 10. **Tabling of documents**
- 10.1 Tabling of the report regarding the delegation of authorized expenditures
- 10.2 Tabling of the report correcting the minutes of April 14, 2020, and of the corrected minutes
- 11. **Closing of meeting**

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

**AND RESOLVED** to adopt the agenda as modified.

Carried

20-07-4105

**4. ADOPTION OF THE MINUTES OF THE MEETINGS OF JUNE 9, 2020**

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

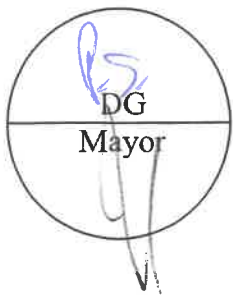
**AND RESOLVED TO** adopt the minutes of the meeting of June 9, 2020.

Carried

**5. ADMINISTRATION**

20-07-4106

**5.1 Budgetary transfers**



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

**AND RESOLVED THAT** the Municipality carry out the budgetary transfers in the amount of \$1, 110.25.

Carried

20-07-4107

### **5.2 List of incurred expenses for the month of July 2020**

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

**AND RESOLVED** to accept the incurring expenses, for a total amount of \$60, 854.45 taxes included.

Carried

20-07-4108

### **5.3 Non-allocated surplus**

**WHEREAS** an accounting entry is required in the Municipality's books following the closing of the year 2019;

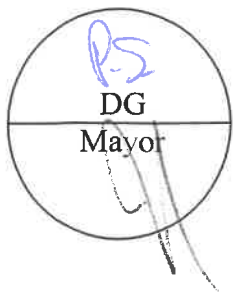
**THEREFORE**, it is moved by Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Thomas Howard.

**AND RESOLVED** to debit budget item #59 120 00 000 by \$1,068,773.76, for the financing of ongoing projects and to credit budget item #59 110 00 000 (non-allocated surplus) by the same amount.

Carried

### **5.4 Notice of motion**

Notice of motion is given by Councillor, Isabelle Patry of District 5 of the Municipality of Pontiac that there will be adoption of the bylaw #05-20 concerning the publication of public notices of the Municipality of Pontiac.



### **5.5 Tabling of the draft bylaw #05-20 concerning the publication of public notices of the Municipality of Pontiac**

**WHEREAS** section 431 of the Municipal Code allows a local municipality to post any public notice addressed to the residents of its territory at the locations determined by resolution of the Council ;

**WHEREAS** Bill 122 - mainly aimed at recognizing municipalities as local governments and increasing their autonomy - came into force on June 16, 2017;

**WHEREAS** section 91 of said bill introduced sections 433.1, 433.2, 433.3 and 433.4 to the Quebec Municipal Code and that these sections also came into force on June 16, 2017 ;

**WHEREAS** section 433.1, paragraph 1 of the Quebec Municipal Code, which stipulates, subject to the government setting minimum standards for the publication of municipal public notices, that a Municipality may, through bylaw, determine the terms and conditions for the publication of its public notices. These modalities may differ according to the type of notice, but the bylaw should provide for publication on Internet;

**WHEREAS** within local governments, citizen participation and commitment, as well as access to information, are necessary to define a concerted vision of development and ensure its social and economic sustainability;

**WHEREAS** a notice of motion was given, and a draft bylaw of the present bylaw was presented at the regular meeting held on July 7, 2020;

**THEREFORE**, it is moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.

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

#### **CHAPTER I**

#### **PRELIMINARY PROVISIONS**

##### **1. Preamble**



The preamble of this bylaw shall form an integral part thereof.

## **2. Purpose of the bylaw**

The purpose of this bylaw is to determine the methods of publication of municipal public notices to promote the efficient dissemination of information that is complete, understandable to the citizen and adapted to the circumstances.

## **3. Replacement**

This bylaw repeals and replaces resolution no. 16-05-2778 concerning posting locations for public notices.

## **CHAPTER II**

### **PUBLICATION**

## **4. Method of publication of public notices**

Any municipal notice given in accordance with the provisions of this bylaw must be published on the Municipality's Website and posted at its Town Hall located at 2024 Route 148, Pontiac.

## **5. Precedence of bylaw**

In accordance with section 433.1, paragraph 2 of the Quebec Municipal Code, the publication method provided for in this bylaw takes precedence over that prescribed by sections 431 to 433 of the Quebec Municipal Code or by any other provision of a general or special law.

## **6. Date of publication**

The date of publication is the date on which the notice was posted on the Municipality's Website.

## **CHAPTER III**

### **FINAL PROVISIONS**

## **7. Special provision**



In accordance with section 433.2 of the Quebec Municipal Code, this bylaw cannot be repealed, however, it may be amended.

## **8. Entry into force and publication**

This bylaw comes into force in accordance with the Law and is published on the Municipality's Website. In addition, a copy of this regulation is sent to the MAMH.

20-07-4109

### **5.6 Modification of the procedure for the adoption of bylaw #04-20**

**WHEREAS** a notice of motion was given at the meeting of May 27, 2020 to the effect that there will be adoption of draft bylaw # 04-20 concerning the implementation of a pilot project to allow the maintenance of laying hens;

**WHEREAS** the draft bylaw was adopted at the meeting of May 27, 2020 in accordance with the procedure for the adoption of a zoning bylaw provided for in sections of the Law on Planning and Town Planning;

**WHEREAS** the regulatory committee is proposing modifications to draft bylaw # 04-20 so that it is no longer considered to be a bylaw having an effect on zoning;

**WHEREAS** the procedure provided for in section 445 of the Municipal Code of Quebec only provides for the filing of a draft bylaw before the adoption of a bylaw;

**WHEREAS** the Council wants to avoid any confusion regarding the respect of the procedure;

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

**AND RESOLVED THAT** Council repeals resolution # 20-05-4079 in order to follow the procedure provided for bylaws that do not concern zoning.

Carried

### **5.7 Tabling of the draft bylaw 04-20 concerning the establishment of a pilot project to allow the maintenance of laying hens report**

**WHEREAS** during this health crisis, there was a craze for food independence;



**WHEREAS** it is presently prohibited to have laying hens in certain areas of the Municipality;

**WHEREAS**, under certain conditions, the Council intends to allow the presence of laying hens on its territory;

**WHEREAS** the Council also wishes to analyze the impact of this usage before considering the possibility of amending its regulations;

**WHEREAS**, to do so, certain rules and conditions must be established to minimize inconveniences to residents;

**WHEREAS** the Municipality of Pontiac wishes to authorize a pilot project for a determined period, allowing the keeping of laying hens, throughout the territory of the Municipality;

**WHEREAS** the Municipality of Pontiac wishes to authorize a pilot project for a specified period, allowing the keeping of laying hens throughout the territory of the municipality;

**WHEREAS** a notice of motion to this effect was tabled at this meeting;

**THEREFORE**, it is moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**AND RESOLVED THAT** the Municipal Council of the Municipality of Pontiac hereby orders and regulates the following by the present bylaw:

## **CHAPTER I**

### **DECLARATORY AND INTERPRETATIVE PROVISIONS**

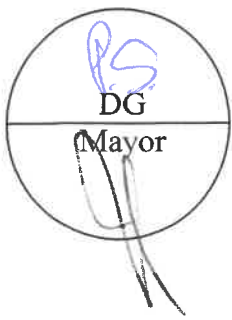
#### **SECTION I**

##### **DECLARATORY PROVISIONS**

###### **1. Preamble**

The preamble is an integral part of this bylaw.





## 2. Objective

The purpose of this bylaw is to authorize, in the form of a pilot project, the keeping of laying hens for personal use in all areas of the Municipality of Pontiac where residential use is authorized.

## 3. Scope of application

This bylaw does not apply to livestock for the purpose of trade as permitted in areas where agricultural use is permitted.

## SECTION II

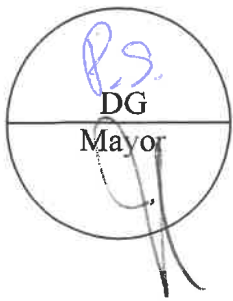
### INTERPRETATIVE PROVISIONS

## 4. Terminology

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

"Shelter":	A protected or enclosed space in which are put live animals.
"Outdoor enclosure":	Outdoor space surrounded by a wire netting constructed in such a way that the hens cannot get out freely.
"Livestock":	A group of animals of a species maintained for the purpose of production for commercial purposes.
"Maintain"	The act of maintaining, monitoring and keeping under one's possession and protection. Which is contrary to the term breeding.
"Hen":	Female bird of the Gallinaceous family, with short wings and small crest.
"chicks":	Hens, newborn birds less than 6 weeks old.
"Land":	Lots which belong to the owner and forming an assessment unit.





## CHAPTER II

### ADMINISTRATIVE PROVISIONS

#### 5. Duration of the pilot project

The pilot project aimed at authorizing the keeping of hens throughout the territory of the Municipality of Pontiac is valid until November 1, 2022.

The Municipality of Pontiac, at any time, may suspend in whole or in part the application of the pilot project for the duration it determines.

In the event of the withdrawal of the pilot project, any owner, tenant or occupant of a property located on the Municipality's territory, who keeps hens as per the present bylaw, must dispose of them and proceed with the dismantling of the shelter and the outdoor enclosure, within a maximum of 30 days following receipt of a written notice sent by the Municipality.

#### 6. Withdrawal, modification and extension of the pilot project

The Council reserves the right to withdraw and modify the pilot project at any time.

At the end of the pilot project, the Council reserves the right to extend it, following the analysis of a post-mortem report to be submitted to the Council four months before the end of the pilot project.

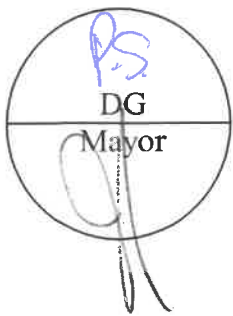
## CHAPTER III

### SPECIFIC PROVISIONS FOR THE KEEPING OF HENS

#### 7. Authorization

It is permitted to keep a maximum of five (5) hens per land while respecting all of the following conditions:

- To have previously obtained a certificate of authorization in accordance with the provisions set out in section 12;
- There must be an isolated single-family dwelling on the lot;



- The lot must have a minimum area of 2,000 m<sup>2</sup>;

### **8. Layout and location of the shelter and outdoor enclosure**

The installation of the shelter and the outdoor enclosure are compulsory for the keeping of hens and must comply with all the following conditions:

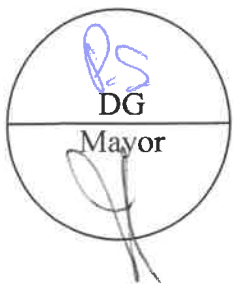
- Only one shelter and one outdoor enclosure are permitted per property.
- The hens must always be kept in the shelter or the outdoor enclosure so that they cannot go freely.
- The hen house shall be laid out in such a way as to ensure good ventilation and shade in hot periods and a dry and insulated place in cold periods.
- The shelter shall include an outdoor enclosure with a wire netting constructed in such a way that the hens cannot leave it freely.
- The shelter and the outdoor enclosure must be located in a backyard two (2) metres from the side and back lines and must also respect a fixed margin of 30 metres from any lake, watercourse or wetland, and from any well.
- The minimum size of the hen house shall be 0.37 m<sup>2</sup> per laying hen and the outdoor enclosure at 0.92 m<sup>2</sup> per laying hen. The hen house may not exceed a floor area of 10 m<sup>2</sup>, the area of the outdoor enclosure may not exceed 10 m<sup>2</sup>, the maximum height of the roof of the hen house shall be limited to 2.5 m.
- The hens must be kept inside the shelter or the outdoor enclosure from sunset to sunrise.

### **9. Prohibitions**

- Keeping one or more hens inside a dwelling;
- Keeping hens in cages;
- Keeping or owning a rooster;
- Keep or own a chick

### **10. Maintenance, hygiene, nuisances**

- The shelter and the outdoor enclosure must comply with all the following health measures:



- The shelter and the outdoor enclosure must be kept in a clean condition and excrement must be removed daily;
- Excreta must be disposed of in a hygienic manner and the citizen may not dispose of them in the municipal garbage collection;
- Waste water from the shelter or the outdoor enclosure may not be spilled on the neighbouring property.
- Odours associated with the keeping of hens must be minimized in the neighbourhood.
- Avian influenza or any other contagious disease will be declared to a veterinarian or directly to MAPAQ who will indicate the measures to be taken to avoid an epidemic. The citizen agrees to consult the MAPAQ leaflet to recognize the signs of avian influenza.

<https://www.mapaq.gouv.qc.ca/SiteCollectionDocuments/Santeanimale/Reseauaviaire/RecommandationsInfluenzaaviaire.pdf>

- The euthanasia or slaughter of hens will not be authorized on the residential lot. The slaughter of laying hens will have to be done in a licensed slaughterhouse or at a veterinarian's office, or at an organization designated by the Municipality whether the meat of the hens is consumed or not by the citizen;
- A dead hen must be removed from the property within 24 hours and brought to the SPCA de l'Outaouais or to another organization designated by the Municipality;
- Laying hens will not be kept inside a dwelling and a secondary building.

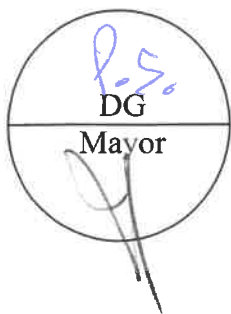
### **11. Inspection**

The Municipality may, at any time after issuance of the certificate of authorization, verify the compliance of this bylaw.

### **12. Product sales and display**

It is prohibited to sell eggs, meat, manure or other by-products from this activity.

All forms of signs referring in any way to the sale, donation or presence of hens are prohibited.



### **13. Certificate of authorization**

Any owner, tenant or occupant of a property located on the Municipality's territory who wishes to keep hens must first obtain a certificate of authorization to this effect from the Municipality, in accordance with all the following provisions:

- Fill out the application form for a permit and certificate prepared by the Urban Planning Department;
- The applicant must have paid the cost of the certificate of authorization in the amount of \$25;
- The applicant has provided a plan up to scale describing the location and the dimensions of the shelter and the outdoor enclosure, in accordance with the present bylaw;
- No permit to keep laying hens has been issued for the address that is the subject of the application;
- The certificate of authorization shall be valid for the duration of the pilot project;

### **14. Acquired rights**

No acquired right will be recognized to an owner, tenant or occupant having kept hens before the coming into force of the present bylaw.

## **CHAPTER IV**

### **PENAL PROVISIONS**

### **15. Sanctions**

Upon condemnation of the offender or anyone who has not complied with this bylaw by the Municipal Court.

Each day during which a contravention lasts or persists constitutes a distinct and separate offence. The offender is liable to:

- A fine of three hundred (\$300.00) dollars and costs.



## CHAPTER V

### FINAL PROVISIONS

#### 16. Coming into force

This draft bylaw will come into force in accordance with the law and will be published on the Municipality's website.

20-07-4110

#### **5.8 Sale of lot #5 815 108 (Mill et M&R garage)**

**WHEREAS** the buildings on lot # 5 815 108, belonging to the Municipality, require significant investment to be restored;

**WHEREAS** the buildings on lot # 5 815 108 do not have much municipal utility;

**WHEREAS** section 6.3 of the *Municipal Code of Québec* stipulates that, " Unless otherwise provided, no municipality may acquire or build property mainly for leasing purposes."

**WHEREAS** the Municipality does not intend to transfer the lot as permitted by section 7 of the *Municipal Code of Québec*;

**WHEREAS** lot # 5 815 108 represents a good business opportunity and could contribute to the development of the sector;

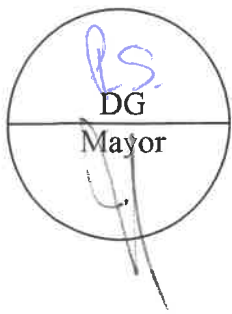
**WHEREAS** the Public Works committee recommends the sale of lot #5 815 108;

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

**AND RESOLVED THAT** the Council transfer the lot #5 815 108 from the public domain to the private domain so that it can be sold to the highest bidder.

**IT IS ALSO RESOLVED THAT** the lot be put on sale and that it be sold for at least \$ 80,000.

**FINALLY, IT IS RESOLVED THAT** this Council hereby authorizes the Mayor and the Director General or their replacements, to sign, for and on behalf of the Municipality, all documents giving effect to this resolution.



Carried

## **6. PUBLIC SAFETY**

**20-07-4111**

### **6.1 Resignation of employee # 10-0035 as volunteer firefighter**

**WHEREAS** employee #10-0035 has informed the Director General of his resignation as a volunteer firefighter of the Fire Department of the Municipality of Pontiac, effective as of June 13, 2020;

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

**AND RESOLVED THAT** Council accepts the resignation of employee # 10-0035 as a volunteer firefighter.

**IT IS ALSO RESOLVED THAT** the Municipality wishes to thank employee #10-0035 for his years of dedicated service.

Carried

**20-07-4112**

### **6.2 Dismissal - Fire Department's Officer**

**WHEREAS** the Municipality subscribes to the Fire Safety Act and therefore must comply with the "Bylaw concerning the conditions for exercising within a municipal fire safety service";

**WHEREAS** this bylaw prescribes standards to be followed by municipalities regarding the training of their firefighters to provide minimum training standards;

**WHEREAS** section 9 of this bylaw which stipulates that "... the firefighter whose main task is to supervise and direct the work of other officers must hold ... the Officer I certificate issued by the *École nationale des pompiers du Québec* if the Fire Department to which he belongs serves a population of 5,000 people or more and less than 25,000 people";

**WHEREAS** this same section 9 of the said bylaw provides for an exception by allowing a firefighter "...to hold this position for the period of time during which he is in the process of obtaining the required officer certification, provided that this period does not exceed 48 consecutive months following the date of taking up his position for Officer 1 certification";





**WHEREAS** the Municipality of Pontiac's Fire Department evaluation report, produced in May 2016 by the National Firemen's School of Québec, prohibits the retention of any officer having accumulated 48 months in this capacity without holding his Officer I certificate;

**WHEREAS** the Municipality has also consulted the Quebec Public Security Department (MSP) and that the latter has issued an unfavourable recommendation concerning the extension of the 48-month exception period permitted by the said bylaw describing this manoeuvre as a "stratagem";

**WHEREAS** the Council was wrongly informed when resolution # 17-08-3212 was decided because employees # 10-0010 and # 10-0008 did not complete the appropriate training to be reappointed captain;

**WHEREAS** employee # 10-0008 is no longer employed by the Municipality of Pontiac;

**WHEREAS** employee #10-0010 was appointed Captain on April 27, 2005 by resolution # 05-04-698 and since then has not obtained an Officer I certificate;

**WHEREAS** employee #10-0010 has exceeded the exception period of 48 months permitted by the said bylaw;

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

**AND RESOLVED THAT** employee # 10-0010 be immediately dismissed from his position as Officer of the Fire Department.

**IT IS ALSO RESOLVED THAT** this dismissal does not result in the termination of employment with employee # 10-0010 so therefore employee #10-0010 is encouraged to continue as a volunteer firefighter for the Municipality of Pontiac.

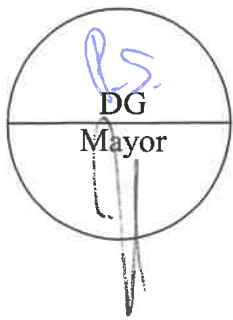
Carried

20-07-4113

### 6.3 Hiring of a firefighter

**WHEREAS** it is necessary to hire new firefighters to fill vacancies following several departures;





**WHEREAS** the candidate has completed his Fireman 1 certification;

**WHEREAS** the candidate has been a firefighter for the Municipality of Pontiac for more than 14 years;

**WHEREAS** the recommendations of the Acting Director of the Fire Department;

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

**AND RESOLVED THAT** the Council authorizes the Acting Director of the Fire Department to hire Evan Prest as a firefighter as of July 7, 2020, according to the terms of the collective agreement and subject to a probation period of one year.

Carried

## **7. PUBLIC WORKS**

20-07-4114

### **7.1 Call for tenders for the rehabilitation of phase 2, lot 2 of Montagne Road**

**WHEREAS** the Municipality is awaiting modified plans and specifications for the repair of phase 2, lot 2 of Montagne Road;

**WHEREAS** the deadlines for carrying out the work in the current year are very tight;

**WHEREAS** Montagne Road is an important road axis for the Municipality of Pontiac;

**WHEREAS** the condition of the culverts on Montagne Road is deteriorating more and more;

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

**AND RESOLVED THAT** the Public Works Department launch the call for tenders on the SEAO on reception of the modified plans and specifications to be able to start work as soon as possible.

Carried



20-07-4115

## **7.2 Repairs on a section of Steele Line**

**WHEREAS** a 200m section of Steele Line, located 600m east of Lac-des-Loups Road, has deteriorated significantly in the past few weeks;

**WHEREAS** the structure of the road at this location is mainly composed of clay;

**WHEREAS** the excavation and structural work will be done by the Public Works Department;

**WHEREAS** the Public Works Department must rent a compactor roller;

**WHEREAS** the Public Works Department will have to purchase granular material;

**WHEREAS** the Public Works Department will hire a contractor for the paving;

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

**AND RESOLVED THAT** the Public Works Department redesign the road structure and that the paving be subcontracted on the 200m section of Steele Line for an amount of \$ 80,000 before tax + a 10% margin for unforeseen events and that these expenses be financed from the working capital over a period of five years, starting in 2021.

Carried

## **8. URBAN PLANNING AND ZONING**

20-07-4116

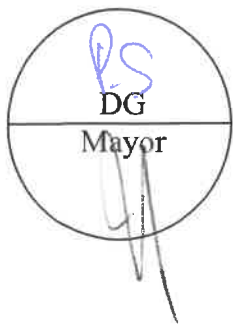
### **8.1 Final acceptance of work / Domaine des Chutes housing project**

**WHEREAS** the promoter of Domaine des Chutes housing project, 9344-9247 Québec Inc., is now at the stage of final acceptance of the work;

**WHEREAS** the promoter has corrected all the deficiencies;

**WHEREAS** the promoter has respected all the clauses of the municipal works agreement;

**WHEREAS** the Public Works Department recommends the acceptance of the work;



**WHEREAS** the transfer of the Adventure Trail and the infrastructures can proceed;

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

**AND RESOLVED THAT** the Municipal Council proceed with the final adoption of the works as part of the Domaine des Chutes housing project.

**IT IS ALSO RESOLVED THAT** the Mayor and the Director General be authorized to sign all documents related to the final acceptance of the project.

**FINALLY, IT IS RESOLVED THAT** the Finance Department may release the financial security holdback.

Carried

20-07-4117

## **8.2 Architectural location and integration plan - lot 6 336 622 Adventure Road**

**WHEREAS** the owner of the building known as lot 6 336 622 in the cadastre of Quebec, located on Adventure Road, filed a request for approval of a site planning and architectural integration program to build a detached single-family home;

**WHEREAS** the layout will be as shown on the project plan of Simon Dufour-Handfield, land surveyor, under his minutes 2244;

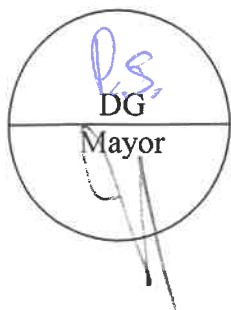
**WHEREAS** the chosen exterior cladding will be made of walnut-coloured engineered wood for the exterior walls, decorative stones, Hampton colour (gray and brown);

**WHEREAS** the Urban Planning Advisory Committee analyzed the request according with the criteria of the bylaw relating to site planning and architectural integration 605-2016 of the Municipality, during its meeting of June 29, 2020 and recommends approving the request;

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

**IT IS RESOLVED THAT** the preamble above is an integral part of this resolution.

**IT IS ALSO RESOLVED THAT** Council approves, under bylaw number 605-2016 relating to site planning and architectural integration, the permit application for lot 6



336 622 in the cadastre of Quebec, located on Aventure Road, the construction project according to the criteria of the regulations.

**FINALLY, IT IS RESOLVED THAT** the staff of the Urban Planning Department in charge of issuing permits be authorized to issue this permit under the criteria set out in this resolution and subject to the application of planning regulations.

Carried

## **9. RECREATION AND CULTURE**

20-07-4118

### **9.1 Hiring of a student - Canada summer job**

**WHEREAS** resolution # 20-06-4089;

**WHEREAS** financial assistance has been granted to the Municipality for the hiring of a student;

**WHEREAS** the selection committee conducted interviews;

**WHEREAS** the candidate meets the expectations for this position;

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

**AND RESOLVED THAT** the Council authorizes the Director of Recreation and Community Life to hire Julien Charrette on a temporary basis, at 35 hours per week at an hourly rate of \$15.

**IT IS ALSO RESOLVED THAT** Mr. Charette be hired from June 25, 2020 and that his contract ends on August 21, 2020.

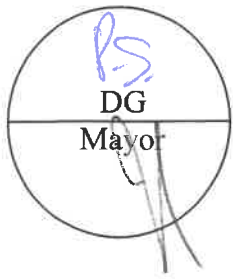
Carried

20-07-4119

### **9.2 Hiring staff for the 2020 day camp**

**WHEREAS** the government allows the resumption of day camp activities;

**WHEREAS** special measures will be put in place to avoid the contagion of COVID-19;



**WHEREAS** the municipality has already received several requests for registration;

**WHEREAS** resolution # 20-02-4007;

**WHEREAS** research has been done to find animators and guides;

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

**AND RESOLVED THAT** the Council authorizes the Director of recreation and community life to hire the following people on a temporary basis:

Kyana Dorion as camp leader- at an hourly rate of \$14.50 for up to 360 hours;

Loïc Gendron as animator / care worker at an hourly rate of \$14.00 for a maximum of 360 hours;

Destin Amisi as animator / care worker at an hourly rate of \$ 14.00 for a maximum of 280 hours;

Ashly Beattie as animator / care worker at an hourly rate of \$ 14.00 for a maximum of 280 hours.

Carried

20-07-4120

### **9.3 Policy update regarding the rental of municipal facilities**

**WHEREAS** the Recreation Committee to work on the facilities rental policy to provide relevant details so that it better reflects administrative needs;

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

**AND RESOLVED THAT** the Council adopts the facility rental policy as presented.

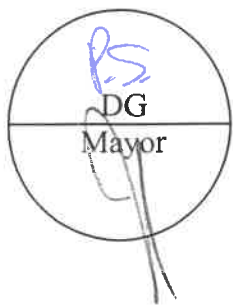
**IT IS ALSO RESOLVED THAT** this resolution appeals resolution # 18-06-3456.

Carried

20-07-4121

### **9.4 Public transit service enhancement**

**WHEREAS** the Municipality of Pontiac shares with its regional partners a strong and coherent vision regarding the maintenance and development of the passenger



transportation service and encourages better coordination between the different types of passenger transportation as well as between the different territories of the rural Outaouais;

**WHEREAS** since 2016, the Municipality of Pontiac has been collaborating with Transcollines in order to maintain and develop the passenger transportation service on its territory and that a memorandum of understanding was reached for this purpose on September 7, 2016 between the MRC of Pontiac , the municipality of Pontiac and Transcollines;

**WHEREAS** since 2018, the MRCs of Collines-de-l'Outaouais, Pontiac, Papineau and Vallée-de-la-Gatineau are participating in an integrated regional development project of public transportation led by the *Regroupement des transports adaptés et collectifs ruraux de l'Outaouais* and which brings together the main stakeholders in the transportation of people on the territory of the four MRCs of the Outaouais with a view to

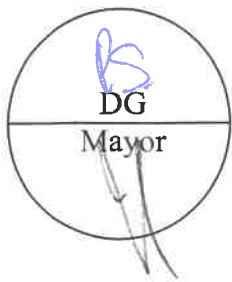
- enhance the level of service by providing public transportation throughout the region;
- provide local and interregional service;
- ensuring the stowage and interconnection of transport services between territories, between rural and urban areas, and between the shores of the Ottawa-Gatineau region;
- take advantage of local expertise and existing collaboration models in the territory;
- innovate by developing flexible transport solutions adapted to the reality of the different environments in the region and respectful of the structures and players in place;
- ultimately, maximizing sources of funding and optimizing community investments;

**WHEREAS** Transcollines acts as the project's representative;

**WHEREAS** the Mayor and the Director of community life have since participated in the work of a monitoring committee overseeing the progress of the work;

**WHEREAS** an external mandate has been entrusted to the consulting engineering firm Société Gestrans in order to determine the most advantageous organizational structure and that the latter's recommendation is to regionalize the *Régie intermunicipale de transport des Collines* (RITC) in order to take full advantage of the provincial funding available and the local expertise already developed at Transcollines while offering great regional consistency;





**WHEREAS** the RITC Board of Directors wishes to progressively regionalize and has shown itself in favour of signing memoranda of understanding in this regard with the regional RCMs;

**WHEREAS** a service plan has been presented to this council;

**WHEREAS** the service plan submitted meets the objectives of the regional project by proposing:

- an increase in service to downtown Ottawa-Gatineau;
- a service covering local destinations on the territory of the Municipality of Pontiac, offering real leverage for local development;
- a service that pays specific attention to post-secondary students on the territory;
- a more affordable price structure fully integrated into the region's urban transportation service;

**WHEREAS** the submitted service plan includes layouts, a schedule, a four-year service development sequence, a capital plan for the start-up year, a rate schedule and budget forecasts;

**WHEREAS** the proposed service would benefit from financial support from the Quebec Ministry of Transport;

**WHEREAS** the project has several advantages for the Municipality and its residents, in particular in terms of employability, labour mobility, school perseverance and dynamic occupation of the territory;

**WHEREAS** the service plan provides for the launch of the service in June 2021;

**WHEREAS** the service plan includes capital investments for the start of the service as well as recurring operating expenses for the MRC;

**WHEREAS** the budget forecasts presented constitute a realistic projection but remain based on a certain number of variables that could potentially vary the financial parameters of the service;

**WHEREAS** a call for tenders is in preparation in order to obtain the real costs of the service before the budget preparation period;





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

**AND RESOLVED THAT** the Council adopts the service plan as presented and undertakes to continue the steps with a view to bringing into service an integrated public transportation network for June 2021;

**IT IS ALSO RESOLVED** to mandate Transcollines to proceed with public tenders in accordance with the operations and fixed assets required by the service plan;

**IT IS ALSO RESOLVED THAT** a more precise financial package will be presented following the public tendering process and must be approved by this council;

**IT IS ALSO RESOLVED** to mandate Transcollines to prepare a memorandum of understanding between the municipality and the RITC for the operation and management of the public transit service on the territory of the municipality and that said memorandum would replace the current agreement governing the operation and management of the interurban transportation service on the Route 148 axis;

**IT IS ALSO RESOLVED** to continue the steps taken with the partners involved to implement a sustainable solution and redeploy the interurban transportation service on the Route 148 axis in the near future;

**FINALLY, IT IS RESOLVED THAT** this Council hereby authorizes the Mayor or the Director General and Secretary-treasurer or their replacements, to sign, for and in the name of the Municipality, all documents giving effect to the present resolution.

Carried

## **10. TABLING OF DOCUMENTS**

**10.1 Tabling of the report regarding the delegation of authorized expenditures from May 27 to June 28, 2020.**

**10.2 Tabling of the correction minutes of April 14, 2020 and the corrected minutes.**



20-07-4122

## **11. CLOSING OF MEETING**

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

**AND RESOLVED** to close the meeting at 8:15 p.m. having gone through the agenda.

Carried

Mr. Pierre Said  
DIRECTOR GENERAL

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».*