



**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, January 12, 2021, at 7:30 p.m. by videoconference, in which participated:

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

Also present, Pierre Said, Director General, Ginette Chevrier-Bottrill, Director of Finances and a few ratepayers.

1. OPENING OF THE MEETING

Joanne Labadie, President, notes the quorum and opens the meeting. The meeting starts at 7:33 p.m.

2. FLOOR TO THE PUBLIC AND QUESTIONS

Mayor, Joanne Labadie, answers all questions received.

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 meeting of December 8, 2020**
5. **Administration**
 - 5.1 Budgetary transfers
 - 5.2 Allocation of funds - incurred expenses
 - 5.3 Adoption of bylaw 01-21 establishing the tax rates and the pricing of services for the year 2021
 - 5.4 Notice of motion – umbrella borrowing bylaw 02-21 to decree capital expenditures and a loan of \$2, 000,000
 - 5.5 Tabling of the umbrella draft borrowing bylaw 02-21 to decree capital expenditures and a loan of \$2, 000,000 5
6. **Public safety**
 - 6.1 Hiring - volunteer firefighter
7. **Public Works**
 - 7.1 Call for tenders for the rehabilitation of Tremblay Road

21-01-4230



7.2 Call for tenders for professional supervision services for the rehabilitation of Tremblay Road

8. Urban planning and zoning

8.1 Application to the CPTAQ - 170 Alary Road

8.2 Application for a minor variance – 239 Cedavale Road

9. Tabling of documents

9.1 Tabling of the report on the delegation of authorization of expenses and fixed expenditures

9.2 Correction minutes of the Minutes of December 11, 2019

10. Public question period

11. Closing of meeting

IT IS MOVED BY Councillor Thomas Howard and seconded by Councillor Leslie-Anne Barber.

AND RESOLVED to adopt the agenda as prepared and read.

Carried

21-01-4231

4. ADOPTION OF THE MINUTES OF THE MEETING OF DECEMBER 8, 2020

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

AND RESOLVED TO adopt the minutes of the meetings of December 8, 2020.

Carried

5. ADMINISTRATION

21-01-4232

5.1 Budgetary transfers

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

AND RESOLVED THAT the Municipality carry out the budgetary transfers in the amount of \$114, 598.00.

Carried



21-01-4233



5.2 Allocation of appropriations (fixed expenses) December

WHEREAS according to the requirements of the Municipal Code of Quebec and according to the Manual for the presentation of municipal financial information, all expenses of the Municipality must be allocated to a specific purpose of appropriations voted by the Municipal Council;

WHEREAS to standardize these requirements for fixed expenses, the allocation of appropriations can be made at the beginning of the fiscal year. Incompressible expenses are fixed or inevitable costs which it is impossible not to assume because of a contracted obligation or the need to possess certain goods for the purposes of its operation;

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

AND RESOLVED THAT this Council authorizes that the said fixed expenses of the following nature be paid upon receipt of the invoice for the year 2021 and that a report be submitted to the Council at the meeting following payment of the latter. These are the following expenditures, the appropriations for which were voted during the adoption of the 2021 budget or by a specific resolution, or by commitment of expenditures, for this purpose:

- the remuneration of the Council members;
- salaries of municipal employees;
- union contributions;
- the MRC des Collines-de-l'Outaouais' share of expenses;
- heating oil expenses;
- electricity expenses;
- telephone and radio expenses;
- fuel expenses;
- expenses for the verification of oxygen tanks;
- the insurance contract for the Municipality's properties;
- the lump sum contract - legal adviser
- snow removal contracts;
- the waste collection contract;
- animal control contract
- the contract for the green space;
- the maintenance contract for the photocopier;
- the maintenance contract for the stamp machine;



- the maintenance contract for the computer system;
- the contract for the alarms;
- quarterly payments to libraries;
- postage and courier expenses;
- monthly payments to the provincial and federal governments
- vehicle registration and mechanical inspections;
- chlorine for the drinking water system;
- Internet service contract;
- the exterminator's expenses;
- the contract - AST group (ADP mutual prevention agreement);
- water testing;
- the contribution to ADMQ, FQM and UMQ and all other subscriptions to an association;
- the auditor's contract;
- other expenses of the same nature, i.e. contracts with expiry dates.

Carried

21-01-4234

5.3 Adoption of bylaw 01-21 establishing the tax rates and the pricing of services for the year 2021

WHEREAS the adoption of the 2021 budget at the special meeting of December 3, 2020;

WHEREAS a notice of motion of this bylaw was given at a regular meeting held on December 8, 2020, by Councillor Isabelle Patry.

WHEREAS under section 244 of the Act respecting municipal taxation, the Municipality can establish several rates for the general property tax in accordance with the category in which the evaluation units belong;

WHEREAS in order to provide for the expenses planned in the 2021 budget, this Council must levy property taxes and compensations on buildings listed on the Municipality's assessment role;

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

AND RESOLVED THAT the present bylaw be adopted and that it be ruled and decreed as follows:



SECTION 1 For the execution of the 2021 budget, the general property tax rate (variable tax rates), investment tax rates, loan and others, services tax rates and compensations will be levied according to the following chart:

TAX RATES AT VARIOUS RATES	
	2021 Rate / 100\$
On property assessment	
By property category	
Non-residential property	1.0690
6 apartments or more	0.7627
Vacant lots	1.2712
Residual property	0.6356
Agricultural	0.6356
Industrial	0.6356
Forestry	0.6356
Total variable taxes (basic rates)	0.6356

TAXES RATES FOR LOANS – ALL OF THE MUNICIPALITY	Special Taxes
Bylaw #03-03 Lagoons 25%, all	0.0006
Bylaw #05-02 Freightliner #24	0.0016
Bylaw #06-10 – Road paving	0.0223
Bylaw #10-09 Town Hall	0.0026
Bylaw #06-11 Omkar & Du Marquis	0.0006
Bylaw #22-13 Tanker truck 2014	0.0045
Bylaw #05-15 Municipal work	0.0147
Bylaw #01-16 Grader #120	0.0049
Bylaw #06-16 Road network	0.0075
Bylaw #05-16 Quyon Community Centre	0.0111
Bylaw #02-17 Fire trucks	0.0038
Bylaw #09-17 Lusk project (all)	0.0014
Total special taxes	0.0755
TOTAL GENERAL TAXES FOR ALL (Basic rate plus special taxes)	0.7111



	2021 Rate / 100\$
RATES FOR COMPENSATION	
Basic compensation rates plus special taxes	0.7111
Compensation rate for non-residential plus special taxes	1.1445

	2021 rate/ 100\$
SECTOR TAXES FOR LOANS	
Bylaw #03-03 Quyon lagoons 75%	0.0454
Bylaw #06-13 Paving Lavigne rd.	0.0177
Bylaw #06-14 Paving Davis and Soulière	0.0247
Bylaw #05-10 Paving Cedarvale, A. Renaud, la Détente, Cr Renaud	0.0154
Bylaw #07-10 Paving Panorama, McCaffrey	0.0212
Bylaw #06-11 Omkar 12.5%	0.0217
Bylaw #06-11 Du Marquis 37.5%	0.0215
Bylaw #09-17 Lusk project	0.0543
	2021 - cost per unit
Bylaw #15-10 Potable water Quyon, vacant lot 0.85	\$135.43
Bylaw #15-10 Potable water Quyon, residential 1.0	\$159.33
Bylaw #15-10 Potable water Quyon, small business 1.15	\$183.22
Bylaw #15-10 Potable water Quyon, big business 1.7	\$270.85

SERVICE TAXES WITH FIXED RATES	
	2021 - cost per unit
WATER	
#1 Water - residential	\$523.72
#30 Water - small business	\$598.10
#31 Water - big business	\$889.65



SEWER	2021 - cost per unit
#2 Sewers - residential	\$328.48
#21 Sewers- small business	\$375.63
#22 Sewers - big business	\$558.77
GARBAGE	2021 - cost per bin / container
#3 Garbage bin - residential	\$170.90
#4 Garbage bin - residential and business	\$170.90
#23 Garbage bin - business	\$170.90
#36 Garbage container 2 c.y.	\$868.73
#37 Garbage container 4 c.y.	\$1, 737.47
#38 Garbage container 6 c.y.	\$2, 606.20
#39 Garbage container 8 c.y.	\$3, 474.94
#40 Garbage container 10 c.y.	\$4, 338.93
RECYCLING	2021 - cost per bin / container
#24 Recycling bin - residential	\$62.13
#25 Recycling bin - residential and business	\$62.13
#26 Recycling bin - business	\$62.13
#41 Container - recycling 2 c.y.	\$315.82
#42 Container - recycling 4 c.y.	\$631.65
#43 Container - recycling 6 c.y.	\$947.47
#44 Container - recycling 8 c.y.	\$1, 263.30
#45 Container - recycling 10 c.y.	\$1, 577.39
OTHER	Per certificate
Tax certificate	\$50.00

SECTION 2 METHOD OF PAYMENT

Method of payment of taxes and compensations provided in the present bylaw are as follows:



- 1) All tax or compensation invoices for which the total is less than \$300.00 **must be paid in one instalment by March 1, 2021.**
- 2) All tax or compensation invoices for which the total reaches or exceeds \$300.00, **the debtor has the right to pay the invoice in one or three instalments as follows:**

Three equal instalments :

- The first instalment must be paid by **March 1, 2021**
- The second instalment must be paid by **June 1, 2021**
- The third instalment must be paid by **October 1, 2021**

SECTION 3 Taxes and compensations are payable at the Director General's office situated at 2024 Route 148, Pontiac.

SECTION 4 **INTEREST RATES**

All accounts owing to the municipality bear interest at a rate of THIRTEEN PERCENT (13%) per annum from the deadline at which they must be paid. However, only outstanding amounts on each instalment required bear interest.

SECTION 5 **PENALTY RATES**

In accordance with article 250.1 of the Act Representing Municipal Taxation, this Council decrees the application of a penalty on tax invoices not exceeding .5% of the outstanding principal for every month following its expiration, up to 5% per annum on due accounts.

SECTION 6 **CHEQUES WITHOUT FUNDS**

When a cheque is remitted to the Municipality and payment is refused by the financial institution, administration fees of TWENTY DOLLARS (\$20.00) will be claimed from the drawer in addition to any interests.

SECTION 7 **COMING INTO FORCE**

The present bylaw number 01-21 will come into force in accordance with the law.

This bylaw abrogates and replaces the bylaw 01-20.



Carried

Councillors Nancy Draper-Maxsom and Scott McDonald vote against the resolution.

5.4 Notice of motion

Notice of motion is given by Councillor Susan McKay, of District 2 of the Municipality of Pontiac, to the effect that there will be adoption of the umbrella borrowing bylaw 02-21 to decree capital expenditures and a loan of \$2,000,000.

5.5 Tabling of the umbrella draft borrowing bylaw 02-21 to decree capital expenditures and a loan of \$2, 000,000

WHEREAS the Municipality of Pontiac wishes to avail itself of the power provided for in the second paragraph of the second subparagraph of section 1063 of the Municipal Code of Quebec;

WHEREAS the notice of motion of this draft bylaw has been duly attached hereto and given at the regular meeting of January 12, 2021;

THEREFORE, it is moved by Councillor -- and seconded by Councillor --.

AND UNANIMOUSLY RESOLVED THAT THE PRESENT BYLAW BE ADOPTED AND THAT IT BE DECREED AND RULED AS FOLLOWS:

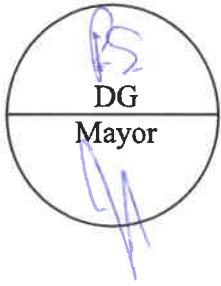
SECTION 1

The Council is authorized to make capital expenditures in the total amount of 2,000,000.00 distributed as follows:

Description	20 years	Total
Roadwork	\$2, 000, 000.00	
Total	\$2, 000, 000.00	

SECTION 2

For the purpose of paying the expenses provided for in this bylaw, Council is therefore authorized to borrow an amount of \$2,000,000.00 over a period of 20 years.



SECTION 3

To provide for the expenses incurred in relation to the interests and the reimbursement in capital of the annual due dates of the loan, it is hereby imposed, and a special tax will be levied, annually, during the term of the loan, on all taxable properties on the territory of the Municipality, at a sufficient rate according to their value as it appears on the valuation role in effect each year.

SECTION 4

If the amount of an allotment authorized by this bylaw is greater than the amount actually spent in respect of such allotment, Council is authorized to use such excess to pay any other expenditure authorized by this bylaw for which the allotment is insufficient.

SECTION 5

Council shall allocate to the reduction of the loan decreed in this bylaw any contribution or grant that could be paid for the payment of part or all of the expenditure decreed by this bylaw.

Council also allocates, to the payment of part or all of the debt service, any grant payable over several years. The term of repayment of the loan corresponding to the amount of the grant shall be automatically adjusted to the period set for the payment of the grant.

SECTION 6

This bylaw shall come into force in accordance with the Law and is published on the Municipality’s website

6. PUBLIC SAFETY

6.1 Hiring – volunteer firefighter

WHEREAS it is important to have a dynamic Fire Service capable of ensuring public safety;

WHEREAS it is necessary to hire new volunteer firefighters to fill vacant positions;

21-01-4235



WHEREAS Samuel Jacques holds the necessary certifications and is qualified as Firefighter 1;

WHEREAS the recommendations of the Director of the Fire Department;

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

AND RESOLVED TO hire Samuel Jacques starting on January 13, 2021, according to the terms of the collective agreement and subject to compliance with the requirements.

Carried

7. PUBLIC WORKS

21-01-4236

7.1 Call for tenders for the rehabilitation of Tremblay Road

WHEREAS the Municipality has planned in the three-year capital expenditure program to proceed with the rehabilitation of Tremblay Road;

WHEREAS the preliminary estimates indicate an amount of approximately \$1,000,000 for the work;

WHEREAS the Municipality will proceed with a grant application within the framework of the assistance programs managed by the Québec Ministry of Transport;

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

AND RESOLVED THAT the Public Works Department issues a public call for tenders for the resurfacing of approximately 4 km of flexible paving on Tremblay Road from Route 148.

Carried

Councillor Nancy-Draper-Maxom votes against the resolution.



22-01-4237



7.2 Call for tenders for professional services monitoring for the rehabilitation of Tremblay Road

WHEREAS Council has mandated Public Works to launch a call for tenders for the repair of Tremblay Road;

WHEREAS the work must be supervised by an engineering firm to ensure that it is carried out in accordance with the call for tenders;

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

AND RESOLVED THAT the Public Works Department launches a call for tenders to obtain the services of an engineering firm to supervise the repair work on Tremblay Road.

Carried

Councillor Nancy Draper-Maxsom votes against the resolution.

8. URBAN PLANNING AND ZONING

21-01-4238

8.1 Application to the CPTAQ for authorization to use lot 2 682 882 located at 170 Alary Road for other than agricultural purposes

WHEREAS this application is submitted as part of a citizen's request to the CPTAQ for authorization to use, for purposes other than agriculture, lot 2 682 882 for a residence already built in 1981 in accordance with section 40 of the Act respecting the protection of agricultural land and agricultural activities (R.S.Q., c. P-41.1) ;

WHEREAS this application consists in authorizing the use for purposes other than agriculture, namely residential use, on a land in an agricultural zone ;

WHEREAS, pursuant to section 58.2 of the Act respecting the protection of agricultural land and agricultural activities, the present notice sent by the Municipality to the CPTAQ is motivated while considering the criteria established in section 62 of the LPTAA;

WHEREAS according to the soil classification of the Canada Land Inventory, the soil where the house will be built is class 5 T. That is to say, a soil with very serious



limitations which restricts the cultivation to perennial forage plants, but which can be improved;

WHEREAS the authorization that may be granted will have no impact on the potential to use the neighbouring lots for agricultural purposes, since a house has already been built there since 1981 ;

WHEREAS this application for authorization is not incompatible with agriculture in the sector where it is located and does not create a constraint with respect to the application of laws and regulations to mitigate the inconveniences related to odours inherent to agricultural activities, since there are not many farming activities in this area;

WHEREAS this application for authorization is not incompatible with agriculture in this sector and does not create constraints with respect to the application of environmental laws and regulations, and more specifically for animal production establishments. The closest active agricultural buildings seem to be about 120 metres away;

WHEREAS there are other vacant lots on the territory of the Municipality of Pontiac that can accommodate residential use outside the permanent agricultural zone, but the residence is already built there ;

WHEREAS the use is authorized under the zoning bylaw of the Municipality of Pontiac;

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

AND RESOLVED THAT Council supports the citizen's application to the CPTAQ to authorize the construction of a farm-related residence on lot 2 682 882 located at 170 Alary Road.

Carried

21-01-4239

8.2 Application for a minor variance – 239 Cedarvale Road

WHEREAS an application for a minor variance was submitted for lot 2 683 979 located at 239 Cedarvale Road to allow a 2,181.1 square metres lot surface area whereas the regulatory standard is 3,700 square metres for an unserviced lot ;



WHEREAS the regulatory provision for the purpose of this request is section 3.8.1 of the subdivision bylaw 178-01 and its amendments ;

WHEREAS this application for a minor variance also includes a request to regularize the lot with a frontage of 27.47 metres instead of 45 metres for an unserved lot ;

WHEREAS the regulatory provision for the purpose of this request is section 3.8.1 of the subdivision bylaw 178-01 and its amendments ;

WHEREAS the Urban Planning Advisory Committee (PAC) analyzed this application for a minor variance on January 7, 2021, and unanimously recommends to the Council to grant the minor variances on lot 2 683 979 as requested ;

WHEREAS the parties concerned have had the opportunity to be heard;

WHEREAS the property was subdivided prior to the coming into force of this bylaw ;

WHEREAS the dimensions of the lot have never changed ;

WHEREAS the lot was part of a lot before the cadastral reform ;

WHEREAS the owner cannot obtain a permit for the reconstruction of a main building without first obtaining a subdivision permit for his property ;

WHEREAS the land can accommodate a septic system complying with provincial regulations ;

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

AND RESOLVED THAT Council accept the application for a minor variance for lot 2 683 979 located at 239 Cedarvale Road to allow the subdivision of a lot having an area of 2,181.1 square metres instead of 3,700 square metres and a frontage of 27.47 metres instead of 45 metres for an unserved lot.

Carried

9. TABLING OF DOCUMENTS



9.1 Tabling of the report relating to the delegation of authorization of expenses and fixed expenditures from November 24 to December 22, 2020.

9.2 Tabling of the correction minutes of the minutes of December 11, 2019.

10. PUBLIC QUESTION PERIOD

21-01-4240

11. CLOSING OF MEETING

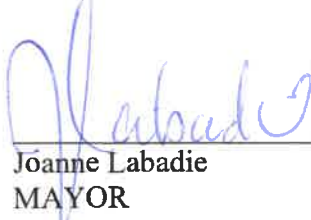
IT IS MOVED BY Councillor Leslie-Anne Barber and seconded by Councillor Isabelle Patry

AND RESOLVED to close the meeting at 8:44 p.m. having gone through the agenda.

Carried



Pierre Said
DIRECTOR GENERAL



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».

