

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the special municipal council meeting held on Tuesday, June 21, 2011 at 7:30 p.m. at the Luskville Town Hall, situated at 2024 route 148, Pontiac. Those who were present :

Edward McCann, mayor, Dr. Jean Amyotte, pro-mayor, and councillors Roger Larose, Lynne Beaton, Jim Coyle and Inès Pontiroli.

MOTIVATED ABSENCE : Councillor Brian Middlemiss

Also present, the director general.

The meeting begins at 7:30 p.m.

11-06-758

ADOPTION OF THE AGENDA

1. Adoption of the agenda
2. Contract – assistant to the director general and person responsible for purchases and supplies
3. Roadworks personnel
4. Administrative personnel
5. Permanent status – Annick Bigras
6. Grading – private roads
7. Spreading calcium – private roads
8. Adjournment of the sitting

It is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED to adopt the agenda as prepared and read.

Carried

11-06-759

CONTRACT - CHANTAL BEAUDOIN

WHEREAS resolution no. 11-05-674 appointing Mrs. Chantal Beaudoin as assistant to the director general and person responsible for purchases and supplies;

It is

Moved by Inès Pontiroli
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT council authorized the director general to sign the employment contract that was submitted, describing the salary and advantages in the position of assistant to the director general and person responsible for purchases and supplies, with the modifications to article 3 and 4.1, as noted.

Carried

11-06-760

PERMANENT STATUS – ANICK BIGRAS

WHEREAS Mrs. Bigras has been employed by the municipality since January 7, 2011, that is, 640 hours worked to date;

WHEREAS Mrs. Bigras has adequately fulfilled the tasks required of her;

WHEREAS after 845 hours worked, the employee on probation is considered permanent and will benefit from all benefits of the collective agreement;

It is

Moved by Lynne Beaton
Seconded by Inès Pontiroli

AND RESOLVED THAT the director general is authorized to keep Mrs. Anick Bigras on as an employee of the municipality and that she be given permanent status after 845 hours have been worked, as provided for in the collective agreement.

Carried

11-06-761

PROCEDURE – TOLERANCE ROADS – GRADING ROADS

WHEREAS the high number of requests for grading private roads;

WHEREAS the municipality wishes first and foremost, to offer appropriate service on municipal public roads;

WHEREAS various local contractors are equipped to offer this service;

It is

Moved by Inès Pontiroli
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipality establishes the following procedure for grading private roads, said tolerance roads :

1. Requests for grading must come from the president, vice-president or secretary of an association that has duly registered to the municipality's financial assistance program and be the object of a request at the reception desk;
2. Payment of \$50/hour must be made upon submitting the request, by way of a cheque from the association and made to the order of the Municipality of Pontiac;
3. It is mandatory that roads aimed by such a request, be part of the roads identified as « tolerance roads » on the list of roads that will benefit from the financial assistance;
4. The director of public works is authorized to have the work done according to the availability of the grader, keeping in mind the weather conditions, work schedules (no overtime) and other conditions that may affect the grading schedule;
5. Monies spent to that effect will be receivable for financial assistance purposes granted to associations;
6. Associations will be notified in writing of the present procedures and will also be notified that they may also call private contractors and that supporting documents for their expenses to that effect are receivable for financial assistance purposes granted to associations.

Carried

11-06-762

PROCEDURES – CALCIUM – TOLERANCE ROADS

WHEREAS the high number of requests for laying calcium on private roads;

WHEREAS the municipality wishes first and foremost, to offer appropriate service on municipal public roads;

WHEREAS various local contractors are equipped to offer this service;

It is

Moved by Inès Pontiroli
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipality establishes the following procedure for laying calcium on private roads, said tolerance roads :

1. Requests for calcium must come from the president, vice-president or secretary of an association that has duly registered to the municipality's financial assistance program and be the object of a request at the reception desk;
2. Payment of \$500/ton must be made upon submitting the request, by way of a cheque from the association and made to the order of the Municipality of Pontiac;
3. It is mandatory that roads aimed by such a request, be part of the roads identified as « tolerance roads » on the list of roads that will benefit from the financial assistance;
4. The director of public works is authorized to have the work done according to the availability of calcium, keeping in mind the weather conditions, work schedules (no overtime) and other conditions that may affect the laying of calcium;
5. Monies spent to that effect will be receivable for financial assistance purposes granted to associations;
6. Associations will be notified in writing of the present procedures and will also be notified that they may also call private contractors and that supporting documents for their expenses to that effect are receivable for financial assistance purposes granted to associations.

Carried

11-06-763

ADJOURNMENT OF THE MEETING

It is

Moved by Dr. Jean Amyotte
Seconded by Lynne Beaton

AND RESOLVED to close the meeting at 8:45 p.m., having gone through the agenda.

Carried

MAYOR

DIRECTOR GENERAL

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