

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the special Municipal Council meeting held on July 24, 2018 at 7:00 p.m. at the Town Hall, located at 2024 route 148, Pontiac. Those who were present:

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

Also present: Mr. Dominic Labrie, Head of Division – Communications and Acting Assistant Director General and Mrs. Ginette Chevrier-Bottrill, Director of Finances and Human Resources.

Mrs. Joanne Labadie, President of the meeting, notes that there is quorum and declares the meeting open. The meeting began at 7:00 p.m.

**FLOOR TO THE PUBLIC AND QUESTION PERIOD**

There were no questions from the public.

**18-07-3482**

**ADOPTION OF THE AGENDA**

1. Floor to the public and question period
2. Adoption of the agenda and notice of meeting
3. Ratification of the municipal employee's collective agreement
4. Hiring a civil engineering technician
5. Community Centre in Quyon – Purchases
6. Adoption of the first draft bylaw 177-01-01-2018 modifying bylaw 177-01 pertaining to zoning, in order to add the residential use classification r1-1 to the zoning tables for zones 11, 22, 29 and 35 and to add the special provision applicable « inside the boundaries of the Gatineau Park- Dwelling on private land only (mobile homes are not authorized)» to the zoning tables for zones 11, 12, 14, 18, 20, 22, 23, 24, 29, 30, 35 and 38
7. Adoption of the first draft bylaw 177-01-02-2018 modifying bylaw 177-01 pertaining to zoning, in order to modify the standards for lots, buildings, derogatory uses and to modify the signage standards
8. Public question period
9. Closing of the meeting

It is

Moved by: Susan McKay

Seconded by: Isabelle Patry

AND RESOLVED to adopt the agenda as prepared and read.

Carried

**NOTICE OF MEETING**

The Acting Assistant Director General of the Municipality of Pontiac verbally indicates that the notice of meeting and agenda of the present meeting have been notified to each of the Municipal Council members within the legal deadline and that it is regularly held according to the Law.

Mrs. Leslie-Anne Barber, Councillor and Pro-Mayor arrives at the meeting at 7:07 p.m.

**18-07-3483**

**RATIFICATION OF THE NEW COLLECTIVE AGREEMENT**

WHEREAS the collective labour agreement between the Municipality of Pontiac and Teamsters Québec local 106 has been expired since December 31, 2014;

WHEREAS both parties negotiated and agreed on a new employment contract;

WHEREAS the Council members have read the report of the draft collective agreement;

It is

Moved by : Nancy Draper-Maxsom  
Seconded by : Thomas Howard

AND RESOLVED THAT the Municipality of Pontiac be authorized to conclude with the Québec Teamsters local 106, a collective labour agreement according to the terms presented by the Director of Finances and Human Resources on July 24, 2018.

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the Mayor and the Director General, or their replacements, to sign for and in the name of the Municipality of Pontiac, the unionized employees' collective labour agreement.

Carried

**18-07-3484**

**HIRING - CIVIL ENGINEERING COORDINATOR**

WHEREAS during the preparation of the 2018 budget, it had been agreed to create a technician position for the coordination of Public Works;

WHEREAS, following a public posting, exams and interviews done by the selection committee, one candidate who stood out was chosen by the selection committee;

WHEREAS the selection committee and the Director General recommend that the Council hire Mr. Maxime Renaud;

It is

Moved by: Thomas Howard  
Seconded by: Susan McKay

AND RESOLVED THAT the Municipal Council accepts the committee's recommendation and authorizes the hiring of Mr. Maxime Renaud as civil engineering coordinator, and this, starting on August 6, 2018, all according to the Global Compensation Policy for management positions at LEVEL 4, salary step 3 increased by \$215.62 (on an annual basis, the first year), in order to round off the payment.

Carried

**18-07-3485**

**COMMUNITY CENTRE IN QUYON-PURCHASES (1)**

WHEREAS three proposals were received in order to equip the new community centre;

WHEREAS private sponsors have started paying their pledge, as promised;

It is

Moved by : Susan McKay  
Seconded by : Isabelle Patry

AND RESOLVED to accept, in part, the proposals from *Équipements 3L* (\$20, 635.00) and from *Équipements Plus* (\$6, 990.00), for a total of \$27, 625.00, taxes and delivery not included.

IT IS ALSO RESOLVED to provide for a maximum budget of \$3, 500.00 for the electrical connection and plumbing fees.

Carried

**18-07-3486**

**COMMUNITY CENTRE IN QUYON-PURCHASES (2)**

WHEREAS the two changes submitted by LCC for the addition of plywood and boxes;

It is

Moved by : Susan McKay  
Seconded by : Leslie-Anne Barber

AND RESOLVED that this Council accepts the additional fees of *LCC & Associés Canada Inc.* in the amount of \$7, 373.91, taxes included.

IT IS ALSO RESOLVED that the necessary funds will be taken from the surplus allocated to the Community Centre in Quyon (59 13100 017).

Councillor Mr. Scott McDonald votes against the resolution.

**18-07-3487**

**FIRST DRAFT BYLAW 177-01-01-2018 MODIFYING BYLAW 177-01 PERTAINING TO ZONING IN ORDER TO ADD THE RESIDENTIAL USE CLASSIFICATION R1-1 TO THE ZONING TABLES FOR ZONES 11, 22, 29 AND 35 AND TO ADD THE SPECIAL PROVISION APPLICABLE « INSIDE THE BOUNDARIES OF THE GATINEAU PARK- DWELLING ON PRIVATE LAND ONLY (MOBILE HOMES ARE NOT AUTHORIZED) » TO THE ZONING TABLES FOR ZONES 11, 12, 14, 18, 20, 22, 23, 24, 29, 30, 35 AND 38**

**WHEREAS** the Municipality of Pontiac is authorized to amend its urban planning bylaws;

**WHEREAS** this Council deems it necessary to bring changes to bylaw number 177-01 regarding zoning, because there already are buildings on private land within these zones in the Gatineau Park;

**WHEREAS** the Council has the power to restrict the type of housing permitted;

**WHEREAS** a notice of motion for the present draft bylaw was given at the regular meeting of July 10, 2018;

**WHEREAS** a copy of the draft bylaw was given to the Council members no later than two working days before the meeting and that all the present Council members declare having read it and waive its reading;

It is

Moved by : Isabelle Patry  
Seconded by : Leslie-Anne Barber

**AND RESOLVED THAT** the Council decrees and adopts the following:

**SECTION 1** The specification tables for zones 11, 22, 29 and 35 annexed to bylaw number 177-01 regarding zoning, are replaced by the specification table annexed to the present bylaw in order to include the use classification 1 housing (R1) .

**SECTION 2** The specification tables of zones 11,12,14,18,20,22,23,24,29,30,35 and 38 annexed to bylaw number 177-01 regarding zoning, are replaced by the specification table annexed to the present bylaw in order to include the following special notion applicable:

«Inside the Gatineau Park, housing is permitted only on private land. Mobile homes are prohibited within the boundaries of the Gatineau Park».

**SECTION 3** The draft bylaw will come into effect according to the procedures provided by Law.

Carried

**18-07-3488**

**FIRST DRAFT BYLAW 177-01-02-2018 MODIFYING BYLAW 177-01 CONCERNING ZONING, IN ORDER TO MODIFY THE STANDARDS FOR LOTS, BUILDINGS, DEROGATORY USES AND TO MODIFY THE SIGNAGE STANDARDS**

**WHEREAS** the Municipality of Pontiac is authorized to amend its urban planning bylaws;

**WHEREAS** Council deems it necessary to bring changes to bylaw number 177-01 regarding zoning, in order to better regulate the standards pertaining to lots, buildings and derogatory uses;

**WHEREAS** Council has the power to regulate the standards pertaining to acquired rights and signage;

**WHEREAS** a notice of motion for the present draft bylaw was given at the regular meeting of July 10, 2018;

**WHEREAS** a copy of the draft bylaw was given to the Council members no later than 2 working days before the meeting and that all the present Council members declare having read it and waive its reading;

It is

Moved by : Scott McDonald  
Seconded by : Thomas Howard

**AND RESOLVED THAT** the Council decrees and adopts the following:

**Section 1** Section 6.1.2 of the bylaw 177-01 pertaining to zoning is modified by abrogating the subparagraphs 5 and 6;

**Section 2** Section 6.1.3 of the bylaw 177-01 pertaining to zoning is replaced with the following:

**6.1.3 CONSTRUCTION ON A DEROGATORY LOT OR LAND MEETING THE REQUIREMENTS OF SECTIONS 6.1.1, AND 6.1.2 OF THE PRESENT BYLAW**

A construction, reconstruction or renovation permit on a lot or a land referred to in sections 6.1.1 and 6.1.2 may be issued if it meets the provisions of chapter 6 and the other conditions for the issuance of permits and certificates.

**Section 3** The bylaw 177-01 pertaining to zoning is modified by adding, after section 6.1.3, the following section:

**6.1.4 MODIFICATION OF A DEROGATORY LOT**

A derogatory lot which is protected by acquired rights may be modified, if this modification does not render derogatory the width, the depth or the surface area of the lot. The modification shall not worsen an existing derogatory situation, pertaining to the width, depth or the surface area.

A derogatory lot can be modified without reaching the minimum dimensions and surface area required in this bylaw, under the following conditions:

- Reaching the minimum requirements of the present bylaw is impossible;
- The projected cadastral operation shall not result in decreasing the surface area, the width and the depth of an adjacent lot because of the minimum requirements of the present bylaw;
- The projected cadastral operation shall not result in decreasing the space that must remain free between the buildings and the boundaries of the lot, on an adjacent lot, because of the minimum requirements of the present bylaw.

**Section 4** The bylaw number 177-01 pertaining to zoning is modified by adding, after section 6.1.4, the following section:

**6.1.5 PRIVILEGE TO THE CADASTRE OF A LAND HAVING BEEN THE OBJECT OF AN EXPROPRIATION**

A permit authorizing a cadastral operation cannot be refused for the sole reason that the surface area or the dimension of the lot does not allow it to meet the requirements of the subdivision bylaw for land which constitutes the residual of a lot, if the following conditions are met:

- Part of the land was acquired for public use by a public organization or by an individual having the power of expropriation;
- Immediately before this acquisition, this land had a surface area and sufficient dimensions to meet the regulation in effect at the time, or could have been the object of a cadastral operation according to the present section;
- Only one lot is the result of the cadastral operation, except if the land is included in several originating lots, in which case, only one lot per original lot results from the cadastral operation.

**Section 5** Section 6.2.1 of the bylaw number 177-01 pertaining to zoning is replaced by the following section:

### 6.2.1 DEFINITION

Derogatory building: Existing building which is non-compliant with the provisions of the construction bylaw or with the provisions of the present bylaw regarding the establishment of buildings—in the zone where it is located and, which was compliant with the municipal regulations in effect at the moment of its construction. Such a derogatory building is protected by an acquired right.

**Section 6** Section 6.2.2 of the bylaw number 177-01 pertaining to zoning is replaced by the following section:

### 6.2.2 DESTRUCTION OF A DEROGATORY BUILDING

In the case of a main building, the provisions of the following paragraph are applicable:

- When a main derogatory building, protected by an acquired right, is destroyed or becomes dangerous, or has lost more than half its value on the assessment role, following a fire or for any other reason, including the voluntary destruction, authorized through a permit or a certificate, it can be rebuilt on the same foundations or at the same location as the previous building, provided that it doesn't worsen the minor variance.
- Any reconstruction on the lot must be done according with the provisions of the construction bylaw, as per the procedures established by the interpretation and administrative bylaw and the zoning bylaw, except for the respect of setbacks.
- Any reconstruction work of a derogatory building must be done within a 24-month period following its destruction.
- Nothing in the present section can be interpreted in such a way as to forbid the reconstruction of a building on the same land, while reducing the derogatory nature of its establishment.

**Section 7** Section 6.2.3 of the bylaw number 177-01 pertaining to zoning is replaced by the following:

### 6.2.3 MODIFICATION OR EXPANSION OF A DEROGATORY BUILDING

A derogatory building can be modified or expanded. The expansion of its existing walls is permitted if the expansion is not located closer to the property line than the existing building. When the main building is located in the riparian protection strip, all work must be in compliance with section 4.12.1.2 of the present zoning bylaw. No expansion is permitted in a side or rear setback when the existing building is located within less than 2 metres of the property limits. It is permitted to carry out repair work for the purpose of maintaining the building in good condition.

**Section 8** Section 6.3.3 of the bylaw number 177-01 pertaining to zoning is replaced by the following:

### 6.3.3 EXTENSION OR EXPANSION OF A DEROGATORY USE

The extension of a derogatory use which is protected by acquired rights can be done only by expanding the main building.

This extension can be done only once, under the following conditions:

- The extension is in compliance with all the requirements of the present bylaw, other than those identifying the authorized uses;
- The extension does not exceed 50% of the existing floor surface area in the derogatory use;
- The extension of the use must be done on the same land of the derogatory use protected by acquired rights, without exceeding the boundaries of this land, as they were at the beginning of the acquired rights and without exceeding the boundaries of the land as they were at the moment of the extension.
- No extension or expansion of an outdoor storage space, as part of a derogatory use which is protected by acquired rights, is authorized.

**Section 9** Section 6.3.4 of the bylaw number 177-01 pertaining to zoning is replaced by the following:

#### 6.3.4 INTERRUPTION OR ABANDONMENT OF A DEROGATORY USE

There is a loss of acquired rights when the derogatory use of a building, a land or a lot has ceased or has been abandoned for a period of twelve (12) consecutive months. In this case, any subsequent occupation of the building must be compliant with the present bylaw.

In the case of an extraction and a residential use, all acquired rights are lost if there is termination or abandonment of activities during a period of twenty-four (24) consecutive months.

**Section 10** The bylaw number 177-01 pertaining to zoning is modified by adding the following section after section 6.3.4:

#### 6.4 DEROGATORY SIGN

##### 6.4.1 DEFINITION

A sign is derogatory when it corresponds to one or the other of the following:

- A sign which does not comply with a provision of the bylaw.
- A sign which refers to a use that was terminated, abandoned or interrupted for a period of 12 consecutive months.
- A billboard which is not used for a period of 12 consecutive months.

Regarding the enforcement of the present section, the term sign includes the sign, its support and all elements and accessories attached to it.

##### 6.4.2 DEROGATORY SIGN PROTECTED BY ACQUIRED RIGHTS

A derogatory sign is protected by acquired rights if, at the time of its installation, it was in compliance with the provisions of the urban planning regulation related to signs.

Notwithstanding the last statement, it is mandatory for the protection of acquired rights of the derogatory sign that the message be in keeping with the use, the activity or the product developing on site, where the sign is located.

###### 6.4.2.1 PROTECTION COVERAGE GRANTED TO A DEROGATORY SIGN

It is permitted to carry out the necessary regular repair and maintenance work required to keep in good condition the derogatory sign protected by acquired rights.

###### 6.4.2.2 EXTENSION OF ACQUIRED RIGHTS RELATED TO A SIGN

The acquired rights of a derogatory sign are expired in the following cases:

- When it is modified, replaced or rebuilt after the present bylaw comes into effect, in order to make it compliant;
- When it promotes an establishment that has been abandoned or that has ceased or discontinued its operations during a period of at least twelve (12) months.
- As soon as the sign is removed, demolished or destroyed, including when the destruction is due to unforeseen events.

##### 6.4.3 EXTENSION OR REPLACEMENT OF A DEROGATORY SIGN

It is prohibited to replace a derogatory sign with another derogatory sign or to reinstall it somewhere else on the same property or at another location. The term "to replace a sign with another one" does not include poster changes within an existing casing.

A derogatory sign can only be modified, enlarged or rebuilt to be in compliance with the present bylaw.

**Section 11** Section 4.10.1 of the bylaw number 177-01 pertaining to zoning is replaced by the following section:

##### 4.10.1 GENERAL RULES

When anyone wishes to install, rebuild, enlarge, modify, move, affix, complete a sign, this intervention must be done in total compliance with the provisions of section 4.10 and the following, and if needed, with the provisions of section 6.4 and the following, pertaining to derogatory signs

**Section 12** Section 4.10.4 of bylaw 177-01 pertaining to zoning is replaced by the following:

#### 4.10.4 MAINTENANCE OF THE SIGNS

All signs, including its supports, posts and/or hanging mechanism must be kept clean, maintained by the owner and kept in good condition. Any signs which do not meet these conditions must be removed within thirty (30) days.

Any signs promoting an establishment that no longer exists must be removed by its owner within thirty (30) days following the end of operation of the establishment or seven (7) days following the end of an event, including garage sales.

**Section 13** Section 4.10.7 of the bylaw number 177-01 pertaining to zoning is replaced by the following:

#### 4.10.7 HOUSING PROJECT

Two (2) signs on posts are authorized to identify either the subdivision and/or the construction of housing projects as long as they are installed on the site of the said project.

However, a directional sign of a maximum seventy-five centimetres (0.75m) wide and twenty-five centimetres (0.25 m) high may be installed at the intersection of the project's main road and the closest municipal road, in order to indicate the direction to follow to get to this housing project.

The maximum surface area permitted for these two (2) signs is twelve square metres (12 m<sup>2</sup>), but a single sign cannot exceed ten square metres (10 m<sup>2</sup>).

All signs must be clean, well maintained and have no dilapidated or broken parts.

The use of advertising devices is strictly prohibited.

The sign and its structure must be removed from the lot as soon as one of the following happens:

- when 90 % of the lots have been built on;
- after one year of inactivity on the project's site;
- five years after the beginning of the project.

**Section 14** Section 4.10.10 of the bylaw number 177-01 pertaining to zoning is modified by replacing the 7<sup>th</sup> paragraph with the following paragraph:

No promotional sign can be affixed on a street light, a post for public purposes or any other post which is not specifically designed or installed to receive or support a sign, in accordance with the provision of the present bylaw. Despite what is mentioned above, electoral signs however, are permitted on a street light or a post for public purposes.

The draft bylaw will come into effect according to the procedures provided by Law.

Carried

#### **PUBLIC QUESTION PERIOD**

There were no questions from the public.

**18-07-3489**

#### **CLOSING OF THE MEETING**

It is

Moved by: Leslie-Anne Barber  
Seconded by: Isabelle Patry

AND RESOLVED to close the meeting at 8:31 p.m. having gone through the agenda.

Carried

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MAYOR

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DIRECTOR GENERAL

*« 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».*