

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the special Municipal Council meeting held on Thursday, April 25, 2019, at 7:30 p.m. at the Town Hall, located at 2024 route 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 Director General and a few ratepayers.

Mrs. Joanne Labadie, President, notes that there is quorum and declares the meeting open. The meeting began at 7:33 p.m.

FLOOR TO THE PUBLIC AND QUESTION PERIOD

The chart with questions and answers is now listed at the end of the minutes.

ADOPTION OF THE AGENDA

1. Opening of the meeting
2. Questions from the public
3. Adoption of the agenda
4. Employment – Assistant Director General
5. Employment – Day Camp Coordinator
6. Emergency measures
7. Disciplinary measures – Employee #05-0006
8. Disciplinary measures – Employee #10-0026
9. Contract – Temporary position
10. Public question period
11. Closing of meeting

19-04-3732

AMENDMENT

ADOPTION OF THE AGENDA

3. Opening of the meeting
4. Questions from the public
3. Adoption of the agenda
4. Employment – Assistant Director General
5. Employment – Day Camp Coordinator
6. Emergency measures
- 6.2 Renewal of emergency measures
7. Disciplinary measures – Employee #05-0006
8. Disciplinary measures – Employee #10-0026
9. Public question period
10. Closing of meeting

It is

Moved by: Leslie-Anne Barber

Seconded by: Scott McDonald

AND RESOLVED TO adopt the agenda with the modifications.

Carried

19-04-3733

AMENDMENT

EMPLOYMENT – ASSISTANT DIRECTOR GENERAL

WHEREAS THE study on « the optimization of organizational structure» completed in December 2018 by the Quebec Federation of Municipalities, identified a great need in management employees serving the General Directorate and the Municipal Council;

WHEREAS THE position of Assistant Director General and Communication Officer has been vacant since September 2018;

WHEREAS THE Administrative and Finance Committee interviewed the candidate and recommends her for the position of Assistant Director General and Communication Officer;

CONSIDERING THAT the candidate has a broad experience in regulations and communications;

IT IS RESOLVED THAT Council authorizes Mrs. Joanne Labadie, Mayor, to hire Mrs. Geneviève Latulippe as Assistant Director General and Communication Officer as of April 29, 2019.

IT IS ALSO RESOLVED THAT she be remunerated according to the Global Remuneration Policy regarding management employees, level 6, Assistant Director General division.

Carried

19-04-3734

EMPLOYMENT – DAY CAMP COORDINATOR

WHEREAS THE implementation of the day camp program (resolution 18-02-3349);

WHEREAS THE candidate was interviewed and recommended for this position;

It is

Moved by: Leslie-Anne Barber

Seconded by: Isabelle Patry

AND RESOLVED THAT the Municipal Council hire Mr. Mathias Bolduc as Municipal Day Camp Coordinator at an hourly rate of 21.50\$ for a 500 hour maximum contract.

Carried

19-04-3735

EMERGENCY MEASURES

CONSIDERING THE exceptional floods that may affect the Municipality of Pontiac and that the Municipality contemplates a potential flood;

WHEREAS THE Municipality is preparing its emergency measures action plan to help the citizens;

WHEREAS according to the Civil Security Act, section 42, the Municipality is responsible for the management of the disaster;

WHEREAS THAT certain employees will have to work overtime in order to better serve the citizens;

WHEREAS THE Labour Standards Act contains provisions on overtime for Quebec Salaried employees;

WHEREAS THE excerpts from the Labour Standards Act confirms the obligations of the employer;

«Worked hours besides the normal week hours must be paid with an increase of 50% (time and a half) of the annual salary»

«The employer can, at the request of the salaried employee, replace the payment of overtime by a short leave equivalent to the effected overtime increase of 50%»

It is

Moved by: Thomas Howard

Seconded by: Leslie-Anne Barber

IT IS RESOLVED THAT Council approves the remuneration of the employees overtime called in by the Directorate General or the Mayor to implement the aid measures and support to citizens according to the requirements of Labour Standards.

19-04-3736

EMERGENCY MEASURES

WHEREAS the municipality of Pontiac has alerted it's riparian residents that the water level will increase very quickly and that there is a high risk of flooding;

WHEREAS per Article 42 of « Civil Protection Act, « A local municipality may declare a state of emergency in all or part of its territory where, in an actual or imminent major disaster situation, immediate action is required to protect human life, health or physical integrity which, in its opinion, it is unable to take within the scope of its normal operating rules or of any applicable emergency preparedness plan ».

It is

Moved by: Susan McKay
Seconded by: Scott McDonald

AND RESOLVED that a state of emergency be declared for the Municipality of Pontiac at 7:30 p.m. on Friday April 25, 2019.

Carried

19-04-3737

DISCIPLINARY MEASURES – EMPLOYEE # 05-0006

WHEREAS THE events of April 4, 2019;

WHEREAS THE disciplinary file of the employee # 05-0006;

WHEREAS THE recommendation of the Acting Director General;

It is

Moved by: Leslie-Anne Barber
Seconded by: Scott McDonald

AND RESOLVED to ratify the decision of the Acting Director General and to suspend without pay employee # 05-0006 for a period of 3 consecutive working days once he returns from a workplace accident leave.

Carried

19-04-3738

DISCIPLINARY MEASURE – EMPLOYEE #10-0026

WHEREAS following an administrative inquiry effected on March 13, 2019, where it is establish that employee #10-0026 demonstrated insubordination after a call on February 20, 2019;

WHEREAS THAT even if the employee was advised to answer questions that were asked on an incident that occurred in December 2018;

WHEREAS THE employee refused to answer the questions;

WHEREAS considering his disciplinary file and attitude during the inquiry;

It is

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

AND RESOLVED THAT employee #10=0026 be suspended without pay for a period of 6 months starting April 29, 2019.

Thomas Howard removes himself after making a comment – Check the truck log.

Carried

19-04-3739

OPENING OF THE IN-CAMERA MEETING

It is

Moved by: Susan McKay
Seconded by: Scott McDonald

AND RESOLVED to open an in-camera meeting at 7:50 p.m.

Carried

19-04-3740

END OF THE IN-CAMERA MEETING

It is

Moved by: Nancy Draper-Maxsom
Seconded by: Scott McDonald

AND RESOLVED to end the in-camera meeting at 8:04 p.m. and to resume the special meeting.

Carried

19-04-3741

CLOSING OF THE MEETING

It is

Moved by: Nancy Draper-Maxsom
Seconded by: Susan McKay

AND RESOLVED to close the meeting at XXXXX p.m. having gone through the agenda.

Carried

MAYOR

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».