



**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, April 13, 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 and a few ratepayers.

**1. OPENING OF THE MEETING**

Joanne Labadie, President, notes the quorum and opens the meeting. The meeting starts at 7:31 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 meetings of March 9, 2021**
- 5. Administration**
  - 5.1 Budgetary transfers
  - 5.2 List of incurred expenses
  - 5.3 List of invoices to be paid
  - 5.4 Transportation and elimination of residual materials -2019
- 6. Public safety**
  - 6.1 Street name change for safety reasons - Smith-Léonard Road
  - 6.2 Adoption of the management compensation Policy - Fire Department
- 7. Public Works**
  - 7.1 Spreading of dust suppressant in the Municipality of Pontiac
  - 7.2 Acquisition of a used excavator
  - 7.3 Acquisition of a new dump truck
  - 7.4 Sweeping of paved roads

21-04-4282



- 7.5 Mowing and brushing along municipal roads
- 7.6 Awarding of contract 21-TP-003 - purchase of culverts and geotextile membrane
- 7.7 PAVL - Resurfacing of 4km on Tremblay Road
- 8. Urban Planning and Zoning**
- 8.1 Application to the CPTAQ - 1199 Lac-des-Loups Road
- 8.2 Application to the CPTAQ - 6867 River Road
- 8.3 3601 Steele Road and 2820 Bronson-Bryant Road
- 8.4 PIIA - 160 Aventure Road
- 8.5 PIIA - 222 Hôtel-de-Ville Road
- 8.6 Notice of motion - first draft bylaw #177-01-01-2021  
to modify the zoning bylaw #177-01
- 8.7 Adoption of the first draft bylaw #177-01-01-2021  
to modify the zoning bylaw #177-01
- 8.8 Minor variance -186 Cedarvale
- 8.9 Appointment of officers in charge of enforcing the nuisance and animal bylaws
- 9. Recreation and culture**
- 9.1 Liability insurance coverage - policy of recognition and support for community organizations
- 9.2 Implementation of the 2021 summer day camp program
- 10. Tabling of documents**
- 10.1 Tabling of the report on the delegation of authorization of expenses
- 10.2 Tabling of the report correcting the minutes of February 9, 2021 and of the corrected minutes of February 9, 2021
- 11. Public question period**
- 12. Closing of meeting**

**IT IS MOVED BY** Mayor Joanne Labadie and seconded by Councillor Leslie-Anne Barber.

**AND RESOLVED** to adopt the agenda as prepared and read.

Carried

21-04-4283

**4. ADOPTION OF THE MINUTES OF THE MEETINGS OF MARCH 9, 2021**

**IT IS MOVED BY** Councillor Susan McKay and seconded by Councillor Thomas Howard.

**AND RESOLVED** to adopt the minutes of the meeting of March 9, 2021.

Carried



## **5. ADMINISTRATION**

**21-04-4284**

### **5.1 Budgetary transfers**

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

**AND RESOLVED THAT** the Municipality carries out the budgetary transfers in the amount of \$32, 713,31.

Carried

**21-04-4285**

### **5.2 List of incurred expenses for the month of April**

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

**AND RESOLVED** to accept the incurring expenses, for a total amount of \$8, 420.77, taxes included.

Carried

**21-04-4286**

### **5.3 List of invoices to be paid**

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

**AND RESOLVED THAT** this Council authorizes the payment of invoices in the amount of \$6, 558,46 for the period ending December 31, 2020, and to debit the budgetary allocations relating to expenses.

Carried

**21-04-4287**

### **5.4 Transportation and disposal of residual materials - 2019**

**WHEREAS** the tonnage report for residual materials for 2019 was sent to us in February 2021 and that this amount was not budgeted in 2021 ;

**THEREFORE,** it is moved by Mayor Joanne Labadie and seconded by Councillor Isabelle Patry.



**AND RESOLVED** to pay to the MRC des Collines-de-l'Outaouais the amount of \$11,401.64 with the non-allocated surplus.

**IT IS ALSO RESOLVED THAT** this expense be allocated to budgetary item #02 45120 951 and financed by the non-allocated surplus.

Carried

## **6. PUBLIC SAFETY**

21-04-4288

### **6.1 Street name change for safety reasons - Smith-Léonard Road**

**WHEREAS** Smith-Léonard Road is divided into two sections since part of this road was washed off;

**WHEREAS** one of the sections is only accessible from Route 148, while the other one is only accessible from Townline Road via Montagne Road;

**WHEREAS** there is a risk of increasing the response time for emergency services because of this confusing situation;

**WHEREAS** the concerned citizens were informed and invited to express their agreement or disagreement by means of a voting form that was sent to them;

**WHEREAS** the votes that were received were unanimously in favour of the change;

**WHEREAS** the recommendation of the Director of the Fire Department to identify each section of this road to avoid any unnecessary delay when receiving an emergency call;

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

**AND RESOLVED** to rename each of the sections as Smith-Léonard East and Smith-Léonard West, to avoid any problems that may arise from this situation.



**IT IS ALSO RESOLVED THAT** a copy of this resolution be sent to the *Commission de toponymie du Québec* and to the Ministry of Transport, for a follow-up.

Carried

21-04-4289

## **6.2 Management compensation policy - Fire Department**

**WHEREAS** the importance of having a well-functioning Fire Department with good leadership ;

**WHEREAS** the Municipality of Pontiac wishes to establish and maintain fair working conditions for its managerial employees within the Fire Department;

**WHEREAS** the Municipality of Pontiac wishes to offer a competitive annual remuneration to promote the retention of managerial staff within its Fire Department;

**WHEREAS** the Municipality of Pontiac is in the process of adopting a compensation policy for the managerial employees of the Fire Department;

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

**AND RESOLVED** to accept the recommendation of the Administration and Finance Committee and to adopt the Fire Department Management Compensation Policy as proposed.

**IT IS ALSO RESOLVED** that this resolution amends resolution #19-03-3699 regarding the Management Compensation Policy by removing section 7.3 4) from the management compensation policy, adopted in March 2019.

Carried

## **7. PUBLIC WORKS**

21-04-4290

### **7.1 Spreading of dust suppressant in the Municipality of Pontiac**

**WHEREAS** the Public Works Department does not have the necessary equipment to proceed in an efficient way with the spreading of dust suppressant on the municipal roads;



**WHEREAS** the spreading of dust suppressant is necessary in the sectors of Quyon, Luskville and Breckenridge;

**WHEREAS** the Public Works Department proceeded with a call for tenders by invitation with three (3) suppliers and that their respective offers were as follows:

Name Name	Amount before taxes
Multi-Routes Inc.	\$63, 600
Somavrac	\$79, 580
Entreprise Bourget	\$71, 220

**THEREFORE**, it is moved by Councillor Thomas Howard and seconded by Councillor Isabelle Patry.

**AND RESOLVED THAT** the Municipality awards the contract for the purchase of dust suppressant to Multi-Routes Inc., in the amount of \$63,600.00, plus taxes.

**IT IS ALSO RESOLVED** to award a contract to Robert Erwin Transport for the spreading of water in the amount of \$10,000.

**FINALLY, IT IS RESOLVED THAT** this expense be attributed to the budgetary item #02 32001 635.

Carried

21-04-4291

## 7.2 Acquisition of a used excavator

**WHEREAS** the Municipality is doing more and more road work on its own;

**WHEREAS** each year, for the past three years, the Municipality has been renting an excavator without an operator;

**WHEREAS** it would be advantageous for the Municipality to have an excavator for the spring, summer and fall excavation work and for water breakage in winter;

**WHEREAS** the Public Works Department has analyzed the operating costs and has concluded that it is more advantageous to continue the excavation work by purchasing an excavator;



**WHEREAS** the budget of the Municipality and the fact that the current market is favourable for the purchase of a used, but recent, excavator;

**WHEREAS** this could considerably reduce our yearly costs for the rental of equipment;

**WHEREAS** the price research carried out with several suppliers and the recommendations of the Acting Public Works Director;

**THEREFORE**, it is moved by Councillor Thomas Howard and seconded by Councillor Leslie-Anne Barber.

**AND RESOLVED THAT** the Council authorizes the purchase of a used excavator, with a capacity of 20 to 25 tons, from the supplier Ferme Mond-Voie at the advertised price of \$ 72, 500.00, plus taxes.

**IT IS ALSO RESOLVED THAT** this expense be allocated to the working capital, reimbursable over 5 years starting in 2022.

Carried

Councillor Scott McDonald votes against the resolution.

21-04-4292

### 7.3 Acquisition of a new dump truck

**WHEREAS** resolution #21-03-4273;

**WHEREAS** the Public Works Department proceeded with a call for tenders on the SEAO and received only one offer, that is from Inter Outaouais, in the amount of \$196, 942.17, taxes included;

**THEREFORE**, it is moved by Mayor Joanne Labadie and seconded by Councillor Isabelle Patry.

**AND RESOLVED THAT** Council awards the purchase of the new dump truck to Inter Outaouais for an amount of \$196, 942.17, taxes included.

**IT IS ALSO RESOLVED THAT** this expense be allocated to the working capital, reimbursable over 10 years starting in 2022.

Carried





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

21-04-4293

#### 7.4 Sweeping of paved roads

**WHEREAS** the Public Works Department does not have the necessary equipment to proceed efficiently with the sweeping of municipal roads;

**WHEREAS** street sweeping is necessary in the sectors of Quyon, Luskville and Breckenridge;

**WHEREAS** the Public Works Department proceeded with a call for tenders by invitation with two (2) suppliers and that their respective offers were as follows:

Name	Amount before taxes
Les fermes Renaud	\$27, 877.85
Groupe Munro	\$33, 300.00

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

**AND RESOLVED THAT** the street sweeping mandate for the 2021 season be awarded to Les Fermes Renaud for an amount of \$27,877.85, plus taxes.

**IT IS ALSO RESOLVED THAT** this expense be allocated to budgetary item #02 32000 515.

Carried

21-04-4294

#### 7.5 Mowing and brushing along municipal roads

**WHEREAS** the cutting of grass along roads is necessary for the maintenance of municipal roads and the safety of users;

**WHEREAS** the clearing of ditches is essential for the free flow of water and the maintenance of good drainage;

**WHEREAS** it is more advantageous to subcontract this mandate than to do it ourselves since the Municipality does not have the necessary equipment;

**WHEREAS** the Public Works Department proceeded with a call for tenders by invitation for the cutting of grass along roads as well as the clearing of ditches, for a





total of 354 km of cuts, and only received one offer, that is from Les Fermes Renaud, in the amount of \$27, 966.00 before taxes;

**WHEREAS** the Municipality has analyzed the price of the tender in relation with contract 21-TP-016 Mowing and Brushing, and that the tender complies with our specifications;

**THEREFORE**, it is moved by Councillor Thomas Howard and seconded by Councillor Leslie-Anne Barber.

**AND RESOLVED THAT** the mandate for mowing and brushing along municipal roads for a total of 354 km, be awarded to Les Fermes Renaud for a total of \$27,966.00 plus taxes.

**IT IS ALSO RESOLVED THAT** this expense be allocated to the budgetary item #02 32000 515.

Carried

Councillor Scott McDonald votes against the resolution.

21-04-4295

#### **7.6 Awarding of contract 21-TP-003 – Purchase of culverts and geotextile membrane**

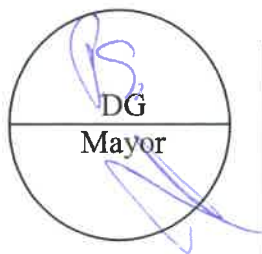
**WHEREAS** the Municipality wishes to proceed with the repair of outdated culverts on its territory, for safety purposes and to ensure proper drainage;

**WHEREAS** these pipes will be used for rehabilitation and installation operations and will be installed by the Public Works team;

**WHEREAS** the Municipality proceeded with a call for tenders by invitation with three (3) suppliers and that two (2) suppliers have sent a proposal within the prescribed time frame, being :

Name	Taxes included
Magasin du Fermier	No offer received
Marcel Baril Ltd	\$30, 044.49
Équipements Alain Miron	30, 646.77

**WHEREAS** the tenders are deemed compliant with our specifications;



**WHEREAS** the Municipality has only \$20,000 available in the budget for the purchase of culverts;

**WHEREAS** the unit costs of the culverts in the offer of Marcel Baril Ltd are more advantageous;

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

**AND RESOLVED THAT** the Council awards the mandate to Marcel Baril Ltd for a total amount of \$20,000, taxes included, according to the quantities adjusted by the Municipality.

**IT IS ALSO RESOLVED THAT** this expense be allocated to the budgetary item #02 32000 629.

Carried

21-04-4296

#### **7.7 PAVL - resurfacing of 4 km on Tremblay Road**

**WHEREAS** the Municipality of Pontiac has been made aware of the terms and conditions for the application of the Rehabilitation and Acceleration component of the Local Road Assistance Program (PAVL);

**WHEREAS** the interventions referred to in the application for financial assistance concerning local roads of level 1 and/or 2 and, where applicable, those aimed at the Restoration component, are provided for in the five-year/three-year plan of intervention having received a favourable opinion from the Ministry of Transport;

**WHEREAS** only work carried out after the date indicated in the letter of announcement is eligible for financial assistance;

**WHEREAS** the Municipality of Pontiac is committed in obtaining the necessary funding for the completion of the entire project, including the Ministry's share;

**WHEREAS** the Municipality of Pontiac chooses to establish the source of calculation of the financial assistance according to the following option: the detailed cost estimate;



**WHEREAS** the project manager of the Municipality, Maxime Renaud, Acting Director of Infrastructures and Public Works, acts as the representative of the Municipality with the Ministry in this matter;

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

**AND RESOLVED THAT** Council authorizes the submission of an application for financial assistance for the eligible work, confirms its commitment to have the work carried out in accordance with the terms and conditions in force and recognizes that in the event of non-compliance, the financial assistance will be terminated.

Carried

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

21-04-4297

### **8.1 Application to the CPTAQ for an authorization to use lot #5 814 595, located at 1199 Lac-des-Loups Road, for other than agricultural purposes**

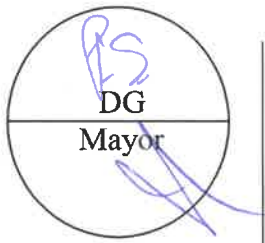
**WHEREAS** this application is part of a citizen's application to the CPTAQ for the authorization to use the lot #5 814 595 for other than agricultural purposes, namely for a residence related to an agricultural operation located in the agricultural zone decreed under the Act respecting the preservation of agricultural land and agricultural activities in Quebec (R.S.Q., c. P-41.1);

**WHEREAS** this application consists in authorizing a use for other than agricultural purposes, for a residential usage, on a land located in agricultural zoning;

**WHEREAS** pursuant to section 58.2 of the Act respecting the preservation of agricultural land and agricultural activities, this notice sent by the Municipality to the CPTAQ is justified, taking into account 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 of class 5-7 T 7-3-T, which is a soil with important limitations and uneven topography;

**WHEREAS** the authorization that may be granted may have certain consequences on the potential to use neighbouring lots for agricultural purposes;



**WHEREAS** this application for authorization is not incompatible with agriculture in this sector and does not create constraints regarding the application of laws and regulations to mitigate the inconveniences caused by odours inherent to agricultural activities, since this sector is not extensively used for livestock operations;

**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 environmental laws and regulations, particularly for livestock production establishments. The closest active farm buildings appear to be more than 500 metres away from the affected areas;

**WHEREAS** this is for the construction of a residence related to farming;

**WHEREAS** there are other vacant lots on the territory of the Municipality of Pontiac able to receive the residential usage that are located outside of the permanent agricultural zone;

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

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

**AND RESOLVED THAT** this Council supports the citizen's application to the CPTAQ to authorize the construction of a residence related to farming and maple syrup production on part of lot #5 814 595.

Carried

21-04-4298

**8.2 Application to the CPTAQ to alienate/subdivide lot #5 814 556, located at 6867 River Road**

**WHEREAS** this application is part of a citizen's application to the CPTAQ for the authorization to use the lot #5 814 556 for other than agricultural purposes, namely for a residence related to an agricultural operation that is located in the agricultural zone decreed under the Act respecting the preservation of agricultural land and agricultural activities in Quebec (R.S.Q., c. P-41.1);

**WHEREAS** pursuant to section 58.2 of the Act respecting the preservation of agricultural land and agricultural activities, this notice sent by the Municipality to the



CPTAQ is justified, taking into account the criteria established in section 62 of the LPTAA;

**WHEREAS** the authorization sought will affect the possibilities of using the lot and those of neighbouring lots for agricultural purposes, given that the owner wishes to build a residential building, a house, for non-agricultural use;

**WHEREAS** the authorization sought is not incompatible with agriculture since a new agricultural activity will be done by growing fruits and vegetables;

**WHEREAS** this application for authorization is not incompatible with agriculture in the sector where it is located and does not create constraints related to the application of laws and regulations, aimed at reducing the inconveniences related to odours inherent to agricultural activities, since the sector is minimally exploited in terms of breeding livestock;

**WHEREAS** this application for authorization is not incompatible with agriculture in the sector where it is located and does not create constraints related to the application of environmental laws and regulations and especially the establishments in the sector of livestock breeding. The closest active agricultural buildings seem to be more than 500 metres away;

**WHEREAS** section 61.1 does not apply to this application;

**WHEREAS** the homogeneity of the environment will not be modified, altered and deconstructed, given the fact that no request for use other than agricultural purposes is made;

**WHEREAS** the sought application for authorization will not affect the water and soil resources since these will be in conformity with the municipal bylaws;

**WHEREAS** this application for authorization will not destabilize the agricultural practice of this area in any way, on a short or long term, since the lot is already used for other than agricultural purposes, that is for residential use;

**WHEREAS** this application will have to be subjected to a minor variance to respect the municipal bylaw regarding the area and frontage of the lots to be subdivided;

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





**AND RESOLVED THAT** the Council refuses to support the citizen's application to the CPTAQ to alienate/subdivide lot #5 814 556, located at 6867 River Road.

Carried

21-04-4299

**8.3 Application to the CPTAQ for renewal of authorization for the storage of residual matter and fertilizer on lot #5 814 194 located at 3601 Steele Road and on lot #5 814 292 located at 2820 Bronson-Bryant Road**

**WHEREAS** this application is part of a citizen's application to the CPTAQ for the authorization to use lot #5 814 194 and lot #5 814 292 for other than agricultural purposes, namely for a residence related to an agricultural operation located in the agricultural zone decreed under the Act respecting the preservation of agricultural land and agricultural activities in Quebec (R.S.Q., c. P-41.1);

**WHEREAS** the application sought is to authorize a use for other than agricultural purposes, for the storage of residual matter and fertilizer;

**WHEREAS** pursuant to section 58.2 of the Act respecting the preservation of agricultural land and agricultural activities, this notice sent by the Municipality to the CPTAQ is justified, considering the criteria established in section 62 of the LPTAA;

**WHEREAS** according to the soil classification of the Canada Land Inventory, the soil on which the house will be built is of class 3-8 W 3-2T, which is a soil with important limitations with the presence of water and uneven topography;

**WHEREAS** the authorization that may be granted may have certain consequences on the potential to use neighbouring lots for agricultural purposes;

**WHEREAS** this application for authorization is not incompatible with agriculture in this sector and does not create constraints with regard to the application of laws and regulations to mitigate the inconveniences caused by odours inherent to agricultural activities, since this sector is not used extensively for livestock operations;

**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 environmental laws and regulations, particularly for livestock production establishments;



**WHEREAS** that this application is for the renewal of a 5-year period, previously authorized by the CPTAQ under decision 410352, on January 26, 2016;

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

**THEREFORE**, it is moved by Councillor Isabelle Patry and seconded by Councillor Thomas Howard.

**AND RESOLVED THAT** this Council supports the citizen's application to the CPTAQ to authorize the storage of residual matter and fertilizer on lot #5 814 194 and lot #5 814 292.

Carried

21-04-4300

**8.4 Site planning and architectural integration program - lot #6 337 573 located at 160 Aventure Road**

**WHEREAS** the owner of the property known as lot #6 337 573 of the Quebec cadastre, located at 160 Aventure Road, has submitted an application for approval of the site plan for the construction of a detached single-family house;

**WHEREAS** the site plan is as shown on the plan prepared by Marie Eve R. Tremblay, land surveyor, under her minutes 3718, dated February 18, 2021;

**WHEREAS** the house will be built according to the plans of Dessin Drummond dated December 7, 2020, under the plan M-60 347;

**WHEREAS** the siding chosen for the house will be mainly composed of *Canoxel* engineered wood, colour *gratine* (grey);

**WHEREAS** at its meeting held on March 17, 2021, the Urban Planning Advisory Committee analysed this application in accordance with the criteria stipulated in the bylaw #605-2016, concerning site planning and architectural integration programs and recommended that the request be approved;

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

**AND RESOLVED THAT** the above preamble is an integral part of the present resolution.





**IT IS ALSO RESOLVED THAT** Council approves, in accordance with the bylaw #605-2016 concerning site planning and architectural integration programs, the permit request on lot #6 337 573 of the Quebec cadastre, located on Aventure Road, for the construction of a detached single-family house.

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

Carried

21-04-4301

**8.5 Site planning and architectural integration program - #lot 6 360 602 located at 222 Hôtel-de-Ville Road**

**WHEREAS** the owner of the property known as lot #6 360 602 of the Quebec cadastre, located at 222 Hôtel-de-Ville Road, has submitted an application for the approval of the site plan for the construction of a detached single-family house and a detached shed;

**WHEREAS** the site plan is as shown on the plan prepared by Hubert Carpentier, land surveyor, under his minutes 14568, dated February 10, 2021;

**WHEREAS** the shed will be built as shown on the plan submitted by the owner on March 15, 2021;

**WHEREAS** the house will be built according to the plans prepared by Beaulieu Construction on November 3, 2020, under file number 1784;

**WHEREAS** the house will be built with *cabot* brown vinyl siding and the front foundation will be made of grey architectural stones;

**WHEREAS** the shed will be made of vinyl similar to the house;

**WHEREAS**, at its meeting held on March 17, 2021, the Urban Planning Advisory Committee analyzed this application in accordance with the criteria stipulated in bylaw #605-2016 concerning site planning and architectural integration programs and recommended that the application be approved;

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



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

**FURTHERMORE, IT IS RESOLVED THAT** Council approves, in accordance with bylaw #605-2016 concerning site planning and architectural integration programs, the permit application on lot #6 360 602 of the Quebec cadastre, located on Hôtel-de-Ville Road, for the construction of a detached single-family house and detached shed, in accordance with the criteria established in the bylaw.

**FINALLY, IT IS RESOLVED THAT** the Urban Planning Department assigned to the issuance of permits be authorized to issue this permit under the criteria set out in this resolution and subject to the application of the Urban Planning bylaw.

Carried

#### **8.6 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 first draft bylaw #177-01-01-2021 to modify the zoning bylaw #177-01 of the Municipality of Pontiac.

21-04-4302

#### **8.7 Adoption of the first draft bylaw 177-01-01-2021 modifying the zoning bylaw 177-01 to modify the complementary residential usages and modifying the zone 18 in order to create a zone 57 and a new table of specification for this zone**

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

**WHEREAS** this Council deems it necessary to make changes to zoning bylaw #177-01 to modify the table of specifications in order to modify the complementary residential usages to stimulate the economy;

**WHEREAS** this Council deems it necessary to make changes to zoning bylaw #177-01 to create zone 57 within zone 18, and to create a new table of specifications to regularize the commercial usage of this zone that has a local and regional reach;

**WHEREAS** the proposed modification is subjected to a public consultation and is subjected to approval by way of a referendum;

**WHEREAS** a notice of motion for the present bylaw was given during the regular Council meeting held on April 13, 2021;



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

**THEREFORE**, it is moved by Councillor Leslie-Anne Barber and seconded by Councillor Thomas Howard.

**AND RESOLVED THAT** to adopt the first draft bylaw #177-01-01-2021, as follows:

### **SECTION 1 - PREAMBLE**

The preamble is an integral part of the present bylaw.

### **SECTION 2 – MODIFICATION OF THE COMPLEMENTARY RESIDENTIAL USAGES**

**Section 1** The section 3.9.2 of the zoning bylaw #177-01 regarding zoning is replaced by the following section:

#### **3.9.2 COMPLEMENTARY RESIDENTIAL USAGES**

- This type of complementary residential usage must be located on an immovable that includes a residential building and must be compatible with the immediate neighbours. In addition, to obtain a certificate of authorization of use, all complementary residential usage must be compliant with the following points:
- the complementary residential usage must be done from the residential building, except for small appliance repair workshops or construction of craft objects; those may be done from a secondary building;
- a maximum of two complementary residential usage may be authorized by lot or by land;
- only the residents of the dwelling can exercise the complimentary use. They can be joined by an additional person;
- a maximum of two additional parking spaces may be added;
- the complementary residential usage or its derivatives should not cause any nuisances for the neighbours due to noises, odours, dust, smoke, lighting especially traffic or represent a danger to the residents of the neighbourhood;
- a maximum of 50 metres square is allowed for a complementary residential usage;



- no display can be seen from the exterior;
- the building must preserve its residential architecture;
- the installation of a panel, according to the dispositions of sections 4.10.2 to 4.10.2.2 of this bylaw and having a maximum surface area of 17 556.6 cm square or 576 inches square (24"X 24") is allowed. This panel can be illuminated continuously by a white incandescent bulb;
- no storage of materials or containers are allowed outside the building;
- when the complementary residential usage requires a larger consumption of water, a consultant must confirm that the existing septic installation is able to receive this new usage before issuing a certificate of authorization of use.

As an indicator are from the complementary residential usage:

- Art workshop for craftsmanship;
- Administrative office for a general contractor and/or specialized contractor;
- Business or management consultant's office;
- Telemarketing office;
- Ceramist;
- Shoemaker;
- Seamstress;
- Designer/decorator;
- Distribution without storage;
- Woodworker;
- Private teaching of music, arts, crafts, and physical activity provided that there is no room rentals;
- Art gallery;
- Milliner;
- Painter;
- Photographer;
- Promoter;
- Repairs of small household appliances;
- Tanning salons;
- Hair Salon;
- Sculptor;
- Home Daycare services;



- Marketing services;
- Professional services (doctor, lawyer, engineer, consultant, others);
- Services provided that there is no dog keeping. "Dog-sitting," is only allowed during work hours;
- Caterer services or artisanal food manufacturing without sales made on site;
- Transportation service for people, provided that no clients are on site;
- Beauty care;
- Tailor.

**Section 2** The table of specifications concerning zone 13 located at chapter 9 of the zoning bylaw #177-01 is modified by adding to the following APPLICABLE SPECIAL PROVISIONS:

RESIDENTIAL CLASS R2 - 2 DWELLINGS: This usage class includes the usage class R1 and the following types of housings: Semi-detached single-family type dwelling: Single-family home joined totally or in part to a single-family home by a common side wall. Duplex type dwellings: building containing two (2) housing units, one on top of each other having distinct and separate entrances giving access directly to the exterior.

### **SECTION 3 – MODIFYING ZONE 18 TO CREATE A ZONE 57 AND A NEW TABLE OF SPECIFICATIONS FOR THIS ZONE**

**Section 2** The zoning plan #PZ-01-01 in the Annex of the Zoning bylaw #177-01 is modified by the creation of the new zone (57) within a part of zone (18) as per illustrated in the plan in annex "I" of this bylaw hereof as if it were reproduced in its entirety.

**Section 3** The table of specifications in annex of the zoning bylaw #177-01 is modified pas inserting a new table of specifications that will be titled table zone number (57) and will follow the table of zone number (56). The new table of specification of the zone 57 is in annex "II" of this bylaw.

### **SECTION 4 – FINAL PROVISIONS**

#### **COMING INTO EFFECT**

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

Carried



Councillor Nancy Draper-Maxsom votes against the resolution.

21-04-4303

**8.8 Application for a minor variance to regularize the location of the main building and the staircase on the left side setback - lot #5 097 264, located at 186 Cedarvale Road**

**WHEREAS** an application for a minor variance was submitted for the lot designated as lot #5 097 264, located at 186 Cedarvale Road, to regularize the location of the main building at 2.90 metres from the left lateral line of the lot instead of the 5 metres prescribed in zone 1. The regulatory provision concerning the object of this request is section 4.1.4 of the zoning bylaw #177-01 and its amendments;

**WHEREAS** this minor variance is also made for regularizing the location of the staircase with a stoop at 2.23 metres from the left lateral line whereas the regulatory standard is 1.60 metres for zone 1. The regulatory provision concerning the object of this variance is section 4.4.7 of the zoning bylaw #177-01 and its amendments;

**WHEREAS** the Planning Advisory Committee (PAC) has analyzed this application for variance on November 26, 2020, and recommends that the Council refuses the application for a minor variance on lot #5 097 264 at 186 Cedarvale Road, to allow a 2.90-metre distance between the main building and the left lateral line and a 1.90-metre distance between the stairs;

**WHEREAS** the extension to the main building could have been carried out in compliance with the regulations;

**WHEREAS** the addition of a stoop in the left side setback adds a minor variance;

**WHEREAS** the extension and staircase with stoop were built without a building permit;

**WHEREAS** the refusal of this minor variance would require the demolition of a portion of the extension to make the main building compliant;

**WHEREAS** the presence of a mature hedge along the sideline mitigates the effect on the neighbourhood;

**THEREFORE**, it is moved by Councillor Isabelle Patry and seconded by Councillor Thomas Howard.





**AND RESOLVED THAT** Council approves the minor variance allowing the regularization of the main building at 2.90 metres from the left side line instead of 5 metres in zone 1, provided that the door and the staircase are no longer in the left side setback.

**IT IS ALSO RESOLVED THAT** Council refuses the application for a minor variance for the staircase located at 1.60 metres from the left side line whereas the norm is 2.5 metres for zone 1.

Carried

21-04-4304

**8.9 Appointment of officers in charge for enforcing the nuisance and animal bylaws**

**WHEREAS** the Municipal Code of Quebec gives the power to the Municipal Council to appoint officers under section 165;

**WHEREAS** it would be appropriate to appoint additional officers to strengthen the application and enforcement of bylaws #20-13 and #21-RM-02;

**WHEREAS** the Director of Infrastructures and Public Works and the Division Chief must go on the field as part of their work and are enabled to issue statements;

**WHEREAS** their staff is also required to issue statements as part of their duties;

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

**AND RESOLVED** to appoint the Director of Infrastructures and Public Works and the Division Chief of Public Works as officers in charge of enforcing the nuisance bylaw #20-13 and its amendments, as well as the animal bylaw #21-RM-02 and its amendments, when the offences are committed on public properties. This does not exclude other duties related to their functions.

Carried

**9. RECREATION AND CULTURE**

21-04-4305

**Liability insurance coverage - policy of recognition and support for community organizations**





**WHEREAS** the Municipality of Pontiac has adopted a policy of recognition and support for community organizations (resolution #16-01-2650);

**WHEREAS** several organizations were unable to do their usual fundraising because of the pandemic;

**WHEREAS** the Municipality wishes to recognize, support and encourage the efforts and commitment of organizations and volunteers on the territory of the Municipality of Pontiac;

**WHEREAS** the government has announced a gradual return to supervised sports and recreation and that, as of March 26, 2021, the rules surrounding the practice of sports will be relaxed, even in red zones;

**WHEREAS** for some organization's activities will resume shortly, as other organizations are waiting for the green light from the government;

**THEREFORE**, it is moved by Mayor Joanne Labadie and seconded by Councillor Leslie-Anne Barber.

**AND RESOLVED THAT** the Municipal Council agrees to extend municipal insurance guarantees to the following organizations, for a period of one year, at the following costs for a total of \$1, 800:

- *Les Blés d'Or de Luskville*: \$175.00
- Pontiac Observatory: \$750.00
- The Golden Age Club of Quyon: \$175.00
- Luskville Youth Action Group: \$175.00
- Cercle socio-culturel St-Dominique : \$175.00
- Parents of the Municipality of Pontiac 0-5 years (PMP 0-5 years): \$175.00
- Les Amis du Sault-des-Chats: \$175.00

**IT IS ALSO RESOLVED THAT** this expense be allocated to the budgetary item #02 70190 970.

Carried



21-04-4306

## 9.2 Implementation of the 2021 summer camp program

**WHEREAS** the Municipality of Pontiac, through its Municipal Family Policy, recognizes the importance of working for the development of families and is committed to work in favour of the families;

**WHEREAS** in its action plan, the Municipal Family Policy provides for maintaining the summer day camp service offered to families of the Municipality;

**WHEREAS** the Recreational and Community Life Director will ensure the management of the summer day camp program in 2021;

**WHEREAS** the Recreational and Community Life Director must implement right now, the planning and achievement stages for the 2021 day camp;

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

**AND RESOLVED THAT** the Municipal Council authorizes Recreational and Community Life Director to use the allocated funds to start the 2021-day camp program.

**IT IS ALSO RESOLVED THAT** the Municipal Council authorizes the Recreational and Community Life Director to post the job offers and start the recruitment process for the positions to be filled, that is:

- Camp coordinator – hourly rate of \$22 depending on experience (500 hours contract maximum);
- Camp leader- hourly rate \$15 depending on experience (360 hours contract maximum);
- Camp animator (3 positions to be filled) - hourly rate \$14.50 (360 hours contract maximum);
- Accompanying person for disabled children (2 positions if needed) - hourly rate \$14.50 (300-hour contract maximum).

**FINALLY, IT IS RESOLVED THAT** the Municipal Council authorizes the Recreational and Community Life Director to set the registration fee for the day camp at \$125.00 per child, per week.



Carried

## **10. TABLING OF DOCUMENTS**

**10.1 Tabling of the report regarding the delegation of authorization of expenses from February 23 to March 29, 2021.**

**10.2 Tabling of the report correcting the minutes of February 9, 2021, and of the corrected minutes of February 9, 2021.**

## **11. PUBLIC QUESTION PERIOD**


Joanne Labadie, President, asks if the people attending have any questions.

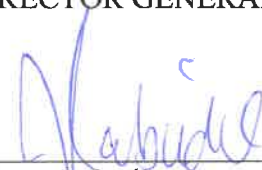
## **12. CLOSING OF THE MEETING**

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

**AND RESOLVED** to close the meeting at 9:44 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».*

