

Municipalité de | Municipality of

**Pontiac**

**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the special Council meeting of the Municipality of Pontiac held on Thursday, July 29, 2021, at 6:00 p.m. by videoconference, in which participated:

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

Also present, Pierre Said, Director General.

**1. OPENING OF THE MEETING/NOTICE OF MEETING**

The meeting was convened by the Director General in accordance with the provisions of sections 152 and 156 of the *Municipal Code of Québec*.

Joanne Labadie, President, notes the quorum and opens the meeting. The meeting starts at 6:00 p.m.

**2. FLOOR TO THE PUBLIC AND QUESTIONS**

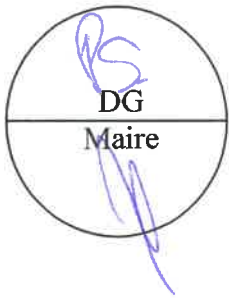
There were no questions from the public.

**3. ADOPTION OF THE AGENDA**

1. **Opening of the meeting/notice of meeting**
2. **Floor to the public and questions**
3. **Adoption of the agenda**
4. **Budgetary transfers**
5. **Firefighters' training**
6. **Sale of a vehicle having reached its useful life limit**
7. **Hiring - Public Works clerk**
8. **Call for tenders - granular material**
9. **Awarding of the laboratory mandate for the rehabilitation of Tremblay Road**
10. **Ecological study - Bronson Bryant Road**
11. **Geotechnical study - Bronson Bryant Road**
12. **Acquisition of a property following the spring floods of 2019**
13. **Sale of Kilroy Road**

21-07-4389





14. **Hiring - Director of the Urban Planning Department**
15. **Hiring - clerk for the Urban Planning Department**
16. **Purchase of a vehicle for the Urban Planning Department**
17. **Awarding of mandate - lighting system at Luskville Park**
18. **Selection of an artist for the project Parcours de Collines et d'Eau - phase II - MRC des Collines-de-l'Outaouais**
19. **Parks' improvements and upgrades**
20. **Agreement - storing space**
21. **Public question period**
22. **Closing of the meeting**

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

**AND RESOLVED** to adopt the agenda with the withdrawal of item #17, Awarding of mandate - lighting system at Luskville Park.

Carried

21-07-4390

4. **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 \$ 89, 348.00.

Carried

21-07-4391

5. **FIREFIGHTERS' TRAINING P2**

**WHEREAS** it is necessary to register nine firefighters for the P2 training for a total amount of \$8, 238.25;

<b>EMPLOYEE'S #</b>	<b>TRAINING</b>	<b>AMOUNT</b>	<b>HOURS OF TRAINING</b>
#10-0034	P2 full	\$1, 119.10	120h
#10-0059	P2 full	\$1, 119.10	120h
#10-0050	P2 full	\$1,119.10	120h
#10-0036	P2 full	\$1, 119.10	120h
#10-0010	P2 full	\$1, 119.10	120h



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#10-0023	P2 except the "automobile extrication" part	\$725.05	90h
#10-0032	P2 except the "automobile extrication" part	\$725.05	90h
#10-0181	P2 except the "automobile extrication" part	\$725.05	90h
#10-0042	Only the "automobile extrication" part	\$46.60	30h
<b>TOTAL</b>		<b>\$8, 238.25</b>	

**WHEREAS** there is the possibility of applying to the MRC des Collines to be reimbursed for the cost of the training;

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

**AND RESOLVED THAT** Council authorizes the Director of the Fire Department to proceed with the registration of candidates for the P2 training;

**IT IS ALSO RESOLVED THAT** this expenditure be allocated to budget item #02 22000 454 and that it is financed by the non-allocated surplus.

Carried

21-07-4392

**6. SALE OF A VEHICLE HAVING REACHED ITS USEFUL LIFE LIMIT**

**WHEREAS** vehicle #110 Ford 4x4 F550 2008 requires expensive repairs to be safe;

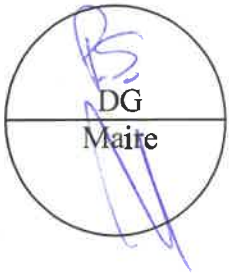
**WHEREAS** the vehicle in question has exceeded its useful life;

**WHEREAS** the vehicle was put on sale for \$ 6,000 given the condition of its body, interior, and mechanics;

**WHEREAS** the Municipality has received an offer to purchase for an amount of \$ 5,500;

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

**AND RESOLVED THAT** Council transfers this property from the public domain to the private domain and authorizes the Director General to proceed with the sale or alienation of the property and to sign all the documents necessary for this purpose.



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**IT IS ALSO RESOLVED THAT** Council proceeds with the sale of vehicle # 110 Ford 4x4 F550 2008 to Mr. Lako Vasjan for \$ 5,500.00 plus applicable taxes.

Carried

Councillor Thomas Howard votes against the resolution.

**21-07-4393**

**7. HIRING – OFFICE CLERK – PUBLIC WORKS**

**WHEREAS** the restructuring of the Public Works Department as proposed to the Municipal Council by the General Management;

**WHEREAS** an office clerk in this department would improve customer service and follow-up of files;

**WHEREAS** a staffing process was carried out by the firm Totem;

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

**AND RESOLVED THAT** Council proceeds with the hiring of Jessica Bernier on July 30, 2021, as an office clerk for the Public Works Department, class 1 of the collective agreement.

Carried

Councillor Scott McDonald votes against the resolution.

**21-07-4394**

**8. CALL FOR TENDERS – GRANULAR MATERIAL**

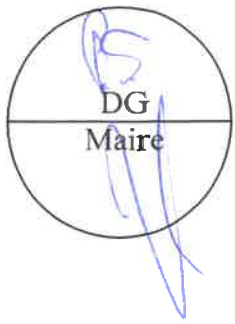
**WHEREAS** it is necessary to purchase granular material to reload Braun and Rivière Roads;

**WHEREAS** the cost of this purchase requires to go for tenders;

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

**AND RESOLVED THAT** the Public Works Department prepare a call for tenders for the purchase of granular material.

Carried



21-07-4395

**9. AWARDING OF MANDATE 21-TP-021 - LABORATORY FOR THE REHABILITATION OF TREMBLAY ROAD**

**WHEREAS** Council awarded a contract for the repair of Tremblay Road at the regular meeting of March 2021;

**WHEREAS** this project requires quality control of materials to ensure the durability of the work and a guarantee;

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

**AND RESOLVED THAT** Council mandates the administration to award a contract to ABS laboratory for this project for a maximum amount of \$17, 261.80 plus applicable taxes.

**IT IS ALSO RESOLVED** that this expense be financed by the borrowing bylaw #02-21.

Carried

21-07-4396

**10. AWARDING OF MANDATE 21-TP-022 FOR THE ECOLOGICAL STUDY - BRONSON-BRYANT ROAD**

**WHEREAS** Council awarded a contract to prepare the plans and specifications for the repair of the culvert on Bronson Bryant Road at the regular meeting in May 2021;

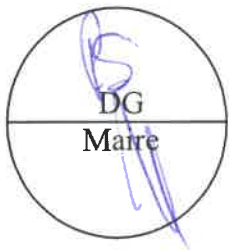
**WHEREAS** it is necessary to proceed with an ecological study of the site ;

**WHEREAS** the offers received:

Tenderer	Price – taxes not included
JFSA	\$15, 500.00
A.J. Environnement	\$2, 900.00

**WHEREAS** the offer from A.J. Environnement is compliant with our specifications, and the most advantageous for the Municipality;

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



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**AND RESOLVED THAT** Council mandates the administration to award a contract to the firm A.J. Environnement for this project for a maximum amount of \$2, 900.00, plus applicable taxes.

**IT IS ALSO RESOLVED** that this expense be financed by the non-allocated surplus.

Carried

Councillor Scott McDonald votes against the resolution.

21-07-4397

**11. AWARDING OF MANDATE 21-TP-019 FOR THE GEOTECHNICAL STUDY - BRONSON-BRYANT ROAD**

**WHEREAS** Council awarded a contract to prepare the plans and specifications for the repair of the culvert on Bronson Bryant Road at the regular meeting in May 2021;

**WHEREAS** it is necessary to proceed with a geotechnical study of the site;

**WHEREAS** the offers received:

Tenderers	Price – taxes not included
Englobe	\$28, 500.00
SNC Lavalin	\$27, 280.00
FNX Innov	\$30, 075,00

**WHEREAS** the offer from SNC Lavalin is compliant with our specifications and the most advantageous for the Municipality;

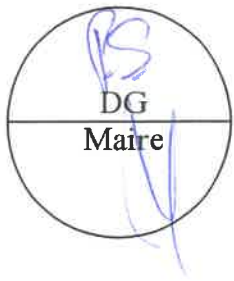
**THEREFORE**, it is moved by Councillor Susan McKay and seconded by Councillor Leslie-Anne Barber.

**AND RESOLVED THAT** Council mandates the administration to award a contract to SNC Lavalin for this project for a maximum amount of \$27, 280.00 plus applicable taxes.

**IT IS ALSO RESOLVED** that this expense be financed by the non-allocated surplus.

Carried

Councillor Scott McDonald votes against the resolution.



21-07-4398

**12. ACQUISITION OF A PROPERTY FOLLOWING THE SPRING FLOODS OF 2019**

**WHEREAS** the property mentioned below was heavily damaged during the spring floods of 2019;

**WHEREAS** the owner has chosen to take the allowance offered by the Ministry of Public Security;

**WHEREAS** the owner has declared that he wishes to transfer his land to the Municipality of Pontiac to obtain the additional financial assistance offered by the Ministry of Public Security;

**WHEREAS** the owner agrees to respect all the commitments determined by the Ministry under Decree 495-2017, namely to:

- Obtain, before the beginning of the work, all necessary permits and approvals;
- Proceed with the demolition of their residence according to the laws and regulations in force;
- Remove foundations in accordance with applicable laws and regulations, and in such a way that the removal does not constitute a risk to people;

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

**AND RESOLVED THAT** the Municipality of Pontiac agrees to acquire, for the nominal amount of \$1.00, the following lot:

- Lot 2 683 174, located at 100, Bélisle Road;

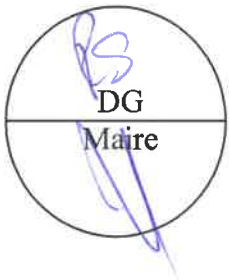
**IT IS ALSO RESOLVED THAT** the deeds of assignment and other necessary deeds be prepared by Me Lisa Gallinaro at the expense of the Municipality of Pontiac and that these expenses may be included in the municipal claim to the Ministry of Public Security.

Carried

21-07-4399

**13. SALE OF KILROY ROAD**

**WHEREAS** Kilroy Road, registered under lot number 5 815 880, has been permanently closed by resolution # 21-06-4352;



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**WHEREAS** the shape of the lot does not allow any development and that it is of no use to the Municipality;

**WHEREAS** the adjacent neighbour has expressed his interest in acquiring the lot;

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

**AND RESOLVED THAT** the Municipality accepts Mr. Ian MacKechnie offer to purchase Kilroy Road for a sum of \$ 1 plus taxes and fees.

**IT IS ALSO RESOLVED THAT** the sale of the lot is conditional to the lot being merged with at least one of the following lots:

- #5 814 773 and/or #5 814 237.

**FINALLY, IT IS RESOLVED THAT** the buyer is responsible for paying all notarial and surveying fees or other costs arising from this sale.

Carried

21-07-4400

**14. HIRING OF A DIRECTOR OF THE URBAN PLANNING AND ENVIRONMENT DEPARTMENT**

**WHEREAS** the position of Director of the Urban Planning and Environment Department has been vacant since the departure of employee #03-0001 on June 3, 2021;

**WHEREAS** it is necessary to replace this position to ensure the good management of the service and the follow-up of complex urban planning files;

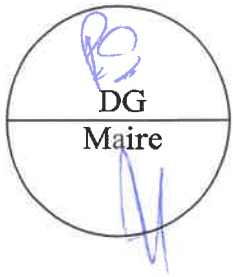
**WHEREAS** a staffing process was carried out by the firm Totem;

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

**AND RESOLVED THAT** the Council proceeds with the hiring of Paul Doucet on July 30, 2021, as Director of the Urban Planning and Environment Department, at the 1 level of the executive remuneration policy 2019-2023.

Carried





21-07-4401

**15. HIRING OF AN OFFICE CLERK – URBAN PLANNING DEPARTMENT**

**WHEREAS** the high demand on the Urban Planning Department and the work backlog due to the frequent change of personnel;

**WHEREAS** a replacement must be planned soon for maternity leave;

**WHEREAS** an office clerk in this department will improve customer service and follow-up of files;

**WHEREAS** a staffing process was carried out by the firm Totem;

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

**AND RESOLVED THAT** Council proceed with the hiring of Alexanne Paré on July 30, 2021, as an office clerk for the Urban Planning Department, class 1 of the collective agreement.

Carried

21-07-4402

**16. PURCHASE OF A VEHICLE FOR THE URBAN PLANNING DEPARTMENT**

**WHEREAS** the Municipality is reorganizing its vehicle fleet;

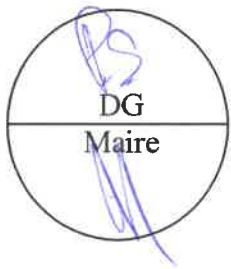
**WHEREAS** the Municipality has disposed of some vehicles that have reached the end of their useful life and which would have caused expensive repair costs;

**WHEREAS** it is necessary for the Municipality to obtain a vehicle for the Urban Planning Department to carry out field inspections and limit travel costs;

**WHEREAS** this vehicle could also be used by other departments for travelling;

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

**AND RESOLVED THAT** the Council proceeds with the purchase of a 2017-2021 sport utility vehicle with less than 50,000 km on the odometer from the supplier Mega automobile Gatineau for an amount of \$ 20,000 plus applicable taxes.



**IT IS ALSO RESOLVED THAT** this expenditure be financed by the working capital fund.

Carried

Councillor Scott McDonald votes against the resolution.

21-07-4403

**17. SELECTION OF AN ARTIST FOR THE PROJECT PARCOURS DE COLLINES ET D'EAU - PHASE II - MRC DES COLLINES-DE-L'OUTAOUAIS**

**WHEREAS** the objectives of the " *de Collines et d'Eau* " circuit are to attract tourists to a heritage circuit on the territory of the Collines, to offer increased visibility to local artists and artisans, to integrate the regional circuit " *Route touristique de l'Outaouais : Les chemins d'eau* " and to offer visitors of the Outaouais region a showcase of the past, history and heritage of the MRC des Collines-de l'Outaouais;

**WHEREAS** the CLD des Collines-de-l'Outaouais has granted a subsidy of \$10,700.00 per municipality for the continuation of the "*de Collines et d'Eau*" public art circuit project between 2018 and 2020;

**WHEREAS** the resolution #20-09-4170 which confirms the financial and logistical participation of a minimum of \$3, 000.00 (plus taxes) for the acquisition of artwork;

**WHEREAS** the Municipality proceeded with a call for tenders by invitation and received two proposals;

**WHEREAS** the Municipality has proceeded to analyze the tenders and has selected the proposal that best fits the vision of the project;

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

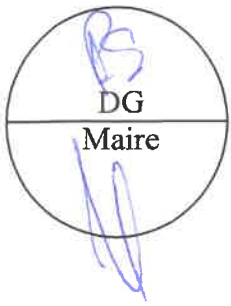
**AND RESOLVED THAT** the mandate be granted to the artist Denis Charette for the total amount of \$10,700, taxes included.

**IT IS ALSO RESOLVED THAT** the expense be allocated to budgetary item #02 622 00349.

Carried

21-07-4404

**18. IMPROVEMENT AND UPGRADING TO STANDARDS OF PARKS**



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Carried

**20. PUBLIC QUESTION PERIOD**

There were no questions from the public.

**21. CLOSING OF THE MEETING**

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

**AND RESOLVED** to close the meeting at 7:16 p.m. having gone through the agenda.

Carried

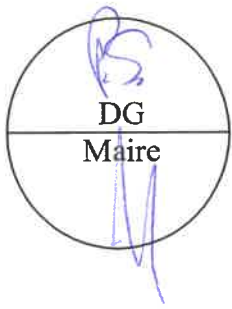
A handwritten signature in blue ink, appearing to read 'Said', written above a horizontal line.

Pierre Said  
DIRECTOR GENERAL

A handwritten signature in blue ink, appearing to read 'Labadie', written above a horizontal line.

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».*



**WHEREAS** the two reports provided by Loisirs Sport Outaouais which demonstrate the elements to be corrected to secure the parks;

**WHEREAS** improvement work has started over the past two summers and there is still a lot of work to be done;

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

**AND RESOLVED THAT** Council authorizes the transfer of \$ 6,500.00 from the funds reserved for parks, to budget item # 02 701 00970 in order to carry out the necessary work and purchases.

Carried

21-07-4405

**19. STORAGE SPACE USE AGREEMENT - LUSKVILLE COMMUNITY CENTRE**

**WHEREAS** organizations need space to store the material necessary for their activities;

**WHEREAS** the storage spaces are already used by the organizations, but have been redistributed in a more strategic manner to meet different needs;

**WHEREAS** an agreement will be signed, and the roles and responsibilities of both parties are clearly mentioned;

**WHEREAS** there is a strong demand for the reactivation of activities following the pandemic;

**WHEREAS** the Municipality of Pontiac wishes to support the organizations and that the agreements are in line with its policy of support to community organizations;

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

**AND RESOLVED THAT** the Council authorizes the Director of Recreation and Community Life to sign a storage space rental contract with the following community organizations for a period of 5 years at the Luskville community centre:

- Les Blés D'Or;
- Group Action jeunesse;
- Parents from the Municipality of Pontiac 0-5 years old;
- The sociocultural circle.