



Municipalité de | Municipality of

**Pontiac**

**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, December 14, 2021, at 7:30 p.m. at the Luskville Community Centre, located at 2024 Route 148, Pontiac, at which were present:

Mr. Roger Larose, Mayor, Dr. Jean Amyotte, Pro-Mayor and Councillors, Mrs. Diane Lacasse, Mrs. Caryl McCann, Mr. Garry Dagenais, Mr. Serge Laforest and Mrs. Chantal Allen.

Also present, Pierre Said, Director General and a few ratepayers.

**1. OPENING OF THE MEETING**

Roger Larose, President, notes the quorum and opens the meeting. The meeting starts at 7:32 p.m.

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

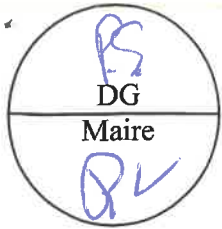
Mayor, Roger Larose, takes note of the entries in the register of questions and gives the floor to the public.

**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 held on November 23 and 30, 2021**
5. **Administration**
  - 5.1 Budgetary transfers
  - 5.2 List of incurred expenses
  - 5.3 Request for expenditure authorization - transitional allowance
  - 5.4 Retirement - employee #02-0065
  - 5.5 Retirement - employee #01-0131
  - 5.6 Access - Luskville Community Centre
  - 5.7 Hiring - receptionist clerk
6. **Public safety**
  - 6.1 Resignation of employee #10-0029
  - 6.2 Extension of the allocated period - Officer 1 Course

21-12-4497

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Municipalité de | Municipality of

**Pontiac**

**7. Public Works**

7.1 Additional fees - Bronson-Bryant

**8. Urban Planning and zonage**

8.1 CPTAQ - 251 Crégheur Road

**9. Recreation and culture**

9.1 Contracts for the maintenance of the skating rinks

9.2 Équipe Accès (CISSSO) - contribution request

9.3 Resolution - unforeseen expenditure

**10. Tabling of documents**

10.1 Tabling of the report on the delegation of authorization of expenses

10.2 Tabling of the pecuniary interests of the Council members

10.3 Tabling of the compliance audit

**11. Public question period**

**12. Closing of meeting**

**IT IS MOVED BY** the Mayor Roger Larose and seconded by Councillor Jean Amyotte.

**AND RESOLVED** to adopt the agenda with the following modifications:

Withdrawal of item #5.6 : Access - Luskville Community Centre

Addition of item #5.8 : Installation of electric heating - older part of the building

Addition of item #8.2 : Implementation of a family daycare - 200 Crégheur

Carried

21-12-4498

**4. ADOPTION OF THE MINUTES OF THE MEETINGS OF NOVEMBER 23 AND 30, 2021**

**IT IS MOVED BY** the Mayor Roger Larose and seconded by Councillor Jean Amyotte.

**AND RESOLVED** to adopt the minutes of the meetings of November 23 and 30, 2021.

Carried

**5. ADMINISTRATION**

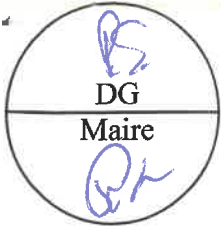
21-12-4499

**5.1 Budgetary transfers**

**IT IS MOVED BY** Councillor Jean Amyotte and seconded by Councillor Garry Dagenais.

**AND RESOLVED THAT** the Municipality carries out the budgetary transfers in the amount of \$ 76, 293.75.





Municipalité de | Municipality of

**Pontiac**

Carried

21-12-4500

**5.2 List of incurred expenses for the month of December**

**IT IS MOVED BY** Councillor Jean Amyotte and seconded by Councillor Caryl McCann.

**AND RESOLVED** to accept the incurring expenses, for a total amount of \$22, 126.48.

Carried

21-12-4501

**5.3 Request for expenditure authorization - transitional allowance**

**WHEREAS** it is necessary to pay a transitional allowance to employee #15-0007;

**WHEREAS** section 3 of bylaw #104-90 provides that the Council shall determine the terms and conditions of payment;

**THEREFORE**, it is moved by Mayor Roger Larose and seconded by Councillor Garry Dagenais.

**AND RESOLVED THAT** the Council sets the payment of this allowance in a single payment, for employee #15-0007, before the end of the year 2021, according with the Act respecting the salaries of elected municipal officials.

Carried

21-12-4502

**5.4 Retirement - employee #02-0065**

**WHEREAS** resolution #21-06-4344;

**WHEREAS** employee #02-0065 has notified the Director General, by letter dated November 30, 2021, of her decision to retire effective January 2022;

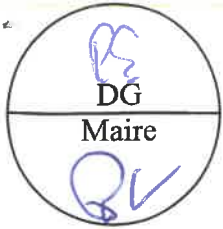
**THEREFORE**, it is moved by Councillor Jean Amyotte and seconded by Councillor Chantal Allen.

**AND RESOLVED THAT** Council accepts the retirement of employee #02-0065, as of January 1, 2022.

**THAT** the Municipality wishes to sincerely thank employee #02-0065 for her many years of devoted services.

Carried

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OK



21-12-4503

**5.5 Retirement - employee #01-0131**

**WHEREAS** employee #01-0131 has notified the Director General on December 3, 2021, by email, of her decision to retire effective December 6, 2021;

**THEREFORE**, it is moved by Councillor Jean Amyotte and seconded by Councillor Diane Lacasse.

**AND RESOLVED THAT** Council accepts the retirement of employee #01-0131, as of December 6, 2021.

**THAT** the Municipality wishes to sincerely thank employee #01-0131 for her years of devoted services.

Carried

21-12-4504

**5.6 Hiring - receptionist clerk**

**WHEREAS** the retirement of employee #01-0131;

**WHEREAS** a staffing process was conducted by the firm Totem;

**THEREFORE**, it is moved by Councillor Jean Amyotte and seconded by Councillor Diane Lacasse.

**AND RESOLVED** to hire Ms. Clarisse Iribagiza for the position of the receptionist clerk, effective December 14, 2021, class 4, according with the terms of the collective agreement.

Carried

21-12-4505

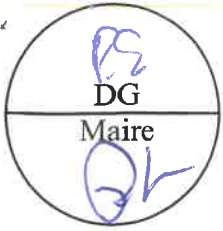
**5.7 Installation of electrical heating**

**WHEREAS** part of the Town Hall has been closed for several weeks;

**WHEREAS** it is a priority to carry out urgent work in the building;

**WHEREAS** it is very important to restore the heating in this part of the Town Hall to avoid any additional problems;

**WHEREAS** the Municipality has received two bids for the installation of electric heating;



Municipalité de | Municipality of

Pontiac

| Tenderer             | Price (taxes included) |
|----------------------|------------------------|
| Parent Électrique    | \$6, 214.00            |
| Lauriault Électrique | \$6, 335.12            |

**THEREFORE**, it is moved by Councillor Jean Amyotte and seconded by Councillor Garry Dagenais.

**AND RESOLVED** to award the contract to the firm Parent Électrique in the amount of \$6, 214.00, taxes included, for the installation of electric baseboards, in the old part of the Town Hall and to ensure that the work is done as soon as possible.

**THAT** this expense be attributed to budget item #02 130 00 522.

Carried

**6. PUBLIC SAFETY**

21-12-4506

**6.1 Resignation of employee #10-0029**

**WHEREAS** employee #10-0029 has submitted his resignation to the Director of the Fire Department as of October 13, 2021;

**THEREFORE**, it is moved by Councillor Garry Dagenais and seconded by Councillor Diane Lacasse.

**AND RESOLVED THAT** Council accepts the resignation of employee #10-0029, as of October 13, 2021.

**THAT** the Municipality of Pontiac wishes to thank employee #10-0029 for his dedicated services.

Carried

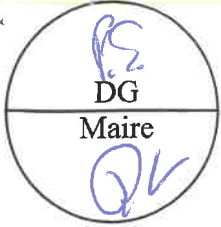
21-12-4507

**6.2 Extension of the allocated period - Officer 1 course**

**WHEREAS** resolution #21-03-4267 to extend the period allocated for an additional year;

**WHEREAS** it was required that employee #10-0014 complete his Officer 1 course before December 31, 2021, unless the pandemic prevents him from doing so;

5



**WHEREAS** the current circumstances and since no course is available until at least the fall of 2022;

**WHEREAS** the Director of the Fire Department proposes to extend this deadline for an additional year to allow the employee the opportunity to complete the course in question;

**THEREFORE**, it is moved by Councillor Chantal Allen and seconded by Councillor Caryl McCann.

**AND RESOLVED THAT** employee #10-0014 shall complete his Officer 1 course by December 31, 2022.

Carried

**7. PUBLIC WORKS**

21-12-4508

**7.1 additional fees - Bronson-Bryant**

**WHEREAS** resolution #21-05-4320 granting a mandate to the firm QDI to prepare plans and specifications for the replacement of the culvert on Bronson-Bryant Road;

**WHEREAS** the hydraulic study for the culvert watershed to be replaced as part of this project and the calculation of the flow conveyed requires further analysis given the size of the watershed;

**THEREFORE**, it is moved by Councillor Garry Dagenais and seconded by Councillor Caryl McCann.

**AND RESOLVED THAT** Council authorizes additional fees in the amount of \$4,250.00, plus taxes, to the firm QDI to complete the hydraulic analysis of the watershed for the culvert replacement project on Bronson-Bryant Road.

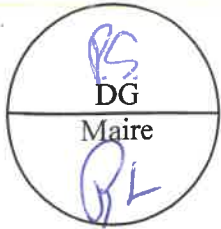
**THAT** the expense be financed by the borrowing bylaw #02-21.

Carried

**8. URBAN PLANNING AND ZONING**

21-12-4509

**8.1 Application to the CPTAQ - 251 Crégheur Road**



Municipalité de | Municipality of

**Pontiac**

**WHEREAS** this request is part of a citizen's application to the CPTAQ to authorize a fill already in progress on lot 2 683 634 which is in the agricultural zone decreed in the Act respecting the protection of agricultural land and agricultural activities in Quebec (R.S.Q., c. P-41.1);

**WHEREAS** the authorization sought is not incompatible with agriculture since the citizen intends to use the fill to improve his land to continue farming activities;

**WHEREAS** this application for authorization does not create any constraint regarding the application of environmental laws and regulations and for animal production facilities;

**WHEREAS** the homogeneity of the environment will not be modified, altered or unstructured, given that the lot is already used for agricultural purposes;

**WHEREAS** the surface area is approximately 4,046 square metres;

**WHEREAS** this application is not contrary to the Municipality's zoning bylaw;

**THEREFORE**, it is moved by Councillor Chantal Allen and seconded by Councillor Serge Laforest.

**AND RESOLVED THAT** Council accepts the citizen's application to the CPTAQ to authorize the filling in the agricultural zone on lot #2 683 634, located at 251 Crégheur Road, Pontiac.

Carried

21-12-4510

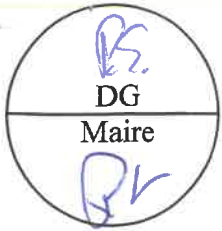
## 8.2 Implementation of a family daycare - 200 Crégheur

**WHEREAS** a call for projects was launched in 2021 by the Quebec government to add more than 9,000 additional places in the Quebec network of early childhood centres, specifically on the territories where the needs are the greatest;

**WHEREAS** Minister Lacombe's statement in May 2021 recognized that the waiting list had reached nearly 51,000 names;

**WHEREAS** there is a clear and urgent need for new family daycare spaces in the Outaouais administrative region and more specifically in the Municipality of Pontiac;

**WHEREAS** the Excelsior mini-farm daycare project is innovative, progressive, inspired by sustainable development and, above all, the project is perfectly in line with the agricultural reality of the sector;



Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the Excelsior mini-farm daycare centre is in the provincial agricultural zone, at 200 Crégheur Road, which requires an authorization from the *Commission de la protection du territoire agricole* for its implementation;

**WHEREAS** this request does not cause any negative constraint resulting from the application of laws and regulations, particularly those pertaining to the environment;

**WHEREAS** this request has no negative impact on the homogeneity of the community and farms in the area since this project is based on the practice of agriculture as an educational guideline in the Excelsior Mini Farm Daycare project;

**WHEREAS** this request will have a positive effect on the economic development of the immediate and greater region:

- by improving the service offer in terms of daycare services, which will also have a positive impact on the attractiveness of young families on the Municipality's territory;
- by the creation of new jobs;
- by revitalizing this sector by offering a local service to young families living and working in the agricultural sector;

**WHEREAS** this request will have a positive impact by improving the socio-economic conditions necessary for the viability of a community when the low density of the territory justifies it;

**WHEREAS** this project undeniably contributes to the improvement of the environment and the quality of life of the citizens of the Municipality of Pontiac;

**THEREFORE**, it is moved by Councillor Jean Amyotte and seconded by Councillor Chantal Allen.

**AND RESOLVED THAT** the Municipal Council of Pontiac supports this request for authorization in view of the reasons set out in the preamble, to allow the Excelsior mini farm daycare to carry out an innovative "nature" project, a forerunner in our region by offering a quality service to the families of our Municipality.

Carried unanimously





Municipalité de | Municipality of

**Pontiac**

## 9. RECREATION AND CULTURE

21-12-4511

### 9.1 Contracts for the maintenance of the skating rinks

**WHEREAS** the contracts for the maintenance of the municipal skating rinks have expired;

**WHEREAS** the results of the call for tenders for the maintenance of the Luskville and Quyon's skating rinks:

| Tenderers       | Luskville skating rink | Quyon skating rink |
|-----------------|------------------------|--------------------|
| Scott McDonald  | \$9,345.00             | \$9,345.00         |
| Michel Duval    | \$9,083.03             | \$9,083.03         |
| Cédric Parisien | \$9,800.00             | \$9,800.00         |
| Ben Giroux      | --                     | --                 |
| Snopro Laflamme | --                     | --                 |
| Stéphane Monast | --                     | --                 |

**THEREFORE**, it is moved by Councillor Diane Lacasse and seconded by Councillor Caryl McCann.

**AND RESOLVED THAT** Council award a contract for the maintenance operations of the various municipal skating rinks for the 2021-2022 winter season to the following person:

- Luskville Recreation Park skating rink: Michel Duval, in the amount of \$9,083.03 (including applicable taxes);
- Quyon Recreation Park skating rink: Michel Duval, in the amount of \$9,083.03 (including applicable taxes);

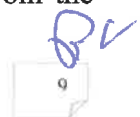
**THAT** the total cost of these two contracts in the amount of \$18,166.06\$, be taken from budget item #02 701 50 519.

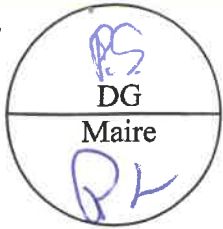
Carried

21-12-4512

### 9.2 Équipe Accès (CISSSO) - contribution request

**WHEREAS** the letter from CISSSO, expressing a request for a contribution from the Municipality;





Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the objectives of the group *Équipe Accès* are in line with those of the Municipality, serving to promote access and break isolation;

**THEREFORE**, it is moved by Councillor Diane Lacasse and seconded by Councillor Chantal Allen.

**AND RESOLVED THAT** the Municipality donates \$500.00 to the CLSC Pontiac Foundation, Department of occupational therapy, as mentioned in the request for contribution from *Équipe Accès*.

**THAT** the expenditure be affected to budget item #02 701 90 970.

Carried

21-12-4513

### 9.3 Resolution - unforeseen expenses

**WHEREAS** there was no more drinking water at the Luskville Community Centre during voting day;

**WHEREAS** the person in charge of renting the community centres could not be reached on that day;

**WHEREAS** the Club des Blés d'Or had to use, in an urgent manner, two of its own bottles of water;

**WHEREAS** a request for reimbursement has been made by the Club des Blés d'Or in the amount of \$31.00;

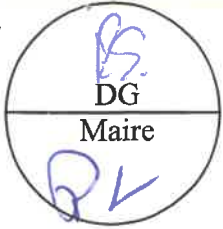
**WHEREAS** the invoice to this effect have been submitted to the Director General of the Municipality;

**THEREFORE**, it is moved by Councillor Serge Laforest and seconded by Councillor Garry Dagenais.

**AND RESOLVED THAT** the Municipality pays the amount of \$31.00 to the Club des Blés d'Or.

**THAT** Council asks the Director General Council to ensure that the emergency contact numbers are clearly posted on the walls of the community centres.

Carried



Municipalité de | Municipality of

**Pontiac**

## **10. TABLING OF DOCUMENTS**

**10.1 Tabling of the report regarding the delegation of authorization of expenses from November 1 to 31, 2021.**

**10.2 Tabling of the pecuniary interests of certain Council members:**

- M. Garry Dagenais
- Mme Chantal Allen
- M. Roger Larose

**10.3 Tabling of the *Commission municipale du Québec's* compliance audits concerning the budget and the 2021 three-year capital program.**

## **11. PUBLIC QUESTION PERIOD**

Roger Larose, President, asks if the people attending have any questions.

21-12-4514

## **12. CLOSING OF MEETING**

**IT IS MOVED BY** Councillor Garry Dagenais and seconded by Councillor Diane Lacasse.

**AND RESOLVED** to close the meeting at 8:32 p.m. having gone through the agenda.

Carried

Pierre Said  
DIRECTOR GENERAL

Roger Larose  
MAYOR

*« I, Mayor Roger Larose, 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».*