



Municipalité de | Municipality of

**Pontiac**

**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, March 8, 2022, 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 7:34 p.m.

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

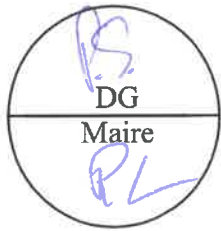
Mayor, Roger Larose, takes note of the entries in the register of questions and gives the floor to the public.

**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 meeting held on February 8, 2022**
- 5. Administration**
  - 5.1 List of incurred expenses
  - 5.2 Adoption of the borrowing bylaw #04-22
  - 5.3 Adoption of the borrowing bylaw #05-22
  - 5.4 Adoption of the umbrella borrowing bylaw #06-22
  - 5.5 Official adoption of the bylaw #02-22 - code of ethics and professional conduct in municipal matters - elected members
  - 5.6 Notice of motion - bylaw #03-22 - enacting the code of ethics and professional conduct for employees of the Municipality of Pontiac
  - 5.7 Tabling of the draft bylaw #03-22
  - 5.8 Employees' assistance program (PAE)

22-03-4566





Municipalité de | Municipality of

**Pontiac**

- 5.9 Disposal of surplus
- 5.10 Overtime of management staff during the flood period
- 5.11 Concordance and short-term resolution
- 5.12 Tenders for the issuance of bonds
- 5.13 Administrative restructuring
- 6. Public safety**
  - 6.1 Adoption of the standardized bylaw #22-RM-03 - traffic, parking
  - 6.2 Adoption of the standardized bylaw #22-RM-03 - peace and good order
  - 6.3 Adoption of the 2021 activity report and 2022 projects - Fire Safety Department
  - 6.4 Resignation of employee #10-0040
  - 6.5 Resignation of employee #10-0058
  - 6.6 End of employment relationship - employee #10-0010
  - 6.7 Convention - Civil Security
- 7. Public Works**
  - 7.1 Invitation to tender - various works
- 8. Urban planning and zoning**
  - 8.1 Minor variance - 73 des Oies Road
  - 8.2 Minor variance - 30 chemin d'En-Haut
  - 8.3 Minor variance - 3289 route 148
  - 8.4 CPTAQ -2412 Lac-des-Loups Road
  - 8.5 Adoption of bylaw #07-22 - public daycare
- 9. Recreation and culture**
  - 9.1 Purchase of furniture - Luskville Community Centre
  - 9.2 Request for financial support - Vallée-des-Voyageurs school
- 10. Tabling of documents**
  - 10.1 Tabling of the report on the delegation of authorization of expenses
  - 10.2 Tabling of the Treasurer's report for the 2021 Municipal Elections
  - 10.3 Tabling of the report from the Planning Advisory Committee (PAC)
- 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 as modified:

- Addition of item #5.14 : notice of motion for the adoption of a bylaw concerning tertiary treatment systems with disinfection by ultraviolet radiation;
- Addition of item #5.15 : Replacing fuse holders - street lights;
- Addition of item #9.2: Mandate to the recreation committee;
- Removal of item #6.7: Convention - Civil Security;
- Removal of item #8.4: CPTAQ - 2412 Lac-des-Loups Road;
- Removal of item #9.1: Purchase of furniture - Luskville Community Centre.





Municipalité de | Municipality of

**Pontiac**

Carried

22-03-4567

**4. ADOPTION OF THE MINUTES OF THE MEETING OF FEBRUARY 8, 2022**

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

**AND RESOLVED** to adopt the minutes of the meeting of February 8, 2022.

Carried

**5. ADMINISTRATION**

22-03-4568

**5.1 List of incurred expenses for the month of March**

**IT IS MOVED BY** the Mayor Roger Larose and seconded by Councillor Garry Dagenais.

**AND RESOLVED** to accept the incurring expenses, for a total amount of \$39,603.53, taxes included.

Carried

22-03-4569

**5.2 Adoption of the borrowing bylaw #04-22**

**WHEREAS** the Municipality of Pontiac wishes to take advantage of the power provided at the second paragraph of the second subparagraph of article 1063 of the Quebec Municipal Code;

**WHEREAS** the notice of motion of the present bylaw was duly given at the regular Council meeting of February 8, 2022;

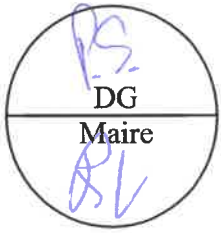
**WHEREAS** work priority will be for the purchase of vehicles;

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

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

**SECTION 1.** The Council is authorized to do the following capital expenditures for an amount of \$ 1, 500,000.00, broken down as follows:





Municipalité de | Municipality of

**Pontiac**

Description	20 Years
Purchase of vehicles	\$1, 500, 000.00
Total	\$1, 500, 000.00

**SECTION 2.** To pay the expenses provided for in the present bylaw, the Council is therefore authorized to borrow an amount of \$ 1, 500,000.00 over a 20-year period.

**SECTION 3.** To provide for the expenses committed in relation with the interests and to repay the capital of the annual terms of the loan, with the present bylaw, it is imposed and will be levied on an annual basis, during the term of the loan, on all taxable properties on the Municipality's territory, a special tax at a sufficient rate according to their value as shown on the assessment role in effect each year.

**SECTION 4.** If it happens that the amount of an allocation authorized by the present bylaw is higher than the amount spent in relation to this allocation, the Council is authorized to use the surplus to pay any other expenditure decreed by the present bylaw and for which the allocation would prove to be insufficient.

**SECTION 5.** The Council will attribute to the loan reduction decreed in the present bylaw any contribution or subsidy that could be paid for part, or all of the expenditure decreed by the present bylaw.

The Council will also attribute to the payment, in part or in total of the debt servicing, any grant payable over several years. The reimbursement term corresponding to the amount of the loan will be automatically adjusted at the time determined for the payment of the loan.

**SECTION 6.** The present bylaw will come into force according to the Law.

Carried

22-03-4570

### 5.3 Adoption of the borrowing bylaw #05-22

**WHEREAS** the Municipality of Pontiac wishes to take advantage of the power provided at the second paragraph of the second subparagraph of article 1063 of the Quebec Municipal Code;



Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the notice of motion of the present bylaw was duly given at the regular Council meeting of February 8, 2022;

**WHEREAS** work priority will be given to the infrastructure of the municipal complex;

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

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

**SECTION 1.** The Council is authorized to do the following capital expenditures for an amount of \$ 2, 000,000.00, broken down as follows:

Description	20 Years
Work on the infrastructure of the municipal complex	\$2, 000, 000.00
Total	\$2, 000, 000.00

**SECTION 2.** To pay the expenses provided for in the present bylaw, the Council is therefore authorized to borrow an amount of \$ 2, 000,000.00 over a 20-year period.

**SECTION 3.** To provide for the expenses committed in relation with the interests and to repay the capital of the annual terms of the loan, with the present bylaw, it is imposed and will be levied on an annual basis, during the term of the loan, on all taxable properties on the Municipality's territory, a special tax at a sufficient rate according to their value as shown on the assessment role in effect each year.

**SECTION 4.** If it happens that the amount of an allocation authorized by the present bylaw is higher than the amount spent in relation to this allocation, the Council is authorized to use the surplus to pay any other expenditure decreed by the present bylaw and for which the allocation would prove to be insufficient.

**SECTION 5.** The Council will attribute to the loan reduction decreed in the present bylaw any contribution or subsidy that could be paid for part, or all of the expenditure decreed by the present bylaw.

The Council will also attribute to the payment, in part or in total of the debt servicing, any grant payable over several years. The reimbursement term corresponding to the amount of the loan will be



Municipalité de | Municipality of

**Pontiac**

automatically adjusted at the time determined for the payment of the loan.

**SECTION 6.** The present bylaw will come into force according to the Law.

Carried

22-03-4571

**5.4 Adoption of the umbrella borrowing bylaw #06-22**

**WHEREAS** the Municipality of Pontiac wishes to avail itself of the power provided for in the second paragraph of the second subparagraph of section 1063 of the Municipal Code of Quebec;

**WHEREAS** the notice of motion of this draft bylaw has been duly attached hereto and given at the regular meeting of February 8, 2022;

**THEREFORE**, it is moved by Councillor Serge Laforest and seconded by Councillor Diane Lacasse.

**AND RESOLVED THAT** the present bylaw be adopted and that it be decreed and ruled as follows:

**SECTION 1.** The Council is authorized to do the following capital expenditures for an amount of \$ 2, 000,000.00, broken down as follows:

Description	20 Years
Road work	\$2, 000, 000.00
Total	\$2, 000, 000.00

**SECTION 2.** To pay the expenses provided for in the present bylaw, the Council is therefore authorized to borrow an amount of \$ 2, 000,000.00 over a 20-year period.

**SECTION 3.** To provide for the expenses committed in relation with the interests and to repay the capital of the annual terms of the loan, with the present bylaw, it is imposed and will be levied on an annual basis, during the term of the loan, on all taxable properties on the Municipality's territory, a special tax at a sufficient rate according to their value as shown on the assessment role in effect each year.

**SECTION 4.** If it happens that the amount of an allocation authorized by the present bylaw is higher than the amount spent in relation to this





Municipalité de | Municipality of

**Pontiac**

allocation, the Council is authorized to use the surplus to pay any other expenditure decreed by the present bylaw and for which the allocation would prove to be insufficient.

**SECTION 5.**

The Council will attribute to the loan reduction decreed in the present bylaw any contribution or subsidy that could be paid for part, or all of the expenditure decreed by the present bylaw.

The Council will also attribute to the payment, in part or in total of the debt servicing, any grant payable over several years. The reimbursement term corresponding to the amount of the loan will be automatically adjusted at the time determined for the payment of the loan.

**SECTION 6.**

The present bylaw will come into force according to the Law.

Carried

22-03-4572

**5.5 Final adoption of bylaw #02-22 - code of ethics and professional conduct in municipal matters - elected members**

**WHEREAS** the Council of the Municipality of Pontiac adopted, on August 14, 2018, bylaw 03-18 enacting the Code of Ethics and Professional Conduct for elected officials;

**WHEREAS**, pursuant to section 13 of the Act respecting ethics and professional conduct in municipal matters (R.R.S.Q., c. E-15.1.0.1, hereinafter: the "LEDMM"), every municipality must, before March 1 following any general election, adopt a revised code of ethics and professional conduct that replaces the one in force, with or without amendments;

**WHEREAS** a general election was held on November 7, 2021;

**WHEREAS** the coming into force on November 5, 2021, of the Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions (SQ, 2021, c. 31), which modifies the mandatory content of the Code of Ethics for elected officials;

**WHEREAS**, consequently, it is necessary to adopt a revised Code of Ethics for elected officials;

**WHEREAS** the formalities provided for in the LEDMM for the adoption of such a revised code have been respected;



Municipalité de | Municipality of

**Pontiac**

**WHEREAS** Mayor Roger Larose mentions that the purpose of this bylaw is to provide for the main ethical values of the Municipality and the rules of conduct that must guide the conduct of a person as a member of Council, a committee or a commission of the Municipality or, in his or her capacity as a member of the Council of the Municipality, of another body;

**WHEREAS** the Municipality, including its Council members, explicitly adheres to the ethical values and rules of conduct set out in the LEDMM and in this Code;

**WHEREAS** ethics and professional conduct in municipal matters are essential to maintain the bond of trust between the Municipality and its citizens;

**WHEREAS** conduct in accordance with municipal ethics and professional conduct must remain a constant concern of the Council members to ensure that the Municipality, including its public funds, is managed transparently, carefully, diligently and with integrity;

**WHEREAS** by applying ethical values and respecting the rules of conduct set out in this Code, each Council member can fulfill his or her role as an elected municipal official, to assume the responsibilities inherent to this function and to meet the expectations of citizens;

**WHEREAS** this Code contains obligations as well as guidelines for the conduct of each Council member while leaving it up to the latter to use his or her judgment in accordance with the values set out therein;

**WHEREAS** this Code aims at identifying, preventing and avoiding situations of conflict of interest;

**WHEREAS** any breach of the Code may have serious consequences for the Municipality and the Council members;

**WHEREAS** each Council member is responsible to respect this Code, to ensure that high standards of ethics and professional conduct are met in municipal matters;

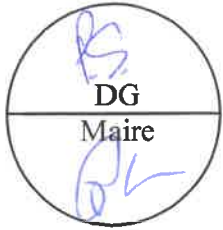
**THEREFORE**, it is moved by Councillor Chantal Allen and seconded by Councillor Garry Dagenais.

**AND RESOLVED THAT** Council adopt bylaw 02-22 as follows:

## **CHAPTER 1**

### **DECLARATORY AND INTERPRETATIVE PROVISIONS**





Municipalité de | Municipality of

**Pontiac**

## **SECTION 1**

### **DECLARATORY PROVISIONS**

#### **1. Purpose of the Code**

The title of this bylaw is: Bylaw 02-22 replacing bylaw 03-18 enacting standards applicable to members of Pontiac Municipal Council - Code of ethics and professional conduct in municipal matters. The preamble is an integral part of this bylaw.

This bylaw's primary objective is to establish a Code of ethics and professional conduct to each elected municipal official to:

- 1.1 To give priority to the values that underlie a Council member's decisions and to contribute to a better understanding of the values of the Municipality;
- 1.2 Establish standards of behaviour that promote the integration of these values into the decision-making process of elected officials and, in general, into their conduct as such;
- 1.3 To prevent ethical conflicts and, if they arise, to help resolve them effectively and sensibly;
- 1.4 To ensure of the application of control measures to ethical breaches.

#### **2. Enforcement of the Code**

- 2.1 This Code, and in particular the rules set out in this Code, shall guide the conduct of any Council member.
- 2.2 Certain rules contained in this Code shall also apply after the term of office of any person who has been a Council member.

## **SECTION II**

### **INTERPRETATIVE PROVISIONS**

#### **3. Text interpretation**

- 3.1 This Code shall be interpreted in accordance with the principles and objectives contained in the LEDMM. The rules contained in that Act are deemed to be part of this Code and prevail over any conflicting rules contained in this Code.



Municipalité de | Municipality of

**Pontiac**

- 3.2 The Code does not replace the laws and regulations in force that govern the Municipality and, more generally, the municipal field. Rather, it is supplementary and complements the various obligations and general duties applicable to elected municipal officials that are provided for in the applicable laws and other regulations.
- 3.3 In case of diversion between the French version and the English version, the French version is the one that predominates in the bylaw's application.

#### **4. Terminology**

In this Code, unless the context indicates otherwise, the following terms mean:

Advantage :	Whether pecuniary or not, a benefit includes any gift, donation, favour, reward, service, gratuity, hospitality, remuneration, compensation, gain, indemnity, privilege, preference, profit, advance, loan, reduction, discount, etc.
Code :	Bylaw number 02-22 <i>enacting the Code of Ethics and Professional Conduct for Elected Municipal Officers.</i>
Council :	Municipal Council of the Municipality of Pontiac.
Professional conduct :	Means the set of rules and duties that govern the office of Council members, their conduct, the relationship between them, and their relationship with the Municipality's employees and the public.
Ethics :	Refers to the set of moral principles that underlie the conduct of Council members. Ethics considers the values of the Municipality.
Personal interest :	Such an interest is linked to the person of the elected official and is distinct from that of the community he represents.
Council member :	An elected official of the Municipality, a member of a committee or commission of the Municipality, or a member of the council of another municipal body, when serving as a Council member of the Municipality.
Municipality :	The Municipality of Pontiac.
Municipal	



Municipalité de | Municipality of

**Pontiac**

organization :

The Council, any committee or commission:

- (1) an organization that is declared by law to be an agent or mandatary of the Municipality;
- (2) an organization whose board is composed of a majority of the Council members, whose budget is adopted by the Municipality or whose financing is provided for more than half by the Municipality;
- (3) a public body whose council has a majority of council members from more than one municipality;
- (4) any other body determined by the Minister of Municipal Affairs and Housing.

## CHAPTER II

### VALUES

#### 5. Municipality's Values

The following values serve as a guide for decision-making and, in general, for the conduct of the Council members of the Municipality in their capacity as elected officials, particularly when the situations encountered are not explicitly provided for in the present code or in the various policies of the Municipality.

##### 5.1 Municipality's main ethical values:

- The integrity of the Council members:

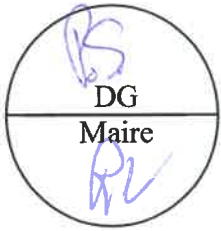
Integrity means demonstrating probity and honesty above suspicion.

- Caution in the pursuit of public interests:

Caution requires that every Council member assume his or her responsibilities in the public interest in an objective and discerning manner. Caution implies being sufficiently informed, thinking about the consequences of one's actions and considering alternative solutions.

- Respect and civility towards other council members, employees and citizens:

In general, respect requires treating all persons with consideration and consideration. Civility implies showing courtesy, politeness and good manners.



Municipalité de | Municipality of

**Pontiac**

- Loyalty towards the Municipality:

Loyalty means performing one's duties in the best interests of the Municipality, with objectivity and independence of mind. It implies disregarding one's personal interests and disclosing them in a transparent manner, in accordance with the applicable rules. Furthermore, loyalty implies respecting the decisions made by Council.

- The quest for fairness:

Fairness implies impartiality, i.e., objective and independent conduct, and consideration of the rights of all. Fairness requires not discriminating.

- The honour of being a Council member:

Every member shall uphold the honour of the office, which presupposes the consistent practice of the five values listed above: integrity, prudence, respect, loyalty and fairness. Honour requires that one remain worthy of the duties entrusted to one by the citizens.

- 5.2 These values must guide the Council members of the Municipality in the assessment of the ethical rules applicable to them.
- 5.3 Where values are included in section 5 of this Code, these values shall not only guide the conduct of the Council member but shall also be respected and applied by the Council member.
- 5.4 No member shall engage in any conduct that is detrimental to the honour and dignity of the elected office.

### **CHAPTER III**

#### **RULES OF CONDUCT AND PROHIBITIONS**

##### **SECTION I**

##### **RULES OF CONDUCT**

#### **6. Enforcement**



Municipalité de | Municipality of

**Pontiac**

6.1 The rules set forth in this section shall guide the conduct of an elected official as a Council member, committee or commission member and are intended to prevent:

- any situation where the Council member's personal interest may influence his or her independent judgment in the performance of his or her duties;
- any situation that would be contrary to sections 304 and 361 of the Act respecting elections and referendums in municipalities (R.S.Q., chapter E-2.2);
- favouritism, embezzlement, breach of trust or other misconduct;
- Any misconduct that is detrimental to the honour and dignity of the office of elected municipal official.

## **SECTION II**

### **INTERDICTIONS**

#### **7. Conflicts of interest and prohibitions**

7.1 No member shall behave in a disrespectful manner towards other members of Council, municipal employees or citizens by using, among other things, vexatious, derogatory or intimidating words, writings or gestures or any form of incivility of a vexatious nature.

#### **8. Honour**

8.1 No member shall behave in a way as to violates the honour and dignity of the function of the elected municipal official.

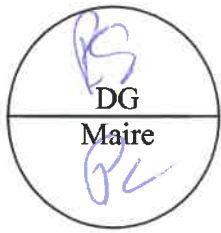
#### **9. Conflicts of interests**

9.1 No member shall use his or her position to influence or attempt to influence the decision of another person in a manner that promotes his or her interest or the improper interest of any other person.

9.2 No member shall not use his or her position of office to influence, or try to influence, the decision of another person in a way to favour personal interests or, in any abusive manner, the ones of any other person.

9.3 No Council member shall violate sections 304 and 361 of the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2), subject to the exceptions provided for in sections 305 and 362 of that Act.

9.4 All Council members shall avoid putting themselves in a situation where they are susceptible to have to choose between their own personal interest or another person's.



Municipalité de | Municipality of

**Pontiac**

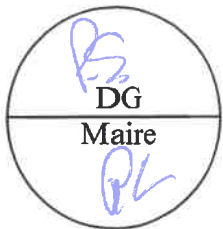
and the interest of the Municipality or of an organization, when they sit as Council members.

- 9.5 All Council members must be impartial and exercise fairness. They must not show favouritism, especially towards the Municipality.
- 9.6 All Council members must be independent thinking and have an objective judgment without personal interests in a way to take the best decisions for the Municipality.
- 9.7 All Council members who are aware of a conflict of interest or have been notified of one must take the necessary measures to end it as soon as possible from the moment they notice it.
- 9.8 All Council members must prevent and avoid the situations in which they risk being influenced regarding a decision that could potentially favour their interests or, in an abusive manner, the ones of any other person.
- 9.9 All Council members must always ensure that their activities, other than the one related to their elected member functions don't get in conflict with their elected member municipal functions.

The member is deemed not to have any such an interest in the following situations:

- the member acquired his or her interest by inheritance or gift and renounced or disposed of it as soon as possible;
- the member's interest consists of ownership of shares of a company over which he or she has no control, of which he or she is not a director or officer and of which he or she owns less than 10% of the issued voting shares;
- the interest of the member is that he or she is a member, director or officer of another municipal body, a public body within the meaning of the Act respecting access to documents held by public bodies and the protection of personal information, a non-profit organization or an organization for which the law provides that the person must be a member, director or officer as a member of the council of the Municipality or of the municipal body;
- the purpose of the contract is to provide remuneration, an allowance, reimbursement of expenses, a benefit, property or service to which the member is entitled as a condition of employment with the Municipality or municipal body;
- the purpose of the contract is for the appointment of the member to a position as an officer or employee, the occupancy of which does not render the member ineligible to hold office;
- the purpose of the contract is to provide services generally offered by the Municipality or municipal body;





Municipalité de | Municipality of

**Pontiac**

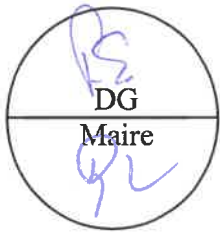
- the contract is for the sale or lease, on non-preferential terms, of real property;
- the contract consists of bonds, bills or other securities offered to the public by the Municipality or municipal body or the acquisition of such bonds, bills or other securities on non-preferential terms;
- the purpose of the contract is to provide services or goods that the member is obligated to perform for the Municipality or municipal body under a statutory or regulatory provision;
- the contract is for the supply of property by the Municipality or municipal body and was entered into prior to the Member holding office in the Municipality or municipal body and prior to the Member being a candidate for that office in the election in which he or she was elected;
- in a case of force majeure, the general interest of the Municipality or municipal body requires that the contract be entered into in preference to any other.

**10. Receiving or soliciting benefits**

- 10.1 No member shall solicit, induce, accept or receive, for himself or herself or for any other person, any benefit in exchange for taking a position on any matter that may be before a council, committee or commission of which he or she is a member.
- 10.2 No member shall accept any gift, hospitality or other benefit of any value which may affect the member's independent judgment in the performance of his or her duties or which may compromise the member's integrity.
- 10.3 Any gift, hospitality or other benefit received by a member of Council that is not of a purely private nature or covered by section 5.3.4 shall, when its value exceeds \$200, be declared in writing by the member to the clerk or Secretary-treasurer of the Municipality within thirty days of its receipt.
- 10.4 When a Council member represents the Municipality at an event and he or she receives a door prize or any benefit, without the Council member personally paying for his or her participation, he or she must give it back to the Municipality, which will decide what to do or dispose of it.

**11. Use of the Municipality's resources**

- 11.1 No member shall use the resources of the Municipality or of any other organization referred to in section 5.1 for personal purposes or for purposes other than activities related to the performance of his or her duties. This prohibition does not apply where a member uses, on non-preferential terms, a resource made available to citizens.
- 11.2 A Council member cannot let a municipal employee or another person use the Municipality's resources or the resources of any other municipal organization's that



Municipalité de | Municipality of

**Pontiac**

is related to the Municipality, for personal uses unless it is for a service or activity that is offered in a general manner by the Municipality.

- 11.3 A Council member shall not divert for his or her own use or the use of another person a good or an amount of money belonging to the Municipality.

**12. Use or disclosure of confidential information**

- 12.1 No Council member shall, both during and after his or her term of office, use or disclose, or attempt to use or disclose, any information obtained in the course of, or in connection with, the performance of his or her duties and not generally available to the public, to further his or her interests or those of any other person.
- 12.2 No Council member shall use or disclose in any way, for her or his advantage or the one of another person, a specific information or an information that he or she has and that would not be available otherwise or that the municipal council has not disclosed yet.
- 12.3 No Council member shall disclose in any way directly or indirectly, the view expressed in private session by another Council member or any other person attending it.
- 12.4 All Council members must use caution while communicating, especially on the Web and social medias, to avoid disclosing directly or indirectly privileged information or one that is not intended to be public.
- 12.5 To end this section and without limiting the generality of what have been said, are considered but not considered as privileged information the information that is public: the documents and information that cannot be disclosed or that the confidentiality must be preserved under the *Loi sur l'Accès aux documents des organismes publics et sur la protection des renseignements personnels* (RLRQ, c.-A-2.1), the discussions held during the private sessions and all that is protected by duty of confidentiality as long as the Municipality has not renounced it in the last resort.

**13. After-mandate**

- 13.1 No member shall, for a period of twelve months following the end of his or her term of office, hold any office as a director or officer of a corporation, or any employment or other position, in such a manner that he or she or any other person derives improper advantage from his or her previous service as a member of Council of the Municipality.

**14. Announcement at a political fundraising event**



Municipalité de | Municipality of

**Pontiac**

- 14.1 No Council member shall make any announcement at a political fundraising event that a project, contract or grant has been awarded by the Municipality, unless a final decision on the project, contract or grant has already been made by the appropriate authority of the Municipality.

**15. Interference**

- 15.1 A Council member shall not interfere in the day-to-day administration of the Municipality or give instructions to municipal employees, other than while making a decision at a public meeting of Council. In such a case, the directives shall be carried out with the municipal employees by the Director General.
- 15.2 It is understood that a Council member who is a member of a committee or commission formed by municipal Council or who is mandated by the Municipal Council to represent the Municipality in a particular matter may still be required to co-operate with the Director General Manager and the municipal employees. Such co-operation shall be limited to the mandate given to him or her by the Municipal Council.
- 15.3 In no case shall this provision be applied or construed to limit the Mayor's statutory right of supervision, investigation and control.
- 15.4 Any Council member shall forward any complaints received to the Director General of the Municipality who shall make the appropriate follow-up. If the complaints are against the Director General, he/she shall refer them to the Mayor.

**CHAPTER IV**

**SANCTIONS**

**16. Monitoring mechanisms**

- 16.1 The enforcement and control mechanisms for this Code are those set out in the LEDMM;
- 16.2 Any violation of a rule under this Code by a member of City Council may result in the imposition of the following penalties:

- Reprimand



Municipalité de | Municipality of

**Pontiac**

- Participation in a training course on ethics and professional conduct in municipal matters, at the expense of the Council member, within the period prescribed by the *Commission municipale du Québec*;
- The remittance to the Municipality, within thirty days of the decision of the *Commission municipale du Québec* :
  - o of the gift, hospitality or advantage received or the value thereof
  - o any profit received in violation of a rule of this Code;
  - o The reimbursement of any remuneration, allowance or other sum received, for the period determined by the Commission, as a member of a council, committee, or commission of the Municipality or of an organization.
- A penalty of up to \$4,000.00, to be paid to the Municipality.
- The suspension of the Council member for a period not exceeding 90 days, which suspension shall not extend beyond the day on which his or her term of office expires if he or she is re-elected in an election held during his or her suspension and the election has not ended on the day on which his or her new term of office begins. When a Council member is suspended, he or she may not hold any office related to his or her membership on Council and, in particular, he or she may not serve on any Council, committee or commission of the Municipality, or as a member of any Council of the Municipality, or of any other body, or receive any remuneration, allowance or other sum from the Municipality or any such organization.

## **CHAPTER IV**

### **ADMINISTRATIVE AND FINAL PROVISION**

#### **17. Modification and replacement**

- 17.1 This bylaw replaces bylaw number 03-18 enacting a code of ethics and professional conduct for elected officials, adopted on August 14, 2018.
- 17.2 Any mention or reference to a code of ethics and professional conduct for elected officials, whether in a bylaw, resolution, policy, contract, etc., is deemed to refer to this bylaw.

#### **18. Coming into force**



Municipalité de | Municipality of

**Pontiac**

This bylaw shall come into force in accordance with the Law.

Carried

### **5.6 Notice of motion**

Notice of motion is given by Councillor Chantal Allen of Ward 5 of the Municipality of Pontiac to the effect that there will be adoption of the bylaw #03-22 enacting the code of ethics and professional conduct for employees of the Municipality of Pontiac.

### **5.7 Tabling of the draft bylaw #03-22 enacting the code of ethics and professional conduct for employees of the Municipality of Pontiac**

**WHEREAS** the Act respecting ethics and professional conduct in municipal matters (LEDMM), sanctioned on December 2, 2010, created the obligation for all local municipalities to adopt a code of ethics and professional conduct that sets out the main values of the municipality in matters of ethics and the rules that must guide the conduct of employees;

**WHEREAS** the Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions, commonly known as "PL 49" and sanctioned on November 5, 2021, requires the addition of a rule relating to the receipt of a gift or benefit by an employee;

**WHEREAS**, in accordance with section 18 of the LEDMM, any decision regarding the adoption of the Code of Ethics and Professional Conduct is made by regulation;

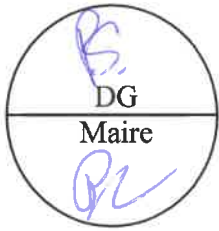
**WHEREAS** a notice of motion was given at a Council meeting held on March 8, 2022;

**WHEREAS** the adoption of this bylaw was preceded by the presentation and filing of a draft bylaw dated March 8, 2022, as well as a consultation of employees on the draft bylaw held on March 4, 2022;

**WHEREAS**, in accordance with section 12 of said Act, a public notice containing a summary of the draft bylaw was published on xx, 2022;

**WHEREAS** Council deems it opportune, essential and in the public interest to comply with the requirements of the Act by amending the Code of Ethics and Professional Conduct for the employees of the Municipality of Pontiac;

**THEREFORE**, it is moved by Councillor -- and seconded by Councillor --.



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED THAT** by a majority vote, Council adopts bylaw #03-22 as follows:

**SECTION 1 - PREAMBLE**

The preamble to this bylaw forms an integral part of it.

**SECTION 2 - OBJECT**

The purpose of the present bylaw is to replace the Code of ethics and professional conduct for the employees of the Municipality, in particular, to add a clarification concerning gifts and benefits received by a municipal employee.

**SECTION 3 - CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR EMPLOYEES**

The Code of Ethics and Professional Conduct for employees of the Municipality of Pontiac, attached as Appendix "A", is adopted.

**SECTION 4 - ACKNOWLEDGEMENT OF THE CODE OF ETHICS AND PROFESSIONAL CONDUCT**

A copy of the Code of Ethics and Professional Conduct is given to each employee of the Municipality. The employee must certify to the Director General, on the form provided for this purpose, that he/she has received a copy and has read it within ten (10) days of its receipt. The completed certification shall be placed in the employee's file.

The Mayor shall receive a copy of the certificate from the Director General and Secretary-treasurer.

**SECTION 5 - REPLACEMENT**

This bylaw replaces the policy enacting a code of ethics and professional conduct for municipal employees, which is currently in effect.

Any mention or reference to a code of ethics and professional conduct for municipal employees, whether in a bylaw, resolution, policy, contract, etc., is deemed to be a reference to this bylaw.

**SECTION 6 - COMING INTO FORCE**





Municipalité de | Municipality of

**Pontiac**

This bylaw shall come into force in accordance with the law.

## APPENDIX A

### **CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR MUNICIPAL EMPLOYEES**

#### **1. Presentation**

This "Code of Ethics and Professional Conduct for Municipal Employees of the Municipality of Pontiac" is adopted pursuant to sections 2, 16 and 18 of the Act respecting ethics and professional conduct in municipal matters (R.S.Q., c. E-15.1.0.1).

In accordance with the provisions of this law, the Municipality of Pontiac must adopt by bylaw a code of ethics and professional conduct for municipal employees that sets out the main values of the Municipality in matters of ethics and the rules that must guide their conduct according to the application and control mechanisms provided for this purpose.

#### **2. Values**

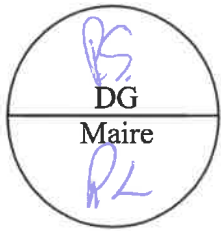
2.1 The ethical values of the Municipality are:

- 1° the integrity of municipal employees;
- 2° the honour related to the duties of an employee of the Municipality;
- 3° caution in the pursuit of the public interest;
- 4° respect and civility towards members of Council, other employees of the Municipality and citizens, including during communications on the web and social media;
- 5° loyalty to the Municipality;
- 6° the pursuit of fairness.

2.2 All employees shall act with integrity, honesty, objectivity and impartiality in the performance of their duties.

2.3 The values set out in this Code shall guide any employee to whom they apply in assessing the ethical rules applicable to him or her from a public interest.

#### **3. General principal**



Municipalité de | Municipality of

**Pontiac**

- 3.1 An employee shall perform his or her duties and organize his or her professional activities in such a way as to preserve and maintain the public's confidence in the Municipality.

#### 4. **Objectives**

- 4.1 The objectives of the rules set out in this Code are to prevent, in particular:

- 1° any situation where the employee's personal interest may influence his or her independence of judgment in the performance of his or her duties;
- 2° any situation that is contrary to the values set out in this Code of Ethics and Professional Conduct;
- 3° favouritism, malfeasance, breach of trust or other misconduct.

#### 5. **Interpretation**

- 5.1 Unless the context otherwise requires, words used in this Code retain their ordinary meaning, except for the expressions and words defined as follows:

- 1° **advantage:** any advantage of any kind, as well as any promise of such an advantage;
- 2° **conflict of interest:** any situation where the employee must choose between the interests of the Municipality and his or her interests;
- 3° **confidential information:** information that is not public and that the employee holds because of his or her employment relationship with the Municipality;
- 4° **immediate superior:** a person who represents the first level of authority over an employee and who exercises control over his or her work. In the case of the Director General, the immediate superior is the Mayor.

#### 6. **Scope of Application**

- 6.1 This Code applies to all employees of the Municipality.
- 6.2 The Municipality may add to this Code: regulations, policies or directives to which employees are bound and which, in the event of a breach, may result in disciplinary action. In the event of any inconsistency, the Code shall prevail.
- 6.3 Any federal or provincial statute, regulation or employment contract to which the Municipality is a party shall prevail over any inconsistent provision of this Code."



Municipalité de | Municipality of

**Pontiac**

6.4 The Code is in addition to any other code of ethics or professional conduct to which the employee is subject, in particular under the Professional Code (R.S.Q., c. C-26) or under a law governing a profession mentioned therein. However, the Municipality may not, by virtue of this Code or otherwise, force an employee to violate another code of ethics or professional conduct adopted by virtue of a law.

## **7. General obligations**

7.1 The employee must :

- 1° perform the work inherent in his or her duties with diligence;
- 2° respect this Code as well as the policies, rules and directives of the employer;
- 3° respect his or her duty of reserve towards the Municipality. He or she must not undermine the dignity or reputation of his or her employer or, when it is related to his or her work, those of a member of Council or another employee of the Municipality;
- 4° act with integrity and honesty;
- 5° when at work, be appropriately dressed;
- 6° communicate to his employer any information brought to his knowledge that he knows is relevant to the Municipality.

7.2 During elections to the council of the Municipality, this Code shall not be interpreted as prohibiting an employee from performing an act that the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2) declares not to constitute work of a partisan nature;

7.3 This Code shall not be construed or applied to prevent an employee from taking any reasonable steps to protect the health, safety, or physical and mental well-being of the employee or any other person.

## **8. Specific obligations**

8.1 RULE 1 – Conflict of interests

8.1.1 An employee shall avoid any situation where he/she must knowingly choose between the interest of the Municipality and his/her interest or, in an abusive manner, that of any other person.

8.1.2 An employee shall :



Municipalité de | Municipality of

**Pontiac**

- 1° faithfully carry out his duties in accordance with applicable legislation, including the regulations in force in the Municipality or in any other municipal body;
- 2° refrain from knowingly having, directly or indirectly, by himself/herself or by his/her associate, a contract with the Municipality. However, this prohibition does not apply to a contract authorized by law;
- 3° when a situation is likely to put him/her in conflict of interest, inform his/her superior.

8.1.3 Without limiting the particularity of the foregoing, no employee shall:

- 1° act, attempt to act or fail to act in a manner that promotes, in the performance of his or her duties, his or her personal interests or, in an improper manner, those of any other person ;
- 2° use his or her position to influence or attempt to influence the decision of another person in a manner that favours his or her interests or, in an abusive manner, those of any other person.

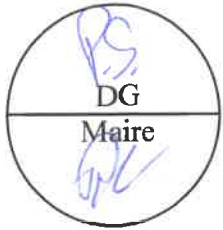
## 8.2 RULE 2 – The advantages

8.2.1 No employee shall :

- 1° solicit, induce, accept or receive, for himself or herself or for another person, any advantage whatsoever in exchange for a decision, an act, the omission to decide or act, or the exercise of any influence whatsoever within the scope of his or her duties;
- 2° accept any gift, hospitality or other benefit, regardless of its value, that is offered by a supplier of goods or services or that may influence his or her independence of judgment in the performance of his or her duties or that may compromise his or her integrity.

8.2.2 It is permitted to accept a benefit that is not offered by a supplier of goods or services if the following three conditions are met:

- 1° it is received in accordance with a rule of courtesy, protocol, hospitality or custom;
- 2° it does not consist of a sum of money or a financial instrument of any kind such as a share, a bond or a commercial paper;



Municipalité de | Municipality of

**Pontiac**

- 3° it is not such as to cast doubt on the integrity, independence or impartiality of the employee.

An employee who receives a benefit that meets these conditions must report it to his or her immediate supervisor. The declaration must be entered in a register kept for this purpose by the Secretary-treasurer (or clerk).

### 8.3 RULE 3 – Discretion and confidentiality

- 8.3.1 An employee shall not knowingly use, disclose or attempt to use or disclose any information obtained in the course of or in connection with the performance of his or her duties and not generally available to the public, to further his or her interests or the improper interests of any other person.
- 8.3.2 An employee shall take all reasonable steps to ensure the protection of confidential information, including electronic communication.
- 8.3.3 In case of doubt, the employee must contact the person responsible for the application of the *Act respecting access to documents held by public bodies and the protection of personal information* to ascertain whether information is public or confidential.

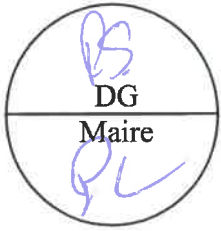
### 8.4 RULE 4 –The use of the Municipality's resources

- 8.4.1 An employee is prohibited from using the resources of the Municipality for personal purposes or for purposes other than the performance of his/her duties.

This prohibition does not apply, however, to the use of resources on non-preferential terms made available to citizens.

#### 8.4.2 An employee shall :

- 1° carefully use a property of the Municipality. He/she must use it, for the performance of his/her work, in accordance with the policies, rules and directives;
- 2° hold, at all times, any authorization or permit required when using a vehicle of the Municipality.



Municipalité de | Municipality of

**Pontiac**

## 8.5 RULE 5 – Respect of people

8.5.1 An employee's relationship with a co-worker, a member of Council of the Municipality or any other person shall be based on respect, consideration and civility.

8.5.2 An employee shall :

- 1° act fairly in the performance of his or her duties and shall not give preferential treatment to one person to the detriment of others;
- 2° refrain from using abusive language or harassing a person by attitudes, words or gestures that may be harmful to the person's dignity or integrity;
- 3° use language appropriate to the performance of his or her duties.

## 8.6 RULE 6 – The duty of loyalty

8.6.1 An employee shall be loyal and faithful to their commitments to the employer.

## 8.7 RULE 7 – Sobriety

8.7.1 It is prohibited for an employee to consume or induce anyone to consume any alcoholic beverage or drug while on duty. An employee may not be under the influence of any such beverage or drug while performing his or her job.

However, an employee who, as part of his or her duties, attends an event where alcoholic beverages are served is not in violation of this rule if he or she consumes such beverages within reason.

## 8.8 RULE 8 - announcement during a political fundraising

8.8.1 It is prohibited for an employee to make any announcement at a political fundraising event that a project, contract or grant has been awarded by the Municipality unless a final decision on the project, contract or grant has already been made by the appropriate authority of the Municipality.

## 8.9 RULE 9 – Obligations following termination of employment

8.9.1 The following employees of the Municipality:

- 1) The Director General and his/her assistant;
- 2) The Secretary-treasurer and his/her assistant;
- 3) The Treasurer and his/her assistant;





Municipalité de | Municipality of

**Pontiac**

4) The Registrar and his/her assistant

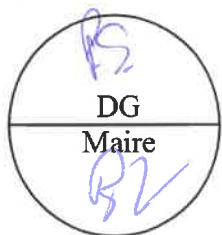
are prohibited from holding a position as a director or officer of a corporation, employment or any other office in such a manner that he or she or any other person derives an improper benefit from his or her previous service as an employee of the Municipality.

**9. Sanctions**

- 9.1 A breach of this Code may result in the application of any sanction appropriate to the nature and gravity of the breach, upon the decision of the Council of the Municipality or of the Director General, if he/she has the authority to do so in accordance with the Act, a bylaw or a resolution, and in compliance with any employment contract.
- 9.2 In the event of a breach of duty that occurs after the termination of the employment contract, the Municipality may, depending on the circumstances, apply to the courts for redress or generally to protect its rights.
- 9.3 The Municipality recognizes the remedial aspect of discipline in the workplace. It recognizes that the discipline imposed will be fair and reasonable and proportionate to the seriousness of the misconduct.

**10. Application and control**

- 10.1 Any citizen complaint under this Code shall:
  - 1° be filed in confidence with the director general (and Secretary-treasurer), who shall determine whether there has been a breach of the Code of Ethics and Professional Conduct;
  - 2° be complete, in writing, with reasons and accompanied, if necessary, by any supporting document, and come from any person who has knowledge of a breach of this Code of Ethics.
- 10.2 With respect to the Director General (and Secretary-treasurer), any complaint must be filed with the Mayor of the Municipality. Paragraphs 1 and 2 of the preceding paragraph apply with the necessary adaptations.
- 10.3 No sanction may be imposed on an employee unless the employee :



Municipalité de | Municipality of

**Pontiac**

- 1° has been informed of the accusation made against him/her;
- 2° had the opportunity to be heard.

**CERTIFICATION OF RECEIPT AND ACKNOWLEDGEMENT OF THE  
CODE OF ETHICS AND PROFESSIONAL CONDUCT OF THE EMPLOYEES  
OF THE MUNICIPALITY OF PONTIAC**

I, the undersigned, [employee's name], [work function], confirm that I have received a copy of the Code of Ethics and Professional Conduct for the employees of the Municipality of Pontiac.

I also confirm that I have read the rules mentioned therein.

This (date)

Signature of the  
employee

For the administration  
I hereby confirm that I have received  
this certificate dated (date) and  
placed it in the employee's file on  
(date).

Name and signature of the person in  
charge:

Carried

22-03-4573

**5.8 Employees' assistance program (PAE)**

**WHEREAS** the Municipality does not have a Human Resources Department;

**WHEREAS** it is recognized that the sanitary measures related to the pandemic may have an impact on mental health;

**WHEREAS** there have been many changes within the Municipality;

**WHEREAS** it would be appropriate to offer an employee assistance program in the workplace;

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



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED THAT** Council authorizes the Director General to purchase the Employee Assistance Program through the firm Morneau Shepell in the amount of \$3.34 per employee per month for the years 2022 and 2023.

**THAT** the expense be attributed to budget item #02 13000 411.

Carried

22-03-4574

### **5.9 Disposal of surplus**

**WHEREAS** the Municipality has accumulated a surplus of obsolete furniture over the years;

**WHEREAS** the Municipality has attempted to find a second life for its assets;

**WHEREAS** it is necessary to dispose of the remaining assets;

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

**AND RESOLVED THAT** Council transfers the presented list of assets from the public domain to the private domain and authorizes the Director General to dispose of the obsolete assets included in this list.

Carried

22-03-4575

### **5.10 Overtime of management staff during the flood period**

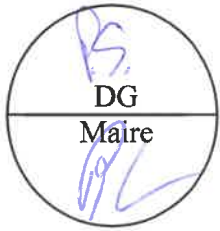
**WHEREAS** high water in the spring can cause major flooding on the territory of the Municipality of Pontiac;

**WHEREAS** this is an exceptional situation that requires emergency measures to be put in place;

**WHEREAS** the management policy that came into effect on June 1, 2019, provides that in exceptional cases, the Council may pay overtime to management personnel;

**WHEREAS** management staff is required to work many hours in addition to their normal workday during the flooding period;

**THEREFORE**, it is moved by Councillor Chantal Allen and seconded by Councillor Garry Dagenais.



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED THAT** in the event of flooding, Council authorizes overtime pay at straight time for management staff who work five (5) hours over their regular work week for the period from April 1 to June 15, 2022.

**THAT** Council mandates the Director General to ensure the proper administration of this measure.

Carried

22-03-4576

**5.11 Concordance and short-term resolution for a \$3, 261,000.00 bond issue to be completed on March 18, 2022**

**WHEREAS**, in accordance with the following borrowing bylaws and for the amounts indicated therein, the Municipality of Pontiac wishes to borrow through bank notes for a total amount of \$3, 261, 000.00 to be completed on March 18, 2022, distributed as follows:

Borrowing bylaws#	For an amount of \$
03-19	\$891, 000
03-19	\$927, 000
02-21	\$920, 000
02-21	\$523, 000

**WHEREAS** it is necessary to modify the borrowing bylaws accordingly;

**WHEREAS**, in accordance with the 1st paragraph of Section 2 of the Municipal Debts and Loans Act (RLRQ, chapter D 7), for the purposes of this loan and for loan bylaw number #03-19 and #02-21, the Municipality of Pontiac wishes to carry out the loan for a shorter term than the one originally set in these bylaws;

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

**AND RESOLVED THAT** the loan settlements set forth in paragraph 1 of the preamble be financed by bonds in accordance with the following:

1. the bonds, one bond per maturity, will be dated March 18, 2022;
2. interest will be payable semiannually on March 18 and September 18 of each year;
3. the Bonds will not be redeemable in advance; however, they may be redeemed with the consent of the Bondholders in accordance with the Municipal Debts and Loans Act (R.S.Q., chapter D-7);



Municipalité de | Municipality of

**Pontiac**

4. the Bonds shall be registered in the name of CDS Clearing and Depository Services Inc. ("CDS") and shall be deposited with CDS;
5. CDS will act on behalf of its participants as Book-Entry Agent, Bondholder Agent, Paying Agent and Transaction Agent for its participants;
6. CDS will make the transfer of funds in accordance with the legal requirements of the Bond, to which end the Board authorizes the Secretary-treasurer to execute the document required by the Canadian banking system entitled "Authorization for Corporate Pre-Authorized Debit Plan";
7. CDS shall make payments of principal and interest to Participants by electronic funds transfer and, for this purpose, CDS shall directly debit the required amounts from the following account:

C.D. DE HULL AYLMEYER, 250 BOUL. ST-JOSEPH, GATINEAU, QC J8Y 3X6

8. that the Bonds be signed by the Mayor and the Secretary-treasurer. The Municipality of Pontiac, as permitted by the Act, has mandated CDS to act as the authenticating financial agent and the bonds shall become effective only when authenticated.

**THAT**, with respect to the annual capital amortization provided for the years 2028 and following, the term provided for in borrowing bylaws number #03-19 and #02-21 be shorter than that originally set, that is, for a term of five (5) years starting March 18, 2022, instead of the term prescribed for said amortization, each subsequent issue to be for the balance or part of the balance due on the loan.

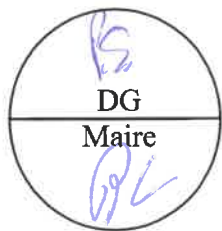
Carried

22-03-4577

#### 5.12 Tenders for the issuance of bonds

<b>Opening date: March 8, 2022,</b>	<b>Number of tenders: 3</b>
<b>Opening time: 11:00</b>	<b>Avg. maturity: 4 years and 4 months</b>
<b>Opening location:</b>	<b>Issuance date: March 18, 2022</b>
<b>Ministère des Finances du Québec</b>	
<b>Amount : \$3, 261, 000.00</b>	

**WHEREAS** in accordance with borrowing bylaws numbers 03-19 and 02-21, the Municipality of Pontiac wishes to issue a series of bonds, one bond per maturity;



Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the Municipality of Pontiac has requested, in this regard, through the electronic system "Service for the adjudication and publication of the results of debt securities issued for the purposes of municipal financing", tenders for the sale a bond issue, dated March 18, 2022, in the amount of \$3,261,000;

**WHEREAS** following the public call for tenders for the sale of the issue referred to above, the Ministère des Finances received three compliant tenders, all in accordance with section 555 of the Cities and cities (CQLR, chapter C 19) or article 1066 of the Municipal Code of Québec (CQLR, chapter C 27.1) and the resolution adopted under this article;

**1 - FINANCIÈRE BANQUE NATIONALE INC.**

\$216, 000	1.55000 %	2023
\$222, 000	1.95000 %	2024
\$228, 000	2.25000 %	2025
\$234, 000	2.35000 %	2026
\$2, 361, 000	2.50000 %	2027

Price : 98,71600      Actual cost : 2.76317 %

**2 - VALEURS MOBILIÈRES DESJARDINS INC.**

\$216, 000	1.90000 %	2023
\$222, 000	2.10000 %	2024
\$228, 000	2.25000 %	2025
\$234, 000	2.35000 %	2026
\$2, 361, 000	2.40000 %	2027

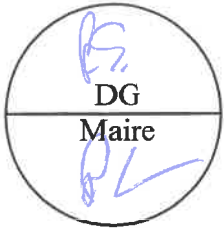
Price : 98,27800      Actual cost : 2.79943 %

**3 - VALEURS MOBILIÈRES BANQUE LAURENTIENNE INC.**

\$216, 000	1.75000 %	2023
\$222, 000	2.10000 %	2024
\$228, 000	2.30000 %	2025
\$234, 000	2.45000 %	2026
\$2, 361, 000	2.55000 %	2027

Price : 98,30696      Actual cost : 2.92543 %





Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the result of the actual cost calculation indicates that the bid presented by the firm FINANCIÈRE BANQUE NATIONALE INC. is the most advantageous;

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

**AND UNANIMOUSLY RESOLVED THAT** the preamble of this resolution forms an integral part thereof as if reproduced here at length.

**THAT** the issue of bonds in the amount of \$3,261,000 by the Municipality of Pontiac be awarded to the firm FINANCIÈRE BANQUE NATIONALE INC.;

**THAT** a request be made to the latter to mandate Service de dépôt et de compensation CDS inc. (CDS) for the book entry of this issue;

**THAT** CDS act on behalf of its participants as book-entry agent, bondholder, paying agent and responsible for the transactions to be carried out with respect to its participants;

**THAT** CDS proceed with the transfer of funds in accordance with the legal requirements of the bond, to this effect, the Board authorizes the General Manager to sign the document required by the Canadian banking system entitled "Authorization for the pre-authorized debit plan intended for businesses";

**THAT** the Mayor and the Director General be authorized to sign the bonds referred to in this issue, that is one bond per maturity.

Carried

22-03-4578

### 5.13 Administrative restructuring

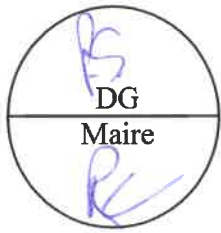
**WHEREAS** the Municipal Council has begun an administrative restructuring;

**WHEREAS** roles and responsibilities have been redistributed;

**WHEREAS** the recommendations of the Administration, Finances and Human Resources Committee and of the firm *Médiation et Coaching Outaouais Inc*;

**WHEREAS** the Council wishes to review the current Management Compensation Policy to include a new classification;

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



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED** that the Council amends the current Management Compensation Policy to create the classification A for the years 2022 and 2023.

**THAT** Council creates the following positions:

- Director of administration - manager 2;
- Project manager - manager 2;
- Recreation, Community Life and Communications Coordinator - manager A.

**THAT** Council authorizes the posting of these positions.

Carried

#### **5.14 Notice of motion**

Notice of motion is given by Mayor Roger Larose of the Municipality of Pontiac to the effect that there will be adoption of bylaw #08-22 concerning tertiary treatment systems with disinfection by ultraviolet radiation.

22-03-4579

#### **5.15 Replacing fuse holders - street lights**

**WHEREAS** the Municipality awarded a contract in 2021 to the company Énergère for the conversion to LED of all street lights as part of a joint purchase project with the *Fédération québécoise des Municipalités* (FQM);

**WHEREAS** Energère could not complete the contract because 70% of the street lights do not have a fuse holder;

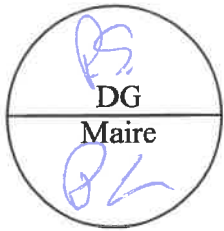
**WHEREAS** it is necessary to make a request to Hydro-Quebec to be able to replace or install a fuse holder;

**WHEREAS** there is a cost of \$360.00 per street light;

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

**AND RESOLVED** that Council asks Hydro-Québec to replace or install all missing or defective fuse holders on the territory of the Municipality of Pontiac at a cost of \$36,360.00 plus applicable taxes.

**THAT** the expense be affected to budget item #02 34000 681 and financed by the non-allocated surplus.



Municipalité de | Municipality of

**Pontiac**

Carried

**6. PUBLIC SAFETY**

22-03-4580

**6.1 Adoption of the standardized bylaw #22-RM-03 to regulate traffic, parking and stopping within the boundaries of the Municipality of Pontiac**

**WHEREAS** the Municipality of Pontiac, at a regular meeting of its Municipal Council held on December 11, 2012, adopted resolution number 12-12-1387, for the purpose of adopting bylaw number 12-RM-03 for the purpose of regulating traffic and parking within the boundaries of the Municipality of Pontiac;

**WHEREAS** the standardized bylaw 22-RM-03 regulates in a general way the terms and conditions of application in matters of traffic and parking without, however, regulating by location;

**WHEREAS** section 295 paragraph 1 of the Quebec Highway Safety Code (R.S.Q., c. C-24) stipulates that the person responsible for the maintenance of a public road may, by means of appropriate signage, determine the stopping zones;

**WHEREAS** section 295 paragraph 7 of the Quebec Highway Safety Code (R.S.Q., c. C-24) stipulates that the person responsible for the maintenance of a public road may, by means of appropriate signage, prohibit, restrict, or otherwise regulate the stopping or parking of road vehicles;

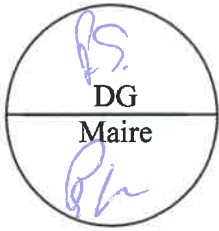
**WHEREAS** Council considers that it has become opportune to legislate with respect to traffic, parking, mandatory stops on certain roads in the Municipality of Pontiac and other rules concerning roads and road safety;

**WHEREAS** a notice of motion was given at a regular meeting of the Municipal Council, on February 8, 2022, to the effect that this bylaw would be submitted for approval;

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

**AND RESOLVED THAT** it be ordained and enacted by the Council of the Municipality of Pontiac, and the said Council hereby ordains and enacts as follows:

**SECTION 1 - RULES OF INTERPRETATION**



Municipalité de | Municipality of

**Pontiac**

- 1.1 This bylaw supplements and adds to the rules set out in the Highway Safety Code of Quebec (R.S.Q., c. C-24.2) and, in certain respects, is intended to provide for the rules of operation and immobilization of road vehicles as well as other rules relating to the use of public roads and other lands where the public is permitted to travel.

All schedules attached to this bylaw form part of this bylaw and any standards, requirements or directions contained in the schedules form part of this bylaw as if enacted herein.

- 1.2 The provisions of this bylaw that apply to owners of road vehicles shall also apply to any person who acquires or possesses a road vehicle under a title with a condition or term that entitles him or her to ownership or under a title that entitles him or her to enjoy it as a chargeable owner. It also applies to any person who leases a road vehicle for a period of at least one year.

- 1.3 The person in whose name a road vehicle is registered is liable for an offence against the owner under this bylaw.

- 1.4 This bylaw replaces bylaw 12-RM-03 and its amendments concerning traffic and parking.

However, this bylaw does not abrogate all resolutions that have been or may be adopted by the Municipality and that decree the installation of signs and the obligation to respect them.

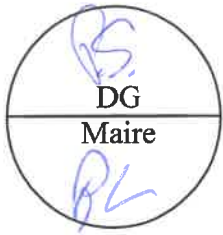
- 1.5 The replacement of the former provisions by this bylaw does not affect any proceedings taken under the authority of the bylaws so replaced, nor does it affect any offence for which proceedings have not yet been taken, which shall continue under the authority of the said replaced bylaws until final judgment and execution.

## **SECTION 2 - DEFINITIONS**

In this bylaw, words have the same meaning as in the Highway Safety Code (R.S.Q., c. C24.2) unless the context indicates otherwise:

### **2.1 Agricultural Animals:**

Means any animal reserved for breeding on a farm such as sheep, cattle, swine, horses, wild boar, bison, etc., except dogs.



Municipalité de | Municipality of

**Pontiac**

## 2.2 Post Office Box:

For the purpose of this bylaw, a post office box is defined as any object, receptacle or facility capable of being used for the placing, depositing or storing of mail, parcels or correspondence by mail, courier or any other method of delivery.

## 2.3 Private road :

Means any road between buildings or between properties owned by one or more individuals and on a portion of which is provided one or more roadways open to public vehicular traffic and, where applicable, one or more bicycle lanes.

## 2.4 Public road:

Means the surface of land or a structure whose maintenance is the responsibility of the Municipality, a government or one of its agencies and on a portion of which one or more roadways open to public vehicular traffic and, where applicable, one or more bicycle lanes, except roads under the administration of or maintained by the Ministry of Forests, Wildlife and Parks, the Ministry of Energy and Natural Resources or the Ministry of Agriculture, Fisheries and Food.

## 2.5 Public space :

Means any property, roadway, public land and park in the Municipality.

## 2.6 Municipality :

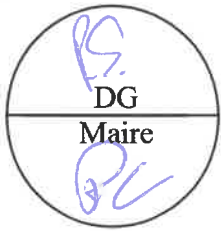
Means the Municipality of Pontiac.

## 2.7 Parks :

Means the parks located on the territory of the Municipality and also includes rest areas, promenades, recreational paths, recreational or tourist infrastructures and generally all public spaces, whether grassed or not, to which the public has access for the purpose of rest or relaxation, play or sport or for any other similar purpose, but does not include public roads, lanes, alleys and sidewalks adjacent to public roads and other areas dedicated to vehicular traffic.

## 2.8 Person :

Refers to any natural or legal person.



Municipalité de | Municipality of

**Pontiac**

## 2.9 Vehicle :

Means any vehicle propelled by a motor that can accommodate at least one person. Trailers, semi-trailers and removable axles are considered vehicles.

Excluded are vehicles running on rails and electric wheelchairs.

## 2.10 Heavy vehicle:

For the purposes of this bylaw, "heavy vehicle" means:

- a) road vehicles, as defined in the Highway Safety Code, with a gross vehicle weight rating of 4,500 kg or more and combinations of road vehicles, as defined in that Code, with a combined gross vehicle weight rating of 4,500 kg or more;
- b) buses, minibuses and tow trucks, as defined in that Code;
- c) road vehicles subject to a regulation made under section 622 of the Highway Safety Code.

## 2.11 Emergency vehicle :

A road vehicle used as a police vehicle *pursuant to the Police Act* (R.S.Q. c. P-13), a road vehicle used as an ambulance pursuant to the Public Health Protection Act (R.S.Q., c. P-35) and a fire department road vehicle including a first responder vehicle.

## 2.12 Traffic lane :

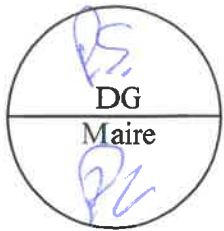
Means any public road, alley, public way, private road with public access, parking space or lot, sidewalk or other.

## **SECTION 3 – ENFORCEMENT OF BYLAW**

The peace officers of the MRC des Collines-de-l'Outaouais as well as any other person designated by the Director of Public Security of the said MRC are authorized to undertake penal proceedings against any violator of any of the provisions of the present bylaw and generally authorize these persons to issue the relevant statements of offence for this purpose. These persons are responsible for the application of the present bylaw.

The Municipality further authorizes the Director General and any person designated by him or her to undertake penal proceedings against any offender of any provision of the





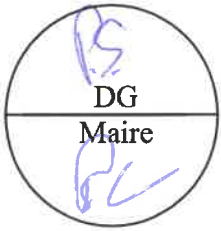
Municipalité de | Municipality of

**Pontiac**

present bylaw concerning parking and consequently authorizes these persons to issue the necessary statements of offence for this purpose. These persons are responsible for the enforcement of any provision of this bylaw concerning parking.

#### **SECTION 4 – PARKING PROVISIONS**

- 4.1 The Municipal Council is authorized, by resolution, to restrict or prohibit the parking of vehicles on any street, portion of a street or public place.
- 4.2 Municipal Council is authorized by resolution to establish delivery zones on any street, portion of a street or public place.
- 4.3 No one shall stop, park or stand a road vehicle on a highway or part thereof for a longer period of time than the time indicated on the signs or where it is prohibited to do so.
- 4.4 No one shall park or stand a road vehicle on a traffic lane or part of a traffic lane longer than the period of time indicated on the sign.
- 4.5 Notwithstanding any other provision of this bylaw, parking is prohibited on the public roads of the Municipality during the period from and including November 15th to and including April 1st of each year, between the hours of midnight and 7:00 a.m.
- 4.6 No one shall park or stop a tractor-trailer perpendicular to the sidewalk or lane of traffic.
- 4.7 No one shall stop, stand or park a road vehicle in the following locations:
  - On a pedestrian crossing
  - On a sidewalk
  - On a bridge
  - In a roadway improvement zone
  - In an emergency vehicle priority lane
  - On a marked bicycle crossing
- 4.8 No person who has parked his or her vehicle where parking is permitted, but for a specified period of time, shall move or cause to be moved the said vehicle a short distance so as to avoid the restrictions.
- 4.9 No person shall permit a highway vehicle to be parked on any highway for the purpose of sale or trade.



Municipalité de | Municipality of

**Pontiac**

- 4.10 No person shall repair or cause to be repaired any vehicle on any highway or roadway unless it is absolutely urgent and necessary.

It is prohibited to stop or park a highway vehicle on any highway for the purpose of repairing or servicing it except in the case of absolutely urgent and necessary repairs following a breakdown.

- 4.11 The Municipality authorizes its employees to place and maintain signs indicating the prohibition of parking or the time limits for such parking issued pursuant to the provisions of section 3 of this bylaw.

- 4.12 No owner or driver of a road vehicle shall immobilize his vehicle in such a manner as to obstruct snow removal operations or other road works.

- 4.13 A peace officer or officer may, in the performance of his or her duties under this bylaw, move or cause to be moved a road vehicle parked in violation of the sections of Chapter IV or if it poses any hazard to public safety.

- 4.14 The towing of a vehicle under the provisions of this bylaw shall be at the expense of the owner of the vehicle who shall not recover possession of the vehicle except upon payment of the towing and storage charges which shall not exceed a rent based on the current rates of the garage concerned for the storage of vehicles.

- 4.15 The Municipality may enter into an agreement with the owner of a parking lot or building to make certain provisions of this bylaw applicable to such lot or building.

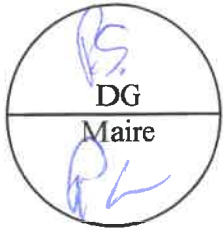
- 4.16 It is prohibited to stop a vehicle on a public roadway for the purpose of displaying advertisements or signs.

- 4.17 Notwithstanding anything to the contrary contained in this bylaw or any other municipal bylaw, no person shall park a heavy vehicle, trailer, semi-trailer or recreational vehicle between the hours of 12:00 midnight and 6:00 a.m. on a public road.

When proof of ownership of the heavy vehicle, trailer, semi-trailer or recreational vehicle is provided, the owner of the vehicle is presumed to have committed the offence under this bylaw.

#### Private Parking Areas Open to Public Traffic

- 4.18 No person shall park a road vehicle in an area controlled by a parking meter, time clock or any other type of device, except for the holders of a parking permit that authorizes such



Municipalité de | Municipality of

**Pontiac**

parking, without having first paid the fee prescribed by the rate bylaw in effect at the time of parking, sufficient to cover the period of time during which the road vehicle is parked there. Where applicable, the permit or receipt shall be displayed at all times in accordance with the bylaw.

For the purposes of this section, a private parking area is any location where the use may be the parking of a road vehicle for which monetary consideration is required to park a road vehicle.

4.19 Except where required by necessity, signage to the contrary, other provisions of the bylaw permitting, or for holders of a parking permit that authorizes it, no person shall park a road vehicle in the following areas:

- in front of a driveway and within 0.6 metres of the driveway;
- in front of a post office box or within 10 metres upstream and 2 metres downstream of a post office box, where prohibited by signage;
- In front of a post office box or within 10 metres of the post office box, the distance is calculated from the nearest point of the post office box to the parked road vehicles.

#### **SECTION 5 – PARKING AND TRAFFIC IN PARKS AND OTHER MUNICIPAL LANDS**

- 5.1 No one shall ride a bicycle, motorcycle, snowmobile, all-terrain vehicle, Segways or electric or gas-powered scooter or road vehicle on sidewalks, boardwalks or other areas, in a municipal park, municipal green space, playground or on any property of the Municipality except in those areas or on those trails identified for that purpose and authorized by the Municipality.
- 5.2 No person shall immobilize or park a road vehicle in a park or other municipal property for the purpose of repair or maintenance.
- 5.3 No person shall immobilize or park a road vehicle in parks and other municipal properties for the purpose of offering it for sale.

#### **SECTION 6 – TRAFFIC**

- 6.1 Members of the Fire Department, at and around the scene of a fire, are authorized to divert traffic.



Municipalité de | Municipality of

**Pontiac**

- 6.2 A person who is employed by the Municipality and who is designated by the proper authority for this purpose is authorized to direct traffic at the scene of road work and snow removal.
- 6.3 No person shall follow an emergency vehicle to the scene of an emergency.
- 6.4 No person shall drive or stop a vehicle between intersections of public roads where fire apparatus is stopped.
- 6.5 No driver of a vehicle shall drive over an unprotected hose that has been laid on a public roadway or private driveway for the purpose of extinguishing a fire, except with the consent of a police officer or fire department member.
- 6.6 It is prohibited to erect or cause to be erected, place or cause to be placed or maintain in place, on or near a public roadway a traffic signal or its imitation for the purpose of advertising a business or industry.
- 6.7 It is prohibited to damage, move or obscure a traffic signal.
- 6.8 It is prohibited to place or cause to be placed, keep or maintain on any building any awning, canopy, banner, advertisement, sign or any other obstruction that obstructs the visibility of a traffic signal.
- 6.9 It is prohibited to maintain shrubs or trees with branches or leaves that obscure the visibility of a traffic signal in whole or in part.
- Municipal employees may cut down, remove any shrub, branch, foliage or plant material or other matter that obstructs the visibility of a traffic sign.
- 6.10 No person who is not the driver or owner of a vehicle shall remove a copy of a traffic ticket or any notice placed by an authorized person.
- 6.11 No driver of a vehicle shall drive in a marked bicycle path unless authorized by the proper authority or to access a driveway.
- 6.12 No person shall hold or participate in a parade, demonstration or procession that is likely to interfere with, obstruct or impede the movement of traffic on a public roadway or the movement of highway vehicles.

This provision does not apply where the parade, demonstration or procession has been authorized by the appropriate authority and is conducted in accordance with the conditions and restrictions of the authorization.



Municipalité de | Municipality of

**Pontiac**

- 6.13 It is prohibited to conduct or participate in a vehicle race, foot race or bicycle race on any public road in the Municipality.

This provision shall not apply where the race has been authorized by the proper authority and is conducted in accordance with the conditions and restrictions of the authorization.

- 6.14 No driver of a vehicle shall interfere with:

- 1) a procession, parade or demonstration;
- 2) a funeral procession of vehicles identified by fluorescent banners or any other distinctive sign.

- 6.15 It is prohibited to drive a vehicle that is littering the roadway with debris, garbage, mud, dirt or other materials that may obstruct the roadway.

- 6.16 It is prohibited to operate a highway vehicle with an open drop panel unless it is carrying material that is longer than the vehicle box.

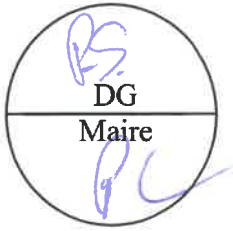
- 6.17 It is prohibited to operate skis, roller skates, ice skates, skateboards, Segways, electric or gas-powered scooters or other similar games or sports on the roadway, driveway or sidewalk, with the exception of bicycles, which may be operated on the roadway provided that the traffic rules of the Highway Safety Code are observed.

- 6.18 It is prohibited to ride a scooter, tricycle or buggy or other vehicle on the roadway except to cross the roadway at a crosswalk where the property exists in the same manner as the pedestrian crossing.

- 6.19 It is prohibited to operate a vehicle, motorcycle, ATV, snowmobile or bicycle on a sidewalk.

- 6.20 It is prohibited to play or participate in any game or activity on a public roadway, public place or public passageway.

The Municipality may authorize, under the conditions that it determines, that a public road, a park, a public place be closed to traffic for a period that it determines in order to allow such an activity to be held. The authorization is valid only if the holder complies with the safety standards imposed by the competent authority.



Municipalité de | Municipality of

**Pontiac**

6.21 No driver of a vehicle shall make noise while operating the vehicle, either by accelerated rubbing or skidding of the tires on the roadway, or by rapid starting or acceleration, or by sudden and unwarranted application of the brakes, or by running the engine at a speed higher than that intended when the clutch is in neutral.

6.22 No stray agricultural animal shall be allowed on any roadway.

The owner and/or keeper of such agricultural animals shall be presumed to have committed the violation of this bylaw.

#### **SECTION 7 – HORSE-DRAWN VEHICLES AND HORSES**

7.1 The driver or person in charge of a horse-drawn vehicle or horse shall, while in motion, ride or walk beside it.

7.2 No driver or person having the care and custody of a horse or animal-drawn vehicle shall enter or drive upon any sidewalk, park or green space of any kind owned by the Municipality except in designated areas.

7.3 It is an offence for a person having the care and custody of a horse to neglect or fail to pick up or cause to be picked up the manure of a horse that he or she is driving or has the care and custody of.

#### **SECTION 8 – PROVISIONS RELATING TO STOPS**

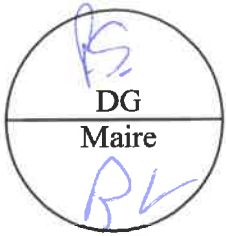
8.1 Municipal Council is authorized, by resolution, to determine the locations of mandatory vehicle stops.

8.2 Unless otherwise signed, when facing a stop sign, the driver of a road vehicle or bicycle shall bring the vehicle to a complete stop and yield the right-of-way to any vehicle entering the intersection from another roadway at a distance that is likely to cause an accident.

8.3 The driver of a road vehicle or bicycle facing a stop sign shall bring the vehicle to a complete stop and comply with sections 8.2 and 8.4.

8.4 At an intersection regulated by stop signs installed for a single roadway, the driver of a road vehicle or bicycle facing a stop sign shall bring his or her vehicle to a complete stop and yield the right-of-way to pedestrians and cyclists crossing the roadway he or she is about to cross or use.





Municipalité de | Municipality of

**Pontiac**

- 8.5 The Municipality authorizes its employees to place and maintain signs indicating the requirement to come to a complete stop issued under the provisions of chapter 8 of this bylaw.

### **SECTION 9 – PENAL PROVISIONS**

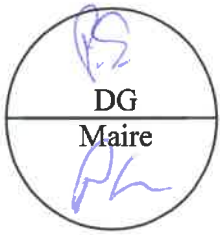
- 9.1 Any person who violates the provisions of sections 4.3, 4.4, 4.5 and 4.18 of this bylaw commits an offence and is liable to a fine of \$75.00.
- 9.2 Any person who violates the provisions of sections 4.6, 4.7, 4.8, 4.9, 4.10, 4.16, 4.17, 5.2, 5.3, 6.3, 6.7, 6.10, 6.11, 6.15 and 6.21 of this bylaw is guilty of an offence and is liable to a fine of \$350.
- 9.3 Any person who violates the provisions of sections 4.19, 6.5, 6.6, 6.17, 6.18, 6.19, 7.1, 7.2, 8.2, 8.3 and 8.4 of this bylaw is guilty of an offence and liable to a fine of \$100.00.
- 9.4 Any person who violates the provisions of Section 6.13 of this bylaw with respect to the organization of or participation in a vehicle race is guilty of an offence and liable to a fine of \$1,000.00.

Any person who violates the provisions of section 6.13 of this bylaw with respect to the organization of or participation in a foot race or bicycle race is guilty of an offence and liable to a fine of \$200.00.

- 9.5 Any person who violates the provisions of sections 4.12, 5.1, 6.4, 6.8, 6.9, 6.12, 6.14, 6.16, 6.20, 6.22 and 7.3 of this bylaw is guilty of an offence and is liable to a fine of \$200.00.
- 9.6 If an offence lasts for more than one day, the offence committed on each day shall constitute a separate offence and the penalties for each offence may be imposed for each day that the offence continues.

### **SECTION 10 – INTERPRETATION**

- 10.1 The masculine and singular genders are used in these rules without discrimination and include the feminine and plural genders in order to avoid excessive text.
- 10.2 In the event of a discrepancy between the French and English versions, the French version shall prevail for the application of the Rules.



Municipalité de | Municipality of

**Pontiac**

## **SECTION 11 – ABROGATION AND COMING INTO FORCE**

11.1 This bylaw repeals and replaces bylaw 12-RM-03 and all its amendments for all purposes.

11.2 The bylaw shall come into force in accordance with the Law.

Carried

22-03-4581

### **6.2 Adoption of the standardized bylaw #22-RM-04 pertaining to the maintenance of public peace and good order within the limits of the Municipality of Pontiac**

**WHEREAS** the Municipality of Pontiac adopted, at a regular meeting of its Municipal Council held on April 9, 2019, resolution number 19-04-3716 for the purpose of repealing and replacing bylaw number 17-RM-04 concerning the maintenance of public peace and good order within the limits of the Municipality of Pontiac by the adoption of bylaw number 19-RM-04;

**WHEREAS** Council deems it necessary and in the public interest to regulate to preserve and maintain peace, order and cleanliness on its territory;

**WHEREAS** the notice of motion and the draft bylaw, which must precede the adoption of the bylaw, were given at the regular Council meeting of November 23, 2021;

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

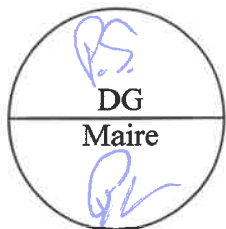
**AND RESOLVED THAT** the Council of the Municipality of Pontiac hereby ordains and rules as follows:

## **SECTION 1 – PREAMBLE**

The preamble to this bylaw shall form an integral part thereof.

## **SECTION 2 – PURPOSE**

The purpose of this bylaw is to enact, legislate and better regulate the rules of conduct concerning noise, the protection of public property, peace and good order, parks, recreation centres and other public property, weapons and ice fishing huts.



Municipalité de | Municipality of

**Pontiac**

### **SECTION 3 – DEFINITIONS**

Unless otherwise stated, either expressly or in the context of the provision, the following expressions, terms and words shall have the meaning and application assigned to them in this bylaw by this section :

- |                      |                                                                                                                                                                                                                                                                                                                                           |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.1 Building :       | Refers to a structure with a roof supported by columns or walls and used to shelter human beings, animals or objects.                                                                                                                                                                                                                     |
| 3.2 Noise :          | Refers to a sound or a set of sounds, harmonious or not, perceptible by hearing.                                                                                                                                                                                                                                                          |
| 3.3 Ice fishing hut: | Refers to any structure or construction, any arrangement and assembly of elements, permanent or temporary, mobile or immobile, used, among other things, as a shelter, warehouse or storage area.                                                                                                                                         |
| 3.4 Camping :        | For the purpose of this bylaw, the word camping is defined as any activity and any equipment facilities such as tents, shelters, structures used as shelters, sleeping bags, blankets, or the like, which give the appearance that a person or group of persons intend to spend a period of time for the purpose of temporary occupation. |
| 3.5 Knife :          | Refers to a knife with a blade of 10.16 centimetres or four (4) inches or more.                                                                                                                                                                                                                                                           |
| 3.6 Smoking :        | Refers to and includes any kind of smoke emitted from any material whatsoever and with any instrument or object whatsoever, such as and without limitation, cigarettes, pipes, cannabis, drugs, vaporizers, etc.                                                                                                                          |
| 3.7 Dangerous game : | Refers to any activity that is a danger to the health or safety of the public and their property.                                                                                                                                                                                                                                         |
| 3.8 Inhabited place: | Refers to any building or undeveloped space in or upon which people reside, work or stay and includes but is not limited to a dwelling, business, office building, hospital, boat, camp or other similar place or part of such place that constitutes separate premises.                                                                  |
| 3.9 Municipality :   | Refers to the Municipality of Pontiac.                                                                                                                                                                                                                                                                                                    |



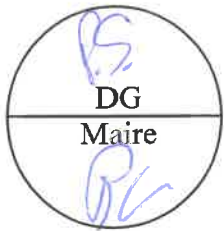
Municipalité de | Municipality of

**Pontiac**

- 3.10 Parks: Refers to the parks, decreed by the Municipality, the list of which is annexed to the present bylaw, and located on the territory of the Municipality and also includes rest areas, promenades, recreational pathways, recreational or tourist infrastructures as well as all public spaces, grassed or not, where the public has access for rest or relaxation, play or sport or for any other similar purpose, but does not include the streets, roads, lanes and sidewalks adjacent to the streets as well as other areas dedicated to vehicle traffic.
- A vehicle does not include a bicycle or a bicycle for the purposes of this bylaw.
- 3.11 Public property : Refers to any property, road, public property, park, ditch, street, entrance, bank, riverbank, recreational infrastructure or space, parking lot, bridge or any other place or building and infrastructure of the municipal or public domain, located within the limits of the Municipality, any strip of land within the Municipality to the land of any adjacent private property, including the approaches and entrances to all the Municipality's properties, as well as any other public property belonging to the Government of Quebec and its agencies, and likely to be frequented by the general public.
- 3.12 Road vehicle : Refers to a motor vehicle that can travel on a road, excluding vehicles that can only travel on rails and electrically powered wheelchairs, trailers, semi-trailers and removable axles are assimilated to road vehicles.
- Motorcycles, all-terrain vehicles and snowmobiles are assimilated to motorized vehicles for the purposes of this bylaw.
- 3.13 Traffic Lane : Refers to any street, lane, public road, private road with public access, parking space or lot, sidewalks or other.

#### **SECTION 4 – ENFORCEMENT OF BYLAW**

- 4.1 The peace officers of the MRC des Collines-de-l'Outaouais as well as any person designated by the Director of Public Security of the said MRC are authorized to undertake criminal proceedings against any person violating any provision of the present bylaw. Council authorizes these persons to issue statements of offence for



Municipalité de | Municipality of

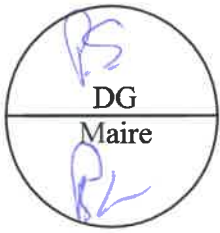
**Pontiac**

this purpose. These persons are responsible for the enforcement of the present bylaw.

The Municipality further authorizes the Secretary-treasurer and any person designated by him to undertake penal proceedings against any person violating any provision of the present bylaw regarding the maintenance of peace and good order and consequently authorizes these people to issue the statements of offence useful for this purpose. These persons are responsible for the enforcement of any provision of this bylaw concerning the maintenance of peace and good order.

### **SECTION 5 – NOISE**

- 5.1 Except for emergency work, of a public nature, or any other work of public order expressly authorized by the Municipal Council, it is prohibited, between 9:00 p.m. and 7:00 a.m., at any place in the Municipality to carry out, have carried out or allow to be carried out construction, reconstruction, modification or repair work on a building or any construction or work, or to carry out or allow to be carried out excavation work by means of mechanical, hydraulic or any other noisy device.
- 5.2 The fact, for anyone, between 9:00 p.m. and 7:00 a.m., to make or tolerate a noise caused by the use of machine tools or any other apparatus and which prevents the peaceful use of the property of one or more persons in the vicinity, constitutes an infraction to the present bylaw EXCEPT for work of an agricultural nature.
- 5.3 It is prohibited, at all times, to anyone occupying a building or lot or located on public property, to make, or to tolerate being made by persons, noise, whether by singing, shouting or using a radio, amplifier or other device of the same kind or by any other instrument or object projecting noises and sounds in such a way as to be detrimental to the well-being and tranquility of one or more persons in the neighbourhood, unless he holds a permit or written authorization issued for this purpose by the Municipality.
- 5.4 It is forbidden for anyone to make noise or disturb the peace and well-being of one or more persons in the neighbourhood by transmitting sounds projected outside a building or vehicle through a loudspeaker, amplifier or other transmitting device connected to a device designed to reproduce voices or sounds.
- 5.5 No one shall have in his possession or custody, within the limits of the Municipality except in the permitted zones, animals or birds whose intermittent singing or repeated calls are detrimental to the well-being and tranquility of one or more persons in the neighbourhood.
- 5.6 The owner or person in charge of a vehicle shall only sound or permit the sounding of its horn in the event of an emergency.



Municipalité de | Municipality of

**Pontiac**

- 5.7 No one shall operate the engine of a stationary vehicle in such a way as to cause a noise likely to disturb the peace and quiet of one or more persons in the vicinity.
- 5.8 No one in charge of or occupying a road vehicle equipped with a radio or other similar device shall operate or permit the operation of that device in such a manner as to interfere with the welfare and tranquility of one or more persons in the vicinity.
- 5.9 No one shall project sounds from a voice, loudspeaker, amplifier or any other sound-producing instrument from a boat located on a body of water in such a manner as to be detrimental to the well-being and tranquility of a person or people in the vicinity.
- 5.10 For the purposes of determining the location where the offence was committed within the meaning of subsections 5.1 to 5.10 inclusively of the present bylaw, it does not matter if the sound comes from a source located within the limits of the Municipality and it is sufficient that the said sounds be heard within the said limits of the Municipality.
- 5.11 For the purposes of this section, anyone who is on land, in a building, a boat, a car, a tool vehicle, a vehicle or any machine and its operator shall be presumed to be the offender.
- Any owner of a building, boat, car or vehicle tool, vehicle or any machine whatsoever is presumed to be also the offender.
- 5.12 For the purposes of this section, any noise or sound originating from one property that is perceptible on another property shall be presumed to be noise or sound that interferes with the peaceful use of the property and is detrimental to the well-being and tranquility of any person or persons in the neighbourhood.
- 5.13 The owner or owners of a property from which noise or sound contrary to this bylaw originates shall be presumed to be the person responsible for the projection of the noise or sound, even if he or she is not present on the premises at the time the noise or sound is projected.

However, any restaurant business holding a business license from the Municipality, may play music if the music is background music, the volume of the music allows for normal conversation by patrons of the business without the need to shout, the music is projected towards the business, not towards neighbouring properties, and the music stops at 11:00 p.m.





Municipalité de | Municipality of

**Pontiac**

## **SECTION 6 – PROTECTION PUBLIC PROPERTY**

- 6.1 No one shall dispose of, deposit or spread on any public property, land, papers, garbage, refuse, dead animals, demolition materials, liquid substances, and any movable property or any other similar substance.

Subsection 6.1 does not apply when movable property is thrown, deposited or spread on a collection site operated by the Municipality or its agent. However, the deposit of goods must be made at the places and times set by the Municipality.

The approaches, entrances, and roads used for such sites are not authorized locations for the deposit of the said goods referred to in subsection 6.1.

When proof of ownership of a road vehicle and/or any trailer used to transport property discarded, deposited or spread on any public property is made, the owner of said road vehicle and/or any trailer is presumed to have discarded, deposited or spread property on public property.

Any municipal employee may ask any person who throws, deposits or spreads property referred to in subsection 6.1 to identify himself.

Refusal to identify oneself constitutes a violation of this bylaw.

- 6.2 No person shall dump, deposit, throw or permit the dumping, depositing or throwing of snow or ice on any public property.

Anyone who owns the land adjacent to public property where snow or ice has been dumped, deposited or thrown shall be presumed to have dumped, deposited, thrown or permitted the dumping, depositing or throwing of such snow or ice. Such person shall be responsible for the cost of clearing snow from public property on which snow or ice has been dumped, deposited or thrown.

Public property includes the approaches and entrances to all properties in a municipality.

- 6.3 It is forbidden for anyone to cause any damage whatsoever to public property.
- 6.4 It is prohibited to anyone to remove, move, disturb or extinguish any torches, reflectors, lights or signs placed on public property to prevent a hazard or divert traffic without prior authorization from the responsible authority.
- 6.5 Anyone who tears, deteriorates or moves a municipal sign without being authorized to do so violates the present bylaw and commits an offence.



Municipalité de | Municipality of

**Pontiac**

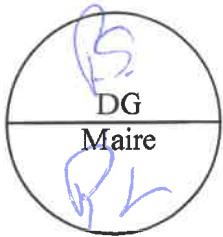
- 6.6 The Municipality may apply to the Municipal Court for an order to have the above-mentioned municipal equipment cleaned or restored, all at the expense of the person who caused the nuisance or damage.

### **SECTION 7 – PEACE AND GOOD ORDER**

- 7.1 It is prohibited to intentionally and deliberately give or set off any fire alarm or call the police without reasonable cause.
- 7.2 It is forbidden for anyone to obstruct or hinder the activity of pedestrians or road vehicles without reasonable excuse in any manner whatsoever on all public property located in the Municipality.
- 7.3 No one shall disturb the peace or make noise by shouting, cursing, swearing, shouting, vociferating, quarrelling, fighting or behaving in such a manner as to disturb the peace and quiet of any person or people in his own or another's dwelling or in the dwelling of another.

When the presence of a person is established at the place of offence, that person is presumed to have committed the offence.

- 7.4 No one shall consume alcoholic beverages or use drugs in a park "unless a permit to that effect has been issued by the competent authority".
- 7.5 Smoking is not permitted in any park.
- 7.6 No one on public property or in a park shall fight or conduct himself or herself in such a manner as to disturb the peace and quiet of the public.
- 7.7 No one shall interrupt, obstruct, disturb or pass through any duly authorized funeral procession, religious procession, procession or parade.
- 7.8 It is forbidden for anyone to disturb any assembly of citizens, "Bona Fide" association or religious assembly in pursuit of their purpose.
- 7.9 No one shall make or permit to be made any noise in hotels, inns, taverns, restaurants, bowling alleys, shopping malls or other places frequented by the public by shouting, swearing, shouting, quarrelling, fighting or in any other manner to annoy, inconvenience, disturb or disturb the peace of people in such places.
- 7.10 Anyone within the limits of the Municipality who disturbs the peace of people by shouting, swearing, vociferating, quarrelling, fighting or being under the influence



Municipalité de | Municipality of

**Pontiac**

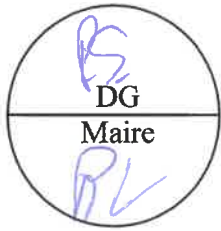
of alcohol or a drug or otherwise misbehaving violates the present bylaw and commits an offence.

- 7.11 Any tumultuous meeting is prohibited within the limits of the Municipality and anyone making or causing any noise, disorder or disturbance or being part of any tumultuous meeting commits an offence against the present bylaw.
- 7.12 No one shall unreasonably ring or knock on the doors or windows of houses or on houses to cause unnecessary disturbance or annoyance to persons therein.
- 7.13 No one shall be on public or private property without reasonable and justifiable cause.
- 7.14 No one shall urinate or defecate in any private place or on private property other than in specially designated areas.
- 7.15 It is prohibited for anyone to beg or hawk within the limits of the Municipality unless he holds a permit for this purpose issued by the Municipality.
- 7.16 It is forbidden to sell anything on any public property without first obtaining a permit or written authorization from the Municipality.
- 7.17 It is forbidden for anyone to cause damage to public property by painting, drawing, writing, graffiti or any other inappropriate design.
- 7.18 Anyone found consuming alcohol, under the influence of alcohol, consuming drugs, or under the influence of drugs, or having in his/her possession an unsealed alcoholic beverage container, on public property, a park, or a public road within the limits of the Municipality, commits an infraction of this bylaw EXCEPT with written authorization from representatives of the Municipality.

Cannabis is defined as a drug for the purposes of the present bylaw.

- 7.19 Anyone who enters a building, public property, or private place where he/she is a stranger and who refuses to leave upon the request of any person in authority or in charge of such a building violates the present bylaw and commits an infraction.

The mere presence of the person notified after the request to leave as mentioned in the preceding paragraph, in or on the concerned building and regardless of the duration of his presence, constitutes a refusal to withdraw.



Municipalité de | Municipality of

**Pontiac**

7.20 Anyone who uses the roads in the Municipality as a slide and/or playground and the guardian and/or tutor of this first person violates the present bylaw and commits an offence.

7.21 It is prohibited for anyone to project direct light outside the property from which it originates if it is likely to cause a danger to the public or an inconvenience to one or more persons in the neighbourhood.

The owner and/or tenant of the building from which the light comes is presumed to have committed the offence for the purposes of this section.

7.22 Using or allowing the use of firecrackers and fireworks constitutes a nuisance and is prohibited.

This prohibition does not apply when permission has been granted by the Fire Chief, upon written request, submitted at least one month prior to the event.

7.23 No person shall abuse, insult or swear in the presence of a peace officer, elected official, municipal officer or municipal employee at any place within the limits of the Municipality.

It is prohibited by any means of communication, including social media, for any person to abuse and/or insult a peace officer, elected official, city official or city employee.

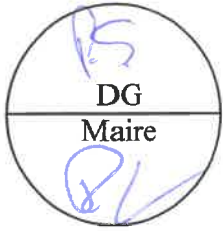
7.24 It constitutes an offence to give false or misleading information to a police officer on duty in the Municipality, a communications officer of the Municipality or a person responsible for the enforcement of the law in the Municipality.

7.25 It constitutes an offence to call a police officer, a communications officer or a person responsible for the enforcement of the law repeatedly and without reasonable and justifiable cause.

7.26 It constitutes an offence to call a police officer or a communications officer (dispatch centre) on a matter other than a police matter or without reason.

7.27 Commits an offence a person who travels with a road vehicle at a distance of two (2) metres from any lateral or rear setback of a building, with the exception of farmers and forest producers recognized by the various ministries of the Province of Quebec.

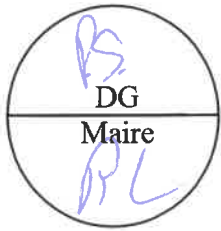
**SECTION 8 – PARKS, RECREATIONAL CENTRES AND OTHER PUBLIC PROPERTIES**



Municipalité de | Municipality of

**Pontiac**

- 8.1 It is prohibited for anyone to enter or leave a park of the Municipality other than through the entrances and exits set up for this purpose.
- 8.2 Access to the Municipality's parks is prohibited between 11:00 p.m. and 7:00 a.m. unless a permit or written authorization from the Municipality has been obtained for this purpose.
- 8.3 It is prohibited to interfere in any way whatsoever with the work of employees assigned to work on any public property.
- 8.4 It is prohibited to practise any dangerous game or inappropriate entertainment on any public property.
- 8.5 Constitutes an offence anyone who, while frequenting or visiting any public property of the Municipality, refuses to leave the said place on the orders of people assigned to the surveillance and maintenance of order of the said place.
- 8.6 It is prohibited for anyone to take part in a fight, riot, protest or disorderly gathering on public property.
- 8.7 It is prohibited for anyone to ride a snowmobile or other motorized vehicle on public property unless they have written authorization from the Municipality to do so.
- 8.8 It is prohibited for anyone to throw or dispose of garbage, paper or other refuse other than in the boxes or bins set out for this purpose on public property.
- 8.9 It is prohibited for anyone to urinate or defecate on any public property other than in the areas specially set aside for this purpose.
- 8.10 No one shall shake, cut, break, remove or damage in any way whatsoever any wall, fence, sign, shelter, seat, lamp post, lawn, tree, shrub, plantation or other plant on any public property.
- 8.11 The Municipality will not be held responsible for stolen, lost or damaged objects on any public property on its territory.
- 8.12 It is prohibited to throw stones or other projectiles on any public property.
- 8.13 It is forbidden to undress in any public place, including recreation centres, except in places built for that purpose.
- 8.14 It is prohibited for anyone to loiter on the parking areas or inside the recreation centres.



Municipalité de | Municipality of

**Pontiac**

- 8.15 No one shall start or maintain a fire on public property unless he or she has obtained a permit or written authorization from the Municipality to do so.
- 8.16 It is prohibited for anyone to use or allow the use, on public property, of a flying rocket, torpedo or any other pyrotechnic device unless he has obtained a permit or written authorization from the Municipality to this effect.
- 8.17 It is prohibited to cross or be within a security perimeter established with appropriate signage (tape, barricade, etc.) by the competent authority unless expressly authorized to do so.
- 8.18 No one on public property shall climb or climb on or over a statue, post, mast, pylon, tower, wire, building, fence or any other orderly assembly of materials used for support, backing or assistance, except for specially designed children's play areas.
- 8.19 Anyone who jumps, drops or pushes another person off a bridge or other public property belonging to the Government of Quebec and its agencies commits an offence.
- 8.20 Anyone who finds himself naked or partially naked on public property or any other place that can be seen by the public commits an offence.
- 8.21 No person shall erect a tent or camp or sleep in a park or on public property except in designated areas.

## **SECTION 9 – WEAPONS**

- 9.1 Constitutes a nuisance and is prohibited to carry, use or discharge a firearm, air gun, crossbow, slingshot, peashooter, or any other device, instrument or system designed to fire projectiles, a knife, sword, machete, weapon-like object and imitation weapon.

Without reasonable excuse, has in his possession, wanders, uses and/or discharges:

- a) A firearm
- b) An air or compressed gas weapon
- c) A spring-loaded weapon
- d) A bow
- e) A crossbow
- f) A slingshot
- g) A peashooter
- h) A device, instrument or system designed to launch projectiles
- i) A knife





Municipalité de | Municipality of

**Pontiac**

- j) A sword
- k) A machete
- l) An item similar to a weapon
- m) An imitation weapon

It is prohibited for anyone to use a weapon :

- a) At less than 300 metres from a house, a building or any inhabited place
- b) On all traffic lanes as well as over a width of 10 metres on each outer side of the right-of-way
- c) In a pasture where there are animals
- d) On private property without the consent of the owner, his representative or the occupant of the premises
- e) On a public property

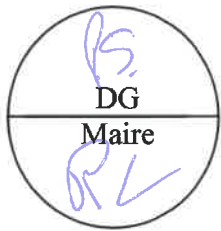
9.2 Notwithstanding the provisions of section 9.1, the use and firing of designated weapons is permitted within a shooting range recognized at all points of safety by the Public Safety Service or the competent authority.

#### **SECTION 10 – ICE FISHING HUTS**

- 10.1 It is an offence to use or own any structure or structure placed on the ice of a lake or river during the ice-fishing season and fail to remove it before the end of the ice-fishing season.
- 10.2 The ice fishing season is determined by the Minister of Forests, Wildlife and Parks.
- 10.3 The inspectors of the Municipality and the police officers of the MRC des Collines-de-l'Outaouais shall ensure the application of this bylaw.
- 10.4 Any user and/or owner of one of these structures or constructions who does not cooperate or collaborate with the inspectors and who does not remove his structure or construction within the prescribed time frame commits an infraction.

#### **SECTION 11 – PENAL PROVISIONS**

- 11.1 Anyone who violates any of the provisions of this bylaw commits an offence and is liable to prosecution:
  - a) A minimum fine of \$350 and a maximum fine of \$1,000.



Municipalité de | Municipality of

**Pontiac**

b) If an infraction continues, it shall constitute a separate offence on a day-by-day basis, and the offender shall be liable to the fine for each day during which the infraction continues.

11.2 Any corporation that violates any of the provisions of this bylaw commits an offence and is liable:

a) A minimum fine of \$600 and a maximum fine of \$2,000.

b) If an infraction continues, it shall constitute a separate offence from day to day and the offender shall be liable to a fine for each day during which the infraction continues.

## **SECTION 12 – INTERPRETATIVE PROVISIONS**

12.1 The masculine and singular forms are used in this bylaw without discrimination and shall include the feminine and plural forms in order to avoid an excessively cumbersome text.

12.2 In the event of a discrepancy between the French and English versions, the French version shall prevail for the application of the bylaw.

### **12.3 PARTIAL INVALIDITY OF THE BYLAW**

If any part or clause of these rules is declared invalid by a recognized court, the validity of all other parts or clauses shall not be questioned. Council hereby declares that he adopts the bylaw part by part, regardless of the fact that one or more of these parts could be declared null and void by the Court.

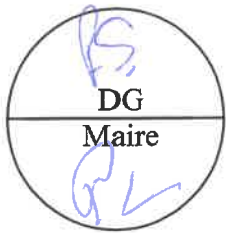
## **SECTION 13 – ABROGATION**

13.1 This bylaw abrogates and replaces for all intents and purposes the bylaw bearing number 12-RM-04.

## **SECTION 14 – COMING INTO FORCE**

14.1 The present bylaw will come into force after completion of the formalities laid down by Law.

Carried



Municipalité de | Municipality of

**Pontiac**

22-03-4582

### 6.3 Adoption of the 2021 activity report - Fire Safety Department

**WHEREAS** section 35 of the Fire Safety Act which prescribes to any local authority and to any intermunicipal board in charge of the application of measures provided for in a risk coverage plan, the obligation to adopt by resolution a report of activities and to transmit it annually to the Minister of Public Security within three months of the end of their fiscal year;

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

**AND RESOLVED** to adopt the activity report of the Fire Safety Department of the Municipality of Pontiac for the year 2021.

**TO SEND** a copy of the 2021 activity report, along with this resolution, to the Minister of Public Safety before March 31, 2022.

Carried

22-03-4583

### 6.4 Resignation of employee #10-0040

**WHEREAS** employee #10-0040 submitted his resignation to the Director of the Fire Department, as a volunteer firefighter, as of February 18, 2022;

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

**AND RESOLVED THAT** Council accepts the resignation of employee #10-0040 as of February 18, 2022.

**THAT** the Municipality wishes to thank employee #10-0040 for his years of dedicated services.

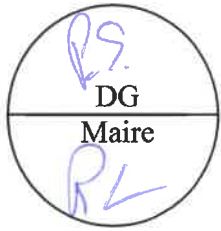
Carried

22-03-4584

### 6.5 Resignation of employee #10-0058

**WHEREAS** employee #10-0058 submitted his resignation to the Director of the Fire Department as a volunteer firefighter in a letter dated February 16, 2022;

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



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED** that Council accept the resignation of employee #10-0058 effective February 16, 2022.

**THAT** the Municipality wishes to thank employee #10-0058 for his dedicated service.

Carried

22-03-4585

#### **6.6 End of employment relationship - employee #10-0010**

**WHEREAS** an agreement to terminate the employment relationship has been reached with employee #10-0010;

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

**AND RESOLVED THAT** Council accepts the terms of the agreement and authorizes the Mayor and the Director General to sign the agreement on its behalf.

**THAT** the Municipality of Pontiac wishes to thank employee #10-0010 for his years of loyal service.

Carried

Councillor Serge Laforest steps away from the table and abstains from voting due to conflict of interest.

#### **7. PUBLIC WORKS**

22-03-4586

##### **7.1 Invitations to tender -various works**

**WHEREAS** the Municipality does not have all the necessary equipment to carry out street sweeping, mowing and brushing along the roads as well as spreading dust on unpaved roads;

**WHEREAS** summer is fast approaching, and it is necessary to foresee the realization of this type of work;

**WHEREAS** Council wishes to award contracts to external contractors for the execution of this work;

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



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED THAT** the Council asks the administration to proceed with the publication of a call for tenders by invitation for the contracts of line tracing, street sweeping, mowing and clearing as well as for the spreading of dust suppressant.

Carried

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

22-03-4587

### **8.1 Application for a minor variance - 73 des Oies Road**

**WHEREAS** an application for a minor variance was submitted for lot #5 143 685, located at 73 Des Oies Road, to regularize the location of the secondary building at 1.68 m from the left lateral line of the lot and at 1.80 m from the front setback, instead of the two metres that was accepted at the time of the permit application. The regulatory provision concerning the object of this application is section 4.3.4 of the zoning bylaw #177-01 and its amendments;

**WHEREAS** the Planning Advisory Committee (PAC) has examined this application on February 22, 2022, and recommends that Council approve the application for a minor variance on lot #5 143 685 to allow the construction of a secondary building at 1.68 m from the left lateral line and at 1.80 m from the front lot line;

**WHEREAS** the construction of the secondary building could have been carried out in compliance with the regulations;

**WHEREAS** the secondary building was built by the previous owner and that the new owners wish to render compliant their new building;

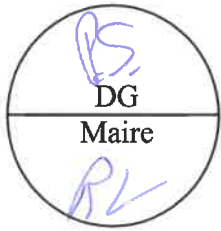
**WHEREAS** this lot is landlocked, meaning that the front setback of this lot is located at the rear of the landlocked lot;

**WHEREAS** the refusal of the minor variance would entail the demolition of a portion or all of the secondary building to make it compliant;

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

**AND RESOLVED THAT** Council approves the minor variance to allow the secondary building to be located at 1.68 m from the left side line and 1.80 m from the front setback instead of two metres as required in zone 1.

Carried



Municipalité de | Municipality of

**Pontiac**

22-03-4588

### 8.2 Application for a minor variance - 30 *chemin d'En-Haut*

**WHEREAS** an application for a minor variance has been submitted for the lot #2 682 929 located at 30 *chemin d'En-Haut* to allow the construction of a 16-metre-high main building instead of 12 metres. The regulatory provision concerning the object of this application is section 4.1.3 of the zoning bylaw #177-01 and its amendments;

**WHEREAS** the Planning Advisory Committee (PAC) has examined this application on February 22, 2022, and unanimously recommends Council to refuse this application for a minor variance for lot #2 682 929;

**WHEREAS** it is possible to build a 12-metre-high residence without having to apply for a minor variance;

**WHEREAS** the lot or the use of the lot has no particularity or constraint and that the acceptance of this application for a minor variance would create a precedent and would facilitate derogating from the bylaw in the future;

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

**AND RESOLVED THAT** the Municipal Council refuses the application for a minor variance for lot #2 682 929 located at 30 *chemin d'En-Haut*, for the construction of a 16-meter-high main building instead of 12 metres.

Carried

22-03-4589

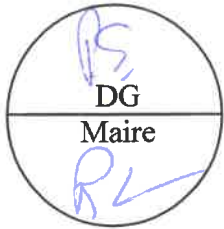
### 8.3 Application for a minor variance - 3289 Route 148

**WHEREAS** an application for a minor variance has been submitted for lot #2 682 439, located at 3289 route 148, to allow the extension of the main building at 2.12 m from the left side setback instead of 5 m. The regulatory provision concerning the object of this application is section 4.1.4 of the zoning bylaw #177-01 and its amendments;

**WHEREAS** the Planning Advisory Committee (PAC) has examined this application on February 22, 2022, and unanimously recommends Council to refuse this application for a minor variance for lot #2 682 439 located at 3289 route 148;

**WHEREAS** it is possible to build an extension without derogating from the urban planning bylaw, except that the attached garage would be smaller;





Municipalité de | Municipality of

**Pontiac**

**WHEREAS** the owner cannot obtain a permit for an extension in the side setback at less than 5 m, without first obtaining a favourable resolution to derogate from the zoning bylaw for his property;

**WHEREAS** the lot or the use of the lot has no particularity or constraint and that the acceptance of this application for a minor variance would create a precedent and would facilitate derogating from the bylaw in the future;

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

**AND RESOLVED THAT** the Municipal Council refuses the application for a minor variance for lot #2 682 439, located at 3289 route 148, for the extension of the main building at 2.12 m from the left side setback instead of 5 m.

Carried

22-03-4590

**8.4 Adoption of bylaw #07-22 specifying the authorization, use and occupation of property for the construction of a public daycare centre**

**WHEREAS** under the Educational Childcare Act, section 134, the council of a local municipality may by bylaw, notwithstanding any zoning bylaw and subject to the conditions it imposes, allow the granting of permits for the use of land or the construction, alteration or occupancy of buildings for the purposes of an Early Childhood Centre or Daycare Centre within the meaning of this Act;

**WHEREAS** the Council of the Municipality of Pontiac deems it advisable and in the public interest to adopt bylaw #07-22 to authorize the construction of a public daycare centre on lots #2 683 647 and #4 053 744 of the Quebec cadastre;

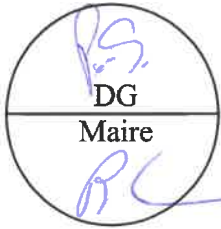
**WHEREAS** a notice of motion of this bylaw was given on February 8, 2022;

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

**AND RESOLVED THAT** it be enacted by a bylaw of the Council of the Municipality of Pontiac, and it is hereby enacted and ordained as follows:

**SECTION 1**

The preamble forms an integral part of this bylaw.



Municipalité de | Municipality of

**Pontiac**

## **SECTION 2 - CONDITION FOR THE ISSUANCE OF A BUILDING PERMIT**

A building permit for the use of a public daycare centre on lots #2683647 and #4053744 of the Quebec cadastre may be issued when the applicant has complied with all the provisions enacted by virtue of the Administration and Interpretation of the Urban Planning bylaws #176-01.

## **SECTION 3 - ARCHITECTURAL APPEARANCE**

Buildings and the exterior cladding materials used shall maintain a residential appearance to harmonize and integrate with the surrounding built environment.

## **SECTION 4 - SEPTIC INSTALLATION**

The septic system shall comply with the provisions of the Regulation respecting wastewater disposal systems for isolated dwellings (Q2.r22).

## **SECTION 5 - PROVISIONS**

This bylaw shall come into force in accordance with the Law.

Carried

## **9. RECREATION AND COMMUNITY LIFE**

22-03-4591

### **9.1 Request for financial support - Vallée-des-Voyageurs School**

**WHEREAS** the Vallée-des-Voyageurs School has submitted a request to the Municipality of Pontiac for financial support for a project to improve the layout of the playground at the Sainte-Marie pavilion in Quyon;

**WHEREAS** the playground is accessible to all residents and that they will be able to take advantage of the new facilities aimed at the safety of users;

**WHEREAS** this project will have a radiating effect on the village of Quyon and that the Municipality wishes to support its partners;

**THEREFORE**, it is moved by Councillor Serge Laforest seconded by Councillor Caryl McCann.



Municipalité de | Municipality of

**Pontiac**

**AND RESOLVED THAT** Council grants a financial assistance of \$10,000.00 to the Vallée-des-Voyageurs School as part of the project to redevelop the playground of the Sainte-Marie building in Quyon, provided that an agreement is signed to allow residents to continue having access to it.

**THAT** the expense be affected to budget item #02 70190 970.

Carried

22-03-4592

## **9.2 Mandate to the Recreation Committee**

**WHEREAS** following a meeting with various committees regarding the infrastructure rental policy;

**WHEREAS** the committee would like to review this policy;

**WHEREAS** the importance of collaborating with volunteer associations and our community organizations;

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

**AND RESOLVED THAT** Council mandates the Recreation Committee to review the infrastructure rental policy in collaboration with associations and community organizations and submit recommendations to Council members.

Carried

## **10. TABLING OF DOCUMENTS**

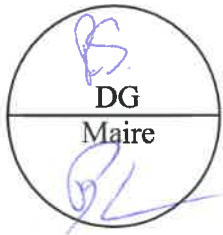
**10.1** Tabling of the report regarding the delegation of authorization of expenses from January 24 to February 22, 2022.

**10.2** Tabling of the treasurer's report for the 2021 municipal elections.

**10.3** Tabling of the report from the Planning Advisory Committee (PAC).

## **11. PUBLIC QUESTION PERIOD**

Roger Larose, President, asks the people present if they have questions.



Municipalité de | Municipality of

**Pontiac**

22-03-4593

**12. CLOSING OF MEETING**

**IT IS MOVED BY** Councillor Jean Amyotte and seconded by Councillor Serge Laforest.

**AND RESOLVED** to close the meeting at 8:53 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 ».*