

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, December 14, 2004 at 8:00 p.m. at the Pontiac community centre situated at 2024 route 148, Pontiac, those who were present :

Bruce Campbell, mayor, Roger Larose, acting mayor, councillors: Harold McKenny, Jim Coyle, Garry Dagenais, Brian Middlemiss, Pierre Lafrance and William Twolan.

Equally present were the secretary-treasurer and a few ratepayers.

FLOOR OPEN TO PUBLIC

- Mrs. Kate Aley Mrs. Aley informs the council of the « Maison de la Famille » financial difficulties and asks that they consider including financial assistance in the 2005 budget.
- Mrs. Lyne Lévesque Mrs. Lévesque explains how important a street light at the intersection of La Baie and Laverdure roads. She also deposits a petition to this effect.
- Mr. Jean-Claude Carisse - Mr. Carisse asks what became of recycling bins.
- Answer: Citizens are informed as to the where they may deposit their recyclables.*
- Question regarding problems with the post office.
- Answer: The office of the Pontiac MP has taken charge of this file.*
- Is the wastewater treatment plant in operation?
- Answer: Yes, but testing is not complete.*

04-12-507

ADOPTION OF THE AGENDA

1. **Opening of the meeting**
2. **Floor open to public**
3. **Adoption of the agenda**
4. **Adoption of the minutes of the previous meetings**
 - 4.1 Minutes of the special meeting of November 1, 2004
 - 4.2 Minutes of the special meeting of November 4, 2004
 - 4.3 Minutes of the special meeting of November 8, 2004
 - 4.4 Minutes of the regular meeting of November 9, 2004
 - 4.5 Minutes of the special meeting of November 16, 2004
 - 4.6 Minutes of the special meeting of November 23, 2004
 - 4.7 Minutes of the special meeting of November 29, 2004
5. **Administration**
 - 5.1 List of invoices to pay
 - 5.2 List of fixed expenses
 - 5.3 List of invoices to pay – following approval of incurring expenses
 - 5.4 Incurring expenses for the month of December
 - 5.5 Tabling of the updated statement of income and expenditures
 - 5.6 Revenue adjustment
 - 5.7 Cancellation of bad debts
 - 5.8 Grievance no. 01289

- 5.9 Sale of the Bombardier caterpillar
- 5.10 Closing the office during holidays
- 6. Public security**
 - 6.1 Report by the person responsible for the fire department
 - 6.1 Report by the department delegate (for stray dogs - November 2004)
- 7. Public works**
 - 7.1 Preliminary estimate – street light corner of La Baie and Laverdure
 - 7.2 Sale of the Bombardier caterpillar
 - 7.3 Municipal inspector
 - 7.4 End to David Trinque’s employment
 - 7.5 Contractor – snow removal
- 8. Public hygiene**
 - 8.1 Supervision – municipal dump
 - 8.2 Building at the municipal dump
 - 8.3 Training – drinking water
 - 8.4 Work done on basin – wastewater system
- 9. Urban renewal and zoning**
 - 9.1 Report by the department delegate (permits issued during the month of November 2004)
 - 9.2 Notice of motion – by-law no. 11-04
 - 9.3 Second draft by-law no. 10-04 – adding the usage of class C-5 in zone 18
 - 9.4 Notice of motion – by-law 04-RM-04
 - 9.5 By-law 04-RM-04 – maintaining public peace and good order
 - 9.6 David Godin – *Request to the C.P.T.A.Q.*
 - 9.7 MRC des Collines – *Development plan*
- 10. Recreation and culture**
 - 10.1 Request for donation – Pontiac Snowmobilers Association
 - 10.2 Signs – crossing of municipal roads
 - 10.3 Right of way
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 E-mail from Marc Bouvier – burying of Hydro-Quebec cable network
 - 12.2 Correspondence addressed to the Labour standards commission – complaint regarding a layoff without just and sufficient cause
 - 12.3 Correspondence from the Labour standards commission – Notice of a complaint filed
 - 12.4 Correspondence from Mrs. Lyne Lévesque – streetlight – de la Baie and Laverdure
 - 12.5 Correspondence from Mr. Alain Michaud – Teamsters – Grievances 16796, 16798, 02116, 02117 and 02118
 - 12.6 Correspondence from Mr. Moen – include recoverable sums for tolerance roads on the annual tax bill
 - 12.7 SOL-AIR Consultants – *Service offer*
 - 12.8 Correspondence – Michel Lapierre - purchase offer – municipal land
 - 12.9 Letter from lawyer, Carol Jobin – grievance 16785 - hearing date
 - 12.10 M. Gilles Cossette – opinions – *Correspondence*
 - 12.11 Correspondence from Mr. Gilles Cossette – requesting an agreement
 - 12.12 Correspondence – Eric Poulin and Nadine Deslaurier – purchase offer – municipal land
 - 12.13 Commission for Access to information – complaint
 - 12.14 Fondex Outaouais – Report on bituminous concrete
 - 12.15 François-Tremblay beach residents Association – News bulletin
- 13. Tabling of documents**
 - 13.1 E-mail from Michel Séguin – Sno-Mad – trails in the Gatineau park
 - 13.2 Marie-Christine Nys – C.P.T.A.Q. – *E-mail*
 - 13.3 E-mail from HerbaNatur Inc. – herbicide – poison ivy
 - 13.4 Compilation of incurred expenses – Fondex Outaouais – PADEM file
 - 13.5 Sampling from the well at the Quyon wastewater treatment system
 - 13.6 M.A.M.M. – *2003 management indicators*
 - 13.7 Request – problem with a dog barking
 - 13.8 E-mail from Pierre Lafrance – streetlight Tremblay and Damas-Perrier

- 13.9 Teamsters Qué. Local 106 – *Correspondence*
- 13.10 Decision from the Labour standards commission – files AM-2000-2281 and 126406
- 13.11 Draft letter of agreement – service to disaster victims – Canadian Red Cross
- 13.12 Program for qualification of operators – drinking water
- 13.13 E-mail from Guylaine LaSalle – mailing address
- 13.14 Correspondence – Commission for Electoral representation – Extranet
- 13.15 C.P.T.A.Q. – E-mail from Marie-Christine Nys
- 13.16 Correspondence from the Council for essential services
- 13.17 Correspondence – guide on the geomatic development and its’ management
- 13.18 UMQ - *Convocation – meeting of regional caucus*
- 13.19 Correspondence – City of Gatineau - UMQ membership
- 13.20 Draft agenda – MRC council meeting of November 24
- 13.21 Fondex Outaouais – Request for additional expertise – ciment basin – wastewater treatment
- 13.22 Correspondence – Excavations Marchand & Fils – sign identifying the wastewater treatment site

14. Question period

15. Closing of meeting

Moved by Garry Dagenais
 Seconded by Brian Middlemiss

AND RESOLVED to adopt the agenda with the following modifications :

- | | | |
|---------------------|-----|---|
| <u>Withdrawal :</u> | 7.2 | Sale of the Bombardier caterpillar |
| | 8.2 | Building at the municipal dump |
| | 9.5 | By-law 04-RM-04 – maintaining public peace and good order |
| <u>Additions :</u> | 7.6 | Snow removal – municipal park |
| | 7.7 | Snow removal – Lions Hall |
| | 9.8 | Notice of motion – by-law adopting the budget |

Carried

04-12-508

ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD NOVEMBER 1, 2004

Moved by Pierre Lafrance
 Seconded by Harold McKenny

AND RESOLVED to adopt the minutes of the special meeting held November 1, 2004 as written and distributed.

Carried

04-12-509

ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD NOVEMBER 4, 2004

Moved by Garry Dagenais
 Seconded by Brian Middlemiss

AND RESOLVED to adopt the minutes of the special meeting held November 4, 2004 as written and distributed.

Carried

04-12-510

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
NOVEMBER 8, 2004**

Moved by William Twolan
Seconded by Brian Middlemiss

AND RESOLVED to adopt the minutes of the special meeting held November 8, 2004 as written and distributed.

Carried

04-12-511

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD
NOVEMBER 9, 2004**

Moved by Garry Dagenais
Seconded by William Twolan

AND RESOLVED to adopt the minutes of the regular meeting held November 9, 2004 as written and distributed.

Carried

04-12-512

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
NOVEMBER 16, 2004**

Moved by Brian Middlemiss
Seconded by Harold McKenny

AND RESOLVED to adopt the minutes of the special meeting held November 16, 2004 as written and distributed.

Carried

04-12-513

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
NOVEMBER 23, 2004**

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED to adopt the minutes of the special meeting held November 23, 2004 as written and distributed.

Carried

04-12-514

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
NOVEMBER 29, 2004**

Moved by Brian Middlemiss
Seconded by Garry Dagenais

AND RESOLVED to adopt the minutes of the special meeting held November 29, 2004 as written and distributed.

Carried

04-12-515

LIST OF INVOICES TO PAY

Moved by William Twolan
Seconded by Brian Middlemiss

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$171,441.14 (see appendix) for the period ending December 6, 2004 and to debit budget posts related to the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 1204432

04-12-516

LIST OF FIXED EXPENSES

Moved by William Twolan
Seconded by Garry Dagenais

AND RESOLVED THAT this Council acknowledges receipt of fixed expenses amounting to \$237,560.86 (see appendix) for the period ending December 6, 2004 and to debit budget posts related to the expenses mentioned on said list and in accordance with the requirements of resolution number 03-03-513.

Carried

Certificate of availability of credit no. 1204432

04-12-517

LIST OF INVOICES TO PAY FOLLOWING THE APPROVAL OF INCURRING AND INVESTMENT EXPENSES

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$437,832.36 (see appendix) for the period ending December 6, 2004 and to debit budget posts related to the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 1204432

04-12-518

INCURRING AND INVESTMENT EXPENSES FOR THE MONTH OF DECEMBER

Moved by Pierre Lafrance
Seconded by Garry Dagenais

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in enclosed annex « A » for a total amount of \$14,327.38 taxes not included.

Carried

Certificate of availability of credit no. 1204432

04-12-519
REVENUE ADJUSTMENT

It is

Motioned by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality accepts the revenue adjustment to the following accounts:

Roll number	Amount
D 3321	\$24.02
D 3352	\$24.02
4840 43 2015	\$ 3.00 (plus interest and penalty)
4438 14 2147	\$ 8.83
3941 61 9117	\$ 0.40
2774 51 6555	\$ 40.00
3343 72 8929	\$ 14.20
D 3347	\$ 24.02
D 3353	\$ 48.07
D 3329	\$ 24.02
3343 91 1295	\$ 148.21 (plus interest et penalty)
D 2459	\$ 12.25
4338 94 8190	\$ 30.00
D3348	\$ 24.02
3145 66 1045	165,22 \$
2542 26 3717	200,00 \$
2542 40 5928	1 303,15\$
	<hr/>
	2 093,43 \$

Carried

Certificate of availability of credit no. 1204432

04-12-520
CANCELLING BAD DEBTS

WHEREAS the municipality must cancel certain bad debt;

It is

Motioned by Brian Middlemiss
Seconded by Harold McKenny

AND UNANIMOUSLY RESOLVED to authorize cancellation of the following bad debt:

Roll number	Amount
2058 84 2585	\$ 5.65
2158 272550	\$ 3.55
2158 58 0525	\$ 12.29
4250 18 5009	\$ 0.05
5133 10 5151	\$ 1.12
	<hr/>
	\$ 22.66

Carried

Certificate of availability of credit no. 1204432

04-12-521
GRIEVANCE NO. 1289

It is

Moved by Pierre Lafrance
Seconded by Roger Larose

AND RESOLVED THAT the Municipality of Pontiac inform the union that it refuses grievance no. 1289 for the following reasons :

1. The contract for digging a ditch was granted on November 8, 2004 by resolution no. 04-11-460, which is when all of the blue collar workers were working;
2. The work was to be done by power shovel because of water that was on site and that a backhoe would have damaged the owner's property. The municipality does not own a power shovel.

Carried

Mr. William Twolan leaves at 8:45 p.m.

04-12-522
SALE OF THE BOMBARDIER CATERPILLAR

It is

Moved by Brian Middlemiss
Seconded by Harold McKenny

AND RESOLVED THAT the Municipality of Pontiac proceed with the sale of the Bombardier caterpillar to Mr. Shawn Richards for the sum of \$1,510.00.

Carried

Certificate of availability of credit no. 1204432

Mr. Twolan returns at 8:47 p.m.

04-12-523
OFFICE CLOSED – HOLIDAY SEASON

It is

Moved by Garry Dagenais
Seconded by William Twolan

AND RESOLVED THAT offices at the Municipality of Pontiac will be closed as of 12:00 noon on December 24, 2004 until 9:00 a.m. on January 5, 2005.

Carried

04-12-524
STREET LIGHT – CORNER OF LA BAIE AND LAVERDURE

It is

Moved by Pierre Lafrance
Seconded by Garry Dagenais

AND RESOLVED THAT the Municipality of Pontiac accepts to pay the sum of \$3,052.57 for the installation and hookup of a street light at the corner of La Baie and Laverdure roads.

This will be done in 2005 and the costs attributed to the 2005 budget.

Carried

Certificate of availability of credit no. 1204432

04-12-525

END TO DAVID TRINQUE'S EMPLOYMENT

WHEREAS the Municipality of Pontiac has adopted resolution no. 04-11-478;

WHEREAS the roadworks and administration committees' recommendation to put an end to Mr. David Trinque's employment;

WHEREAS discussions with Mr. Trinque;

It is

Moved by Harold McKenny

Seconded by Garry Dagenais

AND RESOLVED THAT the Municipality of Pontiac put an end to Mr. David Trinque's employment under the conditions of the contract signed by both parties.

A vote is requested... Brian Middlemiss and William Twolan vote against the resolution.

Carried

04-12-526

MUNICIPAL INSPECTOR

It is

Moved by Jim Coyle

Seconded by Pierre Lafrance

AND RESOLVED THAT the Municipality of Pontiac negotiate with Mr. Bob Létourneau concerning acting in a term position as municipal inspector until March 15, 2005. The terms of a possible agreement between Mr. Bob Létourneau and the municipality will be confirmed by the municipal council at a future meeting.

A vote is requested FOR = 5 AGAINST = 1

William Twolan votes against the resolution.

Carried

04-12-527

CONTRACTOR – SNOW REMOVAL

It is

Moved by Roger Larose

Seconded by Harold McKenny

AND RESOLVED THAT the Municipality of Pontiac authorize the following to call the contractors for snow removal should there be any deficiencies :

- Director general
- Municipal inspector

In their absence :

- Team captains
- Mayor and councillors

Carried

04-12-528
SNOW REMOVAL – MUNICIPAL PARK

It is

Moved by Garry Dagenais
 Seconded by Brian Middlemiss

AND RESOLVED THAT the Municipality of Pontiac give the snow removal contract at the Luskville municipal park to R.H. Nugent for the sum of \$1,050 as tendered.

Carried

Certificate of availability of credit no. 1204432

04-12-529
SNOW REMOVAL – LIONS HALL

It is

Moved by Jim Coyle
 Seconded by Harold McKenny

AND RESOLVED THAT the Municipality of Pontiac ask the Lions Club to take care of the snow removal in the parking lot of the Beach Barn, as done last year.

Carried

04-12-530
SUPERVISION – MUNICIPAL DUMP

It is

Moved by Pierre Lafrance
 Seconded by Garry Dagenais

AND RESOLVED THAT the municipality draw up a book of duties for the supervision and maintenance at the municipal dump (eco-centre) in order to have a call for tenders sent for publication in local medias.

A vote is requested AGAINST = 8

Rejected

04-12-531
DRINKING WATER – TRAINING

It is

Moved by Garry Dagenais
Seconded by Harold McKenny

AND RESOLVED THAT the Municipality of Pontiac authorize training for one employee, Mr. Michael Proulx for operating the drinking water system, as required by provincial regulations, for a cost of \$2,392.52 (tax included).

Carried

Certificate of availability of credit no. 1204432

NOTICE OF MOTION

Notice of motion is hereby given by councillor *Harold McKenny* that at a subsequent council meeting he intends to present by-law no. 11-04 aiming to modify by-law no. 130-94 concerning the taxation and levy of taxes for water and sewers.

04-12-532

SECOND DRAFT BY-LAW No. 10-04

"MODIFICATION TO THE ZONING BY-LAW NO. 177-01 – AIMING TO ADD THE USAGE OF CLASS C-5 “IN ORDER TO ALLOW SALES AND SERVICES” IN ZONE 18

WHEREAS this council judges it appropriate and to be of public interest to modify the zoning By-law no. 177-01 by adding the usage of class C-5 “Sales and services” in zone 18;

CONSEQUENTLY, it is

Moved by Garry Dagenais
Seconded by Pierre Lafrance

AND RESOLVED THAT council decrees the following:

ARTICLE 1 :

The zoning map PZ-01 of the zoning By-law no. 177-01 is modified in order to add the usage of class “C-5 “Sales and services” in zone 18.

The specifications grid of zoning By-law no. 177-01 is modified to add the usage of class C-5 in zone 18.

ARTICLE 2 :

The By-law will come into force following the accomplishment of formalities foreseen by law.

Carried

NOTICE OF MOTION

Notice of motion is hereby given by councillor *Brian Middlemiss* that at a subsequent council meeting he intends to present by-law no. 04-RM-04 pertaining to maintaining public peace and good order within the limits of the Municipality of Pontiac.

The Secretary treasurer tables the draft by-law.

04-12-533

REQUEST TO THE C.P.T.A.Q – MR. DAVID GODIN

WHEREAS the applicant wishes to purchase 113' X 383' of an adjacent lot and obtain an authorization for other than for agricultural use, namely to build a garage on the said lot;

WHEREAS on this plot of land there is a existing storage building;

CONSEQUENTLY, it is,

Moved by Garry Dagenais
Seconded by William Twolan

AND RESOLVED that this council supports the applicant's request aiming to purchase and alienate a part of the adjacent lot 2 682 496 and use it for other means than agriculture.

Carried

04-12-534

MRC DES COLLINES – DEVELOPMENT PLAN

WHEREAS the Municipality of Pontiac wants to focus on its' development as soon as possible;

WHEREAS our urban planning by-laws must be compatible with the MRC des Collines development plan;

WHEREAS the MRC des Collines has not shown any intention of updating their development plan considering they do not have any of the government's projections (plans) at hand;

CONSEQUENTLY, it is

Moved by William Twolan
Seconded by Roger Larose

AND RESOLVED THAT the Municipality of Pontiac ask that the MRC des Collines ask the Quebec government to provide their projections (plans), by resolution, and that once received, that they set in motion the revision process of the development plan as soon as possible.

Carried

Jim Coyle leaves at 9:15 p.m.

NOTICE OF MOTION

Notice of motion is hereby given by councillor *Pierre Lafrance* that at a subsequent council meeting he intends to present by-law no. 12-04 pertaining to adopting the 2005 budget and the levying of taxes and compensations for services in 2005.

04-12-535

PUBLICITY FOR THE PONTIAC SNOWMOBILERS ASSOCIATION

It is

Moved by Garry Dagenais
Seconded by William Twolan

AND RESOLVED THAT the municipality pay the sum of \$100.00 for an advertisement, which funds will go towards a rescue sled for the association.

Carried

Certificate of availability of credit no. 1204432

04-12-536

RIGHT OF WAY – SNOWMOBILERS CLUB

It is

Moved by William Twolan
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality grant the right of way on municipal roads to the Pontiac Snowmobilers Association, as described in the list enclosed and on the condition that we do not receive any complaints.

The Municipality reserves the right to cancel the right of way on any road at any time.

Carried

VARIOUS REPORTS AND CORRESPONDENCE

- E-mail from Marc Bouvier – burying of Hydro-Quebec cable network
- Correspondence addressed to the Labour standards commission – complaint regarding a layoff without just and sufficient cause
- Correspondence from the Labour standards commission – Notice of a complaint filed
- Correspondence from Mrs. Lyne Lévesque – streetlight – de la Baie and Laverdure
- Correspondence from Mr. Alain Michaud – Teamsters – Grievances 16796, 16798, 02116, 02117 and 02118
- Correspondence from Mr. Moen – include recoverable sums for tolerance roads on the annual tax bill
- SOL-AIR Consultants – Service offer
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- Letter from lawyer, Carol Jobin – grievance 16785 - hearing date
- M. Gilles Cossette – opinions – Correspondence
- Correspondence from Mr. Gilles Cossette – requesting an agreement
- Correspondence – Eric Poulin and Nadine Deslaurier – purchase offer – municipal land
- Commission for Access to information – complaint
- Fondex Outaouais – Report on bituminous concrete
- François-Tremblay beach residents Association – News bulletin

TABLING OF DOCUMENTS

- E-mail from Michel Séguin – Sno-Mad – trails in the Gatineau park
- Marie-Christine Nys – C.P.T.A.Q. – *E-mail*
- E-mail from HerbaNatur Inc. – herbicide – poison ivy
- Compilation of incurred expenses – Fondex Outaouais – PADEM file
- Sampling from the well at the Quyon wastewater treatment system
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- Correspondence – guide on the geomatic development and its' management
- UMQ - Convocation – meeting of regional caucus
- Correspondence – City of Gatineau - UMQ membership
- Draft agenda – MRC council meeting of November 24
- Fondex Outaouais – Request for additional expertise – ciment basin – wastewater treatment
- Correspondence – Excavations Marchand & Fils – sign identifying the wastewater treatment site

04-12-537

CLOSING OF THE MEETING

Moved by Garry Dagenais
Seconded by William Twolan

AND RESOLVED to close the meeting at 9:45 p.m. having gone through the agenda.

Carried

Certificate of availability of credit / 1204432

I, undersigned, secretary-treasurer, in conformity with article 961 of the Quebec Municipal Code, certify that the Municipality has sufficient credits for these expenditures related to the following resolutions: from no. 04-12-515 to 04-12-520, 04-12-522, 04-12-524, 04-12-528, 04-12-531 and 04-12-535.

MAYOR

SECRETARY-TREASURER