

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, February 8, 2005 at 8:00 p.m. at the Pontiac community centre situated at 2024 route 148, Pontiac, those who were present :

Bruce Campbell, mayor, councillors: Jim Coyle, Garry Dagenais, Brian Middlemiss, Pierre Lafrance.

EXCUSED ABSENCES : Roger Larose, acting mayor, councillors Harold McKenny and William Twolan

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

FLOOR OPEN TO PUBLIC

Mr. Jean-Claude Carisse Mr. Carisse asks if it will be possible to pay municipal taxes through Internet this year.

Mr. Lafrance replies that at the moment the cost would be too high to install this method of payment but that this project is still under study.

Mr. Raymond Gougeon Mr. Gougeon emphasizes that in the minutes of the last meeting, it was resolved that the Quebec firefighters collective agreement would be translated in English. He asks council if it is possible to receive a copy of documents listed on the agenda before the meeting.

The mayor, Mr. Campbell replies that the documents are made public only after the meeting because certain items may be withdrawn from the agenda before the meeting.

Mr. Gougeon asks how will the \$40,000 granted to the Eardley Recreation Association be spent and he suggests that a survey or a study be done in order to determine who and how many people will benefit from it.

Mr. Middlemiss replies that, among other things the money will pay for play structures and for the maintenance of municipal parks.

05-02-581

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 January 11, 2005
 - 4.2 Minutes of the regular meeting of January 18, 2005
 - 4.3 Minutes of the special meeting of January 26, 2005
- 5. Administration**
 - 5.1 List of invoices to pay
 - 5.2 List of fixed expenses
 - 5.4 Incurring and investment expenses for the month of January
 - 5.5 Revenue adjustment
 - 5.6 Assignment of credit (fixed expenses)
 - 5.7 Price setting – request for documents
 - 5.8 Appointing a replacement in Mr. Campbell's absence at MRC meetings

- 5.9 Pay equity
- 5.10 Hiring part-time employee
- 6. Public security**
 - 6.1 *Report by the person responsible for the fire department*
 - 6.1 *Report by the department delegate (for stray dogs - January 2005)*
- 7. Public works**
 - 7.1 *Purchase of calcium*
 - 7.2 Local road network improvement program
- 8. Public hygiene**
- 9. Urban renewal and zoning**
 - 9.1 Report by the department delegate (permits issued during the month of January 2005)
 - 9.2 Minutes of the C.C.U. meeting of January 24, 2005
 - 9.3 William Twolan – Request to the C.P.T.A.Q.
 - 9.4 Appointment of Marleen Bélisle – as secretary to C.C.U.
 - 9.5 F.R.A.P.P. – Financial assistance
- 10. Recreation and culture**
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Correspondence from the Quebec Firefighters' Union – reintegration of Mr. Robert – request to hand over his equipment
 - 12.2 Correspondence from the Firefighters' Union – assimilated grievance – schedule for response teams
 - 12.3 Letter from Excavations Marchand & Fils Inc. to J.A. Lecompte & Asso. – complaint received from Mr. Don McColgan
 - 12.4 Elspeth Butterworth – Correspondence – recycling containers
 - 12.5 Request for financial assistance – special projects – Côte McKay association
 - 12.6 Marco Bigras – Job application
 - 12.7 M. Billy Hickey – Job application
 - 12.8 Request for financial assistance – special projects – chemin Allen association
 - 12.9 Request for financial assistance – special projects – Blue Heron association
 - 12.10 Request for financial assistance – special projects – François-Tremblay beach association
 - 12.11 Request for financial assistance – special projects – Dion point association
 - 12.12 Correspondence from Mr. Raymond Gougeon – correction to the tele-Pontiac telephone directory
 - 12.13 Estimate – supply and install post and street light – la Baie and Laverdure intersection
- 13. Tabling of documents**
 - 13.1 Request and petition – snow removal in the village of Quyon – Mr. Leonard Lloyd
 - 13.2 Mercier et Pfalzgraf – Services offered – architecture
 - 13.3 Correspondence from the Labour Standards Commission – transfer of Mr. Hawley Lépine's file
 - 13.4 Correspondence from Guy Lesage notary – servitude by Quyon Ensemble
 - 13.5 Acknowledgement of receipt of letter from Mr. Campbell dated Dec. 13
 - 13.6 Municipality of Roxton Pond – contamination of the water table
 - 13.7 Press release – FQM – sharing the fuel tax
 - 13.8 Acknowledgement of receipt of the 2003 management indicator form
 - 13.9 Correspondence from Location Harmel – confirmation of agreement with the municipality – rental of containers for roof shingles – at the municipal dump
 - 13.10 Thank you letter from the François-Tremblay beach association – annual subsidy for the maintenance of tolerance roads...
 - 13.11 Correspondence from lawyer Carol Jobin – grievance no. 16785
 - 13.12 Municipality of LaPêche resolution – shares to the MRC
 - 13.13 Notre-Dame-de-la-Salette - Minutes of the regular council meeting on January 10, 2005
 - 13.14 Collectivités en fleurs – registration form and preliminary program of the national symposium on parks and green spaces
 - 13.15 Minutes of the MRC council meeting on October 21, 2004

- 13.16 intersection ch. Steele et Lac-des-Loups - Request no. 2005-00037 – installation of a recycling container
- 13.17 chemin Braun – Request no. 2005-00040 – remove recycling containers
- 13.18 Copy of the report from the firm Journeaux, Bédard – ciment basin – wastewater treatment
- 13.19 Minutes of the MRC council meeting on January 20, 2005
- 13.20 Minutes of the MRC council meeting on November 24, 2004
- 13.21 Resolutions adopted – MRC des Collines – meeting of January 20, 2005

14. Question period

15. Closing of meeting

It is

Moved by Brian Middlemiss
Seconded by Jim Coyle

AND RESOLVED to adopt the agenda as prepared and read.

Carried

05-02-582

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
JANUARY 11, 2005**

Moved by Jim Coyle
Seconded by Garry Dagenais

AND RESOLVED to adopt the minutes of the special meeting held January 11, 2005 as written and distributed.

Carried

05-02-583

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD
JANUARY 18, 2005**

Moved by Jim Coyle
Seconded by Garry Dagenais

AND RESOLVED to adopt the minutes of the regular meeting held January 18, 2005 as written and distributed.

Carried

05-02-584

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
JANUARY 26, 2005**

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED to adopt the minutes of the special meeting held January 26, 2005 as written and distributed.

Carried

05-02-585

LIST OF INVOICES TO PAY

Moved by Jim Coyle
Seconded by Brian Middlemiss

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$45,398.39 (see appendix) for the period ending January 27, 2005 and to debit budget posts related to the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 0205436

05-02-586

LIST OF FIXED EXPENSES

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT this Council approves the list of expenses from the history of cheques which includes:

- fixed expenses;
- payments via Internet;
- the true amount of invoices paid following approval by incurring expenses or by resolution;

all for a total of **\$181,067.75** (see appendix) for the period ending January 27, 2005 and to debit related budget accounts for the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 0205436

05-02-587

INCURRING AND INVESTMENT EXPENSES FOR THE MONTH OF FEBRUARY

Moved by Jim Coyle
Seconded by Garry Dagenais

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in enclosed annex « A » for a total amount of \$26,465.41 taxes not included.

Carried

Certificate of availability of credit no. 0205436

05-02-588

REVENUE ADJUSTMENT

It is

Moved by Garry Dagenais
Seconded by Brian Middlemiss

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

Roll number	Amount
4933 77 7579	\$105.45
5133 02 8081	\$0.26
4338 67 9868	\$63.01
5033 73 0201	\$18.61
4239 15 8929	\$1.33
4239 72 7061	\$0.61
4339 22 5338	\$0.61
3358 06 7001	\$51.26
3543 89 0242	\$0.73

Seconded by Garry Dagenais

AND RESOLVED THAT the Municipality of Pontiac adopt the following price setting grid for people requesting documents :

- a) \$12,25 for the report of an event or accident;
- b) \$3.10 for a copy of a general plan of roads, graphic register or any other plan;
- c) \$0.36 per evaluation unit for an extract of the assessment role or a copy of council meeting minutes;
- d) \$0.30 per page for a copy of a municipal by-law, not exceeding \$35.00;
- e) \$2.45 for a copy of the financial report;
- f) \$0.01 per name for the reproduction the list des taxpayers or residents;
- g) \$0.01 per name for the reproduction of the list of electors or persons having the legal capacity to vote at the time of a referendum;
- h) \$0.30 per page of document photocopied other than those listed above in paragraphs a through g;
- i) \$3.10 per a typed or handwritten page
- j) \$4.00 for a road map;
- j) \$10.00 for written confirmations, certificates or attestations;
- k) use of fax machine \$2.00;

Note : In each case, both sides of a page counts as 2 copies.

Carried

05-02-591
PAY EQUITY

WHEREAS the report from the firm AST concerning pay equity;

WHEREAS provisions of the law on this subject;

WHEREAS article 28.8 of the collective labour agreement;

CONSEQUENTLY, it is

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT council applies the provisions within AST's report concerning pay equity retroactive to November 21, 2001 and increase the receptionist position salary by 0.28¢ an hour (that is, everyone who has worked in this position since then).

Carried

05-02-592
HIRING A PART-TIME EMPLOYEE

WHEREAS there is a need to hire a supernumerary white collar employee;

WHEREAS job applications received;

WHEREAS the administration committee's recommendations;

CONSEQUENTLY, it is

Moved by Bruce Campbell
Seconded by Pierre Lafrance

AND RESOLVED THAT the Municipality of Pontiac accepts to hire Louise Ramsay as a part-time white collar employee for the general clerk position and under the Municipality's usual job conditions;

Carried

05-02-593

MANDATE TO FQM FOR PURCHASE OF CALCIUM CHLORIDE FOR THE YEAR 2005

WHEREAS item 14.7.1 of the « *Municipal code* » and 29.9.1 of the « *Act respecting towns and cities* » allow a municipality (or MRC) to conclude an agreement with the FQM (Fédération Québécoise des municipalités) for the purchase of materials by the FQM on behalf of the municipality;

WHEREAS it is to the municipality's advantage to proceed with the conclusion of such an agreement with the FQM in order to take advantage of prices submitted as a bulk purchase;

WHEREAS the FQM has suggested and is ready to accept a mandate from the municipalities wanting to proceed with a bulk purchase of calcium chloride;

CONSEQUENTLY, it is

Moved by Garry Dagenais
 Seconded by Pierre Lafrance

AND RESOLVED THAT the Municipality of Pontiac entrusts this purchase, as well as procedures relating to this purchase, such as the invitation to tender for the following goods :

<i>QUANTITY</i>	<i>TOTAL</i>
_____ 1,400 _____ 40 kg bags	_____ metric tons

IT IS FURTHER RESOLVED THAT, when the standing offer agreement with the supplier is granted by the FQM, the municipality promises to respect the present mandate and to pay the invoice received from the FQM, within the required deadline.

IT IS ALSO RESOLVED THAT the municipality accepts to pay administration fees which represent 3% of the total cost of goods which mandate was given to FQM to purchase.

Carried

Certificate of availability of credit no. 0205436

05-02-594

LOCAL ROAD NETWORK IMPROVEMENT PROGRAM

WHEREAS this Council approves expenses for work done on municipal roads for the subsidized sum of \$83,011.36 according to the Ministry of Transport stipulations;

<i>Purchase of gravel :</i>	51 232,39 \$
<i>Asphalt :</i>	10 810,44 \$
<i>Culverts :</i>	18 506,99 \$
<i>Ditches :</i>	2 231,49 \$
TOTAL	83 011,36 \$

The roads in question are :

1. 3 rd concession	15. Hickey
2. 4 th concession	16. Lavigne
3. 5 th concession	17. Murray

4. 6 th concession	18. Parker
5. Alexander road	19. Proven
6. Cedarvale	20. Steele
7. Crégheur	21. Terry-Fox
8. de la Baie	22. Thérien
9. de la Montagne	23. Westbrook
10. de la Pointe-aux-Roches	24. Wiggins
11. Desjardins	25. Wilson
12. Elm	26. Lusk
13. Gold Mine nord	27. Bristol
14. Gold Mine sud	28. Clarendon

WHEREAS the work done in virtue of the present expenses are not the object of any other subsidy;

CONSEQUENTLY, it is

Motioned by Jim Coyle
 Seconded by Garry Dagenais

AND RESOLVED that the Municipality of Pontiac approve the above-noted expenses.

Carried

TABLING OF THE REPORT ON PERMITS ISSUED JANUARY 2005

The Assistant secretary-treasurer tables the report.

TABLING OF THE C.C.U. REPORT OF THE JANUARY 24, 2005 MEETING

The Assistant secretary-treasurer tables the report.

05-02-595

REQUEST TO THE C.P.T.A.Q. – Mr WILLIAM TWOLAN

WHEREAS the request is to obtain an authorization to subdivide part of lot 5, range 4, Township of Eardley of approximately one (1) acre, in order to build a single family dwelling;

WHEREAS houses are already built on adjacent lots;

WHEREAS the inventory of lots in the residential zone is limited;

CONSEQUENTLY, it is

Moved by Jim Coyle
 Seconded by Brian Middlemiss

AND RESOLVED that council support the applicant's request to obtain an authorization to subdivide part of lot 5, range 4, Township of Eardley of approximately one (1) acre, in order to build a single family dwelling;

Carried

05-02-596

APPOINTMENT – C.C.U. SECRETARY

It is

Moved by Garry Dagenais

Seconded by Pierre Lafrance

AND RESOLVED THAT on the recommendation of the planning committee, this council appoints Mrs Marleen Bélisle as secretary of the Municipality's C.C.U. committee.

Carried

05-02-597

FINANCIAL ASSISTANCE – F.R.A.P.P.

WHEREAS F.R.A.P.P. is the only participant which allows 32 associations of residents within the municipality to be regrouped;

WHEREAS one of F.R.A.P.P.'s mandate is to help citizens and the municipality with particular problems concerning the beach areas;

WHEREAS the merit of F.R.A.P.P.'s request for financial assistance;

CONSEQUENTLY, it is

Moved by Pierre Lafrance

Seconded by Bruce Campbell

AND RESOLVED THAT the Municipality of Pontiac grant F.R.A.P.P. financial assistance in the amount of \$750.00 or \$1,000.00 for its' current business administration.

A vote is requested FOR = 1 AGAINST = 4

Following an explanation by Mr. Pierre Lafrance, Mr. Bruce Campbell, Jim Coyle, Brian Middlemiss and Garry Dagenais vote against the resolution.

Rejected

VARIOUS REPORTS AND CORRESPONDENCE

- Correspondence from the Quebec Firefighters' Union – reintegration of Mr. Robert – request to hand over his equipment
- Correspondence from the Firefighters' Union – assimilated grievance – schedule for response teams
- Letter from Excavations Marchand & Fils Inc. to J.A. Lecompte & Asso. – complaint received from Mr. Don McColgan
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- Correspondence from Mr. Raymond Gougeon – correction to the tele-Pontiac telephone directory
- Estimate – supply and install post and street light – la Baie and Laverdure intersection

TABLING OF DOCUMENTS

- Request and petition – snow removal in the village of Quyon – Mr. Leonard Lloyd
- Mercier et Pfalzgraf – Services offered – architecture
- Correspondence from the Labour Standards Commission – transfer of Mr. Hawley Lépine's file
- Correspondence from Guy Lesage notary – servitude by Quyon Ensemble

- Acknowledgement of receipt of letter from Mr. Campbell dated Dec. 13
- Municipality of Roxton Pond – contamination of the water table
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- Copy of the report from the firm Journeaux, Bédard – ciment basin – wastewater treatment
- Minutes of the MRC council meeting on January 20, 2005
- Minutes of the MRC council meeting on November 24, 2004
- Resolutions adopted – MRC des Collines – meeting of January 20, 2005

05-02-598

CLOSING OF THE MEETING

Moved by

Seconded by

AND RESOLVED to close the meeting at 9 :00 p.m. having gone through the agenda.

Carried

Certificate of availability of credit / 0205436

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. 05-02-585 to 05-02-588 and 05-02-594.

MAYOR

ASSISTANT SECRETARY-TREASURER