

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, November 22, 2005 at 8:00 p.m. at the Pontiac community centre situated at 2024 route 148, Pontiac, those who were present :

Edward McCann, mayor, Garry Dagenais, acting mayor, councillors: Lawrence Tracey, Jim Coyle, Raymond Gougeon, Brian Middlemiss, Jean Amyotte.

Excused absence: Harold McKenny, councillor.

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

The meeting started at 8:00 p.m.

Mayor's report

According to article 955 of the Municipal Code, the mayor reads the report on the municipality's financial situation. This report will be distributed to each civic address and/or published in local newspapers.

FLOOR OPEN TO PUBLIC

Jean-Claude Carisse

Mr. Carisse had a question regarding the notice of registration on the electoral list.

Louis Garneau

Question regarding power failure.

Leonard Lloyd

1. 4-way stop, corner of St-Andrews and Bruce streets.
2. Contract for the collection of garbage and recyclable materials
3. Potential fire hazard – barns in Quyon
4. Repairs to backhoe
5. Problems with tenant at 6255 Clarendon street

Joan Létourneau

Mrs. Létourneau notifies council of the FRAPP's intention to continue working with them.

Danny Wester

Lavigne park planning.

Christian St-Louis

- asphaltting roads in the Lavigne project
- submitted working papers

05-11-994

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 October 5, 2005
 - 4.2 Minutes of the regular meeting of October 11, 2005
5. **Administration**
 - 5.1 List of invoices to pay
 - 5.2 List of fixed expenses
 - 5.3 Incurring and investment expenses for the month of November
 - 5.4 Grievance no. 02124
 - 5.5 2006 sponsorship request – ThePontiac artists' studio tour
 - 5.6 Pay equity

- 5.7 Paid invoice (pre-approved by incurring expenses)
- 5.8 Christmas party
- 5.9 Nomination of council members as delegates in different functioning departments
- 5.10 Tabling of the financial statements
- 6. Public security**
 - 6.1 Report by the person responsible for the fire department
 - 6.2 Report by the department delegate (for stray dogs - October 2005)
 - 6.3 Extention of the project director's contract – outline of the fire risk coverage
 - 6.4 Fire prevention inspector position
 - 6.5 Agreement renewal – Outaouais SPCA
- 7. Public works**
 - 7.1 Subsidy – help in the improvement of the municipal road network
 - 7.2 Digging a trench at the municipal dump
 - 7.3 Notice of motion – by-law – speed on certain roads
 - 7.4 Request for a road closure
 - 7.5 Road improvements and repairs
- 8. Public hygiene**
- 9. Urban renewal and zoning**
 - 9.1 Report by the department delegate (permits issued during the month of October 2005)
- 10. Recreation and culture**
 - 10.1 2006 Library network contest
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 *Gérald Christianson – Job application*
 - 12.2 *Paulette Lamoureux – Job application*
 - 12.3 *Grievance 2005-01*
 - 12.4 *Fondex Outaouais – a) recommendations for payment – basin for wastewater system in Quyon ; b) J.A. Lecompte invoice*
 - 12.5 *Fondex Outaouais – a) recommendations for payment; b) additional clause # 12 ; c) progressive statement*
 - 12.6 *Les Excavations Marchand & Fils Inc. - Installation of the membrane – basin for wastewater system – amounts owed*
 - 12.7 *Replacement of Mr. Campbell – Next TransporAction Board of Directors meeting*
 - 12.8 *Agreement between the Quebec housing committee and the Quebec Federation of municipalities*
 - 12.9 *Correspondence of Mr. Sagharzadeh – request for a permit for demolition – 47 River road*
 - 12.10 *Correspondence sent to A.G. Nutrite from Mr. Walter Danner*
 - 12.11 *Correspondence from Francine and Paul Plouffe : 1) Problem with water at Bingley crescent and River road ; 2) Request for a solution to the flooding problem on the property adjacent to River road ; 3) Request for access to documents*
 - 12.12 *Correspondence from « Emploi Québec » - apprenticeship – Qualification program for operators of drinking water systems*
 - 12.13 *Funds for the municipal rural infrastructure – from the Min. of Municipal affairs and regions*
 - 12.14 *Association des Propriétaires des chemins des Trappeurs et Clavelle – Request for road signs*
 - 12.15 *Copy of the master plan for the Gatineau park – NCC*
 - 12.16 *Correspondence from Mr. Eric Lamoureux – resignation as volunteer firefighter*
 - 12.17 *Correspondence from Mr. Rhéal Miljour – resignation as volunteer firefighter*
 - 12.18 *Min. of Municipal Affairs – median proportion and comparative factor of the assessment role*
 - 12.19 *Correspondence from Quebec Teamsters – union training course*
 - 12.20 *Vincent Normandeau – Job application*
 - 12.21 *Street signs – municipal roads crossing – Request for right of way from the Pontiac snowmobile drivers association inc.*

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- 12.22 Request that we contact Hydro-Québec – to move a post supporting the electrical pole
 - 12.23 Marie Benoît – Request for employment
 - 12.24 Request – damages caused by a tree on neighbour's property
 - 12.25 Fanny Morrissette - Job application
 - 12.26 CLD des Collines' decision – Ballharrie park
 - 12.27 E-mail from D. Léger – inadmissible material at the recycling facility
 - 12.28 Memo from Serge Laforest Captain of the P.F.D. – road access problem
- 13. Tabling of documents**
- 13.1 CPTAQ decision – Jason Jones' request
 - 13.2 Notice of changes – CPTAQ – William Twolan's request
 - 13.3 Public meeting – CPTAQ – Yvon Ménard file
 - 13.4 Municipal water courses – correspondence from Madeleine Carpentier
 - 13.5 Comments on the functioning of council – correspondence from Madeleine Carpentier
 - 13.6 Subsidy – Help for the improvement of the municipal road network – Clarendon street – Ministry of Transport
 - 13.7 Request to the CPTAQ for a change of usage – the Collines-de-l'Outaouais Service centre for the economy and employment
 - 13.8 Service offer from CIMA+ - funds for the municipal rural infrastructure
 - 13.9 Service offer from CIMA+ « Inventory, diagnostic... water and sewer pipes
 - 13.10 Draft of the agenda – MRC des Collines council meeting to be held on October 20, 2005
 - 13.11 Notice of meeting – Quebec municipal commission – exemption of property taxes – Tim Horton Children's Foundation Inc.
 - 13.12 Correspondence and resolution from the Municipality of Cantley – additional budgets for 2005 – MRC des Collines
 - 13.13 Office municipale d'habitation de Pontiac / OMHP – 2005 budget revision
 - 13.14 Minutes of the CLD des Collines-de-l'Outaouais meeting of September 22, 2005 – Chats regional park project
 - 13.15 Decision on the request for postponement of a hearing – « Commission des lésions professionnelles » - Marc Ménard file
 - 13.16 Correspondence from the Minister of Transport – guide aimed at municipalities who do not have para-transit services
 - 13.17 Resolutions adopted by the MRC des Collines-de-l'Outaouais council – adoption of the additional budget for 2005
 - 13.18 Management of refuse coming from the MRC des Collines
 - 13.19 Ministry of Mun. Affairs – 2004 financial report – long term net debt
 - 13.20 Consultants Mario Cossette Inc. – Work completed - waster water project
 - 13.21 Ministry of Mun. Affairs – SOMAE Pontiac – 1) modification to wastewater treatment plant ; 2) supplementary overflow
 - 13.22 Gordon's Mobile – New rates
 - 13.23 E-mail from Geocognition - Request for funding to Heritage Canada
 - 13.24 Agenda and minutes - MRC des Collines council meeting of October 20, 2005
 - 13.25 Request for a certificate of approval by Fondex Outaouais – for a snow disposal site – sent to the Min. of Environment
 - 13.26 Ministère des Affaires municipales et des Régions - Centre for expertise and Research on Infrastructures in Urban Areas
 - 13.27 Certificate of approval by the Min. of Environment – for a snow disposal site
 - 13.28 Press release – MRC des Collines – Thank you to Mr. Bruce Campbell
 - 13.29 Request for subsidy to come – from the Luskville day camp
 - 13.30 CSST Intervention report – Fire stations
 - 13.31 Correspondence from Fondex Outaouais – outlet to the Ottawa river and the Quyon river
 - 13.32 Adoption of the MRC des Collines' by-law no. 88-05 – pertaining to the formula for equalization
 - 13.33 Notice – Paradis Montpetit (bailiff) – address screening services
 - 13.34 Acknowledgement of receipt of our resolution no. 05-10-976 – Hydro-Québec
 - 13.35 Raymond Dare - Motion to institute a proceeding

14. Période de questions – Question period

15. Levée de la séance – Closing of meeting

It is

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED to adopt the agenda as prepared and read.

Carried

05-11-995

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING HELD
OCTOBER 5, 2005**

Moved by Jim Coyle
Seconded by Brian Middlemiss

AND RESOLVED to adopt the minutes of the special meeting held October 5, 2005 as written and distributed.

Carried

05-11-996

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD
OCTOBER 11, 2005**

Moved by Jim Coyle
Seconded by Garry Dagenais

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

Carried

05-11-997

LIST OF INVOICES TO PAY

Moved by Brian Middlemiss
Seconded by Jean Amyotte

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$105,058.95 (see appendix) for the period ending November 14, 2005 and to debit budget posts related to the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 1105466

05-11-998

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 **\$498,065.57** (see appendix) for the period ending November 14, 2005 and to debit related budget accounts for the expenses mentioned on said list.

Carried

Certificate of availability of credit no. 1105466

05-11-999

INCURRING AND INVESTMENT EXPENSES FOR THE MONTH OF NOVEMBER

Moved by Garry Dagenais
Seconded by Raymond Gougeon

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in enclosed annex « A » for a total amount of **\$1,572.08**, taxes not included.

Carried

Certificate of availability of credit no. 1105466

05-11-1000

REQUEST FOR SPONSORSHIP - THE PONTIAC ARTISTS' STUDIO TOUR

It is

Moved by Brian Middlemiss
Seconded by Jean Amyotte

AND RESOLVED THAT the Municipality of Pontiac sponsor the Pontiac Artists' studio tour in the amount of \$250.00 to be on their promotional pamphlet, paid from the budget item no. 02.701.00.950.

Carried

Certificate of availability of credit no. 1105466

05-11-1001

PAY EQUITY

WHEREAS the collective agreement and the provincial law forces us to revise the pay equity for all municipal employees;

WHEREAS the revision of the pay equity done by "Groupe AST";

It is

Moved by Garry Dagenais
Seconded by Lawrence Tracey

AND RESOLVED THAT the municipality apply the "Groupe AST" recommendations to update the pay equity and decree that the following salaries be affected, as of January 2006, as follows:

Assistant secretary-treasurer	\$21.19
Office clerk	\$17.18
Receptionist	\$16.00

The salaries of unionized employees will be presented to the union for adjustment in the collective agreement.

Carried

Certificate of availability of credit no. 1105466

05-11-1002

INVOICES PAID FOR THE KELLY FUND

Moved by Jean Amyotte
Seconded by Raymond Gougeon

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$598.00 from the Kelly Fund (see appendix).

Carried

Certificate of availability of credit no. 1105466

05-11-1003

CHRISTMAS PARTY

It is

Moved by Brian Middlemiss
Seconded by Lawrence Tracey

AND RESOLVED THAT the Municipality grant a budget of \$20.00 per employee, as a contribution towards either a Christmas gift or a dinner for the employees, to each their choice.

Mr. Raymond Gougeon votes against the motion.

Carried

Certificate of availability of credit no. 1105466

05-11-1004

MUNICIPAL COMMITTEES

It is

Moved by Garry Dagenais
Seconded by Jean Amyotte

AND RESOLVED THAT council accepts the list of committees as presented by the mayor, Mr. Edward McCann (see appendix).

Carried

TABLING OF THE FIRE DEPARTMENT REPORT – CALLS – OCTOBER 2005

Number of responses	Description of the intervention
4	False alarms (F/A)
2	Motor vehicle accident (MVA)

TABLING OF THE STATISTICS REPORT – ANIMALS

The secretary treasurer tables the report.

05-11-1005

EXTENSION OF THE PROJECT DIRECTOR'S CONTRACT - OUTLINE OF THE FIRE RISK COVERAGE

WHEREAS the outline of the fire risk coverage has not yet been approved by the Ministère de la Sécurité publique;

WHEREAS following comments received by the Ministère de la Sécurité Publique, they must be revised with each of the municipalities within the MRC des Collines-de-l'Outaouais;

WHEREAS the project director's contract with the MRC des Collines-de-l'Outaouais ends on December 31, 2005;

WHEREAS changes brought to the outline of the fire risk coverage will be finalized before December 31st;

WHEREAS the Comité de Sécurité incendie de la MRC des Collines-de-l'Outaouais wishes to keep the current project director ;

It is

Moved by Brian Middlemiss
Seconded by Garry Dagenais

AND RESOLVED THAT council ask the MRC des Collines-de-l'Outaouais that the current project director's contract for the outline of the fire risk coverage be extended until the outline for coverage be accepted by the Ministère de la Sécurité Publique.

Carried

05-11-1006

FIRE PREVENTION INSPECTOR

WHEREAS in the Outline of the fire risk coverage work procedures, there is a need for a fire prevention inspector;

WHEREAS the Comité de Sécurité incendie of the MRC des Collines-de-l'Outaouais has suggested that this position could be at the MRC level to serve the municipalities within the MRC;

It is

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT council ask the MRC des Collines-de-l'Outaouais to study the possibility of creating a fire prevention inspector position at the MRC level.

Carried

05-11-1007

AGREEMENT RENEWAL – OUTAOUAIS S.P.C.A.

WHEREAS the quality of service received by the Outaouais S.P.C.A. for animal control;

WHEREAS their reputation and years of experience;

It is

Moved by Brian Middlemiss
Seconded by Raymond Gougeon

AND RESOLVED THAT the service agreement with the S.P.C.A. be renewed for a one (1) year term with the following conditions:

1. continue to share the sums collected from the sale of dog tags at a rate of 60% to the S.P.C.A. and 40% to the municipality;
2. increase the hard cost per citizen by 3%, that is $\$2.25 + 0.07 \text{¢} = \2.32 ;
3. the municipality will purchase licences (tags) and forms from the S.P.C.A. at a competitive rate, to be determined in advance.

Carried

Certificate of availability of credit no. 1105466

05-11-1008

SUBSIDY – HELP FOR THE IMPROVEMENT OF THE MUNICIPAL ROAD NETWORK

WHEREAS this Council accepts the work on municipal roads in the amount of \$25,636.08 and that there are no other subsidies pertaining to this work;

Is is

Moved by Jim Coyle
Seconded by Garry Dagenais

AND RESOLVED THAT this council approve the expenses for the work done on the road (s) for the subsidized amount of \$25,000.00, according to the Minister of Transport requirements.

IT IS FURTHER RESOLVED THAT the work has been done according to the present expenses on the road (s) to which the responsibility lies with the municipality. (see list attached).

Carried

Certificate of availability of credit no. 1105466

05-11-1009

TRENCH – MUNICIPAL DUMP

It is

Moved by Garry Dagenais
Seconded by Jim Coyle

AND RESOLVED to grant the contract for digging a trench at the municipal dump, according to the request for tender, to Mr. Mario Allen for the sum of \$17,023.70 (taxes incl.) being the lowest bidder.

Carried

NOTICE OF MOTION – BY-LAW – SPEED ON CERTAIN ROADS

Notice of motion is hereby given by councillor *Brian Middlemiss*, that at a subsequent council meeting, he intends to present a by-law concerning speed the limit on certain municipal roads.

05-11-1010

REQUEST FOR THE CLOSURE OF A ROAD

It is

Moved by Garry Dagenais
Seconded by Brian Middlemiss

AND RESOLVED THAT the Municipality grant the closure of Clarendon street by the fire department on December 10, 2005 for the Christmas parade.

Carried

05-11-1011
ROAD IMPROVEMENTS AND REPAIRS

It is

Moved by Jim Coyle
Seconded by Lawrence Tracey

AND RESOLVED THAT the Municipality accepts the following work and repairs :

1.	Ditch – River road	\$ 4,600.00
2.	Excavation – dump	\$17,023.00
3.	Snow depot	\$12,700.00
4.	Tree felling	\$800.00
5.	Box for sanding	\$5,410.00
6.	Repairs – Massey tractor	\$850.00

Carried

Certificate of availability of credit no. 1105466

TABLING OF THE OCTOBER 2005 REPORT – PERMITS ISSUED

The assistant secretary-treasurer tables the report.

05-11-1012
RECOMMENDATIONS FOR PAYMENT

It is

Moved by Raymond Gougeon
Seconded by Lawrence Tracey

AND RESOLVED THAT the Municipality proceed with the following amounts, according to the recommendations of Mr. Martin Lachapelle of the firm Fondex Outaouais. The sum of \$2,148.99 will be deducted from the payment owed to the general contractor, J.A. Lecompte.

Carried

Certificate of availability of credit no. 1105466

05-11-1013
RECOMMENDATIONS FOR PAYMENT

WHEREAS repair work done on the wastewater basin;

WHEREAS the firm Lab Journeaux Bédard's report confirming the quality of their work;

WHEREAS the sums withheld are sufficient and cover additional expenses;

It is

Moved by Jim Coyle
Seconded by Raymond Gougeon

AND RESOLVED THAT the amount of \$213,890.24 be paid to the firm Excavation Marchand et Fils Inc. for repairs done to the basin.

A vote is requested

AGAINST = 6

Rejected

05-11-1014

REQUEST FOR A PERMIT FOR DEMOLITION

It is

Moved by Jim Coyle
Seconded by Brian Middlemiss

AND RESOLVED THAT following Mr. Asghar Asgharzadeh's offer, we proceed with the demolition of the building situated at 47 River road and that the fees for this work be charged on his tax bill.

A vote is requested

AGAINST = 6

Rejected

05-11-1015

RIGHT OF WAY AND MUNICIPAL ROAD CROSSINGS

It is

Moved by Brian Middlemiss
Seconded by Lawrence Tracey

AND RESOLVED THAT the Municipality of Pontiac accepts the request from the Pontiac Snowmobile Drivers Association Inc. and grants them the right of way and road crossings as stipulated in their request.

IT IS FURTHER RESOLVED to inform the snowmobile clubs that it is forbidden to drive on municipal sidewalks at all times.

Carried

VARIOUS REPORTS AND CORRESPONDENCE

- Gérald Christianson – Job application
- Paulette Lamoureux – Job application
- Grievance 2005-01
- Fondex Outaouais – a) recommendations for payment – basin for wastewater system in Quyon ; b) J.A. Lecompte invoice
- Fondex Outaouais – a) recommendations for payment; b) additional clause # 12 ; c) progressive statement
- Les Excavations Marchand & Fils Inc. - Installation of the membrane – basin for wastewater system – amounts owed
- Replacement of Mr. Campbell – Next TransporAction Board of Directors meeting
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- Correspondence of Mr. Sagharzadeh – request for a permit for demolition – 47 River road
- Correspondence sent to A.G. Nutrite from Mr. Walter Danner
- Correspondence from Francine and Paul Plouffe : 1) Problem with water at Bingley crescent and River road ; 2) Request for a solution to the flooding problem on the property adjacent to River road ; 3) Request for access to documents
- Correspondence from « Emploi Québec » - apprenticeship – Qualification program for operators of drinking water systems

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- Copy of the master plan for the Gatineau park – NCC
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- Request – damages caused by a tree on neighbour's property
- Fanny Morrissette - Job application
- CLD des Collines' decision – Ballharrie park
- E-mail from D. Léger – inadmissible material at the recycling facility
- Memo from Serge Laforest Captain of the P.F.D. – road access problem

TABLING OF DOCUMENTS

- CPTAQ decision – Jason Jones' request
- Notice of changes – CPTAQ – William Twolan's request
- Public meeting – CPTAQ – Yvon Ménard file
- Municipal water courses – correspondence from Madeleine Carpentier
- Comments on the functioning of council – correspondence from Madeleine Carpentier
- Subsidy – Help for the improvement of the municipal road network – Clarendon street – Ministry of Transport
- Request to the CPTAQ for a change of usage – the Collines-de-l'Outaouais Service centre for the economy and employment
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- Notice – Paradis Montpetit (bailiff) – address screening services
- Acknowledgement of receipt of our resolution no. 05-10-976 – Hydro-Québec
- Raymond Dare - Motion to institute a proceeding

05-11-1016

CLOSING OF THE MEETING

It is

Moved by Garry Dagenais
 Seconded by Raymond Gougeon

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

Carried

Certificate of availability of credit / 1105466

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. 05-11-997 to 05-11-1003, from 05-11-1007 to 05-11-1009 and 05-11-1011 to 05-11-1012.

MAYOR

ASSISTANT SECRETARY-TREASURER