



**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, May 9, 2023, at 7:30 p.m. at the Breckenridge Community Hall, located at 1491 route 148, Pontiac, at which were present:

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

Also present, Mario Allen, Acting Director General and a few ratepayers.

Mrs. Diane Lacasse and Mrs. Caryl McCann, Councillors, arrived at 7:42 p.m.

1. OPENING OF THE MEETING

Roger Larose, President, notes the quorum and opens the meeting. The meeting starts at 7:30 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 April 11 and 21, 2023**
- 5. Administration**
 - 5.1 List of incurred expenses
 - 5.2 Budgetary transfers
 - 5.3 Adoption of the umbrella borrowing bylaw 03-23 to decree capital expenditures and a loan of \$1,500,000.00
 - 5.4 Resignation of employee 01-0136
 - 5.5 Administrative Committee - nomination
 - 5.6 Declaration for the adoption of the United Nations Declaration on the Rights of Indigenous Peoples
 - 5.7 Notice of motion - bylaw 05-23
 - 5.8 Tabling of the draft bylaw 05-23 concerning the pricing of services and goods of the Municipality of Pontiac
 - 5.9 Employees' assistance program (PAE)

23-05-4941



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- 5.10 Service offer - communications
- 5.11 Service offer - DHC Avocats
- 6. Public Safety**
- 6.1 Adoption of the municipal civil protection plan
- 6.2 Pontiac's municipal civil safety organization
- 6.3 Hiring - volunteer firefighters
- 7. Public Works**
- 7.1 Awarding of contract 23-TP-02 - supply and spreading of dust suppressant
- 7.2 Preparation of a certificate of authorization for the replacement of the culvert on Bronson-Bryant Road
- 7.3 Retirement - employee 05-0114
- 7.4 Equipment purchase for the Public Works Department
- 8. Urban Planning and zoning**
- 8.1 Planning Advisory Committee - designation of a President
- 8.2 Telecommunication tower - 1900 Route 148
- 8.3 Approval of the preliminary subdivision project of lots 2 682 432, 2 682 437 and 2 750 662
- 8.4 Installation of a seismic station at 2024 Route 148
- 8.5 Authorization of expenditures for the upgrading of the lot 5 814 005 site and expertise studies - ecocentre and municipal sand/gravel pit site
- 8.6 Regularization - subdivision permit - 85 Tremblay Road - lot 2 682 848
- 8.7 Regularization - subdivision permit - 85 Tremblay Road - lot 6 451 218
- 8.8 Regularization - subdivision permit - 85 Tremblay Road - lot 6 493 604
- 8.9 Application to the CPTAQ - alienation/subdivision 3567 Route 148 - lot 5 814 213
- 8.10 CPTAQ - Alienation - 2412 Lac-des-Loups Road - lot 5 813 976
- 9. Recreation and culture**
- 9.1 Users' fees for Shawville Arena
- 9.2 Hiring - Day Camp
- 10. Tabling of documents**
- 10.1 Tabling of the report regarding the delegation of authorization of expenses
- 11. Public question period**
- 12. Closing of the meeting**

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

AND RESOLVED to adopt the agenda as prepared and read.

Carried



23-05-4942

4. ADOPTION OF THE MINUTES OF APRIL 11 AND 21, 2023

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

AND RESOLVED to adopt the minutes of April 11 and 21, 2023.

Carried

5. ADMINISTRATION

23-05-4943

5.1 List of incurred expenses for the month of May

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

AND RESOLVED to accept the incurring expenses, for a total amount of \$29,011.65, taxes included.

Carried

23-05-4944

5.2 Budgetary transfers

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

AND RESOLVED THAT the Municipality carries out the budgetary transfers in the amount of \$17,325.00.

Carried

23-05-4945

5.3 Adoption of the umbrella borrowing bylaw 03-23 to decree capital expenditures and a loan of \$1,500,000.00 for the Public Works Department

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

WHEREAS maintenance and repair work are necessary on Clarendon, Murray, Bronson-Bryant, as well as other municipal roads;



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WHEREAS a notice of motion of this bylaw was given at the regular meeting of April 11, 2023, and that the draft bylaw was tabled at that same meeting;

WHEREAS the Municipality may exempt itself from the consultation of qualified voters in accordance with section 1061, paragraph 4 of the Municipal Code;

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

AND UNANIMOUSLY RESOLVED THAT THE PRESENT BYLAW BE ADOPTED AND THAT IT BE DECREED AND RULED AS FOLLOWS:

SECTION 1

The Council is authorized to make capital expenditures in the total amount of 1,500,000.00 distributed as follows :

Description	20 years
Roadwork	\$1,500,000.00
Total	\$1,500,000.00

SECTION 2

For the purpose of paying the expenses provided for in this bylaw, Council is therefore authorized to borrow an amount of \$1,500,000.00 over a period of 20 years.

SECTION 3

In order to provide for the expenses incurred in relation to the interests and the reimbursement in capital of the annual due dates of the loan, it is hereby imposed, and a special tax will be levied, annually, during the term of the loan, on all taxable properties on the territory of the Municipality, at a sufficient rate according to their value as it appears on the valuation role in effect each year.

SECTION 4

In the event that the amount of an allotment authorized by this bylaw is greater than the amount actually spent in respect of such allotment, Council is authorized to use such excess to pay any other expenditure authorized by this bylaw for which the allotment is insufficient.



SECTION 5

Council shall allocate to the reduction of the loan decreed in this bylaw any contribution or grant that could be paid for the payment of part or all of the expenditure decreed by this bylaw.

Council also allocates, to the payment of part or all of the debt service, any grant payable over several years. The term of repayment of the loan corresponding to the amount of the grant shall be automatically adjusted to the period set for the payment of the grant.

SECTION 6

This bylaw shall come into force in accordance with the Law and is published on the Municipality's website.

Carried

23-05-4946

5.4 Resignation of employee 01-0136

WHEREAS employee 01-0136 has submitted her resignation to the Acting Director General as of April 21, 2023;

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

AND RESOLVED THAT this Council accepts the resignation of employee 01-0136 as of April 21, 2023.

THAT the Municipality of Pontiac wishes to thank employee 01-0136 for her years of dedicated services.

Carried

23-05-4947

5.5 Administrative Committee - nomination

WHEREAS it is deemed appropriate to nominate the Assistant Director General, Clerk and Secretary-treasurer as a member of the Administrative Committee;

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



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AND RESOLVED to nominate Mr. Louis-Alexandre Monast, Assistant Director General and Secretary, Clerk-treasurer as a member of the Administrative Committee of the Municipality of Pontiac.

Carried

23-05-4948

5.6 Declaration for the adoption of the United Nations Declaration on the Rights of Indigenous Peoples

WHEREAS in September 2007, the United Nations General Assembly adopted the United Nations Declaration on the Rights of Indigenous Peoples;

WHEREAS the first principle and Call to Action 43 of the Truth and Reconciliation Commission calls on « federal, provincial, territorial and municipal governments to adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples in the context of reconciliation »;

WHEREAS there can be no reconciliation without recognition of the rights of Indigenous peoples;

WHEREAS the Declaration recognizes the individual and collective rights of Indigenous peoples as set out in various international human rights instruments, as well as treaties and section 35 of the Canadian Constitution, and specifies them;

WHEREAS the Canadian government endorsed the Declaration on the Rights of Indigenous Peoples in November 2010;

THEREFORE, it is moved by Councillor Dr. Jean Amyotte and seconded by Councillor Caryl McCann.

AND RESOLVED THAT the Municipality of Pontiac supports the United Nations Declaration on the Rights of Indigenous Peoples.

THAT the Declaration guides the Municipality of Pontiac in its relations with Indigenous Peoples.

THAT Council hereby authorizes the Mayor, Mr. Roger Larose and/or the Acting Director General, Mr. Mario Allen or their replacements, to sign, for and in the name of the Municipality, all documents giving effect to the present resolution.

Carried



5.7 Notice of motion

Notice of motion is given by Councillor Garry Dagenais of Ward 3 of the Municipality of Pontiac, to the effect that there will be adoption of the bylaw 05-23 concerning the pricing of services and goods at the Municipality of Pontiac.

5.8 Tabling of the draft bylaw 05-23 concerning the pricing of goods and services of the Municipality of Pontiac

WHEREAS the Municipality of Pontiac is governed by the Municipal Code, the Act respecting land use planning and development and the Municipal Powers Act;

WHEREAS the Municipality is empowered to regulate the cases where a permit is required, to prescribe the cost, the conditions and terms of issuance as well as the rules for suspension or revocation;

WHEREAS the Municipality is empowered to prescribe the costs of renting its infrastructures, selling its equipment and offering its services;

WHEREAS it is necessary to update the pricing grid to that effect;

WHEREAS a notice of motion of this bylaw was duly given at the regular council meeting held on May 9, 2023 ;

THEREFORE, it is moved by Councillor xx and seconded by Councillor xx.

AND RESOLVED THAT this bylaw be adopted and that it be declared and decreed as follows:

SECTION 1 The preamble forms an integral part of this bylaw.

SECTION 2 DECLARATORY AND INTERPRETATIVE PROVISIONS

2.1 This bylaw prescribes the rates applicable to the issuance of permits, certificates of authorization, rental of municipal infrastructure, sale of equipment and municipal services offered.

2.2 DEFINITIONS OF TERMS

Individual: any person or persons;



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Resident: a person domiciled on the territory of the Municipality of Pontiac;

Legal person: a legal entity of private or public law governed by the Civil Code and by other laws;

Non-resident: a person domiciled elsewhere than on the territory of the Municipality of Pontiac

SECTION 3 RATES FOR THE ISSUANCE OF PERMITS, CERTIFICATES, RENTAL OF INFRASTRUCTURES, SALE OF EQUIPMENT AND SERVICES OFFERED

Type	Cost	Notes
PERMITS		
New septic installation	\$600	Refund of \$400 upon receipt of a certificate of compliance
Septic system replacement/repair	\$250	Refund of \$100 upon receipt of the certificate of compliance
Underground water catchment	\$250	Reimbursement of \$100 upon receipt of the drilling report
Subdivision for the 1 st and 2 nd lot	\$100 each	\$50 for each additional lot
New construction (residential, commercial, industrial, community)	\$0.35/f ² or \$3.77/m ²	
Renewal of new construction permit for main building	\$0.20/f ² or \$2.15/m ²	
New construction in an area of PIIA	\$750\$ + permit fees	
Renovations/modifications of a building in an area of PIIA	\$400\$ + permit fees	
Building extension (including extension of living space/addition of a dwelling)	\$100	
Secondary building (gazebo, garage, shed, etc.)	\$25 if less than 10'X10'	\$50 if more than 10'X10'
Utility farm building (hay, farm tools, vehicle)	\$50	
Agricultural building for animals	\$150	
Renovation, modification, expansion, etc.	\$50	
Demolition/ relocation of a building	\$50	
Pool/spa (including fence and terrace)	\$50	
Gallery, patio, terrace, dock	\$25	
Veranda/solarium	\$50	
Work in wetlands or riparian areas	\$100	
Use of flood zone mapping	\$50 + permit fees	
Change of use of a building	\$50	
Minor variance	\$750	Including publication fees



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Business permit	\$50	
Mobile canteen	Annual : \$400 Seasonal (6 months) : \$200 Daily : \$25	
Commercial tree cutting	\$150	
Cancellation of a permit application	\$25	
Display	\$50	
Request for the construction/ installation of a telecommunication tower	\$2000	
CERTIFICATES OF AUTHORIZATION		
Party - event	Free of charge	Valid for 72 hours
Accès aux parcs après 23 heures	Free of charge	Valid for 72 hours
Feu /feux d'artifice - endroit public	Free of charge	Valid for 72 hours
Peddling/Solicitation N.P.O.	Free of charge	Duration of the campaign
Garage sale	Free of charge	Valid for 24 hours
ANALYSIS / CERTIFICATE OF CONFORMITY		
Spreading of RFM	\$300	
Application to the CPTAQ	\$300	
EQUIPMENT AND SERVICES		
Connection to the water network	\$750	The citizen is responsible for the cost of preparation work and any additional parts necessary for the connection
Connection to the sewage network	\$750	The citizen is responsible for the cost of preparation work and any additional parts necessary for the connection
Request for backfill	Free of charge	According to availability
Grading	\$50	For private roads without Public Work services
Civic number	\$60	
Garbage bin	\$157.50	
Recycling bin	\$157.50	
Compost cone	\$120.00	
Bin repair		
ADMINISTRATION		
Service of a Commissioner of Oaths	Free of charge	
Photocopy	\$0,75/sheet	
Copy of the zoning bylaw	\$60	Available online free of charge
Copy of the Subdivision bylaw	\$10	Available online free of charge
Copy of the construction bylaw	\$20	Available online free of charge
Copy of the Administration and Interpretation of the Planning bylaws	\$20	Available online free of charge



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Municipality's pin	\$1.50	\$10 if sent via mail
Municipality's flag	Cost price plus applicable taxes	
NSF cheque	\$20	

RENTAL OF THE MUNICIPAL INFRASTRUCTURES

Daily fees	Luskville Community Centre	Quyón Women's Institute / Breckenridge Community Hall	Quyón Community Centre	Quyón and Luskville libraries
Deposit (for all)	\$200	\$200	\$200	\$200
- Municipal organization	\$0	\$0	\$0	\$0
- Municipal schools (Including alcohol sales and other fundraisers)				
Municipal daycares (Parents-children activities)	\$75	\$75	\$75	\$50
- Visiting organizations (Including alcohol sales and other fundraisers)	\$300	\$300	\$300	\$100 (alcohol prohibited)
Residents (Including alcohol sales and other fundraisers)	150\$	50\$	200\$	\$50 (alcohol prohibited)
Non-residents (Including alcohol sales and other fundraisers)	\$300	\$100	\$400	\$75 (alcohol prohibited)
Other activities (Classes and activities approved by the Municipality, for residents/ (without a license or selling of alcohol)	\$0	\$0	\$0	\$0
Funerals (residents or their family)	\$0	\$0	\$0	N/A



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Wedding reception - residents	\$350	\$50	\$350	N/A
Non-residents	\$400	\$100	\$400	
PARKS AND ICE RINKS				
	Luskville or Quyon skating rinks		Baseball / soccer field /park	
Deposit (except for non-profit organizations)	\$200		\$200	
<ul style="list-style-type: none"> - Non-profit organisations - Local organizations recognized by the Municipality of Pontiac - Governmental organizations (With or without a license or selling of alcohol)) 	Free of charge		Free of charge	
Residents - without a license or selling of alcohol	\$50		\$50	
Residents - with a license or selling of alcohol	\$75		\$75	
Non-residents - without a license or selling of alcohol	\$150		\$150	
Non-residents - with a license or selling of alcohol	\$175		\$175	
DAY CAMP				
Residents	\$150 per child, per week			
Non-residents	\$200 per child, per week			

SECTION 4 ABROGATION

This bylaw abrogates and replaces the bylaws 02-15, 02-15-01-2016, 02-15-03-2016 and 02-15-04-2016.

SECTION 5 This bylaw will come into force according with the Law.



23-05-4949

5.9 Employees' assistance program (PAE)

WHEREAS in 2022, the Municipality chose to adhere to the Employees' Assistance Program in the workplace with LifeWorks;

WHEREAS Council deems it appropriate to continue offering the Employees' Assistance Program in the workplace;

WHEREAS it is necessary to renew the contract for this service for the years 2024 and 2025;

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

AND RESOLVED THAT Council authorizes the renewal of the contract for the Employees' Assistance Program with LifeWorks in the amount of \$3.34 per employee per month for the years 2024 and 2025.

THAT this expenditure be affected to budget item 02 13000 411.

Carried

23-05-4950

5.10 Service offer - communications

WHEREAS the position of Communications Officer has been vacant since January 2023;

WHEREAS the management of communications and daily information for our citizens is a priority for the Municipality;

WHEREAS this position was posted internally and then externally;

WHEREAS the service offer from Miss Comm for this purpose;

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

AND RESOLVED to accept the service offer submitted by Miss Comm based on an approximate bank of hours of 50 hours/month, for an approximate amount of \$4,000.00/month, plus applicable taxes, according to the needs of the Municipality.



THAT 30% of this expenditure be taken from budgetary item 02 13000 141 for financial and administrative management and 70% from the budgetary item 02 13010 141 for communications.

Carried

23-05-4951

5.11 Service offer - DHC Avocats

WHEREAS Council wishes to obtain a second opinion concerning certain litigious files;

WHEREAS the service offer from the firm of DHC Avocats;

THEREFORE, it is moved by Councillor Dr. Jean Amyotte and seconded by Councillor Serge Laforest.

AND RESOLVED to accept the service offer from the firm DHC Avocats as submitted in Annex 1, that is for an annual amount of \$500.00 plus applicable taxes.

THAT this expense be taken from budget item 02 13000 412.

6. PUBLIC SAFETY

23-05-4952

6.1 Adoption of the municipal Civil Protection Plan

WHEREAS section 194 of the Civil Protection Act (R.S.Q., c. S-2.3) provides that every municipality must ensure that alert and mobilization procedures as well as minimum rescue means to protect the safety of persons and property in the event of a disaster are in effect on its territory and recorded in a civil protection plan. As well as in order to meet the new requirements in matters of civil security issued by the Ministry of Public Security;

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

AND RESOLVED THAT Council adopt the Municipality of Pontiac Civil Protection Plan, dated March 2023, as submitted.

THAT the Assistant Director General, Mr. Louis-Alexandre Monast, be responsible for coordinating municipal civil security planning and for making substitutions within the municipal civil security organization, if necessary, particularly in the event of the departure of an employee.

THAT the following persons may declare a state of emergency in the absence of the Mayor



and in the event that Municipal Council is unable to meet in time (in hierarchical order):

- Dr. Jean-Amyotte (Pro-Mayor);
- Mario Allen (Acting Director General).

Carried

23-05-4953

6.2 Pontiac's municipal Civil Safety organization

WHEREAS municipalities in Quebec are vulnerable and struggling with natural or man-made hazards;

WHEREAS the Municipal Council recognizes that the Municipality can be the victim of a disaster at any time;

WHEREAS the Municipal Council sees the importance of having a new civil protection plan covering the essential elements of the preparation to deal with disasters in collaboration with representatives of the General Management of the Civil Safety and the Fire Safety of the Ministry of Public Safety;

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

AND RESOLVED THAT the municipal civil safety organization be modified.

THAT people be appointed and informed by the Municipal Council to fill the positions for the various missions of the municipal civil safety organization;

Responsible	Function
Roger Larose	Person designated for emergency measures and spokesperson
Mario Allen	Municipal coordinator
Louis-Alexandre Monast	Advisor to the municipal coordinator and his substitute
Benoit Chartrand	Coordinator of operations - Fire and Public Safety
Mario Allen	Coordinator of operations - Public Works
Nathalie Larose	Coordinator of operations - Communications
Nathalie Larose	Coordinator of operations - Disaster and volunteer services
Mario Pilon	Coordinator of operations - Administration
Marc Lavigne	Public Work Officer



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Chantal Cayer	CCMU Secretary
Stéphanie Aubrey	Technical advisor and Transport
Mike Proulx	Water plant operator
Louise Ramsay	Disaster assistance officer
Marie-France Larose	Supply officer
Martial Malette	Regional Director of Public Safety (MRC)
Marie-Josée Roy	Civil Safety advisor - Operations (MSP)
Stéphane Martel	Civil Safety advisor - Financial assistance (MSP)

THAT Council authorizes the municipal coordinator to update the civil safety plan and to replace the people in charge with others if he deems it necessary.

Carried

23-05-4954

6.3 Hiring - volunteer firefighters

WHEREAS it is important to have a dynamic brigade able of ensuring public safety;

WHEREAS it is necessary to hire new volunteer firefighters to fill the vacant positions;

WHEREAS the interviews conducted by the FD on April 26, 2023;

WHEREAS the recommendations of the Acting General Director and the FD for the hiring of 5 new volunteer firefighters;

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

AND RESOLVED to hire Emma Hurtubise, Justin Robillard, Nicholas Tassé, Kurt McLean and Samuel Maurier as volunteer firefighters, effective May 10, 2023, as per the terms of the collective agreement.

Carried

7. PUBLIC WORKS

23-05-4955

7.1 Awarding of contract 23-TP-02 - supply and spreading of dust suppressant



WHEREAS the Municipality of Pontiac has requested tenders for the supply and spreading of dust suppressant for the year 2023, in accordance with bylaw 03-21 concerning the contractual management of the Municipality of Pontiac;

WHEREAS the Municipality has received only one tender for this purpose, that of Multi-Route and that said tender was deemed to be in conformity;

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

AND RESOLVED TO award contract 23-TP-02 to Multi-Route in the amount of \$67,025.00, plus applicable taxes, for the year 2023.

THAT this expenditure be taken from budget item 02 32001 635.

Carried

23-05-4956

7.2 Preparation of a certificate of authorization for the replacement of the culvert on Bronson-Bryant Road

WHEREAS the Municipality of Pontiac wishes to proceed with the repair work on Bronson-Bryant Road;

WHEREAS ecological studies must be done before proceeding with the requests for ministerial authorizations;

WHEREAS the offer of service from A.J. Environnement Inc. includes the ecological study, the preparation and submission of the requests for ministerial authorizations;

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

AND RESOLVED THAT the Municipality accepts the offer of service from A.J. Environnement Inc. for the ecological study, the preparation and submission of requests for ministerial authorizations, in the amount of \$15, 470.00, plus applicable taxes.

THAT this expense be taken from budget item 23 04028 721, # Immobilization : INF3010051.

Carried



23-05-4957

7.3 Retirement - employee 05-0114

WHEREAS employee 05-0114 has submitted his resignation letter, for retirement, to the Acting Director General on April 24, 2023, effective the same day;

THEREFORE, it is moved by Councillor Serge Laforest and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED THAT Council accepts the resignation of employee 05-0114 as of April 24, 2023.

THAT the Municipality wishes to thank employee 05-0114 for his years of dedicated services.

Carried

23-05-4958

7.4 Equipment purchase for the Public Works Department

WHEREAS the Municipality of Pontiac wishes to acquire used equipment for the Public Works fleet;

WHEREAS it would be advantageous to buy or sell equipment through a company specializing in this field such as *Les Encans Ritchie Bros*;

WHEREAS bylaw 02-23 authorizes the purchase of a "LowBoy" type trailer;

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

AND RESOLVED to mandate the Acting General Director to submit bids for the purchase of this equipment for a maximum amount of \$30,000.00, plus applicable fees and taxes, at the sales to be held on May 10 and 18, 2023.

THAT this expense be taken from budget item 02 320 00640.

Carried

8. URBAN PLANNING AND ZONING

23-05-4959

8.1 Planning Advisory Committee - designation of a President

WHEREAS the president of the Planning Advisory Committee must be designated by resolution;



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

AND RESOLVED to designate Councillor Garry Dagenais as President of the Planning Advisory Committee.

Carried

23-05-4960

8.2 Telecommunication tower - 1900 ROUTE 148

WHEREAS the request submitted by Xplore Inc. for the construction of a telecommunication tower on lot 2 683 511 of the Quebec cadastre, in district 5 of the Municipality of Pontiac;

WHEREAS the purpose of this request is to use a 240m² area of lot 2 683 511 for the construction of a 45-metre-high telecommunication tower for high-speed Internet;

WHEREAS this project will improve the quality of life of the Pontiac community by increasing the availability of Internet services on the municipal territory;

WHEREAS the use is authorized in accordance with the zoning bylaw of the Municipality of Pontiac and complies with the development plan of the MRC des Collines-de-l'Outaouais;

WHEREAS a letter was sent to the citizens concerned by the location of the tower itself and that no objections were raised;

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

AND RESOLVED THAT Council supports the construction of the high-speed Internet telecommunication tower on lot 2 683 511, conditional to the payment of the construction permit in connection with the notice of motion and the tabling of the draft pricing bylaw done at this very meeting.

Carried

23-05-4961

8.3 Approval of the preliminary subdivision project of lots 2 682 432, 2 682 437 and 2 750 662 at 3302 Route 148

WHEREAS a subdivision project of lots 2 682 432, 2 682 437 and 2 750 662 was submitted for approval in January 2023;



WHEREAS, in accordance with the subdivision bylaw, the number of lots to be created requires a specific approval procedure for the entire project, starting with the recommendations of the Urban Planning Advisory Committee (PAC) and then a decision by Council for the approval of the preliminary subdivision project;

WHEREAS the favourable recommendation of the PAC at their meeting of April 18, 2023;

WHEREAS the developer agrees to pay the required amount equivalent to 10% as contribution for parks, playgrounds and natural areas as prescribed in the subdivision bylaw ;

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

AND RESOLVED THAT this Council supports the preliminary subdivision project of lots 2 682 432, 2 682 437 and 2 750 662, as stipulated in section 3.12 of the subdivision bylaw 178-01.

THAT the developer agrees to transfer to the Municipality, free of charge, a lot for the contribution for parks, playgrounds and natural areas, equivalent to 10% of the total area of land included in the proposed plan.

THAT the preliminary subdivision project be submitted to the Québec Ministry of Transportation for approval.

THAT the developer provides all documents as stipulated in sections 3.13 and 3.14 of subdivision bylaw 178-01, in order to obtain final approval of the subdivision plan.

Carried

23-05-4962

8.4 Installation of a seismic station at 2024 Route 148

WHEREAS the Municipality of Pontiac has received a request from the Canadian Hazard Information Service to install a seismic station at 2024 Highway 148;

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

AND RESOLVED THAT Council accepts the installation of the seismic station at 2024 Highway 148, in accordance with the Memorandum of Understanding, the location plan and photos submitted.



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THAT Mr. Mario Allen, Acting Director General, be authorized to sign for and in the name of the Municipality, the memorandum of understanding to this effect.

Carried

23-05-4963

8.5 Authorization of expenditures for the upgrading of the lot 5 814 005 site and expertise studies - ecocentre and municipal sand/gravel pit site

WHEREAS the orientation of the Municipal Council in favour of the upgrading of the ecocentre site and the future municipal sand/gravel pit located on lot 5 814 005;

WHEREAS the upgrading work will require capital investments as well as technical studies by experts;

WHEREAS bylaw 08-15 delegating to municipal officials the power to authorize expenditures and to enter into contracts accordingly;

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

AND RESOLVED THAT Council authorizes the Acting Director General or the Assistant Director General to proceed with:

- A request for an electrical connection, as presented on the plan submitted to the elected officials;
- A declaration of conformity for a sand/gravel pit on lot 5 814 005 with an expert firm as well as all related and necessary technical studies.

THAT a contract be awarded to the firm of Bélanger Agro-Consultant for this purpose, in the amount of \$3,125.00 plus applicable taxes.

THAT this amount be taken from the unallocated surplus.

Carried

23-05-4964

8.6 Regularization - subdivision permit 2021-5010 at 85 Tremblay Road - lot 2 682 848



WHEREAS, in accordance with sections 22 and 23 of the Municipal Code, this does not result in any surprise, injustice and therefore, nullifies the granting of said subdivision permit, due to the omission of formalities in the act of approval by the Municipal Council;

WHEREAS an application for a subdivision permit has been submitted for lot 2 682 848 of the Quebec cadastre, located at 85 Tremblay Road, in order to subdivide it and create two new lots, namely 6 451 217 and 6 451 218 of the Quebec cadastre;

WHEREAS the subdivision project is in keeping with the main land use planning orientations of the Municipality of Pontiac's urban plan, which consists of encouraging residential and commercial development throughout the territory of the Municipality;

WHEREAS the subdivision project does not require the transfer, free of charge, of one or more lots representing 10% of the total area of all the lots subdivided or the payment to the Municipality of a sum of money representing 10% of the value of all the lots subdivided, in accordance with section 2.1 of the subdivision bylaw 178-01;

WHEREAS the applicant has complied with all the conditions for the issuance of a subdivision permit, in accordance with section 3.14 of subdivision bylaw 178-01 and section 121 of the Planning and Development Act;

WHEREAS the Municipal Council agrees with the presentation of the subdivision project as shown on the cadastral plan dated June 2, 2021, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4056, in accordance with section 3.13 of subdivision bylaw 178-01;

WHEREAS a subdivision permit must be authorized by resolution of the Municipal Council;

WHEREAS the applicant for the subdivision project has already obtained the approval of the Department of Justice, Cadastral Division, within the prescribed time frame, as shown on the cadastral plan dated June 2, 2021, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4056;

THEREFORE, it is moved by Councillor Serge Laforest and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED to approve the regularization of the issuance of a subdivision permit 2021-5010 for the creation of 2 lots, the whole in accordance with the subdivision bylaw 178-01.

Carried



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23-05-4965

8.7 Regularization - subdivision permit 2022-1001 at 85 Tremblay Road - lot 6 451 218

WHEREAS, in accordance with sections 22 and 23 of the Municipal Code, this does not result in any surprise, injustice and therefore, nullifies the granting of said subdivision permit, due to the omission of formalities in the act of approval by the Municipal Council;

WHEREAS an application for a subdivision permit has been submitted for lot 6 451 218 of the Quebec cadastre, located at 85 Tremblay Road, in order to subdivide it and create two new lots, namely 6 493 603 and 6 493 604 of the Quebec cadastre;

WHEREAS the subdivision project is in keeping with the main land use planning orientations of the Municipality of Pontiac's urban plan, which consists of encouraging residential and commercial development throughout the territory of the Municipality;

WHEREAS the subdivision project does not require the transfer, free of charge, of one or more lots representing 10% of the total area of all the lots subdivided or the payment to the Municipality of a sum of money representing 10% of the value of all the lots subdivided, in accordance with section 2.1 of the subdivision bylaw 178-01;

WHEREAS the applicant has complied with all the conditions for the issuance of a subdivision permit, in accordance with section 3.14 of subdivision bylaw 178-01 and section 121 of the Planning and Development Act;

WHEREAS the Municipal Council agrees with the presentation of the subdivision project as shown on the cadastral plan dated January 12, 2022, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4715, in accordance with section 3.13 of subdivision bylaw 178-01;

WHEREAS a subdivision permit must be authorized by resolution of the Municipal Council;

WHEREAS the applicant for the subdivision project has already obtained the approval of the Department of Justice, Cadastral Division, within the prescribed time frame, as shown on the cadastral plan dated January 12, 2022, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4715;

THEREFORE, it is moved by Councillor Serge Laforest and seconded by Councillor Dr. Jean Amyotte.



AND RESOLVED to approve the regularization of the issuance of a subdivision permit 2022-1001 for the creation of 2 lots, the whole in accordance with the subdivision bylaw 178-01.

Carried

23-05-4966

8.8 Regularization - subdivision permit 2022-1009 at 85 Tremblay Road - lot 6 493 604

WHEREAS, in accordance with sections 22 and 23 of the Municipal Code, this does not result in any surprise, injustice and therefore, nullifies the granting of said subdivision permit, due to the omission of formalities in the act of approval by the Municipal Council;

WHEREAS an application for a subdivision permit has been submitted for lot 6 493 604 of the Quebec cadastre, located at 85 Tremblay Road, in order to subdivide it and create two new lots, namely 6 508 166 and 6 508 167 of the Quebec cadastre;

WHEREAS the subdivision project is in keeping with the main land use planning orientations of the Municipality of Pontiac's urban plan, which consists of encouraging residential and commercial development throughout the territory of the Municipality;

WHEREAS the subdivision project does not require the transfer, free of charge, of one or more lots representing 10% of the total area of all the lots subdivided or the payment to the Municipality of a sum of money representing 10% of the value of all the lots subdivided, in accordance with section 2.1 of the subdivision bylaw 178-01;

WHEREAS the applicant has complied with all the conditions for the issuance of a subdivision permit, in accordance with section 3.14 of subdivision bylaw 178-01 and section 121 of the Planning and Development Act;

WHEREAS the Municipal Council agrees with the presentation of the subdivision project as shown on the cadastral plan dated March 23, 2022, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4859, in accordance with section 3.13 of subdivision bylaw 178-01;

WHEREAS a subdivision permit must be authorized by resolution of the Municipal Council;

WHEREAS the applicant for the subdivision project has already obtained the approval of the Department of Justice, Cadastral Division, within the prescribed time frame, as shown on the cadastral plan dated March 23, 2022, prepared by Marie Eve R. Tremblay, file ag 109324, minutes 4859;



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

AND RESOLVED to approve the regularization of the issuance of a subdivision permit 2022-1009 for the creation of 2 lots, the whole in accordance with the subdivision bylaw 178-01.

Carried

23-05-4967

8.9 Application to the CPTAQ - alienation/subdivision 3567 Route 148 - lot 5 814 213

WHEREAS the request is part of a citizen's application to the CPTAQ for the alienation and subdivision of lot 5 814 213 of the Quebec cadastre, located south of Highway 148, in district 1 of the Municipality of Pontiac;

WHEREAS said property is located within a permanent agricultural zone established in accordance with the Act respecting the protection of agricultural land and agricultural activities (LPTAA);

WHEREAS, in accordance with section 58 of the LPTAA, a person who wishes to perform an act for which an authorization or a permit is required with respect to a lot located in an agricultural zone, must submit an application to the municipality concerned;

WHEREAS, in accordance with section 58.1, the municipality must transmit a recommendation to the Commission de la protection du territoire agricole du Québec (CPTAQ);

WHEREAS the homogeneity of the environment will not be modified, altered or destructured given that no request for purposes other than agriculture is requested;

WHEREAS the use is authorized in accordance with the zoning bylaw of the Municipality of Pontiac and is in conformity with the land use and development plan of the MRC des Collines-de-l'Outaouais;

WHEREAS the request does not contravene any municipal bylaw;

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

AND RESOLVED THAT this Council supports the application to the CPTAQ for the alienation / subdivision of lot 5 814 213, located at 3567 route 148.



THAT the citizen confirms in writing his intention to use the lot exclusively for agricultural purposes.

Carried

23-05-4968

8.10 CPTAQ - alienation - 2412 Lac-des-Loups Road - lot 5 813 976

WHEREAS the application for the alienation of lot 5 813 976 of the Quebec cadastre, representing an area of 43.78 hectares, located along Lac-des-Loups Road, in Ward 1 of the Municipality of Pontiac;

WHEREAS said property is located within a permanent agricultural zone established in accordance with the Act respecting the protection of agricultural land and agricultural activities (LPTAA);

WHEREAS under section 29 of the Act, in a designated agricultural area, a person may not, without the authorization of the Commission, proceed with the alienation of a lot if he retains a right of alienation on an adjoining lot;

WHEREAS, in accordance with section 29.2 of the Act, the landowner cannot avail himself of an exception to the application for authorization from the Commission, since the alienation of the lot area is not at least one hundred (100) hectares;

WHEREAS the homogeneity of the environment will not be modified, altered or destructured given that no request for use for purposes other than agriculture is requested;

WHEREAS the use is authorized in accordance with the zoning bylaw of the Municipality of Pontiac and is consistent with the land use planning and development plan of the MRC des Collines-de-l'Outaouais;

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

AND RESOLVED THAT this Council supports the application for alienation of lot 5 813 976.

THAT this resolution repeals resolution 22-12-4828 which itself repealed resolution 22-03-4595.

Carried



9. RECREATION AND CULTURE

23-05-4969

9.1 Users' fees for Shawville Arena

WHEREAS the fees for the use of the Shawville Arena for the winter of 2022-2023;

WHEREAS the Municipality of Pontiac does not have an arena and that sharing of infrastructure allows the youth of our Municipality to practise sports;

WHEREAS there were 61 registrations from the Municipality of Pontiac for the Shawville Arena for the 2022-2023 season;

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

AND RESOLVED THAT Council authorizes the payment of the Shawville Arena users' fees in the amount of \$8,800.00.

THAT the expenditure be affected to budget item 02 70190 970.

Carried

23-05-4970

9.2 Hiring - Day Camp

WHEREAS there is a need to hire staff for the 2023 Day Camp;

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

AND RESOLVED THAT the Municipality hire the following staff:

Alexia Bélanger, as Coordinator, for a maximum duration of 12 weeks, at an hourly rate of \$20.00;

Kayla René de Cotret, Zoé Gendron, Chloé Paquette-Dicke, Alexanne Gendron and Madyson Belland, all as animators, for a maximum duration of 9 weeks, at an hourly rate of \$16.00.

THAT the expense be attributed to budget item 02 70191 141.

Carried



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10. TABLING OF DOCUMENTS

10.1 Tabling of the report regarding the delegation of authorization of expenses from March 22 to April 19, 2023.

11. PUBLIC QUESTION PERIOD

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


12. CLOSING OF MEETING

IT IS MOVED BY Councillor Chantal Allen and seconded by Councillor Serge Laforest.

AND RESOLVED to close the meeting at 8:39 p.m. having gone through the agenda.

Carried

23-05-4971


Louis-Alexandre Monast
Assistant Director General, Clerk
And Secretary-treasurer


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. »