



Municipalité de | Municipality of

**Pontiac**

**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the special Council meeting of the Municipality of Pontiac held on Tuesday, December 17, 2024, at 7:30 p.m. at the Luskville Community Centre located at 2024 route 148, 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, Mr. Mario Allen, Director General.

Justified absence: Mrs. Diane Lacasse and Mrs. Caryl McCann, Councillors.

**1. OPENING OF THE MEETING/NOTICE OF MEETING**

In accordance with Section 157 of the Municipal Code, Mr. Roger Larose, President, notes the presence of Council members and proceeded with the opening of the meeting. The meeting begins 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.

No questions

**3. ADOPTION OF THE AGENDA**

1. **Opening of the meeting**
2. **Floor open to public and questions**
3. **Adoption of the agenda**
4. **Notice of motion - bylaw 01-25**
5. **Tabling of the draft taxation bylaw 01-25 establishing the tax rates and the pricing of services for the year 2025**
6. **Amendment to the financial assistance agreement under the Local Road Assistance Program - No. FXU93286 - Recovery and Acceleration**
7. **Grant of financial assistance under the support component of the Local Road Assistance Program - No. TLZ26863 - Financial assistance agreement**
8. **Minor variance - 79 Desjardins Road – lot 2 682 829 - roll number 4040-94-2792**
9. **Minor variance - 21 and 29 Village Road - lots 2 683 061 P01 and P02**
10. **Subdivision - 21 and 29 Village Road - lots 2 683 061 P01 and P02**
11. **Subdivision - 555 Lac-Beauclair Road - lots 5 814 671 and 5 814 669**

24-12-5474



12. **Application for CPTAQ authorization - 312 Croissant Lelièvre - lot 2 684 384**
13. **Hiring - Assistant Director General, Clerk and Secretary-Treasurer**
14. **Public question period**
15. **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

#### 4. **NOTICE OF MOTION**

Notice of motion is given by Dr. Jean Amyotte, Councillor of Ward 6 of the Municipality of Pontiac, to the effect that there will be adoption of bylaw 01-25 establishing the tax rates and the pricing of services for the year 2025.

#### 5. **TABLING OF THE DRAFT TAXATION BYLAW 01-25 ESTABLISHING THE TAX RATES AND THE PRICING OF SERVICES FOR THE YEAR 2025**

**WHEREAS** the adoption of the 2025 budget at the meeting of December 17, 2024;

**WHEREAS** a notice of motion of this bylaw was given at a special meeting held on December 17, 2024, by Councillor Dr. Jean Amyotte;

**WHEREAS** under section 244 of the Act respecting municipal taxation, the Municipality can establish several rates for the general property tax in accordance with the category in which the evaluation units belong;

**WHEREAS** in order to provide for the expenses planned in the 2025 budget, this Council must levy property taxes and compensations on buildings listed on the Municipality's assessment role;

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

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

**SECTION 1** For the execution of the 2025 budget, the general property tax rate (variable tax rates), investment tax rates, loan and others, services tax rates and compensations will be levied according to the following chart:



Municipalité de | Municipality of

**Pontiac**

<b>TAX RATES AT VARIOUS RATES On property assessment by property category</b>	<b>2025 Rate/ \$100</b>
Non-residential property	1.17647
6 apartments or more	0.73491
Vacant lots	1.41576
Residential property	0.55427
Agricultural	0.57834
Industrial	0.57834
Forestry	0.57834

<b>TAXES RATES FOR LOANS - ALL OF THE MUNICIPALITY</b>	<b>Special Taxes</b>
Bylaw #03-03 Lagoons 25%, all	0.0004
Bylaw #05-02 Freightliner #24	0.0000
Bylaw #06-10 – Road paving	0.0076
Bylaw #10-09 Town Hall	0.0018
Bylaw #06-11 Omkar & Du Marquis	0.0003
Bylaw #22-13 Tanker truck 2014	0.0000
Bylaw #05-15 Municipal work	0.0117
Bylaw #01-16 Grader #120	0.0035
Bylaw #06-16 Road network	0.0059
Bylaw #05-16 Quyon Community Centre	0.0133
Bylaw #02-17 Fire trucks	0.0049
Bylaw #09-17 Lusk project (all)	0.0017
Bylaw #03-19 Mountain Road	0.0057
Bylaw #02-21 Tremblay Road	0.0019
<b>Total special taxes</b>	<b>0.0587</b>
<b>TOTAL GENERAL TAXES FOR ALL (Basic rate plus special taxes)</b>	<b>0.6130</b>

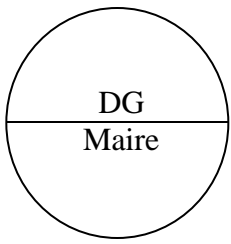
<b>RATES FOR COMPENSATION</b>	<b>2025 rate/ \$100</b>
Basic compensation rates plus special taxes	0.6130
Compensation rate for non-residential plus special taxes	1.1771



<b>SECTOR TAXES FOR LOANS</b>	<b>2025 rate/ \$100</b>
Bylaw #03-03 Quyon lagoons 75%	0.0365
Bylaw #06-13 Paving Lavigne rd.	0.0083
Bylaw #06-14 Paving Davis and Soulière	0.0109
Bylaw #05-10 Paving Cedarvale, A. Renaud, la Détente, Cr Renaud	0.0111
Bylaw #07-10 Paving Panorama, McCaffrey	0.0156
Bylaw #06-11 Omkar 12.5%	0.0109
Bylaw #06-11 Du Marquis 37.5%	0.0103
Bylaw #09-17 Lusk project	0.0635
	<b>2024 - cost per unit</b>
Bylaw #15-10 Potable water Quyon, vacant lot 0.85	\$118
Bylaw #15-10 Potable water Quyon, residential 1.0	\$139
Bylaw #15-10 Potable water Quyon, small business 1.15	\$159
Bylaw #15-10 Potable water Quyon, big business 1.7	\$235

<b>SERVICE TAXES WITH FIXED RATES</b>	
	<b>2024 - cost per unit</b>
<b>WATER</b>	
#1 Water - residential	\$638
#30 Water - small business	\$729
#31 Water - big business	\$1,085
	<b>2024 - cost per unit</b>
<b>SEWER</b>	
#2 Sewers - residential	\$366
#21 Sewers- small business	\$468
#22 Sewers - big business	\$623

	<b>2024 - cost per bin / container</b>
<b>GARBAGE</b>	
#3 Garbage bin – residential (360L)	\$180
#4 Garbage bin - residential and business	\$185
#5 Garbage bin - residential (240L)	\$150
#6 Garbage bin - additional residential and business	\$280
#23 Garbage bin - business	\$210
#36 Garbage container 2 c.y.	\$1,050
#37 Garbage container 4 c.y.	\$2,100
#38 Garbage container 6 c.y.	\$3,150
#39 Garbage container 8 c.y.	\$4,200



#40 Garbage container 10 c.y.	\$5,250
<b>RECYCLING</b>	<b>2024 - cost per bin / container</b>
#24 Recycling bin - residential	\$37
#25 Recycling bin - residential and business	\$37
#26 Recycling bin - business	\$37
#41 Container - recycling 2 c.y.	\$186
#42 Container - recycling 4 c.y.	\$373
#43 Container - recycling 6 c.y.	\$559
#44 Container - recycling 8 c.y.	\$746
#45 Container - recycling 10 c.y.	\$932
<b>OTHER</b>	<b>Per certificate</b>
<b>Tax certificate</b>	<b>\$50</b>

**SECTION 2     METHOD OF PAYMENT**

Method of payment of taxes and compensations provided in the present bylaw are as follows:

- 1) All tax or compensation invoices for which the total is less than \$300.00 **must be paid in one instalment by March 1<sup>st</sup>, 2025.**
- 2) All tax or compensation invoices for which the total reaches or exceeds \$300.00, **the debtor has the right to pay the invoice in one or four instalments as follows:**

Four equal instalments :

- The first instalment must be paid **by March 1<sup>st</sup>, 2025;**
- the second instalment must be paid **by June 1<sup>st</sup>, 2025;**
- the third instalment must be paid **by August 1<sup>st</sup>, 2025;**
- the fourth instalment must be paid **by October 1<sup>st</sup>, 2025.**

**SECTION 3**     Taxes and compensations are payable at the Director General’s office situated at 2024 Route 148, Pontiac.

**SECTION 4     INTEREST RATES**

All accounts owing to the municipality bear interest at a rate of THIRTEEN PERCENT (13%) per annum from the deadline at which



they must be paid. However, only outstanding amounts on each instalment required bear interest.

**SECTION 5 PENALTY RATES**

In accordance with article 250.1 of the Act Representing Municipal Taxation, this Council decrees the application of a penalty on tax invoices not exceeding .5% of the outstanding principal for every month following its expiration, up to 5% per annum on due accounts.

**SECTION 6 CHEQUES WITHOUT FUNDS**

When a cheque is remitted to the Municipality and payment is refused by the financial institution, administration fees of TWENTY DOLLARS (\$20.00) will be claimed from the drawer in addition to any interests.

**SECTION 7 COMING INTO FORCE**

The present bylaw number 01-25 will come into force in accordance with the law.

This bylaw abrogates and replaces the bylaw 01-24.

24-12-5475

**6. AMENDMENT TO THE FINANCIAL ASSISTANCE AGREEMENT UNDER THE LOCAL ROAD ASSISTANCE PROGRAM - NO. FXU93286 - RECOVERY AND ACCELERATION**

**WHEREAS** the Municipality of Pontiac has reviewed the terms of the application process for the component under the Local Road Assistance Program (PAVL) and commits to complying with them;

**WHEREAS** the Municipality of Pontiac has reviewed, signed, and agreed to comply with the financial assistance agreement;

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

**UNANIMOUSLY RESOLVED AND ADOPTED THAT** the council confirms its commitment to carrying out the eligible work according to the application terms in effect, acknowledging that failure to comply will result in the termination of financial assistance.

**AND CERTIFIES THAT** the Director General, Mario Allen, is duly authorized to sign any document or agreement to this effect with the Minister of Transport.



Carried

24-12-5476

7. **GRANT OF FINANCIAL ASSISTANCE UNDER THE SUPPORT COMPONENT OF THE LOCAL ROAD ASSISTANCE PROGRAM – NO. TLZ26863 - FINANCIAL ASSISTANCE AGREEMENT**

**WHEREAS** the Municipality of Pontiac has reviewed the terms of the application process for the component under the Local Road Assistance Program (PAVL) and commits to complying with them;

**WHEREAS** the Municipality of Pontiac has reviewed, signed, and agreed to comply with the financial assistance agreement;

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

**UNANIMOUSLY RESOLVED AND ADOPTED THAT** the council confirms its commitment to carrying out the eligible work according to the application terms in effect, acknowledging that failure to comply will result in the termination of financial assistance.

**AND CERTIFIES THAT** the Director General, Mario Allen, is duly authorized to sign any document or agreement to this effect with the Minister of Transport.

Carried

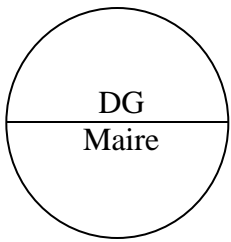
24-12-5477

8. **MINOR VARIANCE - 79 DESJARDINS ROAD - LOT 2 682 829 - ROLL NUMBER 4040-94-2792**

**WHEREAS** a minor variance application was submitted on December 2, 2024, by Ms. Andrée Giroux for lot 2 682 829 of the Quebec cadastre, located at 79 Desjardins Road, requesting an exemption from Article 4.1.5 regarding lot coverage, which limits the footprint of a principal building to 15% of the total lot area, in order to allow a non-compliant projected ratio of 17.48% as per the construction plan submitted with the building permit application for an expansion;

**WHEREAS** the variance request was reviewed by the Planning Advisory Committee (PAC) during its meeting held on December 9, 2024;

**WHEREAS** the PAC issued a favorable recommendation for the acceptance of the variance;



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

**AND RESOLVED THAT** the Council approves the variance to the rule limiting lot coverage to 15%, authorizes the projected non-compliant ratio of 17.48%, and permits the issuance of the building permit for the property located at 79 Desjardins Road.

Carried

24-12-5478

**9. MINOR VARIANCE - 21 AND 29 VILLAGE ROAD - LOTS 2 683 061 P01 AND P02**

**WHEREAS** a minor variance request was submitted on October 15, 2024, by the Municipality of Pontiac, represented by its Director General, Mr. Mario Allen, duly authorized by proxy, regarding lot 2 683 061 in the Quebec cadastre, located at 21 and 29 Village Road, with the aim of deviating from the required lateral setback of 5 metres and allowing a reduced setback of 3.5 metres, as detailed in the plan prepared by land surveyor Hubert Carpentier, dated November 13, 2024, under minute number 19369;

**WHEREAS** the minor variance request was reviewed by the Planning Advisory Committee (PAC) during its meeting held on December 9, 2024;

**WHEREAS** the recommendation of the PAC is to approve the requested setback of 3.5 metres;

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

**AND RESOLVED THAT** the Council approve the minor variance request for the subdivision concerning the property located at 21 and 29 Village Road, allowing a lateral setback of 3.5 metres in deviation from the 5-metre requirement specified in the grid for Zone 18 in Zoning Plan 177.01.

Carried

24-12-5479

**10. SUBDIVISION - 21 AND 29 VILLAGE ROAD - LOTS 2 683 061 P01 AND P02**

**WHEREAS** a subdivision permit application was submitted on September 18, 2024, by the Municipality of Pontiac, represented by its Director General, Mr. Mario Allen, pursuant to the mandate entrusted by the Fabrique of the parish of Saint-Dominique, concerning lot 2 683 061 in the Quebec cadastre, located at 21 and 29 Village Road, to modify the boundary between parts of the lot, as described in the plan prepared by land surveyor Hubert Carpentier, dated November 13, 2024, under minutes 19369;





**WHEREAS** the subdivision project constitutes a preliminary step in the consolidation of a cultural and community heritage property, in accordance with the municipal powers defined in the first paragraph of section 4 of the *Act respecting municipal powers*;

**WHEREAS** the project has been reviewed by an independent consulting firm as well as the municipal inspector, and both have deemed it to comply with subdivision bylaw no. 178-01 currently in effect;

**WHEREAS** the minor variance request to allow a lateral setback of 3.5 meters received a favorable recommendation from the Planning Advisory Committee (PAC) and was approved by the Municipal Council;

**WHEREAS** the cadastral operation is exempt from provisions related to parks, playgrounds, and natural spaces, as it does not create a new lot and serves a public purpose, in accordance with section 2.1.3 of subdivision bylaw no. 178-01;

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

**AND RESOLVED** that the Council approve the subdivision request for 21 and 29 Village Road, being lot 2 683 061 (P01 and P02) in the Quebec cadastre, as outlined in the subdivision project plan prepared by land surveyor Hubert Carpentier, dated November 13, 2024, under minutes 19369.

Carried

24-12-5480

**11. SUBDIVISION – 555 LAC-BEAUCLAIR ROAD – LOTS 5 814 671 AND 5 814 669**

**WHEREAS** a request for a subdivision permit was submitted on September 25, 2024, by Mr. Rémi Vaillant, concerning lots 5 814 671 and 5 814 669 in the Quebec cadastre, located at 555 Lac-Beauclair Road, with the objective of creating fifteen (15) new lots, as described on the surveyor's plan by Hubert Carpentier, dated June 20, 2024, and revised on December 5, 2024, under minutes 18632, file 115662;

**WHEREAS** the subdivision project aligns with the main land-use planning guidelines in the Municipality of Pontiac's urban plan, which aims to encourage residential and commercial development throughout the municipality;

**WHEREAS** the project has been reviewed by an independent consulting firm as well as the municipal inspector, both of whom have deemed it compliant with the subdivision bylaw 178-01 currently in force;



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

**AND RESOLVED THAT** the council approves the subdivision request at 555 Lac-Beauclair Road, concerning lots 5 814 671 and 5 814 669 in the Quebec cadastre, as shown on the subdivision project plan by surveyor Hubert Carpentier, dated June 20, 2024, and revised on December 5, 2024, under minutes 18632, file 115662.

**THAT** the council accepts Lot 11, representing 10% of the total area, in compliance with provisions related to parks, playgrounds, and natural spaces.

**THAT** the council accepts to integrate Lot 14 into Lac-Beauclair Road.

**THAT** the council accepts to integrate Lot 15 into Joannis Road.

Carried

24-12-5481

12. **APPLICATION FOR CPTAQ AUTHORIZATION - 312 CROISSANT LELIÈVRE - LOT 2 684 384**

**WHEREAS** an authorization application was submitted on November 22, 2024, by Ms. Mylène Parent concerning lot 2 684 384 of the Quebec cadastre, located at 312 Croissant Lelièvre, to allow the sale of an adjacent lot with a construction right;

**WHEREAS** the subdivision project for Croissant Lelièvre was initially approved in 1973; **WHEREAS** CPTAQ decision #098209, issued on February 5, 1986, authorized the use of the lot in question for purposes other than agriculture, specifically including the construction of a residence;

**WHEREAS** this same decision #098209 justified the authorization by stating that the lot is located in an area already converted to residential use and that, due to its size and location, it no longer holds agricultural potential;

**WHEREAS** resolution 24-09-272 of the MRC des Collines-de-l'Outaouais is a collective request for the identification of fragmented areas to accommodate new residential uses in agricultural zones, and that the identified area PON-04 includes the property at 312 Croissant Lelièvre;

**WHEREAS** the Planning Advisory Committee (PAC) of the Municipality of Pontiac issued a favorable recommendation on December 9, 2024;



**WHEREAS** the application complies with the municipality's current urban planning bylaws;

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

**AND RESOLVED THAT** the council supports the authorization request submitted by Ms. Mylène Parent for lot 2 684 384, located at 312 Croissant Lelièvre, to obtain CPTAQ approval for the alienation of the lot with a construction right.

Carried

24-12-5482

**13. HIRING - ASSISTANT DIRECTOR GENERAL, CLERK AND SECRETARY-TREASURER**

**WHEREAS** the position of Assistant Director General, Clerk and Secretary-Treasurer;

**WHEREAS** the recommendations of the Director of Administration and the Director General;

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

**AND RESOLVED** to hire Ms. Annie Vaillancourt for the position of Assistant Director General, Clerk and Secretary-Treasurer, effective January 2025, subject to the candidate's availability, at grade 3, step 1, conditional upon a favorable psychometric evaluation.

**No vote**

**The resolution is rejected.**

**14. PUBLIC QUESTION PERIOD**

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

A question was raised about the budget.

24-12-5483

**15. CLOSING OF MEETING**

**IT IS MOVED BY** Councillor Dr. Jean Amyotte and seconded by Councillor Chantal Allen.

**AND RESOLVED** to close the meeting at 7:50 p.m. having gone through the agenda.



Municipalité de | Municipality of  
**Pontiac**

Carried

---

Mario Allen  
Director General

---

Roger Larose  
Maire

*« 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».*

DRAFT