



Municipalité de | Municipality of

Pontiac

**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, May 13, 2025, at 7:30 p.m. at the Breckenridge Community Centre, located at 1491 route 148, Pontiac, at which were present:

Mr. Roger Larose, Mayor, Councillor Mrs. Diane Lacasse, Dr. Jean Amyotte, Pro-Mayor and Councillors, Mrs. Caryl McCann, Mr. Garry Dagenais and Mr. Serge Laforest.

Justified absence: Mrs. Chantal Allen.

Also present, Mr. Mario Allen, Director General, Mrs. Sandra Martineau, Assistant Director General and a few ratepayers.

1. OPENING OF THE MEETING

Roger Larose, President, notes the quorum and opens the meeting. The meeting starts at 7:31 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 8 and 29, 2025**
5. **Administration**
 - 5.1 List of incurred expenses
 - 5.2 Budgetary transfers
 - 5.3 Request for reconsideration of the abolition of the RénoRégion Program
 - 5.4 Notice of motion
 - 5.5 Tabling of draft bylaw 05-25 constituting a fund reserved for the financing of expenses related to the holding of an election
 - 5.6 Adoption of the Administrative Policy on governance rules regarding the protection of personal information for the Municipality of Pontiac
 - 5.7 Modification of the Procedure for receiving and reviewing complaints submitted in the context of the awarding or allocation of a contract
 - 5.8 Adoption of a Policy on the use of a language other than the official language
 - 5.9 Call for tenders 2025-130-001 - professional services of an external auditor for the 2024 financial statements

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- 5.10 Agreement between the Municipality of Pontiac and the National Capital Commission (NCC)
- 5.11 Administrators for the Canada Revenue Agency (CRA)
- 6. Public Safety**
- 6.1 Pumper Operator training – 2025 cohort
- 7. Public Works**
- 7.1 Temporary closure of a portion of rue Saint-George at the request of the Legion
- 7.2 Call for tenders for the snow removal in sectors A, B and G
- 7.3 Call for tenders – maintenance of tolerance roads
- 7.4 Hiring – blue-collar worker – position change from labourer to truck driver
- 7.5 Hiring - blue-collars
- 7.6 Student hiring
- 7.7 Purchase of equipment for Public Works Department - mobile office
- 8. Urban Planning and zoning**
- 8.1 Minor variance – 65 and 67 Frazer Road – lots 5 815 278 and 5 815 279
- 8.2 Minor variance – 1189 rue de Clarendon - lot 5 815 003
- 8.3 Minor variance – 93 avenue des Tourterelles – lot 2 750 686
- 8.4 Minor variance – 1830 Route 148 - lot 2 683 497
- 8.5 Minor variance – 85 and 93 chemin des Bouleaux - lots 2 682 620 and 2 750 680
- 8.6 Subdivision – 865 rue de Clarendon – lots 5 814 853 and 5 814 854
- 8.7 Subdivision request – 12 rue Egan – lot 5 815 075
- 8.8 Request for authorization from the CPTAQ – lots 2 685 374, 2 682 375, 2 682 376, 2 682 377, 6 589 411
- 9. Recreation and culture**
- 9.1 Hiring - 2025 Day Camp
- 9.2 Sponsorship - Shawville Fair 2025
- 9.3 Subsidy request for Day Camp 2025 by CISSSO
- 10. Tabling of documents**
- 10.1 Tabling of the report regarding the delegation of authorization of expenses from March 28 to April 24, 2025
- 10.2 Tabling of the Certificate Regarding the Registration Procedure of Qualified Voters for borrowing bylaw 03-25 authorizing a loan and an expenditure of \$505,000.00 for the paving of Braun Road
- 10.3 Tabling of the Certificate Regarding the Registration Procedure of Qualified Voters for umbrella borrowing bylaw 04-25 decreeing an expenditure and a loan of \$750,000.00 for the purchase of vehicles and equipment for the Public Works Department
- 11. Public question period**
- 12. Closing of the meeting**

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

AND RESOLVED to adopt the agenda as tabled.

Carried



25-05-5579

4. ADOPTION OF THE MINUTES OF APRIL 8 AND 29, 2025

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

AND RESOLVED to adopt the minutes of April 8 and 29, 2025.

Carried

5. ADMINISTRATION

25-05-5580

5.1 List of incurred expenditures

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 \$31,069.69, taxes included.

Carried

25-05-5581

5.2 Budgetary transfers

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

AND RESOLVED THAT the Municipality of Pontiac carries out the budgetary transfers in the amount of \$35,963.00.

Carried

25-05-5582

5.3 Request for reconsideration of the abolition of the RénoRégion program

WHEREAS the Société d'habitation du Québec (SHQ) confirmed, two days after the tabling of the Quebec government's 2025-2026 budget, the termination of the RénoRégion program-an essential program designed to assist low-income owner occupants in our communities, often seniors or single-parent families living in rural areas, in addressing major defects in their modest homes;

WHEREAS this program has enabled thousands of people to remain in their homes in areas also facing a housing crisis, where affordable housing-or even social housing-is virtually nonexistent;



WHEREAS more than a thousand families are currently on waiting lists in regional county municipalities (MRCs) across Quebec;

WHEREAS the Fédération québécoise des municipalités (FQM) asked Premier François Legault on March 27 to urgently address the situation and prioritize the needs of our most vulnerable citizens and families;

WHEREAS this request has gone unanswered, and the modular housing projects of 24 and 36 units promoted since by the Minister responsible for Housing, Ms. France-Élaine Duranceau, cannot meet the needs of regional communities;

WHEREAS the RénoRégion program cost the Quebec government less than \$18 million annually, representing just 0.0001% of total public spending, and the Minister justified its abolition as a measure of sound fiscal management;

WHEREAS the average grant awarded through the program was \$19,309, a fraction of the real costs of constructing the new housing units promoted by the Minister;

WHEREAS the Fédération québécoise des municipalités (FQM) submitted a series of proposals last year, at the request of the SHQ, aimed at increasing the program's efficiency and making it more accessible to better meet needs across Quebec;

WHEREAS the SHQ was expected to launch an enhanced version of the RénoRégion program following its consultations in 2025;

WHEREAS the abolition of this program adversely affects the most vulnerable members of our communities;

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

THAT a request be sent to the Premier of Quebec, Mr. François Legault, and to the Minister responsible for Housing, Ms. France-Élaine Duranceau.

TO immediately reinstate the RénoRegion program for the 2025-2026 fiscal year and to commit to its long-term funding.

TO complete the program enhancement process to ensure greater accessibility across all regions of Quebec.

THAT this resolution be promptly forwarded to the following individuals:

- Mr. François Legault, Premier of Quebec
- Ms. France-Élaine Duranceau, Minister Responsible for Housing



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- Mr. Sébastien Schneeberger, Member for Drummond–Bois-Francis, Chair of the Committee on Planning and the Public Domain
- Ms. Virginie Dufour, Member for Mille-Îles, Official Opposition Critic for Housing
- Ms. Christine Labrie, Member for Sherbrooke, housing spokesperson for the second opposition group
- Ms. Catherine Gentilcore, Member for Terrebonne, housing spokesperson for the third opposition group
- Mr. Jean Martel, President and Director General of the Société d'habitation du Québec

No vote

The resolution is rejected.

5.4 Notice of motion – Bylaw 05-25

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 05-25 constituting a fund reserved for the financing of expenses related to the holding of an election.

5.5 Tabling of draft bylaw 05-25 constituting a fund reserved for the financing of expenses related to the holding of an election

WHEREAS Bill 49, which includes the Act respecting elections and referendums in municipalities, the Act respecting municipal ethics and conduct, and various legislative provisions, came into effect on November 5, 2021;

WHEREAS municipalities are required, starting in 2022, to establish a fund reserved for financing expenses related to the holding of an election, in accordance with sections 278.1 and 278.2 of the Act respecting elections and referendums in municipalities;

WHEREAS the creation of a dedicated fund allows for the spreading of election expenses over a longer period, thereby avoiding a significant increase in expenditures during an election year;

WHEREAS the council deems it in the Municipality's best interest to create this fund for the benefit of the entire territory;

WHEREAS a notice of motion and draft bylaw were tabled at the regular council meeting held on May 13, 2025;

THEREFORE, it is moved by XX and seconded by XX.



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

ARTICLE 1 PREAMBLE

The preamble forms an integral part of this bylaw.

ARTICLE 2 CREATION AND PURPOSE OF THE RESERVED FUND

A reserved fund is established for financing the expenses related to holding a partial or general election or a referendum. The projected amount of the fund under the LERM may include preliminary or accessory activities, such as dividing the municipality's territory for electoral purposes.

ARTICLE 3 PROJECTED AMOUNT

The projected amount of this reserve must cover the cost of the next general election. The Council allocates for this purpose an amount at least equal to the cost of the last general election or the previous one, whichever is greater.

ARTICLE 4 ALLOCATION

An amount from the operating budget will be allocated annually by resolution of the Council.

The amount of annual allocations will be reevaluated every four (4) years based on the cost of the last general election.

ARTICLE 5 INTEREST REVENUES

The interest revenues generated by the reserved fund will be automatically allocated to the same fund.

ARTICLE 6 USE OF THE RESERVED FUND

The available amounts in the reserved fund must be used solely to pay expenses related to holding a general or partial election.

The Council will then authorize, by resolution, the use of the reserved fund to finance these expenses during an election.

In the event the fund is used to finance a partial election or a referendum, the Council will ensure the reimbursement of the amounts used before the next general election.

ARTICLE 7 SURPLUS



Any surplus of revenues over expenses, if applicable, will remain in the reserved fund for future use.

ARTICLE 8 DURATION

The duration of the existence of the reserved fund is set for an indefinite period, given its nature.

ARTICLE 9: ENTRY INTO FORCE

This bylaw will come into force in accordance with the law.

Tabled

25-05-5583

5.6 Adoption of the Administrative Policy on governance rules regarding the protection of personal information for the Municipality of Pontiac

WHEREAS the Municipality of Pontiac is a public body subject to the Act respecting access to documents held by public bodies and the protection of personal information, CQLR c. A-2.1;

WHEREAS the Municipality is committed to protecting the personal information it collects and processes in the course of its activities, in compliance with applicable laws and regulations;

WHEREAS in 2022, the Municipality employed, on average, 50 employees or fewer, and is therefore not required to establish a committee on access to information and the protection of personal information, pursuant to the Regulation exempting certain public bodies from the obligation to form a committee on access to information and the protection of personal information;

WHEREAS in order to fulfill the obligations set out in the Access to Information Act, an administrative policy concerning governance rules for the protection of personal information must be implemented;

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

AND RESOLVED THAT the council adopt the administrative policy on governance rules concerning the protection of personal information.

Carried



25-05-5584



5.7 Modification of the Procedure for receiving and reviewing complaints submitted in the context of the awarding or allocation of a contract

WHEREAS Resolution 19-08-3844, adopted in August 2019, established the procedure for receiving and reviewing complaints submitted in the context of the awarding or allocation of a contract;

WHEREAS Article 4 – Application specifies that the implementation of this procedure is the responsibility of the Director General;

WHEREAS Articles 5.3 and 6.2 set out the email address of the designated person responsible for receiving complaints or expressions of interest;

WHEREAS it is appropriate to modify the person responsible for implementing the procedure as well as the associated email addresses;

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

AND RESOLVED TO replace the person responsible for implementing the procedure with the Assistant Director General, as well as to update the associated email addresses for the receipt of complaints and expressions of interest in the context of a call for tenders or contract award process.

Carried

25-05-5585

5.8 Adoption of a Policy on the use of a language other than the official language

WHEREAS the assent on June 1, 2022, of the Act respecting the official and common language of Québec, French (S.Q. 2022, c.14), amending the Charter of the French language (RRLQ, c.C-11) hereinafter the « Charter »;

WHEREAS that the Charter establishes a duty of exemplarity for the Administration, requiring municipal bodies in particular to use the French language in an exemplary manner in their activities;

WHEREAS that the State Language Policy, effective February 22, 2023, applies to municipal organizations;

WHEREAS that, in accordance with section 29.5 of the Charter, an administrative body to which the State's language policy applies must adopt a policy specifying the nature of the situations in which it intends to use a language other than French in the cases permitted by the Charter and its regulations, and revise it at least every five years;



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WHEREAS that an organization recognized under section 29.1 of the Charter may waive obligation to use French in an exemplary manner when, in accordance with the Charter, it uses the language that its recognition allows it to use;

WHEREAS that the Municipality was recognized by the Office Québécois de la langue française on April 22, 1978, as 50% of residents had declared English as their mother tongue;

WHEREAS that at the last census in 2021, less than 50% of residents declared English as their mother tongue, and the municipality reiterated its request for bilingual status by resolution 23-01-4855 adopted on January 17, 2023, and that recognition was maintained;

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

AND RESOLVED THAT the council adopts the Policy relative to the use of a language other than the official language of the Municipality of Pontiac annexed hereto, hereinafter referred to as the Policy.

THAT the Policy of the Municipality of Pontiac replaces the general directive of the Minister of the French Language in effect since February 22, 2023.

THAT the Policy be:

- Transmitted to the ministre de la Langue française;
- Published on the Internet site of the municipality;
- Distributed to municipal staff;
- Reviewed at least every five years.

AND TO AUTHORIZE the Mayor or Acting Mayor, as well as the Director General or the Assistant Director General and Clerk-Treasurer, to sign for and in the name of the Municipality of Pontiac, all documents necessary for the implementation of the present resolution.

Carried

25-05-5586

5.9 Call for tenders 2025-130-001 – professional services of an external auditor for the 2024 financial statements

WHEREAS a call for tenders by invitation was published on SEAO at the end of April 2025, in accordance with the Municipality's contract management bylaw;

WHEREAS the following firms were invited:



- Raymond Chabot Grant Thornton
- Forvis Mazars, S.E.N.C.R.L.
- Daniel Tétreault, CPA

WHEREAS the municipality received only one bid, from the firm Forvis Mazars, S.E.N.C.R.L., in the amount of \$40,000.00 plus applicable taxes;

WHEREAS an analysis of the submitted bid confirms that the bidder is compliant;

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

AND RESOLVED THAT this municipal council awards the contract for professional external audit services for the 2024 financial statements to the firm Forvis Mazars, S.E.N.C.R.L., for the amount of \$40,000.00 plus applicable taxes.

AND TO AUTHORIZE the Mayor or Acting Mayor, along with the Director General and/or the Assistant Director General and Clerk-Treasurer, to sign, for and on behalf of the Municipality of Pontiac, all documents necessary to implement this resolution.

THAT the funds be taken from budget item 02 13000 413.

Carried

25-05-5587

5.10 Agreement between the Municipality of Pontiac and the National Capital Commission (NCC)

WHEREAS the Council has reviewed Agreement No. 26427 between the Municipality of Pontiac and the National Capital Commission (NCC), dated April 8, 2025;

WHEREAS this agreement has been implemented by the Fire Department during 2023 and 2024, and will remain in effect until March 31, 2027;

WHEREAS the Fire Department of the Municipality of Pontiac has been called upon on several occasions to respond to emergency situations on NCC lands, and this agreement is deemed necessary;

WHEREAS the council is in favour of this agreement;

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



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AND RESOLVED THAT the council authorizes the Director General to sign, for and on behalf of the Municipality of Pontiac, all documents necessary for the implementation of this resolution.

Carried

25-05-5588

5.11 Administrators for the Canada Revenue Agency (CRA)

WHEREAS the management and members of the Finance Department of the Municipality of Pontiac must have access to the Canada Revenue Agency (CRA) account in order to effectively manage the municipality's fiscal obligations;

WHEREAS the individuals who previously had access to this account are no longer employed by the municipality or are no longer part of the organization;

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

AND RESOLVED THAT the Council revoke access for individuals no longer active within the organization and appoint the following individuals as authorized representatives with the Canada Revenue Agency on behalf of the Municipality of Pontiac:

- Mario Allen, Director General
- Mario Pilon, Director of Administration (Finance and Human Resources)
- Sandra Martineau, Assistant Director General and Clerk-Treasurer
- Marie-France Larose, Accounting Clerk

THAT these individuals have the necessary authority to access the municipality's tax account, file required declarations and communicate with the CRA on behalf of the Municipality.

Carried

6. PUBLIC SAFETY

25-05-5589

6.1 Pumper operator training – 2025 cohort

WHEREAS the Municipality of Pontiac wishes to ensure the continuous training and professional development of its firefighters;

WHEREAS a Pumper Operator training course will be offered;



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WHEREAS six (6) firefighters from the Municipality of Pontiac are recommended to take this training;

WHEREAS the estimated cost is approximately \$9,160;

WHEREAS the Municipality of Pontiac may be eligible for a partial reimbursement of training costs through the Ministry of Public Security reimbursement program;

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

AND RESOLVED TO authorize the registration of the following six (6) candidates for the Pumper Operator training:

- Sébastien St-Amour (Sector 2)
- Allan Emmerson (Sector 2)
- Nicolas Larose (Sector 3)
- Denis Martineau (Sector 2)
- Pierre-Luc Ayotte (Sector 2)
- Emma Hurtubise (Sector 1)

THAT this expense be charged to budget item 02 22000 454.

TO authorize the General Management to undertake the necessary steps to request reimbursement from the Ministry of Public Security.

Carried

7. PUBLIC WORKS

25-05-5590

7.1 Temporary closure of a portion of rue Saint-George at the request of the Legion

WHEREAS the Legion has made a request to the Municipality of Pontiac for the temporary closure of a portion of rue Saint-George, between chemin du Ferry and rue Saint-John, in order to allow for the 150th anniversary celebrations of the village of Quyon;

WHEREAS this closure is scheduled between noon and 11:00 PM on May 31, 2025;

THEREFORE, it is moved by Councillor Caryl McCann and seconded by Councillor Garry Dagenais.

AND RESOLVED TO approve the temporary closure of rue Saint-George, between chemin du Ferry and rue Saint-John, for the period of May 31, 2025, from noon to 11:00



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PM, in accordance with the request of the Legion in connection with the 150th anniversary celebrations of the village of Quyon.

Carried

25-05-5591

7.2 Call for tenders for the snow removal in sectors a, b and g

WHEREAS the contract for the snow removal in sectors A, B and G has expired this spring;

WHEREAS the council agrees to proceed with a call for tenders for the awarding of a new contract for these sectors;

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

AND RESOLVED THAT this council mandates the Director of Public Works to prepare specifications and call for tenders for the awarding of a contract for snow removal in sectors A, B and G.

Carried

25-05-5592

7.3 Call for tenders – maintenance of tolerance roads

WHEREAS the three (3)-year snow removal contracts for the tolerance roads have expired;

WHEREAS the council is in favour of a second term of three (3) years;

WHEREAS the provisions of bylaw 09-22 concerning the maintenance of private roads open to the public by tolerance apply;

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

AND RESOLVED THAT the municipal council authorize the Director General, Mr. Mario Allen, to proceed with a call for tenders for snow removal operations on tolerance roads, under the same conditions as the original contract, in accordance with bylaw 09-22.

Carried

25-05-5593

7.4 Hiring – blue-collar worker – position change from labourer to truck driver

WHEREAS there is a need for manpower within the Public Works Department;



WHEREAS the truck driver position was posted in accordance with current procedures;

WHEREAS Marc Beaumont's application was selected following the hiring process;

WHEREAS this position was included in the 2025 budget;

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

AND RESOLVED TO hire Marc Beaumont as a Truck Driver, in accordance with the terms of the collective agreement.

Carried

25-05-5594

7.5 Hiring - blue-collars

WHEREAS there is a need for additional manpower in the Public Works Department;

WHEREAS this position was budgeted for in 2025;

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

AND RESOLVED TO hire:

- Sébastien St-Amour and Samuel Saumur as Truck Drivers, Step 1, in accordance with the terms of the collective agreement;
- Maxime Boudreau as a Day Labourer, Step 1, in accordance with the terms of the collective agreement.

THAT the hiring date will be set by the Director of Public Works for a maximum period of 1000 hours.

THAT an evaluation and recommendation be submitted to the municipal council before the end of this probationary period.

THAT this resolution repeals the hiring of blue-collar worker Daniel Leblond as approved by resolution number 25-04-5563.

Carried

25-05-5595

7.6 Student hiring



WHEREAS there is a need for additional manpower in the Public Works Department;

WHEREAS this position was budgeted for in 2025;

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

AND RESOLVED TO hire:

- Mackenzie McKenny
- Maygen Brazeau
- Louis-Charles Girard

THAT the hiring date will be set by the Director of Public Works for a maximum period of 12 weeks.

Carried

25-05-5596

7.7 Purchase of equipment for public works department - mobile office

WHEREAS the Municipality of Pontiac wishes to acquire a mobile office to meet its operational needs;

WHEREAS it would be advantageous to acquire this used equipment through a specialized company, such as Ritchie Bros. Auctions;

WHEREAS mobile offices, measuring 60 feet by 12 feet, will be available for sale in 2025;

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

AND RESOLVED TO mandate the Director General to submit a bid up to a maximum amount of 21,000.00\$, for one of the mobile offices, plus applicable fees and taxes.

THAT this expense be funded from the unallocated surplus, as provided for in the 2025 Three-Year Capital Program (PTI).

THAT this resolution repeals resolution 25-03-5526.

Carried



8. URBAN PLANNING AND ZONING

25-05-5597

8.1 Minor variance – 65 and 67 Frazer Road – lots 5 815 278 and 5 815 279

WHEREAS a minor variance application was submitted on March 25, 2025, concerning lots 5 815 278 and 5 815 279 of the Quebec cadastre, located at 65 and 67 Frazer Road, seeking to reduce the lot area to 4,377.5 m² instead of 5,000 m² following the merger of the two lots;

WHEREAS under Article 33 of subdivision bylaw 13-24, the minimum subdivision standards for a lot located outside the urbanization perimeter and adjacent to a lake or watercourse require a minimum area of 5,000 m², a minimum width of 45 metres, a minimum width of 45 metres on the side adjacent to the watercourse, and an average minimum depth of 60 metres;

WHEREAS the current area of 65 Frazer Road is 955.5 m², with a frontage of 15.24 metres;

WHEREAS the current area of 67 Frazer Road is 3,422.3 m², with a frontage of 38.83 metres;

WHEREAS the merger of the two lots will create a new lot with a total width of 54.06 metres and a total area of 4,377.5 m²;

WHEREAS the merging of the two lots results in a surface area approaching compliance;

WHEREAS under Article 56 of zoning bylaw 11-24, a lot may be occupied by only one main building;

WHEREAS the side setback for the building at 65 Frazer Road, as a main building, is 3.81 metres instead of the required five (5) metres;

WHEREAS the building at 67 Frazer Road will become the main building, and the building at 65 Frazer Road will become the secondary building;

WHEREAS under Article 4.3.4 of zoning bylaw 177-01, the required side setbacks for the placement of a detached secondary building are two (2) metres;

WHEREAS the Planning Advisory Committee (PAC) issued a favourable recommendation at its meeting held on April 29, 2025;

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



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AND RESOLVED THAT this council approves the minor variance request to allow a reduced lot area of 4,377.5 m² instead of 5,000 m² following the merger of 65 and 67 Frazer Road.

Carried

25-05-5598

8.2 Minor variance – 1189 rue de Clarendon - lot 5 815 003

WHEREAS a minor variance request was submitted on April 11, 2025, concerning lot 5 815 003 of the Quebec cadastre, located at 1189 rue de Clarendon, seeking to install gas station pumps at a minimum distance of four (4) metres from the front property line;

WHEREAS under section 5.2.1 of zoning bylaw 177-01, the standards applicable to a gas station require a setback of seven (7) metres for fuel pumps;

WHEREAS the existing pumps are currently located even closer to the front property line than what is being proposed for their replacements;

WHEREAS the business has been in operation since 1970;

WHEREAS according to the owner, the last replacement of the pumps was in 1995;

WHEREAS the reason for the replacement is to comply with current environmental standards;

WHEREAS the request received a favourable recommendation from the Planning Advisory Committee (CCU) at its meeting on April 29, 2025;

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

AND RESOLVED THAT this council approve the minor variance request to allow the installation of gas station pumps at a distance of at least four (4) metres from the front property line, instead of the required seven (7) metres.

Carried

25-05-5599

8.3 Minor variance – 93 avenue des Tourterelles – lot 2 750 686

WHEREAS a minor variance request was submitted on April 24, 2025, concerning lot 2 750 686 of the Quebec cadastre, located at 93 Avenue des Tourterelles, for a building expansion project in which the lot coverage of the main building, including the carport, will be 22% of the total lot area;



WHEREAS under section 4.1.5 of zoning bylaw 177-01, the maximum allowable lot coverage, including attached secondary buildings, limits the footprint of the main building to 15% of the total lot area;

WHEREAS the front setback will be 4.80 metres and the left side setback will be 1.74 metres;

WHEREAS under section 4.3.4 of zoning bylaw 177-01, the setbacks for attached secondary buildings must comply with the same standards as the main building, as specified in the applicable zone specification grid;

WHEREAS the property is located in zone 16, where both the front and side setbacks must be 5.00 metres;

WHEREAS the structure of the existing building is currently installed directly on bedrock;

WHEREAS the expansion work provides an opportunity to add a foundation;

WHEREAS the building must be adapted to comply with provincial accessibility standards;

WHEREAS the building will be adapted for persons with reduced mobility, and the carport will be necessary to facilitate vehicle access and exit;

WHEREAS the Planning Advisory Committee (PAC) gave a favourable recommendation at the meeting held on April 29, 2025;

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

AND RESOLVED THAT the council approve the variance to allow the construction of a new carport next to the proposed extension, where the lot coverage is 22% instead of 15%, the front setback is 4.80 metres instead of 5.00 metres, and the left side setback is 1.74 metres instead of 5.00 metres, under the following condition:

THAT the building, being a carport, remain open and not be permanently enclosed.

Carried

25-05-5600

8.4 Minor variance – 1830 Route 148 - lot 2 683 497

WHEREAS a minor variance request was submitted on April 11, 2025, regarding lot 2 683 497 on the Quebec cadastre, located at 1830 Route 148, for the construction of a 110 m² garage, which represents 5% of the total lot area of 3,819.7 m²;



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WHEREAS under Article 4.3.2 of zoning bylaw 177-01, the maximum area for an accessory detached building is 4% of the lot area on which it is constructed. The application of this 4% proportion cannot restrict the construction of an accessory detached building to an area smaller than 90 m²;

WHEREAS there are already two detached secondary buildings present on the property;

WHEREAS under Article 59 of zoning bylaw 11-24, in order to allow more than two accessory buildings, the lot must have an area of 4,000 m² or more, representing a shortfall of only 180.3 m²;

WHEREAS the favourable recommendation of the Planning Advisory Committee (PAC) at the meeting of April 29, 2025;

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

AND RESOLVED THAT the council accept the minor variance request to authorize the issuance of a construction permit for an additional secondary building. The placement of the 110 m² garage instead of 90 m² represents 5% of the lot area, exceeding the 4% maximum.

Carried

25-05-5601

8.5 Minor variance – 85 and 93 chemin des Bouleaux - lots 2 682 620 and 2 750 680

WHEREAS a minor variance application was submitted on February 25, 2025, concerning lots 2 682 620 and 2 750 680 in the Quebec cadastre, located at 85 and 93 Chemin des Bouleaux, aiming to reduce the lot size of 85 Chemin des Bouleaux by transferring a 5-meter-wide strip of land to 93 Chemin des Bouleaux;

WHEREAS the prescribed side setback in the zone is 5 m in the previous zoning bylaw 177-01 but only 2 m in the new 11-24 zoning bylaw;

WHEREAS the property line adjustment would regularize the side setback of 93 Chemin des Bouleaux, at 2 metres instead of 0.25 m;

WHEREAS the location of the existing septic tank and well to the east of 85 Chemin des Bouleaux will not be affected by this adjustment;

WHEREAS, under section 33 of subdivision bylaw 13-24, the minimum subdivision standards applicable outside the urbanization perimeter for a lot adjacent to a lake or watercourse must have a minimum width of 45 m, a minimum depth of 60 m, and a maximum area of 5000 m²;



WHEREAS this operation does not create a new buildable lot;

WHEREAS the lots in question benefit from acquired rights since their areas and frontages do not conform to the subdivision bylaw requirements but are registered in the cadastre in compliance with the legislative or regulatory provisions applicable at the time of this cadastral operation;

WHEREAS the area of 85 Chemin des Bouleaux is currently 1234.2 m² and will be reduced to 1156 m², and its frontage will decrease from 29.56 m to 27.56 m;

WHEREAS the lot at 93 Chemin des Bouleaux currently has an area of 1099.8 m² and will increase to 1178 m², with its frontage increasing from 30.48 m to 32.48 m;

WHEREAS the Urban Planning Advisory Committee (CCU) recommended allowing a two (2) meter side setback during its meetings held on March 17 and April 29, 2025;

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

AND RESOLVED THAT the Council approves the minor variance request to allow the reduction of the lot size and frontage of 85 Chemin des Bouleaux, in order to regularize the side setback of 93 Chemin des Bouleaux.

Carried

25-05-5602

8.6 Subdivision – 865 rue de Clarendon – lots 5 814 853 and 5 814 854

WHEREAS a subdivision permit application was submitted on April 11, 2024, to join two (2) contiguous lots, namely numbers 5 814 853 and 5 814 854 on the Quebec cadastre, located at 861 and 865 rue de Clarendon, respectively, for the purpose of merging into one(1) lot, as described on the plan prepared by land surveyor Richard Fortin, dated April 9, 2025, under minutes 13179;

WHEREAS the owner has paid 10 years of service taxes on a vacant lot and would like to assert his right to join the properties;

WHEREAS the MRC evaluation service has refused to join the properties under one roll number, which would have saved the owner some expense and would have been in conformity with the main objective of the Municipality to encourage residential and commercial development on its territory by keeping another building lot on the cadastre;

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



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AND RESOLVED THAT the council approve the subdivision application for 865 rue de Clarendon, for the creation of the lot 6 682 784 on the Quebec cadastre, as shown on the parcel cadastral plan of land surveyor Richard Fortin, dated April 9, 2025, under minutes 13179.

THAT no financial compensation be required for the development of a park, playground, or natural area, since no new lot is being created.

THAT the civic number 865 of the main building be maintained.

Carried

25-05-5603

8.7 Subdivision request – 12 rue Egan – lot 5 815 075

WHEREAS a subdivision permit application was submitted concerning lot 5 815 075 on the Quebec cadastre, located at 12 rue Egan, for the purpose of subdividing the lot to create two (2) new lots, as described on the plan prepared by land surveyor Marc Fournier, dated October 3, 2024, under minutes 27964;

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

WHEREAS the subdivision project does not require the gratuitous transfer of land representing 10% of the total area of the subdivided lots or the payment to the municipality of an amount equal to 10% of the value of the subdivided lots, in accordance with Article 2.1 of subdivision bylaw 178-01;

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

AND RESOLVED TO authorize the issuance of a subdivision permit for the creation of two lots, namely lots 6 654 652 and 6 654 653 on the Quebec cadastre, located at 12 Egan Street, all in accordance with subdivision bylaw 178-01.

Results of the vote:

For: 4 councillors

Against: 1 councillor

Carried by a majority vote

25-05-5604

8.8 Request for authorization from the CPTAQ – lots 2 685 374, 2 682 375, 2 682 376, 2 682 377, 6 589 411



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WHEREAS the request for alienation filed regarding lots 2 682 374, 2 682 375, 2 682 376, 2 682 377, and 6 589 411 of the Quebec cadastre, representing a total area of 4.48 hectares, is located within the agricultural zone established under the Act Respecting the Preservation of Agricultural Land and Agricultural Activities (CQLR, c. P-41.1);

WHEREAS the current owner owns a group of contiguous properties made up of 8 lots of varying sizes, totalling 10.20 hectares;

WHEREAS the current owner would retain alienation rights over a contiguous area of 5.72 hectares, specifically lots 2 682 349, 2 682 350, and 6 589 409 of the Quebec cadastre. He would continue soybean cultivation on his property. In addition, lot 6 589 409 contains a maple grove covering approximately 8,739.2 square metres;

WHEREAS the applicant has recently become the owner of an adjacent lot of 0.09 hectares, namely lot 2 682 368 of the Quebec cadastre;

WHEREAS the applicant wishes to acquire part of the current owner's property as part of his agricultural project involving the planting of cedar and sage, which he has already begun on his adjacent property;

WHEREAS the applicant's agricultural project requires a considerable land area in order to be fully carried out;

WHEREAS the area to be alienated would be consolidated with the applicant's adjacent property;

WHEREAS the CPTAQ will base its decision on the provisions of Articles 12 and 62 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, considering only the facts relevant to those provisions;

WHEREAS the requested authorization will not have any additional negative impact on the practice of agricultural activities on the affected or neighbouring lots;

WHEREAS the homogeneity of the agricultural community will not be altered, disrupted, or compromised, given that no request is being made for use other than for agricultural purposes;

WHEREAS this homogeneity will in fact be reinforced through the planned land consolidation;

WHEREAS the residual property retains good and varied agricultural potential, as it includes cultivated land parcels offering the same agricultural use possibilities as the lots in question;



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WHEREAS the requested alienation is also unlikely to impact the long-term development of agriculture, as no new distinct property will be created;

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

AND RESOLVED THAT this council supports the request to the CPTAQ to authorize the applicant to acquire agricultural-use properties, namely lots 2 682 374, 2 682 375, 2 682 376, 2 682 377, and 6 589 411 of the Quebec cadastre.

Carried

9. RECREATION AND CULTURE

25-05-5605

9.1 Hiring - 2025 Day Camp

WHEREAS it is necessary to hire staff for the 2025 Day Camp;

THEREFORE, it is moved by Councillor Caryl McCann and seconded by Councillor Diane Lacasse.

AND RESOLVED THAT the municipality proceed with the hiring of Marie-Laure Bouchard as Animator, for a maximum duration of 8 weeks, at an hourly rate of \$18,00, with a weekly work schedule of 35 hours.

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

Carried

25-05-5606

9.2 Sponsorship - Shawville Fair 2025

WHEREAS the Shawville Fair is an important family event which promotes agricultural producers in our region;

WHEREAS the council wishes to encourage and promote this event;

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

AND RESOLVED THAT Council authorizes a sponsorship of \$250.00 to the Pontiac Agricultural Society.

THAT this expenditure be allocated to budget item 02 70190 970.

Carried



25-05-5607



9.3 Subsidy request for Day Camp 2025 by CISSSO

WHEREAS the request from the Integrated Youth Services Pontiac - Youth Division of the Integrated health and social services centres (CISSSO) to subsidize the attendance of two children from a vulnerable family in the Municipality of Pontiac at Day Camp 2025;

WHEREAS the municipality wishes to support children living in a vulnerable family environment by offering them the opportunity to participate in summer activities;

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

AND RESOLVED THAT Council mandate the Coordinator of Recreation, Community Life and Communications to authorize CISSSO's request and to proceed with the integration of two children from the Municipality into the day camp, for the summer of 2025.

THAT the Municipality of Pontiac develop a policy aimed at supporting families in vulnerable situations by offering a specific number of day camp places for the coming years.

Carried

10. TABLING OF DOCUMENTS

10.1 Tabling of the report regarding the delegation of authorization of expenses from March 28 to April 24, 2025

10.2 Tabling of the certificate regarding the registration procedure of qualified voters for borrowing bylaw 03-25 authorizing a loan and an expenditure of \$505,000.00 for the paving of Braun Road

10.3 Tabling of the certificate regarding the registration procedure of qualified voters for umbrella borrowing bylaw 04-25 decreeing an expenditure and a loan of \$750,000.00 for the purchase of vehicles and equipment for the Public Works Department

11. PUBLIC QUESTION PERIOD

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

No questions



25-05-5608



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12. CLOSING OF MEETING

IT IS MOVED BY Councillor Garry Dagenais and seconded by Councillor Diane Lacasse.

AND RESOLVED to close the meeting at 8:06 p.m. having gone through the agenda.

Carried

Sandra Martineau
ASSISTANT DIRECTOR GENERAL
(Clerk-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».