

Municipalité de | Municipality of

Pontiac

**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, March 10, 2026, at 7:30 p.m. at the Luskville Community Centre, located at 2024 Route 148, Pontiac, at which were present:

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

Also present, Mr. Mario Allen, Director General and a few citizens.

1. OPENING OF THE MEETING

Roger Larose, President, notes the quorum and opens the meeting. The meeting starts at 7:30 p.m.

2. PUBLIC CONSULTATION

2.1 - Minor variance – 4651 chemin Russell - lot 5 815 440

-No interventions

2.2 - Minor variance – 3111 chemin Leblond – lot 5 814 542

-No interventions

3. 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.

26-03-5814

4. ADOPTION OF THE AGENDA

1. Opening of the meeting

2. Public consultation

3. Floor open to public and questions

4. Adoption of the agenda

5. Adoption of the minutes of February 10, 2026

6. Administration

6.1 List of incurred expenses

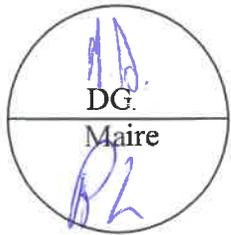
6.2 List of invoices to pay

6.3 Authorization for payment of invoices for the use of the Shawville arena

6.4 Hiring of a Project Manager/Assistant Clerk

6.5 Document retention schedule – authorization to sign and submit to BAnQ

6.6 Adoption of the action plan (version 3) from SMI Performance for the improvement of the code of ethics and professional conduct for municipal elected officials



- 6.7 Tabling of bylaw 03-26 enacting the Code of Ethics and Professional Conduct for Elected Officials of the Municipality of Pontiac
- 6.8 Notice of motion – bylaw 04-26 enacting the Code of Ethics and Professional Conduct for Employees of the Municipality of Pontiac
- 6.9 Acquisition of solar shades for the Quyon Community Centre
- 6.10 *Ministère des Transports du Québec* – grant under the Local Roads Assistance Program (PAVL) – Maintenance component (year 2024)
- 6.11 Resolution in support of the Town of Gracefield regarding their request to cancel the assault-style firearms buyback program
- 6.12 Resolution in support of the Municipality of Sainte-Hélène regarding the request to reinstate financial assistance under the Small Accessible Establishments Program (PEA)
- 6.13 Financial support for the Meals on Wheels project – Service aux Aînés des Collines
- 6.14 Registration of municipal staff for cybersecurity training
- 7. Public Safety**
No item
- 8. Public Works**
 - 8.1 Request to the *ministère des Transports et de la Mobilité durable* – branch trimming within the right-of-way of highway 148
- 9. Urban Planning and zoning**
 - 9.1 Minor variance – 4651 chemin Russell - lot 5 815 440
 - 9.2 Minor variance – 3111 chemin Leblond – lot 5 814 542
 - 9.3 Application to the CPTAQ – subdivision and transfer of lot 5 814 213 located at 3567 route 148
- 10. Recreation and culture**
 - 10.1 Request from *Sports Cyclistes Outaouais*
- 11. Tabling of documents**
 - 11.1 Tabling of the report regarding the delegation of authorization of expenses from January 27 to February 26, 2026
- 12. Public question period**
- 13. 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 prepared and presented.

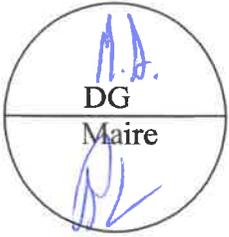
Carried

26-03-5815

5. ADOPTION OF THE MINUTES OF FEBRUARY 10, 2026

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

AND RESOLVED to adopt the minutes of February 10, 2026.



Carried

6. ADMINISTRATION

26-03-5816

6.1 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 \$40,928.27, taxes included.

Carried

26-03-5817

6.2 List of invoices to pay

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

AND RESOLVED TO pay the invoices submitted, for a total amount of \$123,427.12 taxes included.

Carried

26-03-5818

6.3 Authorization for payment of invoices for the use of the Shawville arena

WHEREAS the Municipality of Pontiac has received from the Municipality of Shawville invoice no. 2269 for fees related to figure skating and invoice no. 2230 for minor hockey;

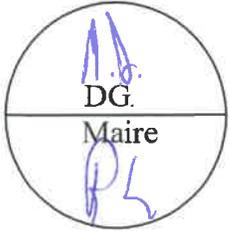
WHEREAS these fees are in accordance with resolution 25-07-5670 and relate to access to sports activities offered to the citizens of the Municipality of Pontiac for the 2025-2026 winter season;

THEREFORE, it is moved by Councillor Scott McDonald and seconded by Councillor Garry Dagenais.

AND RESOLVED THAT Council authorizes the payment of invoices no. 2269 and 2230 for a total amount of \$30,500.00, taxes included.

Carried

Before the discussion and the vote on this resolution, Councillor Chantal Allen leaves the council chamber at 7:40 p.m. due to a conflict of interest.



26-03-5819



6.4 Hiring of a Project Manager/Assistant Clerk

WHEREAS there is an urgent need for the Municipality of Pontiac to hire a Project Manager/Assistant Clerk in order to ensure the follow-up of several ongoing municipal projects, notably the digitization project which will ensure compliance with requirements related to records management;

WHEREAS the municipal administration posted this position both internally and externally according to specific criteria, which were reviewed beforehand to ensure their accuracy prior to publication;

WHEREAS the Mayor exercised his oversight and supervisory authority over the entire hiring process in order to ensure transparency in the proceedings;

WHEREAS three (3) candidates submitted applications and were invited to interviews, which were conducted by a selection committee including the Mayor, under the supervision of the Director of Human Resources, Mr. Mario Pilon, who recommends the hiring of Ms. Caroline Spooner for this position;

WHEREAS the selected candidate meets the requirements of the posting, has more than three (3) years of experience in municipal management, and held this position on an interim basis for a period of six (6) months in 2025;

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

AND RESOLVED TO hire Ms. Caroline Spooner for the position of Project Manager/Assistant Clerk, in accordance with the conditions set out in the Management Policy and according to the recommendations and conditions of the selection committee.

THAT the Director of Human Resources be designated as the immediate supervisor, in accordance with the Management Policy.

THAT the candidate commits to completing her training.

THAT this hiring shall take effect as of the adoption of the present resolution.

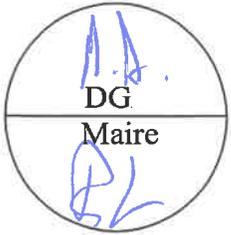
Voting results

In favour: 4 Councillors

Against: 1 Councillor

Carried by majority vote

After the adoption of the resolution, Councillor Chantal Allen returned to the council chamber at 7:43 p.m.



26-03-5820



6.5 Document retention schedule – authorization to sign and submit to BAnQ

WHEREAS section 7 of the Archives Act (CQLR, chapter A-21.1) requires every public body to establish and maintain a document retention schedule;

WHEREAS pursuant to the third paragraph of section 8 of this Act, any public body referred to in paragraphs 4 to 7 of the Schedule must, in accordance with the regulation, submit its records retention schedule and any amendments relating to the addition of new documents or to documents intended to be preserved permanently for approval by Bibliothèque et Archives nationales du Québec;

WHEREAS the Municipality of Pontiac is a public body referred to in paragraph 4 of the Schedule to said Act;

WHEREAS the Municipality of Pontiac does not have a bylaw delegating authority or signing powers authorizing the signing and submission of its document retention schedule to Bibliothèque et Archives nationales du Québec;

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

AND RESOLVED THAT the Assistant Clerk, be and is hereby authorized to sign, for and on behalf of the Municipality of Pontiac, the document retention schedule and any amendment relating to the addition of new documents or to documents intended to be retained permanently, and to submit said schedule or amendment to Bibliothèque et Archives nationales du Québec for approval.

Carried

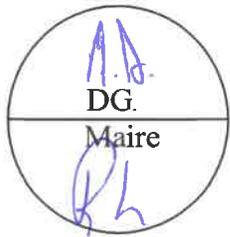
26-03-5821

6.6 Adoption of the action plan (version 3) from SMI Performance for the improvement of the code of ethics and professional conduct for municipal elected officials

WHEREAS the Municipality is required to adopt a Code of Ethics and Professional Conduct applicable to municipal elected officials, in accordance with the legislation in force;

WHEREAS the Municipality was subject to an audit by the *Commission municipale du Québec* (CMQ) regarding its governance and ethical practices;

WHEREAS Council wishes to ensure the highest standards of integrity, transparency, and sound governance;



WHEREAS SMI Performance was mandated to analyze the Code of Ethics and Professional Conduct for municipal elected officials and to propose recommendations for improvement;

WHEREAS the action plan (version 3) submitted by SMI Performance aims to improve and update the Code of Ethics and Professional Conduct for municipal elected officials;

THEREFORE, it is moved by Councillor Scott McDonald and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED THAT Council adopts the action plan (version 3) presented by SMI Performance in order to ensure a follow-up on all requirements related to the Code of Ethics and Professional Conduct for municipal elected officials;

THAT the General Management be authorized to undertake the necessary steps to implement said action plan.

THAT the Director General be responsible for ensuring the coordination and monitoring of the implementation of the entire plan.

Carried

6.7 Tabling of bylaw 03-26 enacting the Code of Ethics and Professional Conduct for Elected Officials of the Municipality of Pontiac

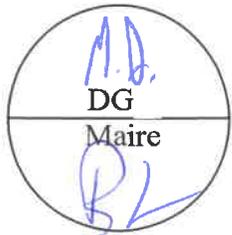
WHEREAS pursuant to section 13 of the Act respecting ethics and professional conduct in municipal matters, CQLR c. E-15.1.0.1 (hereinafter the “LEDMM”), every municipality must, before May 1 following any general election, adopt a revised code of ethics and professional conduct to replace the one in force, with or without amendment;

WHEREAS a general election was held on November 2, 2025, it is therefore necessary to adopt a revised code of ethics and professional conduct for elected officials;

WHEREAS the formalities prescribed by the LEDMM for the adoption of such a revised code have been complied with;

WHEREAS the purpose of this bylaw is to set out the Municipality’s principal ethical values and the rules of professional conduct that must guide the conduct of a person acting as a member of council, of a committee or commission of the Municipality or, in their capacity as a member of the Municipality’s council, of another body;

WHEREAS a notice of motion for this bylaw was duly given at the regular council meeting held on February 10, 2026;



Municipalité de | Municipality of

Pontiac

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

AND RESOLVED THAT this council decrees and adopts the following:

1. Declaratory Provisions

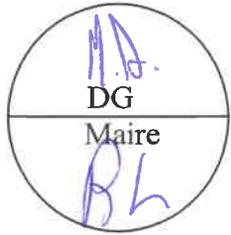
- 1.1. The title of this bylaw is: Bylaw number 03-26 establishing the Code of Ethics and Professional Conduct for elected officials of the Municipality of Pontiac.
- 1.2. The preamble forms an integral part of this Code.
- 1.3. This Code does not replace the laws and regulations in force governing the Municipality and the municipal sector generally. It is supplementary and complements the various obligations and general duties applicable to municipal elected officials under applicable legislation and regulations.
- 1.4. This Code must not be interpreted as permitting a departure from the provisions of the laws and regulations in force governing the Municipality, elected officials and the municipal sector generally.

2. Interpretative provisions

This Code must be interpreted in accordance with the principles and objectives set out in the LEDMM. The rules provided for in that Act are deemed to form an integral part of this Code and shall prevail over any inconsistent provision set out herein.

In this Code, unless the context indicates otherwise, the following terms have the following meanings:

- a) « Advantage »: Of a pecuniary nature or otherwise, an advantage includes, in particular, any gift, donation, favour, reward, service, gratuity, hospitality, remuneration, compensation, gain, indemnity, privilege, preference, benefit, profit, advance, loan, rebate, discount, etc.
- b) « Code »: Bylaw No. 03-26 enacting the Code of Ethics and Professional Conduct for Municipal Elected Officials.
- c) « Professional conduct »: Refers to the body of rules and duties governing the office of council members, their conduct, relations among themselves, as well as their relations with municipal employees and the general public.
- d) « Ethics »: Refers to the body of moral principles underlying the conduct of council members and takes into account the values of the municipality.
- e) « Personal interest »: Such an interest is related to the elected official personally and is distinct from that of the community he or she represents.
- f) « Preparatory session »: Closed meeting of the members of the municipal council in preparation for regular sessions of Council, also referred to as a “caucus.”



Municipalité de | Municipality of

Pontiac

3. Application of the Code

This Code, and in particular the rules set out herein, guide the conduct of every member of Council.

Certain rules provided for in this Code also continue to apply after the term of office of any person who has served as a member of Council.

4. Acknowledgement of Receipt, Review and Undertaking

Every member of the municipal council must, within thirty (30) days of receiving this Code, complete and sign a form attesting that he or she:

- a) Has received a copy of the Code;
- b) Has read and taken cognizance of its entire contents;
- c) Undertakes to comply with its provisions;
- d) Undertakes to seek guidance from the Director General in the event of any question or uncertainty regarding the application of the Code (see action plan adopted by Resolution #XX).

The duly completed acknowledgement form must be submitted to the Clerk-Treasurer, who shall retain it in the elected official's file.

Failure to submit this acknowledgement within the prescribed time limit constitutes a breach of this Code.

5. Values of the Municipality

5.1. Integrity

Every member of Council values honesty, diligence, and fairness. He or she must demonstrate integrity and honesty beyond reproach.

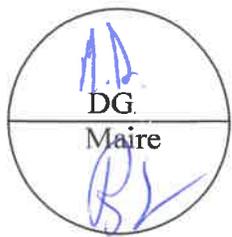
5.2. Prudence in the Pursuit of the Public Interest

Prudence requires every member of Council to assume the responsibilities associated with the public interest mission entrusted to him or her in an objective and discerning manner. Prudence implies adequately informing oneself, considering the consequences of one's actions, and examining alternative solutions.

The public interest requires making decisions for the greatest benefit of the community, and not to advance private or personal interests to the detriment of the public interest.

5.3. Respect and Civility toward Other Members, Municipal Employees and Citizens

Every member promotes respect and civility in human relations. He or she is entitled to such treatment and acts with respect and civility toward all persons with whom he



Municipalité de | Municipality of

Pontiac

or she interacts in the performance of his or her duties. Civility implies demonstrating courtesy, politeness, and proper decorum.

Without limiting the generality of the foregoing, every member of Council must:

- Demonstrate civility and courtesy in exchanges and communications, whether oral, written or otherwise, including on the Web and social media;
- Respect the dignity and honour of other Council members, municipal employees, and citizens.

Every member of Council must engage in frank and honest dialogue with other Council members and consider their opinions in order to reach an informed decision.

Every member of Council must observe decorum during a public meeting or a preparatory session of the municipal council. In particular, the member must comply with the directions of the chair of the meeting.

In communications with municipal employees, partners of the Municipality, citizens, the media, and the public in general, a Council member may not use his or her position or title to suggest that he or she is acting or speaking on behalf of the Municipality, unless a resolution has been duly adopted by the municipal council authorizing such representation. This prohibition does not apply to the Mayor when acting within the specific powers conferred upon him or her by law.

5.4. Loyalty to the Municipality

Loyalty requires that duties be carried out in the best interests of the Municipality, with objectivity and independence of mind. It implies setting aside personal interests and disclosing them transparently, in accordance with the applicable rules. Furthermore, loyalty entails respecting the decisions made by Council.

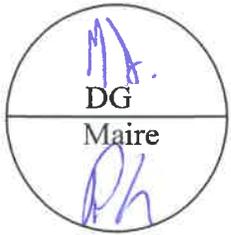
5.5. Commitment to fairness

Fairness implies demonstrating impartiality, that is, maintaining objective and independent conduct and considering the rights of all. Fairness requires that no discrimination be made.

5.6. The honour attached to the office of council member

5.6.1. Every member safeguards the honour attached to his or her office, which presupposes the consistent practice of the five values listed above: integrity, prudence, respect and civility, loyalty, and fairness.

5.6.2. Every member of Council must take reasonable steps to attend public meetings and preparatory sessions of the municipal council. The same applies when representing the Municipality at various meetings or events.



Municipalité de | Municipality of

Pontiac

- 5.6.3. No member of Council may incur an expense in contravention of the Act respecting the remuneration of elected municipal officers, CQLR, c. T-11.001, or attempt to obtain reimbursement for such an expense.

6. Rules of conduct

6.1. Application

The rules set out in this section shall guide the conduct of an elected official acting in his or her capacity as a member of the council, a committee or a commission of:

- a) The Municipality; or
- b) Any other body when sitting in his or her capacity as a member of the Municipality's council.

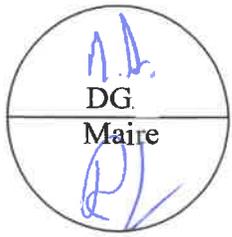
6.2. Purpose

These rules are intended, in particular, to prevent:

- a) Any situation involving a personal interest of a Council member that could influence his or her independence of judgment in the performance of his or her duties;
- b) Favouritism, misappropriation, breach of trust, or other misconduct.

6.3. Conflicts of interest

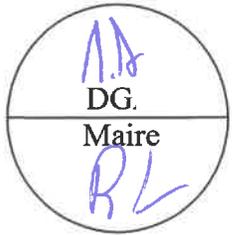
- 6.3.1. No member may act, attempt to act, or fail to act in a manner that favours, in the performance of his or her duties, his or her personal interests or, in an abusive manner, those of any other person.
- 6.3.2. No member may use his or her position to influence or attempt to influence the decision of another person in order to favour his or her personal interests or, in an abusive manner, those of any other person.
- 6.3.3. No member may solicit, encourage, accept, or receive, for himself or herself or for another person, any advantage whatsoever in exchange for taking a position on a matter that may be considered by a council, committee, or commission of which he or she is a member.
- 6.3.4. No member of Council may have a direct or indirect interest in a contract with the Municipality, subject to the exceptions provided for in section 305 of the Act respecting elections and referendums in municipalities, CQLR, c. E-2.2.
- 6.3.5. No member of Council may participate in deliberations, vote, or attempt to influence the vote on a matter in which he or she has a direct or indirect pecuniary interest, subject to the exceptions provided for in section 361 of the Act respecting elections and referendums in municipalities, CQLR, c. E-2.2.



- 6.3.6. Every member of Council must avoid knowingly placing himself or herself in a situation where he or she may be required to choose between, on the one hand, his or her personal interest or that of another person and, on the other hand, that of the Municipality or another body on which he or she sits in his or her capacity as a Council member.
- 6.3.7. Every member of Council must demonstrate impartiality and fairness. He or she may not show favouritism, in particular toward the Municipality's suppliers.
- 6.3.8. Every member of Council must exercise independence of mind and objective judgment, free from personal interest, in order to make the best decisions for the Municipality.
- 6.3.9. A member of Council who becomes aware of a conflict of interest or is advised of one must take the necessary steps to resolve it as soon as possible after becoming aware of it.
- 6.3.10. Every member of Council must prevent and avoid situations in which he or she may be subject to undue influence in respect of a decision that could favour his or her personal interest or, in an abusive manner, that of any other person.
- 6.3.11. Every member of Council must ensure at all times that activities unrelated to his or her duties as an elected official do not conflict with the performance of his or her duties as a municipal elected official.

7. Receipt and solicitation of advantages

- 7.1. No member of Council may solicit, encourage, accept, or receive, for himself or herself or for another person, any advantage whatsoever in exchange for taking a position on a matter that may be considered by the Council, or by a committee or commission of which he or she is a member.
- 7.2. No member may accept any gift, hospitality, or other advantages, regardless of its value, that is offered by a supplier of goods or services, or that could influence his or her independence of judgment in the performance of his or her duties or risk compromising his or her integrity.
- 7.3. Any gift, hospitality, or other advantages received by a member of the municipal council that is not of a purely private nature or covered by section 6.1 must, where its value exceeds \$200, be declared in writing by the member to the Clerk-Treasurer of the Municipality within thirty (30) days of its receipt. Such declaration must contain an adequate description of the gift, hospitality, or advantage received, and specify the name of the donor, as well as the date and circumstances of its receipt. The Clerk-Treasurer shall maintain a public register of these declarations.



- 7.4 When participation fees for an activity are paid by the Municipality (for example, the purchase of a table at a fundraising event) and a member of council receives or wins a prize during the activity, the member must declare it to the Municipality.

The Municipality will then determine, depending on the circumstances, whether the prize will be retained by the Municipality or by the member of council.

When a member of Council has personally paid the required fees to participate in a draw or a separate activity, they may keep the prize obtained.

8. Use of municipal resources

- 8.1. No member of Council may use the resources of the Municipality or of any other body referred to in section 5.1 for personal purposes or for purposes other than activities related to the performance of his or her duties.

This prohibition does not apply where a member of Council uses, on non-preferential terms, a resource made available to citizens.

- 8.2. A member of Council may not permit a municipal employee or a third party to use the resources of the Municipality or of any other municipal body related to the Municipality for personal purposes, unless it concerns a service or activity generally offered by the Municipality.

- 8.3. No member may appropriate, for his or her own benefit or for the benefit of a third party, any property or sum of money belonging to the Municipality.

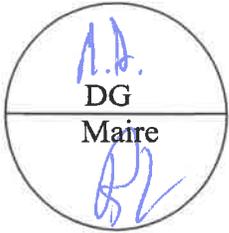
9. Use and disclosure of confidential information

- 9.1. No member may use, communicate, or attempt to use or communicate, whether during or after his or her term of office, information obtained in the performance or in connection with the performance of his or her duties that is not generally available to the public, in order to further his or her personal interests or those of any other person.

- 9.2. No member of Council may use or disclose, for his or her own benefit or that of a third party, privileged information or information in his or her possession that would not otherwise be available or that has not yet been disclosed by the municipal council.

- 9.3. A member of Council may not disclose, in any manner whatsoever, directly or indirectly, an opinion expressed during a preparatory session by another Council member or by any other person participating therein.

- 9.4. Every member of Council must exercise caution in communications, including on the Web and social media, to avoid directly or indirectly disclosing privileged or non-public information.



For the purposes of this section, and without limiting the generality of the foregoing, privileged information and information that is not public include, without limitation, documents and information that are exempt from disclosure or whose confidentiality must be maintained under the Act respecting Access to documents held by public bodies and the Protection of personal information, CQLR, c. A-2.1, discussions held during preparatory sessions, and any information subject to professional secrecy, unless such secrecy has been waived by the Municipality.

10. Interference

- 10.1. A member of Council may not interfere in the day-to-day administration of the Municipality or give directives to municipal employees, except in the context of a decision made at a public meeting of the municipal council. In such a case, the directives shall be implemented with municipal employees by the Director General.
- 10.2. It is understood that a member of Council who sits on a committee or commission established by the municipal council, or who is mandated by the municipal council to represent the Municipality in a particular matter, may be required to collaborate with the Director General and municipal employees. Such collaboration is limited to the mandate assigned to him or her by the municipal council.
- 10.3. Under no circumstances may this provision be applied or interpreted in a manner that limits the Mayor's power of supervision, investigation, and control conferred upon him or her by law.
- 10.4. Every member of Council must forward any complaints he or she receives to the Director General of the Municipality, who shall ensure appropriate follow-up. If the complaints concern the Director General, he or she will refer them to the Mayor.

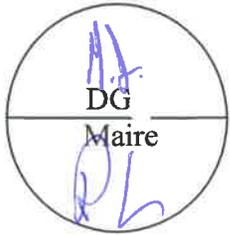
11. Post-term restrictions

During the twelve (12) months following the end of his or her term of office, a former member of Council may not hold a position as a director or officer of a legal person, accept employment, or perform any other function in such a manner that he or she or any other person derives an undue advantage from his or her former position as a member of the municipal council.

12. Breach of trust and misappropriation

No member may appropriate, for his or her own use or for the use of a third party, any property belonging to the Municipality.

13. Announcement at a political fundraising activity



Municipalité de | Municipality of

Pontiac

No member of Council may announce, at a political fundraising activity, the implementation of a project, the awarding of a contract, or the granting of a subsidy by the City, unless a final decision regarding such project, contract, or subsidy has already been made by the competent authority of the Municipality.

14. Respect and civility

No member of Council may behave in a disrespectful manner toward other members of the municipal council, municipal employees, or citizens, including through the use of vexatious, disparaging, or intimidating words, writings, or gestures, or through any form of vexatious incivility.

15. Honour and dignity

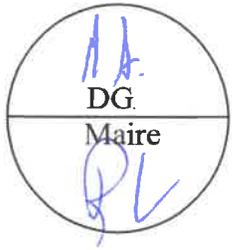
No member may engage in conduct that undermines the honour and dignity of the office of elected official.

16. Accountability mechanism

Any breach of a rule set out in this Code by a member of the municipal council may result in the imposition of the following sanctions:

- 16.1. Reprimand;
- 16.2. Participation in municipal ethics and professional conduct training, at the member's own expense, within the timeframe prescribed by the Commission municipale du Québec;
- 16.3. Within thirty (30) days of the decision of the Commission municipale du Québec, the return to the Municipality of:
 - a) any gift, hospitality, or other advantage received, or the value thereof;
 - b) any profit obtained in contravention of a rule of this Code;
- 16.4. Reimbursement of any remuneration, allowance, or other sum received for the period determined by the Commission municipale du Québec while serving as a member of the council, a committee, or a commission of the Municipality, or of any body referred to in section 5.1;
- 16.5. A fine of up to \$4,000 payable to the Municipality;
- 16.6. Suspension of the member of Council for a period not exceeding ninety (90) days. This suspension may extend beyond the end of the member's current term if he or she is re-elected in an election held during the suspension and the suspension has not ended on the day the new term begins.

During a suspension, the member of Council may not perform any duties related to his or her office, including attending any council, committee, or commission of the Municipality, or, in his or her capacity as a member of a



Municipalité de | Municipality of

Pontiac

municipal council, of any other body, nor may he or she receive any remuneration, allowance, or other sums from the Municipality or such a body.

17. Repeal and replacement

This bylaw repeals and replaces bylaw No. 02-22.

18. Coming into Force

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

Tabled

26-03-5822

6.8 Notice of motion – bylaw 04-26 enacting the Code of Ethics and Professional Conduct for Employees of the Municipality of Pontiac

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 the bylaw 04-26 enacting the Code of Ethics and Professional Conduct for Employees of the Municipality of Pontiac.

Carried

26-03-5823

6.9 Acquisition of solar shades for the Quyon Community Centre

WHEREAS the Municipality wishes to acquire solar shades for the Community Centre located at 2 Ferry Road in Quyon;

WHEREAS Quote No. 1802 from Stores d'Aujourd'hui-Gatineau Inc. proposes the purchase and installation of 10 solar shades without valance for a total amount of \$3,611.37, taxes included;

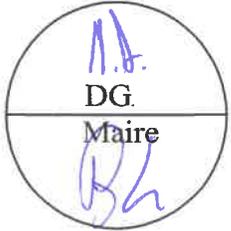
WHEREAS this quote includes installation costs and is valid for a period of 30 days;

THEREFORE, it is moved by Councillor Scott McDonald and seconded by Councillor Jean Côté.

AND RESOLVED TO accept Quote No. 1802 from Stores d'Aujourd'hui-Gatineau Inc. and to authorize the purchase and installation of the solar shades for a total amount of \$3,611.37, taxes included.

THAT this expense be allocated to budget item 02 70121 522.

Carried



26-03-5824



6.10 *Ministère des Transports du Québec* – grant under the Local Roads Assistance Program (PAVL) – Maintenance component (year 2024)

WHEREAS the Municipality of Pontiac has reviewed the terms and conditions of the Maintenance component under the Local Roads Assistance Program (PAVL) for the 2024 calendar year and agrees to comply with them;

WHEREAS the Municipality of Pontiac has reviewed the financial assistance agreement bearing number VKH83976 for the 2024 calendar year, has signed it, and agrees to comply with it;

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

AND RESOLVED THAT the Council of the Municipality of Pontiac confirms its commitment to carry out the eligible work in accordance with the applicable terms and conditions, acknowledging that in the event of non-compliance, the financial assistance will be terminated, and certifies that Mr. Mario Allen, Director General, is duly authorized to sign any document or agreement to that effect with the Minister of Transport.

Carried

26-03-5825

6.11 Resolution in support of the Town of Gracefield regarding their request to cancel the assault-style firearms buyback program

WHEREAS the federal government launched the federal assault-style firearms buyback program on January 17, 2026;

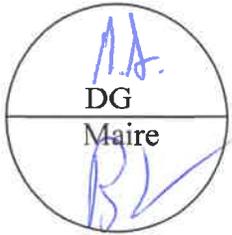
WHEREAS Canadians have from January 19 to March 31, 2026, to participate in this program, which provides for the voluntary surrender of prohibited firearms in exchange for compensation;

WHEREAS the financial compensations offered under the buyback program are considered insufficient, unfair, or not guaranteed for all affected owners;

WHEREAS the firearms targeted by the prohibition are civilian hunting or sport shooting firearms with modern design, not military assault weapons, and they are neither used nor required by the Canadian Armed Forces for the defense of the country;

WHEREAS the operation will be coordinated by the *Sûreté du Québec* within Quebec's territory;

WHEREAS police resources are already limited, and their mobilization to enforce this regime diverts essential personnel from combating real crime;



Municipalité de | Municipality of

Pontiac

WHEREAS trust between the population and police forces is a fundamental pillar of public safety;

WHEREAS the coercive enforcement of this prohibition risks damaging this trust and increasing social tensions;

WHEREAS public safety is a shared responsibility among federal, provincial, and municipal governments as well as police forces;

WHEREAS municipalities are local governments directly responsible for the well-being, social cohesion, and safety of their population;

WHEREAS lawful firearm owners are already subject to a strict regime of licensing, training, registration, background checks, secure storage, and compliance with laws;

WHEREAS available data shows that firearms used in violent crimes predominantly come from the black market and not from the legal market;

WHEREAS public safety priorities should focus on combating illegal arms trafficking, criminal groups, and smuggling;

WHEREAS the prohibition and mandatory buyback of firearms primarily target law-abiding citizens, with no significant direct impact on crime;

WHEREAS the imposition of this regime constitutes an infringement on the legitimate property rights of these citizens;

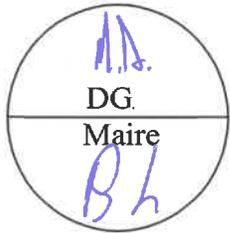
WHEREAS this regime does not take into account the territorial, social, economic, and cultural realities specific to municipalities;

WHEREAS many rural, agricultural, and northern communities legitimately use firearms for hunting, subsistence, livestock protection, and personal security in isolated areas;

WHEREAS several Canadian provinces have publicly expressed opposition to this prohibition and buyback regime, refusing to collaborate or enforce it due to its inefficiency, cost, and unfair nature;

WHEREAS municipalities have no real authority in the development of this policy but directly suffer its impacts;

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



AND RESOLVED THAT the Municipal Council formally supports the Town of Gracefield's request to cancel the assault-style firearms buyback program.

TO officially request that the federal government terminate its assault-style firearms buyback program.

TO, in the event that this programme is not repealed, officially request that the Sûreté du Québec refrain from applying, within its territory, the prohibition and mandatory buyback measures for firearms as set by the federal government.

TO affirm that the priority in public safety should be the fight against illegal arms trafficking, organized crime, and actual armed violence, rather than the confiscation of legally owned firearms.

TO request that the Government of Quebec intervene with the federal government to review the current approach and prioritize policies based on evidence and real effectiveness in public safety.

TO affirm its support for law-abiding citizens, hunters, farmers, rural communities, and legitimate firearm users.

TO transmit a copy of this resolution to:

- The *Sûreté du Québec*;
- The ministre de la *Sécurité publique du Québec*;
- The Premier of Quebec;
- The Federal ministre de la *Sécurité publique*;
- The relevant provincial and federal members of parliament.

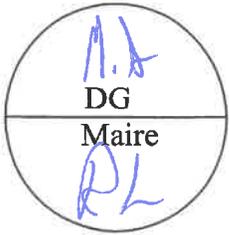
Carried

26-03-5826

6.12 Resolution in support of the Municipality of Sainte-Hélène regarding the request to reinstate financial assistance under the Small Accessible Establishments Program (PEA)

WHEREAS the Fabrique de Sainte-Hélène wishes to install an elevator in the church, as there are also community-type activities on the ground floor and in the basement, and hopes to receive financial assistance from the Société d'habitation du Québec (SHQ) under the Small Accessible Establishments Program (PEA);

WHEREAS no other form of financial assistance exists for owners of small establishments, except for the PEA program, which is currently under an indefinite temporary suspension, and despite the willingness to make necessary adaptations to ensure



Municipalité de | Municipality of

Pontiac

accessibility for persons with reduced mobility, the result primarily consists of granting a subsidy to carry out the modifications required for such adaptations;

WHEREAS the general director of the Municipality discussed renovation programs with Mr. Jean-François Nogue, representative of the MRC des Maskoutains, and was informed that the PEA program has been temporarily suspended since April 1, 2025, and that the application forms are not accessible to submit a request to be placed on the waiting list;

WHEREAS it is essential to continue improvements to provide access to establishments for the entire population, including persons with disabilities, persons with reduced mobility, senior citizens, and parents with young children, and that, to achieve this, it is crucial to have accessible establishments;

WHEREAS the Ministère des Affaires municipales and the Société d'habitation du Québec must have the sensitivity to ensure access for all to establishments that offer cultural, community, or sporting activities, as is the case for the church in Sainte-Hélène-de-Bagot;

THEREFORE, it is moved by Councillor Scott McDonald and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED THAT the Municipal Council formally supports the initiative of the Municipality of Sainte-Hélène regarding the request to reinstate financial assistance under the Small Accessible Establishments Program (PEA).

TO support the Fabrique de Sainte-Hélène in its efforts to request financial assistance for the installation of an elevator in the church of Sainte-Hélène-de-Bagot, in order to provide access for all to this establishment, which offers cultural, community, and sporting activities;

TO request that the *ministère des Affaires municipales et de l'Habitation* (MAMH) and the Société d'habitation du Québec (SHQ) explore the possibility of making the small Accessible Establishments Program (PEA) available again, with the aim of providing access to establishments for the entire population, including persons with disabilities, persons with reduced mobility, senior citizens, and parents with young children;

TO request the support of municipalities and MRCs across Quebec for the reinstatement of the small Accessible Establishments Program (PEA) of the *Société d'habitation du Québec* (SHQ) to help our communities obtain financial assistance to ensure accessibility of small establishments within our communities.

Carried



Municipalité de | Municipality of

Pontiac

Before the discussion and the vote on this resolution, Councillor Jean Côté leaves the council chamber at 8:01 p.m. due to a conflict of interest, as he serves on the administrative committee.

26-03-5827

6.13 Financial support for the Meals on Wheels project – Service aux Aînés des Collines

WHEREAS the Meals on Wheels project of Service aux Aînés des Collines began in the fall of 2025;

WHEREAS our Member of the National Assembly, André Fortin, supported this service in the amount of \$5,000;

WHEREAS Council has deemed it beneficial to support this project, which is a positive initiative aimed at assisting our senior citizens;

THEREFORE, it is moved by Councillor Chantal Allen and seconded by Councillor Scott McDonald.

AND RESOLVED THAT Council grant an amount of \$5,000 to support the Meals on Wheels project of Service aux Aînés des Collines.

THAT this expense be allocated to budget item 02 70100 970.

Carried

After the adoption of the resolution, Councillor Jean Côté returned to the council chamber at 8:03 p.m.

26-03-5828

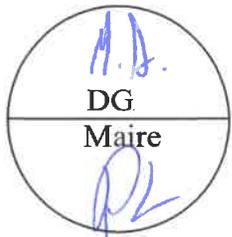
6.14 Registration of municipal staff for cybersecurity training

WHEREAS it is important to strengthen best practices in digital security and the protection of information held by the Municipality;

WHEREAS the cybersecurity training offered by the *Union des Municipalités du Québec* (UMQ) is intended for elected officials, managers, and municipal staff;

WHEREAS the registration fees are \$15 per participant for municipalities that are members of the UMQ, billed to the municipality according to the number of registrations, in this case 14 participants;

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



Municipalité de | Municipality of

Pontiac

AND RESOLVED THAT Council authorize the registration of the staff members of the Municipality of Pontiac for the cybersecurity training;

THAT this expenditure come from budget item 02 13000 454 as well as from other budget items with corresponding numbers ending in 454.

Carried

7. **PUBLIC SAFETY**

No item

8. **PUBLIC WORKS**

26-03-5829

8.1 **Request to the *ministère des Transports et de la Mobilité durable* – branch trimming within the right-of-way of highway 148**

WHEREAS the *ministère des Transports et de la Mobilité durable* (MTMD) has issued communications regarding the increase in road accidents caused by the presence of large wildlife along roadways;

WHEREAS visibility is reduced on Highway 148, between chemin Pilon and chemin Eardley-Masham, due to branches encroaching onto the roadway;

WHEREAS there has been an increase in the number of accidents on the section of road between chemin Pilon and chemin Eardley-Masham in recent years;

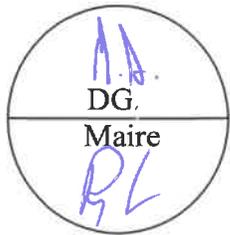
WHEREAS the *ministère des Transports et de la Mobilité durable* (MTMD) installs temporary signage to prevent road accidents caused by deer crossings and to raise awareness among road users of the risks of collision;

WHEREAS there are frequent interventions by the fire department and associated costs;

WHEREAS it is important to ensure the safety of users travelling on Highway 148 and to reduce the overall negative impacts related to these collisions;

THEREFORE, it is moved by Councillor Garry Dagenais and seconded by Councillor Scott McDonald.

AND RESOLVED THAT Council request that the *ministère des Transports et de la Mobilité durable* (MTMD) proceed with trimming branches along Highway 148, between chemin Pilon and chemin Eardley-Masham, on both sides of the roadway, in order to improve visibility, increase reaction time, and thereby reduce the risk of collisions for road users.



Carried

9. URBAN PLANNING AND ZONING

26-03-5830

9.1 Minor variance – 4651 chemin Russell - lot 5 815 440

WHEREAS an application for a minor variance was filed on November 27, 2025, concerning lot 5 815 440 of the Quebec cadastre, located at 4651 chemin Russell, for the construction of a detached garage of 111.42 m² (30' x 40') and a height of 9.38 m (30' – 9 1/8");

WHEREAS the property has no secondary buildings;

WHEREAS pursuant to Section 59, paragraph 3 of zoning bylaw 11-24, the area of a detached accessory building must not exceed a maximum of 90 m² and may never exceed the ground floor area of the main building;

WHEREAS pursuant to Section 59, paragraph 4 of zoning bylaw 11-24, the maximum height of a detached accessory building is 8 metres at any point measured from grade;

WHEREAS the loft space on the second floor of the garage will be used as a games room and storage space;

WHEREAS the Planning Advisory Committee (PAC) issued a favourable recommendation at its meeting of February 16, 2026, subject to the following conditions:

THAT the owner undertakes not to convert the garage loft into an additional dwelling unit;

THAT the garage shall not be connected to the septic system;

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

AND RESOLVED THAT Council approve the minor variance application to allow the construction of a detached garage of 111.42 m² (30' x 40') instead of 90 m² and with a height of 9.38 m (30' – 9 1/8") instead of 8 m.

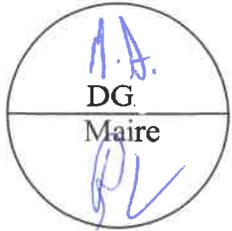
THAT the owner undertakes not to convert the garage loft into an additional dwelling unit.

THAT the garage shall not be connected to the septic system.

Carried

26-03-5831

9.2 Minor variance – 3111 chemin Leblond – lot 5 814 542 ??



WHEREAS an application for a minor variance was filed on January 16, 2026, concerning lot 5 814 542 of the Quebec cadastre, located at 3111 chemin Leblond, for the development of an additional dwelling unit of 106.83 m² within the main building;

WHEREAS pursuant to Section 40, paragraph 1 of zoning bylaw 11-24, the floor area of an additional dwelling unit shall not be less than 40 m² nor greater than 90 m²;

WHEREAS the Planning Advisory Committee (PAC), at its meeting of February 16, 2026, recommended that the minor variance application for the additional dwelling unit be deferred until the applicant submits a septic system report to confirm system compliance;

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

AND RESOLVED THAT Council approve the minor variance application to permit the development of an additional dwelling unit of 106.83 m² instead of 90 m².

No vote

The resolution is rejected.

26-03-5832

9.3 Application to the CPTAQ – subdivision and transfer of lot 5 814 213 located at 3567 route 148

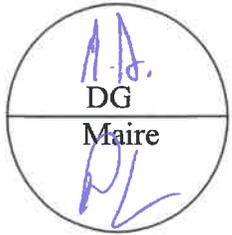
WHEREAS the application filed is part of a citizen's request to the CPTAQ for the subdivision and transfer of lot 5 814 213 of the Quebec cadastre, located south of Route 148, in the Municipality of Pontiac;

WHEREAS the application seeks authorization for the subdivision and transfer of an area of 4,503.9 square metres;

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

WHEREAS pursuant to section 58.2 of the Act respecting the protection of agricultural land and agricultural activities, this opinion transmitted by the Municipality to the CPTAQ is based on the criteria set out in section 62 of the LPTAA;

WHEREAS the authorization that may be granted will have no impact on the potential use of neighbouring lots for agricultural purposes, since a house has already been built on the property since 1890;



WHEREAS there are other vacant lots within the territory of the Municipality of Pontiac that could accommodate residential use outside the permanent agricultural zone, but the residence is already erected on the lot in question;

WHEREAS the application for authorization is not incompatible with agriculture in the area in which it is located and does not create constraints with respect to the application of laws and regulations aimed at mitigating inconveniences related to odours inherent to agricultural activities;

WHEREAS according to the Canada Land Inventory soil classification, the soil on which the house is located is Class 3F, meaning soil with fairly serious limitations that restrict the range of crops or require special conservation practices and that has low fertility;

WHEREAS the use is authorized under the zoning bylaw of the Municipality of Pontiac and under the land use and development plan of the MRC des Collines-de-l’Outaouais;

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

AND RESOLVED THAT Council supports the citizen’s application in their process with the CPTAQ in order to authorize the subdivision and transfer of lot 5 814 213, located at 3567 Route 148.

Carried

10. RECREATION AND CULTURE

26-03-5833

10.1 Request from *Sports Cyclistes Outaouais*

WHEREAS the cycling event organized by *Sports Cyclistes Outaouais* to be held on August 16, 2026;

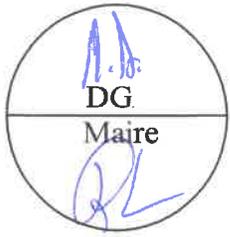
WHEREAS the organization wishes to use certain municipal roads during this event;

THEREFORE, it is moved by Councillor Chantal Allen and seconded by Councillor Scott McDonald.

AND RESOLVED THAT the Municipality of Pontiac authorizes cyclists to use the roads covered by the request during the event on August 16, 2026.

Carried

11. TABLING OF DOCUMENTS



Municipalité de | Municipality of

Pontiac

11.1 Tabling of the report regarding the delegation of authorization of expenses from January 27 to February 26, 2026

12. PUBLIC QUESTION PERIOD

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

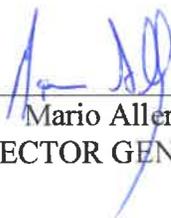
26-03-5834

13. CLOSING OF MEETING

IT IS MOVED BY Councillor Serge Laforest and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED to close the meeting at 8:19 p.m. having gone through the agenda.

Carried



Mario Allen
DIRECTOR GENERAL



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».