



**PROVINCE OF QUEBEC  
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, June 9, 2026, at 7:30 p.m. at the Quyon Community Centre, located at 2 chemin du Ferry Quyon Qc, 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 ratepayers.

**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 – 12 chemin du Cari – lot 5 815 585 and 173 chemin de la Coriandre – lot 5 815 593  
-No interventions
- 2.2 - Minor variance – 123 chemin Bingley – lot 2 683 474  
-No interventions
- 2.3 - Minor variance – 555 chemin Tremblay – lot 2 683 044  
-No interventions
- 2.4 - Minor variance – 196 chemin Pontiac – lot 5 814 881  
-No interventions
- 2.5 - Minor variance – 2860 route 148 – lot 4 040 594  
-No interventions

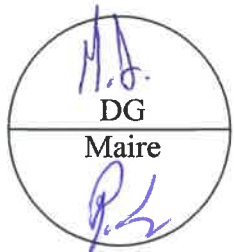
**3. FLOOR TO THE PUBLIC AND QUESTIONS**

Mayor, Roger Larose, takes note of the entries in the register of questions and gives the floor to the public.

**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 May 12 and 19, 2026**
- 6. **Administration**
- 6.1 **List of incurred expenses**

26-06-5893



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- 6.2 Budgetary transfers
- 6.3 List of invoices to pay
- 6.4 Appointment of members for the establishment of the Labour Relations Committee (LRC)
- 6.5 Appointment of members for the establishment of the Joint Occupational Health and Safety Committee (JOHSC)
- 6.6 Replacement of the Policy for the Prevention and Management of Workplace Harassment and Violence
- 6.7 Renewal of service offer - Cain Lamarre SENCRL
7. **Public Safety**  
No item
8. **Public Works**
  - 8.1 Student hiring
  - 8.2 Hiring - green-collar
  - 8.3 Traffic Control Person (TCP) training
  - 8.4 Installation of stop signage on chemin du Village
9. **Urban Planning and zoning**
  - 9.1 Minor variance – 12 chemin du Cari – lot 5 815 585 and 173 chemin de la Coriandre – lot 5 815 593
  - 9.2 Minor variance – 123 chemin Bingley – lot 2 683 474
  - 9.3 Minor variance – 555 chemin Tremblay – lot 2 683 044
  - 9.4 Minor variance – 196 chemin Pontiac – lot 5 814 881
  - 9.5 Minor variance – 2860 route 148 – lot 4 040 594
10. **Recreation and culture**
  - 10.1 Day camp 2026 – *Fondation Laurent Duvernay-Tardif* project
11. **Tabling of documents**
  - 11.1 Tabling of the report regarding the delegation of authorization of expenses from May 1 to May 31, 2026
  - 11.2 Tabling of the letter from the Government of Quebec
  - 11.3 Tabling of the minutes of the Planning Advisory Committee (PAC) meeting of May 26, 2026
  - 11.4 Tabling of the Municipality of Pontiac's organizational chart
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

26-06-5894

**5. ADOPTION OF THE MINUTES OF MAY 12 AND 19, 2026**

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



**AND RESOLVED TO** adopt the minutes of May 12 and 19, 2026.

Carried

**6. ADMINISTRATION**

**26-06-5895**

**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 \$48,696.25, taxes included.

Carried

**26-06-5896**

**6.2 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 \$20,428.

Carried

**26-06-5897**

**6.3 List of invoices to pay**

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

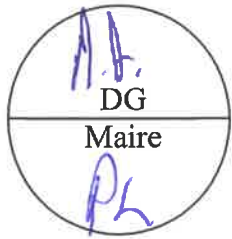
**AND RESOLVED TO** pay the invoices submitted, for a total amount of \$206,178.43 taxes included.

Carried

**26-06-5898**

**6.4 Appointment of members for the establishment of the Labour Relations Committee (LRC)**

**WHEREAS** the Collective Agreement for blue collar and white collar employees affiliated with the CSN for the 2024–2028 period stipulates, under Article 32.9, that the employer agrees to establish a Labour Relations Committee (LRC);



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**WHEREAS** the council wishes to appoint a management employee and two council members to serve on this committee;

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

**AND RESOLVED TO** appoint Ms. Jocelyne Moskaluk, Assistant Director General and Human Resources, Mr. Serge Laforest, Councillor for District 4, and Mr. Jean Côté, Councillor for District 1, as principal members of the Labour Relations Committee, and Mr. Roger Larose, Mayor, as an alternate member.

**THAT** Ms. Jocelyne Moskaluk be authorized to invite individuals to provide support during the negotiations, as well as a legal advisor.

**THAT** the term of office corresponds to that of the elected officials.

Carried

26-06-5899

**6.5 Appointment of members for the establishment of the Joint Occupational Health and Safety Committee (JOHSC)**

**WHEREAS** the Collective Agreement for blue-collar and white-collar employees affiliated with the CSN for the 2024–2028 period provides, pursuant to Article 32.9, that the employer undertakes to establish a Joint Occupational Health and Safety Committee (JOHSC);

**WHEREAS** the Council wishes to appoint a manager as well as two members of Council to sit on this committee;

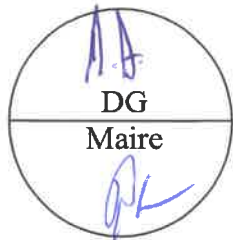
**THEREFORE**, it is moved by Councillor Dr. Jean Amyotte and seconded by Councillor Scott McDonald.

**AND RESOLVED TO** appoint Ms. Jocelyne Moskaluk, Assistant Director General and Human Resources, Mr. Serge Laforest, Councillor for District 4, and Mr. Jean Côté, Councillor for District 1, as principal members of the Joint Occupational Health and Safety Committee (JOHSC), and Mr. Roger Larose, Mayor, as an alternate member.

**THAT** Ms. Jocelyne Moskaluk be authorized to invite individuals to provide support during the negotiations, as well as a legal advisor.

**THAT** the term of office corresponds to that of the elected officials.

Carried



26-06-5900



## 6.6 Replacement of the Policy for the Prevention and Management of Workplace Harassment and Violence

**WHEREAS** Municipality of Pontiac has a duty toward its employees to provide a healthy and safe work environment;

**WHEREAS** the Act respecting labour standards (ALS) provides for an employer's obligation to prevent psychological harassment and grants employees the right to a workplace free from psychological harassment;

**WHEREAS** the ALS establishes a new obligation for employers, effective January 1, 2019, to adopt a policy on the prevention of psychological harassment, including a complaint handling mechanism;

**WHEREAS** such an approach is beneficial both for the Municipality and its employees;

**THEREFORE**, it is moved by Councillor Chantal Allen and seconded by Councillor Jean Côté.

**AND RESOLVED THAT** Council hereby authorizes the submission and adoption of the Policy for the Prevention and Management of Workplace Harassment and Violence.

**THAT** this resolution hereby repeals Resolution 18-12-3615.

Carried

26-06-5901

## 6.7 Renewal of service offer - Cain Lamarre SENCRL

**WHEREAS** the 2026 budget forecasts for various legal services;

**WHEREAS** the services offered by Cain Lamarre SENCRL, based on a bank of hours;

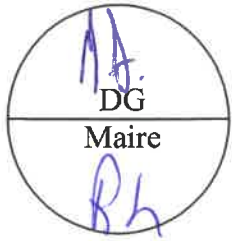
**THEREFORE**, it is moved by Councillor Garry Dagenais and seconded by Councillor Chantal Allen.

**AND RESOLVED TO** renew Cain Lamarre SENCRL's service offer, based on a bank of hours (100 hours) for the year 2026.

**THAT** this expenditure be allocated to budget item 02 61000 412 and other budget items ending in 412 - Legal Services.

Carried

## 7. PUBLIC SAFETY



No item

**8. PUBLIC WORKS**

**26-06-5902**

**8.1 Student hiring**

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

**WHEREAS** this position was budgeted for in 2026;

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

**AND RESOLVED TO** hire Noah Howard, Ashley Poisson, Olivier Maurier and Jérémie Pichette.

**THAT** the hiring date be determined by the Director of Public Works based on the availability of the selected candidates, for a maximum period of 12 weeks.

Carried

**26-06-5903**

**8.2 Hiring - green collar**

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

**WHEREAS** this position was budgeted for in 2026;

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

**AND RESOLVED TO** hire Mr. Théophane Hubert MacDonald as a Maintenance, Recreation, and Eco-Centre Attendant, Step 2, in accordance with the terms of the collective agreement.

**THAT** the hiring date will be set by the Director of Public Works and shall be subject to a probationary period of less than 1,080 hours.

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

Carried

**26-06-5904**

**8.3 Traffic Control Person (TCP) training**



**WHEREAS** workplace safety is a priority for the Municipality of Pontiac, and Traffic Control Person (TCP) training is essential to ensure the proper execution of road work;

**WHEREAS** two (2) blue-collar employees have been selected to complete this training in order to complete the group;

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

**AND RESOLVED THAT** Council approve the Traffic Control Person (TCP) training for two (2) blue-collar employees on July 16, for an amount of \$300, taxes included.

**THAT** this expenditure be charged to budget account 02 32000 454.

Carried

26-06-5905

#### **8.4 Installation of stop signage on chemin du Village**

**WHEREAS** concerns have been expressed by citizens regarding road safety on chemin du Village;

**WHEREAS** the Municipality of Pontiac has received requests from citizens to install stop signage in order to improve safety in this residential area;

**WHEREAS** stop signage is an effective means of reducing speed and ensuring the safety of residents on chemin du Village at this intersection;

**WHEREAS** the installation of a stop sign on the East-West axis at the intersection of chemin du Village and chemin Damas-Perrier is desired;

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

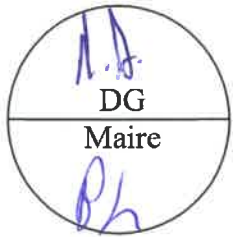
**AND RESOLVED THAT** the Municipality of Pontiac proceed with the installation of a stop sign on the East-West axis at the intersection of chemin de Village and chemin Damas-Perrier.

Carried

#### **9. URBAN PLANNING AND ZONING**

26-06-5906

#### **9.1 Minor variance – 12 chemin du Cari – lot 5 815 585 and 173 chemin de la Coriandre – lot 5 815 593**



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**WHEREAS** a minor variance application was filed on March 6, 2026, concerning lots 5 815 585 and 5 815 593 of the Quebec cadastre, located at 12 chemin du Cari and 173 chemin de la Coriandre, seeking to reduce the minimum lot area following the merger of the two lots;

**WHEREAS** under Section 33 of subdivision bylaw 13-24, the minimum standards applicable to an unserviced lot located outside the urban perimeter require a minimum area of 3,700 m<sup>2</sup>, a minimum width of 45 m, and a minimum average depth of 60 m;

**WHEREAS** the property located at 12 chemin du Cari currently has an area of 578.0 m<sup>2</sup>, a frontage width of 24.38 m, and an average depth of 24.38 m;

**WHEREAS** the property located at 173 chemin de la Coriandre currently has an area of 696.4 m<sup>2</sup>, a frontage width of 15.24 m, and an average depth of 45.72 m;

**WHEREAS** the merger of the two lots will create a new lot with an area of 1,274.4 m<sup>2</sup>, a frontage width of 24.38 m, and an average depth of 70.1 m;

**WHEREAS** the merger improves the current situation by bringing the lot closer to the prescribed standards and moving it toward compliance;

**WHEREAS** the favourable recommendation of the CCU at its meeting held on May 26, 2026;

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

**AND RESOLVED THAT** Council approve the minor variance request to reduce the minimum lot area to 1,274.4 m<sup>2</sup> instead of 3,700 m<sup>2</sup>, as well as the reduction of the minimum width to 24.38 m instead of 45 m, following the merger of the properties located at 12 chemin du Cari and 173 chemin de la Coriandre, being lots 5 815 585 and 5 815 593 of the Quebec cadastre.

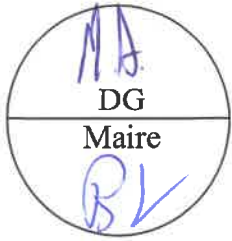
Carried

26-06-5907

**9.2 Minor variance – 123 chemin Bingley – lot 2 683 474**

**WHEREAS** a minor variance application was filed on April 1, 2026, concerning lot 2 683 474 of the Quebec cadastre, located at 123 Croissant Bingley, for the construction of a shed on a 3,303.6 m<sup>2</sup> lot already containing two (2) accessory buildings;

**WHEREAS**, under Section 59, item 2 of zoning bylaw 11-24, the maximum number of detached accessory buildings is two (2);



**WHEREAS** on a lot of 4,000 m<sup>2</sup> and more, the number of detached accessory buildings is three (3);

**WHEREAS** the property has an area of 3,303.6 m<sup>2</sup>;

**WHEREAS** the property is located in a recessed area at the end of a cul-de-sac;

**WHEREAS** the shed will be used to store pool equipment;

**WHEREAS** the favourable recommendation of the CCU (Planning Advisory Committee) at its meeting held on May 26, 2026;

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

**AND RESOLVED THAT** Council approve the minor variance request to allow the construction of a third accessory building on a 3,303.6 m<sup>2</sup> lot instead of 4,000 m<sup>2</sup>.

**THAT** the owner undertakes to comply with the setback requirements set out in the specification grid for zone R-19.

Carried

26-06-5908

**9.3 Minor variance – 555 chemin Tremblay – lot 2 683 044**

**WHEREAS** a minor variance application was filed on April 24, 2026, concerning lot 2 683 044 of the Quebec cadastre, located at 555 chemin Tremblay, for the installation of a prefabricated detached garage measuring 139.35 m<sup>2</sup> (30' x 50');

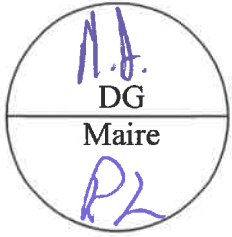
**WHEREAS**, under Section 59, item 3 of zoning bylaw 11-24, the area of a detached accessory building must not exceed a maximum of 90 m<sup>2</sup> and must never exceed the footprint of the main building;

**WHEREAS** the main building has a footprint of 171.4 m<sup>2</sup>;

**WHEREAS** the proposed garage has a smaller footprint than the existing main building;

**WHEREAS** the favourable recommendation of the CCU (Planning Advisory Committee) at its meeting held on May 26, 2026;

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



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**AND RESOLVED THAT** Council approve the minor variance request to allow the installation of a prefabricated detached garage with an area of 139.35 m<sup>2</sup> (30' x 50') instead of 90 m<sup>2</sup>.

**THAT** the owner remove the existing shipping container or proceed with its regularization by obtaining a permit.

**THAT** the owner store the tires present on the property inside an accessory building.

Carried

26-06-5909

**9.4 Minor variance – 196 chemin Pontiac – lot 5 814 881**

**WHEREAS** a minor variance application was filed on May 19, 2026, concerning lot 5 814 881 of the Quebec cadastre, located at 196 chemin Pontiac, for the installation of a detached garage measuring 111.48 m<sup>2</sup> (30' x 40');

**WHEREAS**, under Section 59, item 3 of zoning bylaw 11-24, the area of a detached accessory building must not exceed a maximum of 90 m<sup>2</sup> and must never exceed the footprint of the main building;

**WHEREAS** on a lot of 4,000 m<sup>2</sup> and more, the maximum number of detached accessory buildings is three (3);

**WHEREAS** the lot has an area of 7,071 m<sup>2</sup>;

**WHEREAS** the construction of two smaller garages would be permitted, but a single larger garage better meets the storage needs for three vehicles;

**WHEREAS** the proposed main building will have a footprint of 170.57 m<sup>2</sup>;

**WHEREAS** the proposed garage has a smaller footprint than the proposed main building;

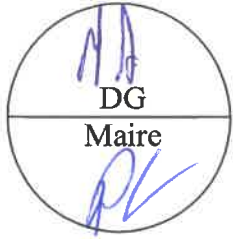
**WHEREAS** the proposed garage will have the same exterior finish as the house;

**WHEREAS** the favourable recommendation of the CCU (Planning Advisory Committee) at its meeting held on May 26, 2026;

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

**AND RESOLVED THAT** Council approve the minor variance request to allow the construction of a detached garage with an area of 111.48 m<sup>2</sup> (30' x 40') instead of 90 m<sup>2</sup>.

Carried



26-06-5910



**9.5 Minor variance – 2860 route 148 – lot 4 040 594**

**WHEREAS** a minor variance application was filed on May 14, 2026, concerning lot 4 040 594 of the Quebec cadastre, located at 2860 route 148, for the installation of three (3) rows of mini-storage buildings intended for rental purposes, at a distance of more than 4.50 m from the lateral property lines and between the buildings;

**WHEREAS**, under Section 39, item 4 of zoning bylaw 11-24, a distance of 10 m must be maintained:

- i. Between buildings housing the mini-storage units;
- ii. Between the mini-storage buildings and the side lot lines.

**WHEREAS** the adjacent lot is vacant;

**WHEREAS** the other adjacent lot currently belongs to the applicant;

**WHEREAS** the mini-storage buildings will have fire-rated protection;

**WHEREAS** the project cannot be carried out in compliance with zoning bylaw 11-24;

**WHEREAS** the negative recommendation, as well as the comments of the members of the CCU at the meeting held on May 26, 2026;

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

**AND RESOLVED THAT** Council accept the request for a minor variance to permit the installation of three (3) rows of mini-warehouses intended for rental purposes, at a distance of more than 4.50 m from the lateral property lines and between buildings, instead of 10.00 m, subject to the provision of a site plan prepared by a land surveyor for the permit application.

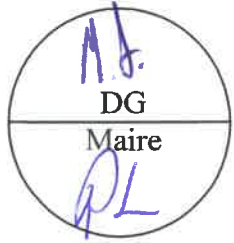
Carried

**10. RECREATION AND CULTURE**

26-06-5911

**10.1 Day camp 2026 – Fondation Laurent Duvernay-Tardif project**

**WHEREAS** the Municipality of Pontiac's day camp has been selected to benefit from the new on-site project support service offered by the Fondation Laurent Duvernay-Tardif in collaboration with Tremplin Santé;



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**WHEREAS** the on-site project aims to support the animation and management team in the planning, implementation, and delivery of a sports and arts project throughout the summer;

**WHEREAS** the cost of the project is estimated at \$3,282.59 and funding of up to \$2,500 is available to support the implementation of the project;

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

**AND RESOLVED THAT** Council authorize the payment of \$782.59 for the implementation of the on-site project with the Fondation Laurent Duvernay-Tardif and Tremplin Santé.

**THAT** this expenditure be charged to budget item 02 70191 629.

Carried

**11. TABLING OF DOCUMENTS**

**11.1 Tabling of the report regarding the delegation of authorization of expenses from May 1 to May 31, 2026**

**11.2 Tabling of the letter from the Government of Quebec**

**11.3 Tabling of the minutes of the Planning Advisory Committee (PAC) meeting of May 26, 2026**

**11.4 Tabling of the Municipality of Pontiac's organizational chart**

**12. PUBLIC QUESTION PERIOD**

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

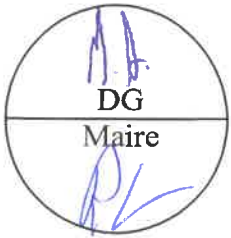
**13. CLOSING OF MEETING**

**IT IS MOVED BY** Councillor Serge Laforest and seconded by Councillor Garry Dagenais.

**AND RESOLVED TO** close the meeting at 8:01 p.m. having gone through the agenda.

Carried

26-06-5912



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A blue ink signature of Mario Allen.

Mario Allen  
DIRECTOR GENERAL

A blue ink signature of Roger Larose.

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».*