



Municipalité de | Municipality of

Pontiac

**PROVINCE OF QUEBEC
PONTIAC COUNTY**

MINUTES of the regular Council meeting of the Municipality of Pontiac held on Tuesday, October 13, 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, Mrs. Jocelyne Moskaluk, Assistant Director General, Clerk-Treasurer, and Human Resources, 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. PUBLIC CONSULTATION

2.1 - Minor variance – 5 chemin Camac – lot 5 098 026

-No interventions

2.2 - Minor variance – 101 et 101A chemin Hurdman - lots 2 683 754 et 2 683 864

-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 September 8 and 15, 2026**
- 6. Administration**
 - 6.1 List of incurred expenses
 - 6.2 Budgetary transfers
 - 6.3 List of invoices to pay
 - 6.4 Adoption of the 2027 calendar of regular council meetings
 - 6.5 Adoption of the policy on employee performance evaluation
 - 6.6 Mandate to a firm for the analysis of a potential change of MRC

26-10-5996





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- 6.7 Contract of engagement with the Centre de Services Partagés du Québec for the printers, office supplies and paper
- 6.8 Settlement and release – court file no. 555-17-000252-244
- 7. Public Safety**
 - 7.1 Hiring - volunteer firefighters
- 8. Public Works**
 - 8.1 Blue-collar hiring – appointment of a group leader
 - 8.2 Light maintenance services for private roads open to the public by tolerance – Plage François Tremblay
 - 8.3 Paving – chemin Steele
 - 8.4 Acquisition of a baler – agricultural plastics
 - 8.5 Adoption of the ecocentre opening schedule until the fall of 2026
 - 8.6 Authorization to purchase equipment for the Public Works Department – wheeled excavator
- 9. Urban Planning and zoning**
 - 9.1 Minor variance – 5 chemin Camac – lot 5 098 026
 - 9.2 Minor variance – 101 and 101A chemin Hurdman – lots 2 683 754 and 2 683 864
 - 9.3 Subdivision – 17 chemin Cedarvale – lots 2 684 238 and 6 570 132
 - 9.4 Subdivision – 1958 chemin de la Montagne – lot 2 683 667
 - 9.5 Subdivision – 220 to 224 chemin Lebrun – lots 2 683 103, 2 750 627, 2 755 666, 2 755 667, 2 755 668, 2 755 669, 2 755 670 and 2 872 193
 - 9.6 Application to the CPTAQ – 1911 chemin du Lac-des-Loups – lot 5 814 009
 - 9.7 Tabling of bylaw 07-26 replacing bylaw 07-24 concerning the operation of the Planning Advisory Committee (PAC)
- 10. Recreation and culture**
 - 10.1 Hiring of a Recreation, Community Life and Communications Coordinator
 - 10.2 Acquisition and installation of signs for the player dugouts – Quyon Recreational Park
 - 10.3 Contract award – Luskville Recreational Park roofing
 - 10.4 Application for financial assistance – *Plaisir de bouger en Outaouais 2026-2027*
 - 10.5 Submission of an application for financial assistance – Building Strong Communities Fund – Quyon Recreational Park
 - 10.6 Collaboration agreement with Vélo Québec – Route verte – authorization to sign
 - 10.7 Financial and logistical support for the 2026 Pontiac Country Fair
 - 10.8 Resolution on intellectual freedom in public libraries
 - 10.9 Support for the *Chaîne de vie* challenge in the Outaouais
- 11. Tabling of documents**
 - 11.1 Tabling of the report regarding the delegation of authorization of expenses from August 25 to September 28, 2026
 - 11.2 Tabling of the minutes of the Planning Advisory Committee (PAC) meeting of August 10, 2026
 - 11.3 Tabling of the summary of the second year of the property assessment roll for 2026-2027-2028
- 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 modified:

- Addition of the item 6.9 - Awarding a professional services contract for the handling of administrative files
- Modification of the title of item 8.5

Carried

26-10-5997

5. ADOPTION OF THE MINUTES OF SEPTEMBER 8 AND 15, 2026

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

AND RESOLVED TO adopt the minutes of September 8 and 15, 2026

Carried

6. ADMINISTRATION

26-10-5998

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 \$117,239.55, taxes included.

Carried

26-10-5999

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 \$28,735.

Carried

26-10-6000

6.3 List of invoices to pay



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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 \$230,770.35 taxes included.

Carried

26-10-6001

6.4 Adoption of the 2027 calendar of regular council meetings

WHEREAS Section 148 of the Quebec Municipal Code provides that Council shall establish, before the beginning of each calendar year, the calendar of its regular meetings for the coming year, setting the day and time of the beginning of each;

THEREFORE, it is moved by Mayor Roger Larose and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED THAT the following schedule of regular meetings of Council for 2027 be adopted, to be held on Tuesdays and to start at 7:30 p.m.:

January: 19	May: 11 (Breckenridge)	September: 14 (Quyon)
February: 9	June: 8 (Quyon)	October: 12
March: 9	July: 13	November: 9
April: 13	August: 10	December: 14

THAT the meetings will be held at the Luskville Community Centre, except for the meeting of May 11, which will be held at the Breckenridge Fire Hall and the meetings of June 8 and September 14, which will be held at the Quyon Community Centre.

Carried

26-10-6002

6.5 Adoption of the policy on employee performance evaluation

WHEREAS the Municipality of Pontiac wishes to modernize its human resources management practices and foster the professional development of its staff;

WHEREAS the implementation of a performance evaluation framework falls within the legal exercise of the Municipality's management rights;

WHEREAS an administrative performance evaluation policy has been prepared by the Human Resources Department and recommended by the General Directorate;



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

AND RESOLVED TO adopt the Administrative Policy Concerning Municipal Personnel Performance Evaluation (2026-2027).

TO authorize the General Directorate and the Human Resources Department to deploy the necessary tools, guides, and procedures for its implementation across all municipal staff.

Carried

26-10-6003

6.6 Mandate to a firm for the analysis of a potential change of MRC

WHEREAS the Municipality wishes to assess the possibility of transferring from the MRC des Collines-de-l'Outaouais to the MRC de Pontiac;

WHEREAS Council wishes to understand the advantages, disadvantages, and administrative, social, and financial impacts of such a change;

WHEREAS steps must be undertaken with the MRCs concerned and the Ministry of Municipal Affairs and Housing (MAMH);

THEREFORE, it is moved by Mayor Roger Larose and seconded by Councillor Dr. Jean Amyotte.

AND RESOLVED THAT Council hereby mandates the General Manager to retain the services of DHC Avocats to assist the Municipality with the initial steps required to assess the possibility of a change of MRC, including the applicable procedures, requirements, approvals and documentation, as well as the advantages, disadvantages, and impacts of such a change, and to prepare the information required for the possible submission of a file to the MAMH and Council.

THAT the General Manager be authorized to communicate with the MRC des Collines-de-l'Outaouais, the MRC de Pontiac, and the MAMH in order to obtain the information required for this assessment and to determine the next steps to be taken.

Carried unanimously

26-10-6004

6.7 Contract of engagement with the Centre de Services Partagés du Québec for the printers, office supplies and paper

WHEREAS the contract with Konica Minolta expired on March 27, 2026;

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



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AND RESOLVED THAT this Council authorize the Director General to sign a 60-month contract with Konica Minolta for the lease of two photocopiers for the Town Hall and one photocopier for the Luskville Library, as follows:

One Bizhub C551i photocopier at a monthly cost of \$178.21, including the fax option;

One Bizhub C551i photocopier at a monthly cost of \$175.21, without the fax option;

For the two Bizhub C551i photocopiers, the cost per copy is established as follows:

Black and white: \$0.0070 per copy

Colour: \$0.0600 per copy

One Bizhub C3351i photocopier at a monthly cost of \$59.32 for the Luskville Library;

For the Bizhub C3351i photocopier, the cost per copy is established as follows:

Black and white: \$0.0120 per copy

Colour: \$0.0700 per copy

Carried

26-10-6005

6.8 Settlement and release – court file No. 555-17-000252-244

WHEREAS a settlement agreement was reached between the parties in Court File No. 555-17-000252-244;

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

AND RESOLVED TO approve the settlement and release agreement entered into by the parties in Court File No. 555-17-000252-244.

TO authorize the Director General and the Mayor to sign the settlement and release agreement, as well as any other document intended to give effect to said agreement.

TO authorize the payment of the amounts due from budget item 02 13000 412.

Carried

26-10-6006

6.9 Awarding a professional services contract for the handling of administrative files

WHEREAS complaints have been received regarding these files;



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WHEREAS the Mayor will oversee the follow-up of these files and professional assistance is required to ensure they are handled appropriately;

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

AND RESOLVED TO award a contract to a professional services firm in the amount of \$50,000 to provide the necessary assistance in connection with these files.

THAT this expenditure be funded from the unallocated surplus.

Carried

7. PUBLIC SAFETY

26-10-6007

7.1 Hiring - volunteer firefighters

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

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

WHEREAS the interviews conducted by the Fire Department;

WHEREAS the recommendations of the General Director and the Fire Department for the hiring of two (2) new volunteer firefighters;

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

AND RESOLVED TO hire Hubert MacDonald and Adam Lafontaine, as volunteer firefighters, as per the terms of the collective agreement.

Carried

8. PUBLIC WORKS

26-10-6008

8.1 Blue-collar hiring – appointment of a group leader

WHEREAS the position of Group Leader is vacant;

WHEREAS there is a staffing need within the Public Works Department;

WHEREAS the position of Group Leader was posted internally;



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

AND RESOLVED TO hire employee #05-0117 as Group Leader, in accordance with the terms of the collective agreement.

Carried

26-10-6009

8.2 Light maintenance services for private roads open to the public by tolerance – Plage François Tremblay

WHEREAS bylaw No. 16-24 establishes the framework under which the Municipality may offer to carry out light maintenance work on private roads open to the public by tolerance of the owner or occupant, upon request by a majority of the adjacent property owners or occupants, with the costs being charged to the property owners or occupants concerned in the form of taxes;

WHEREAS the Municipality has received an official request to carry out light maintenance work on the private roads of Plage François Tremblay, as stipulated in bylaw No. 16-24;

WHEREAS the Municipality received three quotations, namely from Raymond Bélisle Cartage, Les Entreprises LEBO Construction Inc., and Robert Erwin Transport, and the lowest compliant quotation was submitted by Robert Erwin Transport, in the amount of \$29,340.91 plus applicable taxes, including the addition of 1,421 tonnes of gravel as well as three days of equipment and labour, as detailed in quotation No. 2026102;

WHEREAS the required conditions regarding the signatures (60% + 1) of the owners of the roads of Plage François Tremblay (avenue des Tourterelles, avenue des Colombes, avenue des Mésanges, chemin des Fauvettes, chemin des Grues, chemin des Hérons, chemin des Hirondelles, chemin des Colibris, chemin des Mallards, chemin des Chardonnets, chemin des Alouettes, avenue des Geais-bleus, chemin des Perdrix, chemin des Goélands, chemin des Outardes, chemin de la Servitude) have been met, as stipulated in Section 6.2;

WHEREAS this request complies with bylaw No. 16-24;

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

AND RESOLVED THAT Council confirms its acceptance of the request for light maintenance work on the roads of Plage François Tremblay (avenue des Tourterelles, avenue des Colombes, avenue des Mésanges, chemin des Fauvettes, chemin des grues, chemin des hérons, chemin des Hirondelles, chemin des Colibris, chemin des Mallards,



chemin des Chardonnets, chemin des Alouettes, avenue des Geais-bleus, chemin des Perdrix, chemin des Goélands, chemin des Outardes, chemin de la Servitude).

TO mandate the Public Works Department to supervise the work to be carried out in collaboration with the representative and the contractor.

TO charge each affected property according to the calculation sheet attached to the request, in four (4) equal instalments, as part of the annual 2027 property tax billing.

Carried

26-10-6010

8.3 Paving – chemin Steele

WHEREAS a 500 metre long by 6-metre-wide section of pavement on chemin Steele, near the intersection of chemin Murray, shows significant signs of deterioration;

WHEREAS the Municipality can carry out the work with its own crews and has the necessary equipment, expertise and funds available in the 2026 operating budget;

WHEREAS the addition of an overlay would extend the lifespan of the road by several years and thereby help meet the objectives set out in the Three-Year Capital Investment Program;

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

AND RESOLVED THAT Council authorize the Director General to incur an expenditure of up to \$65,000, from the 2026 operating budget, for paving work on a section of chemin Steele.

THAT this expenditure be charged to budget item 02 32000 625.

Carried

26-10-6011

8.4 Acquisition of a baler – agricultural plastics

WHEREAS the Municipality of Pontiac has entered into an agreement with AgriRECUP as a recovery partner for the Pontiac Ecocentre;

WHEREAS AgriRECUP provides financial assistance to support the development of the agricultural plastics sorting area;

WHEREAS the Municipality has identified the acquisition of a baler as a priority and has requested that this financial assistance be allocated for this purpose;



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WHEREAS this baler will facilitate the handling, storage and transportation of recovered agricultural plastics;

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

AND RESOLVED TO authorize the Director General to proceed with the acquisition of a baler for agricultural plastics, up to a maximum amount of \$10,000, plus applicable taxes.

THAT this expenditure be charged to budget item 02 45300 522.

Carried

26-10-6012

8.5 Adoption of the 2026-2027 ecocentre opening hours schedule

WHEREAS the Municipality of Pontiac provides an ecocentre service to its residents in order to promote the responsible management of residual materials;

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

AND RESOLVED THAT Council adopt the ecocentre opening schedule at a frequency of one opening per month.

THAT the opening dates be as follows:

- Saturday, November 21, 2026
- Saturday, January 23, 2027
- Saturday, February 20, 2027
- Saturday, March 20, 2027
- Saturday, April 17, 2027
- Saturday, April 24, 2027
- Saturday, May 29, 2027
- Friday, July 23, 2027
- Saturday, July 24, 2027
- Saturday, August 21, 2027
- Saturday, September 18, 2027
- Saturday, October 16, 2027
- Saturday, October 23, 2027
- Saturday, November 20, 2027

THAT the opening hours remain from 9:00 a.m. to 3:00 p.m., unless otherwise decided by Council or due to exceptional circumstances.



THAT the Administration be authorized to communicate the opening schedule to the public through the Municipality's usual communication channels.

Carried

26-10-6013

8.6 Authorization to purchase equipment for the Public Works Department – wheeled excavator

WHEREAS the Municipality is carrying out an increasing number of roadway projects in-house;

WHEREAS the Public Works Department has identified a need for the acquisition of a wheeled excavator;

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

AND RESOLVED THAT Mr. Mario Allen, Director General, be authorized to place bids online through the GovDeals auction platform for the acquisition of a wheeled excavator for the Public Works Department, up to a maximum amount of \$50,000, plus applicable taxes and fees.

THAT this expense be financed in accordance with umbrella borrowing bylaw 02-23.

Carried

9. URBAN PLANNING AND ZONING

Before the discussion and the vote on this resolution, Councillor Scott McDonald leaves the council chamber at 7:49 p.m. due to a conflict of interest.

26-10-6014

9.1 Minor variance – 5 chemin Camac – lot 5 098 026

WHEREAS an application for a minor variance was submitted on September 17, 2026, concerning lot 5 098 026 of the Cadastre of Quebec, located at 5 chemin Camac, seeking to reduce the minimum required lot area and the minimum width of the side adjoining the watercourse applicable to the two (2) proposed lots;

WHEREAS the property is located in Zone R-19;

WHEREAS, pursuant to Section 33 of subdivision bylaw No. 13-24, the minimum standards applicable to an unserviced lot adjoining a watercourse and located outside the urbanization perimeter require a minimum width of 45 m;



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WHEREAS the same bylaw provides that, in rural R zones, the minimum lot area is 18,500 m² and, where applicable, the minimum width of the side of a waterfront lot adjoining the watercourse is 150 metres;

WHEREAS resolution No. 12-08-1211, adopted on August 16, 2012, supported a subdivision project involving the creation of chemin Camac and six (6) new lots intended for construction;

WHEREAS, following the acquisition of the two lots by the same owner in 2013, the lots were consolidated for administrative and tax purposes, notably so that they would appear on a single municipal tax account;

WHEREAS the particular circumstances of the property, including its cadastral history and the previously approved subdivision project, must be taken into consideration in assessing the minor variance application;

WHEREAS the Planning Advisory Committee issued a favourable recommendation at its meeting held on September 29, 2026;

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

AND RESOLVED THAT the Municipal Council grant the minor variance application concerning lot 5 098 026 of the Cadastre of Quebec, in order to permit:

1. That the width of the side of each of the two (2) proposed lots adjoining the watercourse be greater than 70 metres, instead of the minimum width of 150 metres required for a waterfront lot;
2. That the area of each of the two (2) proposed lots be greater than 16,000 m², instead of the minimum area of 18,500 m² required for a lot located in a Rural R zone;
3. The construction of a detached single-family dwelling on the proposed vacant lot, subject to compliance with all other applicable regulatory provisions.

Carried

After the adoption of the resolution, Councillor Scott McDonald returned to the council chamber at 7:51 p.m.

26-10-6015

9.2 Minor variance – 101 and 101A chemin Hurdman – lots 2 683 754 and 2 683 864

WHEREAS an application for a minor variance was submitted on June 15, 2026, concerning lots 2 683 754 and 2 683 864 of the Cadastre of Quebec, located at 101 and 101A chemin Hurdman, seeking to reduce the minimum required lot area, the minimum width of the side adjoining the watercourse, and the minimum average depth applicable to



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the two (2) proposed lots following the consolidation of the two existing lots and their subdivision into two new lots;

WHEREAS the property located at 101 chemin Hurdman comprises two (2) principal buildings, each served by its own septic system and well;

WHEREAS, pursuant to Section 33 of subdivision bylaw No. 13-24, the minimum standards applicable to an unserviced lot adjoining a watercourse and located outside the urbanization perimeter require a minimum area of 5,000 m², a minimum width of 45 m, a minimum width of 45 m along the side adjoining the watercourse, and a minimum average depth of 60 m;

WHEREAS the lot corresponding to the property located at 101 chemin Hurdman currently has an area of 1,912.4 m², a width of 40.15 m along the side adjoining the watercourse, and an average depth of 46.7 m;

WHEREAS the lot corresponding to the property located at 101A chemin Hurdman currently has an area of 776.8 m², a width of 59.53 m, and an average depth of 12.97 m;

WHEREAS the proposed cadastral operations will improve the current situation by bringing the proposed lots closer to the prescribed standards and moving their configuration toward compliance;

WHEREAS the Planning Advisory Committee issued a favourable recommendation at its meeting held on September 29, 2026;

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

THAT the Municipal Council approve the minor variance application to authorize, for the two (2) proposed lots resulting from the consolidation of lots 2 683 754 and 2 683 864 of the Cadastre of Quebec, the non-compliant dimensions indicated on the proposed subdivision plan prepared by land surveyor Jérémie Brûler, dated August 27, 2026, under minute No. 264, namely:

- Proposed lot 1 shall have an area of 1,321.0 m² instead of 5,000 m², a width of 25.62 m along the side adjoining the watercourse instead of 45 m, and an average depth of 51.21 m instead of 60 m;
- Proposed lot 2 shall have an area of 1,358.2 m² instead of 5,000 m², a width of 14.50 m along the side adjoining the watercourse instead of 45 m, and an average depth of 53.09 m instead of 60 m.

Carried



26-10-6016



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9.3 Subdivision – 17 chemin Cedarvale – lots 2 684 238 and 6 570 132

WHEREAS an application for a subdivision permit has been submitted concerning lots 2 684 238 and 6 570 132 of the Cadastre of Quebec, located at 17 chemin Cedarvale, in order to consolidate them into a single lot;

WHEREAS, as indicated in resolution No. 23-06-5003 of the Municipal Council, adopted on June 14, 2023, lot 6 570 132 must be joined to the roll of the owner of lot 2 684 238 to form a new lot;

WHEREAS the proposed cadastral operation will improve the current situation by bringing the proposed lot closer to the prescribed standards and moving its configuration toward compliance;

WHEREAS the proposed cadastral operation will not result in an increase in the number of lots on which a new principal building may be constructed;

WHEREAS the subdivision project does not require the free transfer to the Municipality of one or more parcels of land representing 10% of the total area of all lots covered by the cadastral operation, nor the payment to the Municipality of an amount representing 10% of the value of all subdivided lots, in accordance with Section 37 of subdivision bylaw No. 13-24;

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

AND RESOLVED THAT the Municipal Council approve the application for a subdivision permit to consolidate lots 2 684 238 and 6 570 132 of the Cadastre of Quebec, in order to create one (1) lot, namely lot 6 749 814, as shown on the proposed subdivision plan prepared by land surveyor Hubert Carpentier, dated September 10, 2026, under minute No. 21523.

Carried

26-10-6017

9.4 Subdivision – 1958 chemin de la Montagne – lot 2 683 667

WHEREAS an application for a subdivision permit has been submitted concerning lot 2 683 667 of the Cadastre of Quebec, located at 1958 chemin de la Montagne, for the purpose of creating two (2) new lots, as described on the plan prepared by land surveyor Hubert Carpentier, dated February 18, 2026, under minute No. 20865;

WHEREAS the subdivision project is consistent with the broad land-use planning orientations of the Municipality of Pontiac's Urban Plan, which seeks to encourage residential and commercial development throughout the Municipality;



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WHEREAS the subdivision project complies with subdivision bylaw No. 13-24 currently in force;

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

AND RESOLVED THAT the Municipal Council approve the subdivision application for 1958 chemin de la Montagne, namely lot 2 683 667 of the Cadastre of Quebec, as shown on the cadastral plan prepared by land surveyor Hubert Carpentier, dated February 18, 2026, under minute No. 20865.

THAT an amount of \$8,500 be paid by the applicant as a financial contribution, upon payment of the permit, for the development of a park, playground, or natural area, in accordance with subdivision bylaw No. 13-24, under budget item 55 16200-001.

Carried

26-10-6018

9.5 Subdivision – 220 to 224 chemin Lebrun – lots 2 683 103, 2 750 627, 2 755 666, 2 755 667, 2 755 668, 2 755 669, 2 755 670 and 2 872 193

WHEREAS an application for a subdivision permit has been submitted concerning lots 2 683 103, 2 750 627, 2 755 666, 2 755 667, 2 755 668, 2 755 669, 2 755 670 and 2 872 193 of the Cadastre of Quebec, located at 220 to 224 chemin Lebrun, for the purpose of creating four (4) new lots to separate the non-agricultural use from the agricultural use;

WHEREAS the cadastral operation will not result in any increase in the number of lots on which a new principal building may be constructed;

WHEREAS the subdivision project does not require the free transfer of one or more parcels of land representing 10% of the total area of all lots covered by the cadastral operation, nor the payment to the Municipality of an amount representing 10% of the value of all subdivided lots, in accordance with Section 37 of subdivision bylaw No. 13-24;

WHEREAS the project complies with the provisions of subdivision bylaw No. 13-24 currently in force;

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

THAT the Municipal Council approve the application for a subdivision permit concerning the properties located at 220 to 224 chemin Lebrun, namely lots 2 683 103, 2 750 627, 2 755 666, 2 755 667, 2 755 668, 2 755 669, 2 755 670 and 2 872 193 of the Cadastre of



Quebec, for the purpose of creating new lots 6 732 293, 6 732 294, 6 732 295 and 6 732 296, as shown on the proposed subdivision plan prepared by land surveyor Steve Tremblay, dated June 2, 2026, under minute No. 10085.

Carried

26-10-6019

9.6 Application to the CPTAQ – 1911 chemin du Lac-des-Loups – lot 5 814 009

WHEREAS the Municipality of Pontiac has received an application for authorization from the Commission de protection du territoire agricole du Québec (CPTAQ) concerning the expansion and regularization of a sand pit located at 1911 chemin du Lac-des-Loups, on lot 5 814 009 of the Cadastre of Quebec;

WHEREAS the subject lot has a total area of 2.60799 hectares, of which approximately 1.45 hectares is currently being operated as a sand pit;

WHEREAS the application concerns an additional area of approximately 0.66 hectares, for a period of 10 years, to allow for the extraction of sand and gravel and the regularization of an encroachment beyond the area currently being operated;

WHEREAS the area concerned is currently entirely cleared of topsoil and that fill material will be required to rehabilitate the site;

WHEREAS agronomic monitoring is planned to oversee the rehabilitation process and promote the return of the site to agricultural use;

WHEREAS the soils concerned have low to very low agricultural potential, including Classes 7E and 4-MF, and the area also includes portions of fallow and wooded land;

WHEREAS the area along chemin du Lac-des-Loups already includes sand and gravel extraction activities, including on neighbouring properties;

WHEREAS the “extractive industry” use is permitted under the zoning bylaw in Zones R-01 to R-15, and an area that could accommodate an extraction activity is identified in Zone R-02, outside the agricultural zone, but a significant portion of this zone belongs to the National Capital Commission (NCC), which limits the areas that are actually available;

WHEREAS the Municipality assessed the application based on the criteria set out in Section 62 of the Act respecting the protection of agricultural land and agricultural activities, including the characteristics of the lot and surrounding area, agricultural activities, agricultural potential, and the availability of other sites;

WHEREAS the Municipality considers that the application, which concerns the expansion



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and regularization of an existing sand pit, is located in an area where extraction activities are already present and where the agricultural potential of the areas concerned is low to very low;

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

THAT the Municipal Council support the application for authorization to the CPTAQ concerning lot 5 814 009 of the Cadastre of Quebec for:

- The expansion and regularization of the sand pit over an area of approximately 0.66 hectares;
- The extraction of sand and gravel for a period of 10 years;
- Related crushing and screening activities, where applicable;
- The placement of fill material required for the rehabilitation of the site;
- The rehabilitation of the site under agronomic monitoring aimed at returning the site to agricultural use.

Carried

9.7 Tabling of bylaw 07-26 replacing bylaw 07-24 concerning the operation of the Planning Advisory Committee (PAC)

WHEREAS the Municipality of Pontiac is authorized to amend its urban planning bylaws;

WHEREAS under sections 146, 147 and 148 of the “Act respecting land use, planning and development” (R.S.Q., c. A-19.a), the municipal council may form an Urban Planning Advisory Committee;

WHEREAS a notice of motion for the present bylaw was given at the meeting of September 8, 2026;

WHEREAS, following the adoption of this bylaw, Council wishes to issue a public notice to add members to the Planning Advisory Committee;

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

AND RESOLVED THAT this council decrees and adopts the following:

SECTION 1 The present bylaw is entitled « Bylaw 07-26 replacing bylaw 07-24 concerning the operation of the Planning Advisory Committee (PAC) ».

SECTION 2 The preamble is an integral part of the present bylaw as if it were reproduced



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in its entirety.

SECTION 3 The committee will be known as the « Planning Advisory Committee (PAC) » and designated in the present bylaw as the « committee ».

SECTION 4 COMMITTEE'S MANDATE

The present bylaw gives the committee powers to study and recommend in matters of urban planning, zoning, subdivision and construction. These powers of study and recommendation pertain to:

- Minor variances to urban planning bylaws;
- Comprehensive development plans;
- Site Planning and Architectural Integration Plans (PIIA);
- Conditional uses;
- Specific construction, alteration or occupancy proposal for an immovable (SCAOPI).

Notwithstanding this enumeration, these powers of study and recommending can also pertain to any other subject provided by the Land Use Planning and Development Act and on any other subject pertaining to urban planning, zoning, subdivision and construction, submitted by the Municipal Council through the Urban Planning Department.

The Committee will act as a local heritage council in the citation of heritage assets under the Cultural Heritage Act (LRQ section P-9.002).

SECTION 5 COMPOSITION OF THE COMMITTEE

- The Committee is composed of five (5) members chosen among citizens residing on the territory of the Municipality of Pontiac;
- The committee is composed of two (2) members of the Municipal Council;
- The quorum of the Committee is formed by a minimum of three members;
- The Mayor is automatically a member of the Committee;
- The Director of the Urban Planning Department and the person in charge of the permits and requests are automatically members of the Committee but are not entitled to vote; he assumes the responsibility of the Committee's secretary.

The Municipal Council may also appoint other individuals to the Committee, upon request of the Committee or the Council, by resolution, whose services may be necessary to fulfill its duties. These individuals may attend the Committee's meetings or participate in the deliberations; however, these individuals do not have the right to vote.

SECTION 6 DURATION OF THE MANDATE

The duration of the first mandate of members chosen from among citizens is set at (2) years from their date of appointment by resolution.



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The term of the members must be renewed at the end of the mandate by resolution of the council.

The mandate of a Council member ends when he ceases to be a member or when the Council decides to review his tasks.

The Council has the right to revoke the mandate of a member or of a resource person acting for the committee, anytime, by resolution.

SECTION 7 MEMBER TRAINING OBLIGATIONS

An appointed member must, within six (6) months of the date of confirmation of the mandate by municipal resolution, submit his or her training certificate in accordance with provincial obligations (e.g. obligation under PL 16).

SECTION 8 CHAIRMAN OF THE COMMITTEE

The Chairman of the Committee leads the meetings. As such, he notes that there is a quorum. He is consulted in the drafting of the agenda, sees to the adoption of the meeting's agenda, sees to it that the items on the agenda are discussed, and generally, sees to the smooth running, order and the maintenance of the decorum of the meeting.

In case of the Chairman's absence, the committee chooses one of its members to preside the meeting.

The Chairman of the Committee is recommended by the members of the Committee. He is then appointed by resolution of the Municipal Council. He is subject to the same regulation as that enacted in section 6 regarding the term of his mandate.

SECTION 9 SECRETARY OF THE COMMITTEE

The secretary of the Committee prepares the agenda and the minutes of the Committee's meeting. He calls the members to the Committee's meeting and transmits the documentation related to the items to be studied and recommended during the meeting.

SECTION 10 RULES OF INTERNAL MANAGEMENT

The committee establishes the rules of internal management which are necessary for the performance of its duties in accordance with the present bylaw and with section 146, 3rd paragraph of the Act respecting land use, planning and development.

SECTION 11 NOTICE OF MEETINGS



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The Committee's secretary convenes PAC meetings no later than the Friday before the meeting, with supporting documents sent to members.

Members are convened by electronic mail to the e-mail address indicated in the list of members. In addition to the meetings scheduled and convened by the committee, the Municipal Council may also convene Committee members by giving written notice by mail or e-mail, following the usual procedure.

SECTION 12 RECOMMENDATION AND OPINION

Following the study of a file by the committee, the members proceed with the vote. The Chairman has the right to vote but is not required to do so. When the votes are equal, the decision is up to the Municipal Council.

The Committee's studies, recommendations and advice are submitted to the Municipal Council in the form of recommendations. The Committee's recommendations are then submitted to the Municipal Council for consideration and adoption.

SECTION 13 HEARING OF THE APPLICANT

Following a refusal or deferral of the file by the Committee, and by the Municipal Council, the applicant or the person in charge of the file may ask to be heard during a meeting. The Committee is under no obligation to accept the request for a hearing. If the committee considers it appropriate to hear the applicant or the person in charge of the file, the Committee will render its recommendation behind closed doors.

SECTION 14 FUNDS AND ALLOWANCE TO THE MEMBERS

The Municipal Council may vote and provide the committee with the amount of money that is needed to perform its duties. It may also give to the members of the Committee an « attendance fee » and reimburse the expenses incurred during the performance of their duties. The Council may, during the preparation of the budget, provide funds for the training of Committee members.

SECTION 15 DUTIES TOWARDS THE POPULATION

The member of the Committee must carry out his duties in the public interest and must take all necessary measures to promote the public interest.

The member must carry out his duties faithfully in compliance with the applicable laws and bylaws.

The member must pay special attention to each file that is submitted to the Committee in order to assess it correctly taking into account its advantages, its disadvantages and its impacts on the entire community.



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The member must subscribe and adhere to a healthy municipal administration.

The member must fulfill his duties and responsibilities with integrity, dignity and impartiality.

The member must refrain from any activity that is incompatible with his duties, avoid any conflict of interest and prevent any situation susceptible to cast a doubt on his objectivity or his impartiality.

Any member of the Committee must obtain the authorization from the members of the Committee and from the owner or occupant of a building before conducting a visit of a property or building. It is the secretary's duties to contact the owner or the occupant, to inform him of a visit.

SECTION 16 DUTIES TOWARDS THE MUNICIPALITY

The member shall not damage the reputation of the Committee and of the Municipal Council.

The member must demonstrate his availability and due diligence and ensure full collaboration when carrying out his mandates.

The member must show respect and courtesy in his dealings with other members, municipal employees and members of the Municipal Council.

The member must try to establish a trusting relation with the other members or with the resource people.

The member must follow the legal and administrative rules governing the decision-making process.

SECTION 17 CONFIDENTIALITY OF INFORMATION

Under the Act respecting Access to documents held by public bodies and the protection of personal information (L.R.Q., Chap., A-2), any information given to the Committee regarding applications that were submitted or revealed during a meeting, is confidential.

As part of his work, each member of the Committee is required to respect the confidentiality of the information he receives and to exercise caution with respect to the privacy of others.

SECTION 18 CONFLICT OF INTERESTS

A member of the Committee having an interest in a file or a question that is submitted to the Committee must declare the nature of his interest, withdraw himself from the meeting and refrain from voting on any proposed resolution during the meeting, until the Committee has ruled on the said file or question.



The secretary of the Committee must write the declaration of interest in the minutes of the meeting and indicate that the member left the meeting for the duration of the discussion on the said file or question.

SECTION 19 TRANSITORY PROVISIONS

The member of the Planning Advisory Committee constituted under a previous bylaw and abrogated by the present bylaw becomes a member of the Planning Advisory Committee under the present bylaw, as if he was appointed by resolution, in accordance with sections 5 and 6 of this bylaw.

SECTION 20 ADMINISTRATIVE PROVISION

The masculine and the singular are used in the present bylaw without discrimination and include the feminine and the plural in order to avoid a lengthy text.

SECTION 21 ABROGATION

The present bylaw abrogates and replaces bylaw 07-24.

The bylaw will come into force in accordance with the Law.

Tabled

10. RECREATION AND CULTURE

26-10-6020

10.1 Hiring of a Recreation, Community Life and Communications Coordinator

WHEREAS the interviews conducted following the posting for the hiring of a Recreation, Community Life and Communications Coordinator, executive A;

WHEREAS the recommendations of the Selection Committee and the Assistant Director General and of Human Resources;

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

AND RESOLVED TO hire Shonagh Mc Crindle for the position of Recreation, Community Life and Communications Coordinator, executive A, level 2.

THAT the hiring date be determined by the Assistan Director General.

Carried



26-10-6021

**10.2 Acquisition and installation of signs for the player dugouts
– Quyon Recreational Park**

WHEREAS the Municipality of Pontiac has made improvements to the facilities at the Quyon Recreational Park, including the construction of new player dugouts;

WHEREAS the Municipality wishes to install a permanent sign on each of the four (4) player dugouts to identify the facilities and recognize the contribution of the project partners;

WHEREAS the Municipality has obtained various quotations for the production of the signs;

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

AND RESOLVED TO authorize the purchase of four (4) signs for the player dugouts at the Quyon Recreational Park from Albion, in accordance with the quotation received, in the amount of \$2,238.08 plus applicable taxes, and to authorize the expenses required for their installation.

THAT this expenditure be charged to budget item 23 08006 723 (IMMO : INF7000019 – Quyon).

Carried

26-10-6022

10.3 Contract award – Luskville Recreational Park roofing

WHEREAS quotes were obtained from various suppliers for the replacement of the shingles on the canteen building and skating hut at the Luskville Recreational Park;

WHEREAS Protek Toitures submitted the lowest quote for the shingle option, in the amount of \$9,800 before taxes;

WHEREAS the quote includes the removal of the existing roofing, installation of the membrane and underlayment, supply and installation of shingles, site cleanup, and an eight (8)-year warranty on labour;

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

AND RESOLVED TO award the contract to Protek Toitures for the replacement of the roofing on the canteen building and skating hut at the Luskville Recreational Park, in the amount of \$9,800 plus applicable taxes, in accordance with the quote received;



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TO authorize, if required, the replacement of damaged plywood at the price specified in the quote of \$100 per sheet, subject to the Municipality's approval;

THAT this expenditure be charged to budget item 23 08006 723 (IMMO: INF7000020 - Luskville).

Carried

26-10-6023

10.4 Application for financial assistance – *Plaisir de bouger en Outaouais* 2026-2027

WHEREAS *Loisir sport Outaouais* offers financial assistance under the *Plaisir de bouger en Outaouais* 2026-2027 program, aimed in particular at promoting and facilitating regular participation in physical, sport and recreational activities;

WHEREAS the Municipality of Pontiac wishes to submit an application for financial assistance under the program for the purchase and installation of a sound system and improvements to the lighting at the Quyon Community Centre;

WHEREAS the estimated cost of the project is \$9,500;

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

AND RESOLVED THAT Municipal Council authorize the submission of an application for financial assistance in the amount of \$9,500 to *Loisir sport Outaouais*, representing 100% of the eligible project expenses.

THAT the Municipality's financial contribution be set at \$0, with any ineligible expenses or costs exceeding the financial assistance awarded to be assumed by the Municipality.

THAT Caroline Spooner, Project Manager and Deputy Clerk, be authorized to submit and oversee the application.

THAT Mario Allen, Director General, be authorized to sign any documents required in connection with this application.

Carried

26-10-6024

10.5 Submission of an application for financial assistance – Building Strong Communities Fund – Quyon Recreational Park



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WHEREAS the Government of Canada has established the Building Strong Communities Fund, which includes a component for local infrastructure projects;

WHEREAS the Municipality of Pontiac wishes to continue the revitalization of the Quyon Recreational Park in order to improve its sports and recreational infrastructure, accessibility, safety and functionality;

WHEREAS the Municipality has reviewed the terms and conditions of the Building Strong Communities Fund;

WHEREAS the program requires a Council resolution authorizing the submission of an application for financial assistance and confirming the Municipality's commitment to assume its mandatory contribution toward eligible expenses and to comply with reporting requirements;

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

AND RESOLVED THAT Municipal Council authorize the submission of an application for financial assistance to Canada Economic Development for Quebec Regions under the Building Strong Communities Fund for the revitalization of the Quyon Recreational Park.

THAT the Municipality of Pontiac agrees to comply with the applicable terms and conditions of the program and to assume its mandatory contribution toward eligible expenses, as well as any ineligible expenses or costs exceeding the financial assistance awarded.

THAT Caroline Spooner, Project Manager and Deputy Clerk, be authorized to submit and oversee the administrative follow-up of the application.

THAT Mario Allen, Director General, be authorized to sign, for and on behalf of the Municipality of Pontiac, any documents required in connection with this application.

Carried

26-10-6025

10.6 Collaboration agreement with *Vélo Québec* – Route verte – authorization to sign

WHEREAS the *Route verte* is the largest cycling route in North America and contributes to tourism and active transportation in the region;

WHEREAS the Municipality of Pontiac wishes to enter into a collaboration agreement with *Vélo Québec* concerning the Route verte on its territory;

WHEREAS Council has reviewed the agreement and its appendices;



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WHEREAS the agreement sets out the roles and responsibilities of the parties;

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

THAT Council approve the collaboration agreement with *Vélo Québec*.

THAT Mr. Roger Larose, Mayor, and Mr. Mario Allen, Director General, be authorized to sign the agreement on behalf of the Municipality of Pontiac, as well as any documents necessary to give effect to it.

Carried

26-10-6026

10.7 Financial and logistical support for the 2026 Pontiac Country Fair

WHEREAS *Groupe Action Jeunesse* has requested to organize the Country Fair this year, which will take place on October 10, 2026;

WHEREAS the Municipality was to provide financial support for the event in an amount not exceeding \$3,000, in accordance with Resolution No. 26-08-5971;

WHEREAS eligible expenses will be reimbursed upon presentation of supporting invoices, up to the authorized amount;

WHEREAS Municipal Council also wishes to support *Groupe Action Jeunesse* with the financial, logistical and communications-related arrangements associated with the organization of the Country Fair, particularly with respect to the event venue, parking and the dissemination of communications;

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

AND RESOLVED THAT Municipal Council authorize financial and logistical support to *Groupe Action Jeunesse* for the organization of the Country Fair, in accordance with the terms and amount provided for in Resolution 26-08-5971.

THAT eligible expenses be reimbursed upon submission of supporting invoices, up to a maximum amount of \$3,000, and upon receipt of a financial report for the event.

THAT the Municipality provide support to *Groupe Action Jeunesse* with communications, coordination of the event venue and parking, as needed and subject to available resources.

Carried



26-10-6027



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10.8 Resolution on intellectual freedom in public libraries

WHEREAS the UNESCO Public Library Manifesto states that the public library is a community information centre;

WHEREAS the Public Library provides its users with a wide variety of knowledge and information;

WHEREAS public libraries offer works and materials reflecting different points of view, which in turn reflect the historical periods to which they belong;

WHEREAS public libraries are an essential component of knowledge societies, constantly adapting to new means of communication to fulfill their missions: providing universal access to information and promoting its adoption by all;

WHEREAS the Public Library provides the public with an accessible space for the production of knowledge, the sharing and exchange of information and culture, and the promotion of civic engagement.

The library is a collective asset and a place where a relationship with knowledge develops through exploration, exchange, learning, culture, and enrichment.

By providing the space, resources, and staff to support these activities, the library enables all individuals, throughout their lives and regardless of their age, social status, or background, to learn and meet their needs for knowledge, information, and professional development.

Whether public, corporate, or academic, the library plays a fundamental role in its community and serves as a driving force for social, economic, and cultural development. It is that door that is always accessible and open to the world.

As proclaimed by UNESCO and by the Table permanente de concertation des bibliothèques québécoises in the Declaration of Quebec Libraries, the purpose of the library is to ensure “free and unlimited access to knowledge, thought, culture, and information,” particularly through free access.

WHEREAS the same UNESCO Manifesto states that collections and services must not be subject to any form of ideological, political, or religious censorship, nor to any commercial pressure;

WHEREAS several situations around the world raise concerns about the fundamental role of libraries in disseminating diverse content while respecting intellectual freedom and freedom of expression.



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

AND RESOLVED THAT, in order to ensure access to knowledge and culture for the people of Quebec, the Municipality of Pontiac officially recognize:

- a) Public libraries as places that reflect a diversity of viewpoints;
- b) The expertise of public library staff in managing the selection and dissemination of collections;
- c) The need to support and assist public library staff in selecting the works that make up their collections, and to resist pressure to censor or remove materials that might be targeted at these institutions.

Carried

26-10-6028

10.9 Support for the *Chaîne de vie* challenge in the Outaouais

WHEREAS the organization *Chaîne de vie*'s mission is to educate and raise awareness among young people about organ and tissue donation;

WHEREAS *Chaîne de vie* also encourages young people to take care of their health and well-being and to adopt healthy lifestyle habits;

WHEREAS the Perlinpinpins team will participate in the *Chaîne de vie* Challenge in the Outaouais as part of an event to be held on October 18 at Mont Cascades;

WHEREAS the Municipality of Pontiac wishes to support and encourage initiatives that help raise public awareness, particularly among young people, about the importance of organ and tissue donation;

WHEREAS the Municipality also wishes to demonstrate its support for the members of the Perlinpinpins team in their participation in this activity;

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

AND RESOLVED THAT Council grant a financial contribution of \$100 to the Perlinpinpins team to support their participation in the *Chaîne de vie* Challenge in the Outaouais, to be held on October 18 at Mont Cascades.

THAT this expenditure be charged to budget item 02 70100 970.

Carried



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11. TABLING OF DOCUMENTS

11.1 Tabling of the report regarding the delegation of authorization of expenses from August 25 to September 28, 2026

11.2 Tabling of the minutes of the Planning Advisory Committee (PAC) meeting of August 10, 2026

11.3 Tabling of the summary of the second year of the property assessment roll for 2026-2027-2028

12. PUBLIC QUESTION PERIOD

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

13. CLOSING OF MEETING

IT IS MOVED BY Councillor Chantal Allen and seconded by Councillor Scott McDonald.

AND RESOLVED TO close the meeting at 8:02 p.m. having gone through the agenda.

Carried



Jocelyne Moskaluk
ASSISTANT 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».

26-10-6029