



MUNICIPALITY OF CAMPBELL'S BAY MAY 6, 2025

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON MAY 6, 2025, AT TOWN HALL SITUATED AT 59 LESLIE STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENT ARE:

Mayor Raymond Pilon

COUNCILLORS:

Jean-Pierre Landry

Tim Ferrigan

Leen Matthyssen

Josey Bouchard

Suzanne Dubeau-Pilon

Stéphanie Hébert-Shea

Also attending the meeting is Director General and Clerk-Treasurer, Sarah Bertrand and Director of public works, Chris Sauriol.

OPENING OF THE MEETING

The above-named person's present forming quorum, the meeting is opened at 7:00 p.m. presided by Mayor Raymond Pilon.

096-05-2025

ADOPTION OF THE AGENDA AND WAIVER OF TIME LIMIT FOR TRANSMISSION OF DOCUMENTATION

WHEREAS article 148 of the Municipal Code of Québec stipulates that all documentation useful for decision-making must be available to Council members no later than 72 hours before the time set for the start of the meeting, unless an exceptional situation arises;

WHEREAS all Council members are present at this meeting;

THEREFORE,

Motioned by Tim Ferrigan and resolved

That Council accept the agenda as presented with additions: 14d) – Authorization of expense – PRISME, 16c) Pontiac Community Players, 16d) L'Envolée – tree planting.

THAT Council waive the time limit prescribed in Section 148 of the Québec Municipal Code concerning the delivery of documentation useful for decision-making on items added to the agenda;

Carried unanimously by the councilors present.

097-05-2025

ADOPTION OF THE MINUTES – REGULAR MEETING OF APRIL 1, 2025

Moved by Jean-Pierre Landry and resolved to adopt the minutes of the last meeting of April 1, 2025, sent by email.

Carried unanimously by the councilors present.

QUESTION PERIOD

VISITORS: There are no visitors.

URBANISM

098-05-2025

MONTHLY REPORT OF THE MUNICIPAL INSPECTOR

Moved by Josey Bouchard and resolved to accept the monthly report for April 2025 as prepared and signed by the municipal inspector.

Carried unanimously by the councilors present.



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099-05-202 SUBDIVISION OF A LAND PARCEL FOR A MUNICIPAL SERVITUDE UNDER THE SIDEWALK

WHEREAS the Municipality of Campbell's Bay wishes to proceed with the subdivision of a portion of lot 3 544 966 of the official cadastre of the MRC Pontiac for the purpose of establishing a municipal servitude intended for the construction of a sidewalk and public infrastructure;

WHEREAS the said servitude is necessary to ensure public access, future maintenance of the sidewalk, and the long-term sustainability of the related municipal infrastructure;

WHEREAS the owner of the land in question, Mr. Bryan Brisebois, has agreed to transfer this parcel to the Municipality free of charge;

WHEREAS the subdivision plan prepared by Emmanuel Fortin, land surveyor, dated November 4, 2024, under file number 116510, clearly identifies the portion of land to be transferred to the Municipality;

THEREFORE, it is moved by Suzanne Dubeau-Pilon and resolved:

THAT the Municipality of Campbell's Bay accepts the free transfer of a parcel of land from lot 3 544 966, with an approximate area of 99.6 m², as identified in the plan prepared by Emmanuel Fortin, land surveyor;

THAT the said parcel be incorporated into the municipal public domain as a public servitude intended for the construction and maintenance of the sidewalk and municipal infrastructure;

THAT the Municipality authorizes the Mayor and the Director General to sign all necessary documents to formalize the transfer and proceed with registration at the land registry office;

THAT the urban planning department be mandated to update the zoning plan and, if necessary, initiate a minor zoning amendment to reflect the new subdivision.

Adopted unanimously by the councilors present.

PUBLIC WORKS

100-05-2025 PUBLIC WORKS MONTHLY REPORT

Moved by Josey Bouchard and resolved to accept the Director of public works monthly report for April 2025 as presented in person.

Carried unanimously by the councilors present.

WATER-SEWER-TRANSFER SITE

101-05--2025 DIRECTOR OF WATER MANAGEMENT MONTHLY REPORT

Moved by Stéphanie Hébert-Shea and resolved to accept the Director of water management and special projects coordinator's monthly report for the month of April 2025.

Carried unanimously by the councilors present.

102-05-2025 AUTHORIZATION OF EXPENSE – INSTALLATION OF MESH ON GUARDRAILS AT WWTP

Considering the recommendation to install mesh on the guardrails as mentioned in the structural report dated February 5 2025 and prepared by CIMA;

Moved by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$2 700 plus taxes for the purchase of materials required to install mesh on the guardrails at the WWTP. The expense is authorized from sewer filtration maintenance budget item.

Carried unanimously by the councilors present.



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103-05-2025 PARTICIPATION IN THE RECYCFLUO PROGRAM – ICI DROP-OFF AGREEMENT (COMMERCIAL LAMPS)

WHEREAS the RecycFluo Program, managed by the Product Care Association, provides a free recycling service for mercury-containing lamps, thereby promoting responsible environmental management;

WHEREAS the Municipality of Campbell's Bay wishes to participate in this program by registering as an ICI (Industrial, Commercial, Institutional) drop-off point for commercial lamps;

WHEREAS participation requires entering into an agreement with the Product Care Association, which outlines the terms and responsibilities of the drop-off location;

THEREFORE,

It is moved by Leen Matthyssen and resolved unanimously:

THAT the Municipality of Campbell's Bay register as an ICI drop-off location under the RecycFluo Program for the recycling of commercial mercury-containing lamps;

THAT the Director General, Sarah Bertrand, be authorized to sign the necessary agreement with the Product Care Association and any related documentation to formalize the Municipality's participation in the program;

THAT a copy of this resolution be forwarded to the Product Care Association as confirmation of the Municipality's commitment.

Carried unanimously by the councilors present.

104-05-2025 AUTHORIZATION OF EXPENSE – REPAVING OF TENNIS AND PICKLEBALL COURT (FRR 4 PROJECT)

WHEREAS the Municipality of Campbell's Bay is undertaking improvements to recreational infrastructure as part of the Fonds régions et ruralité – Volet 4 (FRR 4) project;

WHEREAS the repaving of the tennis and pickleball court is included in the scope of eligible work for this project;

WHEREAS the Municipality received a quote from Jason Hynes in the amount of \$35,000 (plus applicable taxes) for the repaving work;

THEREFORE,

It is moved by Josey Bouchard and resolved unanimously:

THAT the Municipality of Campbell's Bay authorize the expense of \$35,000 (plus applicable taxes) for the repaving of the tennis and pickleball court, based on the quote submitted by Jason Hynes;

THAT this expense be charged to the FRR 4 project budget, in accordance with the terms and conditions of the funding program;

It is also resolved to transfer \$12 000 from unearned revenue to fund this project

Carried unanimously by the councilors present.

105-05-2024 APPROVAL – PARENT HIVE COMMITTEE REQUESTS FOR BLOCK PARTY AND BIKE PARADE

WHEREAS the Parent Hive Committee has submitted a formal request for the organization of a Block Party and Bike Parade scheduled for Saturday, May 31, 2025, from 11:00 a.m. to 2:00 p.m.;

WHEREAS the request includes the temporary closure of the road from 8 Second Street to Leslie between 10:30 a.m. and 2:30 p.m., access to washroom facilities and electrical outlets at Maurice Beaugard Park, and the provision of garbage bins and picnic tables to support the event;

WHEREAS these requests support a community-focused, family-friendly, and environmentally responsible initiative that aligns with the Municipality's values;



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THEREFORE,

It is moved by Jean-Pierre Landry and resolved:

THAT the Municipal Council of Campbell's Bay approve the Parent Hive Committee's requests as outlined in their letter dated April 16, 2025;

THAT the Municipality authorize:

The temporary road closure on May 31, 2025, from 10:30 a.m. to 2:30 p.m.;

Access to washroom facilities and electrical outlets at Maurice Beauregard Park;

The placement of garbage bins and picnic tables in the event area;

THAT the Public Works Department and Projects Coordinator be mandated to coordinate logistical support in collaboration with the event organizers;

THAT this resolution be sent to the Parent Hive Committee as confirmation of the Municipality's approval.

Carried unanimously by the councilors present.

106-05-2025

DEFERRAL – PARTICIPATORY BUDGET REVIEW COMMITTEE FORMATION

WHEREAS the Municipality of Campbell's Bay has launched a participatory budget initiative, which requires the formation of a review committee composed of at least two (2) resident representatives;

WHEREAS only one resident application has been received to date, and a minimum of two is required to proceed with the formation of the committee;

WHEREAS additional time is needed to solicit a second candidate from the community;

THEREFORE,

It is moved by Councillor Leen Matthyssen and resolved:

THAT the formation of the Participatory Budget Review Committee be deferred to the next regular Council meeting;

THAT the Municipality continue its outreach efforts to encourage additional residents to apply, in order to ensure proper citizen representation on the committee.

Carried unanimously by the councilors present.

It is noted that Council has taken note of the new guide prepared by Sport Loisir Outaouais regarding inclusivity in parks in rural areas.

MRC REPORT

It is noted that the mayor gives a regional report to Council

FINANCE AND ADMINISTRATION

107-05-2025

MONTHLY BILLS

Moved by Leen Matthyssen and resolved to pay monthly bills as presented on the disbursement sheet of May 6 2025, in the amount of 168 708.92 \$.

Carried unanimously



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Certificate of availability

I, Sarah Bertrand, Director General and Clerk-Treasurer of the Municipality of Campbell's Bay, certifies that there are funds available for the above-approved expenses.

Given in Campbell's Bay, this, the 6th day of May 2025

Sarah Bertrand, DGGT

108-05-2025

PROGRAMMING VERSION NO. 1 – TRANSFER PROGRAM FOR QUEBEC'S DRINKING WATER AND WASTEWATER INFRASTRUCTURE (TECQ) 2024–2028

WHEREAS THAT:

The Municipality has reviewed the Guide to the Terms and Conditions for the Disbursement of Government Contributions under the Transfer Program for Quebec's Drinking Water and Wastewater Infrastructure (TECQ) for the years 2024 to 2028;

The Municipality must comply with the terms and conditions of this guide in order to receive the government contribution confirmed in a letter from the Minister of Municipal Affairs and Housing;

It is moved by Suzanne Dubeau-Pilon and resolved that:

The Municipality undertakes to comply with the applicable terms and conditions outlined in the Guide;

The Municipality undertakes to be solely responsible and to hold harmless the Government of Canada and the Government of Quebec, including their ministers, senior officials, employees, and agents, from any liability related to claims, demands, losses, damages, or costs of any kind resulting from injuries to persons, death, property damage, or property loss caused directly or indirectly by actions—whether negligent or intentional—related to investments made using financial assistance from the TECQ 2024–2028 program;

The Municipality approves the content of the attached work programming (Version No. 1) and authorizes its submission to the Ministry of Municipal Affairs and Housing, along with any other required documentation, in order to receive the confirmed government contribution;

The Municipality commits to submitting an annual update of its work programming between October 1 and February 15 during the program period;

The Municipality commits to carrying out the required autonomous investments over the full five-year span of the program;

The Municipality undertakes to inform the Ministry of any modifications made to the approved work programming covered by this resolution.

Carried unanimously by the councilors present

109-05-2024

RESOLUTION OF CONCORDANCE AND SHORT-TERM LOAN RELATING TO A BORROWING BY NOTES IN THE AMOUNT OF \$666,100 TO BE REALIZED ON MAY 28, 2025

WHEREAS, pursuant to the following borrowing by-law and for the amount indicated, the Municipality of Campbell's Bay wishes to borrow by way of notes for a total amount of \$666,100, to be realized on May 28, 2025, distributed as follows:

Borrowing By-Law No.	Amount
59-05	666 100 \$



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WHEREAS it is necessary to amend the borrowing by-law accordingly;

WHEREAS, under the first paragraph of Section 2 of the Act Respecting Municipal Debts and Loans (CQLR, chapter D-7), for the purposes of this borrowing and for borrowing by-law no. 59-05, the Municipality of Campbell's Bay wishes to make the borrowing for a term shorter than the one originally set out in the by-law;

IT IS MOVED by **Suzanne Dubeau-Pilon** and unanimously resolved:

THAT the borrowing by-law indicated in the first paragraph of this preamble be financed by notes, under the following terms:

1. The notes will be dated May 28, 2025;
2. Interest will be payable semi-annually, on May 28 and November 28 of each year;
3. The notes will be signed by the Mayor and the Clerk-Treasurer;
4. The principal of the notes will be repaid as follows:

2026.	33 300 \$	
2027.	34 600 \$	
2028.	35 900 \$	
2029.	37 500 \$	
2030.	38 900 \$	(to be paid in 2030)
2030.	485 900 \$	(to renew)

THAT regarding the annual principal repayments scheduled for the years 2031 and onward, the term provided under borrowing by-law no. 59-05 be amended to a shorter term, i.e., for a term of five (5) years starting May 28, 2025, rather than the term originally prescribed for these repayments, and that each subsequent issuance be for the remaining balance or part of the balance due on the loan.

Carried unanimously by the councilors present.

110-05-2025

LIST OF PROPERTIES TO BE SOLD FOR TAXES – SUBMISSION TO THE MRC PONTIAC

WHEREAS the Secretary-Treasurer has submitted to Council, for review and consideration, a statement of municipal property taxes owing as of September 11, 2025, in accordance with the requirements of Section 1022 of the Municipal Code of Québec;

IT IS MOVED BY **Leen Matthyssen** and resolved:

THAT the said statement be approved by Council;

THAT the Secretary-Treasurer and Director General be authorized to take all necessary steps to submit the list of properties in question to the Municipality of the Regional County Municipality (MRC) of Pontiac, for the purpose of tax sale proceedings, in accordance with applicable legislation.

Carried unanimously by the councilors present.

111-05-2025

MANDATE TO A REPRESENTATIVE – AUTHORIZATION TO BID ON PROPERTIES SOLD FOR UNPAID TAXES

WHEREAS the Municipality of Campbell's Bay may bid on and acquire properties being sold for unpaid municipal taxes in accordance with Section 1038 of the Municipal Code of Québec;

WHEREAS certain properties will be sold for non-payment of taxes, as outlined in Resolution No 110-05-2025;

WHEREAS Council deems it appropriate to authorize the Clerk-Treasurer, Director General, or a designated representative to bid on and acquire certain properties being sold for unpaid taxes;



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IT IS MOVED BY Stéphanie Hébert-Shea and resolved:

THAT, in accordance with the provisions of the Municipal Code, the Secretary-Treasurer and Director General, is hereby authorized to bid on behalf of the Municipality of Campbell's Bay for certain properties listed in the tax sale to be held on September 11, 2025, up to the amount of taxes, interest, and related costs owing on the said properties.

Carried unanimously by the councilors present

CIVIL SECURITY AND FIRE SAFETY SERVICE

112-05-2025 APPROVAL OF DIRECTOR OF FIRE SAFETY SERVICES MONTHLY REPORT

Moved by Leen Matthyssen and resolved to accept the director of FSS monthly report for the month of April 2025.

Carried unanimously by the councilors present

113-05-2025 AUTHORIZATION OF EXPENSE - FIRE HALL PROJECT – PAYMENT NO 6 – PRISME ARCHITECTURE

Moved by Jean-Pierre Landry and resolved to authorize the payment of \$88 369.05 plus taxes to PRISME architecture relating to invoice no 25173. This expenditure authorization is part of the construction project for a new fire station. The expenditure is eligible under the PRACIM program and charged to the budget item - Firehall-PRACIM/ borrowing by-law no. 103-2024.

Carried unanimously by the councilors present

114-05-2025 ACCEPTANCE OF 100% PLANS, SPECIFICATIONS AND ESTIMATE – FIREHALL PROJECT

WHEREAS the Municipality of Campbell's Bay, in collaboration with the Municipality of Litchfield, is undertaking the construction of a new firehall to serve both municipalities;

WHEREAS the architect firm PRISME Architecture, project manager and DWB consulting firm, engineers have completed the final (100%) version of the plans, specifications, and cost estimate for the firehall project;

WHEREAS these documents are required in order to proceed with the next steps, including the authorization to launch the public call for tenders;

IT IS MOVED BY Josey Bouchard and resolved:

THAT the Municipal Council of Campbell's Bay hereby accepts the 100% completed plans, specifications, and cost estimate for the firehall project as submitted by Prisme Architecture and DWB Consultant;

THAT these documents be used for the preparation of the tender.

Carried unanimously by the councilors present

115-05-2025 AUTHORIZATION OF EXPENSE – AMENDMENT NO. 1 (PRISME)

WHEREAS the Municipality of Campbell's Bay is proceeding with the firehall construction project in partnership with the Municipality of Litchfield;

WHEREAS the firm PRISME has submitted a request for amendment No. 1 in the amount of \$24,165 plus applicable taxes, for additional professional services related to the project;

WHEREAS the contents and justification for amendment No. 1 have been reviewed and validated by the Fédération québécoise des municipalités (FQM);

It is moved by Leen Matthyssen and resolved:



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THAT the Municipality of Campbell's Bay authorize the payment of amendment No. 1 in the amount of \$24,165 plus applicable taxes, as submitted by PRISME and reviewed by the FQM;

THAT this expense be charged to the firehall project budget and considered an eligible cost under the applicable funding programs;

Carried unanimously by the councilors present

CORRESPONDANCE

It is noted that the correspondence is read to Council.

116-05-2025

ABOLITION OF THE "RÉNO RÉGION" PROGRAM

The Municipality of Campbell's Bay asks the Québec government to urgently reconsider its decision

CONSIDERING THAT the Société d'habitation du Québec (SHQ) confirmed two days after the reading of the Québec government's 2025-2026 budget that it was abandoning the RénoRégion program, an essential program to help the less well-off homeowners in our communities, often seniors or single-parent families living in rural areas, to correct major defects in their modest residences;

CONSIDERING THAT this program has made it possible to keep several thousand people in their homes, in areas where the housing crisis is also raging, and where there is no affordable housing, or even less low-cost housing;

CONSIDERING THAT there are over a thousand families on waiting lists in Québec's **MRCs**;

CONSIDERING THAT, on March 27, the Fédération québécoise des municipalités (FQM) asked Quebec Premier François Legault to show concern for our most vulnerable citizens and families by urgently remedying the situation;

CONSIDERING THAT this request has gone unanswered, and that the 24- and 36-unit modular apartment projects in a number of Quebec cities since promoted by the Minister responsible for Housing, Mme France-Élaine Duranceau, cannot meet the needs of the regions;

CONSIDERING THAT, although the RénoRégion program has cost the Quebec government less than \$18 million per year and represents only 0.0001% of overall spending, the Minister justifies this choice for reasons of sound management of public finances;

CONSIDERING THAT the program's average subsidy is \$19,309, a fraction of the actual construction costs of the new housing units promoted by the Minister;

CONSIDERING THAT last year, at the request of the SHQ, the FQM submitted a series of proposals to increase the program's efficiency and make it more accessible to better meet needs across Quebec;

CONSIDERING THAT the SHQ was to launch an improved version of the RénoRégion program following its consultations in 2025;

CONSIDERING THAT the abolition of this program is detrimental to the most vulnerable members of our communities.

It is proposed by municipal council Jean-Pierre Landry to ask the Premier of Quebec, Mr. François Legault, and his Minister responsible for Housing, Ms. France-Élaine Duranceau:

TO RENEW immediately the RénoRégion program for the 2025-2026 fiscal year and commit to long-term funding;

TO COMPLETE the process of improving the program to ensure greater accessibility in all regions of Québec.



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That this resolution be promptly forwarded to the following persons:

- Mr. François Legault, Premier of Québec
- Mme France-Élaine Duranceau, Minister responsible for Housing
- Mr. Eric Girard, Minister of Finance
- Mr. Sébastien Schneeberger, MNA for Drummond-Bois-Francis, Chairman of the Commission of regional planning of the National Assembly
- Virginie Dufour, MNA for Mille-Îles, Official Opposition Critic for Housing
- Christine Labrie, MNA for Sherbrooke, Second Opposition Housing Critic
- Ms. Catherine Gentilcore, MNA for Terrebonne, Third Opposition Housing Critic
- Mr. Jean Martel, President and CEO, Société d'habitation du Québec
- M. André Fortin, your Member of the National Assembly
- Mr. Jacques Demers, President of the Fédération québécoise des municipalités

Carried unanimously by the councilors present

117-05-2025 FINANCIAL CONTRIBUTION – SHAWVILLE FAIR 2025

Moved by Tim Ferrigan and resolved that the Municipality of Campbell's Bay authorize a financial contribution of \$100 to the organization of the 2025 Shawville Fair. This amount be allocated from the public relations budget item.

Carried unanimously by the councilors present

118-05-2025 BEAUTIFICATION INITIATIVE IN COLLABORATION WITH ÉCOLE L'ÉVOLÉE – FINANCIAL CONTRIBUTION AND MANDATE

WHEREAS the Municipality of Campbell's Bay has received a proposal from École l'Évolée to partner on a beautification initiative involving students from Year 4 to Year 6;

WHEREAS this initiative includes the annual planting of a tree as a time capsule by the Year 6 class and the planting of flowers and decorative plants throughout the town by students as part of their "en plein air" educational program;

WHEREAS the project fosters environmental awareness, civic pride, and community engagement among youth;
and resolved:

It is moved by Suzanne Dubeau-Pilon

THAT the Municipality of Campbell's Bay support the proposed beautification project in collaboration with École l'Évolée;

THAT the Municipality authorize a financial contribution of \$400 for the purchase of a tree for the Year 6-time capsule planting;

THAT the Municipality authorize an additional \$600 for the purchase of flowers;

THAT Councillor Jean-Pierre Landry be mandated to lead and coordinate this initiative on behalf of the Municipality, working in collaboration with École l'Évolée and its teaching staff;

THAT the necessary funds be allocated from the beautification budget.

Carried unanimously by the councilors present

119-05-2025 CLOSING OF THE MEETING

Moved by Leen Matthyssen and resolved to adjourn the meeting at 8:10PM.

Carried unanimously by the councilors present

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer