



## MUNICIPALITY OF CAMPBELL'S BAY AUGUST 12, 2025

**MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON AUGUST 12 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

Josey Bouchard

Stéphanie Hébert-Shea

Leen Matthyssen

Councillor Suzanne Dubeau-Pilon motivated her absence.

Also attending the meeting is Director General and Clerk-Treasurer, Sarah Bertrand, 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.

**157-08-2025**

**ADOPTION OF THE AGENDA AND WAIVER OF THE 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,**

**Moved by Jean-Pierre Landry** and resolved

**THAT** Council accept the agenda as presented with additions: 14 d) Authorization of Expense – Komutel 2<sup>nd</sup> platform;

**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 councillors present.**

**158-08-2025**

**ADOPTION OF THE MINUTES – REGULAR MEETING OF JULY 8, 2025**

**Moved by Jean-Pierre Landry** and resolved to adopt the minutes of the last meeting of July 8, 2025, sent by email.

**Carried unanimously by all councillors present.**

**QUESTION PERIOD**

**VISITORS:** There are no visitors.

**URBANISM**

**MONTHLY REPORT OF THE MUNICIPAL INSPECTOR**

**It is noted that** the municipal inspector's monthly report for July is deferred to the next meeting.

**159-08-2025**

**PUBLIC WORKS**

**MONTHLY REPORT FROM DIRECTOR OF PUBLIC WORKS**



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**Moved by Josey Bouchard** and resolved to accept the monthly report from the Director of public works as presented.

**Carried unanimously by all councillors present**

**160-08-2025      AUTHORIZATION OF EXPENSE – TIRES FOR FORD TRUCK**

**Moved by Leen Matthyssen** and resolved to authorize the expense of \$1000 plus taxes for 4 new tires for the Ford truck. The expense is allocated from the budgetary item: vehicle maintenance.

**Carried unanimously by all councillors present.**

**STREETS AND SIDEWALKS**

**161-08-2025      AUTHORIZATION OF EXPENSE – ADVANCE KIDS PARK WARNING SIGN FOR MCLELLAN STREET**

**Moved by Leen Matthyssen** and resolved to authorize the installation and the expense of an advance kids park warning sign for McLellan Street. The expense is allocated from the budgetary item: road signs.

**Carried unanimously by all councillors present.**

**162-08-2025      AUTHORIZATION OF EXPENSE – INSTALLATION OF NEW CROSSWALK - LESLIE STREET AT FRONT STREET**

**Moved by Stéphanie Hébert-Shea** and resolved to authorize the installation and the expense for a new crosswalk on Leslie Street at the intersection of Front Street. The expense is allocated from the PPA-CE road improvement grant.

**Carried unanimously by all councillors present.**

**WATER-SEWER-TRANSFER SITE**

**163-08-2025      DIRECTOR OF WATER MANAGEMENT MONTHLY REPORT**

**Moved by Leen Matthyssen** and resolved to accept the Director of water management and special projects coordinator's monthly report for the month of July 2025.

**Carried unanimously by the councillors present.**

**SPORTS, LEISURE AND CULTURE**

**164-08-2025      AUTHORIZATION OF EXPENSE – BOXUP STATION**

**Moved by Tim Ferrigan** and resolved

**TO** authorize the total expense of \$5,170 for the acquisition of a modular BoxUp station for the distribution of sports and leisure equipment at Maurice Beaugard Park;

**THAT** the expense be charged to the Park Maintenance budgetary item, following a contribution of \$4,000 from the Campbell's Bay Adult Ball League, and that the balance is covered by a budgetary transfer from the RA Hall Roof item;

**THAT** the Municipality select the 4-year payment plan as presented.

**Carried unanimously by the councillors present**



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### FINAL REPORT – PROFILE OF MUNICIPAL RECREATION

**It is noted that** a final report was presented to Council, following a collaborative initiative with Loisir Sport Outaouais (LSO), RLS Pontiac of the CISSS de l'Outaouais, MRC Pontiac, and the Municipality of Campbell's Bay, regarding an assessment of recreational challenges aimed at supporting the quality of life and health of Campbell's Bay citizens.

#### 165-08-2025 REQUEST FROM THE PARENT HIVE COMMITTEE

**WHEREAS** a request was received by email from the Parent Hive Committee for the use of the RA Hall on November 15, 2025, from 8:00 a.m. to 11:59 p.m., for the purpose of holding a children's Christmas event;

**Moved by Tim Ferrigan** and resolved to authorize the Parent Hive Committee to use the RA Hall free of charge for a children's Christmas event on November 15, 2025.

**Carried unanimously by all councillors present.**

#### 166-08-2025 NEW HORIZONS FOR SENIORS PROGRAM (NHSP) 2025-2026 CALL FOR PROPOSALS (CFP) FOR COMMUNITY-BASED PROJECTS ACROSS CANADA

**WHEREAS** a call for proposals under the New Horizons for Seniors Program (NHSP) is open from August 6 to September 17, 2025;

**WHEREAS** the Municipality submitted a project proposal last year, which was deemed admissible but was not retained due to lack of available funding;

**THEREFORE,**

**Moved by Stéphanie Hébert-Shea** and resolved to resubmit the previous project proposal entitled "Together for an Active Year in Campbell's Bay: Arts, Games, and Music for Seniors", as presented to Council.

**Carried unanimously by all councillors present.**

### OBSERVATION REPORT – MAURICE BEAUREGARD PARK

**It is noted that** an observation report of Maurice Beauregard Park, prepared by Loisir Sport Outaouais (LSO), was presented to Council.

### FINANCE AND ADMINISTRATION

#### 167-08-2025 MONTHLY BILLS

**Moved by Tim Ferrigan** and resolved to pay monthly bills as presented on the disbursement sheet of August 12, 2025, in the amount of 83 398.30 \$.

**Carried unanimously by all councillors present.**

#### 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 12<sup>th</sup> day of August 2025

Sarah Bertrand, DGGT

#### 168-08-2025 ADOPTION OF BYLAW NO 102-2025 MODIFYING BYLAW 106-2024 ON CONTRACTUAL MANAGEMENT

**Moved by Jean-Pierre Landry** and resolved to adopt *BYLAW NO 102-2025 MODIFYING BYLAW 106-2024 ON CONTRACTUAL MANAGEMENT* by removing the obligation of a signature of a commissioner of oath for the declarations in annex to the bylaw.



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**Carried unanimously by all councillors present.**

**CONTRIBUTION – 3RD ANNUAL MAURICE BEAUREGARD MEMORIAL BALL TOURNAMENT**

**It is noted that** the Municipality of Campbell's Bay is pleased to acknowledge a generous contribution of \$10,000 from Kelly McMahon, following the success of the 3rd Annual Maurice Beaugard Memorial Ball Tournament, held in May 2025.

This donation will be dedicated to further improvements at Maurice Beaugard Park, ensuring the park continues to serve as a vibrant community space and a lasting tribute to Maurice Beaugard.

**Carried unanimously by the councillors present**

**CIVIL SECURITY AND FIRE SAFETY SERVICE**

**169-08-2025      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 July 2025.

**Carried unanimously by the councillors present**

**170-08-2025      RESOLUTION FOR THE MUNICIPAL BODY RESPONSIBLE FOR THE PROJECT – FRR COOPERATION STREAM – PROJECT FOR THE ENHANCEMENT OF AN INTERMUNICIPAL FIRE PROTECTION AGREEMENT AND ACQUISITION OF EQUIPMENT**

**WHEREAS** the Municipality of Campbell's Bay acknowledges having read and taken note of the Applicant's Guide regarding the Cooperation and Municipal Governance stream of the Fonds régions et ruralité, sub-stream Intermunicipal Cooperation;

**WHEREAS** the municipalities of Campbell's Bay, Litchfield, Bryson, and L'Île-du-Grand-Calumet wish to submit a project for the enhancement of service delivery under the Cooperation and Municipal Governance stream of the Fonds régions et ruralité;

**THEREFORE, it is moved by Josey Bouchard** and resolved that the present resolution be adopted and that it states and decree as follows:

**THAT** the Council of the Municipality of Campbell's Bay commits to participate in the project for the enhancement of an intermunicipal fire protection services agreement and the acquisition of equipment;

**THAT** the Council agrees to assume part of the costs, namely the minimum contribution required under the program;

**THAT** the Council agrees to act as the municipal body responsible for the project;

**THAT** the Council authorizes the submission of the project under the Cooperation and Municipal Governance stream of the Fonds régions et ruralité, sub-stream Intermunicipal Cooperation;

**THAT** the Mayor and the Director General are authorized to sign any document related to this funding application.

**Carried unanimously by all councillors present.**

**171-08-2025      AUTHORIZATION OF EXPENSE – EMC CONSULTANTE**

**Moved by Jean-Pierre Landry** and resolved:

**TO** authorize the quote submitted by EMC Consultante, as described in the offer of service dated July 18, 2025;



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**TO** authorize the Director General to sign the contract dated July 22, 2025;

**THAT** the expense be charged to the Professional and Legal Fees budget item of the shared Fire Safety Services budget.

**Carried unanimously by all councillors present.**

**172-08-2024**

**AUTHORIZATION TO PURCHASE AND FINANCE USED FIRE DEPARTMENT TRUCK**

**WHEREAS** the Municipalities of Campbell's Bay and Litchfield have recently expanded their fire protection service territory through intermunicipal agreements, significantly increasing operational demands;

**WHEREAS** the Fire Safety Cover Plan requires the Municipalities to maintain specific mobilization times and operational readiness, which depend on having reliable and dedicated vehicles for incident command;

**WHEREAS** the current fleet does not fully meet the needs of the expanded service area;

**WHEREAS** this vehicle will add capacity and flexibility to our operations;

**WHEREAS** used 2021 to 2023 trucks in excellent condition is available for purchase at a cost of \$30,000 to \$45,000 plus applicable taxes, representing a cost-effective and timely solution;

**IT IS MOVED BY JOSEY BOUCHARD AND RESOLVED:**

**THAT** the Council of the Municipality of Campbell's Bay authorize the purchase of used truck for the Fire Department at a price of \$30,000 to \$45,000 plus applicable taxes;

**THAT** the Director General and the Mayor be authorized to sign all documents necessary to complete the purchase and financing;

**THAT** the necessary financing be arranged through a 5-year loan with Desjardins Entreprises.

**Adopted by all councillors present.**

**173-08-2024**

**AUTHORIZATION OF EXPENSE – KOMUTEL – 2ND 9-1-1 PLATFORM FOR BRYSON FIRE STATION**

**Moved by Leen Matthyssen** and resolved to approve Quote No. 00009838 prepared by Komutel, regarding the implementation of a second 9-1-1 platform – Targa Air for the Bryson Fire Station. The expense is allocated from the shared Fire Safety Services budget item: Targa Air.

**Carried unanimously by all councillors present.**

**CORRESPONDANCE**

**It is noted that** the correspondence is read to Council.

**174-08-2025**

**CLOSING OF THE MEETING**

**Moved by Leen Matthyssen** and resolved to adjourn the meeting at 9:04 PM.

**Carried unanimously by the councillors present**

**Raymond Pilon  
Mayor**

**Sarah Bertrand  
Director General/Clerk-Treasurer**