



MUNICIPALITY OF CAMPBELL'S BAY OCTOBER 1, 2025

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON OCTOBER 1 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

Suzanne Dubeau-Pilon

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.

201-10-2025

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 Leen Matthyssen and resolved

THAT Council accept the agenda as presented with additions: 8b) Green Municipal Fund- FCM; 8c) HQ et Arbres Canada; 9e) O/S Cima River rd; 10 e) Réseau patrimoine Outaouais; 14b) Authorization of expense- SCBA - FSS; 14c) Remuneration FSS Captain; 16 d) Manoir St-Joseph

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 all councillors present.

201-10-2025

ADOPTION OF THE MINUTES – REGULAR MEETING OF SEPTEMBER 2, 2025

Moved by Jean-Pierre Landry and resolved to adopt the minutes of the last meeting of September 2, 2025, sent by email.

Carried unanimously by all councillors present.

QUESTION PERIOD

It is noted that there are no visitors.

URBANISM

202-10-2025

MONTHLY REPORT OF THE MUNICIPAL INSPECTOR

Moved by Tim Ferrigan and resolved to accept the inspector's monthly report for September.

Carried unanimously by all councillors present.



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203-10-2025 PUBLIC WORKS

MONTHLY REPORT FROM DIRECTOR OF PUBLIC WORKS

Moved by Stéphanie Hébert-Shea and resolved to accept the monthly report from the Director of public works as presented.

Carried unanimously by all councillors present

STREETS AND SIDEWALKS

204-10-2025 SNOW REMOVAL TENDER – 2025-2026 SEASON

WHEREAS the snow removal tender no 01-2025 was launched on August 14, 2025;

WHEREAS the tender opening took place on September 15, 2025, at 11 a.m.;

WHEREAS three (3) tenders were received:

Scott Crawford Pure Rock	92 750.00\$ including taxes
Les Entreprises Brian Stanton Ltd	137 970.00\$ including taxes
11802941 Canada Inc.:	101 287.23\$ including taxes

Moved by Josey Bouchard and resolved to accept the bid of 92 750\$ including taxes from Scott Crawford Pure Rock. It is also resolved to authorize the Director General, Sarah Bertrand and the Mayor, Mr. Raymond Pilon to sign the contract.

Carried unanimously by all councillors present

WATER-SEWER-TRANSFER SITE

205-10-2025 SUBMISSION OF AN APPLICATION TO THE GREEN MUNICIPAL FUND (FCM)

WHEREAS the Municipality of Campbell's Bay wishes to improve the safety of school corridors and promote active transportation for students and their families;

WHEREAS the proposed project aims to secure a major school corridor covering Leslie Street and its surrounding areas up to Front Street, including access to the daycare and the cycling path (Route verte);

WHEREAS the Green Municipal Fund (GMF) program of the Federation of Canadian Municipalities offers financial assistance covering up to 80% of eligible costs, to a maximum of \$125,000, for the implementation of permanent and seasonal measures enhancing the safety of school travel routes;

WHEREAS the Municipality must demonstrate its financial contribution and allocate funds in its budget for the duration of the project;

WHEREAS the pre-application must be submitted before October 17, 2025, and the complete application before December 12, 2025;

Moved by Leen Matthyssen and resolved:

To authorize the Municipality of Campbell's Bay to submit a financial assistance application to the Green Municipal Fund for the school route safety improvement project.

To confirm that the Municipality commits to allocating a total amount of \$8,750 over three fiscal years (2026, 2027 and 2028) to cover its required contribution of approximately 20% of the project costs.



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To confirm that the Municipality commits to complying with the program conditions, collaborating with both school boards (French and English), and providing the necessary resources to successfully carry out the project.

To appoint Mrs. Jessica Nilsson, Director General Assistant, as the primary person responsible for the application and project follow-up, with the support of the Director General, Mrs. Sarah Bertrand.

Carried unanimously by the councillors present.

WATER SEWER TRANSFER SITE

It is noted that a letter received from Mrs. Esther Lemay was read to Council regarding the transfer site.

206-10-2025

MONTHLY REPORT – DIRECTOR OF WATER MANAGEMENT AND COORDINATOR OF SPECIAL PROJECTS

Moved by Suzanne Dubeau-Pilon and resolved to accept the monthly report as prepared by the Director of water management and Coordinator of Special Projects.

Carried unanimously by all councillors present

207-10-2025

AUTHORIZATION OF EXPENSE – RECYCLING BIN COVERS

Moved by Josey Bouchard and resolved to authorize the expense of \$600 plus taxes for the supply of covers for 3 recycling bins at the transfer site. The expense is allocated from the budgetary item: Transfer site maintenance.

Carried unanimously by all councillors present.

208-10-2025

AUTHORIZATION OF EXPENSE – TRANSFER SITE SIGNAGE

Moved by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$300 for signage at the transfer site. The expense is allocated from the budgetary item: Transfer site Maintenance.

Carried unanimously by all councillors.

209-10-2025

AUTHORIZATION OF EXPENSE - SERVICE PROPOSAL – INFRASTRUCTURE - TEMPORARY MEASURE – POTABLE WATER – STEVENSON CREEK REF. NO.: 00019044

Moved by Jean-Pierre Landry and resolved to authorize the expense of \$ 30 250 regarding service proposal no 00019044 from CIMA. The expense is admissible under the TECQ 2024-2028 program.

Carried unanimously by all councillors present

PROGRAMMING VERSION NO. 2 – TRANSFER PROGRAM FOR QUÉBEC'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 Québec'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;



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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. 2) 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

SPORTS, LEISURE AND CULTURE

211-10-2025 CIRCONFLEXE - BOXUP STATION

Moved by Tim Ferrigan and resolved to purchase BoxUp stations from the Québec distributor Circonflexe following confirmation of grant programs.

Carried unanimously by all councilors present

212-10-2025 AUTHORIZATION OF Acquisition of BoxUp Smart Sports Lockers

WHEREAS the Municipality of Campbell's Bay wishes to improve access to sports equipment for its citizens and encourage physical activity within its territory;

WHEREAS the BoxUp smart locker system allows for the safe and autonomous self-service lending of sports equipment;

WHEREAS the company Circonflexe is the official distributor of BoxUp in Québec;

WHEREAS the Municipality intends to submit a funding application under the Plaisirs de Bouger program to support the acquisition of this project;

WHEREAS the Campbell's Bay 3-Pitch Baseball League is contributing \$4,000 to the project, demonstrating support from the local sports community;

WHEREAS the Municipal Council wishes to proceed with the acquisition of three (3) BoxUp lockers in order to respect the available budget, conditional on obtaining the above-mentioned grant;

Moved by Stéphanie Hébert-Shea and resolved:

To authorize the purchase of three (3) BoxUp smart sports lockers from Circonflexe, the official distributor in Québec, for an estimated total cost of \$13,600;

To authorize the Director General to proceed with the Plaisirs de Bouger grant application and to sign any documents required for the acquisition of the lockers;

To confirm that municipal funding will be adjusted to remain within budget, taking into account the contribution from the Campbell's Bay 3-Pitch Baseball League and the amount of the grant received.

Carried unanimously by all councilors present



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213-10-2025 **NOMINATION - GALA EXCELLENCE SPORTIVE OUTAOUAIS 2024**

WHEREAS Gala Excellence Sportive Outaouais will be showcasing excellence and perseverance by highlighting various sports categories, in addition to awarding enhanced bursaries to athletes, coaches and other sports players of the Outaouais region;

Moved by Stéphanie Hébert-Shea and resolved to nominate Hunter Beaugard as a recipient at this year's gala.

Carried unanimously by all councilors present

214-10-2025 **LOCAL FOOD INFRASTRUCTURE FUND – SMALL SCALE PROJECTS**

WHEREAS the Local Food Infrastructure Fund (LFIF) supports projects that will help improve community food security through the purchase and installation of infrastructure/equipment that will increase access to local, nutritious and culturally appropriate food;

Moved by Leen Matthyssen and resolved to accept the project proposal titled: *Resilient Community Kitchen: Preparation and Preservation of Local Foods in Case of Emergency* application as presented and submitted on September 17, 2025.

Carried unanimously by all councilors present

215-10-2025 **MEMBERSHIP IN THE GATINEAU AND OUTAOUAIS HERITAGE NETWORK (RPGO)**

WHEREAS the Gatineau and Outaouais Heritage Network (RPGO) bring together organizations and individuals committed to promoting, protecting, and enhancing heritage in the Outaouais region;

WHEREAS membership in this network will provide the Municipality of Campbell's Bay with access to resources, tools, events, collaboration opportunities, and visibility within the regional heritage community;

WHEREAS the Municipal Council recognizes the value of joining structured heritage networks in order to strengthen its local heritage initiatives;

therefore, moved by Leen Matthyssen and resolved:

To join the Gatineau and Outaouais Heritage Network (RPGO) for the year 2025;

To note that membership is free and entails no expenditure for the Municipality;

To mandate the Director – Water Management and Coordinator of Special Projects, Jessica Nilsson to complete the membership formalities and represent the Municipality within the network;

To provide the Municipal Council, annually, with a report on the benefits and activities carried out as part of this membership.

Carried unanimously by all councilors present.

216-10-2025 **SUPPORT FOR SUBMITTING A PROJECT UNDER THE HYDRO-QUÉBEC GREENING FUND – TREE CANADA 2025**

WHEREAS Hydro-Québec, in partnership with Tree Canada, has launched the Hydro-Québec Greening Fund – Tree Canada 2025 to support community projects that contribute to biodiversity, climate resilience, improved living environments, and innovation in greening initiatives;

WHEREAS the Municipality of Campbell's Bay wishes to revitalize its village core by implementing the project "Campbell's Bay Goes Green: Cultural and Community Greening", based on the OASIS plan – Campbell's Bay Goes Green;



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WHEREAS this project places a particular emphasis on local culture and heritage by integrating the mural park (cultural and artistic site), historic Front Street (heritage sector), and Maurice-Beaugard Park (community and recreational space) into a unified green, central, and collective hub;

WHEREAS the planned interventions include the planting of native trees, flowering and edible shrubs, as well as the creation of biodiversity islands that support the cultural, social, and environmental vitality of the municipality;

WHEREAS the program requires the adoption of a resolution confirming the Municipal Council's official support and authorizing the use of municipal lands for project implementation;

Moved by Josey Bouchard and resolved that the Municipal Council of Campbell's Bay officially authorizes the submission of the project "Campbell's Bay Goes Green: Cultural and Community Greening" under the Hydro-Québec Greening Fund – Tree Canada 2025;

BE IT FURTHER RESOLVED that the Municipality confirms that this project places culture and heritage at the heart of its greening approach, using the identified municipal lands (mural park, Front Street, Maurice-Beaugard Park) to create a central and collective space for the benefit of the community;

BE IT ALSO RESOLVED that the Director – Water Management and Coordinator of Special Projects, Jessica Nilsson, be authorized to submit the project proposal before the deadline of October 31, 2025.

Carried unanimously by all councilors present

FINANCE AND ADMINISTRATION

217-10-2025

MONTHLY BILLS

Moved by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of October 1, 2025, in the amount of 108 798.51 \$.

Carried unanimously by all councilors 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 1st day of October 2025

Sarah Bertrand, DGGT

218-10-2025

TEMPORARY FINANCING - PROGRAMME DE TRANSFERT POUR LES INFRASTRUCTURES D'EAU ET COLLECTIVES DU QUÉBEC (TECQ 2024-2028)

WHEREAS the Municipality will receive an amount of \$651,981 under the Water and Community Infrastructure Transfer Program as announced on July 18, 2024;

WHEREAS the Ministry of Municipal Affairs and Housing (MAMH) approved Work Programming Version No. 1 submitted under the Québec Water and Community Infrastructure Transfer Program (TECQ 2024–2028) on June 6, 2025;

WHEREAS it is necessary to obtain temporary financing in the amount of \$651,981;

Therefore, moved by Jean-Pierre Landry and resolved:

THAT the Council of the Municipality of Campbell's Bay authorize a request for temporary financing from Desjardins Entreprise for the work planned under the Water and Community Infrastructure Transfer Program in the amount of \$651,981;



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THAT the Council authorize the Mayor, Mr. Raymond Pilon, and the Director General and Clerk-Treasurer, Ms. Sarah Bertrand, to sign all documents related to the temporary financing.

Carried unanimously by all councilors present

219-10-2025

AUTHORIZATION OF EXPENSE – URBANISM COMMITTEE WORKSOP

Moved by Stéphanie Hébert-Shea and resolved, in accordance with Article 3 of Bylaw 102-2024 regarding remuneration and allowances for elected officials, to authorize the amount of \$375 related to the remuneration of \$125 for each elected official who participated in the MRC Pontiac workshop on regional land-use planning held on September 25, 2025, from 9:00 a.m. to 4:00 p.m.

The expense shall be allocated from the Council Travel and Meetings budgetary item.

Carried unanimously by all councilors present

HUMAN RESSOURCES

It is noted that the Leen Matthyssen wishes to proceed in camera at 8:23 pm to 8:31 pm

220-10-2025

ADOPTION OF WORKING CONDITIONS AGREEMENT – DIRECTOR OF PUBLIC WORKS – OPERATIONS AND INFRASTRUCTURE

WHEREAS the Municipal Council recognizes the need to confirm the working conditions of the Director of Public Works – Operations and Infrastructure in order to ensure regulatory compliance and the proper functioning of municipal services;

WHEREAS the Council has reviewed the working conditions agreed upon with Mr. Christopher Sauriol;

Therefore, Moved suzanne Dubeau-Pilon and resolved:

To adopt the working conditions agreed upon with Mr. Christopher Sauriol, Director of Public Works – Operations and Infrastructure;

To authorize the Mayor and the Director General to sign the formal agreement reflecting these conditions on behalf of the Municipality;

That this resolution shall come into force upon its adoption.

Carried unanimously by all councilors present

221-10-2025

ADOPTION OF WORKING CONDITIONS AGREEMENT – ASSISTANT DIRECTOR GENERAL ENVIRONMENT, SAFETY AND COMMUNITY DEVELOPMENT

WHEREAS the Municipal Council recognizes the need to confirm the working conditions of the Assistant Director General in order to ensure regulatory compliance and the proper functioning of municipal services;

WHEREAS the Council has reviewed the working conditions agreed upon with Ms. Jessica Nilsson;

Therefore, moved by Jean-Pierre Landry and resolved:

To adopt the working conditions agreed upon with Ms. Jessica Nilsson, Assistant Director General, Environment, Health and Safety and Community Development;

To authorize the Mayor and the Director General to sign the formal agreement reflecting these conditions on behalf of the Municipality;

That this resolution shall come into force upon its adoption;



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That said agreement shall replace the previous agreement for Mrs. Nilsson as Director of water management and Coordinator of Special projects.

Carried unanimously by all councilors present

It is noted that a moment of congratulations was held to recognize Ms. Nilsson's accomplishments and her merit in being promoted to Assistant Director General.

222-10-2025

AUTHORIZING THE SIGNING OF ADDENDUM NO. 10-2025 TO THE WORKING CONDITIONS AGREEMENT OF THE DIRECTOR GENERAL

WHEREAS the Municipality has entered into a working conditions agreement with the Director General on October 3, 2017 and an addendum on April 5, 2023;

WHEREAS it is necessary to adopt an addendum, identified as Addendum No. 10-2025, in order to amend certain provisions of said agreement;

WHEREAS the Council has reviewed the content of the addendum and deems it appropriate;

THEREFORE,

It is moved by Josey Bouchard and resolved:

That the Council authorize the signing of Addendum No. 10-2025 to the working conditions agreement of the Director General;

That the Mayor be authorized to sign said addendum for and on behalf of the Municipality;

That this resolution shall come into force upon its adoption.

Carried unanimously by all councilors present

223-10-2025

ADOPTION OF THE MUNICIPALITY'S ORGANIZATIONAL CHART

WHEREAS the Municipality wishes to clarify the organizational structure of its administration;

WHEREAS the Municipality's organizational chart, prepared and presented to the Municipal Council, reflects the distribution of responsibilities and the organization of municipal services;

WHEREAS the Council deems it appropriate to adopt said organizational chart to ensure clear, transparent, and efficient management of municipal services;

Therefore,

Moved by Jean-Pierre Landry and resolved:

To adopt the organizational chart of the Municipality of Campbell's Bay as presented to the Municipal Council;

That said organizational chart shall form an integral part of the Municipality's administrative documentation;

That the Director General be authorized to update and distribute the organizational chart to municipal staff.

Carried unanimously by all councilors present

It is noted that Leen Matthyssen wished to proceed out of camera at 8:31 pm



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CIVIL SECURITY AND FIRE SAFETY SERVICE

224-10-2025 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 September 2025.

Carried unanimously by the councilors present

225-10-2025 AUTHORIZATION OF EXPENSE – USED SCBA

Moved by Tim Ferrigan and resolved to authorize the purchase of used SCBA's from the Shawville Clarendon Fire Department for \$2500. The expense is allocated from the budgetary item: Fire equipment supplies.

Carried by all councilors present

MISCELLANEOUS

226-10-2024 AUTHORIZATION OF EXPENSE - PHS BURSARIES

Moved by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$300 for 6 x\$50 bursaries for the graduating students of PHS residing in the Municipality. The expense is allocated from the budgetary item: Public relations.

Carried unanimously by all councillors present.

CORRESPONDANCE

It is noted that the correspondence is read to Council.

227-10-2025 RESOLUTION OF SUPPORT – MRC PONTIAC – RESOLUTION C.M. 2025-08-08

Moved by Tim Ferrigan and resolved to support resolution no C.M. 2025-08-08 of the MRC Pontiac as follows:

Unofficial translation

**GAS PRICES FOR MRCs BORDERING NEW BRUNSWICK AND ONTARIO
C.M. 2025-08-08**

WHEREAS the Government of Canada has suspended the application of its “carbon tax” on gasoline, resulting in reduced gasoline prices in the provinces bordering Québec;

WHEREAS this reduction in gasoline prices can reach up to \$0.20 per litre;

WHEREAS the program intended to reduce gasoline prices at Québec service stations located within 20 kilometres of interprovincial borders has not been updated and no longer meets its intended objectives;

WHEREAS this situation creates unfair competition and gives citizens the appearance of savings, while encouraging them as consumers to purchase goods outside the MRC of Pontiac—namely in Ontario—at a disproportionate rate;

WHEREAS regulatory and pricing disparities between Québec and Ontario in all sectors are increasingly harming the economies of our communities;

WHEREAS programs and initiatives, such as the program for local businesses (Component 5 of the Fonds régions et ruralité), are not adapted to the situation and cannot be used;



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WHEREAS this situation significantly impacts businesses and communities within the MRC of Pontiac, to the point of jeopardizing local services and the revitalization efforts necessary for Québec's development;

THEREFORE, it is MOVED by Regional Councillor Ms. Colleen Larivière and RESOLVED that the MRC of Pontiac:

- Demand that the Government of Québec act quickly with direct measures by updating the compensation program for businesses selling gasoline near interprovincial borders;
- Call upon MRCs that share interprovincial borders and face similar situations to join in a united front to protect local services and community sustainability;
- Request an emergency meeting with government authorities to discuss this situation and the challenges of maintaining local services in the context of such interprovincial disparities.

It is further resolved that this resolution be forwarded to:

Mr. André Fortin, Member of the National Assembly (MNA) for Pontiac;
The four other MNAs of the Outaouais region at the National Assembly (Mr. Mathieu Lacombe, Mr. Robert Bussière, Ms. Suzanne Tremblay, and Mr. Mathieu Lévesque);
Ms. Sophie Chatel, Member of Parliament for Pontiac–Kitigan Zibi;
The Fédération Québécoise des Municipalités (FQM);
The Union des Municipalités du Québec (UMQ);
All municipalities of the MRC of Pontiac;
Mr. François Legault, Premier of Québec;
Ms. Andrée Laforest, Minister of Municipal Affairs and Housing (MAMH);
Ms. Geneviève Guilbault, Minister of Transport;
The MRC of Avignon;
The MRC of Témiscouata;
The MRC of La Vallée-de-la-Gatineau;
The MRC des Collines-de-l'Outaouais;
The MRC of Papineau;
The MRC of Témiscamingue;
The MRC of Argenteuil; and
The MRC du Haut-Saint-Laurent.

Carried unanimously by all councilors present

228-10-2025

AUTHORIZATION OF EXPENSE – ST-JOSEPH MANOR FUNDRAISING – ONLINE AUCTION

Moved by Stéphanie Hébert-Shea and resolved to authorize the expense of \$150 for the purchase of a gift certificate for Koana Spa for the online auction. The expense is allocated from the budgetary item: Public relations.

Carried unanimously by all councilors present

It is noted that Leen Matthyssen requests to proceed in camera from 9.00 pm to 9:04 pm.

229-10-2025

REMUNERATION FOR FSS CAPTAINS

Moved by Leen Matthyssen and resolved to increase the remuneration for Captain by \$1000, starting in 2026.

Carried by all councilors present



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230-10-2025 CLOSING OF THE MEETING

Moved by Jean-Pierre Landry and resolved to adjourn the meeting at 9:06 PM.

Carried unanimously by the councilors present

**Raymond Pilon
Mayor**

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