



MUNICIPALITY OF CAMPBELL'S BAY FEBRUARY 3, 2026

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON FEBRUARY 3, 2026, AT TOWN HALL SITUATED AT 59 LESLIE STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENT ARE:

Mayor Raymond Pilon

COUNCILLORS:

Tim Ferrigan

Suzanne Dubeau-Pilon

Stéphanie Hébert-Shea

Willy Rivet

Denis Jr. Dagenais

Councilor Leen Matthyssen motivated her absence.

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

OPENING OF THE MEETING

The above-named person's present forming quorum, the meeting is opened at 7:11 p.m. presided by Mayor Raymond Pilon.

018-02-2026

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 Stéphanie Hébert-Shea and resolved

THAT Council accept the agenda as presented with additions: 10e) Authorization of expense – grooming ski trail; 12g) Adoption of bylaw 100-2026; 12h) Authorization of Expense- Rendez-vous Loisirs; 12i) RA Hall rental price; 12j) FRR Urgent project – call for projects; 12k) PPA-CE final report; 13b) Temporary office closure; 14c) Authorization of Expense- -Rescue van repairs; 14d) Authorization of Expense – emergency lights for truck #1110;

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 councilors present.

019-02-2026

ADOPTION OF THE MINUTES – REGULAR MEETING OF JANUARY 13, 2025 AND URBAN PLANNING COMMITTEE (CCU) MINUTES OF JANUARY 20, 2026

Moved by Suzanne Dubeau-Pilon and resolved to adopt the minutes of the last meeting of January 13, 2025, and the urban planning committee minutes from January 20, 2026, sent by email.

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.

URBANISM

020-02-2026

RECOMMENDATION FROM THE URBAN PLANNING COMMITTEE (CCU) – MINOR DEROGATION REQUEST – 1 RINGROSE STREET



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WHEREAS Council received a request for a minor derogation concerning a reduction in the number of off-street parking spaces required for a proposed multi-unit residential building consisting of thirteen (13) dwellings on lot 3 544 993, located at 1 Ringrose Street;

WHEREAS the Urban Planning Committee (CCU) reviewed the planning analysis and considered the public interest in relation to this request;

WHEREAS the CCU is of the opinion that the proposed development, as submitted, would result in an insufficient number of parking spaces, which could negatively impact both current tenants and the surrounding neighborhood;

WHEREAS the CCU does not recommend approval of the requested minor derogation, while reiterating its support for responsible development within the Municipality of Campbell's Bay, provided such development preserves neighborhood harmony, respects existing conditions, and complies with applicable planning and parking requirements;

THEREFORE,

Moved by Councillor Suzanne Dubeau-Pilon and resolved that the Council of the Municipality of Campbell's Bay accept the recommendation of the CCU and refuse the minor derogation request as presented.

Carried unanimously by all councilors present

ROAD NETWORK AND MOBILITY

021-02-2026

AUTHORIZATION AND SUPPORT – STREET PARTY FOR THE 100th ANNIVERSARY OF THE ROYAL CANADIAN LEGION, BRANCH 162, AND TEMPORARY ROAD CLOSURE

WHEREAS the Royal Canadian Legion Branch 162 will celebrate its 100th anniversary in 2026;

WHEREAS the Legion has requested authorization to organize a commemorative street party on July 17 and 18, 2026 within the territory of the Municipality of Campbell's Bay;

WHEREAS the requested temporary closure concerns a portion of Front Street between Leslie Street and Ringrose Street;

WHEREAS this portion of the road is part of the provincial road network under the jurisdiction of the Ministère des Transports du Québec;

WHEREAS authorization from the MTQ is required in order to proceed with a temporary road closure or partial obstruction of a road under its responsibility;

WHEREAS Section 5 of By-law SQ 2023-03 respecting nuisances allows Council to authorize events under certain conditions;

WHEREAS Council recognizes the important contribution of the Royal Canadian Legion to the community and wishes to support this historic celebration;

THEREFORE,

IT IS MOVED BY Councillor Stéphanie Hébert-Shea AND RESOLVED:

THAT Council authorize the holding of the 100th anniversary street party of the Royal Canadian Legion, Branch 162, on July 17 and 18, 2026;

THAT Council authorize the temporary closure of Front Street between Leslie Street and Ringrose Street for the duration of the event, subject to obtaining all required permits and authorizations, including that of the Ministère des Transports du Québec (MTQ);

THAT this event is authorized in accordance with Section 5 of By-law SQ 2023-03 respecting nuisances;



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THAT Council officially support the Legion's request to the MTQ for the temporary closure of Front Street required for the event;

THAT the Municipality will collaborate, if necessary, with the organizers and the competent authorities to ensure public safety, access for emergency services, and compliance with all applicable laws and regulations;

THAT the Director General and Clerk-Treasurer be authorized to sign any document required to support the permit request to the MTQ and any related authorization.

Carried unanimously by all councilors present.

WATER – WASTEWATER AND STORM DRAINAGE

022-02-2028

AUTHORIZATION OF EXPENSE – REHABILITATION OF POTABLE WATER RESERVOIR

WHEREAS the Municipality must undertake rehabilitation work on the interior and exterior of the potable water reservoir in order to maintain the integrity and proper functioning of the municipal drinking water infrastructure;

WHEREAS the Municipality received a quote dated August 13, 2025 for the complete interior and exterior rehabilitation of the potable water reservoir in the amount of \$58,840 plus applicable taxes;

WHEREAS this expense is eligible under the TECQ 2024-2028 program (Programme de la taxe sur l'essence et de la contribution du Québec);

WHEREAS Council wishes to proceed with the work in order to ensure the continued reliability and longevity of the Municipality's potable water infrastructure;

THEREFORE, it is moved by Denis Jr Dagenais and resolved that Council authorize the expense in the amount of \$58,840 plus applicable taxes for the complete interior and exterior rehabilitation of the potable water reservoir, as per the quote dated August 13, 2025.

FURTHERMORE, that this expense be paid from the TECQ 2024-2028 program.

Carried unanimously by all councilors present.

023-02-2026

AUTHORIZATION OF EXPENSE – ELECTRIC CHAIN HOIST

WHEREAS the Municipality requires equipment to facilitate maintenance operations related to municipal infrastructure;

WHEREAS the Municipality received a quote from O'Malley Equipment for the purchase of an electric chain hoist in the amount of \$3,699.99 plus applicable taxes;

WHEREAS this expense is eligible under the TECQ 2024-2028 program (Programme de la taxe sur l'essence et de la contribution du Québec);

WHEREAS Council considers this equipment necessary to support the operations and maintenance of municipal infrastructure;

THEREFORE, it is moved by Councillor Suzanne Dubeau-Pilon and resolved that Council authorize the expense in the amount of \$3,699.99 plus applicable taxes for the purchase of an electric chain hoist from O'Malley Equipment.

FURTHERMORE, that this expense be paid from the TECQ 2024-2028 program.

Carried unanimously by all councilors present.

SPORTS, LEISURE AND CULTURE



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**024-02-2026 CALL FOR PROJECTS – 2026 CULTURAL DEVELOPMENT FUND
PROJECT: “THE WINDOWS THAT TELL STORIES”**

WHEREAS the “Cultivating Reading” call for projects has been launched by the MRC Pontiac as part of the 2026 Cultural Development Fund;

WHEREAS the Municipality of Campbell’s Bay wishes to submit a cultural project that promotes literacy, accessibility to culture, and the revitalization of the village core;

WHEREAS the project entitled “The Windows That Tell Stories” aims to integrate reading into public space through the creation of an open-air literary trail installed in storefront windows of buildings in the village centre, along with a complementary component promoting reading among families;

THEREFORE,

IT IS MOVED BY Councillor Willy Rivet and resolved:

THAT the Municipality of Campbell’s Bay authorize the submission of a funding application to the MRC Pontiac under the 2026 Cultural Development Fund for the project “The Windows That Tell Stories”;

THAT Council authorize Jessica Nilsson, Assistant Director General, as the project lead;

THAT Council authorize Sarah Bertrand, Director General, to sign, for and on behalf of the Municipality, any document required in connection with this application;

THAT the Municipality of Campbell’s Bay commit to providing a minimum contribution equivalent to 20% of the total eligible project costs, in accordance with the program requirements.

Carried unanimously by all councilors present.

PAFIRSPA – CALL FOR PROJECTS

It is noted that an update is provided regarding the current call for projects under the Programme d’aide financière aux infrastructures récréatives, sportives et de plein air (PAFIRSPA). Council indicates its intention to proceed with the preparation of a project proposal aimed at improving the tennis and pickleball court area.

The proposed project includes the installation of a new tennis/pickleball court fence, an accessible pathway, landscaping, seating areas, lighting, as well as the preparation of a detailed landscape plan.

024.1-02-2026 AUTHORIZATION OF EXPENSE – ELECTRICAL WORK FOR CANTEEN BUILDING

WHEREAS electrical improvements are required for the canteen building in order to support its operations;

WHEREAS the Municipality received electrical quote #613 for the installation of a new electrical panel at the canteen building;

WHEREAS the quote submitted by Pontiac Valley Electric outlines the required work for this installation and is in the amount of \$7,711.28 plus applicable taxes;

WHEREAS this project forms part of the Municipality’s participatory budget initiative;

THEREFORE, it is moved by Councillor Tim Ferrigan and resolved that Council authorize the expense for the installation of a new electrical panel at the canteen building as per electrical quote #613 submitted by Pontiac Valley Electric.

FURTHERMORE, that this expense be allocated from the Participatory Budget project.

Carried unanimously by all councilors present.



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**025-02-2026 SUBMISSION OF A FUNDING APPLICATION – FUND FOR FREE PLAY
PROJECT: FREE PLAY & SENSORY ZONE – MAURICE-BEAUREGARD PARK**

WHEREAS the Municipality of Campbell's Bay wishes to promote the well-being, healthy development and inclusion of children through the creation of outdoor free play spaces;

WHEREAS the project "Free Play & Sensory Zone" aims to develop complementary free play and sensory play areas located at Maurice-Beaugard Park, primarily intended for preschool children, families, and children with particular sensory needs;

WHEREAS the project promotes unstructured free play, independent exploration, inclusion and accessibility, while prioritizing natural, durable materials integrated into the surrounding environment;

WHEREAS the total cost of the project is estimated at \$66,500;

WHEREAS the project would be entirely funded through financial assistance requested from the Fund for Free Play, with no municipal financial contribution required;

THEREFORE, IT IS MOVED BY Councillor Tim Ferrigan and resolved:

THAT the Municipal Council of the Municipality of Campbell's Bay authorize Jessica Nilsson, Assistant Director General, to submit a funding application in the maximum amount of \$66,500 to the Fund for Free Play for the implementation of the project "Free Play & Sensory Zone – Maurice-Beaugard Park";

THAT Sarah Bertrand, Director General, be authorized to sign, for and on behalf of the Municipality, any document required in connection with this application.

Carried unanimously by all councillors present.

026-02-2026 AUTHORIZATION OF EXPENSE – GROOMING OF SKI TRAIL

WHEREAS the Municipality maintains recreational infrastructure within its parks for the benefit of residents;

WHEREAS grooming of the municipal ski trail is required to ensure safe and enjoyable winter recreational activities;

WHEREAS the Municipality has requested that Shane Amyotte perform the grooming work;

WHEREAS Council wishes to allocate a budget of up to \$500 for this work;

THEREFORE, it is moved by Councillor Stéphanie Hébert-Shea and resolved that Council authorize an expense of up to \$500 for the grooming of the municipal ski trail by Shane Amyotte, at the Municipality's request.

FURTHERMORE, that this expense be allocated from account 55362.

Carried unanimously by all councillors present.

MAYOR'S REPORT AND MRC

It is noted that Mayor Pilon presented his monthly regional report.

FINANCE AND ADMINISTRATION

027-02-2026 MONTHLY BILLS

Moved by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of February 3, 2026, in the amount of 65 890.22 \$.

Carried unanimously by all councillors present.



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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 3rd day of February 2026

Sarah Bertrand, DGGT

028-02-2026

SUBMISSION OF AN APPLICATION TO THE GREEN MUNICIPAL FUND (GMF)

WHEREAS the Municipality of Campbell's Bay wishes to submit a funding application to the Green Municipal Fund (GMF) of the Federation of Canadian Municipalities for the project entitled "Campbell's Bay – Active and Safe School Corridors", under the Active and Safe Routes to School program;

WHEREAS the project aims to improve the safety of school travel and promote active mobility for students within the municipality;

WHEREAS the proposed project aligns with the Municipality's priorities regarding active transportation and safe mobility;

THEREFORE, IT IS MOVED BY Councillor Stéphanie Hébert-Shea AND RESOLVED THAT:

- The Municipal Council of the Municipality of Campbell's Bay authorize the submission of a funding application to the Green Municipal Fund (GMF) of the Federation of Canadian Municipalities (FCM) for the project "Campbell's Bay – Active and Safe School Corridors";
- The Municipal Council agree to contribute a total amount of \$40,976 toward the implementation of the project, distributed as follows:
- \$20,486 in cash contribution;
- \$20,490 in municipal staff time, representing the work hours dedicated to the implementation of the project;
- Jessica Nilsson, Assistant Director General, be authorized to submit the funding application;
- Mayor Raymond Pilon and Director General Sarah Bertrand be authorized to sign any document related to this funding application.

Carried unanimously by all councilors present.

029-02-2026

CONCORDANCE AND SHORT-TERM RESOLUTION RELATING TO A LOAN BY NOTES IN THE AMOUNT OF \$780,800 TO BE ISSUED ON MARCH 4, 2026

WHEREAS, in accordance with the following borrowing by-laws and for the amounts indicated opposite each of them, the Municipality of Campbell's Bay wishes to borrow by way of notes for a total amount of \$780,800, which will be issued on March 4, 2026, distributed as follows:

Borrowing By-law No.	Amount (\$)
103-12	\$520,500
103-12	\$260,300

WHEREAS it is necessary to modify the borrowing by-laws accordingly;

WHEREAS, in accordance with the first paragraph of section 2 of the Act respecting municipal debts and loans (RLRQ, chapter D-7), for the purposes of this loan and for borrowing by-law number 103-



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12, the Municipality of Campbell's Bay wishes to issue the loan for a shorter term than that originally provided for in these by-laws;

IT IS MOVED BY Councillor Suzanne Dubeau-Pilon AND RESOLVED UNANIMOUSLY:

THAT the borrowing by-laws referred to in the first paragraph of the preamble be financed by notes, as follows:

1. The notes will be dated March 4, 2026;
2. Interest will be payable semi-annually, on March 4 and September 4 of each year;
3. The notes will be signed by the Mayor and the Clerk-Treasurer (or Treasurer);
4. The notes, as to principal, will be repaid as follows:

Year	Amount
2027	\$65,400
2028	\$67,800
2029	\$70,500
2030	\$73,400
2031	\$76,000 (to be paid in 2031)
2031	\$427,700 (to be renewed)

THAT, with respect to the annual principal amortizations provided for the years 2032 and following, the term provided for in borrowing by-law number 103-12 be shorter than that originally fixed, that is, for a term of five (5) years (beginning March 4, 2026) instead of the term prescribed for said amortizations, each subsequent issuance to be for the balance or part of the balance due on the loan.

Carried unanimously by all councilors present.

030-02-2026 APPROVAL OF OPERATING DEFICIT BUDGET – VIBERT PAVILION (2026)

WHEREAS the Municipality received the 2026 operating deficit budget for the Vibert Pavilion, as presented by the Société d'habitation du Québec;

WHEREAS the budget dated November 26, 2025 indicates a municipal share in the amount of \$4,257 for the 2026 fiscal year;

WHEREAS Council has reviewed the budget and acknowledges the Municipality's financial participation as required under the program;

THEREFORE, it is moved by Councillor Denis Jr. Dagenais and resolved that Council approve the 2026 operating deficit budget for the Vibert Pavilion in the amount of \$4,257, as presented by the Société d'habitation du Québec (SHQ) in the budget dated November 26, 2025.

Carried unanimously by all councilors present.

031-02-2026 AUTHORIZATION OF EXPENSE – ADVERTISING FOR RA HALL RENTAL

WHEREAS the Municipality wishes to promote the RA Hall as a venue available for events such as weddings;

WHEREAS the Municipality wishes to place an advertisement in the wedding issue of the The Pontiac Journal to promote the rental of the RA Hall;

WHEREAS the cost of the advertisement is \$300 plus applicable taxes;

THEREFORE, it is moved by Councillor Tim Ferrigan and resolved that Council authorize an expense of \$300 plus applicable taxes for advertising in the wedding issue of The Pontiac Journal to promote the rental of the RA Hall.



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FURTHERMORE, that this expense be allocated from account 50200.

Carried unanimously by all councilors present.

032-02-2026 AUTHORIZATION OF EXPENSE – FQM MEMBERSHIP

WHEREAS the Municipality maintains its membership with the Fédération québécoise des municipalités in order to benefit from services, representation, and support offered to municipalities;

WHEREAS the membership fee for the current year amounts to \$1,129.59 plus applicable taxes;

THEREFORE, it is moved by Councillor Denis Jr. Dagenais and resolved that Council authorize the payment of the FQM membership fee in the amount of \$1,129.59 plus applicable taxes.

FURTHERMORE, that this expense be allocated from account 50640.

Carried unanimously by all councilors present.

033-02-2026 ADOPTION OF BYLAW 100-2026 RESPECTING THE IMPOSITION OF THE RATES OF PROPERTY TAX AND SERVICES FOR THE FISCAL YEAR 2026 AND THE CONDITIONS OF COLLECTION

WHEREAS under section 244 of the Act respecting municipal taxation (L.R.Q., c. F2-1); the municipality may fix several rates of the general property tax according to the categories to which belong evaluation units;

WHEREAS under section 252 of the Act respecting municipal taxation (L.R.Q. .., c, F-2.1), the Municipality can fix the number of installments higher than those that can make the tax debtor land;

WHEREAS a notice of motion has been given by Suzanne Dubeau-Pilon at a Special council meeting held on January 27, 2026;

WHEREAS the draft by-law is presented to the council by Suzanne Dubeau-Pilon during a Special meeting held on January 27, 2026;

Motioned by Suzanne Dubeau-Pilon and unanimously resolved that this **BY-LAW NUMBER 100-2026 entitled "By-law respecting the imposition of the rate of property tax and services for the fiscal year 2026 and the conditions of collection"** be adopted.

Carried unanimously by all councilors present.

034-02-2026 AUTHORIZATION OF EXPENSE – RENDEZ-VOUS LOISIRS 2026

WHEREAS the Municipality supports professional development opportunities related to recreation and community development;

WHEREAS Jessica Nilsson has the opportunity to attend the Rendez-vous loisirs event in May 2026;

WHEREAS the registration cost including 1 night accommodation for this event is \$250;

THEREFORE, it is moved by Councillor Willy Rivet and resolved that Council authorize the expense of \$250 for Jessica Nilsson to attend the Rendez-vous loisirs event in May 2026.

FURTHERMORE, that this expense be allocated from account 55620.

Carried unanimously by all councilors present.



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034.1-02-2026 APPROVAL OF MODIFICATION – RA HALL RENTAL PRICING

WHEREAS the Municipality manages the RA Hall and periodically reviews its rental pricing structure;

WHEREAS Council wishes to introduce a new rental category for the use of the small rental space and kitchen only;

WHEREAS the proposed rental fee for this category is \$50;

THEREFORE, it is moved by Councillor Denis Jr. Dagenais and resolved that Council approve the modification to the RA Hall rental pricing by adding a new category for the use of the small rental space and kitchen at a rate of \$50.

Carried unanimously by all councillors present.

035-02-2026 AUTHORIZATION TO SUBMIT A FUNDING APPLICATION – REGIONS AND RURALITY FUND (FRR) – COMPONENT 4 (URGENT PROJECTS)

WHEREAS the Municipality of Campbell's Bay wishes to submit a request for financial support under the Regions and Rurality Fund (FRR) – Component 4 – Urgent Projects to address an urgent manganese issue in potable water affecting a residential sector of the Municipality of Litchfield, with impacts also affecting the Pontiac region;

WHEREAS this situation compromises safe access to an essential service and meets the program's urgency criteria;

WHEREAS the project aims to carry out technical studies and analyses, as well as the acquisition of proposed treatment filters, required to better understand and manage this issue, and that the deliverables could also be used by other municipalities within the MRC Pontiac;

THEREFORE, IT IS MOVED BY Councillor Denis Jr. Dagenais AND RESOLVED:

THAT the Municipal Council authorize the submission of a funding application to the Regions and Rurality Fund (FRR) – Component 4 – Urgent Projects, for a maximum amount of \$10,000, to finance professional fees, technical studies, and the purchase of treatment filters related to the manganese issue in potable water;

THAT the Director General and Clerk-Treasurer, Ms. Sarah Bertrand, be authorized to sign any document required in connection with this application;

THAT the Assistant Director General, Ms. Jessica Nilsson, be authorized to oversee and follow up on this file.

Carried unanimously by all councillors present.

**036-02-2026 PROJECT COMPLETION REPORT – LOCAL ROAD ASSISTANCE PROGRAM
SPECIAL IMPROVEMENT PROJECTS – PPA-CE SUB-COMPONENT
FILE NO. NJH98999-84030 (7) 20250422-020**

WHEREAS the Municipality of Campbell's Bay has taken note of the application terms of the Special Improvement Projects (PPA) component of the Local Road Assistance Program (PAVL) and agrees to comply with them;

WHEREAS the road network for which financial assistance was granted falls under municipal jurisdiction and is eligible under the PAVL;

WHEREAS the work was carried out during the calendar year in which the Minister authorized it;

WHEREAS the work performed or related expenses are eligible under the PAVL;

WHEREAS the V-AF13 accountability form has been duly completed;



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whereas the project completion report for the project is being submitted to the Ministère des Transports et de la Mobilité durable in accordance with the program requirements;

WHEREAS payment of the grant is conditional upon the Minister's acceptance of the project accountability report;

WHEREAS, if the project completion report is deemed compliant, the Minister will make a payment to the municipality based on the list of approved work, without exceeding the maximum amount of assistance indicated in the announcement letter;

WHEREAS the other sources of funding for the work have been declared;

FOR THESE REASONS,

ON THE MOTION OF Councillor Tim Ferrigan, it is unanimously resolved and adopted that the Council of the Municipality of Campbell's Bay approve the expenditures in the amount of \$14,653.70 related to the improvement work and eligible related expenses indicated in form V-AF13, in accordance with the requirements of the Ministère des Transports et de la Mobilité durable, and acknowledges that in the event of non-compliance with these requirements, the financial assistance will be revoked.

Carried unanimously by all councilors present.

037-02-2026

ABOLITION OF RINK ATTENDANT POSITION AND CREATION OF RINK SUPERVISOR POSITION

WHEREAS the Municipality operates an outdoor rink and rink facility for public use during the winter season;

WHEREAS Council has reviewed the operational needs associated with the supervision of the rink facility and has determined that enhanced oversight and authority are required to ensure the safety of users and the proper enforcement of municipal rules;

WHEREAS Council considers it appropriate to restructure the current rink attendant role to better reflect the supervisory responsibilities required;

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

THAT the position of *Rink Attendant* be hereby abolished, effective immediately;

THAT the position be restructured to create a position of *Rink Supervisor*;

THAT the minimum eligibility requirement for the Rink Supervisor position be set at eighteen (18) years of age due to supervisory authority, enforcement responsibilities, and municipal duty of care;

THAT the Rink Supervisor position include enhanced responsibilities related to supervision, enforcement of municipal rules, incident reporting, and general oversight of the rink facility;

THAT the Director General be authorized to update the position description accordingly;

THAT Jayden Larivière be named Rink Supervisor;

THAT any current seasonal employees remain eligible for other municipal assignments for which they meet the qualifications.

It is noted that Councillor Tim Ferrigan abstains from voting for apparent conflict of interest.

Carried unanimously by the councilors present.



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038-02-2026 TEMPORARY MODIFICATION OF MUNICIPAL OFFICE HOURS

WHEREAS the Administrative and Finance Assistant is currently on leave until March 4;

WHEREAS this temporary absence affects the Municipality's administrative capacity to maintain regular office hours;

WHEREAS Council considers it necessary to temporarily adjust the office schedule to ensure the continuity of essential municipal services;

THEREFORE, it is moved by Councilor Denis Jr. Dagenais and resolved that Council authorize the temporary closure of the municipal office on Mondays and modify the office hours to 9:30 a.m. to 4:00 p.m. for the duration of the Administrative and Finance Assistant's sick leave, until March 5.

Carried unanimously by all councilors present.

039-02-2026 AUTHORIZATION OF EXPENSE – BUNKER SUITS AND ACCESSORIES

WHEREAS the Municipality must ensure that firefighters are equipped with appropriate personal protective equipment;

WHEREAS the purchase of bunker suits and accessories is required to maintain operational readiness and firefighter safety;

THEREFORE, it is moved by Councillor Suzanne Dubeau-Pilon and resolved that Council authorize the expense in the amount of \$14,430 plus applicable taxes for the purchase of four bunker suits and accessories.

FURTHERMORE, that this expense be allocated from account 51250.

Carried unanimously by all councillors present.

040-02-2026 AUTHORIZATION TO LAUNCH A CALL FOR TENDERS – CONSTRUCTION OF THE NEW FIRE HALL

WHEREAS the construction project for the new fire hall was pre-selected under the Municipal Infrastructure Improvement and Construction Program (PRACIM), as confirmed by letter received on May 2, 2023, such confirmation being conditional upon the issuance of a financial assistance promise letter;

WHEREAS the Municipalities of Campbell's Bay and Litchfield are bound by an intermunicipal agreement establishing a shared fire protection service, duly signed and dated June 12, 2024;

WHEREAS under professional services tender contract no. 532840302401, the tender plans and specifications (AO) as well as the AO cost estimate for the construction of the new fire hall were prepared by Prisme Architecture and submitted on June 18, 2025;

WHEREAS authorization from the Ministry of Municipal Affairs and Housing (MAMH) to proceed with the launch of the call for tenders was confirmed by email dated December 18, 2025;

WHEREAS the Municipalities wish to proceed with launching the public call for tenders for the construction work, with the opening scheduled for February 10, 2026;

THEREFORE,
it is moved by Tim Ferrigan and resolved:

THAT Council authorize the launch of a public call for tenders for the construction of the new fire hall, carried out jointly with the Municipality of Litchfield, in accordance with the AO plans and specifications and the AO estimate prepared by Prisme Architecture;

AND THAT the Director General, Ms. Sarah Bertrand, be authorized to publish the public call for tenders on the Electronic Tendering System (SEAO), as well as the invitation-only call for tenders for the quality control and materials quantity control contract, telecommunication and radio systems, all to be launched on the same day.



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Carried unanimously by all councilors present.

041-02-2026 AUTHORIZATION OF EXPENSE – REPAIRS TO RESCUE VAN

WHEREAS the Municipality operates a rescue van as part of its fire safety service operations;

WHEREAS repairs are required to ensure the vehicle remains safe and operational;

THEREFORE, it is moved by Councillor Stéphanie Hébert-Shea and resolved that Council authorize an expense in the amount of \$5,200 plus applicable taxes for repairs to the rescue van.

FURTHERMORE, that this expense be allocated from account 51193.

Carried unanimously by all councillors present.

042-02-2026 AUTHORIZATION OF EXPENSE – EMERGENCY LIGHTS FOR FIRE VEHICLE #1110

WHEREAS the Municipality must ensure that its fire service vehicles are properly equipped for emergency response operations;

WHEREAS the supply and installation of emergency lights is required for fire vehicle #1110;

THEREFORE, it is moved by Councillor Suzanne Dubeau-Pilon and resolved that Council authorize the expense in the amount of \$7,100 plus applicable taxes for the supply and installation of emergency lights on fire vehicle #1110.

FURTHERMORE, that this expense be allocated from account 51193.

Carried unanimously by all councillors present.

COUNCIL RECOGNITION – IMPROVING ACCESSIBILITY FOR ALL AT THE RA HALL

Council acknowledges the recognition received from the Access Squad regarding the Municipality's efforts toward improving accessibility for all at the RA Hall. Council is pleased that these initiatives have been recognized and reaffirms its commitment to creating inclusive and welcoming municipal spaces for residents and visitors.

CORRESPONDANCE

It is noted that correspondence is read

043-02-2026 CLOSING OF THE MEETING

Moved by Stéphanie Hébert-Shea and resolved to adjourn the meeting at 10:24 PM.

Carried unanimously by the councilors present

**Raymond Pilon
Mayor**

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