



**MUNICIPALITY OF CAMPBELL'S BAY
MARCH 10, 2026**

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON MARCH 10, 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 joined the meeting remotely in accordance with article 148.0.1 of the Municipal Code of Québec.

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.

048-03-2026

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 Tim Ferrigan and resolved

THAT Council accept the agenda as presented with additions: 8B, Authorization of Expense – Engineering Mandate (CIMA+); item 8C, Authorization of Expense – Pressure Tank Replacement at the Water Softener; item 10E, Participatory Budget – Canteen Project (approval of budget and work); item 10F, Carte Accompagnement Loisir (CAL); item 10G, New Horizons Grant Committee Kick-off Meeting; item 10H, Arbres Canada and Hydro-Québec Grant Update; item 12H, Annual Contribution to the Pontiac Lions Club; item 14C, Authorization of Expense – Green Emergency Lights Training; item 14D, Authorization of Expense – First Responders Training; item 15A, Professional Portraits; item 16D, Closure of the Game Warden's Office; item 16E, Pontiac Bursary; item 16F, LSO; and item 16G, Thank You from CISSSO;

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.

049-03-2026

ADOPTION OF THE MINUTES – REGULAR MEETING OF FEBRUARY 3, 2026, AND SPECIAL MEETING FEBRUARY 4, 2026.

Moved by Willy Rivet and resolved to adopt the minutes of the last meeting of February 3, 2026, and Special Meeting of February 4, 2026, sent by email.

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.



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050-03-2026 PUBLIC PARKING LOT

WHEREAS the Council of the Municipality of Campbell's Bay wishes to offer additional publicly accessible parking;

WHEREAS Council wishes to designate lot number 3 544 981 as a public parking area;

WHEREAS the MRC Pontiac has agreed to allocate a portion of the PPJ to increase the size of this lot;

THEREFORE, it is moved by Stephanie Hébert-Shea and resolved that the Council of the Municipality of Campbell's Bay accept the portion of land from the MRC Pontiac in order to proceed with the survey of the new lot and to mandate a notary to complete the change of ownership.

It is further resolved that the expense be authorized from budget item number 50610.

Carried unanimously by all councilors present.

WATER – WASTEWATER AND STORM DRAINAGE

051-03-2028 AUTHORIZATION OF EXPENSE – PURCHASE OF POTASSIUM PERMANGANATE

WHEREAS potassium permanganate is required for the treatment of the Municipality's potable water system;

WHEREAS a quote was received from Consult'eau for the purchase of four (4) pails of potassium permanganate at a cost of \$1,838.60 plus applicable taxes;

THEREFORE, it is moved by Suzanne Dubeau-Pilon and resolved that the Council of the Municipality of Campbell's Bay authorize the purchase of four (4) pails of potassium permanganate from Consult'eau for the amount of \$1,838.60 plus taxes.

It is further resolved that this expense be charged to account number 53001.

Carried unanimously by all councilors present.

052-03-2026 AUTHORIZATION OF EXPENSE – DRAINAGE CAPACITY ASSESSMENT

WHEREAS Council wishes to obtain a drainage capacity assessment of the ditch along Leslie Street and the culvert crossing Borden Street;

THEREFORE, it is moved by Suzanne Dubeau-Pilon and resolved that the Council of the Municipality of Campbell's Bay mandate CIMA+ to complete the assessment for a maximum expense of \$3,000 plus applicable taxes.

It is further resolved that this expense be charged to account number 50610.

Carried unanimously by all councilors present.

053-03-2026 AUTHORIZATION OF EXPENSE – PRESSURE TANK – WATER SOFTENER

WHEREAS the Municipality must replace the pressure tank used in the municipal water treatment plant;

WHEREAS a quote was received from JLS for the purchase of a 150-gallon pressure tank at a cost of \$2,000 plus applicable taxes;

THEREFORE, it is moved by Willy Rivet and resolved that the Council of the Municipality of Campbell's Bay authorize the purchase of a 150-gallon pressure tank from JLS for the amount of \$2,000 plus taxes.

It is further resolved that this expense be charged to account number 53006.



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Carried unanimously by all councilors present.

SPORTS, LEISURE AND CULTURE

054-03-2026

AUTHORIZATION TO SIGN AGREEMENT – BOXUP CONNECTED SPORTS EQUIPMENT STATION PILOT PROJECT

WHEREAS the Réseau des Unités régionales de loisir et de sport du Québec and Loisir sport Outaouais are offering municipalities the opportunity to participate in the BoxUp Connected Sports Equipment Station Pilot Project under the Circonflexe program;

WHEREAS the project aims to increase access to sports and recreational equipment by installing connected lockers in public spaces, allowing residents to borrow equipment free of charge through a mobile application;

WHEREAS the station and related services are fully subsidized until March 31, 2028, with an approximate value of \$22,000 including delivery and installation;

THEREFORE, it is moved by Denis Jr Dagenais and resolved that the Council of the Municipality of Campbell's Bay approve participation in the BoxUp Connected Sports Equipment Station Pilot Project.

IT IS FURTHER RESOLVED that the Mayor and the Director General be authorized to sign the agreement and any related documents on behalf of the Municipality.

Carried unanimously by all councilors present.

055-03-2026

BOXUP STATION – AUTHORIZATION OF EQUIPMENT

WHEREAS the Municipality of Campbell's Bay will participate in the BoxUp Connected Sports Equipment Station Pilot Project to promote access to sports and recreational activities;

THEREFORE, it is moved by Suzanne Dubeau-Pilon and resolved that the Council of the Municipality of Campbell's Bay authorize the equipment to be made available in the BoxUp station, including soccer balls, pickleball paddles, baseball bats, balls and gloves, tennis rackets and balls, boccia equipment, shuffleboard equipment, and horseshoe games.

Carried unanimously by all councilors present.

MADA ONLINE SURVEY RESULTS – MRC PONTIAC

It is noted that the results of the MADA online survey prepared by the MRC Pontiac for the Municipality of Campbell's Bay are shared with Council for information and review.

056-03-2026

4TH ANNUAL MAURICE BEAUREGARD FUNDRAISING BALL TOURNAMENT – May 22-24,2026

WHEREAS the family and friends of Maurice Beauregard would like to host the fourth annual Fundraising ball tournament in his memory on May 22 to 24, 2026;

WHEREAS since 2023, the ball tournament has awarded \$4500 worth of bursaries to 10 high school graduates in the Pontiac region and donated \$34,000 to the Parc Maurice Beauregard;

THEREFORE,
Moved by Tim Ferrigan and resolved

TO close Second Street from the tennis court to 8 Second Street from Friday, May 22, 2026, as of 4p.m. through to 4p.m. on Sunday, May 24, 2026;

TO extend the noise bylaw for both the nights of Friday, May 22 and Saturday, May 23 from 10 p.m. to 2 a.m.;



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TO provide free use of the RA Hall for the weekend, May 22 to 24, 2026;

TO use the Municipal RACJ permit for the weekend, May 22 to 24, 2026;

Carried unanimously by all councilors present

057-03-2026 AUTHORIZATION OF EXPENSE –PARTICIPATORY BUDGET - CANTEEN PROJECT

Moved by Denis Jr. Dagenais and resolved:

THAT Council authorize an expense in the amount of \$6,772.04 plus applicable taxes for the purchase of materials required for the renovation of the canteen, as part of the participatory budget project;

THAT this expense be allocated to the Participatory Budget account, in accordance with the approved project;

THAT the Director of public Works be authorized to proceed with the necessary purchases in accordance with budget as presented.

Carried unanimously by all councilors present.

058-03-2026 PARTNERSHIP WITH THE CARTE ACCOMPAGNEMENT LOISIR (CAL) PROGRAM

WHEREAS the Association québécoise pour le loisir des personnes handicapées (AQLPH) administers the Carte accompagnement loisir (CAL) program which allows persons with disabilities to be accompanied free of charge by a support person when participating in leisure activities;

WHEREAS the CAL program aims to promote accessibility, inclusion and participation in recreational activities for persons with disabilities;

WHEREAS municipalities and leisure organizations may become partners in the program by signing a protocol agreement and committing to recognize the CAL card and provide free admission to accompanying persons;

WHEREAS Council wishes to support inclusive access to municipal recreational facilities and services;

THEREFORE,

Moved by Suzanne Dubeau-Pilon and resolved that the Council of the Municipality of Campbell's Bay authorize the Municipality to become a partner organization of the Carte accompagnement loisir (CAL) program administered by the Association québécoise pour le loisir des personnes handicapées (AQLPH).

BE IT FURTHER RESOLVED that the Director General and Clerk-Treasurer be authorized to sign any documents required to formalize the Municipality's participation in the program and to designate a municipal representative responsible for its implementation.

Carried unanimously by all councilors present.

It is noted that Council is informed that the New Horizons Grant Committee will hold a start-up meeting to prepare the programming for seniors.

It is noted that Council is informed that the Municipality was not selected for the Hydro-Québec / Tree Canada grant. However, a new call for projects will be launched this fall, and the Municipality intends to reapply.

MAYOR'S REPORT AND MRC

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



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REGIONS AND RURALITY FUND (FRR) – COMPONENT 4 “INTERMUNICIPAL COOPERATION” – ENHANCEMENT OF THE INTERMUNICIPAL AGREEMENT BETWEEN THE MRC OF PONTIAC AND THE MRC DES COLLINES-DE-L’OUTAOUAIS FOR THE PROVISION OF PASSENGER TRANSPORTATION SERVICES

WHEREAS the Municipality of Campbell’s Bay acknowledges having read and taken note of the Applicant’s Guide regarding the Cooperation and Municipal Governance component of the Regions and Rurality Fund (FRR), specifically the Intermunicipal Cooperation sub-component;

WHEREAS the municipalities of Alleyn-et-Cawood, Bristol, Bryson, Campbell’s Bay, Chichester, Clarendon, Fort-Coulonge, L’Île-du-Grand-Calumet, L’Isle-aux-Allumettes, Litchfield, Mansfield-et-Pontefract, Otter Lake, Portage-du-Fort, Rapides-des-Joachims, Shawville, Sheenboro, Thorne, Waltham, Cantley, Chelsea, L’Ange-Gardien, La Pêche, Pontiac, Val-des-Monts, as well as the MRC des Collines-de-l’Outaouais, wish to submit a project to enhance the passenger transportation service covered under the existing intermunicipal agreement between the MRC of Pontiac and the MRC des Collines-de-l’Outaouais, under the Cooperation and Municipal Governance component of the Regions and Rurality Fund;

THEREFORE, it is moved by Willy Rivet and resolved that this resolution be adopted and that it stipulates and decrees the following:

- The Council of the Municipality of Campbell’s Bay agrees to participate in the project to enhance the intermunicipal agreement between the MRC of Pontiac and the MRC des Collines-de-l’Outaouais for the provision of passenger transportation services;
- The MRC Council agrees to assume a portion of the project costs, namely the minimum contribution required under the program;
- The Council appoints the MRC of Pontiac as the organization responsible for the project and authorizes the submission of the project under the Cooperation and Municipal Governance component of the Regions and Rurality Fund (FRR), sub-component Intermunicipal Cooperation;
- The Council designates the MRC of Pontiac to sign any document necessary, useful, or required by the municipal organization responsible for the project for the purposes of this grant application.

Carried unanimously by all councilors present.

FINANCE AND ADMINISTRATION

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 151 627.87\$.

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 3rd day of February 2026

Sarah Bertrand, DGGT

060-03-2026

AUTHORIZATION OF REDUCED RENTAL RATE – RA HALL – CENTRAIDE BREAKFAST

WHEREAS the MRC Pontiac is organizing a Centraide Breakfast on April 1;

WHEREAS this initiative supports a recognized community cause and contributes to the well-being of residents;



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WHEREAS Council wishes to support such initiatives by offering a reduced rental rate for municipal facilities;

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

THAT Council authorize a reduced rental rate of \$250 for the use of the RA Hall by the MRC Pontiac for the Centraide Breakfast held on April 1;

Carried unanimously by all councillors present.

061-03-2026

DESJARDINS FINANCES – EXTENSION OF TEMPORARY LOAN PR-4 – BORROWING BY-LAW 103-2024 – PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF A NEW FIREHALL

WHEREAS the Council of the Municipality of Campbell's Bay adopted Borrowing By-law No. 103-2024 on September 24, 2024, authorizing a loan for the preparation of plans for the construction of a firehall in the amount of \$1,041,492;

WHEREAS the said borrowing by-law received approval from the Ministère des Affaires municipales et de l'Habitation (MAMH) on September 3, 2024;

WHEREAS a temporary loan (PR-4) was contracted to finance the preparatory work related to the fire station project;

WHEREAS the temporary loan is scheduled to mature on March 15, 2026;

WHEREAS the Municipality wishes to extend the term of the temporary loan while awaiting the long-term financing of the project;

THEREFORE,

It is moved by Tim Ferrigan and resolved that the Council of the Municipality of Campbell's Bay authorize the extension of the temporary loan (PR-4) related to Borrowing By-law 103-2024, in the amount of \$1,041,492, for an additional period of one (1) year, or until March 15, 2027.

BE IT FURTHER RESOLVED that the Mayor and the Director General be authorized to sign all documents necessary to give effect to this resolution.

Carried unanimously by all councillors present.

NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW – CODE OF ETHICS AND GOOD CONDUCT FOR ELECTED OFFICIALS

Notice of motion is hereby given by Leen Matthyssen that a bylaw respecting the Code of Ethics and Good Conduct for elected officials will be presented for adoption at a subsequent meeting of Council.

At the same sitting, Councillor Leen Matthyssen presents and tables the draft bylaw entitled "Bylaw No. 101-2026 – Code of Ethics and Good Conduct for Elected Officials," The purpose of this bylaw is to establish the principal ethical values of the Municipality and the rules of conduct that must guide the behavior of a person acting as a member of Council, of a committee or commission of the Municipality, or, in their capacity as a member of Council, of another body.

062-03-2026

AUTHORIZATION OF REDUCED RENTAL RATE – RA HALL – APSAM REGIONAL MEETING

WHEREAS the APSAM (Association paritaire pour la santé et la sécurité du travail, secteur « affaires municipales »), a non-profit organization, has requested the use of the RA Hall on October 21, 2026, from 8:00 a.m. to 1:00 p.m.;

WHEREAS APSAM supports municipal workers and employers in occupational health and safety prevention and organizes regional meetings to promote knowledge sharing among municipalities;

WHEREAS Council wishes to support initiatives that promote health and safety in the municipal sector and regional collaboration;



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

THAT Council authorize a reduced rental rate of \$100 for the use of the RA Hall by APSAM for the regional meeting to be held on October 21, 2026;

Carried unanimously by all councillors present.

063-03-2026

FINANCIAL CONTRIBUTION – GRADUATION BURSARIES – 2025 GRADUATES

WHEREAS the Municipality wishes to recognize and support the academic success of local students graduating from Pontiac High School and École secondaire Sieur-de-Coulonge;

WHEREAS Council has previously provided bursaries to graduating students;

WHEREAS Council wishes to increase its financial contribution to better support graduates;

THEREFORE, it is moved by Tim Ferrigan and resolved:

THAT Council authorize a top-up of \$100 per student for twelve (12) graduates of the 2025 cohort from Pontiac High School and École secondaire Sieur-de-Coulonge;

THAT Council further establish that, moving forward, the municipal bursary granted to graduates shall be \$150 per student;

THAT the total expense be allocated from the budget account 50650.

Carried unanimously by all councillors present.

064-03-2026

AUTHORIZATION OF EXPENSE – PROPANE RANGE – RA HALL

WHEREAS an email was sent authorizing the purchase of a new propane range for the RA Hall;

WHEREAS Council deems it appropriate to formally endorse this authorization;

THEREFORE, it is moved by Stéphanie Hébert-Shea and resolved:

THAT Council endorse the authorization given by email for the purchase of a new propane range for the RA Hall in the amount of \$4,000 plus applicable taxes;

THAT this expense be allocated from accounts 58460 and 55070.

Carried unanimously by all councillors present.

065-03-2026

FINANCIAL CONTRIBUTION – 2026 – PONTIAC LIONS CLUB

WHEREAS the Pontiac Lions Club contributes to the vitality and well-being of the community through various initiatives and events;

WHEREAS Council wishes to support local organizations that provide direct benefits to residents;

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

THAT Council authorize a financial contribution in the amount of \$1,200 to the Pontiac Lions Club for the year 2026;

THAT this expense be allocated from the budget account 50650.

Carried unanimously by all councillors present.



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CIVIL AND FIRE SECURITY

066-03-2026 RENEWAL OF AGREEMENT – KOMUTEL – TARGA SERVICE

WHEREAS the Municipality has received a proposal from Komutel for the renewal of the Targa public safety service;

WHEREAS the agreement covers a period from April 1, 2026, to March 31, 2029, for telecommunications services supporting emergency operations;

WHEREAS this service supports the fire safety operations of the Campbell's Bay–Litchfield Fire Department (CBLFD) and Bryson–Grand-Calumet (BGCP);

WHEREAS the total cost of the agreement is \$8,415.00 plus applicable taxes for the duration of the contract ;

WHEREAS Council considers it in the best interest of the Municipality to maintain these services to ensure operational efficiency and public safety;

THEREFORE, it is moved by Willy Rivet and resolved:

THAT Council authorize the renewal of the agreement with Komutel for the Targa service for the period of April 1, 2026, to March 31, 2029;

THAT Council approve the total expenditure of \$8,415.00 plus applicable taxes for the term of the agreement;

THAT the Director General and Clerk-Treasurer be authorized to sign any documents necessary to give effect to this resolution.

Carried unanimously by all councillors present.

It is noted that Council has reviewed the draft bylaw entitled "Intermunicipal Agreement for Fire Safety Mutual Aid – MRC Pontiac" and is in agreement with its content. Council will await the final version of the bylaw prior to its adoption.

067-03-2026 AUTHORIZATION OF EXPENSE – GREEN FLASHING LIGHT (FIREFIGHTER) TRAINING – ENPQ

WHEREAS the use of green flashing lights by volunteer firefighters is regulated in Québec and requires proper training and compliance with standards established by the Société de l'assurance automobile du Québec;

WHEREAS the Green Lights training offered by the École nationale de police du Québec ensures that firefighters operate safely and in accordance with applicable regulations;

WHEREAS Council wishes to support the training of the Fire Safety personnel to enhance road safety and emergency response;

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

THAT Council authorize an expense in the amount of \$2,500 for the Green Lights training provided by the École nationale de police du Québec (ENPQ);

THAT this expense be allocated to budget account 51263.

Carried unanimously by all councillors present.



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068-03-2026 AUTHORIZATION OF EXPENSE – REMUNERATION – FIRST RESPONDERS TRAINING – NOVEMBER 2025 COHORT

WHEREAS members of the fire service participated in the First Responders training cohort in November 2025;

WHEREAS Council wishes to recognize their participation and commitment by providing remuneration;

THEREFORE, it is moved by Denis Jr. Dagenais and resolved:

THAT Council authorize a remuneration of \$300 per participant for eight (8) members of the fire service who completed the First Responders training cohort in November 2025, for a total amount of \$2,400;

THAT this expense be allocated to budget account 51263.

Carried unanimously by all councillors present.

It is noted that Council has expressed its interest in obtaining a quote from Jody Koch for professional photography services, including professional portraits of Council and staff, as well as photographs of the RA Hall to be used for promotional materials aimed at showcasing the facility for weddings and events.

CORRESPONDANCE

It is noted that correspondence is read

069-03-2026 CLOSING OF THE MEETING

Moved by Suzanne Dubeau-Pilon and resolved to adjourn the meeting at 9:34 PM.

Carried unanimously by the councilors present

**Raymond Pilon
Mayor**

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