INITIALES DU MAIRE

INITIALES DU SEC-TRES

MUNICIPALITY OF CAMPBELL'S BAY
APRIL 7, 2026

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON APRIL 7, 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 7:00 p.m. presided by Mayor Raymond Pilon.

070-04-2026 **ADOPTION OF THE AGENDA**

Moved by Suzanne Dubeau-Pilon and resolved to adopt the agenda as presented and emailed.

Carried unanimously by all councilors present.

071-04-2026 **ADOPTION OF THE MINUTES – REGULAR MEETING OF MARCH 7, 2026.**

Moved by Willy Rivet and resolved to adopt the minutes of the last meeting of March 7, 2026 sent by email.

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.

072-04-2026 **APPROVAL OF SUBDIVISION PROJECTS AND AUTHORIZATION OF SURVEYING SERVICES**

WHEREAS subdivision projects have been prepared and presented to Council for the following lot numbers: 3 544 981, 3 544 980, 3 544 949, 3 544 966, 3 545 042 and 6 330 046;

WHEREAS Council has reviewed the proposed subdivision plans as presented;

THEREFORE, Moved by Stéphanie Hébert-Shea and resolved:

THAT Council approves the subdivision projects for the above-mentioned lots as presented in the project plans;

THAT the firm Fortin Lebel be hereby mandated to carry out the required surveying work related to these subdivision projects;

THAT a final subdivision plan shall be submitted to Council for final approval upon completion;

Carried unanimously by all councillors present.

ROAD NETWORK AND MOBILITY

073-04-2026 **AUTHORIZATION OF EXPENSE – PAVING WORK ON FRONT STREET**

WHEREAS patching work is required on Front Street to maintain the roadway infrastructure;

WHEREAS a quotation was received from Jason Hynes Construction in the amount of $2,788 plus applicable taxes;

WHEREAS the expense is eligible to be allocated from the PPA grant;

THEREFORE, moved by Denis Jr. and resolved:

THAT Council authorizes the expense for paving work consisting of a patch on Front Street by Jason Hynes Construction in the amount of $2,788 plus applicable taxes;

THAT the expense be allocated from the PPA grant;

Carried unanimously by all councillors present.

WATER – WASTEWATER AND STORM DRAINAGE

PRESENTATION OF DRAFT BYLAW NO 103-2026 RESPECTING WATER METERS is hereby tabled by Tim Ferrigan. That at a subsequent meeting a bylaw will be adopted to regulate the installation and maintenance of water meters in order to measure potable water consumption in non-residential buildings and in a sample of residential buildings within the territory of the Municipality of Campbell's Bay.

075-04-2026 **AUTHORIZATION FOR THE PROVISION OF WATER AND WASTEWATER SERVICES – PROPOSED MULTI-UNIT BUILDING PROJECT**

WHEREAS a request has been submitted for the provision of water and wastewater services for a proposed multi-unit building project on lot 3 552 157, located in the Municipality of Litchfield;

WHEREAS the Municipality of Campbell's Bay operates the water and wastewater infrastructure servicing this area;

WHEREAS Council has reviewed the request and deems it appropriate to authorize the provision of such services;

THEREFORE, Moved by Suzanne Dubeau-Pilon. and resolved:

THAT Council approves the provision of water and wastewater services for the proposed multi-unit building project on lot 3 552 157 in the Municipality of Litchfield;

THAT all connection costs incurred by the Municipality in relation to the provision of these services shall be borne by the developer, at actual cost;

THAT said connection costs shall be itemized and invoiced to the developer accordingly;

THAT all usage and applicable fees be subject to the Municipality's by-laws in force;

Carried unanimously by all councillors present.

PRESENTATION – WATER AND WASTEWATER SERVICE CONNECTION COSTS

It is noted that a presentation on connection costs relating to water and wastewater services was presented to Council. The information be referred to the water committee for review and the service connection policy be modified accordingly following said review.

NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW

NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW – MAINTENANCE OF SEPTIC SYSTEMS WITH UV DISINFECTION hereby given by Willy Rivet that, at a subsequent meeting, a bylaw regarding the maintenance of septic systems with UV (ultraviolet) disinfection will be adopted.

The draft bylaw is presented and regulates the installation, use, and maintenance of septic systems equipped with tertiary UV disinfection systems within the Municipality.

INITIALES DU MAIRE

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MUNICIPALITY OF CAMPBELL'S BAY
APRIL 7, 2026

076-04-2026 **AUTHORIZATION OF EXPENSE – PURCHASE OF ADJUSTABLE PERISTALTIC DOSING PUMP**

WHEREAS the Municipality must ensure the proper operation of its water treatment systems, including during extended power failures;

WHEREAS the purchase of an adjustable peristaltic dosing pump is required as part of mitigation measures to maintain adequate dosing and system performance during such events;

Moved by Stéphanie Hébert-Shea and resolved:

THAT Council authorize the expense for the purchase of an adjustable peristaltic dosing pump in the amount of $1,058 plus applicable taxes;

THAT this expense be allocated from the Water Softener Maintenance account.

Carried unanimously by all councillors present.

077-04-2026 **AUTHORIZATION OF EXPENSE – SMS DAILY FLOW MONITORING SYSTEM**

WHEREAS the Municipality seeks to improve the monitoring and management of its water system operations;

WHEREAS the addition of an automated daily flow reporting system by SMS would allow for improved data tracking, faster response to anomalies, and reduced reliance on manual data collection;

WHEREAS this initiative aligns with a continuous improvement approach and modernization of operational practices;

Moved by Suzanne Dubeau-Pilon and resolved:

THAT Council authorize the expense in the amount of approximately $520 plus applicable taxes for the implementation of a daily flow monitoring system with SMS notifications;

THAT this expense be allocated from the Water System Maintenance account.

Carried unanimously by all councillors present.

078-04-2026 **AUTHORIZATION TO SIGN – FEE SCHEDULE AGREEMENT WITH EUROFINS FOR WATER AND WASTEWATER ANALYSIS**

WHEREAS the Municipality must carry out regular water and wastewater analyses in order to comply with applicable regulations;

WHEREAS Eurofins has submitted a fee schedule for laboratory analysis services;

Moved by Denis Jr Dagenais and resolved:

THAT Council authorize the Director General to sign the fee schedule agreement with Eurofins for water and wastewater analysis services;

THAT expenses related to these services be allocated to the appropriate Water and Wastewater analysis accounts.

Carried unanimously by all councillors present.

SPORTS, LEISURE AND CULTURE

079-04-2026 **FRR COMPONENT 3 – APPLICATION FOR FINANCIAL ASSISTANCE AND AUTHORIZATION OF THE REVITALIZATION AND GREENING PROJECT FOR THE MURAL AND MEMORIAL PARKS – PHASE 3**

WHEREAS the Municipality of Campbell's Bay wishes to carry out the project entitled Revitalization and Greening of the Mural and Memorial Parks – Phase 3 – Campbell's Bay;

WHEREAS the project aligns with the Municipality's priorities and objectives and contributes to the development and well-being of the community;

WHEREAS financial assistance is available under the Fonds régions et ruralité (FRR) program, administered by the MRC Pontiac;

WHEREAS the Municipality wishes to submit an application for financial assistance for said project, in accordance with the applicable terms and deadlines;

WHEREAS the Municipality must formally commit to assuming its share of the project funding and designate a person responsible for its management and implementation;

THEREFORE, it is moved by Tim Ferrigan and resolved:

THAT the Municipality authorize the submission of an application for financial assistance for the project entitled Revitalization and Greening of the Mural and Memorial Parks – Phase 3 – Campbell's Bay under the Fonds régions et ruralité (FRR) – Component 3 program;

THAT the Municipality commit to investing an amount of $11,134, representing 20% of the eligible project costs, from municipal funds as its financial contribution toward the project;

THAT Ms. Sarah Bertrand, Director General, be hereby designated as the person responsible for the project, with full authority, for and on behalf of the Municipality, to:

- Ensure the management and implementation of the project;
- Sign the application for financial assistance and any related amendments;
- Sign any contract, agreement, attestation, or document required for the execution of the project;
- Sign all reporting documents and accountability reports required by the funding body, until full completion of the project;

THAT the Municipality commit to complying with all conditions, requirements, and obligations related to the granting of the financial assistance, including timelines and reporting requirements.

Carried unanimously by all councillors present.

080-04-2026 **APPROVAL – SUMMER DAY CAMP PROPOSAL FROM MAISON DES JEUNES**

WHEREAS a summer day camp proposal has been presented to Council by Maison des Jeunes;

WHEREAS the proposed program will run for eight (8) weeks, from June 25 to August 14, 2026;

WHEREAS the weekly cost is set at $95 per child, with multi-child discounts available and the option for weekly registration;

WHEREAS Council recognizes the importance of offering recreational and community programming for youth during the summer season;

Moved by Stéphanie Hébert-Shea and resolved:

THAT Council approve the summer day camp proposal submitted by Maison des Jeunes for the 2026 summer season;

THAT the Municipality contribute to the program by providing two (2) summer animators, with said positions funded through the Summer Jobs Grant program.

THAT the Municipality support the implementation of the program under the terms presented to Council.

Carried unanimously by all councillors present.

081-04-2026 **AUTHORIZATION – BIKE PARADE AND "DRESS YOUR PET" PARADE ORGANIZED BY PARENT HIVE**

WHEREAS a community bike parade, including a "dress your pet" parade, is being organized on May 2, 2026, by Parent Hive;

WHEREAS Council supports community-driven events that promote family engagement, recreation, and community spirit;

Moved by Suzanne Dubeau-Pilon and resolved:

THAT Council authorize the bike parade and "dress your pet" parade to be held on May 2, 2026, as organized by Parent Hive;

THAT the Municipality provide its support for the safe and successful coordination of the event.

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

082-04-2026 **MONTHLY BILLS**

Moved by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of April 7, 2026, in the amount of 126 657.14 $.

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 7th day of April 2026

Sarah Bertrand, DGGT

083-04-2026 **ADOPTION OF BY-LAW NO. 101-2026 ESTABLISHING THE CODE OF ETHICS AND GOOD CONDUCT FOR MUNICIPAL ELECTED OFFICIALS;**

WHEREAS By-law No. 101-2026 establishes the Code of Ethics and Good Conduct for municipal elected officials;

WHEREAS the adoption of a revised code is required under the Act respecting ethics and good conduct in municipal matters;

WHEREAS all required formalities for the adoption of this by-law have been complied with;

IT IS MOVED BY Stéphanie Hébert-Shea AND RESOLVED:

THAT By-law No. 101-2026 entitled "By-law establishing the Code of Ethics and Good Conduct for Municipal Elected Officials" be hereby adopted.

Carried unanimously by all councillors present.

It is noted that Council entered closed session at 8:32 p.m. at the request of Councillor Tim Ferrigan and resumed open session at 8:40 p.m.

084-04-2026 **MEDICAL ABSENCE**

Motioned by Tim Ferrigan and resolved to accept the absence of Leen Matthyssen at this seating of council.

Carried unanimously by all councillors present.

085-04-2026 **RESOLUTION OF CONCORDANCE AND SHORT-TERM MATURITY REGARDING A LOAN BY NOTES IN THE AMOUNT OF $114,100 TO BE ISSUED ON MAY 11, 2026**

WHEREAS, in accordance with the following borrowing by-law and for the amount indicated, the Municipality of Campbell's Bay wishes to borrow by notes a total amount of $114,100 to be issued on May 11, 2026, distributed as follows:

Borrowing By-law No.	**Amount ($)**
102-19	**$114,100**

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

WHEREAS, in accordance with the first paragraph of section 2 of the Act respecting municipal debts and loans (CQLR, chapter D-7), for the purposes of this loan and for borrowing by-law number 102-19, the Municipality of Campbell's Bay wishes to issue the loan for a shorter term than that originally established in the said by-law;

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

THAT the above-mentioned borrowing by-law be financed by notes, as follows:

- The notes shall be dated May 11, 2026;
- Interest shall be payable semi-annually, on May 11 and November 11 of each year;
- The notes shall be signed by the Mayor and the Clerk-Treasurer (or Treasurer);
- The notes, as to principal, shall be repaid as follows:

Year	Amount ($)
2027	$5,700
2028	$6,000
2029	$6,100
2030	$6,500
2031	$6,600 (to be paid in 2031)
2031	$83,200 (to be renewed)

THAT, with respect to the annual principal amortizations scheduled for the years 2032 and thereafter, the term provided in borrowing by-law number 102-19 be shorter than that originally established, namely for a term of five (5) years (from May 11, 2026), instead of the term prescribed for said amortizations, each subsequent issuance to be for the balance or part of the balance owing on the loan.

Carried unanimously by all councillors present.

086-04-2026 **PROGRAMMING VERSION NO. 4 – PROGRAMME DE TRANSFERT POUR LES INFRASTRUCTURES D'EAU ET COLLECTIVES DU QUÉBEC (TECQ) 2024–2028**

WHEREAS:

The Municipality has reviewed the Guide relating to the terms and conditions for the payment of the government contribution under the Programme de transfert pour les infrastructures d'eau et collectives du Québec (TECQ) for the years 2024 to 2028;

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

IT IS MOVED BY Stéphanie Hébert-Shea AND RESOLVED:

THAT the Municipality undertake to comply with the terms and conditions of the Guide applicable to it;

THAT the Municipality undertake to be solely responsible and to release the Government of Canada and the Government of Québec, as well as their ministers, senior officials, employees, and agents, from any liability with respect to claims, demands, losses, damages, and costs of any kind arising from injury to a person, death, damage to property, or loss of property attributable to a deliberate or negligent act, directly or indirectly related to investments made using financial assistance obtained under the Programme de transfert pour les infrastructures d'eau et collectives du Québec (TECQ) 2024–2028;

THAT the Municipality approve the content and authorize the submission to the Ministère des Affaires municipales et de l'Habitation of the attached work program and all other documents required by the Ministry in order to receive the government contribution confirmed in a letter from the Minister;

THAT the Municipality undertake to submit an annual update of its work program during the period from October 1 to February 15 inclusive;

THAT the Municipality undertake to carry out the required self-funded investments for the entire five-year program period;

THAT the Municipality undertake to inform the Ministère des Affaires municipales et de l'Habitation of any modifications made to the work program approved by this resolution.

Carried unanimously by all councillors present.

NOTICE OF MOTION – BORROWING BY-LAW NO. 104-2026 – AUTHORIZING A LOAN AND EXPENDITURES OF $10,979,565 FOR THE CONSTRUCTION OF A NEW FIRE HALL

Notice of motion is hereby given by Stéphanie Hébert-Shea that, at a subsequent meeting, By-law No. 104-2026 authorizing a loan and expenditures in the amount of $10,979,565 for the construction of a new fire hall will be adopted.

089-04-2026 **CIVIL AND FIRE SECURITY**

AUTHORIZATION OF EXPENSE – PAYMENT NO. 8 TO Prisme Architecture

Moved by Stéphanie Hébert-Shea and resolved:

THAT Council authorize Payment No. 8 to Prisme Architecture in the amount of $4,775 plus applicable taxes;

THAT this expense be allocated from Borrowing By-law No. 103-2024, relating to the preparation of plans and specifications for the construction of the new firehall.

Carried unanimously by all councillors present.

090-04-2026 **AUTHORIZATION OF EXPENSE – ANNUAL CONTRIBUTION TO Canadian Red Cross (DISASTER ASSISTANCE SERVICES AGREEMENT)**

Moved by Denis Jr Dagenais and resolved:

THAT Council authorize the annual contribution in the amount of $225 to Canadian Red Cross in accordance with the Disaster Assistance Services Agreement (Entente de services aux personnes sinistrées), for the period of April 2026 to March 2027;

THAT this expense be allocated from the donation and public relations budget account.

Carried unanimously by all councillors present.

091-04-2026 **NEW FIREHALL PROJECT – TELECOMMUNICATIONS**

WHEREAS it is deemed necessary to include the telecommunications component, including intra-mural wiring, within the main construction plans in order to ensure proper integration and coordination of the work;

WHEREAS integrating this component into the principal contract will promote efficiency, consistency, and overall project coherence;

Moved by Willy Rivet and resolved:

THAT Council authorize the addition of the telecommunications component, including intra-mural wiring, to the main construction plans and specifications for the project;

THAT said component be incorporated into the principal construction contract.

Carried unanimously by all councillors present.

092-04-2026 **AUTHORIZATION OF EXPENSE – PROFESSIONAL PHOTOGRAPHY SERVICES**

Moved by Suzanne Dubeau-Pilon and resolved:

THAT Council authorize the expense for professional photography services by Jody Koch at an hourly rate of $200, including portraits of Council and staff and photos of the RA Hall for promotional purposes;

THAT the expense be allocated from the RA Hall Maintenance, Public Relations, and Cultural budget accounts.

Carried unanimously by all councillors present.

093-04-2026 **AUTHORIZATION OF EXPENSE – NEIGHBOURHOOD WATCH STREET SIGNAGE**

Moved by Stéphanie Hébert-Shea and resolved:

THAT Council authorize the expense for the purchase and installation of Neighbourhood Watch street signage;

THAT this expense be funded through the PPA grant.

Carried unanimously by all councillors present.

CORRESPONDANCE

It is noted that correspondence is read

094-04-2026 **RESOLUTION – POSITION ON THE FEDERAL FIREARMS BUYBACK PROGRAM**

WHEREAS the Government of Canada has implemented a federal firearms buyback program requiring the surrender of certain prohibited firearms;

WHEREAS municipalities are governments of proximity concerned with the well-being, safety, and realities of their residents;

WHEREAS concerns have been raised regarding the use of police resources, the effectiveness of the program in addressing criminal activity, and its impacts on law-abiding firearm owners, particularly in rural areas;

IT IS MOVED BY Denis Jr Dagenais AND RESOLVED THAT:

THAT Council expresses its concerns regarding the federal firearms buyback program;

THAT Council requests that the Government of Canada review the implementation and impacts of the program;

THAT Council affirms the importance of prioritizing public safety measures that effectively address illegal firearms and criminal activity.

Carried unanimously by all councillors present

095-04-2026 **CLOSING OF THE MEETING**

Moved by Denis Jr Dagenais and resolved to adjourn the meeting at 9:33 PM.

Carried unanimously by the councilors present

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer