INITIALES DU MAIRE

INITIALES DU SEC-TRES

MUNICIPALITY OF CAMPBELL'S BAY
MAY 5, 2026

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON MAY 5, 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 7:37 p.m. presided by Mayor Raymond Pilon.

099-05-2026 **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 Suzanne Dubeau-Pilon and resolved:

THAT council accept the agenda as presented with additions: 8d) Authorization of expense - sonars; 10a) Ballfield; 10b) RA Hall floor; 12f) OH Pontiac; 14c) Authorization of expense-firefighters; 10c) Request for RA hall rental; 16f) ESSC FF1 cohort 2.0;

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.

100-05-2026 **ADOPTION OF THE MINUTES – REGULAR MEETING OF APRIL 7, 2026.**

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

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.

101-05-2026 **AUTHORIZATION OF EXPENSE – LEGAL OPINION REGARDING TNO AQUATIQUE**

WHEREAS the Municipality wishes to obtain a legal opinion regarding matters related to the TNO aquatique and the governance and jurisdictional implications associated therewith;

WHEREAS council considers it appropriate to obtain professional legal advice in order to properly evaluate the available options and potential impacts for the Municipality;

Moved by Denis Jr Dagenais and resolved:

THAT council authorize the expense to obtain a legal opinion regarding the TNO aquatique from the Municipality's legal counsel.

THAT the expense be allocated from the legal and professional services budget account.

Carried unanimously by all councillors present.

WATER – WASTEWATER AND STORM DRAINAGE

102-05-2026 **ADOPTION OF BY-LAW 103-2025 RESPECTING WATER METERS**

WHEREAS, as part of the Québec Drinking Water Conservation Strategy, the Ministère des Affaires municipales et de l'Habitation (MAMH) requires the installation of water meters in industrial, commercial, and institutional buildings;

WHEREAS the MAMH also requires the Municipality to carry out sampling in order to assess water consumption in residential buildings through the installation of water meters in selected properties;

WHEREAS a notice of motion and a draft by-law were duly presented and tabled at a regular meeting of the municipal council held on April 7, 2026;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT the following by-law, number 103-2026, be adopted.

Carried unanimously by all councillors present.

103-05-2026 **ADOPTION OF BY-LAW NO. 102-2026 REGARDING THE MAINTENANCE OF SEPTIC SYSTEMS WITH TERTIARY ULTRAVIOLET DISINFECTION TREATMENT SYSTEMS**

WHEREAS section 25.1 of the Act respecting municipal powers (CQLR c. C-47.1) provides that any local municipality may, at the expense of the owner of the immovable, maintain any wastewater treatment system for an isolated dwelling within the meaning of the Regulation respecting wastewater disposal systems for isolated dwellings (Q-2, r.22) or render it compliant with said regulation;

WHEREAS pursuant to the second paragraph of section 87.14.1 of the Regulation respecting wastewater disposal systems for isolated dwellings (Q-2, r.22), a local municipality must, when it permits the installation on its territory of tertiary treatment systems with ultraviolet disinfection, carry out the maintenance of such systems;

WHEREAS the Municipality of Campbell's Bay wishes to permit the installation of tertiary treatment systems with ultraviolet disinfection on its territory;

WHEREAS pursuant to sections 244.1 and following of the Act respecting municipal taxation (CQLR c. F-2.1), the Municipality may, by by-law, provide that all or part of the services it offers be financed through a user fee system;

WHEREAS a notice of motion of the present by-law was previously given at the meeting held on April 7, 2026, and the draft by-law was tabled at that same meeting;

THEREFORE,
Moved by Willy Rivet and resolved:

THAT Municipal Council adopt By-law No. 102-2026 regarding the maintenance of septic systems with tertiary ultraviolet disinfection treatment systems.

Carried unanimously by all councilors present.

104-05-2026 **REQUEST TO THE MUNICIPALITY OF LITCHFIELD TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF WATER AND WASTEWATER SERVICES**

WHEREAS the Municipality of Campbell's Bay currently provides water and wastewater services to certain properties located within the territory of the Municipality of Litchfield;

WHEREAS council considers it appropriate to formalize the provision of said services through an intermunicipal agreement between the parties;

WHEREAS the Municipality wishes to ensure the continued provision of safe and sustainable municipal services to affected users;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT council formally request that the Municipality of Litchfield enter into discussions with the Municipality of Campbell's Bay for the purpose of negotiating and entering into an intermunicipal agreement regarding the provision of water and wastewater services within the territory of Litchfield.

THAT council authorize the Director General to communicate with the Municipality of Litchfield and to take the necessary administrative steps in this matter.

Carried unanimously by all councilors present.

105-05-2026 **AUTHORIZATION OF EXPENSE – SONAR SYSTEM CONVERSION FOR SECOND ST PUMPING STATION**

WHEREAS the Municipality has received a quotation from Vallee du Pontiac Electrique Inc. for the conversion of the sewage pumping station float system to a sonar system;

WHEREAS the quoted work includes modification of the control panel, decommissioning of the floats, and labour and installation services;

WHEREAS council considers this work necessary for the improvement and reliability of the municipal wastewater infrastructure;

WHEREAS the total amount of the quotation is $6,724.89 taxes included;

THEREFORE,
Moved by Suzanne Dubeau-Pilon and resolved:

THAT council authorize the expense in the amount of $6,724.89 taxes included payable to Vallee du Pontiac Electrique Inc. for the sewage pump station sonar system conversion project.

THAT the expense be allocated from the TECQ 2024-2028 program funds.

Carried unanimously by all councilors present.

SPORTS, LIESURE AND CULTURE

It is noted that Council discussed the reseeding of the Mountainview outfield turf. Mountainview Turf will return to level, reseed, and fertilize the area prior to the ball tournament scheduled for May 22 to 24, 2026.

106-05-2026 **AUTHORIZATION OF EXPENSE – RA HALL FLOOR WAXING**

WHEREAS Council wishes to proceed with the waxing of the RA Hall floor in order to maintain the facility in good condition for community use and events;

WHEREAS the Municipality received a quote from Steve Frobes in the amount of $1,200 for said work;

THEREFORE,
Moved by Suzanne Dubeau-Pilon and resolved:

THAT council authorize the expense in the amount of $1,200 payable to Steve Frobes for the waxing of the RA Hall floor.

THAT the expense be allocated from the RA Hall maintenance budget account.

Carried unanimously by all councillors present.

107-05-2026 **AUTHORIZATION OF SUPPORT REQUESTS – CHARITY BALL TOURNAMENT IN HONOUR OF STEVE MORIN AND CHARLIE FROST**

WHEREAS Jason Beaudoin, Marc Lavigne, and Tim Ferrigan are organizing a ball tournament in Campbell's Bay from July 24 to 26, 2026, in honors of Steve Morin and Charlie Frost;

WHEREAS all proceeds from the event will be distributed equally to Lauren Kluke and Tammie Berard to support their families during a difficult time;

WHEREAS Council recognizes the importance of supporting community fundraising initiatives and events benefiting local families;

WHEREAS Councillor Tim Ferrigan declared an apparent conflict of interest regarding this matter and abstained from discussions and voting;

THEREFORE,
Moved by Stephanie Hébert-Shea and resolved:

THAT council authorize the following in support of the charity ball tournament to be held from July 24 to 26, 2026:

- Free use of the RA Hall for the duration of the event;
- Access to additional municipal supplies including toilet paper, hand towels, and garbage bags;
- Cleaning of the RA Hall washroom and exterior washroom near the splash pad on Saturday morning and evening, and Sunday morning;
- An extension to the noise by-law permitting outdoor music from 10:00 p.m. to 3:00 a.m. on the evenings of Friday, July 24 and Saturday, July 25, 2026;
- Temporary closure of Rue Second from the hydrant located near the residence of Suzanne Dubeau-Pilon to the tennis courts for the duration of the event, with municipal barricades to be installed by municipal staff where operationally feasible;
- Municipal assistance and guidance regarding parking authorization on adjacent private properties;
- Authorization for the use of municipal equipment and materials including BBQs, picnic tables, pop-up tents, garbage cans, and the Municipality's alcohol permit.

Carried unanimously by all councilors present, with Councillor Tim Ferrigan abstaining from voting due to an apparent conflict of interest.

MAYOR'S REPORT AND MRC

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

FINANCE AND ADMINISTRATION

108-05-2026 **MONTHLY BILLS**

Moved by Denis Jr Dagenais and resolved to pay monthly bills as presented on the disbursement sheet of May 5, 2026, in the amount of 117 380.52$.

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 5th day of May 2026

Sarah Bertrand, DGGT

TABLING OF DRAFT BORROWING BY-LAW 104-2026 - DECREEING A LOAN AND EXPENSE OF $10,979,564 FOR THE CONSTRUCTION OF A NEW FIRE HALL

It is hereby submitted by Tim Ferrigan, draft by-law number 104-2026 entitled Borrowing by-law 104-2026 Decreeing a loan and expense of $10,979,564 for the construction of a new fire hall.

109-05-2026 **AUTHORIZATION OF REDUCED RENTAL FEE – LEGION BRANCH 162 180TH ANNIVERSARY CELEBRATION**

WHEREAS the Royal Canadian Legion Branch 162 will be holding its 180th Anniversary Celebration on July 18, 2026;

WHEREAS Council recognizes the importance of community organizations and wishes to support local commemorative and community events;

THEREFORE,
Moved by Stephanie Hebert-Shea and resolved:

THAT council authorize a reduced rental fee of $250 for the use of the RA Hall by the Royal Canadian Legion Branch 162 for its 180th Anniversary Celebration to be held on July 18, 2026.

Carried unanimously by all councilors present.

110-05-2026 **MRC PONTIAC LAND SALE FOR NON-PAYMENT OF TAXES - LIST OF IMMOVABLES TO BE SOLD FOR TAX ARREARS**

WHEREAS the Clerk-Treasurer submits to Council, for examination and consideration, a statement of immovable property taxes due to the Municipality as of September 10, 2026, in order to comply with the requirements of section 1022 of the Municipal Code of Québec;

It is moved by Suzanne Dubeau-Pilon and resolved**:**

THAT the said statement be and is hereby approved by Council, and that the Clerk-Treasurer and Director General be authorized to undertake the necessary procedures to have all immovables within the Municipality, on which property taxes remain unpaid, sold by the Pontiac Regional County Municipality (MRC).

Carried unanimously by all councillors present.

111-05-2026 **AUTHORIZATION TO DESIGNATE A REPRESENTATIVE TO BID FOR THE ACQUISITION OF CERTAIN IMMOVABLES PUT UP FOR SALE DUE TO NON-PAYMENT OF TAXES**

WHEREAS the Municipality of Campbell's Bay may bid on and acquire immovables put up for sale for unpaid municipal taxes, in accordance with section 1038 of the Municipal Code of Québec;

WHEREAS certain immovables will be put up for sale for non-payment of taxes, in accordance with Resolution No.110-05-2026;

WHEREAS this council considers it appropriate to authorize the Clerk-Treasurer, Director General to bid on and acquire certain immovables put up for sale for non-payment of taxes;

It is moved by Tim Ferrigan and resolved**:**

THAT in accordance with the provisions of the Municipal Code, this Council authorizes the Clerk-Treasurer, Director General, Sarah Bertrand, to bid for and on behalf of the Municipality on certain immovables being sold for non-payment of taxes at the sale to be held on September 10, 2026, up to an amount equal to the taxes owing, including principal, interest and costs.

Carried unanimously by all councillors present.

112-05-2026 **AUTHORIZATION OF EXPENSE – SPLASH PAD REPLACEMENT PARTS**

WHEREAS the Municipality has received a quotation from Vortex Structures Aquatiques International for replacement parts related to the municipal splash pad equipment;

WHEREAS Council considers the replacement of these components necessary to ensure the proper operation and maintenance of the splash pad infrastructure;

THEREFORE,
Moved by Stephanie Hebert-Shea and resolved:

THAT council authorize the expense in the amount of $2,540 plus taxes payable to Vortex Structures Aquatiques International for the purchase of 2 Garden bug dumping seeflow replacement kits.

THAT the expense be allocated from the park's maintenance budget account.

Carried unanimously by all councillors present.

113-05-2026 **NOMINATION OF AN ALTERNATE REPRESENTATIVE TO THE OFFICE D'HABITATION DU PONTIAC BOARD OF DIRECTORS FOR 2026**

WHEREAS councilor Leen Matthyssen serves as the Municipality of Campbell's Bay representative on the Board of Directors of the Office d'Habitation du Pontiac;

WHEREAS council wishes to appoint an alternate representative in the event Councillor Leen Matthyssen is unable to attend a meeting;

THEREFORE,
Moved by Suzanne Dubeau-Pilon and resolved:

THAT council appoint councilor Stephanie Hébert-Shea as alternate representative for the Municipality of Campbell's Bay on the Board of Directors of the Office d'habitation du Pontiac for the year 2026**.**

Carried unanimously by all councilors present.

114-05-2026 **AUTHORIZATION OF EXPENSE – SUMMER DAY CAMP TRANSPORTATION AND CAMP T-SHIRTS**

WHEREAS council wishes to support the Municipality's summer day camp program and related activities for local youth;

WHEREAS council considers it appropriate to contribute toward transportation costs for outings and the purchase of camp t-shirts;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT council authorize an expense in the amount of $500 to assist with summer day camp transportation costs for outings and the purchase of camp t-shirts.

THAT the expense be allocated from the cultural fund budget account**.**

Carried unanimously by all councillors present.

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MAY 5, 2026

115-05-2026 **ADOPTION OF THE INTERMUNICIPAL AGREEMENT REGARDING MUTUAL FIRE SAFETY ASSISTANCE**

WHEREAS the Pontiac Regional County Municipality has adopted a Fire Safety Cover Plan in accordance with the Fire Safety Act (CQLR, c. S-3.4);

WHEREAS said Plan provides for regional coordination and mutual assistance mechanisms in order to ensure optimal fire protection coverage throughout the territory;

WHEREAS the municipalities recognize the necessity of harmonizing their interventions in order to improve operational efficiency and public safety;

WHEREAS the municipalities undertake to comply with the Orientations of the Minister of Public Security regarding fire safety (2024 edition);

WHEREAS articles 569 and following of the Municipal Code of Québec authorize municipalities to enter into intermunicipal agreements regarding mutual assistance;

WHEREAS the Pontiac Regional County Municipality (MRC Pontiac) has prepared an Intermunicipal Agreement for Fire Safety Mutual Aid to establish a formal framework for cooperation between municipalities in the provision of fire protection services, resource sharing, and emergency response assistance;

WHEREAS the Municipality of Campbell's Bay wishes to enter into the proposed intermunicipal agreement regarding mutual fire safety assistance with the participating municipalities of the MRC Pontiac;

WHEREAS the proposed agreement is consistent with the objectives of the Fire Safety Cover Plan (Schéma de couverture de risques en incendie) and promotes the optimization of human, material, and operational resources throughout the region;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT council adopt the intermunicipal agreement regarding mutual fire safety assistance as presented.

THAT the Mayor and the Director General and Clerk-Treasurer be authorized to sign the agreement on behalf of the Municipality of Campbell's Bay.

Carried unanimously by all councilors present.

116-05-2026 **ADOPTION OF THE 2025 ANNUAL REPORT (YEAR 2) – REVISED FIRE SAFETY COVER PLAN**

WHEREAS section 35 of the Fire Safety Act requires that an activity report for the previous fiscal year be prepared, adopted by resolution, and submitted to the Minister annually;

WHEREAS the MRC is responsible for collecting this information in order to produce a regional activity report;

THEREFORE,
Moved by Stephanie Hebert-Shea and resolved:

TO adopt the annual report of the revised Fire Safety Cover Plan for 2025 and to transmit it to the MRC Pontiac.

CORRESPONDANCE

It is noted that correspondence is read

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117-05-2026 **AUTHORIZATION OF EXPENSE – FIREFIGHTER RECOGNITION AWARDS**

WHEREAS Council wishes to recognize the years of dedicated service and commitment of members of the Campbell's Bay-Litchfield Fire Department and the Bryson and L'Ile-du-Grand-Calumet Fire Department;

WHEREAS firefighter recognition awards will be presented to the following recipients for their years of service:

Martin Shea – 10 years
Cory Dubeau – 15 years
Scott Tubman – 15 years
Scott Laporte – 15 years
Patrick Shea – 40 years
Nicholas Cameron – 10 years
Phillip Stewart – 20 years

WHEREAS council considers it appropriate to authorize the purchase of recognition awards for said recipients;

THEREFORE,
Moved by Willy Rivet and resolved:

THAT council authorize an expense in the amount of $900 for firefighter recognition awards.

THAT the expense be allocated from the Fire Recognition budget account.

Carried unanimously by all councilors present.

CORRESPONDANCE

It is noted that correspondence is ready to Council

118-05-2026 **AUTHORIZATION OF EXPENSE – SHAWVILLE FAIR CONTRIBUTION**

WHEREAS council wishes to support the Shawville Fair and recognizes its importance as a longstanding regional agricultural and community event;

THEREFORE,
Moved by Stephanie Hébert-Shea and resolved:

THAT council authorize an expense in the amount of $100 as a contribution to the Shawville Fair.

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

Carried unanimously by all councilors present.

119-05-2026 **AUTHORIZATION OF EXPENSE – DONATION TO ESSC COHORTE 2.0**

WHEREAS the Intermunicipal Fire Service represents the municipalities of Campbell's Bay, Litchfield, Bryson, and L'Île-du-Grand-Calumet;

WHEREAS Council recognizes the importance of supporting firefighter training and emergency service development initiatives such as ESSC Cohort 2.0;

WHEREAS no individual municipal contributions have been made to date by the participating municipalities and Council wishes to make this contribution on behalf of the intermunicipal fire service partnership;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT council authorize a donation in the amount of $1,000 to ESSC Cohort 2.0 on behalf of the Intermunicipal Fire Service and its participating municipalities.

THAT the expense be allocated from the fire training budget account.

Carried unanimously by all councilors present.

120-05-2026 **AUTHORIZATION OF FREE RENTAL – RA HALL FUNDRAISER FOR CHARLES FROST AND STEVE MORIN**

WHEREAS the Pontiac Lions Club will be hosting a fundraiser event on June 27, 2026, in support of the families of Charles Frost and Steve Morin;

WHEREAS council recognizes the importance of supporting community fundraising initiatives benefiting local families during difficult times;

THEREFORE,
Moved by Tim Ferrigan and resolved:

THAT council authorize the free rental of the RA Hall for the fundraiser event hosted by the Pontiac Lions Club on June 27, 2026, in support of the families of Charles Frost and Steve Morin.

Carried unanimously by all councilors present.

121-05-2026 **CLOSING OF THE MEETING**

Moved by Denis Jr Dagenais and resolved to adjourn the meeting at 9:30 PM.

Carried unanimously by the councilors present

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer