INITIALES DU MAIRE

INITIALES DU SEC-TRES

MUNICIPALITY OF CAMPBELL'S BAY
JULY 7, 2026

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON JULY 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

Councillor 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 7:29 p.m. presided by Mayor Raymond Pilon.

147-07-2026 **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: h) Deposit of 2924 financial statements; i) Authorization of Expense – Fence; j) Authorization of Expense– FCM cohort Vancouver Nov 2026

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.

148-07-2026 **ADOPTION OF THE MINUTES – REGULAR MEETING OF JUNE 2, 2026 AND SPECIAL MEETING OF JUNE 9, 2026.**

Moved by Suzanne Dubeau-Pilon and resolved to adopt the minutes of the last meeting of June 2, 2026 and Special Meeting of June 9, 2026 sent by email.

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.

URBANISM

149-07-2026 **REQUEST FOR A MUNICIPAL TAX CREDIT PROGRAM – 1 RUE RINGROSE**

WHEREAS Les Habitations Sadiot inc. is proposing the construction of a new 14-unit residential building at 1 Rue Ringrose, including three units adapted for persons with reduced mobility;

WHEREAS the developer has requested that the Municipality consider providing financial support through a temporary property-tax credit, tax holiday, or municipal revitalization program;

WHEREAS Council recognizes the importance of residential development and the addition of new housing within the Municipality;

WHEREAS the Municipality does not currently have a tax credit or revitalization program applicable to this project;

WHEREAS Council has reviewed the request and has determined that the Municipality's current financial capacity does not permit the establishment or funding of such a program;

THEREFORE, moved by Tim Ferrigan and resolved:

THAT the Municipal Council of Campbell's Bay decline the request for a property-tax credit, tax holiday, or other municipal financial incentive for the proposed development at 1 Rue Ringrose;

THAT Council confirm that this decision is based on the Municipality's current financial capacity and budgetary priorities;

THAT the Municipality continue to cooperate with the developer through the normal municipal planning, permit and administrative processes applicable to the project.

Carried unanimously by all councillors present.

150-07-2026 **CONFIRMATION OF PARKING ARRANGEMENTS – 1 RUE RINGROSE**

WHEREAS Les Habitations Sadiot inc. is proposing the construction of a 14-unit residential building at 1 Rue Ringrose;

WHEREAS the Municipal Council adopted a resolution at its meeting held on March 10, 2026, concerning the development of a public parking area at the corner of Front and McLellan Streets;

WHEREAS the public parking area will be accessible to the occupants and visitors of the proposed residential development at 1 Rue Ringrose;

THEREFORE, moved by Denis Junior Dagenais and resolved:

THAT the Municipal Council of Campbell's Bay confirm its intention to develop a public parking area at the corner of Front and McLellan Streets, accessible to the property located at 1 Rue Ringrose;

THAT Council confirm that this parking arrangement satisfies the municipal parking requirements applicable to the proposed development, based on the plans and information submitted to the Municipality;

THAT the construction permit application may proceed through the normal municipal approval process, subject to compliance with all other applicable municipal bylaws, legislation, plans, specifications and permit requirements;

THAT the Mayor and the Director General and Clerk-Treasurer be authorized to sign and issue any letter required to confirm the foregoing.

Carried unanimously by all councillors present.

VEHICLES AND EQUIPMENT

151-07-2026 **AUTHORIZATION OF EXPENSE – SANDBLASTING AND PAINTING OF DUMP TRAILER**

WHEREAS the Municipality wishes to carry out maintenance work on the municipal dump trailer;

WHEREAS professional sandblasting of the dump trailer is required prior to painting;

WHEREAS Tim Soulière has submitted a price of $2,000, plus applicable taxes, to complete the professional sandblasting work;

WHEREAS the Public Works Department will purchase the required paint and complete the painting work;

THEREFORE, moved by Suzanne Dubeau-Pilon and resolved:

THAT the Municipal Council of Campbell's Bay authorize an expense of $2,000, plus applicable taxes, for the professional sandblasting of the municipal dump trailer by Tim Soulière;

THAT Council also authorize the purchase of the required paint by the Public Works Department;

THAT these expenses be allocated from the Municipality's accumulated surplus.

Carried unanimously by all councillors present.

WATER – WASTEWATER AND STORM DRAINAGE

152-07-2026 **AUTHORIZATION OF EXPENSE – IMPROVEMENT OF WASTEWATER EQUIPMENT**

WHEREAS the Municipality wishes to improve the equipment used for the operation and monitoring of its wastewater treatment system;

WHEREAS GENEQ inc. submitted quotation No. S228265 for the purchase of a Manning PST8 **wastewater sampler, in the amount of $6,264.00, plus applicable taxes;**

WHEREAS this expenditure is eligible under the 2024–2028 Gas Tax and Québec Contribution Program (TECQ);

THEREFORE, moved by Willy Rivet and resolved:

THAT the Municipal Council of Campbell's Bay authorize the purchase of the wastewater sampling equipment from GENEQ inc., in accordance with quotation No. S228265, for an amount of $6,264.00, plus applicable taxes;

THAT this expenditure be allocated to the Municipality's TECQ 2024–2028 programming under wastewater infrastructure improvements;

Carried unanimously by all councillors present.

NOTICE OF MOTION – BY-LAW RESPECTING THE COLLECTION AND TRANSPORTATION OF RECYCLABLE MATERIALS

NOTICE OF MOTION IS GIVEN BY SUZANNE DUBEAU-PILON that, at a subsequent meeting, a by-law respecting the terms and conditions governing the collection and transportation of recyclable materials, in connection with the management of recycling by the MRC Pontiac, will be presented for adoption

SPORTS, LEISURE AND CULTURE

153-07-2026 **AUTHORIZATION OF PROJECT BUDGET – "CULTIVER LA LECTURE"**

WHEREAS the Municipality of Campbell's Bay wishes to support literacy, access to books and community participation through the project entitled Cultiver la lecture;

WHEREAS a project budget has been prepared outlining the anticipated revenues and expenditures required for its implementation;

WHEREAS Council has reviewed the proposed project and its budget;

THEREFORE, moved by Stéphanie Hébert-Shea and resolved:

THAT the Municipal Council of Campbell's Bay approve the project entitled Cultiver la lecture;

THAT Council authorize the project budget as presented, in the total amount of $4 780.00;

THAT the Assistant Director General be authorized to incur the expenses provided for in the approved budget and to complete all administrative procedures necessary for the implementation of the project.

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

154-07-2026 **MONTHLY BILLS**

Moved by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of July 7, 2026, in the amount of 110 040.65 $.

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 July 2026

Sarah Bertrand, DGGT

155-072026 **AUTHORIZATION OF EXPENSE – REPAIRS TO THE MUNICIPAL BOAT LAUNCH**

WHEREAS repairs are required to the municipal boat launch;

WHEREAS Grand-Calumet Construction inc. submitted Estimate No. 1360 for the replacement of approximately 30 boards with new 2-inch by 8-inch hemlock fenders, disposal of the existing boards and patching of the concrete edge;

THEREFORE, moved by Suzanne Dubeau-Pilon and resolved:

THAT the Municipal Council of Campbell's Bay authorize the work described above to be completed by Grand-Calumet Construction inc. for an amount of $4,450.00, plus applicable taxes;

THAT this expense be allocated from the Municipality's accumulated surplus;

THAT the Director General and Clerk-Treasurer be authorized to complete all necessary administrative and financial procedures related to this work.

Carried unanimously by all councillors present.

156-07-2026 **BUDGET TRANSFER – STREET SWEEPING**

WHEREAS additional funds are required under the street sweeping budget item;

WHEREAS sufficient funds are available under the sewage system budget item;

THEREFORE, moved by Suzanne Dbeau-Pilon and resolved:

THAT the Municipal Council of Campbell's Bay authorize the transfer of $1,217.21 from the sewage system budget item to the street sweeping budget item;

THAT the Director General and Clerk-Treasurer be authorized to make the necessary accounting adjustments.

Carried unanimously by all councillors present.

3RD ANNUAL MAURICE BEAUREGARD BALL TOURNAMENT

It is noted that the Director General informs Council that Kelly McMahon Beauregard, on behalf of the 3rd Annual Maurice Beauregard Memorial Ball Tournament, contributed $10,000 from this year's proceeds toward improvements to Maurice Beauregard Park.

157-07-2026 **RESOLUTION CONCERNING THE INABILITY OF MS. LEEN MATTHYSSEN, MUNICIPAL COUNCILLOR, TO ATTEND COUNCIL MEETINGS DUE TO A SERIOUS REASON**

WHEREAS Ms. Leen Matthyssen, Municipal Councillor, is unable to attend Council meetings since April 7, 2026, due to illness;

WHEREAS the first paragraph of section 317 of the Act respecting elections and referendums in municipalities (AERM) (CQLR, chapter E-2.2) provides that the term of office of a Council member who has failed to attend Council meetings for 90 consecutive days ends at the close of the first meeting following the expiry of that period, unless the member attends that meeting;

WHEREAS at the close of the present meeting, the term of office of Ms. Leen Matthyssen will end if she does not attend;

WHEREAS the third paragraph of section 317 of the AERM provides that Council may, no later than at the first meeting following the 90-day period referred to in the first paragraph, declare that the member's failure to attend does not result in the end of their term of office where the absence is due to a serious reason beyond the member's control and causes no prejudice to the citizens of the Municipality;

WHEREAS the medical certificate dated March 30, 2026, extends Ms. Leen Matthyssen's absence;

WHEREAS the absence of Ms. Leen Matthyssen causes no prejudice to the citizens;

THEREFORE, THE PREAMBLE FORMING AN INTEGRAL PART OF THIS RESOLUTION, IT IS MOVED BY Stéphanie Hébert-Shea AND RESOLVED AS FOLLOWS:

THAT the Council of the Municipality avail itself of the third paragraph of section 317 of the Act respecting elections and referendums in municipalities and declare that Ms. Leen Matthyssen's failure to attend Council meetings since April 7, 2026, due to a serious reason beyond her control and causing no prejudice to the citizens, shall not result in the end of her term of office as Municipal Councillor.

Caried unanimously by all councillors present.

158-07-2026 **AUTHORIZATION OF EXPENSE – CLEANING OF THE RANGE HOOD AT THE RA HALL**

WHEREAS the range hood at the RA Hall requires professional cleaning to ensure its proper maintenance and operation;

THEREFORE, moved by Tim Ferrigan and resolved:

THAT the Municipal Council of Campbell's Bay authorize an expense of $700, plus applicable taxes, for the professional cleaning of the range hood at the RA Hall;

THAT this expense be allocated to the RA Hall maintenance budget item;

Carried unanimously by all councillors present.

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159-07-2026 **Moved by Stéphanie Hébert-Shea** and resolved to accept the following correction of minutes:

In accordance with section 202.1 of the Municipal Code of Québec, the undersigned, Clerk-Treasurer of the Municipality of Campbell's Bay, hereby makes a correction to By-law No. 104-2026 of the Municipality of Campbell's Bay, as an error is clearly apparent upon simply reading the documents submitted in support of the decision made.

The correction is as follows:

Section 2 of the by-law currently reads:

"Council is authorized to construct a new fire hall, as set out in the financial plan prepared by Ms. Sarah Bertrand, dated May 4, 2026, including construction costs, contingencies, net taxes and financing costs, which forms an integral part of this by-law as Schedule F."

It should instead read:

"Council is authorized to construct a new fire hall, as set out in the financial plan prepared by Ms. Sarah Bertrand, dated May 4, 2026, including construction costs, contingencies, net taxes and financing costs, which forms an integral part of this by-law as Schedule G."

Carried unanimously by all councillors present.

160-07-2026 **APPROVAL OF THE 2024 FINANCIAL STATEMENTS**

WHEREAS the financial statements of the Municipality of Campbell's Bay for the fiscal year ending December 31, 2024, were prepared in accordance with the applicable municipal accounting standards;

WHEREAS the 2024 financial statements were presented to Council by Mr. Simon Thibault, independent municipal auditor with Dignard Thibault CPA inc.;

THEREFORE, moved by Tim Ferrigan and resolved:

THAT the Municipal Council of Campbell's Bay approve the financial statements for the fiscal year ending December 31, 2024, as prepared and presented by Mr. Simon Thibault of Dignard Thibault CPA inc.;

Carried unanimously by all councillors present.

161-07-2026 **AGREEMENT FOR THE INSTALLATION OF A FENCE ALONG SECOND STREET NEAR THE BOAT LAUNCH**

WHEREAS a fence is proposed along the boundary of the municipal property near the boat launch and the neighbouring properties on Second Street;

WHEREAS the owner of Lot 3 544 951 1 has agreed to pay for the required materials, provided that the Municipality's Public Works Department completes the installation;

WHEREAS Council wishes to contact the owner of Lot 3 544 942 to determine whether they are interested in contributing toward the cost of the materials;

WHEREAS the Municipality is prepared to contribute labour and equipment for the installation of the fence;

THEREFORE, moved by Denis Jr Dagenais and resolved:

THAT the Municipal Council of Campbell's Bay authorize the Public Works Department to install the fence along Second Street near the municipal boat launch, conditional upon the required materials being paid for by the participating property owner or owners;

THAT the Municipality contact the owner of Lot 3 544 942 to determine whether they wish to contribute toward the cost of the materials;

THAT the Municipality's contribution be limited to the labour and equipment required for the installation;

Carried unanimously by all councillors present

162-07-2026 **RESOLUTION TO AUTHORIZE THE PARTICIPATION OF THE ASSISTANT DIRECTOR GENERAL IN THE GREEN MUNICIPAL FUND COHORT LEARNING VISIT IN VANCOUVER**

WHEREAS the Municipality of Campbell's Bay has received funding through the Federation of Canadian Municipalities' Green Municipal Fund for its Safe and Active School Routes project;

WHEREAS the Green Municipal Fund includes capacity-building, peer-learning and knowledge-sharing opportunities to support municipalities in the implementation of funded projects;

WHEREAS the Assistant Director General participates in an online learning cohort offered as part of the project funded through the Green Municipal Fund;

WHEREAS an in-person learning visit for this cohort will take place in Vancouver as part of this program;

WHEREAS the participation of the Assistant Director General in this learning visit will support the implementation and advancement of the Municipality's Safe and Active School Routes project;

WHEREAS the related expenses are eligible under the program, and an amount of $2,500 has been allocated in the project budget for learning and capacity-building activities;

THEREFORE, it is moved by Tim Ferrigan and resolved:

THAT Council authorize the participation of the Assistant Director General in the Green Municipal Fund cohort learning visit in Vancouver from November 16-19, 2026;

THAT the related expenses be paid in accordance with the Municipality's applicable policies, up to an estimated amount of $2,500 allocated in the project budget for this purpose;

Carried unanimously by all councillors present.

CIVIL AND FIRE SECURITY

163-07-2027 **AUTHORIZATION OF PAYMENT NO. 11 – NEW FIRE HALL PROJECT**

WHEREAS Prisme Architecture has submitted Invoice No. 26-06-0260 for professional services related to assistance with grant applications for the new fire hall project;

WHEREAS the professional fees amount to $3,177.50, plus applicable taxes, for a total of $3,653.34;

WHEREAS Council has reviewed Payment No. 11 and the related invoice;

THEREFORE, moved by Stéphanie Hébert-Shea and resolved:

THAT the Municipal Council of Campbell's Bay authorize Payment No. 11 to Prisme Architecture in the amount of $3,177.50, plus applicable taxes, for a total of $3,653.34, in accordance with Invoice No. 26-06-0260;

THAT this expense be allocated under Borrowing By-law No. 103-2024;

Carried unanimously by all councillors present.

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164-07-2026 **NAMING OF THE BALL FIELD DUGOUTS IN MEMORY OF STEVE MORIN AND CHARLIE FROST**

WHEREAS the Pontiac Lions Club has requested that the two dugouts at the municipal ball field be named in memory of Steve Morin and Charlie Frost;

WHEREAS Steve Morin and Charlie Frost had a strong connection to the ball field and to the sport of baseball throughout their lives;

WHEREAS the proposed naming would create a lasting and meaningful tribute to their contribution to the community;

WHEREAS the Pontiac Lions Club has offered to provide and install two commemorative signs, measuring approximately 4 feet by 1 foot, with one sign dedicated to Steve Morin and the other to Charlie Frost;

THEREFORE, moved by Tim Ferrigan and resolved that the Municipal Council of Campbell's Bay approve the request from the Pontiac Lions Club to name the two dugouts at the municipal ball field in memory of Steve Morin and Charlie Frost;

Carried unanimously by all councillors present.

165-07-2026 **CLOSING OF THE MEETING**

Moved by Denis Jr Dagenais and resolved to adjourn the meeting at 10:30 PM.

Carried unanimously by the councilors present

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer