INITIALES DU MAIRE

INITIALES DU SEC-TRES

MUNICIPALITY OF CAMPBELL'S BAY
AUGUST 11, 2026

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON AGUST 11, 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
Willy Rivet
Denis Jr. Dagenais

Councillors Stéphanie Hébert-Shea and 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 8:00 p.m. presided by Mayor Raymond Pilon.

171-08-2026 **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; 5a) CCU committee renewal; 7d) parking issue on Leslie and Front Streets; 7e) 3 way stop Pontiac and Reid Streets; Authorization of Expense – sonar floats Front St; Authorization of Expense – Sautozieux; Authorization of Expense – baby swing seat; 10c) RA hall rental request with outdoor BBQ and smokers; 10d) Homerun ball protection for park and splashpad; 13a) Resignation of transfer site attendant; 14b) FD mechanic; 14d) Prisme amendment no 2; 15a) donation from AutonHomme BBQ;

THEREFORE, moved by Suzanne Dubeau-Pilon and resolved

THAT Council accept the agenda as presented with additions:

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.

172-08-2026 **ADOPTION OF THE MINUTES – REGULAR MEETING OF JULY 7, 2026 AND SPECIAL MEETING OF JULY 14, 2026.**

Moved by Tim Ferrigan and resolved to adopt the minutes of the last meeting of July 7, 2026 and Special Meeting of July 14, 2026 sent by email.

Carried unanimously by all councilors present.

QUESTION PERIOD

It is noted that there are no visitors.

URBANISM

173-08-2026 **RENEWAL OF FOUR (4) URBAN PLANNING ADVISORY COMMITTEE MANDATES**

Moved by Tim Ferrigan and resolved that Council authorize the publication of a notice inviting interested residents to submit their candidacy for the renewal of four (4) citizen member mandates

on the Urban Planning Advisory Committee, in accordance with the Municipality's applicable by-law.

Carried unanimously by all councillors present.

ROAD NETWORK AND MOBILITY

174-08-2026 **CALL FOR TENDERS BY INVITATION – 2026–2027 SNOW REMOVAL CONTRACT**

Moved by Suzanne Dubeau-Pilon and resolved that Council authorize the Municipality to proceed with a call for tenders by invitation for the 2026–2027 snow removal contract and to invite the contractors discussed by Council.

Carried unanimously by all councillors present.

PROGRAMME D'AIDE À LA VOIRIE LOCALE – 2026-2027

It is noted that the Municipality was granted financial assistance in the amount of $37,500 under the Programme d'aide à la voirie locale – 2026–2027, Volet : Projets particuliers d'amélioration, Sous-volet : Projets particuliers d'amélioration (ES), for the Pontiac electoral district.

175-08-2026 **AUTHORIZATION OF CIMA+ PROFESSIONAL SERVICES OFFER – ACTIVE AND SAFE SCHOOL CORRIDORS PROJECT**

Moved by Willy Rivet and resolved that Council authorize the professional services offer submitted by CIMA+, reference O0027094, dated July 29, 2026, for the Active and Safe School Corridors project on Leslie Street, in the amount of $22,900 plus applicable taxes.

It is further resolved that this expense be allocated to the financial assistance received under the Programme d'aide à la voirie locale – 2026–2027, Volet : Projets particuliers d'amélioration, Sous-volet : Projets particuliers d'amélioration (ES).

Carried unanimously by all councillors present.

176-08-2026 **AUTHORIZATION TO PURCHASE AND INSTALL NO-PARKING SIGNS – FRONT AND LESLIE STREETS – PPA-ES**

Moved by Denis Jr. Dagenais and resolved that Council authorize the purchase and installation of no-parking signs on Front Street and Leslie Street, at locations determined by the Municipality.

It is further resolved that the expense be allocated to the financial assistance received under the Programme d'aide à la voirie locale – 2026–2027, Volet : Projets particuliers d'amélioration, Sous-volet : Projets particuliers d'amélioration (ES).

Carried unanimously by all councillors present.

177-08-2026 **AUTHORIZATION TO INSTALL THREE-WAY STOP – PONTIAC STREET AND REID STREET – PPA-ES**

Moved by Denis Jr. Dagenais and resolved that Council authorize the installation of a three-way stop at the intersection of Pontiac Street and Reid Street, including the purchase and installation of the required signage.

It is further resolved that the expense be allocated to the financial assistance received under the Programme d'aide à la voirie locale – 2026–2027, Volet : Projets particuliers d'amélioration, Sous-volet : Projets particuliers d'amélioration (ES).

Carried unanimously by all councillors present.

WATER – WASTEWATER AND STORM DRAINAGE

178-08-2026 **AUTHORIZATION OF FQM SERVICE OFFER – IMPLEMENTATION OF THE RAEP – MUNICIPALITY OF LITCHFIELD SERVICE USERS**

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

WHEREAS the Municipality wishes to implement the regime provided under the Règlement sur les aqueducs et égouts privés (RAEP) in order to establish the appropriate administrative, financial and regulatory framework applicable to these users;

Moved by Tim Ferrigan and resolved that Council authorize the service offer submitted by the Fédération québécoise des municipalités (FQM) – Service d'assistance juridique for assistance with the implementation of the RAEP in relation to water and other municipal service users located within the Municipality of Litchfield and served by the Municipality of Campbell's Bay.

It is further resolved that this expense of $4 600 plus applicable taxes be allocated to the Municipality's legal fees account.

Carried unanimously by all councillors present.

179-08-2026 **AUTHORIZATION OF THREE NEW WATER AND SEWER SERVICES – KEON ROAD, MUNICIPALITY OF LITCHFIELD**

WHEREAS the Municipality of Campbell's Bay operates municipal water and sewer systems;

WHEREAS three property owners located on Keon Road, in the Municipality of Litchfield, have requested connection to the Municipality of Campbell's Bay's water and sewer systems;

WHEREAS these connections must be authorized and governed in accordance with the Regulation respecting private waterworks and sewer systems and all other applicable legislation and regulations;

THEREFORE, Moved by Suzanne Dubeau-Pilon and resolved:

THAT Council authorize the connection to the municipal water and sewer services of the properties identified by the following lot numbers:

Lot _____;
Lot _____;
Lot _____;

THAT each connection be conditional upon the signing of an individual service agreement with the Municipality of Campbell's Bay, payment of all applicable fees and rates, and compliance with all applicable technical and regulatory requirements;

THAT the property owners be informed that the water supplied originates from municipal wells and is not treated by chlorination or by a specific treatment process for the removal of manganese, iron, or other naturally occurring minerals, subject to the Municipality's obligations regarding drinking water quality;

THAT all costs associated with the connections and private installations be borne by the respective property owners;

THAT the Director General and Clerk-Treasurer be authorized to sign the individual service agreements and any other documents required to give effect to this resolution.

Carried unanimously by all councillors present.

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180-08-2026 **APPLICATION FOR FINANCIAL ASSISTANCE UNDER THE MUNICIPAL WATER INFRASTRUCTURE PROGRAM – PRIMEAU 2023-2033**

WHEREAS the Municipality of Campbell's Bay wishes to carry out work to bring its municipal wastewater infrastructure into compliance and improve it, including work related to the installation of an ultraviolet disinfection system and the wastewater treatment plant outfall pipe;

WHEREAS this work may be eligible for financial assistance under the Programme d'infrastructures municipales d'eau – PRIMEAU 2023-2033;

WHEREAS the Municipality must submit to the Ministère des Affaires municipales et de l'Habitation a resolution of its Council authorizing the submission of the financial assistance application and confirming its commitments;

THEREFORE, moved Willy Rivet and resolved:

THAT Municipal Council confirm that it has reviewed the Programme d'infrastructures municipales d'eau – PRIMEAU 2023-2033 Guide, has obtained information from the Ministère des Affaires municipales et de l'Habitation as required, and understands the program terms and conditions applicable to the Municipality and its project;

THAT Municipal Council authorize the submission of an application for financial assistance under PRIMEAU 2023-2033 for the project involving upgrades and improvements to the ultraviolet disinfection system and the wastewater treatment plant outfall pipe;

THAT the Municipality undertake to assume all ineligible costs associated with the project, including all eligible change directives, up to 50% of their cost, as well as any cost overruns;

THAT the Municipality undertake to assume all expenses incurred should it fail to comply with the timelines established under the program;

THAT the Municipality undertake to pay its share of eligible costs, as well as any ongoing operating costs associated with the project, where applicable;

THAT the Director General and Clerk-Treasurer, Ms. Sarah Bertrand, be authorized to complete, sign and submit, on behalf of the Municipality of Campbell's Bay, the financial assistance application form and all required or supporting documents related to this application;

THAT the Director General and Clerk-Treasurer also be authorized to provide the Ministry with any additional information or documentation required for the review and processing of the financial assistance application.

Carried unanimously by all councillors present.

181-08-2026 **AUTHORIZATION OF EXPENSE – FRONT STREET WASTEWATER SUB-STATION – TECQ**

WHEREAS the Municipality wishes to proceed with the conversion of the float system to a sonar system at the Front Street wastewater sub-station;

WHEREAS Pontiac Valley Electric Inc. submitted Quote No. 611 dated August 7, 2026, for the integration and installation of a sonar piezometer, including modifications to the control panel, decommissioning of the existing floats, labour and installation, in the amount of $5,749.00 plus applicable taxes;

Moved by Suzanne Dubeau-Pilon and resolved to authorize the expenditure of $5,749.00 plus applicable taxes in accordance with Quote No. 611 from Pontiac Valley Electric Inc. for the Front Street wastewater sub-station, and that this expenditure be allocated to the TECQ 2024–2028 program.

Carried unanimously by all councillors present.

WASTE MANAGEMENT

COMPOSTING COLLECTION – WORKING SESSION

It is noted that Council will hold a working session regarding the implementation of a composting collection service, with the objective of introducing the service by the end of December 2026.

SPORTS, LEISURE AND CULTURE

182-08-2026 **AUTHORIZATION OF EXPENSE – RESTORATION OF THE MURAL**

WHEREAS the Municipality wishes to proceed with the restoration the mural;

WHEREAS SautoZieux submitted a proposal for the restoration work for an estimated total cost of $9,210 to $11,330 plus applicable taxes;

Moved by Tim Ferrigan and resolved to authorize the expenditure for the restoration of the mural in accordance with the proposal submitted by SautoZieux, for an amount not exceeding $11,330 plus applicable taxes, and that the expenditure be funded from the MRC Pontiac FRR grant.

Carried unanimously by all councillors present.

183-08-2026 **AUTHORIZATION OF EXPENSE – PARK EQUIPMENT**

Moved by Suzanne Dubeau-Pilon and resolved to authorize the purchase of the B-2 baby seat from Go-Élan in accordance with the quotation submitted, for a total amount of $487.37 including taxes, and that the expenditure be allocated to the Park Maintenance account.

Carried unanimously by all councillors present.

184-08-2026 **AUTHORIZATION OF RA HALL RENTAL, OUTDOOR BBQ/SMOKERS AND TEMPORARY STREET CLOSURE**

Moved by Denis Jr. Dagenais and resolved to authorize the rental of the RA Hall for the event on [DATE], including the use of BBQs and smokers outdoors, subject to the applicable municipal requirements;

AND FURTHER RESOLVED to authorize the temporary closure of Second Street, from the tennis court to 8 Second Street, for the duration of the event.

Carried unanimously by all councillors present.

185-08-2026 **PROHIBITION OF INTENTIONAL HOME RUNS – MUNICIPAL BALL FIELD**

WHEREAS Council wishes to protect users of the splash pad and municipal park located adjacent to the ball field from balls leaving the playing area;

WHEREAS Council considers it appropriate to implement an additional safety measure during organized ball games;

Moved by Suzanne Dubeau-Pilon and resolved to prohibit intentional home runs at the municipal ball field in order to help protect users of the adjacent splash pad and park;

AND FURTHER RESOLVED that the representatives of the leagues and organizations using the ball field be informed of this safety measure and asked to ensure that it is communicated to players and respected during play.

Carried unanimously by all councillors present.

MAYOR'S REPORT AND MRC

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

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FINANCE AND ADMINISTRATION

186-08-2026 **MONTHLY BILLS**

Moved by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of August 11, 2026, in the amount of 104 762.00 $.

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 11th day of August 2026

Sarah Bertrand, DGGT

187-08-2026 **RESIGNATION – TRANSFER SITE ATTENDANT AND AUTHORIZATION TO POST POSITION**

WHEREAS the Municipality has received the resignation of Jeremy Labine from his position as Transfer Site Attendant;

Moved by Suzanne Dubeau-Pilon and resolved to accept the resignation of Jeremy Labine as Transfer Site Attendant;

AND FURTHER RESOLVED to authorize the posting of the vacant position and to advertise the employment opportunity in the local newspaper in order to recruit a replacement.

Carried unanimously by all councillors present.

188-08-2026 **HIRING – CERTIFIED MECHANIC – FIRE DEPARTMENT**

WHEREAS the Municipality wishes to retain the services of a certified mechanic to assist the Fire Department with mechanical work as required;

Moved by Willy Rivet and resolved to hire Andrew Graveline as a certified mechanic for the Fire Department, on an occasional and on-demand basis, as required by the Municipality.

Carried unanimously by all councillors present.

189-08-2026 **SHORT-TERM RENTAL – 2005 PUMPER TANKER**

WHEREAS the Municipality requires a pumper tanker for the Fire Department pending the purchase of a replacement vehicle;

WHEREAS a 2005 pumper tanker is available for short-term rental;

Moved by Tim Ferrigan and resolved to authorize the rental of the 2005 pumper tanker on a month-to-month basis, at a cost of approximately $4,000 per month;

AND FURTHER RESOLVED to authorize the Director General and Clerk-Treasurer to sign the short-term rental agreement and any related documents on behalf of the Municipality.

Carried unanimously by all councillors present.

NOTICE OF MOTION …..

FIRE HALL – BCSF FUNDING APPLICATION

It is noted that the construction start date for the new fire hall remains postponed while the Municipality continues to await further information regarding its application under the Building Strong Communities Fund (BCSF).

Council will review the status of the project and the construction start date by the end of August 2026.

190-08-2026 **AUTHORIZATION OF AMENDMENT NO. 2 – PRISME ARCHITECTURE**

WHEREAS the tender period for the new fire hall project was extended as a result of the tender closing date being postponed on two occasions, resulting in an extension of more than two weeks;

WHEREAS Prisme Architecture incurred additional professional hours during this extended tender period;

Moved by Willy Rivet and resolved to authorize Amendment No. 2 from Prisme Architecture in the amount of $5,000 plus applicable taxes for the additional professional hours required during the extended tender period;

AND FURTHER RESOLVED that this expenditure be authorized and allocated under Borrowing By-law No. 103-2024 – Plans and specification for the construction of a new firehall.

Carried unanimously by all councillors present.

DONATION – MAURICE BEAUREGARD PARK

It is noted that the Municipality has received a $400 donation from AutonHomme, representing proceeds from a community BBQ.

The donation is accepted and will be used toward the maintenance and improvement of Maurice Beauregard Park.

CORRESPONDANCE

It is noted that the correspondence is read to Council

191-08-2026 **CLOSING OF THE MEETING**

Moved by Denis Jr Dagenais and resolved to adjourn the meeting at 9:20 PM.

Carried unanimously by the councilors present

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer