

Municipality of Waltham

This public sitting of the Council is recorded.

Minutes of a regular meeting held at the usual place and time on February 18th 2026, under the chairmanship of Mayor Jordan Evans with the presence of the following councillors # 1 Mrs. Chantal Fortin, #2 Mr. Francis Turner, #3 Mrs. Holli Lair #4 Mr. Brendan Adam, #5 Mr. Elwood Allard and # 6 Mr. Tyler Rochon

Mrs. Annik Plante Director General is also present.

Opening of the meeting

Mayor Evans called the meeting to order at 7:00 P.M.

Statement by the mayor (Decorum)

01-18-02-26 ADOPTION OF THE AGENDA

It was proposed to move the question period to the end of the meeting.
Moved by Councillor Allard, seconded by Councillor Fortin,
THAT the agenda be adopted as amended.

ADOPTED

02-18-02-26 — ACCEPTANCE OF LAST MONTH'S MINUTES

Moved by councillor Rochon and seconded by councillor Adam that the minutes of the last two months be accepted as presented, including:

- January 28, 2026- Budget
- January 28, 2026
- February 11, 2026

ADOPTED

VISITORS: Twelve (12) visitors were present. The question period was moved to the end of the meeting.

COMMITTEES REPORT

- **Roads:**

-Item raised by Councillor Adam: Councillor Adam reported receiving complaints regarding snowmobiles operating near the Hydro dam on Rochon Street in Waltham. Some drivers were reportedly even traveling on the ice. This situation constitutes both a nuisance and a significant safety risk, and it is important to prevent any accidents. The Director General indicated that she will look into the situation and provide a follow-up to Council.

-It was raised that snow banks near the stop signs are very high. The Town Foreman will review the situation and arrange for the snow banks to be cut back.

- **Transfer Site:** Everything is in order; no issues were reported.

-Councillor Rochon raised the issue of individuals placing advertising at the transfer site. He noted that he had been informed the materials had been requested to be removed and questioned why advertising is not permitted on municipal property.

The Director General advised that allowing businesses to advertise on municipal property is not considered good practice, as the municipality must remain neutral in business matters. She indicated,

however, that she will review the legal and logistical aspects of what might be allowed.

It was also suggested that a **community board** be installed where anyone could advertise their business. This option will be explored to determine the feasibility of establishing such a board somewhere on the Waltham territory.

- **Arena:** The board held its Annual General Meeting (AGM). The committee has three new members and is still seeking volunteers for the upcoming hockey tournament.
 - Mayor Evans also advised that she has stepped down from the Arena Board.
 - Before continuing, Mayor Evans mentioned that the next work session will include a discussion on the formalization the mandate for these committees.

MAYOR'S REPORT:

Mayor Evans advised residents that she has a new email address and phone number. Anyone wishing to contact the Mayor may reach out to the municipal office to obtain the updated contact information. This information has also been posted on the municipal website.

Mayor Evans thanked Councillor Allard for attending the plenary meeting at the MRC and noted that she plans to attend the Mayor's public meeting tomorrow. Agendas for these meetings are publicly available on the MRC website and residents are encouraged to review them.

Regarding public safety, Council continues discussions on the regional Fire Safety Cover Plan. The plan is expected to be adopted within the next few months at the MRC, and Council will be kept updated.

Mayor Evans congratulated the newly appointed Chief, Michelle Vanasse, and thanked her for 20 years of service with the Waltham Fire Department. She also recognized Mr. Larry Perry for over 50 years of service.

BUSINESS ARISING FROM MINUTES

EMAIL NEWSLETTER SYSTEM — INFORMATION FOR COUNCIL

The Director General informed Council that, following an inquiry regarding the possibility of offering a subscription service through the municipal website, Calumet Media (the Municipality's website provider) confirmed that it can implement an email newsletter system at no setup cost. The Municipality would be among the first clients for whom this service is deployed.

The system would allow residents to subscribe through the website and receive updates when new public notices or municipal information are posted.

Distribution of newsletters would be handled through Mailchimp, which is free for up to 250 subscribers, approximately \$18 per month for 250–500 subscribers, and approximately \$36 per month for 500–1,500 subscribers.

A website plugin would automatically generate bilingual newsletters based on content published on the municipal website.

Council expressed its agreement to proceed with the implementation of the email newsletter system.

ARTICLE 5 – EFFECTIVE DATE

This by-law shall come into force on the day of its publication in accordance with the law.

ANNIK PLANTE
DIRECTOR GENERAL

JORDAN EVANS
MAYOR

ADOPTED

04-18-02-26 MUNICIPAL APPOINTMENT TO THE TRANSITION & ANALYSIS COMMITTEE – REGIONALIZATION OF FIRE SERVICES

- WHEREAS** Resolution 14-28-01-26 expresses Council’s intention to participate in the regionalization of fire services and provides for the creation of a Transition & Analysis Committee;
- WHEREAS** Council must appoint up to two (2) representatives to serve on said Committee on behalf of the Municipality;

Moved by Councillor ADAM and Seconded by Councillor ROCHON AND RESOLVED:

1. Appointment of Members. Council hereby appoints the following representatives to serve on the Transition & Analysis Committee for the regionalization of fire services:
 - o Fire Chief : Michelle Vanasse
 - o Elected Official : Councillor Allard

Council further confirms that, should Councillor Allard be unable to attend a meeting, Council will designate an alternate councillor to attend in their place.
2. Authority of Appointees. The appointed representatives are authorized to participate in meetings, discussions, data review, and the development of recommendations on behalf of the Municipality, and to report back to Council as required.
3. Term of Appointment. The appointments shall remain in effect for the duration of the Committee’s mandate unless replaced by subsequent Council resolution.

ADOPTED

05-18-02-26 OPENING OF COUNCIL WORK SESSIONS TO THE PUBLIC – THREE-MONTH TRIAL PROJECT

- WHEREAS** Council holds work sessions in order to foster informed discussion, detailed review of files, and strategic planning;
- WHEREAS** such work sessions are working meetings of Council and are not decision-making meetings;
- WHEREAS** Council wishes, on a trial basis, to enhance transparency and public understanding of its work by allowing certain portions of work sessions to be open to the public when the nature of the matters discussed permits;
- WHEREAS** certain matters must nevertheless be discussed in closed session, including but not limited to matters relating to human resources, legal affairs, contractual or financial negotiations, public safety, or any matter whose disclosure could cause harm to the Municipality or contravene applicable legislation;

**Moved by Councillor ROCHON and Seconded by Councillor LAIR
AND RESOLVED:**

THAT:

1. Council hereby authorizes that its work sessions may be held, in whole or in part, open to the public on a trial basis for a period of three (3) months commencing on February 19th 2026 and ending on May 19th 2026.
2. During this pilot period, Council shall determine, on a case-by-case basis, which portions of any work session may be open to the public, having regard to the nature of the matters to be discussed.
3. Work sessions shall remain non-decision-making meetings, and no binding resolutions shall be adopted during such sessions.
4. Any portion of a work session dealing with matters of a confidential nature, including but not limited to human resources, legal matters, contractual or financial negotiations, public safety, or any other matter requiring confidentiality, shall be held in closed session.
5. Public attendance at any open portion of a work session shall be strictly for observation purposes. Members of the public shall not have the right to ask questions, make comments, or otherwise participate in the discussions.
6. When a work session, or a portion thereof, is open to the public, public notice shall be given in the same manner as for any other public meeting of Council.
7. Prior to the end of the three-month trial period, Council shall evaluate the effectiveness and appropriateness of this initiative and determine by resolution whether to continue, modify, or discontinue the practice.

ADOPTED

06-18-02-26 APPOINTMENT OF FIRE DEPARTMENT LIAISON

WHEREAS Council wishes to improve communication and coordination between Council and the Fire Department;

WHEREAS Council recognizes the importance of maintaining established municipal procedures for requests and decision-making;

**Moved by Councillor ROCHON and Seconded by Councillor ALLARD
AND RESOLVED:**

THAT:

1. Council appoints *Councillor Turner* as the Fire Department Liaison, tasked with acting as a point of contact between Council and the Fire Department.
2. *Councillor Turner* may attend Fire Department meetings, when possible, to facilitate communication and relay information to Council.
3. This appointment does not alter existing municipal procedures: any requests or proposals from the Fire Department must continue to be submitted by the Fire Chief to the Director General, and then presented to Council for consideration and decision.
4. Councillor Turner's role is strictly as a liaison and facilitator and carries no authority to make decisions on behalf of Council or the Municipality.

ADOPTED

MUTATION: There are no property mutations to report for this month.

FIRE REPORT:

Council was advised of one (1) fire incident involving a recycling bin at the municipal garage. On February 1, 2026, flames were observed coming from a large recycling container. The fire was determined to have been caused by the disposal of hot ashes in the recycling bin.

The call was received at 12:55 p.m., with the incident recorded as starting at 1:05 p.m. and concluding at 1:48 p.m. A total of thirteen (13) firefighters responded to the scene.

The Director General reminds residents that ashes must never be placed in recycling bins at any time, as they may retain heat and pose a significant fire risk.

NEW BUSINESS:

- The Director General informed Council that the electrical issue raised last month at the fire hall is scheduled to be addressed next week. Following an inspection by Calvin Fleury, it was determined that the main breaker in the fire hall kitchen requires replacement. The estimated cost of the repair is approximately \$420. This repair falls within the building maintenance budget and is considered necessary to ensure the safety and proper functioning of the facility.
- The Director General informed Council that, with respect to the new Fire Department communication project, the Municipality of L'Isle-aux-Allumettes will be forwarding a rental agreement to the Municipality of Waltham for the use of the tower, including the applicable rental fee. The agreement will be presented to Council for review and approval once it has been received.

CORRESPONDENCE:

- The Director General informed Council that documentation received from MP Sophie Chatel regarding housing and infrastructure support programs, which was shared during the mayors' meeting at the MRC, has been forwarded to Council. This information is provided for Council's awareness and for consideration should Council wish to explore potential funding or grant opportunities.

INFORMATION/ADMINISTRATIVE UPDATES:

- The Director General informed Council that the 2026 municipal tax bills were mailed this week. An increase in calls and inquiries at the municipal office is anticipated as residents begin receiving their notices.

VARIA

07-18-02-26 PAYMENT OF THE BILLS

Moved by councillor ROCHON and seconded by councillor FORTIN
to pay the bills of the month in the amount of \$ 70 684.67.

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ADOPTED

Certificate of availability

I, Annik Plante, Director General of the Municipality of Waltham,
certify that there are funds available for the expenses approved above.
Given at Waltham, on the 18th day of February 2026.

Annik Plante
Director General/Secretary Treasurer

QUESTION PERIOD:

A question period was held toward the end of the meeting to accommodate questions from members of the public related to the meeting.

- A resident raised the issue of business advertising and suggested that Council consider publishing advertisements on the municipal website, such as in a drop-down tab or a community board format.
- Another resident noted that a bylaw may exist concerning advertising on municipal property and suggested that it be looked into.
- A resident also raised awareness regarding elder abuse and asked the community to remain vigilant and report any instances of elderly individuals being taken advantage of.

19-28-01-26 CLOSED

Moved by councillor ALLARD and seconded by councillor ROCHON
to close the meeting at 8:10 P.M.

ADOPTED

Mayor Mrs. Jordan Evans

Director General/Secretary Treasure Mrs. Annik Plante
