

**Municipality of Waltham**

This public sitting of the Council is recorded.

Minutes of a special meeting called in accordance to article 152 of the municipal code being held at the town hall at 7:00 P.M. on February 11<sup>th</sup> 2026, under the chairmanship of Pro Mayor Elwood Allard with the presence of the following councillors # 1 Mrs. Chantal Fortin, #2 Mr. Francis Turner, #3 Mrs. Holli Lair and # 6 Mr. Tyler Rochon  
**ABSENT:** Mayor Jordan Evans and Brendan Adam

Mrs. Annik Plante Director General is also present.

**Opening of the meeting**

Pro Mayor Allard called the meeting to order at 7:00 pm.

Statement by the mayor (Decorum)

*The statement by the mayor regarding decorum was not delivered, as Mayor Evans was unable to preside over the meeting.*

**S1-01-11-02-26 ADOPTION OF THE AGENDA**

Moved by councillor Lair and seconded by councillor Fortin to adopt the agenda as presented.

Adopted

**S1-02-11-02-26 HIRING OF A NEW FIRE CHIEF**

**WHEREAS** the position of Fire Chief of the Municipality of Waltham must be filled;

**WHEREAS** the Council of the Municipality of Waltham has conducted a selection process and has identified a suitable candidate;

**WHEREAS** Council has reviewed and agrees with the terms and conditions outlined in the proposed employment contract for the position;

**FOR THESE REASONS,**

**It is moved by Councillor Rochon and seconded by Councillor Turner and unanimously resolved:**

**THAT** the Municipality of Waltham hereby approves the hiring of *Mrs. Michelle Vanasse* as Fire Chief and agrees to the terms of the employment contract as presented;

**AND THAT** Council mandates the Director General to proceed with presenting the contract to the candidate and with the signing of the contract with the candidate.

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Adopted

**S1-03-11-02-26 APPOINTMENT OF ONE PROBATIONARY FIREFIGHTER TO THE WALTHAM FIRE DEPARTMENT**

**WHEREAS** the Fire Chief has submitted letters of recommendation for the appointment of two individuals to the Waltham Fire Department;

**WHEREAS** the individuals have met the initial requirements and qualifications to serve as probationary firefighters;

**WHEREAS** it is in the interest of the Municipality to ensure adequate personnel for the safety and protection of the community;

**IT IS MOVED BY Councillor Rochon and SECONDED BY Councillor Lair**

**AND RESOLVED THAT:**

- The Municipality of Waltham accepts the recommendation of the Fire Chief and approves the appointment of the following individuals as probationary firefighter with the Waltham Fire Department:
  1. Mr. Graham Fong
- The appointments shall take effect immediately and remain subject to the successful completion of the probationary period as determined by the Fire Chief.

Adopted

**VISITORS:** Eleven (11) visitors were present, and a question period was held. No questions were asked.

**S1-04-11-02-26 CLOSED**

Moved by councillor Rochon and seconded by councillor Fortin to close the meeting at 7:06 P.M.

Adopted

Pro Mayor Mr. Elwood Allard

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Director General/Secretary Treasure Mrs. Annik Plante

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