

CONSULTATION VERSION

In the event of any discrepancies in this version, the official French version shall prevail.

**PROVINCE OF QUEBEC
BROME-MISSISQUOI RCM
TOWN OF BROME LAKE**

BYLAW 2026-02

**BYLAW DECREEING TARIFFS
FOR THE PRICING OF CERTAIN GOODS
AND SERVICES FOR THE YEAR 2026**

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WHEREAS pursuant to sections 244.1 to 244.10 of the *Municipal Taxation Act* (L.R.Q. c. F-2.1), a municipality may establish tariffs for the use of its goods, services or activities;

WHEREAS such tariffs must be established by by-law;

WHEREAS a Notice of Motion of this by-law was given at, a regular sitting of Council held on January 12, 2026;

THEREFORE, COUNCIL HEREBY ENACTS AS FOLLOWS:

CHAPTER I DEFINITIONS

In this by-law, unless the context indicates a different meaning, the words hereinafter set out have the following meaning:

“Fiscal year”: The period of time from January 1 to December 31 in a calendar year;

“Unit”: Includes commercial, industrial, institutional or residential units;

“Commercial unit”: A unit that includes one or more adjoining rooms, having a separate entrance, which serves or is intended to serve a commercial purpose;

“Industrial unit”: A unit that includes one or more adjoining rooms, having a separate entrance, which serves or is intended to serve an industrial purpose.

CHAPTER II PUBLIC WORKS

Article 1 HOURLY RATES / MANPOWER, MACHINERY AND EQUIPMENT (PUBLIC WORKS)

The hourly rates with respect to manpower, machinery and municipal equipment used by the Town of Brome Lake Public Works Department to perform work shall be established as follows:

Schedule	Director / engineer / forman	Operator / labourer
Monday to Friday from 00:00 to 24:00		
Work performed during normal working hours	\$70.00	\$50.00
Work performed outside normal working hours	\$75.00	\$60.00
Saturday and Sunday from 00:00 to 24:00	\$120.00	\$100.00
Legal holiday from 00:00 to 24:00	\$120.00	\$100.00

For any intervention carried out outside normal working hours a minimum of three (3) hours shall be billed as well as all fees applicable under the collective agreement in force.

Machinery and Equipment	Hourly rates (operator included)
Grader	\$155.00
Mechanical shovel	\$130.00
Backhoe	\$150.00
Truck 12 wheels with snow clearing equipment	\$110.00
Truck 12 wheels – transport	\$90.00
Truck 10 wheels with snow clearing equipment	\$95.00
Truck 10 wheels – transport	\$85.00
Mobile unit – water / sewer	\$125.00
Truck 6 wheels, 4 x 4 with snow clearing equipment	\$75.00
Truck 6 wheels, 4 x 4	\$75.00
Pick-up truck	\$65.00

Article 2 TARIFFS FOR CERTAIN WORK – GOODS

Damage to municipal property or infrastructure – Costs related to damage to municipal property or infrastructure shall be established based on the real cost of replacement or repair plus the administrative fees provided for herein.

Article 3 TARIFFS FOR CERTAIN WORK – SERVICES

Thawing of water or sewer pipes – If the frozen pipes are between the service box and the house, the property owner is responsible for all costs.

If the frozen pipes are between the service box and the main line, the costs shall be shared between the property owner and the Town.

Thawing of a culvert (Thawing of a driveway) – When the Public Works Department is called to thaw a culvert, the cost shall be established based on the real cost of the work plus the administrative fees provided for herein.

Checking of the water flow and water pressure – The cost for checking the water flow and pressure shall be set at seventy-five (\$75.00) dollars for a residence and at five hundred (\$500.00) dollars for checking the network.

Fees for opening or closing a line valve – The cost for opening or closing a line valve including the administrative fees set out herein are established as follows:

- a) During normal working hours: fifty dollars (\$50.00) anywhere within the Town limits. 48 hours’ notice is required.
- b) Outside normal working hours, the costs are calculated based on the tariffs for manpower, machinery and equipment set out in this By-law. A minimum of three (3) hours shall be billed as well as all applicable fees based on the applicable collective agreement.

Fees to repair or locate a line valve – The fees to repair or locate a line valve, including any charges for dynamiting if necessary, shall be billed based on the real cost plus the administrative fees provided for herein.

Cut/repair or drilling of concrete sidewalk border – The fees for cutting, repairing or drilling a concrete sidewalk border, as well as dynamiting costs if necessary, shall be billed based on the real costs plus the administrative fees provided for herein if the infrastructure does not exist (if it requires work on the municipal infrastructure network). In the case of a new construction there shall be no fees.

Relocation of a lamp post or fire hydrant – The fees for relocating a lamp post or a fire hydrant shall be based on the real cost plus the administrative fees provided for herein.

A deposit of one thousand five hundred dollars (\$1,500.00) shall be made to the Town. The total cost shall be billed to the applicant and the deposit shall be deducted from the total.

Use of a fire hydrant – The tariff for the use of a fire hydrant is five hundred dollars (\$500.00) per day. Written authorization is required.

For the use of a fire hydrant outside the normal working hours, the fees are calculated according to the tariffs for manpower, machinery and equipment set out in this by-law. A minimum of three (3) hours shall be billed along with the costs applicable according to the collective agreement in effect.

Connection to the sewer and water network – For a connection to the sewer and/or water network, if the infrastructures do not exist (if it requires work on the municipal infrastructure network), the cost for a new residential or commercial connection, meaning that the work is located on municipal land or on a servitude to that effect in favour of the Town, the work must be done at the owner's expense by an entrepreneur holding the licence "1.4 Routes et canalisation". The entrepreneur can be chosen by the owner.

The total amount of the cost of the work is payable by the owner, including the return of the site to its original state (asphalted) in a reasonable amount of time. If required, the contractor must provide for the hiring of a signaler during the work.

The Town will also invoice the owner the amount of five hundred (\$500.00) for the supervision of the work by an employee or representative of the Town.

For service connections built between **November 15** and **April 15**, temporary repaving is required within 5 days following the connection. The permanent paving must be completed before June 1st following the date of the work.

Connection to the sewer and water network – For a connection to the sewer and water network, if the infrastructure already exists (i.e. if it does not require any work on the municipal infrastructure network), the cost for a residential or commercial connection shall be fixed at one hundred dollars (\$100.00) for supervision by an employee or representative of the Town.

Outside normal working hours, the costs shall be calculated according to the manpower tariffs set out herein. A minimum of three (3) hours shall be billed as well as all of the applicable fees according to the collective agreement in effect.

Repairs to the service pipe or connection to the water and sewer network – If the owner is responsible for damages caused during the connection work, the cost shall be set according to the real costs plus the administrative fees set out herein.

Outside normal working hours, the costs shall be calculated according to the manpower tariffs set out herein. A minimum of three (3) hours shall be billed as well as all of the applicable fees according to the collective agreement in effect.

Other supplies, materials and services – The cost of any supplies, materials and services which are not described herein shall be the billed at the real cost plus the administrative fees set out herein.

Article 4 **SPECIAL SECTOR TAXES – REIMBURSEMENT OF A LOAN TO THE WORKING CAPITAL FUND OF TOWN OF BROME LAKE PURSUANT TO RESOLUTION 2025-05-125 – EXTENSION OF SEWER SYSTEM FOR MILL ROAD HOUSING DEVELOPMENT**

Connection to sewer system for cadastral numbers QC-3938084, QC-4122040, QC-3939026, QC-3939031, QC-3939025 – To connect to the sewer system, the owner must pat the amount of Twelve thousand seventy three dollars thirty cents (\$12 073.30) at issuance of the permit for subdivision, construction, or connection.

Connection to sewer system for cadastral number QC-4122040 – To connect to the sewer system, the owner must pat the amount of Fourteen thousand one hundred forty six dollars fifty eight cents (\$14 146.58) at issuance of the permit for subdivision, construction, or connection.

These amounts will be indexed annually according to the Consumer Price Index (CPI) for the Province of Québec in October of each year, until payment of the compensation.

Article 5 SEPTIC TANK NOT CLEARED OR LOCATED

When the contractor responsible for emptying the septic tanks makes an initial visit and the septic tank is not accessible and/or cleared during that visit, the contractor must leave a notice of recall in a safe place and advise the owner in writing of the date of a second visit (by mail and copied to the Town). The contractor with the citizen in question must schedule a second appointment.

If, during a second visit, the pit is still not accessible and/or cleared, the contractor must inform the Town.

If, at the express request of the Town, the contractor is required to return more than twice to the same location in order to discharge a pit despite the initial notice by mail and the recall notice left in a safe place on the first visit, the owner will be charged a rate of fifty dollars (\$50.00) per septic tank plus the administrative costs provided for in these Regulations.

CHAPTER III PUBLIC SECURITY

**Article 6 HOURLY RATES / PERSONNEL,
MACHINERY AND EQUIPMENT**

The tariffs set out in any agreement with the *Société de l'assurance automobile du Québec*, agreement with the *Société de protection des forêts contre le feu (SOPFEU)*, the Municipality of Bolton-West and the mutual aid agreement between the local municipalities of the MRC shall prevail over those set out herein.

For all other situations (billings to residents and non-residents), the following tariffs shall apply:

For the purpose of the application of this section, billing shall start when the 911 service receives the emergency call and is payable whether the equipment or personnel is dispatched or not.

Human resources	Hourly rate
Firefighter (minimum of 3 hours)	\$45.00
Director or Prevention Officer	\$70.00

Machinery and Equipment	Hourly rate (1st hour)
Ladder truck (3-41)	\$700.00
Tank truck with integrated pump (3-61) (3-62)	\$535.00
Pumper truck (3-21)	\$694.00
Portable pump (high output)	\$214.00
Portable pump	\$97.00
Emergency unit (3-51)	\$194.00
Pick-up or SUV	\$82.00
VTT	\$82.00

Article 7 CORRECTIVE WORK

When a building, work site, activity or a situation reveals a dangerous condition because of a fire, a lack of solidity or condition of the work or any other situation, all steps shall be taken to eliminate the dangerous condition. In the event of an emergency or lack of corrective measures taken within a given time delay, or if the owner is unknown or cannot be found, the costs incurred by the Town to correct the situation as required to comply with any law or regulation dealing with safety or fire prevention shall be charged to the owner based on the real costs plus the administrative fees provided for herein.

The costs incurred by the Town in its enforcement of the preceding paragraph constitute a prior claim on the immovable on which the work was performed with the same rank and as though it was a debt mentioned in paragraph 5 of Article 2651 of the *Civil Code of Quebec* (L.R.Q., c. C-26), and these costs are also guaranteed by a legal hypothec on the said immovable.

Article 8 FALSE ALARMS

When the Fire Department is dispatched on an alarm that proves to be false, for a first incident the owner shall be advised to take the necessary corrective action to avoid a repetition of the incident.

When the Fire Department is dispatched for a second time on an alarm that proves to be false, the cost related to this incident shall be established based on the salaries of the firefighters at a minimum of three (3) hours per firefighter at the hourly rate in effect plus the administrative fees provided for herein.

Article 9 INTERVENTIONS ON THE LAKE

Fees are applicable when the Town is required to tow a boat or any other watercraft and when no rescue operation is involved. The owner of the watercraft or the driver, as the case may be, will be invoiced at an hourly rate of seventy-eighty dollars (\$78.00) plus the administrative fees provided for in this by-law.

CHAPTER IV RECREATION AND COMMUNITY SERVICES

Article 10 AQUATIC ACTIVITIES

Tariff – Summer aquatic activities Children (under 14 years of age)		
	Residents and agreements	Non-residents
1 session (8 courses)		
Course duration 30 min	\$55.00	\$105.00
Course duration 45 min	\$60.00	\$110.00
Course duration 1 hour	\$65.00	\$115.00
Private lessons (1 hour)*	\$20.00	\$170.00
<i>*Depending on availability</i>		

Tariff – Summer Aquatic Activities Adults (15 years and+, taxes included)		
	Residents	Non-residents
Adults (8 sessions of 1 hour)	\$70.00	\$125.00
60-69 years	\$45.00	
70 years +	FREE	
Private lessons (1 hour)*	\$20.00	\$170.00
<i>*subject to availability</i>		

Article 11 DAY CAMPS AND DAYCARE SERVICES

Days camps take place over an 7 week period.

*Full week program, from 9:00 A.M. to 4 P.M. Special trips on Fridays are not included (spaces limited). A special program will be scheduled on Fridays for youths not participating in the special trips.

Tariff – Day Camp		
Number of Children	Residents and agreements	Non-residents

Full Summer (7 weeks)	\$325.00	\$1 300.00
Weekly Tariff (1), 4 days		
1st child registered	\$70.00	\$280.00
2 nd child registered	\$65.00	\$280.00
3rd and subsequent child registered	\$60.00	\$280.00
Weekly Tariff (2 to 7), 5 days		
1st child registered	\$75.00	\$300.00
2 nd child registered	\$70.00	\$300.00
3rd and subsequent child registered	\$65.00	\$300.00
Friday Trip – Full Summer (7 weeks)	\$240.00	
Friday Trip – per week	\$ 40.00	
<i>¹All persons with a Brome Lake address. Grandparents of children wanting to participate in the day camp service are also eligible for the resident tariff.</i>		

Tariff – Day Care		
Full Summer ²	\$140.00	
Weekly Tariff	Morning 7:30 to 9:00	Afternoon 4:00 to 5:30
4 days	\$12.00 per week	\$12.00 per week
5 days	\$15.00 per week	\$15.00 per week
Occasional Use Card ³	\$25.00	
<small>Day care for 7 weeks, morning (7:30 to 9:00) and afternoon (4:00 to 5:30). Occasional Use Card valid for 5 visits/A.M. and P.M. on the same day. Please note that there is no reimbursement of the Occasional Use Card if the service paid for is not used.</small>		

Article 12 SOCCKER

Tariff – Soccer Activities Children (14 years and younger)		
	Residents and agreements	Non-residents
Timbits	\$65.00	\$115.00
U8	\$105.00	\$155.00
U10	\$110.00	\$160.00
U12 et U14	\$125.00	\$175.00
U17	\$130.00 (taxes included)	\$180.00 (taxes included)
U20	\$150.00 (taxes included)	\$185.00 (taxes included)
Senior	\$200.00 (taxes included)	\$250.00 (taxes included)

Article 13 REFUND POLICY

In the case of cancellation by the participant more than one week before the start of the activity, a full refund will be given. However, the Town will retain an administration fee of 15% as set out in this bylaw.

In the case of cancellation by the participant less than one week before the start of the activity, a refund of 50% of the cost of registration will be given.

No refund will be given after the start of activities.

A full refund will be given for a cancellation of activities for a medical reason, upon presentation of written proof from a doctor.

Article 14 MEETING ROOM RENTAL

Tariff – Meeting Room Rental	
	Par heure
Recognized organization or group offering free activities to Brome Lake citizens	GRATUIT
Not-for-profit organization that is not recognized that offers paying activities to Brome Lake citizens	\$10.00
Professional who offers paying activities (ex.: group classes, conference, etc.)	\$15.00
Other groups, organizations and professionals from outside of Brome Lake or who do not serve Brome Lake citizens	\$20.00

CHAPTER V LAND MANAGEMENT

Article 15 REQUEST FOR A MINOR ZONING EXEMPTION

The tariff for each request for a minor zoning exemption, whether the request is granted or not by Council, is fixed hereby at five hundred dollars (\$500.00) plus the costs of publication in the newspapers, if published, which shall be charged to the applicant.

Article 16 DEMOLITION REQUEST

The tariff for each request for a demolition, whether the request is granted or not by Demolition Committee, is fixed hereby at five hundred dollars (\$500.00).

CHAPTER VI MISCELLENEOUS FEES

Article 17 TRANSCRIPTION AND REPRODUCTION OF DOCUMENTS HELD BY THE TOWN

- a) \$19.00 for an incident or accident report;
- b) \$4.70 for a copy of the street plan or any other plan;
- c) \$0.55 per evaluation unit for a copy of the evaluation roll;
- d) \$0.47 per page for a copy of a municipal by-law; such amount not to exceed \$35.00;
- e) \$3.80 for a copy of the financial report;
- f) \$0.01 per name for a copy of the list of taxpayers or residents;
- g) \$0.01 per name for a copy of the list of electors or persons eligible to vote in a referendum;
- h) \$0.47 per page for a photocopy of a page from a document not listed in paragraphs a) to g);
- i) \$4.70 for a typewritten page or manuscript.

Postal costs shall be charged to the applicant.

Article 18 CERTIFICATE FOR A SEPTIC INSTALLATION

\$15.00 for the issuing of the certificate.

Article 19 PHOTOCOPIES OR COPIES OF DOCUMENTS

- a) \$0.20 per copy for photocopies for non-profit organizations;
- b) \$0.47 per copy for photocopying services for other than non-profit organizations;
- c) \$14.50 for a list of issued permits;
- d) prospectus or annual report \$15.00;
- e) copy of a certificate \$15.00;
- f) copy of a permit \$15.00;
- g) copy of a request or a by-law \$15.00;
- h) \$50.00 for each plan numeric reproduction, if more than 5 pages \$5.00 per additional page.

Article 20 DOGS

If the Town manages the issuance of licences:

The fee for a dog licence is set at ten dollars (\$10.00) per year.

The cost of a replacement license is set at ten dollars (\$10.00).

If the Town hires a private organization to manage licences, the fees charged for a licence or a replacement licence correspond to the amounts set in the agreement with the managing organization.

No refund shall be made regardless of the reason (move, euthanasia, etc.).

Article 21 PARKING FEES

For parking spaces located on Town of Brome Lake territory and owned by the Town, fees are payable and must be paid according to the following rates:

- Access for a maximum period of 2 hours: \$6.00
- Access for a day ending at midnight: \$20.00

These fees are payable year-round.

Free for registered vehicles, having registered with the Town of Brome Lake for a fee of \$5.00. Exclusive to residents. Certain conditions apply.

Article 22 SWEARING-IN

Any document that must be signed and sworn before a commissioner for oaths is subject to a twenty dollars (\$20.00) fee. This fee applies only to non-residents.

Article 23 ADMINISTRATIVE FEES

All invoices issued by the Town are subject to administrative fees of ten percent (10%) of the total amount of the invoice.

Article 24 METHOD OF PAYMENT

For all tariffs set out in Chapter II and for certain tariffs set out in Chapter III, the Town department involved shall transmit to the Treasury Department the information required to prepare the invoice. All payments shall be made in cash or by bank debit or cheque payable to the order of *Town of Brome Lake* within thirty (30) days of billing.

For all tariffs for goods and services covered in Chapter VIV and Chapter VI and for certain tariffs covered in Chapter III, payments shall be made in cash or by bank debit or cheque payable to the order of *Town of Brome Lake* when the goods or services are received.

Article 25 NSF CHEQUES

Any cheque received by the Town and returned by the bank because of insufficient funds shall be subject to an additional fee of eight dollars and fifty cents (\$8.50).

Article 26 INTEREST

An annual interest rate of fifteen percent (15%) shall be payable on all invoices that remain unpaid after the due date.

CHAPTER VII CLOSING DISPOSITIONS

Article 27 PERIOD COVERED

The tariffs established in this by-law shall apply for the year 2026, notwithstanding any other tariff established in prior by-laws.

Article 28 COMING INTO FORCE

This by-law shall come into force according to law.

Lee Patterson
Mayor

M^e Owen Falquero
Town Clerk

FOLLOW-UP

Notice of motion: January 12, 2026
Presentation of draft: January 12, 2026
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