

CANADA
PROVINCE OF QUEBEC
TOWN OF LAC-BROME

January 13, 2025

Minutes of the Regular Meeting of the Town Council of Town of Brome Lake held Monday, January 13, 2025 at 7:00 p.m., at the Centre Lac-Brome, 270 Victoria Street, in Brome Lake.

Present: Councillors Lucy Gagnon, Shelley Judge and Louise Morin, Pierre Laplante, Lee Patterson and Patrick Ouvrard.

All forming a quorum under the chairmanship of Mayor Richard Burcombe.

Also present: General Manager Gilbert Arel and Clerk Owen Falquero.

The meeting was attended by 9 people.

1. OPENING

1.1. Opening of the meeting - General information

On establishing quorum, the mayor declares the meeting open at 7pm.

2025-01-001

1.2. Adoption/Modifications to the agenda

*It is
Suggested by Louise Morin
Seconded by Shelley Judge
And unanimously resolved by voice vote*

THAT the agenda be adopted as drafted.

ADOPTED

2025-01-002

1.3. Approval of the minutes of the regular meeting of December 2, 2024 and the special meetings of December 16, 2024

The mayor and elected officials have received copies of the minutes of the regular meeting of December 2, 2024 and the special meetings of December 16, 2024;

*It is
Suggested by Lucy Gagnon
Seconded by Patrick Ouvrard
And unanimously resolved by voice vote*

THAT the Council approve the minutes of the regular meeting of December 2, 2024 and the special meetings of December 16, 2024.

ADOPTED

1.4. Declaration of pecuniary interests of council members - Tabling

The clerk confirms the tabling of the declarations of pecuniary interests of the following elected representatives

Richard Burcombe
Lucy Gagnon
Pierre Laplante
Louise Morin
Lee Patterson
Patrick Ouvrard
Shelley Judge

2. FIRST QUESTION PERIOD

A live audio recording of this Q&A session is available at <https://lacbrome.ca/vie-municipale/seances-du-conseil/>.

ORAL QUESTIONS DURING THE SESSION

The speakers are:

LARRY INGOLD

(00:00)

1. Asks what the regulations are concerning the use of the footpath by 4x4 vehicles and snowmobiles.

THOMAS MCGOVERN

(02:30)

2. He comments on the previous topic related to the Foster area.

ALICIA SOUTHALL

(02:59)

3. She asked for clarification on point 1.4 Declaration of pecuniary interests of council members and what this declaration consists of.

3. ADMINISTRATION / LEGISLATION

3.1. ADMINISTRATION

2025-01-003

3.1.1. Accounts payable and lists of cheques issued

*It is
Suggested by Shelley Judge
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

THAT the Council approve the following lists:

- Accounts payable: \$874,098.55
- Cheques issued # 2025-01: \$194,345.44

Consultation version
In case of discrepancy, the French version shall prevail

ADOPTED

3.1.2. Progress reports, invoices and miscellaneous expenses

3.1.2.1. Progressive settlements

2025-01-004 3.1.2.1.1. AO VLB2024-01 - Sanitary block - Carke Terrace

WHEREAS the request for payment of progressive settlement #1 (invoice #247) from Athena Construction Inc. in the amount of **\$154,883.94**, taxes included, for work performed in execution of contract AO VLB2024-01 - Sanitary block - Carke Terrace. This amount includes a 10% holdback;

WHEREAS this amount includes the following two (2) change directives in the amount of \$36,640.50, taxes included:

DC-01 Building service connection: \$25,853.85
DC-02 - Stabilization of excavation fund: \$10,786.65

WHEREAS the payment recommendation of Marc-André Boivin, Assistant Manager - Technical Services, to pay this progress report including the guidelines for changes;

*It is
Suggested by Louise Morin
Secoded by Lee Patterson
And unanimously resolved by voice vote*

THAT the Council authorize the payment of progressive settlement #1 (invoice #247) to Athena Construction Inc. in the amount of **\$154,883.94**, taxes included, for work performed in execution of contract AO VLB2024-01 - Sanitary block - Carke Terrace, including change directives DC-1 and DC-2, said payment being conditional upon receipt by the Town of all documents required to release payment, including proof of payment from subcontractors and/or suppliers, if applicable;

THAT be appropriated for the payment of this expense, the same amount to be financed from By-law 2024-06, *decreeing an expense of \$1,300,000, the appropriation of the sum of \$100,000 from the Parks and Playgrounds Fund and a sanitary block of \$1,200,000 to finance the construction of a sanitary block and a parking lot at Carke Terrace, repayable over a period of twenty (20) years.*

ADOPTED

2025-01-005 3.1.2.1.2. AO VLB2024-02 - Repairs to the Montagne Street sector - Phase 2

WHEREAS the request for payment of progressive settlement #8 (invoices #012795 and 012795-Retenu) from G.J. Ménard Aménagement paysager inc. in the amount of **\$124,867.54**, taxes included, for work performed in execution of contract AO VLB2024-02 - Repairs to the Montagne Street sector - Phase 2. This amount includes a 10% holdback;

WHEREAS this amount includes the following three (3) change directives in the amount of \$57,397.67, taxes included:

- DC-17: Pavement structure on Frizzle Street: \$37,452.11, taxes included;
- DC-18: Bitumen price adjustment: \$15,445.46, taxes included;
- DC-19: Cedar planting: \$4,500.00, taxes included;

WHEREAS the payment recommendation of Avizo Experts-Conseils to pay this progressive settlement #8 in the amount of \$124,867.54, taxes included, including the change guidelines in the amount of \$57,397.67, taxes included;

WHEREAS the payment recommendation of Laura Lee, Manager - Technical Services, to pay this progressive settlement with the change guidelines;

*It is
Suggested by Lee Patterson
Seconded by Lucy Gagnon
And unanimously resolved by voice vote*

THAT the Council authorize the payment of progressive settlement #8 (invoice #012795 and 012795-Retenu) to G.J. Ménard Aménagement paysager inc. in the amount of **\$124,867.54**, taxes included, for work performed under contract AO VLB2024-02 - Travaux de réfection du secteur de la rue Montagne - Phase 2, including change directives DC-17, DC-18 and DC-19, said payment being conditional upon receipt by the Town of all documents required to release payment, including proof of payment from subcontractors and/or suppliers, if applicable;

THAT be appropriated for the payment of this expense, the same amount to be financed from By-law 2021-07 decreeing an expense of \$6,499,247 and a loan of \$4,580,183 for repairs to the water and sewer systems of roads in the rue Montagne sector, repayable over a twenty (20) year period.

ADOPTED

3.1.2.2. Invoices and miscellaneous expenses

3.1.3. Agreements, contracts and mandates

2025-01-006 3.1.3.1. Signing authority - Grant application - Natural environment conservation plan

WHEREAS the Natural Environment Conservation Plan must be completed by 2025-2026

WHEREAS the Fondation de la Faune du Québec offers the possibility of financing 50% of data acquisition work as part of a municipal conservation plan;

*It is
Suggested by Louise Morin
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

THAT the Council mandate Caroline Cusson, Director of Finance and Treasury, to sign, for and in the name of the Town, a request for financial assistance from the Fondation de la Faune du Québec for the *Plan de conservation des milieux naturels* program, as well as all documents necessary to give full effect to the present resolution.

ADOPTED

3.1.4. Human resources

2025-01-007 3.1.4.1. Hiring - Director, Urban Planning Department

WHEREAS the position of Director of the Urban Planning Department is vacant;

WHEREAS the members of Council have reviewed and are satisfied with the recommendation of Alexandra Barré, Human Resources Consultant, concerning the salary, duration and conditions of employment of Mrs. Camille Urli as Director of the Town's Urban Planning Department;

*It is
Suggested by Richard Burcombe
Seconded by Lee Patterson
And unanimously resolved by voice vote
(7 for, 0 against)
Mayor Burcombe exercising his right to vote*

THAT Council authorize the hiring of Ms. Camille Urli as Director of the Urban Planning Department under the conditions stipulated in the Director General's recommendations;

THAT the terms and conditions of her employment be in accordance with the Town's Protocol des conditions de travail du personnel cadre and the terms and conditions agreed between Ms. Urli and the General Manager, of

which the Council has taken cognizance, and which will be filed in her employee file;

THAT the General Manager submit to Council his recommendations concerning the permanence of Mrs. Urli's employment at the end of her six (6)-month probationary period;

THAT Ms. Urli's starting date be January 27, 2025;

THAT the funds required to pay Mrs. Urli's salary and any other expenses related to her employment with the Town be taken from the various accounts concerned by this expenditure.

ADOPTED

2025-01-008

3.1.4.2. Compensation for management and non-unionized employees

WHEREAS the established 2021 salary structure for the Town's management and non-unionized employees;

WHEREAS the members of the Council have received the recommendations:

- of the Human Resources Committee concerning contractual amendments governing the employment relationship between General Manager Gilbert Arel and the Town;
- of the General Manager concerning indexation of municipal employee salaries and salary structure;

WHEREAS the said indexations concern only permanent management and non-unionized employees;

It is

Suggested by Richard Burcombe

Seconded by Shelley Judge

And unanimously resolved by voice vote

(7 for, 0 against)

Mayor Burcombe exercising his right to vote

THAT the Council approve and endorse the recommendations of the Human Resources Committee and consent to the contractual amendments governing the employment relationship between the General Manager, Gilbert Arel, and the Town;

THAT the Council approves and ratifies the recommendations and authorizes the annual compensation indexations for permanent management and non-unionized employees, as well as the salary structure, as detailed in the above-mentioned recommendation;

THAT the indexations be effective as of January 1, 2025

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ADOPTED

2025-01-009 3.1.4.3. Remuneration of elected representatives - Indexation

WHEREAS By-law 2019-03 concerning the remuneration of elected municipal officials provides for the upward indexation of the remuneration of elected municipal officials during each fiscal year;

*It is
Suggested by Richard Burcombe
Seconded by Pierre Laplante
And unanimously resolved by voice vote
(7 for, 0 against)
Mayor Burcombe exercising his right to vote*

THAT the salaries of elected municipal officials be indexed upward for fiscal year 2025 in the amount of 2.0% in accordance with Article 8 of By-law 2019-03 concerning the salaries of elected municipal officials, said indexation being effective as of January 1, 2025.

ADOPTED

3.1.5. Miscellaneous

2025-01-010 3.1.5.1. Specific improvement projects by electoral district (PPA-CE) 2023 - URR62468

WHEREAS Town of Brome Lake has taken cognizance of the terms and conditions for the application of the Specific Improvement Projects (PPA) component of the Local Road Aid Program (PAVL) and undertakes to respect them (file: URR62468 - 46075 (5) - 20230519-009);

WHEREAS the road network for which a request for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the work was carried out during the calendar year in which the Minister authorized it;

WHEREAS the work or related costs are eligible under the PAVL program;

WHEREAS accountability form V-0321 has been duly completed;

WHEREAS the transmission of the rendering of accounts for the projects was carried out upon completion of the work or no later than December 31, 2023 of the calendar year in which the Minister authorized the work;

WHEREAS payment is conditional on the Minister's acceptance of the project's accountability report;

WHEREAS if the rendering of accounts is deemed compliant, the Minister will make a payment to the municipalities based on the list of work he has approved, without however exceeding the maximum amount of assistance as set out in the letter of announcement;

WHEREAS other sources of financing for the work have been declared;

*It is
Suggested by Shelley Judge
Seconded by Louise Morin
And unanimously resolved by voice vote*

THAT the Town Council of Brome Lake approve the expenses in the amount of **\$194,690.29** for the improvement work and related eligible costs mentioned on form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and acknowledge that failure to comply will result in the termination of financial assistance;

THAT the Council designate Caroline Cusson, Director of Finance and Treasury, as the person authorized to act on its behalf and sign all documents or agreements to this effect with the Ministère des Transports relating to the above-mentioned project.

ADOPTED

2025-01-011

3.1.5.2. Specific improvement projects by electoral district (PPA-CE) 2024 - DZZ39749

WHEREAS the Town Council of Brome Lake has taken cognizance of the terms and conditions for the application of the Specific Improvement Projects (PPA) component of the Local Road Aid Program (PAVL) and undertakes to respect them (file DZZ39749 - 46075(5) - 20240418-002);

WHEREAS the road network for which a request for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the work was carried out during the calendar year in which the Minister authorized it;

WHEREAS the work or related costs are eligible under the PAVL program;

WHEREAS accountability form V-0321 has been duly completed;

WHEREAS the transmission of the rendering of accounts for the projects was carried out upon completion of the work or no later than December 31, 2024 of the calendar year in which the Minister authorized the work;

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WHEREAS payment is conditional on the Minister's acceptance of the project's accountability report;

WHEREAS if the rendering of accounts is deemed compliant, the Minister will make a payment to the municipalities based on the list of work he has approved, without however exceeding the maximum amount of assistance as set out in the letter of announcement;

WHEREAS other sources of financing for the work have been declared;

*It is
Suggested by Louise Morin
Seconded by Patrick Ouvrard
And unanimously resolved by voice vote*

THAT the Town Council of Brome Lake approve expenditures in the amount of **\$199,661.84** for the improvement work and related eligible costs mentioned on form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and acknowledge that failure to comply will result in the termination of financial assistance;

THAT the Council designate Caroline Cusson, Director of Finance and Treasury, as the person authorized to act on its behalf and sign all documents or agreements to this effect with the Ministère des Transports relating to the above-mentioned project.

ADOPTED

2025-01-012

3.1.5.3. Support - Challenge to PG Solutions' notice of increase 2025

WHEREAS PG Solutions is the main IT solutions provider for all towns and local municipalities in the Brome-Missisquoi MRC, as well as for several towns and municipalities in Quebec;

WHEREAS PG Solutions is in a quasi-monopoly situation in Quebec;

WHEREAS PG Solutions is imposing substantial annual increases on its Application Maintenance and Support Agreements (AMSA), mainly since 2022;

WHEREAS the cost of modernizing the financial suite, which includes the payroll, taxation, accounts payable and accounting modules, was in the order of 20% in 2022 and has been indexed ever since;

WHEREAS to date, only the payroll module has been modernized and is still not 100% functional;

- WHEREAS the failure to meet the deployment schedule for other modules of the financial suite;
- WHEREAS the minimum increase imposed by PG is 6.7% effective January 1, 2025;
- WHEREAS this increase is much higher than the Quebec Consumer Price Index (CPI) for 2024;
- WHEREAS all the towns and local municipalities of the Brome-Missisquoi MRC wish to respect their taxpayers' ability to pay;
- WHEREAS resolution number 503-1124 of the Brome-Missisquoi MRC;
- WHEREAS the Town of Brome Lake wishes to support all local towns and municipalities;

*It is
Suggested by Patrick Ouvrard
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

- THAT the Council of Town of Brome Lake expresses its support to all local towns and municipalities in their contestation of PG Solutions' notice of increase 2025.
- THAT representations be made to the relevant authorities.
- THAT a copy of this resolution be forwarded to the Brome-Missisquoi MRC, as well as to the local municipalities of the MRC, for their support.

ADOPTED

2025-01-013

3.1.5.4. Denunciation of the Quebec government for the lack of financial adjustment of certain programs intended for municipalities due to the current economic situation and the changes they may be experiencing.

- WHEREAS several Quebec government programs for municipalities are not indexed, despite the current economic situation;
- WHEREAS this has a direct impact on taxpayers' overall tax burden and on the financial capacities of municipalities, including Quebec's MRCs, since they must deal with a significant increase in costs to carry out projects and maintain services to the population;
- WHEREAS municipalities are responsible for drawing up balanced budgets, which must take into account their citizens' ability to pay;
- WHEREAS the Government of Québec must act to regularize the situation, in particular by restoring funding for

municipalities to an acceptable level, given the current economic situation;

WHEREAS the funding promised to the Brome-Missisquoi MRC and the local municipalities in its territory, following the change of administrative region, has not been systematically adjusted, which has had a negative impact on their finances, despite the commitments of the Quebec government;

*It is
Suggested by Pierre Laplante
Seconded by Lucy Gagnon
And unanimously resolved by voice vote*

THAT the Council ask the Government of Quebec to regularize the funding of programs intended for municipalities, including MRCs, in particular by providing adequate funding, taking into account inflation and the changes they undergo;

THAT the Council ask the Clerk to forward a copy of this resolution to the Premier of Quebec, Mr. François Legault, as well as to the Minister of Municipal Affairs, Ms. Andrée Laforest, and to the Minister and MNA for our territory, Ms. Isabelle Charest.

THAT the Council ask the Clerk to forward a copy of this resolution to the Quebec MRCs and local municipalities to signify its support.

ADOPTED

3.2. LEGISLATION - NOTICE OF MOTION / BY-LAWS

3.2.1. By-laws - Notice of motion/Presentation

3.2.2. Bylaws - Adoption

2025-01-014 3.2.2.1. By-law 2025-03 repealing and replacing By-law 419 decreeing the imposition of a tariff for services rendered with respect to zoning, subdivision and PPCMOI amendments - Adoption

WHEREAS at the Council's regular meeting of December 2, 2024, notice of motion was given and *By-law 2025-03* was presented, *repealing and replacing By-law 419 decreeing the imposition of a tariff for services rendered with respect to zoning, subdivision and PPCMOI amendments*;

WHEREAS a copy of said by-law was delivered to the members of the Council within the time prescribed by law and that

those present declare having read it and renounce to its reading;

WHEREAS the clerk has taken the necessary steps to ensure that copies of said by-law are made available for public inspection prior to the beginning of the meeting;

*It is
Suggested by Lucy Gagnon
Seconded by Patrick Ouvrard
And unanimously resolved by voice vote*

THAT the Council adopt *By-law 2025-03 repealing and replacing By-law 419 decreeing the imposition of a tariff for services rendered with respect to zoning, subdivision and PPCMOI amendments.*

ADOPTED

4. URBAN PLANNING AND ENVIRONMENT DEPARTMENT

4.1. Submission of the report by the Urban Planning and Environment Department

Monthly report from the Urban Planning and Environment Department.

4.2. Tabling of the minutes of the monthly meetings of the Planning Advisory Committee and the Environmental Advisory Committee

Planning Advisory Committee minutes tabled. No meeting of the Environmental Advisory Committee was held in December 2024.

4.3. EXTERIOR MODIFICATION REQUESTS - PIIA

2025-01-015

4.3.1. 221 Lakeside Road, lot #4 265 689, zone UREC-3-J16

Type of application: Construction of a boathouse

WHEREAS the filing of a request for the construction of a boathouse for the storage of oars;

WHEREAS resolution CCU-24-124 of the CCU and its recommendation to accept the request;

WHEREAS this project is the subject of a "*Projet particulier de construction, de modification ou d'occupation d'un immeuble*" (PPCMOI) subject to referendum approval;

*It is
Suggested by Lee Patterson
Seconded by Louise Morin
And unanimously resolved by voice vote*

Consultation version
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THAT the Council approve the request to build a boathouse at 221 Lakeside Road, lot #4 265 689, zone UREC-3-J16.

ADOPTED

2025-01-016 4.3.2. 272, Bondville Street, lot #3 938 483, zone UV-13-I13

Type of request: Cadastral operation for serviced lot

WHEREAS the filing of a subdivision application for the creation of a lot serviced by the water and sewer network;

WHEREAS the existing residence, currently located on the shoreline, will be relocated in accordance with the by-laws to the smaller of the two lots to be created;

WHEREAS the larger lot will permit the construction of a new single-family residence with services;

WHEREAS resolution CCU-24-125 of the CCU and its recommendation to accept the request, subject to the condition that:

- i) only one water body entrance serves the two main buildings;
- ii) the plant screen is maintained along Bondville Street.

*It is
Suggested by Lee Patterson
Seconded by Lucy Gagnon
And unanimously resolved by voice vote*

THAT the Council approve this request for the subdivision of two lots, serviced by aqueduct and sewer, at 272, Bondville Street, lot #3 938 483, zone UV-13-I13, and this, subject to the following conditions:

- i) that only one driveway will be permitted for access to the two main buildings to be constructed/moved;
- ii) That the plant screen be maintained along Bondville Street so that the main buildings are not visible from the street.

ADOPTED

2025-01-017 4.3.3. 1073, Knowlton Road, lot #6 379 534, zone UC-2-N3

Type of application: Installation of signs

WHEREAS the filing of a request to install two signs on two posts for a warehousing business;

WHEREAS resolution CCU-24-132 of the CCU and its recommendation to accept the request;

*It is
Suggested by Lee Patterson*

*Seconded by Shelley Judge
And unanimously resolved by voice vote*

THAT Council approve the request to install two signs on two posts at 1073, chemin de Knowlton, lot #6 379 534, zone UC-2-N3;

THAT one of the signs will be installed along Knowlton Road and the second at the main entrance to Frank-Santerre Road.

ADOPTED

2025-01-018 4.3.4. 46, Lansdowne Street, lot #4 266 444, zone URA-12-K15

Type of request: Extension of a main residence

WHEREAS a request to enlarge a main residence including the addition of a stoop;

WHEREAS resolution CCU-24-127 of the CCU and its recommendation to accept the request;

WHEREAS resolution CD-25-002 of the Demolition Committee authorizing the partial demolition of the rear portion of the main residence;

*It is
Suggested by Lee Patterson
Seconded by Louise Morin
And unanimously resolved by voice vote*

THAT the Council approve this request to extend a main residence, including the addition of a stoop, at 46, Lansdowne Street, lot #4 266 444, zone URA-12-K15, and this, strictly in accordance with the plans submitted with the request.

ADOPTED

4.4. MINOR DEROGATION APPLICATIONS

2025-01-019 4.4.1. 46, Lansdowne Street, lot #4 266 444, zone URA-12-K15

Nature of request: Main building side setbacks

WHEREAS the request for a minor derogation to renovate a main residential building located at a distance of 1.08 metres from the front property line;

WHEREAS Appendix VII of Zoning By-law No. 596 requires a minimum front setback of 6.0 metres for zone URA-12-K15;

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WHEREAS the request for a minor derogation to build a stoop as part of a main residential building and located at a distance of 0.90 metres from the front property line;

WHEREAS article 30 of zoning by-law no. 596 requires a minimum front setback of 4.0 metres for a stoop in zone URA-12-K15;

WHEREAS the proposed constructions will replace part of the main building, which will be demolished and which is currently non-conforming to the by-laws due to its excessive proximity to the front line;

WHEREAS resolution CCU-24-129 of the CCU and its recommendation to accept the request;

*It is
Suggested by Lee Patterson
Seconded by Louise Morin
And unanimously resolved by voice vote*

THAT the Council approve this request for minor derogation so as to allow the renovation of a main residential building located at a distance of 1.08 metres from the front property line at 46, Lansdowne Street, lot 4 266 444, zone URA-12-K15;

THAT the Council approve this request for minor derogation concerning the construction of a stoop as part of a main residential building and located at a distance of 0.90 metres from the front property line at 46, Lansdowne Street, lot 4 266 444, zone URA-12-K15.

ADOPTED

2025-01-020 4.4.2. 436 to 440 Knowlton Road, lot #6 491 995, zone URB-2-L14

Nature of request: To regulate the distances between three main buildings forming part of an overall project.

WHEREAS the tabling of a request for a minor derogation aimed at regularizing the distances between three main buildings comprising an overall project, as follows:

- Permit the main building on lot 6 468 330 (440, Knowlton Road) to be located 4.06 metres from the neighbouring building on lot 6 468 329;
- Allow the main building on lot 6 468 329 (438, Knowlton Road) to be located 4.06 metres from the neighbouring building on lot 6 468 330;
- Allow the main building on lot 6 468 329 (438, Knowlton Road) to be located 4.22 metres from the neighbouring building on lot 6 468 328;
- Allow the main building on lot 6 468 328 (436, Knowlton Road) to be located 4.22 metres from the neighbouring building on lot 6 468 329;

- Allow the main building on lot 6 468 328 (436, Knowlton Road) to be located 4.92 metres from the neighbouring building on lot 6 491 995.

WHEREAS paragraph 6 of article 78 of zoning bylaw no. 596 stipulates that the minimum distance between main buildings within the overall project is 9 metres;

WHEREAS resolution CCU-24-130 of the CCU and its recommendation to accept the request;

*It is
Suggested by Lee Patterson
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

THAT the Council accept the requests for minor derogation to regularize the distances between three main buildings forming part of an overall project, as follows:

- Permit the main building on lot 6 468 330 (440, Knowlton Road) to be located 4.06 metres from the neighbouring building on lot 6 468 329;
- Allow the main building on lot 6 468 329 (438, Knowlton Road) to be located 4.06 metres from the neighbouring building on lot 6 468 330;
- Allow the main building on lot 6 468 329 (438, Knowlton Road) to be located 4.22 metres from the neighbouring building on lot 6 468 328;
- Allow the main building on lot 6 468 328 (436, Knowlton Road) to be located 4.22 metres from the neighbouring building on lot 6 468 329;
- Allow the main building on lot 6 468 328 (436, Knowlton Road) to be located 4.92 metres from the neighbouring building on lot 6 491 995;

THAT these lots are located in zone URB-2-L14.

ADOPTED

4.5. ZONING CHANGE REQUEST(S)

4.6. SUBDIVISION APPLICATIONS

2025-01-021 4.6.1. 272, Bondville Street, lot 3 938 483, zone UV-13-I13

WHEREAS the submission of a subdivision proposal for lot 3 938 483 at 272, Bondville Street;

WHEREAS Council resolution 2025-01-016 approving the SPAIP request for this subdivision;

WHEREAS in accordance with Section 23 of Subdivision By-law No. 597, the owner of a lot covered by a plan relating to a cadastral operation must agree to transfer to the Town,

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free of charge, 10% of the total area of the lot that is suitable for the establishment or enlargement of a park, playground, pathway or natural area, or to pay an amount to the Town in the amount of 10% of the value of the lot;

*It is
Suggested by Lucy Gagnon
Seconded by Shelley Judge
And unanimously resolved by voice vote*

THAT the Council require a contribution of 10% of the value of the land covered by this request, namely the subdivision of lot 3 938 483 at 272, Bondville Street.

ADOPTED

4.7. REQUEST(S) TO THE C.P.T.A.Q.

4.8. Other

2025-01-022

4.8.1. PPCMOI - 651, Lakeside Road, lot 5 238 881, zone RBE-2-E16 - Adoption of the Second Project

**Specific construction, modification or building occupancy permit (PPCMOI)
Adoption of the Second Project**

WHEREAS Town of Brome Lake has adopted By-law 406 respecting specific construction, alteration or occupancy proposals for an immovable (PPCMOI) and that this by-law is in force;

WHEREAS this by-law allows Council to authorize, upon request and subject to the conditions it determines, a specific project for the construction, alteration or occupancy of an immovable (PPCMOI);

WHEREAS the request for a specific project for the construction, alteration or occupancy of an immovable (PPCMOI) for 651, Lakeside Road, lot 5 238 881;

WHEREAS the PPCMOI requests permission to build a staircase on a slope varying between 67% and 88%, between the main building and the right-of-way of Route 243;

WHEREAS the request includes a derogation:

i) The construction of a staircase on a slope of between 67% and 88%;

WHEREAS section 100.1 of by-law 596 does not allow construction on a slope of 50% or more;

- WHEREAS the proposed staircase would have three (3) landings with a 30% slope and three steps for each landing;
- WHEREAS a public consultation meeting was held on December 16, 2024, to explain the project for which the application was made and to hear anyone who wished to express an opinion on the matter;
- WHEREAS the Council has taken cognizance of the questions and comments made by citizens during this consultation;
- WHEREAS the project meets the evaluation criteria of the PPCMOI by-law and is intended to provide safer winter access on Lakeside Road to the residences located at 649 (lot 5 238 880) and 651 (lot 6 238 881), Lakeside Road;
- WHEREAS the Planning Advisory Committee, by resolution CCU-24-106, recommends acceptance of the PPCMOI;

*It is
Suggested by Lee Patterson
Seconded by Patrick Ouvrard
And unanimously resolved by voice vote*

- THAT the above preamble be an integral part of the present resolution;
- THAT the Council adopt, in accordance with By-law No. 406 governing specific construction, alteration or occupancy proposals for an immovable, the second draft of the PPCMOI at 651 Lakeside Road, lot 5 238 881, zone RBE-2-E16, for the purpose of granting the request for authorization to build a staircase on a slope varying between 67% and 88%, between the main building and the right-of-way of Route 243;
- THAT the Council adopt the second draft of this PPCMOI according to the documents submitted by the applicant with the request and subject to the following conditions:
- i) the proposed staircase will be built in three (3) landings with three steps for each landing, all with a maximum slope of 30% for each landing;
- THAT all other regulatory provisions not incompatible with this authorization apply.
- THAT this draft by-law contain provisions subject to referendum approval by those eligible to vote in the zone concerned and the zones contiguous to the project;
- THAT Council order the Clerk to hold a period of at least 8 days for the receipt of applications to participate in a referendum, and to give public notice in accordance with the law.

ADOPTED

2025-01-023 4.8.2. **PPCMOI - 221, Lakeside Road, lot #4 265 689, zone UREC-3-J16 - Adoption of the First Project**

**Specific construction, modification or
of occupancy of a building (PPCMOI)
Adoption of the first project**

WHEREAS Town of Brome Lake has adopted By-law 406 respecting specific construction, alteration or occupancy proposals for an immovable (PPCMOI) and that this by-law is in force;

WHEREAS this by-law allows Council to authorize, upon request and subject to the conditions it determines, a specific project for the construction, alteration or occupancy of an immovable (PPCMOI);

WHEREAS the request for a specific project for the construction, alteration or occupancy of an immovable (PPCMOI) for lots 4 265 689, 4 265 682 and 4 471 111, 221 Lakeside Road, zone UREC-3-J16;

WHEREAS the PPCMOI proposes the construction of a boathouse (Hangar) that would serve as a storage area for non-motorized boats;

WHEREAS the present owner of lot 4 265 689 is the Club nautique du Lac Brome Inc (CNLB);

WHEREAS according to an agreement between the CNLB and the non-profit organization Aviron Knowlton inc. (AKR), if this PPCMOI is finally adopted by the Council, AKR will acquire from the CNLB, by right of superficies, part of lot 4 265 689 (lot AKR) on which the boathouse would be built;

WHEREAS accordingly, this PPCMOI application is made by AKR, acting by proxy on behalf of CNLB;

WHEREAS the request includes the following derogations:

CONCERNING THE FUTURE AKR LOT

i) the future lot AKR would have an area of 851.8 square metres. Appendix II of Subdivision By-law 597 requires a minimum area of 18,000 square metres;

ii) the future AKR lot would have an official width of 0.0 metres. Appendix II of Subdivision By-law 597 requires a minimum width of 100 metres;

iii) the future AKR lot would have an average depth of 13.7 metres. Appendix II of Subdivision By-law 597 requires a minimum average depth of 100 metres;

iv) The Hangar would occupy a surface area of 304 square metres, representing an occupancy density of 35.74% of the future Lot AKR. Appendix VII of Zoning By-law 596 authorizes a maximum occupancy percentage of 20%;

v) The Hangar would be located at distances of 1.24 metres and 1.34 metres respectively from the side lot lines. Appendix VII of Zoning By-law 596 requires a minimum side setback of 5.0 metres.

vi) The future Lot AKR is not adjacent to a public or private street. Article 15 of Construction By-law 600 stipulates that any lot on which construction is planned must be adjacent to a public or private street;

CONCERNING THE RESIDUAL LAND

vii) The current surface area of the lots owned by CNLB (lots 4,265,689, 4,265,682 and 4,471,111) is 8,243 square metres, which constitutes a derogation from Appendix II of Subdivision By-law 597, which requires a minimum surface area of 18,000 square metres. After the creation of lot AKR, the residual area of these three lots would be 7,391 square metres.

viii) The current average depth of the lots owned by CNLB (lots 4,265,689, 4,265,682 and 4,471,111) is 75 metres, which constitutes a derogation from Schedule II of Subdivision By-law 597, which requires a minimum average depth of 100 metres. After the creation of Lot AKR, the residual average depth of these three lots would be 54.16 metres.

WHEREAS the applicant has submitted detailed plans and drawings for the architectural style and layout of the project;

WHEREAS the project meets the evaluation criteria of the PPCMOI regulation;

WHEREAS the Planning Advisory Committee, by resolution CCU-24-123, recommends acceptance of the PPCMOI, subject to the condition that a densification of vegetation be developed around the Hangar;

*It is
Suggested by Lee Patterson
Seconded by Louise Morin
And unanimously resolved by voice vote*

THAT the above preamble be an integral part of the present resolution;

THAT the Council adopt, in accordance with By-law No. 406 governing specific construction, alteration or occupancy proposals for an immovable (CDAMP), the first CDAMP project located on lots 4 265 689, 4 265 682 and 4 471

111, at 212 Lakeside Road, zone UREC-3-J16, for the purpose of granting a request for authorization to build a boathouse to store non-motorized boats;

THAT the Council adopt the first draft of this PPCMOI in accordance with the documents submitted by the applicant with the application;

THAT all other regulatory provisions not incompatible with the present authorization apply.

THAT a public consultation meeting will be held at a date to be determined, in order to explain the project that is the subject of the request and to hear anyone who wishes to express an opinion on the matter.

ADOPTED

5. PUBLIC SAFETY

5.1. Monthly report from the Fire and Public Safety Department and the First Responders Manager

Councillor Patrick Ouvrard mentions that the January and February reports will be tabled next month, and points out the importance of item 5.2 concerning the financial request to the provincial government for firefighter training.

2025-01-024

5.2. Firefighter training - Financial assistance program

WHEREAS the *Règlement sur les conditions pour exercer au sein d'un service de sécurité incendie municipale* sets out training requirements for firefighters in fire departments to ensure minimum professional qualifications;

WHEREAS the purpose of this by-law is to guarantee municipalities the training of firefighting crews with the skills and abilities required to respond effectively in emergency situations;

WHEREAS in December 2014, the Government of Quebec established the Financial Assistance Program for the training of volunteer or part-time firefighters and that it has been renewed in 2019 and 2024;

WHEREAS the main objective of this program is to provide municipal organizations with financial assistance to enable them to have a sufficient number of qualified firefighters to act safely and effectively in emergency situations;

WHEREAS this program is also intended to promote the acquisition of skills and abilities required by volunteer or part-time firefighters working in municipal fire departments;

WHEREAS the Town of Brome Lake wishes to benefit from the financial assistance offered by this program;

WHEREAS the Town of Brome Lake plans to train four (4) firefighters for the Firefighter I program and two (2) firefighters for the Firefighter II program over the next year to safely and effectively respond to emergency situations on its territory;

WHEREAS the Town must forward its request to the ministère de la Sécurité publique through the Brome-Missisquoi MRC in accordance with article 6 of the Program.

*It is
Suggested by Patrick Ouvrard
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

THAT the Council authorize the Fire and Public Safety Department Director, Kevin Robinson, to submit, for and in the name of the Town, a request for financial assistance for firefighter training under the Programme d'aide financière pour la formation des pompiers volontaires ou à temps partiel to the ministère de la Sécurité publique, and to forward this request to the Brome-Missisquoi MRC.

ADOPTED

6. PUBLIC WORKS AND TECHNICAL SERVICES

6.1. Monthly report from the Public Works and Technical Services Department

Tabling of the Public Works and Technical Services Department report

Councillor Shelley Judge mentions the following points:

- snow-clearing crews are working hard to make all roads accessible, despite the snow that keeps falling;
- cross-country ski trails have been groomed on the linear trail.

7. LEISURE, CULTURE, TOURISM AND COMMUNITY LIFE

7.1. LSCLB Monthly Report

Monthly reports from the Leisure, Tourism, Culture and Community Life Department.

Councillor Pierre Laplante thanks all the organizers of the very popular Midnight Madness event held on December 14 and the fireworks display on December 28.

Consultation version

In case of discrepancy, the French version shall prevail

Councillor Lucy Gagnon reads and comments on resolution item 7.4
Request for financial assistance - Ministère de la Culture - Entente de
développement culturel 2025-2027.

7.2. Requests for financial contributions

2025-01-025

7.2.1. Pettes Memorial Library

WHEREAS the request for a financial contribution from the Pettes
Memorial Library;

*It is
Suggested by Pierre Laplante
Seconded by Lucy Gagnon
And unanimously resolved by voice vote*

THAT the Council grant a financial contribution of **\$176,000** to
the Pettes Memorial Library for its 2025 operating
budget.

ADOPTED

2025-01-026

7.2.2. Brome Lake Theatre

WHEREAS the importance of the Brome Lake Theatre's activities to
the Town's cultural life and tourism offering;

WHEREAS the Theatre's current financial situation and its desire to
ensure its long-term financial viability;

WHEREAS the financial request from Theatre;

*It is
Suggested by Lucy Gagnon
Seconded by Shelley Judge
And unanimously resolved by voice vote*

THAT Council grant financial assistance of up to **\$95,000** to
Brome Lake Theatre for 2025.

ADOPTED

2025-01-027

7.2.3. Brome County Historical Society (Brome Lake Museum)

WHEREAS the request for a financial contribution from the Brome
County Historical Society (Brome Lake Museum) in the
amount of **\$50,000**;

*It is
Suggested by Lucy Gagnon
Seconded by Pierre Laplante
And unanimously resolved by voice vote*

THAT Council authorize the expenditure of **\$50,000** as a
financial contribution to the activities of the Brome

County Historical Society (Brome Lake Museum) for the year 2025.

ADOPTED

7.3. Request(s) for use of the public domain

2025-01-028

7.4. Request for financial assistance - Ministère de la Culture - Cultural Development Agreement 2025-2027

WHEREAS culture is an essential vector of identity for Town of Brome Lake and a driving force behind the quality of life of its residents;

WHEREAS culture plays a fundamental role in the development of individuals and society;

WHEREAS culture takes root and flourishes first and foremost in local communities;

WHEREAS the Town of Brome Lake has already demonstrated, within the framework of its cultural policy, its commitment to actively support initiatives aimed at strengthening its cultural identity and encouraging the participation of its citizens in cultural life;

WHEREAS the mission of *the Sculpture Lumineuse au Parc Coldbrook* project is to celebrate Quebec visual arts, while energizing the local winter cultural and tourist season;

WHEREAS *the Heritage Podcast* project embodies a true approach to cultural democratization by making history and heritage accessible to all residents of Brome Lake and to visitors, while contributing to the promotion of Québec's cultural heritage;

WHEREAS the mission of *the Cultural Policy Renewal* project is to ratify Town of Brome Lake's commitment to its cultural milieu, its heritage and its citizens, and to maintain the Town's efforts in promoting local and Quebec culture;

WHEREAS the mission of *the Youth and Seniors Art-Therapy* projects is to provide a mental health resource to the most vulnerable populations through the arts, thus filling a growing need;

WHEREAS the mission of *the Cultural Offerings at the Public Market* project is to celebrate and democratize the arts by making them directly accessible to citizens in a popular public venue;

*It is
Suggested by Lucy Gagnon
Seconded by Louise Morin
And unanimously resolved by voice vote*

THAT the Town of Brome Lake, in recognition of the importance of celebrating and preserving its culture and cultural heritage, declare its enthusiastic support for the following projects: *Light Sculpture in Coldbrook Park, Heritage Podcast, Renewal of Cultural Policy, Art-Therapy for Youth and Seniors, Cultural Offerings at the Public Market;*

THAT the Town of Brome Lake commit to financing, over the next three (3) years, the unsubsidized amounts required to carry out these projects;

ADOPTED

8. LOCAL ECONOMY

9. VARIA

10. SECOND QUESTION PERIOD

A live audio recording of this question period is available at lacbrome.ca/municipal-life/council-sessions.

ORAL QUESTIONS DURING THE SESSION

The speakers are:

LARRY INGOLD

(00:00)

4. He asks about municipal by-laws concerning clear-cutting of trees.

ALICIA SOUTHALL

(02:05)

5. She asked for details of the amounts spent to date on the project at point 3.1.2.1.1 Sanitary block - Carke Terrace.

LÉA BRAULT

(08:24)

6. She requests clarification regarding the 10% amount for the subdivision application at 272, Bondville Street.

2025-01-029

11. ADJOURNMENT OF MEETING

It is

Suggested by Patrick Ouvrard

Secinded by Pierre Laplante

And unanimously resolved by voice vote

THAT the meeting be adjourned, there being no further business.

The time is 7:56 pm.

ADOPTED

Richard Burcombe
Mayor

Owen Falquero
Clerk