

CANADA  
PROVINCE OF QUEBEC  
TOWN OF BROME LAKE

May 5, 2025

**Minutes of the regular meeting of the Town of Brome Lake Council held Monday, May 5, 2025 at 7:00 p.m.** at the Brome Lake Centre, 270 Victoria Street, Brome Lake.

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

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

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

Absent: Mr Patrick Ouvrard

The session was attended by 25 people.

**1. OPENING**

**1.1. Opening of the meeting - General information**

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

Mayor Burcombe reports the death of Donald Gagné, former Brome Lake councillor and businessman.

**2025-05-122 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 written, with the following change:

- Addition of item **7.2.2** Other requests for financial contributions

*ADOPTED*

**2025-05-123 1.3. Approval of the minutes of the meeting of April 7, 2025**

The Mayor and elected officials have received a copy of the minutes of the regular meeting of April 7, 2025;

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

THAT the Council approve the minutes of the regular meeting held on April 7, 2025;

ADOPTED

## **2. FIRST QUESTION PERIOD**

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

### **ORAL QUESTIONS DURING THE SESSION**

#### **The speakers are:**

##### **PHYLLIS SISE**

**(00:00)**

1. First of all, she mentions the professional service offered by the Town in connection with a request. She points out that the signage on Town territory is very nice, but perhaps the signage could be improved in certain areas of the Town. Her main question concerns the filling of swimming pools, and whether there is a by-law requiring this to be done by tanker without using Town water;

**(02:02)**

2. She comments on the fact that there are fewer activities at the Centre Lac-Brome, and that citizens don't have the option of reserving online to take part in these activities;

##### **MARC PELLETIER**

**(03:20)**

3. Following the recent reform of curbside recycling, he asked that the Town offer conferences on the subject in French and English;

##### **MICHELE VIGEOZ**

**(06:22)**

4. With regard to the new Hydro-Québec substation, and following the information session offered by Hydro-Québec, she asks what the Town's position is on this matter;

**(07:24)**

5. She asked about the possibility of having an intermunicipal agreement with the Town of Sutton to share recreational activities or other services;

##### **TOMMY MCGOVERN**

**(12:45)**

6. In connection with an incident involving two first responders, a third first responder arrived on the scene but, according to the citizen, was never paid for his presence. He asked for clarification;

##### **ALICIA SOUTHALL**

**(14:39)**

7. She asked for clarification on resolution 2025-04-090 of the April Council meeting concerning the expropriation of a lot for the construction of the new fire hall;

**MONICA CHIN**

**(19:14)**  
8. It calls for better signage concerning traffic on the linear trail to ensure safety for all users;

**BRENDA STONE**

**(22:36)**  
9. In connection with the expropriation of lot 5,033,848 for the construction of the new fire hall, she asked whether there were any other potential lots, such as the one next to the Centre Lac-Brome, if the Town is indeed the owner;

**CHARLIE SCOTT**

**(25:51)**  
10. The sidewalks on rue Davignon are in poor condition, and he asks why they weren't repaired in 2023;

**(28:13)**  
11. He comments on the fact that the land near the Centre Lac-Brome belongs to the Carke Foundation and that the Foundation allows the Town to use it.

**3. ADMINISTRATION / LEGISLATION**

**3.1. ADMINISTRATION**

**2025-05-124      3.1.1. Accounts payable and lists of cheques issued**

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

THAT                      the Council approve the following lists:

- Accounts payable:                      669 456,42\$
- Cheques issued #2025-05:              118 934,30\$

**ADOPTED**

**3.1.2. Progress reports, invoices and miscellaneous expenses**

**3.1.2.1. Progressive settlements**

**3.1.2.2. Invoices and miscellaneous expenses**

2025-05-125      3.1.2.2.1.      **Mill Road development - Share - Sewer system extension**

- WHEREAS      invoice #2025-02-26 for the payment of a contract to the company 9017-6777 Québec Inc. (La Cité du Golf des Lacs) in the amount of **\$155,077.68**, taxes included, for the extension of the sanitary sewer system on Mill Rd;
- WHEREAS      chapter 12 of the *Memorandum of Agreement between Town of Brome Lake and 9017-6777 Québec inc. concerning municipal works for the Mill Road real estate project*, mentioning that a share was payable to the developer for the eleven (11) lots newly serviced by the sewer system;
- WHEREAS      the lots newly serviced by the sewer system are: 3 938 084, 4 122 040, 3 939 289, 3 939 288, 3 939 029, 3 939 023, 3 939 026, 3 939 031, 3 939 027, 3 939 025, 3 939 024;
- WHEREAS      the recommendation of Marc-André Boivin, Assistant Director, Technical Services, to pay the invoice, under the conditions described below;

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

- THAT      the Council authorize the payment of invoice #2025-02-26 to the company 9017-6777 Québec Inc. (La Cité du Golf des Lacs) in the amount of **\$155,077.68**, taxes included, for the execution of the contract for the extension of the sanitary sewer system on Mill Road, 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      this payment is subject to the following conditions:
- i) Restoration of environmental protection measures on the site;
  - ii) Issuance of building permit;
- THAT      be appropriated for the payment of this expense in the same amount, which will be financed from Town of Brome Lake's working capital and reimbursed over a ten (10) year period, beginning in the year 2026.

*ADOPTED*

3.1.3.      **Agreements, contracts and authorities**

2025-05-126      3.1.3.1.      **Awarding of contract - Materials control - Sidewalk rehabilitation and culvert replacement projects - Victoria Street**

WHEREAS      the project to add and repair sidewalks on Knowlton Road and Victoria Street, as well as the project to replace a culvert on Victoria Street;

WHEREAS      it is necessary to award a contract for the control of materials in connection with these two projects;

WHEREAS      the Town requested three (3) bids and received the following three (3) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Englobe	39 206,25\$
EXP	52 927,09\$
Artelia	75 763,73\$

WHEREAS      the lowest compliant bid is that of Englobe in the amount of **\$39,206.25**, taxes included;

WHEREAS      the recommendation of Laura Lee, Manager - Technical Services, to accept Englobe's bid;

WHEREAS      the recommendation of Laura Lee, Manager - Technical Services, to award Englobe, concurrently with the main contract, a contract in the amount of **\$2,161.53**, taxes included, for fees related to the analysis of contaminated soils, if necessary;

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

THAT      Council award Englobe the contract for materials control in the amount of **\$39,206.25**, taxes included, for the addition and repair of sidewalks on Knowlton Road and Victoria Street, as well as the replacement of a culvert on Victoria Street;

THAT      the Council award Englobe the contract in the amount of **\$2,161.53**, taxes included, for contaminated soil analysis fees, if any, for the addition and repair of sidewalks on Knowlton Road and Victoria Street, as well as the replacement of a culvert on Victoria Street;

THAT      that an amount of **\$41,367.78** be appropriated from the Town's unrestricted surplus (accounting item #59-111-00-000) to cover this expense.

ADOPTED

2025-05-127      3.1.3.2.      **Awarding of contract - Bearing surface replacement - Davis Bridge**

WHEREAS      it is necessary to proceed with the complete replacement of the wooden running surface of structure P-01431 (Davis Street bridge crossing the Yamaska River);

WHEREAS      the Town requested three (3) bids and received the following bid in connection with the awarding of this contract:

Bidders	Price (taxes included)
Construction du Bassin	56 395,24\$

WHEREAS      the bid received from Construction du Bassin in the amount of **\$56,395.24**, taxes included, is responsive;

WHEREAS      the recommendation of Jean-Philippe Roy, Division Manager - Public Works, to accept the bid submitted by Construction du Bassin;

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

THAT      the Council award the contract to Construction du Bassin in the amount of **\$56,395.24**, taxes included, for the complete replacement of the wooden running surface of structure P-01431 (Davis Street bridge over the Yamaska River).

ADOPTED

2025-05-128      3.1.3.3.      **Awarding of contract - Geotechnical professional services - New fire station project**

WHEREAS      it is necessary to carry out geotechnical studies in connection with the new fire station project;

WHEREAS      the Town requested three (3) bids and received the following three (3) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Les Laboratoires de la Montérégie	32 020,54\$
ABS Group	39 436,43\$
Artelia inc.	48 206,90\$

WHEREAS the lowest compliant bid is that of Les Laboratoires de la Montérégie in the amount of **\$32,020.54**, taxes included;

WHEREAS the recommendation of Marc-André Boivin, Director of Technical Services, to accept the bid submitted by Les Laboratoires de la Montérégie;

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

THAT Council award Les Laboratoires de la Montérégie the contract in the amount of **\$32,020.54**, taxes included, for geotechnical studies of the site in connection with the new fire hall project.

*ADOPTED*

**2025-05-129      3.1.3.4.      Awarding of contract - Architectural guide**

WHEREAS the Town's Strategic Plan 2024-2028 and its orientation to promote *harmonious development of the territory, taking into account the needs of the population, the personality and the history of the Town*;

WHEREAS objective 3.1 of the Strategic Plan *to adjust regulations to ensure sustainable development of the territory*, and more specifically initiative 3.1.3 *to establish an architectural guide for the benefit of developers, investors and citizens*;

WHEREAS the Town requested three (3) bids and received the following bid in connection with the awarding of contract for the production of an architectural guide for the Town of Brome Lake;

Bidders	Price (taxes included)
L'Enclume	55 153,51\$

WHEREAS the lowest compliant bid is that of L'Enclume in the amount of **\$55,153.51**, taxes included;

WHEREAS the recommendation of Camille Urli, Director of the Urban Planning Department, to accept l'Enclume's bid;

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

THAT the Council award l'Enclume the contract to produce an architectural guide for the Town of Brome Lake in the amount of **\$55,153.51**, taxes included.

ADOPTED

2025-05-130      3.1.3.5.      **Awarding of contract - Play module at Lions Park**

WHEREAS the Council wishes to improve the play areas in Lions Park with the addition of a play module;

WHEREAS the Town requested four (4) bids and received the following four (4) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Eskair aménagement	101 426,45\$
1000 Pattes	103 925,90\$
Jambette	104 159,14\$
ABC Récréation	102 224,91\$

WHEREAS the bids from 1000 Pattes and ABC Récréation do not include the shock-absorbing surface, which is included in the bids from Éskair aménagement and Jambette;

WHEREAS the lowest compliant bid is that of Eskair aménagement in the amount of \$101,426.45, taxes included;

WHEREAS the recommendation of Nicholas Brien, Acting Director of Recreation, Tourism, Culture and Community Life, to accept the bid submitted by Jambette, in the amount of **\$104,159.14**, taxes included, due to the superior quality and durability of the materials, which justifies the price difference with the lowest bid;

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



THAT the Council award Jambette the contract for the installation of a play module in Lions Park in the amount of **\$104,159.14**, taxes included.

ADOPTED

**2025-05-131      3.1.3.6.      Awarding of contract - Renewal - Douglass Beach Canteen**

WHEREAS the Council's desire to allow the operation of the canteen at Douglass Beach;

WHEREAS the current lease with Karène Martel Dumas expires on May 31, 2025;

WHEREAS Council wishes to enter into a new lease for a period of one (1) year, from June 1, 2025 to May 31, 2026;

WHEREAS the recommendation of Nicholas Brien, Acting Director of the Recreation, Tourism, Culture and Community Life Department, to sign this new lease with the concessionaire, Ms. Martel Dumas;

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

THAT the Council award the lease for the canteen at Douglass Beach to Karène Martel Dumas for the period June 1, 2025 to May 31, 2026;

THAT the Council authorize the Mayor, Richard Burcombe, and the General Manager, Gilbert Arel, to sign, for and in the name of the Town, the lease, as well as all documents necessary to give full effect to the present resolution.

ADOPTED

**2025-05-132      3.1.3.7.      Awarding of contract - Coldbrook Park signage - Three Pines sign**

WHEREAS Council's decision to authorize the design and installation of a sign in Coldbrook Park entitled *Three Pines - Bienvenue*, to promote Brome Lake's tourist appeal linked to the novels of author Louise Penny;

WHEREAS the Town has received one (1) bid in connection with the awarding of this contract:

Bidders	Price (taxes included)
Pittoresco	10 376,50\$

WHEREAS the bid received from Pittoresco in the amount of **\$10,376.50**, taxes included, is in conformity;

WHEREAS the recommendation of Nicholas Brien, *Acting* Director of Recreation, Culture, Tourism and Community Life, to accept the bid submitted by Pittoresco;

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

THAT the Council award Pittoresco the contract for the design and installation of a sign in Coldbrook Park entitled *Three Pines - Bienvenue*, in the amount of **\$10,376.50**, taxes included;

THAT an amount of **\$10,376.50** be appropriated from the Town of Brome Lake's unrestricted surplus (budget item #59-111-00-000) to cover this expense.

*ADOPTED*

**2025-05-133      3.1.3.8.      Signing authority - Sale of part of lot 6 259 608**

WHEREAS the ministère des Transports de Québec will be carrying out major work on the Victoria Bridge (Victoria Street bridge over Ruisseau Cold);

WHEREAS the work requires the acquisition of part of lot 6 259 608, Cadastre du Québec, by the ministère des Transports;

WHEREAS the declaration of Robert Daniel, Assistant Director General, that part of lot 6 259 608 is of no use to the Town;

WHEREAS the Council accepts the Ministère des Transports' offer to sell 72.2 square metres of lot 6 259 608 (out of a total surface area of 383.3 square metres) at a nominal price of \$500, as per the 154911949 project agreement;

WHEREAS the ministère des Transports will assume all costs incurred in connection with this transaction;

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

THAT the Council authorize the Mayor, Mr. Richard Burcombe, and the Director General, Mr. Gilbert Arel, to sign, for and in the name of the Town, the Agreement relating to the 154911949 project, the deed of sale for part of lot 6 259 608, Cadastre of Quebec, and any other document required to give full effect to this resolution.

*ADOPTED*

2025-05-134	3.1.3.9.	<b>Authority - Legal services - lot 6 505 365 (472, chemin de Knowlton) and lots 6 505 356 to 6 505 364 and 6 505 366 to 6 505 368</b>
	WHEREAS	Council resolution 2024-09-245 awarding the contract for legal services and general representation of the Town to the law firm Cain Lamarre;
	WHEREAS	the <i>Jardins Lac-Brome</i> real estate project, comprising thirteen lots 6 505 356 to 6 505 368, Cadastre of Quebec;
	WHEREAS	the Town is faced with numerous factual, regulatory and legal issues concerning these lots in connection with the <i>Jardins Lac-Brome</i> real estate project;
	<i>It is Suggested by Louise Morin Seconded by Lee Patterson And unanimously resolved by voice vote</i>	
	THAT	the Council mandate the law firm Cain Lamarre to act as the Town's solicitors and representatives in all matters concerning lots 6 505 356 to 6 505 368, Cadastre of Quebec, with the exception of purely administrative matters, which will remain the responsibility of the Town's administration;
	THAT	the Council authorize the law firm Cain Lamarre, in collaboration with the Town administration, to take all measures deemed necessary to resolve the factual, regulatory and legal issues between the Town and the owners of these thirteen lots, in connection with the Jardins Lac-Brome real estate project, in particular to undertake any legal proceedings deemed necessary.
	<i>ADOPTED</i>	
2025-05-135	3.1.3.10.	<b>Signing authority and authorization to advance funds - Preliminary studies - Housing project - 401, chemin de Knowlton, lot 4 267 551</b>
	WHEREAS	one of the orientations of the Town's Housing Policy is to diversify the supply of housing on the territory in order to meet the needs of priority clientele;
	WHEREAS	the former seniors' residence, located at 401 Knowlton Road, is currently vacant and for sale;
	WHEREAS	the Council is of the opinion that a residential requalification of the building located at 401, chemin de Knowlton, lot 4 267 551, is a priority dossier for the Town;
	WHEREAS	the non-profit organization, Les Habitations communautaires pour aînés du Québec (HCAQ), offers

its services to evaluate the feasibility of an affordable housing project at 401, chemin de Knowlton;

WHEREAS the subsidies available from various levels of government for this type of housing;

WHEREAS preliminary studies are the first step in the process;

*It is*

*Suggested by Louise Morin*

*Seconded by Pierre Laplante*

*And unanimously resolved by voice vote*

THAT the Council authorize HCAQ to carry out preliminary studies for 401 Knowlton Road, lot 4 267 551, notably with regard to the building's market value, a report on its condition, and a potentiality study;

THAT the Council authorize the advance of **\$15,000** to finance these studies, with the possibility of repayment to the Town in the event of a future project;

THAT the Council authorize the Mayor, Mr. Richard Burcombe, and the General Manager, Mr. Gilbert Arel, to sign, for and in the name of the Town, the Agreement with the HCAQ, as well as any other document required to give full effect to this resolution.

**ADOPTED**

**3.1.4. Human resources**

**3.1.5. Miscellaneous**

**2025-05-136**

**3.1.5.1. Support - MTQ - Reconstruction of culvert 186444 (1247-0) - Under Route 215**

WHEREAS the ministère des Transports et de la Mobilité durable plans to proceed with the complete replacement of a culvert located under Route 215 (culvert no. 186444(1247-0)), near the intersection with Papineau Road, during the summer of 2025;

WHEREAS the project has been presented to Town of Brome Lake;

*It is*

*Suggested by Lucy Gagnon*

*Seconded by Louise Morin*

*And unanimously resolved by voice vote*

THAT the Town of Brome Lake support the project presented by the ministère des Transports et de la Mobilité durable which requires :

- complete closure of route 215 with a detour road for the duration of the work, i.e. approximately 3 consecutive weeks in the vicinity of culvert no. 186444(1247-0);
- an 8-business-hour break in service on the water supply system to replace the existing pipe under the culvert.

*ADOPTED*

**3.2. LEGISLATION - NOTICE OF MOTION / BY-LAWS**

**3.2.1. By-laws - Notice of motion/Presentation**

**3.2.2. By-laws - Adoption**

**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**

Minutes of two Planning Advisory Committee meetings and one Environmental Advisory Committee meeting tabled.

**4.3. EXTERIOR MODIFICATION REQUESTS - PIIA**

**2025-05-137 4.3.1. 9, rue Frank-Santerre, lot #6 129 412, zone UC-2-N3**

Nature of request: Construction of a residence

- WHEREAS the submission of a request for the construction of a residence;
- WHEREAS this request is subject to By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically the SPAIP-2 concerning residential buildings and lots;
- WHEREAS resolution CCU-25-035 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 the Council grant the request for the construction of a residence at 9, rue Frank-Santerre, lot #6 129 412, zone UC-2-N3.

ADOPTED

2025-05-138      4.3.2.      27, Lakeside Road, lots #4 266 259 & #4 763 910, zone UCV-5-K15

Type of application: Renovation of a commercial building

WHEREAS a request to renovate a commercial building;

WHEREAS this request is subject to by-law 601 concerning Site Planning and Architectural Integration Programs (SPAIP), specifically SPAIP-3 concerning commercial and mixed-use buildings and lots;

WHEREAS resolution CCU-25-036 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 the site plan for the renovation of a commercial building at 27, chemin Lakeside, lots #4 266 259 & #4 763 910, zone UCV-5-K15.

ADOPTED

2025-05-139      4.3.3.      42, rue Saint-Paul, lot #4 266 340, zone URA-23-K15

Type of request: Addition to a residence

WHEREAS the tabling of a request to enlarge a residence by demolishing a detached garage and building an attached garage;

WHEREAS this request is subject to By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically the SPAIP-2 concerning residential buildings and lots;

WHEREAS resolution CCU-25-037 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 the site plan for the construction of an attached garage and the demolition of a detached

garage at 42, rue Saint-Paul, lot #4 266 340, zone URA-23-K15.

ADOPTED

2025-05-140      4.3.4.      51 Lakeside Road, lot #4 266 243, zone UCV-5-K15

Type of application: Installation of signs

- WHEREAS      the request for the installation of two identical perpendicular signs for a new café commercial use;
- WHEREAS      this request is subject to By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically Section 5 concerning signs and murals;
- WHEREAS      resolution CCU-25-038 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      THAT Council approve the site plan for the installation of two identical perpendicular signs for a new commercial coffee shop at 51 Lakeside Road, lot #4 266 243, zone UCV-5-K15.

ADOPTED

2025-05-141      4.3.5.      315, chemin de Knowlton, lot #4 471 081, zone UI-3-L15

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

THAT      the Council defer the application, at the owner's request, pending the submission of an amended application.

ADOPTED

2025-05-142      4.3.6.      8, rue Gagné, lot #6 630 681, zone UMV-2-D16 & URB-1-C16

Type of application: Construction of an accessory building

- WHEREAS      a request for the construction of a pavilion-type accessory building;
- WHEREAS      this request is subject to By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically the SPAIP-2 concerning residential buildings and lots;

WHEREAS resolution CCU-25-040 of the CCU and its recommendation to accept the request;

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

THAT the Council grant the request for the construction of a pavilion-type accessory building at 8, rue Gagné, lot #6 630 681, zone UMV-2-D16 & URB-1-C16.

ADOPTED

**2025-05-143      4.3.7.      Cancellation of SPAIP 2024-07-195 - Lot 6 505 365 (472, chemin de Knowlton) and lots 6 505 356 to 6 505 364 and 6 505 366 to 6 505 368**

WHEREAS resolution 2024-07-195, adopted on July 2, 2024, accepted a request for a site planning and architectural integration program (SPAIP) for the Jardins de Lac-Brome real estate project, lots 6 505 356 to 6 505 368, Cadastre of Québec;

WHEREAS resolution 2024-07-195, amends the original SPAIP request approved by the Council in its resolution 2022-07-234 on July 4, 2022;

WHEREAS resolution 2024-07-195 deals solely with changes requested to the exterior of the first eight (8) unit multi-family building under construction at 472, chemin de Knowlton, lot 6 505 365, Cadastre du Québec, and this, according to the details listed in the resolution;

WHEREAS resolution 2024-07-195 is subject to numerous conditions, including the deposit of two (2) financial guarantees;

WHEREAS as of May 5, 2025, none of the conditions listed in resolution 2024-07-195 have been fulfilled;

WHEREAS the last condition of resolution 2024-07-195 specifies that:  
  
*Council reserves the right to cancel this SPAIP approval if the owner fails to comply with the conditions listed in this resolution or any Town by-law;*

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

THAT the Council cancel resolutions 2022-07-234 (adopted July 4, 2022) and 2024-07-195 (adopted July 2, 2024), concerning the request for a site planning and architectural integration program (SPAIP) for the



Jardins Lac-Brome real estate project, lots 6 505 356 to 6 505 368, Cadastre of Quebec.

ADOPTED

4.4. MINOR EXEMPTIONS REQUESTS

2025-05-144	4.4.1.	<b>Repeal - 2-16, rue des Bouleaux, lot #6 422 148, zone UC-4-L13</b>
	WHEREAS	resolution 2025-04-103 authorizing a request for a site planning and architectural integration program (SPAIP) to modify the layout of a new building at 2-16, rue des Bouleaux;
	WHEREAS	the acceptance of this request renders moot the minor exemption granted by the Council in its resolution 2024-12-356;
	<i>It is Suggested by Lee Patterson Seconded by Pierre Laplante And unanimously resolved by voice vote</i>	
	THAT	the Council repeal the minor exemption granted in its resolution 2024-12-356.
	ADOPTED	
2025-05-145	4.4.2.	<b>8, rue Gagné, lot #6 630 681, zone UMV-2-D16 &amp; URB-1-C16</b>
	Type of request: Construction of an accessory building higher than the standard.	
	WHEREAS	the filing of a request to allow the construction of an accessory building (garage) 28.9 feet (8.8 metres) high to complement a main building 23 feet (7 metres) high;
	WHEREAS	article 35, paragraph 7 of zoning by-law 596 stipulates that the height of an accessory building may not exceed that of the main building for a lot with a surface area of more than 5, 000 square metres;
	WHEREAS	resolution CCU-25-041 of the CCU and its recommendation to accept the request;
	<i>It is Suggested by Lee Patterson Seconded by Shelley Judge And unanimously resolved by voice vote</i>	
	THAT	THAT Council approve this request for minor exemption and allow the construction of an accessory building

(garage) 28.9 feet (8.8 metres) high at 8, rue Gagné, lot 6 630 681, zones UMV-2-D16 and URB-1-C16.

ADOPTED

2025-05-146      4.4.3.              315, chemin de Knowlton, lot #4 471 081, zone UI-3-L15

*It is  
Suggested by Lee Patterson  
Seconded by Lucy Gagnon  
And majority of votes cast*

THAT                      the Council defer the application, at the owner's request, pending an amended application.

ADOPTED

4.5.              ZONING CHANGE REQUEST(S)

4.6.              SUBDIVISION APPLICATION(S)

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

4.8.              Other

5.              PUBLIC SAFETY

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

Filing of the monthly report from the Public Safety and Fire Department and the First Responders Department

2025-05-147      5.2.              Entente d'entraide - VLB and Waterloo - First responders

WHEREAS              the Town of Waterloo has entered into an agreement with the Municipality of Saint-Étienne-de-Bolton to provide first responder services on the latter's territory;

WHEREAS              a portion of the territory of Saint-Étienne-de-Bolton, located near the Mont-Foster sector, is contiguous to that of the municipality of West Bolton, where first responder services are provided by the Town of Brome Lake;

WHEREAS              consequently, the Towns of Brome Lake and Waterloo wish to enter into an agreement whereby the Brome Lake First Responders Service will assume coverage of the Saint-Étienne-de-Bolton sector concerned;

WHEREAS the recommendation of Kevin Robinson, Director of the Fire and Public Security Department, to proceed with the signing of an agreement for an initial period of one (1) year;

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

THAT the Council mandate the Mayor, Mr. Richard Burcombe, and the Director General, Mr. Gilbert Arel, to sign, for and in the name of the Town, the *Entente relative à l'établissement d'une entraide entre les services de premiers répondants*, as well as all documents necessary to give full effect to this resolution.

ADOPTED

2025-05-148      **5.3.      Signing authority - Sharing human resources with the Town of Sutton - Fire prevention technician**

WHEREAS the Town of Sutton proposes to the Town of Brome Lake an agreement to share the services of a prevention technician, Mr. Carl Préfontaine;

WHEREAS the agreement formalizes the sharing of resources currently in place;

WHEREAS the recommendation of Kevin Robinson, Director of the Fire and Public Security Department, to proceed with the signing of the agreement for the remainder of 2025;

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

THAT the Council mandate the Mayor, Mr. Richard Burcombe, and the Director General, Mr. Gilbert Arel, to sign, for and in the name of the Town, the *Entente intermunicipale relative au partage de ressources humaines pour le service de sécurité publique*, as well as all documents necessary to give full effect to this resolution.

ADOPTED

2025-05-149      **5.4.      Nautical patrol - Designation of civil servant status**

WHEREAS section 196 of the *Canada Shipping Act, 2001*;

WHEREAS it is necessary to designate the members of a nautical patrol authorized to supervise the bodies of water of the Town of Brome Lake for the application of the regulations associated with the said Act;

WHEREAS it is also necessary to designate these same persons as temporary municipal inspectors;

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

THAT the Council designate the following persons as members of the Town's Water Patrol:

- i) Darren McJannet;
- ii) Jean-Luc Marcil;
- iii) Guillaume Chagnon
- iv) Alexis Gagné

THAT the Council designate the members of this patrol to enforce the following by-laws:

- By-laws concerning restrictions on the use of buildings;
- By-laws on small buildings;
- By-laws on the competency of pleasure craft operators;
- By-law on the State's water domain;
- Any applicable municipal bylaws.

THAT the Council request the Minister of Transport of Canada to designate these persons as enforcement officers within the meaning of section 196(1) of the Canada Shipping Act, 2001;

THAT the Council request the Director of Criminal and Penal Prosecutions to authorize said persons to issue statements of offence in its name;

THAT the Council also designate these persons as temporary municipal inspectors vested with all the powers, rights and obligations conferred by municipal by-laws and provincial legislation, including, but not limited to, the Town's planning by-laws, as well as the Cities and Towns Act and the Act respecting land use planning and development;

THAT the Council designate the persons named above, as "Designated Officers" under By-laws 545 and 615, with all the powers of coercion enumerated in these by-laws, notably to issue statements of offence under By-laws 545 and 615 and to enforce these by-laws;

THAT these designations are valid as of the date of this resolution for the 2025 summer period only and expire on November 30, 2025.

**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:

- Sidewalk repairs on Victoria Street will begin shortly;
- The washing station is under construction;
- It's the start of the aqueduct flushing period;
- Park openings and landscaping projects have already begun.

**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 invites everyone to the Fête de la famille to be held on May 31 at the Centre Lac-Brome.

**7.2. Requests for financial contributions**

**2025-05-150**

**7.2.1. École Saint-Édouard**

WHEREAS as part of the development of its schoolyard, École Saint-Édouard has applied for a financial contribution to maximize the use of this space by lining the playground;

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

THAT the Council grant a financial contribution of **\$4,500** to École Saint-Édouard for the lining of the schoolyard playground equipment.

**ADOPTED**

**2025-05-151**

**7.2.2. Other requests for financial contributions**

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

THAT the Council authorize the following expenditure as a financial contribution to the activities of the following organization:

- Knowlton Players: \$5,000

ADOPTED

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

**8. LOCAL ECONOMY**

**2025-05-152**

**8.1. Facade renovation - 39, rue Victoria - lot 4 266 209**

WHEREAS the Council has adopted By-law 2021-08 concerning the Town's economic development 2021-2025;

WHEREAS one of the purposes of By-law 2021-08 is to stimulate the development of the service sector through a tax credit program for the expansion and renovation of commercial buildings;

WHEREAS the owner has presented a request for financial assistance, in conformity with the by-law, for the renovation of the façade at 39, rue Victoria, lot 4 266 209;

WHEREAS the work is subject to a request for approval by SPAIP and the issuance of all necessary permits;

WHEREAS the recommendation of Caroline Cusson, Director of the Finance and Treasury Department, to declare this project eligible for financial assistance for a maximum amount of \$10,000 in accordance with By-law 2021-08;

*It is*

*Suggested by Lucy Gagnon*

*Seconded by Pierre Laplante*

*And unanimously resolved by voice vote*

Councillor Louise Morin abstains from voting

THAT the Council approve the request for financial assistance for the renovation of the façade at 39, rue Victoria, lot 4 266 248, for a maximum amount of \$10,000;

THAT the disbursement of said grant is conditional upon compliance with the conditions of by-law 2021-08 and the receipt of a complete expense claim, following completion of the work, and this within twelve (12) months of the present resolution;

THAT that the same amount be appropriated from budget item 02-621-00-996 to cover this expense.

ADOPTED

**9. VARIA**

**10. SECOND QUESTION PERIOD**

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

**ORAL QUESTIONS DURING THE SESSION**

**The speakers are:**

**PHYLLIS SISE**

**(00:00)**

**12.** She asks about the amount of the fine if someone doesn't wash their boat at the carwash;

**RON GLOWE**

**(00:38)**

**13.** He thanks Public Works for having intervened to repair the gravel road on rue de la Pointe Fisher. Unfortunately, the potholes are back, and he proposes a project in response to the situation;

**(02:26)**

**14.** He comments on safety on the linear pathway in connection with question # 8 from a citizen;

**(03:17)**

**15.** He inquired as to the veracity of the report that the government subsidy for the Pettes library expansion had been refused;

**MEGAN SELINE**

**(05:05)**

**16.** She proposes the presentation of a lecture by speaker Marie-Christine Roberge on invasive plants at the Centre Lac-Brome;

**ALICIA SOUTHALL**

**(07:59)**

**17.** She requested clarification on items **3.1.3.9** - Authority - Legal services - lot 6 505 365 (472, chemin de Knowlton) and lots 6 505 356 to 6 505 364 and 6 505 366 to 6 505 368 and **4.3.7** Cancellation of PIIA 2024-07-195 - Lot 6 505 365 (472, chemin de Knowlton) and lots 6 505 356 to 6 505 364 and 6 505 366 to 6 505 368;

**(11:20)**

**18.** She asked for clarification on item **3.1.3.10** Signing authority and authorization to advance funds - Preliminary studies - Housing project - 401, chemin de Knowlton, lot 4 267 551;

**LARRY INGOLD**

**(13:48)**

**19.** He requests information regarding item **3.1.3.3** Awarding of contract - Geotechnical professional services - New fire hall project;

**BRENDA STONE**

**(15:19)**  
**20.** She wishes to obtain additional details on item **3.1.3.10** Signing authority and authorization to advance funds - Preliminary studies - Housing project - 401, chemin de Knowlton, lot 4 267 551;

**CHANTAL BRODEUR**

**(17:41)**  
**21.** She wants to know more about item **4.4.1** Repeal - 2-16, rue des Bouleaux, lot #6 422 148, zone UC-4-L13.

**2025-05-153            11.     ADJOURNMENT OF MEETING**

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

THAT                            the meeting be adjourned, there being no further business.  
   It's 8:27pm.

*ADOPTED*

<hr/> Richard Burcombe Mayor	<hr/> Owen Falquero Clerk
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