

CANADA  
PROVINCE OF QUEBEC  
TOWN OF BROME LAKE

April 7, 2025

**Minutes of the regular meeting of the Town of Brome Lake Council held Monday, April 7, 2025 at 7 p.m., at the Brome Lake Centre, 270 Victoria Street, 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 26 people.

**1. OPENING**

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

On establishing quorum, the mayor declares the meeting open at 7:02pm.

Mayor Burcombe follows up on a question asked at the special Council meeting of March 20, 2025 and clarifies the amounts spent in 2020 and 2021 for professional services concerning the construction of the future fire station and emergency measures center;

Councillor Louise Morin comments on draft by-law 2025-04 concerning tariffs for boat cleaning in 2025. She presented a table comparing the tariffs applied by other municipalities for this service. While all these municipalities charge a fee for boat cleaning, Town of Brome Lake has chosen, at least for 2025, to offer this service free of charge to residents;

Councillor Patrick Ouvrard mentions the recent death of Michèle Bazin, a well-known member of the Town's cultural community.

2025-04-075

**1.2. Adoption/Modifications to the agenda**

*It is  
Suggested by Lee Patterson  
Seconded by Shelley Judge  
And unanimously resolved by voice vote*

THAT the agenda be adopted as written, with the addition of the following item:

4.8.3 Environmental Advisory Committee - Nomination

**ADOPTED**

2025-04-076

- 1.3. Approval of the minutes of the regular meeting of March 3, 2025 and the special meeting of March 20, 2025**
- 1.4.**

The mayor and elected officials have received copies of the minutes of the regular meeting of March 3, 2025 and the special meeting of March 20, 2025;

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

THAT the Council approve the minutes of the regular meeting of March 3, 2025 and the special meeting of March 20, 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/>.

### **QUESTIONS WRITTEN AND READ DURING THE SESSION**

General Manager Gilbert Arel answers questions sent in writing before the meeting, and the clerk reads them out.

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

**MURIEL LELANDAIS**

**(00:13)**

1. I am a resident of Landsdowne Street. The Town is about to adopt a by-law on boat-washing tariffs with stickers for boats on the lake. Has the Town checked what is being done on other lakes in the region, and does it intend to charge residents?

**LORRAINE BRISCOE**

**(00:44)**

Concerning the Policy on the Management of Long-Term Debt and Accumulated Surpluses.

2. In Slide number 4, the maximum for the two debt ratios are set at 16% and 1.5% when in 2023 they were at 8.3% and 6%. Why is there the need for the limit to be set at twice the current rate? Is the Town expecting to take on that much more debt? Are these limits accepted benchmarks for "municipalities"?

3. The two ratios are not moving in the same direction. One is increasing and the other decreasing. I would like to hear the Town's explanation for this.

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

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

**THOMAS MCGOVERN**

**(03:53)**

4. He asked if it would be possible to paint the gazebo at Veterans Park when the weather permits. A group of citizens would be willing to do so;

**RON GLOWE**

(04:43)  
5. He suggests work on the gravel road on chemin de la Pointe Fisher.

**ALICIA SOUTHALL**

(06:33)  
6. She questions item 4 of the 2019-2024 TECQ Program, presented at the special meeting of March 20, 2025;

**REINE BOISVERT**

(08:58)  
7. She comments on item 3.2.2.1 By-law 2025-04 - Tariffs - Adoption, mainly on boat cleaning fees set at \$20 for non-residents, which she considers too expensive;

(10:20)  
8. She asks whether Knowlton Marina and Camping des Érables employees will be responsible for checking that boat owners have their wash certificates;

**LARRY INGOLD**

(13:32)  
9. He asked for clarification on point 3.1.3.6 Awarding of contract - Long-term pumping test - Exploratory drilling;

**ALICIA SOUTHALL**

(15:24)  
10. She asked a second question concerning item 4. 2019-2024 TECQ program, presented at the special meeting of March 20, 2025;

(16:59)  
11. She asked whether we had insurance cover for the work carried out by the Town;

**MEGAN SELINE**

(19:12)  
12. She asks if heavy vehicles are allowed on Bondville Road at the corner of Mill Road;

**ODILE ROBICHAUD**

(20:33)  
13. She wants to know if the sidewalk extension project from Knowlton Road to Victoria Street will be carried out soon;

**GILBERT LALIBERTÉ**

(22:12)

14. A resident of Montagne Street, he asked how to go about requesting a speed reduction on this street;

LARRY INGOLD

(26:33)

15. He asks whether the Town has a by-law or policy concerning the storage of toxic materials;

CAMIL LUSSIER

(29:30)

16. He asked about the possibility of improving the visibility of the signs concerning boat cleaning. Last year, several people failed to notice the signs, which were deemed too small.

3. ADMINISTRATION / LEGISLATION

3.1. ADMINISTRATION

2025-04-077

3.1.1. Accounts payable and lists of cheques issued

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

THAT the Council approve the following lists:

- Accounts payable: 1 084 924,22\$
- Cheques issued # 2025-04: 275 892,86\$

ADOPTED

3.1.2. Progress reports, invoices and miscellaneous expenses

3.1.2.1. Progressive settlements

2025-04-078

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

WHEREAS the request for payment of progressive settlement #4 (invoice #332) from Athena Construction Inc. in the amount of **\$86,376.18**, 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 four (4) change orders in the amount of **\$12,397.41**:

- DC-03 Excavation for an electrical trench: \$4,098.25
- DC-04 Concrete accelerator: \$179.36

- DC-05 Plumbing modification: \$3,836.40
- DC-06 Concrete heating, winter period: \$4283.40

WHEREAS the payment recommendation of Marc-André Boivin, Director - Technical Services, to pay this progressive statement with change directives;

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

THAT the Council authorize the payment of progressive settlement #4 (invoice #332) to Athena Construction Inc. in the amount of **\$86,376.18**, taxes included, for work performed in execution of contract AO VLB2024-01 - Sanitary block - Carke Terrace, including change directives DC-3 to DC-6, 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 parking lot at Carke Terrace, repayable over a period of twenty (20) years.

ADOPTED

3.1.2.2. Invoices and miscellaneous expenses

2025-04-079 3.1.2.2.1. Bill payment - Ministère des Finances - Sûreté du Québec - 2025

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

THAT the Council authorize the expenditure of **\$2,716,129.00** as payment of invoice 108165 to the Minister of Finances du Québec for Sûreté du Québec (SQ) services for the year 2025;

THAT the Council authorize the payment of this amount to the Minister of Finance in accordance with the following terms and conditions:

- i) one (1) cheque in the amount of **\$1,358,065.00**, as a first instalment, the cheque to be issued no later than June 30, 2025;

ii) one (1) cheque in the amount of **\$1,358,064.00**, as a second instalment, the cheque to be issued no later than October 31, 2025.

ADOPTED

3.1.3.            **Agreements, contracts and authorities**

2025-04-080        3.1.3.1.        **Awarding of contract - VLB2025-03 - Resurfacing of various streets**

WHEREAS            call for tenders VLB2025-03 for the resurfacing of various streets on the territory;

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

Bidders	Price (taxes included)
Groupe Colas Québec inc.	Option A: \$704,745.56 Option B: \$902,149.70 Option C: \$988,785.00
Pavage Maska inc.	Option A: \$708,898.67 Option B: \$997,378.87 Option C: \$1,074,167.37
Eurovia Québec Construction inc.	Option A: \$615,673.99 Option B: \$858,752.07 Option C: \$931,809.14

WHEREAS            the lowest compliant bid is that of Eurovia Québec Construction inc. in the amount of **\$931,809.14** (Option C), taxes included;

WHEREAS            the recommendation of Robert Daniel, Assistant Director, to accept the bid submitted by Eurovia Québec Construction inc. under Option C;

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

THAT                the Council award the contract for the resurfacing of various streets to Eurovia Québec Construction inc. in the amount of **\$931,809.14**, Option C, taxes included;

THAT                that the same amount be appropriated to pay this expense, to be financed from the Town's road surplus (accounting item #59-131-00-000).

ADOPTED

2025-04-081      3.1.3.2.      **Awarding of contract - VLB2025-04 - Professional engineering services - Upgrading of Bailey station and Spring Hill reservoir**

WHEREAS                    call for tenders VLB2025-04 - Professional engineering services - Upgrading of Bailey station and Spring Hill reservoir;

WHEREAS                    two (2) bids were received and two (2) bids qualified under this call for tenders, the final score and ranking of which were established by a selection committee appointed for this purpose based on a weighted evaluation:

Bidders	Final score	Rank
GBI Experts-conseils inc.	2.11	1
Pluritec	1.86	2

WHEREAS                    the lowest compliant bid was submitted by GBI Experts-conseils inc. in the amount of **\$602,239.05**, taxes included;

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

THAT                            the Council award contract VLB2025-04 - Engineering professional services - Upgrading of Bailey station and Spring Hill reservoir to GBI Experts-conseils inc. and authorize the expenditure of **\$602,239.05**, taxes included;

THAT                            that the same amount be allocated to this expense, to be financed from the financial reserve for water (accounting item #59-141-00-000).

*ADOPTED*

2025-04-082      3.1.3.3.      **Awarding of contract - VLB2025-05 - Supply of crushed stone**

WHEREAS                    the call for tenders VLB2025-05 for the supply of crushed stone for the 2025 and 2026 seasons;

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

Bidders	Price (taxes included)	Approximate price depending on quantities, including transport (taxes included)
Normand Jeanson Excavation inc.	1 516 721,46\$	2 440 430,61\$
Groupe Colas Québec inc.	1 707 358,63\$	2 753 250,57\$
Construction DJL inc.	1 721 681,64\$	2 335 962,02\$

- WHEREAS

the lowest compliant bid is that of Normand Jeanson Excavation inc. in the amount of \$1,516,721.46, taxes included;
- WHEREAS

the call for tenders provides for an analysis by the Town of the cost of transporting the material from the bidder's warehouse as part of the calculation;
- WHEREAS

the bid analysis report prepared by Jean-Philippe Roy, Division Manager - Public Works, and his recommendation to award the contract to **Construction DJL inc.** as the lowest compliant bidder, including transportation costs;

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

- THAT

Council award Construction DJL inc. the two (2)-year contract for the supply of crushed stone in the amount of **\$1,721,681.64**, taxes included.

ADOPTED

2025-04-083

3.1.3.4. Awarding of contract - VLB2025-06 - Culvert replacement - Victoria Street

- WHEREAS

call for tenders VLB2025-06 for the replacement of a culvert on Victoria Street;
- WHEREAS

the Town received the following six (6) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Excavations Gagnon et Frères inc.	474 069,28\$
ACI Bridges and Structures inc.	468 868,05\$



Excavation St-Pierre et Tremblay inc.	434 201,88\$
Excavation Dominic Carey inc.	476 218,13\$
Bertrand Ostiguy inc.	390 915,00\$
EW Excavation (3102-0936 Québec inc.)	458 996,62\$

- WHEREAS
- the lowest compliant bid is that of Bertrand Ostiguy inc. in the amount of **\$390,915.00**, taxes included;
- WHEREAS
- the approval of technical compliance by the consultant, Services EXP;
- WHEREAS
- the recommendation of Laura Lee, Division Manager - Technical Services, to accept the bid submitted by Bertrand Ostiguy inc;

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

- THAT
- the Council award the contract for the replacement of a culvert on Victoria Street to Bertrand Ostiguy inc. in the amount of **\$390,915.00**, taxes included;
- THAT
- that the same amount be appropriated to pay this expense, to be financed from the Town's road surplus (accounting item #59-131-00-000).

ADOPTED

2025-04-084

3.1.3.5.

**Awarding of contract - Professional services - Supervision - Sidewalk rehabilitation project - Victoria Street**

- WHEREAS
- the sidewalk repair work on Victoria Street and the need to monitor the work;
- WHEREAS
- the Town requested four (4) bids and received the following three (3) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Côté-Jean et associés	85 225,22\$
Laurence team	89 703,50
Les Services EXP inc.	94 279,50\$

- WHEREAS
- the lowest compliant bid is that of Côté-Jean et associés in the amount of **\$85,225.22**, taxes included;
- WHEREAS
- the recommendation of Marc-André Boivin, Director of Technical Services, to accept the bid submitted by Côté-Jean et associés;

It is  
Suggested by Shelley Judge  
Seconded by Lee Patterson  
And unanimously resolved by voice vote

- THAT the Council award Côté-Jean et associés the contract for work supervision in connection with sidewalk repairs on Victoria Street in the amount of **\$85,225.22**, taxes included;
- THAT to pay this expense, the amount of the grant from the Municipal Infrastructure Program for Seniors as per the agreement of March 15, 2024, the latter being paid in cash by the provincial government and representing a maximum of \$100,000;
- THAT that the amount of the grant from the Programme d'aide financière du Fonds de la sécurité routière-2024-2025 under agreement PAFFSR\_20240112-109, paid in cash by the provincial government and representing a maximum of \$340,580, be used to pay this expense.
- THAT the amount of the grant from the Programme d'aide financière au développement des transports actifs dans les périmètres urbains (TAPU) - 2024-2025 under agreement NCQ78783, paid in cash by the provincial government and representing a maximum of \$449,182, be used to pay this expense.
- THAT that the balance of the unsubsidized amount be allocated from the Town of Brome Lake's unrestricted surplus (account 59-111-00-000) to cover this expense.

ADOPTED

2025-04-085      3.1.3.6.      **Awarding of contract - Long term pumping test -  
Exploratory drilling**

- WHEREAS a long-term pumping test has been recommended to evaluate the exploratory well on Mill Rd;
- WHEREAS the Town requested three (3) bids and received the following bid in connection with the awarding of this contract:

Bidders	Price (taxes included)
LNA - Hydrogeology/Environment	33 369,19\$

- WHEREAS the bid received from LNA in the amount of **\$33,369.19**, taxes included, is responsive;

WHEREAS the recommendation of Marc-André Boivin, Assistant Director of Technical Services, to accept LNA's bid;

*It is  
Suggested by Patrick Ouvrard  
Seconded by Shelley Judge  
And unanimously resolved by voice vote*

THAT Council award LNA the contract for a long-term pumping test to evaluate the exploratory well on Mill Road, in the amount of **\$33,369.19**, taxes included.

ADOPTED

**2025-04-086      3.1.3.7.      Awarding of contract - Brome Lake Bathymetry**

WHEREAS the Council wishes to proceed with the production of a bathymetric map of Brome Lake;

WHEREAS the Town requested three (3) bids and received the following two (2) bids for the awarding of this contract:

Bidders	Price (taxes included)
Geogrid	30 468,38\$
AGG Bathymetry	36 424,08\$

WHEREAS the lowest compliant bid is that of Geogrid in the amount of **\$30,468.38**, taxes included;

WHEREAS the recommendation of Anaïs Renaud, environmental consultant, to accept Geogrid's bid;

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

THAT the Council award Geogrid the contract to produce a bathymetric map of Brome Lake in the amount of **\$30,468.38**, taxes included.

ADOPTED

**2025-04-087      3.1.3.8.      Awarding of contract - Natural environment conservation plan**

WHEREAS the Council wishes to proceed with the realization of a wetlands conservation plan on the territory of Brome Lake;

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)
Appalachian Corridor	35 733,50\$
Habitat	70 652,14\$
Bureau d'écologie appliqué	34 762,69\$

WHEREAS the lowest bid was submitted by Bureau d'écologie appliqué in the amount of \$34,762.69, taxes included;

WHEREAS the recommendation of Anaïs Renaud, environmental consultant, to accept the bid from **Corridor appalachien** for several reasons, including better knowledge of the environment and compliance with the deliverables and items requested;

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

THAT the Council award Corridor Appalachien the contract to develop a wetlands conservation plan for the Brome Lake area in the amount of **\$35,733.50**, taxes included.

ADOPTED

2025-04-088      **3.1.3.9.      Awarding of contract - Cold Creek Mobility Area**

WHEREAS the Council wishes to proceed with a study on the mobility space of Cold Creek;

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

Bidders	Price (taxes included)
Avizo Experts-Conseils	14 567,33\$

WHEREAS the bid received from Avizo Experts-Conseils in the amount of **\$14,567.33**, taxes included, is in conformity;

WHEREAS the recommendation of Anaïs Renaud, environmental council, to accept the bid submitted by Avizo Experts-Conseils;

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

THAT the Council award Avizo Experts-Conseils the contract for a study of the mobility space of Cold Creek in the amount of **\$14,567.33**, taxes included;

THAT that the same amount be appropriated from the Town of Brome Lake's unrestricted surplus (account 59-111-00-000) for the payment of this expense.

ADOPTED

2025-04-089      3.1.3.10.      **Awarding of contract - Purchase of pay charging stations (HDV and Garage)**

WHEREAS the Town has acquired electric vehicles and must proceed with the purchase and installation of charging stations at Town Hall and the municipal garage;

WHEREAS the Town requested two (2) bids and received the following two (2) bids in connection with the awarding of this contract:

Bidders	Price (taxes included)
Lumen	23 070,31\$
Westburne	22 020,59\$

WHEREAS the lowest compliant bid was submitted by Westburne in the amount of **\$22,020.59**, taxes included;

WHEREAS the recommendation of Caroline Cusson, Director of Finance and Treasury, to accept Westburne's bid;

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

THAT Council award Westburne the contract for the purchase and installation of charging stations at Town Hall and the municipal garage in the amount of **\$22,020.59**, taxes included;

THAT that the same amount be appropriated for payment from the Green Fund surplus (accounting item #59-131-00-000).

ADOPTED

2025-04-090      3.1.3.11.      **Signing authority - Expropriation - Victoria Street - lot 5 033 848 - Construction of a fire station and emergency measures center**

WHEREAS the proposed construction of a fire station and emergency measures center on Victoria Street;

WHEREAS the Town wishes to acquire part of lot 5 033 848 of the cadastre of Quebec, registration division of Brome, covering an area of approximately 8,300 square metres (hereinafter referred to as the "Property") for this project;

WHEREAS the Town wishes to acquire the immovable for public utility purposes, namely for the construction of a fire station and emergency measures center on the territory of Town of Brome Lake;

WHEREAS the history of over-the-counter negotiations, without any admission;

WHEREAS the Town has the power to expropriate under Section 570 of the *Cities and Towns Act* (RLRQ, c. C-19), notably by appropriating any immovable required for municipal purposes;

*It is  
Suggested by Richard Burcombe  
Seconded by Lucy Gagnon  
And unanimously resolved by voice vote  
Vote (7 for, 0 against)  
The mayor exercising his right to vote*

THAT the Council authorize the acquisition from the owner, by mutual agreement or by the introduction of expropriation procedures, of the immovable designated as part of lot 5 033 848 of the cadastre of Quebec, registration division of Brome, with a surface area of approximately 8,300 square metres, for the purpose of building a fire station and emergency measures center;

THAT the Council authorize the administration to mandate the law firm Cain Lamarre s.e.n.c.r.l. to undertake on behalf of the Town all procedures required for the expropriation, including, but not limited to, the preparation of a notice of expropriation, representation before the Tribunal administratif du Québec, section des affaires immobilières, with respect to all measures, whether principal, incidental or accessory to the present file, including, where applicable, the presentation before the Superior Court of Quebec of a motion for contestation pursuant to sections 17 and following of the *Act respecting expropriation* (RLRQ, c. E-25);

THAT the Council authorize the General Manager, Assistant General Manager or Clerk to appoint any other professional required to implement this resolution;

THAT Council authorize the Town to appropriate the funds necessary to carry out the purposes of this resolution from the accumulated surplus and authorize the Town's Director General and Treasurer to pay an amount up to the indemnity to be established in the appraisal report subsequently submitted by a firm of chartered appraisers or any private agreement, for the acquisition

of said property from the owner and his representatives, if any.

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, any agreement or notarized deed concerning the Town's acquisition of the necessary rights to the property described above in order to carry out this project, as well as any document required to give full effect to the present resolution.

ADOPTED

2025-04-091      3.1.3.12.      **Signing authority - Art de Vivre project - Transfer of streets and infrastructures**

WHEREAS the Memorandum of Understanding between the developer and the Town for the Faubourg Lac-Brome residential project (Art de Vivre);

WHEREAS the conditions are met for the transfer to the Town of lots 6 259 496, 6 259 466, 6 259 497, 6 319 345, 6 360 294, 6 259 483, and 6 259 498, including the municipal sewer and aqueduct infrastructures on said lots;

WHEREAS the recommendation of Marc-André Boivin, Assistant Director - Technical Services, to accept the transfer of these seven (7) lots;

*It is  
Suggested by Patrick Ouvrard  
Seconded by Pierre Laplante  
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 deeds of transfer of lots 6 259 496, 6 259 466, 6 259 497, 6 319 345, 6 360 294, 6 259 483, and 6 259 498, including the municipal sewer and aqueduct infrastructures on said lots, as well as any other document necessary to give full effect to this resolution;

THAT this resolution is subject to the following conditions:

i) confirmation from the Town's Public Works Department that the current owner has carried out all the work required under the memorandum of understanding to bring the roads to be acquired into compliance;

ii) confirmation of payment by the current owner of the Town's invoice for quality control services in accordance with the memorandum of understanding.

ADOPTED

2025-04-092      3.1.3.13.      **Signing authority - Transport adapté pour nous Inc.**

- WHEREAS      the Town of Brome Lake accepts that the Town of Waterloo act as mandatary for the management of paratransit services for all municipalities served by Transport adapté pour nous Inc;
- WHEREAS      the Town of Brome Lake accepts to adhere to the paratransit system and entrusts Transport adapté pour nous Inc. as a delegated organization, with the responsibility of organizing paratransit services throughout the territories of the municipalities it serves since 1989;
- WHEREAS      Transport adapté pour nous Inc. uses external suppliers, such as cab companies, to provide service;
- WHEREAS      Town of Brome Lake has reviewed the budget estimates for the years 2025, 2026 and 2027;
- WHEREAS      Town of Brome Lake has reviewed the transportation and development plan for paratransit services for the years 2025, 2026 and 2027;
- WHEREAS      Town of Brome Lake has reviewed the fee schedule in the Transportation and Service Development Plan for the years 2025, 2026 and 2027;
- WHEREAS      Town of Brome Lake is in agreement with the surplus reinvestment plan as part of the 2025-2027 Transportation and Service Development Plan;
- WHEREAS      Town of Brome Lake expects to contribute \$32,186 to paratransit services in 2025;
- WHEREAS      Town of Brome Lake plans to contribute \$37,204 to paratransit services in 2026;
- WHEREAS      Town of Brome Lake expects to contribute \$36363 to paratransit in its current form in 2027;
- WHEREAS      the paratransit service made 13,587 trips in 2024 and plans to make 14,200 in 2025, 14,900 in 2026 and 15,600 in 2027;
- WHEREAS      the Paratransit Support Program 2025-2027 - Volet 1 requires the adoption of a resolution containing the information necessary for the Ministère des Transports et de la Mobilité durable to make a decision;

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

THAT      the Town of Brome Lake is in agreement with the budget forecasts, the transportation and development plan for



paratransit services and the fare schedule set out in the plan, for the years 2025, 2026 and 2027;

THAT Town of Brome Lake agrees to respect the eligibility criteria of the Paratransit Support Program 2025-2027;

THAT the Town of Brome Lake undertake to confirm to the Ministère des Transports et de la Mobilité durable the overall commitment of the municipalities served by Transport adapté pour nous Inc. to contribute financially a minimum of 20% of the annual operating budget;

THAT Town of Brome Lake apply to the Ministère des Transports et de la Mobilité durable for a basic financial contribution under the Paratransit Support Program - Component 1, in the amount of \$295,360 for 2025, \$319,605 for 2026 and \$344,760 for 2027;

THAT Town of Brome Lake add to this basic subsidy a specific allowance for out-of-territory travel and long-distance runs, where applicable;

THAT the Council authorize General Manager Gilbert Arel to sign all documents necessary to give full effect to the present resolution;

THAT Town of Brome Lake forward a copy of this resolution to Transport adapté pour nous Inc. who will forward all resolutions from participating municipalities to the Ministère des Transports et de la Mobilité durable.

ADOPTED

2025-04-093

3.1.3.14.

**Signing authority - Promotional agreement - Radio communautaire CIDI 99.1**

WHEREAS the offer of services from community radio station CIDI 99.1 for the production of promotional capsules to publicize events organized by the Town;

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

THAT the Council approve the Promotional Agreement with community radio station CIDI 99.1;

THAT the Council authorize the payment of **\$11,497.49**, taxes included, for the production of promotional capsules for the year 2025 in accordance with the Promotional Agreement;

THAT Council authorize Mayor Richard Burcombe and Director General Gilbert Arel to sign, for and in the name of the Town, the Promotional Agreement with community radio station CIDI 99.1 for the production of

promotional capsules for the year 2025, as well as all documents necessary to give full effect to the present resolution.

ADOPTED

**3.1.4. Human resources**

**2025-04-094 3.1.4.1. Permanence - Marie-Eve Morency**

WHEREAS resolution 2024-08-221;

WHEREAS the recommendation of the Director of Communications and Citizen Relations, Ghyslaine Forcier, concerning the tenure of Ms. Marie-Eve Morency under the terms and conditions associated with a tenure in the position of *Communications Officer*;

*It is  
Suggested by Patrick Ouvrard  
Seconded by Shelley Judge  
And unanimously resolved by voice vote*

THAT the Council confirm, effective March 9, 2025, the tenure of Ms. Marie-Eve Morency under the terms and conditions associated with tenure in the position of *Communications Officer*.

ADOPTED

**2025-04-095 3.1.4.2. Permanence - Darren McJannet**

WHEREAS resolution 2024-10-282;

WHEREAS the recommendation of Nicholas Brien, Acting Director of the Recreation, Tourism, Culture and Community Life Department, concerning the tenure of Mr. Darren McJannet under the terms and conditions associated with a tenure in the position of *Caretaker*;

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

THAT the Council confirm, effective April 7, 2025, the tenure of Mr. Darren McJannet under the terms and conditions associated with tenure as *Caretaker*.

ADOPTED

**3.1.5. Miscellaneous**

**2025-04-096 3.1.5.1. Long-Term Debt and Accumulated Surplus Management Policy - Adoption**

- WHEREAS the Town Council and Town managers of Brome Lake must place a high priority on the financial management of the Town;
- WHEREAS the implementation of a long-term debt and accumulated surplus management policy is an essential tool for controlling the Town's level of indebtedness and ensuring sufficient reserves to deal with exceptional or unforeseen situations;
- WHEREAS the Treasurer's presentation of the draft *Policy on the Management of Long-Term Debt and Accumulated Surplus* at the March 3, 2025 regular Council meeting, followed by a question period reserved for this subject;

*It is  
Suggested by Richard Burcombe  
Seconded by Louise Morin  
And unanimously resolved by voice vote  
Mayor Burcombe exercising his right to vote*

- THAT Council adopt the *Long-Term Debt and Accumulated Surplus Management Policy*.

ADOPTED

2025-04-097      3.1.5.2.      **Hydro-Québec - Brome substation and power line construction project**

- WHEREAS Hydro-Québec's Plan de modernisation du réseau électrique de l'Estrie ;
- WHEREAS this Plan calls for the construction of a new substation and feeder line for the Brome project;
- WHEREAS the location of the Brome substation has not yet been determined, but it is highly probable that it will be located at the intersection of the Towns of Sutton, Brome and Brome Lake;
- WHEREAS a 120 KV high-voltage supply line will have to be built to access this new substation;
- WHEREAS Hydro-Québec is currently proposing two routes for this power line: the SOUTH line, which begins at Cowansville, and the NORTH line, which begins at Brigham;
- WHEREAS the SUD feeder is preferred by Hydro-Québec for economic and technical reasons ;
- WHEREAS the SOUTH feeder line is also preferred by Town of Brome Lake as it has the least negative impact on the bucolic landscapes and interests of Brome Lake;

*It is  
Suggested by Shelley Judge  
Seconded by Patrick Ouvrard  
And unanimously resolved by voice vote*

THAT the Council declare to Hydro-Québec that Town of Brome Lake prefers the SOUTH corridor for the supply line and asks Hydro-Québec to advise the parties concerned of this position;

THAT a copy of this resolution be sent to the Brome-Missisquoi MRC, the municipalities of Brome, Dunham, Sutton, Cowansville and Brigham, Hydro-Québec's Direction des affaires régionales et des collectivités, the Brome-Missisquoi MNA, Isabelle Charest, and Hydro-Québec's community relations advisor for the Estrie and Montérégie regions, Ève-Marie Jodoin, who is responsible for planning the Brome substation and feeder construction project.

*ADOPTED*

**2025-04-098      3.1.5.3.      Support for the regional hiking trail policy in the Eastern Townships**

WHEREAS hiking trails in the Eastern Townships are infrastructures that provide access to nature and the landscape for the region's residents and visitors;

WHEREAS the increased importance of these four-season infrastructures in a context of climate change, by promoting healthy lifestyles and strengthening reconnection with nature;

WHEREAS hiking trails are likely to come under considerable pressure in a context of climate change;

WHEREAS hiking trails developed, maintained and used in a responsible and sustainable manner contribute to land conservation and the resilience of living environments;

WHEREAS the Conseil Sport Loisir Estrie (CSLE) and Les Sentiers de l'Estrie (SE) have coordinated a regional consultation project leading to the development of a regional hiking trail policy for the Estrie region (Regional Policy);

WHEREAS all the MRCs of the Eastern Townships have supported this regional policy, including the MRC of Brome-Missisquoi through resolution no. 456-1024;

WHEREAS the CSLE and the SEs also call on trail managers, municipalities and all other stakeholders to commit to supporting this Regional Policy launched on October 9, 2024;

WHEREAS	the objective of this regional policy is to ensure the presence, sustainability and durability of Estrie's trails, as well as their development;
WHEREAS	this regional policy also aims to take hiking trails into account in land-use planning and development;
WHEREAS	<p>this project, which mobilized various regional stakeholders, helped define a concerted vision and identify six common priority orientations, namely :</p> <ol style="list-style-type: none"><li>1. Trail connectivity</li><li>2. Trail durability</li><li>3. Access to nature</li><li>4. Conservation of natural environments</li><li>5. Responsible development and practices</li><li>6. Collaboration between all players</li></ol>
WHEREAS	the Estrie region is the first in Quebec to adopt a regional hiking trail policy;
WHEREAS	the CSLE, in collaboration with Tourisme Cantons-de-l'Est, is currently coordinating the development of a Regional Hiking Master Plan (Master Plan), to identify actions that will serve to concretize the Regional Policy and its orientations;
WHEREAS	this Master Plan project will include a consultative process to establish regional objectives and define priority actions to be deployed with the collaboration of a variety of partners;
WHEREAS	the Regional Policy and the resulting Master Plan will help facilitate the obtaining of funding for the realization of trail maintenance and development projects in the Brome-Missisquoi region;
WHEREAS	this Regional Policy, and the ensuing Master Plan, will contribute to the implementation of Brome-Missisquoi's Regional Plan for Natural Environments (PRMN), including actions 10, 26, 27, 28 and 30 associated with the conservation of natural environments of interest through the planning of a regional recreational network for access to nature, including hiking trails (Brome-Missisquoi Green and Blue Network project);
WHEREAS	the <i>Plan de mise en valeur des attraits naturels touristiques 2025-2030</i> de Brome-Missisquoi includes action 4.1, which consists of "adopting the Politique régionale des sentiers de randonnée pédestre, encouraging its adoption by municipalities and other trail managers in the MRC, and collaborating on the development of a master plan for hiking trails in the Eastern Townships";

It is  
Suggested by Patrick Ouvrard

Seconded by Lucy Gagnon  
And unanimously resolved by voice vote

- THAT Town of Brome Lake recognizes the importance of hiking trails in the Eastern Townships as infrastructures providing access to nature and the landscape, and promoting healthy lifestyles;
- THAT the Town of Brome Lake support the Estrie Regional Hiking Trails Policy and undertake to collaborate in the development of a regional master plan for hiking trails, identifying actions to concretize the Policy and its orientations, and in its implementation, in keeping with the Town's priorities, responsibilities, territorial realities and means;
- THAT Town of Brome Lake undertake to forward a copy of this resolution to the Brome-Missisquoi MRC and the Conseil Sport Loisirs de l'Estrie.

ADOPTED

2025-04-099      3.1.5.4.      **Bill 93 - An Act respecting, among other things, the transfer of ownership of a Town of Blainville building**

- WHEREAS Bill 93, An Act respecting, among other things, the transfer of ownership of an immovable from the Town of Blainville, was presented to the Quebec National Assembly on February 27 by the Minister of Natural Resources and Forestry, Ms. Maïté Blanchette Vézina;
- WHEREAS the purpose of the bill is to force the transfer to the State of land belonging to the Town of Blainville in order to allow a project for the development and operation of a sixth landfill cell for hazardous materials by the company Stablax ;
- WHEREAS on September 22, 2023, the Bureau d'audiences publiques sur l'environnement (BAPE) considered the project to be premature and recommended that the Minister of the Environment, Climate Change, Wildlife and Parks, Mr. Benoît Charrette, not authorize it in the absence of a complete portrait of residual hazardous materials in Quebec;
- WHEREAS the Town of Blainville, the Thérèse-De Blainville RCM, the CMM, the Union des municipalités du Québec and the Fédération québécoise des municipalités are firmly opposed to the realization of the project on the land covered by the bill;
- WHEREAS the bill provides that no standard enacted by the Town of Blainville, the Thérèse-De Blainville MRC or the CMM in matters of development, urban planning, land use or construction will be applicable to Stablax for its project and for any other incidental intervention required for this project;

WHEREAS the bill constitutes a serious attack on municipal autonomy in matters of land use planning, and its adoption would set a dangerous precedent;

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

WHAT the Town of Brome Lake :

- supports the Town of Blainville in this matter;
- expresses its disagreement with Bill 93, An Act respecting, among other things, the transfer of ownership of a Town of Blainville building;
- reiterates that municipalities are local governments and calls on the Quebec government to respect their jurisdiction over land use planning;
- asks the Quebec government to entrust BAPE with the authority to investigate and hold a public hearing on the current state of affairs regarding the management of residual hazardous materials.

ADOPTED

3.2. LEGISLATION - NOTICE OF MOTION / BY-LAWS

3.2.1. By-laws - Notice of motion/Presentation

3.2.2. By-laws - Adoption

2025-04-100 3.2.2.1. By-law 2025-04 - Tariffs - Adoption

WHEREAS at the Council's regular meeting of February 3, 2025, notice of motion was given, and By-law 2025-04 - By-law amending By-law 2025-02 decreeing the tariff for the financing of certain goods and services for the year 2025, was presented and tabled;

WHEREAS the adoption of By-law 2024-05 - By-law concerning the cleaning of boats on Brome Lake;

WHEREAS By-law 2025-04 provides for tariffs for the issuance of stickers and wash certificates, and that these tariffs must be incorporated into By-law 2025-02;

WHEREAS Council has requested certain changes to the draft by-law following comments from citizens;

WHEREAS a copy of said by-law was delivered to the members of the Council within the time required 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 the by-law are made available for public consultation at the beginning of the meeting;

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

Councillor Lee Patterson abstains from voting

THAT the Council adopt By-law 2025-04 - By-law amending By-law 2025-02 decreeing tariffs for the financing of certain goods and services for the year 2025.

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**

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

**4.3. EXTERIOR MODIFICATION REQUESTS - PIIA**

**2025-04-101 4.3.1. 8, rue Birch, lot #4 266 481, zone URA-12-K15**

Type of application: Addition to a residence - Garage

WHEREAS a request to enlarge a residence by adding an attached garage;

WHEREAS this request consists of rebuilding a new attached garage and adding a vestibule following the demolition of the previous 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-25-018 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 (PIIA-2) concerning a request to extend a residence by adding a attached garage at 8, rue Birch, lot #4 266 481, zone URA-12-K15.

*ADOPTED*

**2025-04-102      4.3.2.      22-36, rue des Bouleaux, lot #6 422 148, zone UC-4-L13**

Type of request: Construction of a multi-family building and an accessory building.

WHEREAS the filing of a request for the construction of a multi-family building consisting of eight (8) dwellings and a shed-type accessory building;

WHEREAS this request is governed by By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically by-law 11 concerning a housing project consisting of three (3) or more dwellings;

WHEREAS resolutions CCU-25-019 and CCU-25-020 of the CCU and its recommendation to accept the requests subject to the submission of a vegetation plan, prepared by a professional, as well as the conformity of the accessory building to current regulations;

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

THAT the Council grant approval number PIIA-11 for the construction of an eight (8) unit multi-family building and a shed-type accessory building at 22-36, rue des Bouleaux, lot #6 422 148, zone UC-4-L13, subject to the submission of a vegetation plan, prepared by a professional, and the compliance of the accessory building with current regulations.

*ADOPTED*

**2025-04-103      4.3.3.      2-16, rue des Bouleaux, lot #6 422 149, zone UC-4-L13**

Nature of request: Modify the layout of a new building

WHEREAS a request to modify the layout of the building and parking lot so that its main façade faces a parking lot shared with the building located at 2-16, rue des Bouleaux;

WHEREAS this request is governed by By-law 601 respecting Site Planning and Architectural Integration Programs (SPAIP), specifically by-law 11 concerning a housing project consisting of three (3) or more dwellings;

WHEREAS resolution CCU-25-021 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 approve the site plan (PIIA) 11 concerning the modification of the building's layout and parking lot so that its main façade overlooks a parking lot shared with the building located at 2-16, rue des Bouleaux, lot #6 422 149, zone UC-4-L13;

THAT this request replaces resolution 2024-10-289 (SPAIP) and renders resolution 2024-12-356 (minor exemption) moot.

ADOPTED

**2025-04-104      4.3.4.      34 Draper Road, Lot #4 601 750, Zone RF-9-P12**

Type of application: Construction on steep slopes

WHEREAS a request for the construction of a main building on a steep slope;

WHEREAS this request is subject to by-law 601 concerning Site Planning and Architectural Integration Programs (SPAIP), specifically SPAIP-9 concerning areas with steep slopes from 30% to less than 50%;

WHEREAS resolution CCU-25-022 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 grant the request for the construction of a main building on a steep slope at 34, chemin Draper, lot #4 601 750, zone RF-9-P12.

ADOPTED

**2025-04-105      4.3.5.      39, rue Victoria, lot #4 266 209, zone UCV-1-K15**

Type of application: Renovation of a commercial building

WHEREAS the filing of a request for the renovation of a commercial building involving the replacement of windows and doors;

WHEREAS this request is subject to By-law 601 respecting Site Planning and Architectural Integration Programs

(SPAIP), specifically the SPAIP-3 concerning commercial and mixed-use buildings and lots;

WHEREAS resolution CCU-25-023 of the CCU and its recommendation to refuse the request;

WHEREAS the applicant has submitted an amended plan with minor modifications to the original plan;

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

Councillor Louise Morin abstains from voting.

THAT the Council approve the site plan for the renovation of a commercial building at 39, rue Victoria, lot #4 266 209, zone UCV-1-K15, and this, in accordance with the plan submitted by the applicant on April 1, 2025.

ADOPTED

**2025-04-106      4.3.6.      60, rue Conférence, lot #4 266 516, zone URA-18-K16**

Type of application: Main building extension

WHEREAS a request to extend the height of a main 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-25-024 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 approve the site plan (PIIA-2) concerning a request to extend the height of a main building at 60, rue Conférence, lot #4 266 516, zone URA-18-K16.

ADOPTED

**2025-04-107      4.3.7.      160 Knowlton Road, lot #4 266 306, zone URA-25-K16**

Type of request: Construction of a balcony

WHEREAS a request to rebuild an existing rear balcony;

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-25-025 of the CCU and its recommendation to accept the request;

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

THAT the Council grant the request to rebuild an existing rear balcony at 160, ch. de Knowlton, lot #4 266 306, zone URA-25-K16.

**ADOPTED**

**2025-04-108      4.3.8.      307 Knowlton Road, lot #3 939 122, zone UV-6-I12**

Nature of request: Installation of a sign

WHEREAS a request to install a perpendicular sign for a 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-25-026 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 installation of a perpendicular sign for a commercial use at 307, ch. de Knowlton, lot #3 939 122, zone UV-6-I12.

**ADOPTED**

**2025-04-109      4.3.9.      1169 Knowlton Road, lot #3 939 811, zone UC-1-M2**

Type of application: Expansion of a commercial building

WHEREAS the filing of a request to enlarge a commercial building;

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

WHEREAS resolution CCU-25-027 of the CCU and its recommendation to refuse the request;

*It is  
Suggested by Lee Patterson  
Seconded by Shelley Judge  
And unanimously resolved by voice vote*

THAT the Council refuse the request for SPAIP-3 concerning the expansion of a commercial building at 1169, ch. de Knowlton, lot #3 939 811, zone UC-1-M2.

ADOPTED

2025-04-110      4.3.10.      **Lots #3 938 724 & 3 938 721, chemin de Bondville, zone UMV-3-H12**

Type of application: Integrated project for the construction of multi-family buildings

WHEREAS the filing of a request for an integrated project for the construction of four (4) multi-family buildings;

WHEREAS this request is subject to the following SPAIP categories:  
  
i) PIIA 2 - Residential building  
ii) PIIA 10 - Integrated project  
iii) PIIA 11 - Residential project of 3 dwellings or more

WHEREAS resolution CCU-25-028 of the CCU and its recommendation to refuse the request, deeming that a 3D drawing is necessary to make a final decision;

WHEREAS the 3D drawing provided by the applicant on April 1, 2025;

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

THAT the Council accept the integrated project request for the construction of four (4) multi-family buildings on lots #3 938 724 & 3 938 721, chemin de Bondville, zone UMV-3-H12, and this, according to the documents submitted and the 3D drawing submitted on April 1, 2025;

THAT the Council accept:  
  
i) PIIA 2 - Residential building  
ii) PIIA 10 - Integrated project  
iii) PIIA 11 - Residential project of 3 dwellings or more

ADOPTED

4.4.      **MINOR VARIANCE REQUESTS**

**2025-04-111**      **4.4.1.**      **lots #3 938 721 & 3 938 724, rue de Bondville, zone UMV-3-H12**

Nature of request: Number of buildings per lot

WHEREAS            the submission of a request for the construction, on the same lot, of four (4) buildings, each containing four (4) dwellings, as part of an integrated project;

                         article 78 of zoning by-law no. 596 requires that each building in an integrated project be located on a separate lot;

WHEREAS            resolution CCU-25-029 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                        THAT Council approve this request for minor exemption and allow the construction of four (4) buildings containing four (4) units each on the same lot as part of an integrated development on lots #3 938 721 & 3 938 724, rue de Bondville, zone UMV-3-H12.

*ADOPTED*

**2025-04-112**      **4.4.2.**      **383, ch. de Knowlton, lots #6 484 809, zone URB-4-K15 & UP-6-K14**

Nature of request: Lot size

WHEREAS            the filing of a request for authorization to construct a building containing six (6) dwellings, on an existing lot with a surface area of 1,077 square metres;

WHEREAS            Section 44 of Subdivision By-law No. 597 requires a minimum lot area of 1,104 square metres in order to permit a building comprising six (6) dwellings;

WHEREAS            the request for the construction of a residential building has not yet been submitted, therefore the processing of the SPAIP is to be scheduled in the near future;

WHEREAS            the requested derogation is considered major due to its impact, insofar as it would be difficult to comply with all applicable standards without resorting to other minor derogations;

WHEREAS            resolution CCU-25-031 of the CCU and its recommendation to refuse the request;

*It is*  
*Suggested by Lee Patterson*  
*Seconded by Pierre Laplante*

*And unanimously resolved by voice vote*

THAT the Council refuse this request for minor exemption so as to allow the construction of a 6-unit residential building on an existing 1,077-square-metre lot at 383, ch. de Knowlton, lot #6 484 809, zone URB-4-K15 & UP-6-K14.

*ADOPTED*

**2025-04-113      4.4.3.      381, ch. de Knowlton, lots #6 484 810, zone URB-4-K15 & UP-6-K14**

Nature of request: Lot size

WHEREAS the filing of a request for authorization to construct a building containing six (6) dwellings, on an existing lot with a surface area of 1,077 square metres;

WHEREAS Section 44 of Subdivision By-law No. 597 requires a minimum lot area of 1,104 square metres in order to permit a building comprising six (6) dwellings;

WHEREAS the request for the construction of a residential building has not yet been submitted, therefore the processing of the SPAIP is to be scheduled in the near future;

WHEREAS even if the exemption appears minor in terms of the small difference in surface area, its effects are major since it changes the nature of the authorized building by allowing the construction of a building with six (6) dwellings instead of the five (5) dwellings authorized by right;

WHEREAS resolution CCU-25-030 of the CCU and its recommendation to refuse the request;

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

THAT the Council refuse the request for minor exemption so as to allow the construction of a building comprising six (6) units on an existing 1,077-square-metre lot at 381, ch. de Knowlton, lot #6 484 809, zone URB-4-K15 & UP-6-K14.

*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

2025-04-114	4.8.1.	<b>SCAOPI - 221 Lakeside Road, lots 4 265 689, 4 265 682 and 4 471 111, zone UREC-3-J16 - Final adoption</b>
		Specific construction, modification or building occupancy permit (SCAOPI) Final adoption
	WHEREAS	Town of Brome Lake has adopted By-law 406 respecting specific construction, alteration or occupancy proposals for an immovable (SCAOPI) and that this by-law is in force;
	WHEREAS	this by-law allows Council to authorize, upon request and under the conditions it determines, a specific construction, alteration or occupancy project for an immovable (SCAOPI);
	WHEREAS	the request for a specific project for the construction, alteration or occupancy of an immovable (SCAOPI) for lots 4 265 689, 4 265 682 and 4 471 111, 221 Lakeside Road, zone UREC-3-J16;
	WHEREAS	the SCAOPI 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 SCAOPI 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 SCAOPI application is made by AKR, acting by proxy on behalf of CNLB;
	WHEREAS	the request includes the following exemptions:
	<b>CONCERNING THE FUTURE AKR LOT</b>	
		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 a width of 13.76 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 67.18 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 CNLB 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, to be perfected by a surveyor's report, 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, to be perfected by a surveyor's report, which constitutes a departure 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, to be perfected by a surveyor's report;

- |         |  |
|---------|--|
| WHEREAS | the applicant has submitted detailed plans and drawings for the architectural style and layout of the project;   |
| WHEREAS | a public consultation meeting was held on January 28, 2025, to explain the project that is the subject of the application and to hear the persons and organizations who wished to express their views on the matter; |
| WHEREAS | the Council has taken cognizance of the questions and comments made by citizens during this consultation, as well as the numerous letters and messages expressing their support for the project;                     |
| WHEREAS | the project meets the evaluation criteria of the SCAOPI by-law;  |

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

WHEREAS on March 3, 2025, Council adopted the second SCAOPI project at 221 Lakeside Road, lots 4 265 689, 4 265 682 and 4 471 111, zone UREC-3-J16, granting the request for authorization to build a boathouse to provide storage for non-motorized boats;

WHEREAS a procedure for receiving requests to hold a referendum was held from March 10 to 24, 2025, and no requests were received;

*It is  
Suggested by Louise Morin  
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 (SCAOPI), the SCAOPI located on lots 4 265 689, 4 265 682 and 4 471 111, at 221 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 this SCAOPI in accordance with the documents submitted by the applicant with the application;

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

**ADOPTED**

2025-04-115

**4.8.2. SCAOPI - 434, chemin de Knowlton, lot 6 491 995, zone URB-2-L14 - Final adoption**

Specific construction, modification or  
building occupancy permit (SCAOPI)  
Final adoption

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

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

WHEREAS	the request for a specific project for the construction, alteration or occupancy of an immovable (SCAOPI) for 434, chemin de Knowlton, lot 6 491 995;
WHEREAS	the SCAOPI is a real estate project involving the construction of one (1) residential building with six (6) rental units;
WHEREAS	the application includes four exemptions: <ul style="list-style-type: none"><li>i) the presence of six (6) dwellings in a building;</li><li>ii) construction of a three (3) storey building;</li><li>iii) construction of a building with a height of 11.13 metres;</li><li>iv) a distance of 4.9 metres between the main building to be constructed and the main building on the neighbouring lot (lot 6 468 328, 436, chemin de Knowlton);</li></ul>
WHEREAS	zone URB-2-L14 is a medium-density zone authorized under zoning by-law 596 : <ul style="list-style-type: none"><li>i) a maximum of four (4) dwellings per building;</li><li>ii) a maximum of two (2) storeys per building;</li><li>iii) a maximum height of 9.75 metres;</li><li>iv) a minimum distance of 9 metres between two main buildings in a master plan;</li></ul>
WHEREAS	the applicant has submitted detailed plans and drawings for the architectural style and layout of the project;
WHEREAS	a public consultation meeting was held on February 27, 2025, to explain the project that is the subject of the application and to hear the persons and organizations who wished to express their views on the subject;
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 SCAOPI by-law;
WHEREAS	the Planning Advisory Committee, by resolution CCU-24-105, recommends acceptance of the SCAOPI;
WHEREAS	a SCAOPI application was approved by the Council in 2021 for the neighbouring lots, namely lot 6 468 328 (436, chemin de Knowlton), lot 6 468 329 (438, chemin de Knowlton) and lot 6 468 330 (440, chemin de Knowlton) for a real estate project that included the construction of three (3) residential buildings of six (6)

rental units in each of the buildings, and this, in an architectural style identical to that proposed in this SCAOPI;

WHEREAS on March 3, 2025, Council adopted the second draft of the SCAOPI at 434, chemin Knowlton, lot 6 491 995, zone URB-2-L14, having the effect of granting the SCAOPI request for the construction of a multi-family building of six (6) dwellings on three (3) storeys;

WHEREAS a procedure for receiving requests to hold a referendum was held from March 10 to 24, 2025, and no requests were received;

*It is  
Suggested by Pierre Laplante  
Seconded by Lee Patterson  
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 (SCAOPI), the SCAOPI at 434, chemin de Knowlton, lot 6 491 995, zone URB-2-L14, for the purpose of granting a request for the construction of a multi-family building consisting of six (6) units on three (3) storeys;

THAT the Council adopt this SCAOPI in accordance with the documents submitted by the applicant with the application;

THAT the Council's approval is strictly conditional on the regulatory compliance of any element not covered by this SCAOPI, particularly with regard to public safety and fire safety;

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

**ADOPTED**

**2025-04-116**

**4.8.3. Environmental Advisory Committee - Nomination**

WHEREAS the vacant seat on the Advisory Committee on the Environment of Ms. Léa-Sam Potvin-Cormier, who has tendered her resignation from the Committee;

WHEREAS the recommendation of Mrs. Louise Morin, Councillor and Chair of the Environmental Advisory Committee, to appoint Mr. Claude Rajotte as a new member of the Committee;

*It is  
Suggested by Louise Morin*

*Seconded by Patrick Ouvrard  
And unanimously resolved by voice vote*

THAT the Council appoint Claude Rajotte as a member of the Environmental Advisory Committee for a one (1) year renewable authority.

*ADOPTED*

**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

Councillor Patrick Ouvrard mentions the following points:

- The fire department responded to 27 incidents in March and 73 so far this year;
- The handover from Allan Bowbrick to new first responder Stéphanie Corbière continues;
- A great deal of work has gone into revising the Schéma de couverture de risques en sécurité incendie.

2025-04-117

**5.2. Annual Report - Revised Fire Safety Cover Plan**

WHEREAS the revised fire safety cover plan of the Brome-Missisquoi MRC came into effect on July 1, 2016;

WHEREAS each municipality must produce an annual report, as prescribed by Section 35 of the *Fire Safety Act*;

WHEREAS in order to facilitate the drafting and compilation of the implementation of the Fire Safety Cover Plan, an Excel file has been developed. This file has seven (7) tabs, namely: Title page, Summary, PI (performance indicator), PMO (implementation plan), Graph (performance indicator in graph form), DSI-2003 and DSI-2003 (vehicle). An eighth tab has been added to the report for municipalities with a fire safety department: Accident-Incident;

WHEREAS the Annual Activity Report 2024, Year 8 has been completed by the Director of the Town's Fire and Public Security Department;

WHEREAS the Town Council of Brome Lake has read the Annual Activity Report 2024, Year 8;

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

THAT the Council adopt the annual activity report 2024, Year 8, in connection with the revised Fire Safety Cover Plan and authorize its transmission to the Brome-Missisquoi MRC. The latter will consolidate all the annual reports of the municipalities in the Brome-Missisquoi MRC and then forward them to the Ministère de la Sécurité publique.

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:

- A number of projects have already begun on the territory, including sidewalk repairs on Victoria Street, pothole repairs and springtime work on some gravel roads.

2025-04-118

6.2. Local Roads Assistance Program - 2024 Surrender

WHEREAS the ministère des Transports has paid the Town compensation under the Programme d'aide à la voirie locale (PAVL) in the amount of \$378,794 for maintenance of the local road network for calendar year 2024, file number 2024-46075-PLR92686;

WHEREAS the compensation distributed to the Town covers the routine and preventive maintenance of local roads 1 and 2 as well as bridge components located on these roads, for which the Town is responsible;

WHEREAS this resolution certifies the amount of \$886,552 disbursed for work performed by the Town on the above-mentioned roads, including an amount of \$313,649 disbursed for summer pavement and safety maintenance and investment work;

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

THAT Town of Brome Lake inform the Ministry of Transport of the use of compensation for the routine and preventive maintenance of local roads 1 and 2, as well as bridge components located on these roads, for which the Town is responsible, in accordance with the objectives of the Programme d'aide à la voirie locale (PAVL) volet entretien du réseau routier local.

ADOPTED

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 mentions the following item:

- On March 3, the Polar Festival attracted an impressive number of participants, despite the intense cold, and he thanks the excellent work of the Leisure Department.

Councillor Lucy Gagnon mentions the following points:

- The community was saddened by the death of Michèle Bazin, a member of the cultural committee and founder of the Knowlton Film Festival;
- The *Win Your Winter Getaway to Brome Lake* contest was a great success, with 472 participants;
- During the summer, *food trucks* will be present in Coldbrook Park every Wednesday;
- *La Grande tablée* will take place on July 11 at Vitalité Sureau and on July 18 at Léon Courville vineyard;
- Some show dates have changed for *Festive Fridays*.

2025-04-119 7.2. Requests for financial contributions

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

THAT the Council authorize the following expenditures as financial contributions to the activities of the following organizations:

- Action communautaire Lac-Brome - Physiotherapy project: \$6,000;
- Knowlton Film Festival - 2025: \$20,000;
- Knowlton Literary Festival: \$12,000

ADOPTED

2025-04-120 7.2.1. Brome Lake Conservation

WHEREAS Council wishes to renew the annual agreement between the Town and the non-profit organization Conservation Lac Brome;

WHEREAS the financial request of **\$70,000** from Conservation Lac Brome;

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

THAT Council authorize a financial contribution of **\$70,000** to Conservation Lac Brome;

THAT the Council mandate Mayor Richard Burcombe and Director General Gilbert Arel to sign, for and in the name of the Town, the 2025 annual agreement with Brome Lake Conservation, as well as any other document required to give full effect to the present resolution.

**ADOPTED**

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

**8. LOCAL ECONOMY**

**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:**

**BERNARD LEFEBVRE**

**(00:00)**

**17.** At the meeting organized by Hydro-Québec, in connection with item 3.1.5.2 Hydro-Québec - Brome substation and power line construction project, he commented that he had suggested that Hydro-Québec could cede the land of the former Knowlton substation to the Town;

**(02:21)**

**18.** Concerning item 6.2 Programme d'aide à la voirie locale - Reddition 2024, he inquired whether roadwork on Route 104 would continue;

**(03:51)**

**19.** He enquired about the development of the pathway project from Rue des Bourgeons to Parc des Lions;

**REINE BOISVERT**

**(05:45)**

**20.** She would like an answer to her second question from the first question period (question #8);

**(07:28)**



21. She asked if there was an up-to-date map or publication of tourist attractions;

**ALICIA SOUTHALL**

(08:09)

22. She asked about item 3.1.5.2 Hydro-Québec - Brome substation and power line construction project, specifically, the Town's preferred location;

(12:36)

23. With reference to the extraordinary meeting held on March 20, she asked for details of the amounts to be spent in 2020 and 2021 on the project to build the future fire station;

(14:46)

24. She wondered how the bidders were able to submit their bids for the two calls for tenders for architectural and engineering professional services for the fire station, when the location of the site for construction is not yet known;

(17:25)

25. With regard to the fire in Bolton-Est, she asked if the Town was aware of the locations where hazardous materials are currently stored;

**BRENDA STONE**

(23:46)

26. She wondered whether the day-care center located near the site of the future fire station had been informed of the construction project;

(25:33)

27. She comments on the financial situation of the owner of the buildings at 399 and 401 Knowlton Road and asks whether any plans have been filed in connection with the approved SCAOPI at 401 Knowlton Road;

**CAROLLE LAVOIE**

(27:40)

28. She asked for clarification on the lot number in point 4.3.2. PIIA - 22-36, rue des Bouleaux, lot #6 422 148, zone UC-4-L13.

**2025-04-121 11. ADJOURNMENT OF MEETING**

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

THAT the meeting be adjourned, there being no further business.  
It's 9:13pm.

**ADOPTED**

Richard Burcombe	Owen Falquero
Mayor	Clerk

PROJET – Conseil – 7 avril 2025