

CANADA  
PROVINCE OF QUEBEC  
TOWN OF LAC-BROME

December 2, 2024

**Minutes of the regular meeting of the Town of Brome Lake Council held Monday, December 2, 2024 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, 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.

20 people attend the session.

**1. OPENING**

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

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

**2024-12-335 1.2. Adoption/Modifications to the agenda**

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

THAT agenda be adopted as drafted with the removal of the following items:

- 3.1.3.1 Signing mandate - Art de Vivre project - Transfer of streets and infrastructures;
- 3.1.3.2 Signing authority - Domaine du lac - Transfer of rue Frank-Santerre;
- And the modification of point 3.2.1.3 with the replacement of by-law number 419-1 by number 2025-03.

*ADOPTED*

**2024-12-336 1.3. Approval of the minutes of the meeting of November 4, 2024**

The Mayor and elected officials have received a copy of the minutes of the regular meeting of November 4, 2024;

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

THAT Council approve the minutes of the regular meeting of November 4, 2024

*ADOPTED*

## **2. FIRST QUESTION PERIOD**

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

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

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

##### **BENOIT BOURGON**

**(00:00)**

1. Concerning a press release issued by the Town in October advising the population of brown water in the Bondville sector that could be consumed. The citizen received a copy of the bacterial tests ordered by the town. A test ordered by the citizen revealed a high level of manganese in the water, which is dangerous to health, according to the citizen.

##### **RON GLOWE**

**(07:23)**

2. Mr. Glowe reiterates his request for a 3rd time to repair the potholes on rue de la Pointe Fisher. They are getting bigger and bigger and will be a problem this winter during snow removal.

##### **MEGAN SELENNE**

**(08:17)**

3. Asks if the Town has any plans to increase the number of housing units for the elderly.

##### **FRANÇOISE CLÉMENT**

**(11:51)**

4. She is distressed to see apartment blocks, including those in front of the IGA, located so close to the road, which affects the town's rural spirit, and wonders why the Town accepted such a project.

##### **BENOIT BOURGON**

**(17:26)**

5. He disagrees with the Town's statement that it could not intervene with the construction of the buildings mentioned by Ms. Clément because of the absence of a PIIA in this zone. He asserts that Council has the power to refuse construction if it does not consider the architectural style to be appropriate.

## **3. ADMINISTRATION / LEGISLATION**

### **3.1. ADMINISTRATION**

2024-12-337	<b>3.1.1. Accounts payable and lists of cheques issued</b>	
	<i>It is Suggested by Shelley Judge Seconded by Pierre Laplante And unanimously resolved by voice vote</i>	
	THAT	the Council approve the following lists:
	<ul style="list-style-type: none"><li>• Accounts payable: \$872,441.21</li><li>• Cheques issued #2024-12: \$1,330,243.72</li></ul>	
	<i>ADOPTED</i>	
	<b>3.1.2. Progress reports, invoices and miscellaneous expenses</b>	
	<b>3.1.2.1. Progressive settlements</b>	
	<b>3.1.2.2. Invoices and miscellaneous expenses</b>	
	<b>3.1.3. Agreements, contracts and mandates</b>	
	<b>3.1.3.1. Signing mandate - Intermunicipal agreement with Village of Brome concerning cost sharing of fire protection services</b>	
2024-12-338	WHEREAS	Town of Brome Lake and the Village of Brome have initiated discussions concerning the advisability of negotiating an intermunicipal agreement between the Town of Brome Lake and the Village of Brome concerning the sharing of costs for the fire protection service;
	WHEREAS	the recommendations of Robert Daniel, Assistant Director General, and Kevin Robinson, Director of the Fire and Public Security Department, to sign an agreement for a period of five (5) years, from 2025 to 2030;
	<i>It is Suggested by Patrick Ouvrard Seconded by Pierre Laplante And unanimously resolved by voice vote</i>	
	THAT	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 <i>Intermunicipal Agreement between the Town of Brome Lake and the Village of Brome concerning the sharing of costs for the fire protection service</i> , as well as all necessary documents to give effect to this resolution.

ADOPTED

2024-12-339

3.1.3.2.

Signing mandate - Intermunicipal agreement with Village of Brome concerning cost sharing of first responder service

WHEREAS

Council has given its approval to the Town administration to sign an agreement with the Village of Brome for the sharing of costs of the fire protection service for the period 2025-2030;

WHEREAS

the two municipalities also wish to sign an agreement concerning the sharing of costs for the first responder service for the period 2025-2030;

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

THAT

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 *Intermunicipal Agreement between the Town of Brome Lake and the Village of Brome concerning the sharing of costs for the first responder service*, as well as all necessary documents to give effect to this resolution.

ADOPTED

2024-12-340

3.1.3.3.

Awarding of contract - Purchase of two pumps - PP4 pumping station

WHEREAS

Council wishes to purchase two (2) pumps for the wastewater pumping station (PP4) located on Warren Street;

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)
Pompex (with mechanical GBI)	\$81,097.87
Les Pompes R. Fontaine	\$55,966.38

WHEREAS

the lowest compliant bid was submitted by Les Pompes R. Fontaine in the amount of **\$55,966.38**, taxes included;

WHEREAS

the recommendation of Laura Lee, Chief - Technical Services, to accept the bid submitted by Les Pompes R. Fontaine;

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

THAT Council award Les Pompes R. Fontaine the contract for the purchase of two (2) pumps for the wastewater pumping station (PP4), located on Warren Street, in the amount of **\$55,966.38**, taxes included.

*ADOPTED*

**2024-12-341      3.1.3.4.      Awarding of contract - Purchase of two pumps - PP17 pumping station**

WHEREAS Council wishes to purchase two (2) pumps for the wastewater pumping station (PP17) located in the Jolibourg sector;

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

Bidders	Price (taxes included)
Pompex	\$40,496.49

WHEREAS the bid submitted by Pompex in the amount of **\$40,496.49**, taxes included, is responsive;

WHEREAS the recommendation of Laura Lee, Chief - Technical Services, to accept the bid submitted by Pompex;

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

THAT Council award Pompex the contract for the purchase of two (2) pumps for the wastewater pumping station (PP17), located in the Jolibourg sector, in the amount of **\$40,496.49**, taxes included.

*ADOPTED*

**2024-12-342      3.1.3.5.      Contract award - Self-service boat cleaning station**

WHEREAS following the adoption of By-law 2024-05 concerning boat cleaning, Council wishes to improve this service with the purchase of a self-service boat cleaning station;

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

Bidders	Price (taxes included)
Ozéro solutions	\$42,281.25

WHEREAS the bid submitted by Ozéro solutions in the amount of **\$42,281.25**, taxes included, is responsive;

WHEREAS this quote includes the cleaning station, mast, kayak rack, delivery, exterior signage, installation and training;

WHEREAS the recommendation of Anaïs Renaud, environmental consultant, to accept the bid from Ozéro solutions;

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

THAT Council award the contract for the purchase of a self-service boat cleaning station to Ozéro solutions in the amount of **\$42,281.25**, taxes included.

ADOPTED

**2024-12-343      3.1.3.6.      Awarding of contract - Purchase of a pickup truck**

WHEREAS Council approves the purchase of a pick-up truck for the Public Works and Technical Services Department;

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

Bidders	Price (taxes included)
Val Estrie Ford Ford F-150 XL 2023	\$57,473.70
St-Jérôme Chevrolet GMC Sierra 1500 2024	\$78,009.39
Ford Léveillé Ford F-150 XLT 2023	\$59,735.26

WHEREAS the lowest compliant bid was submitted by Val Estrie Ford in the amount of **\$57,473.70**, taxes included;

WHEREAS the recommendation of Jean-Philippe Roy, Public Works Manager, to accept the bid submitted by Val Estrie Ford;

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

THAT Council award Val Estrie Ford the contract for the purchase of a Ford F-150 XL 2023 pickup truck in the amount of **\$57,473.70**, taxes included.

*ADOPTED*

**2024-12-344      3.1.3.7.      Awarding of contract - Purchase of an electric vehicle**

WHEREAS Council approves the purchase of an electric vehicle for the Public Works and Technical Services Department;

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

Bidders	Price (taxes included)
Occasion Beaucage Sherbrooke Subaru Solterra 2023	\$41,385.25
Deragon Ford Hyundai IONIQ 2022	\$42,522.35
Kia de Sherbrooke EV6 2023	\$43,561.73

WHEREAS the lowest compliant bid was submitted by Occasion Beaucage Sherbrooke in the amount of **\$41,385.25**, taxes included;

WHEREAS the recommendation of Jean-Philippe Roy, Public Works Manager, to accept the bid submitted by Occasion Beaucage Sherbrooke;

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

THAT Council award the contract for the purchase of one Subaru Solterra 2023 electric vehicle to Occasion Beaucage Sherbrooke in the amount of **\$41,385.25**, taxes included.

*ADOPTED*

**3.1.4.      Human resources**

**2024-12-345      3.1.4.1.      Hiring - Recreation and Infrastructure Coordinator**

WHEREAS the position of *Recreation and Infrastructure Coordinator* in the Recreation, Tourism, Culture and Community Life Department is vacant;

WHEREAS the Council's desire to fill this position;

WHEREAS the position was posted in October 2024;

WHEREAS the elected officials have examined the recommendations of the Acting Director of Recreation, Tourism, Culture and Community Life, Nicholas Brien, and of the Human Resources Advisor, Alexandra Barré, as well as the terms and conditions of the hiring of Mr. Thomas-Daniel Bergeron to fill this position and declare themselves satisfied;

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

THAT Council authorize the hiring of Thomas-Daniel Bergeron as *Recreation and Infrastructure Coordinator* in the Recreation, Tourism, Culture and Community Life Department, effective December 9, 2024;

THAT the terms and conditions of his employment be in accordance with the Protocol des conditions de travail du personnel non syndiqué of the Town and the terms and conditions agreed to with Mr. Bergeron, of which the Council has taken cognizance and which will be filed in his employee file;

THAT the *Interim* Director of Recreation, Tourism, Culture and Community Life submit to Council his recommendations concerning the permanence of Mr. Bergeron's employment at the end of his six (6)-month probationary period;

THAT the Town's administrative organization chart be modified accordingly.

*ADOPTED*

**2024-12-346      3.1.4.2.      Kevin Robinson - Fire and Public Safety Director - End of probation**

WHEREAS resolution 2024-05-122 appointed Kevin Robinson to the position of Director of the Fire and Public Security Department;

WHEREAS the recommendation of the Assistant General Manager, Robert Daniel, concerning the end of Mr. Robinson's probation;

*It is*



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

THAT Council approve, effective November 27, 2024, the termination of Kevin Robinson's probationary period as Director of the Fire and Public Security Department.

ADOPTED

**3.1.5. Miscellaneous**

**2024-12-347 3.1.5.1. Support - International Volunteer Day**

WHEREAS more than 2.3 million volunteers get involved every day in Quebec;

WHEREAS the Town of Brome Lake recognizes the undeniable impact of this volunteer involvement;

WHEREAS the involvement of these volunteers has a strong impact on the vitality of our community;

WHEREAS the involvement of these volunteers helps ensure a social and human safety net for vulnerable people living on our territory;

WHEREAS in 1985, the United Nations declared December 5 International Volunteer Day;

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

THAT the Town of Brome Lake recognize December 5, 2024, as International Volunteer Day;

THAT the Town of Brome Lake take this opportunity to publicly thank all the volunteers involved in the various organizations on the territory.

ADOPTED

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

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

**3.2.1.1. Notice of motion - By-law 2025-01 - Taxation**

Councillor Lee Patterson gives notice of motion by which he or another member of Council will present for adoption, at the Special Council Meeting of December 16, 2024, By-law 2025-01 By-law imposing general and special property taxes for the year 2025.

The clerk has taken the necessary steps to make the draft by-law available for public consultation before the start of the meeting. The elected officials having received the draft by-law within the statutory time limits, they agree to dispense with its reading.

The draft of this by-law was duly presented and tabled by Mr. Patterson, who mentioned its purpose and scope.

In accordance with the Act, this draft by-law may be amended following its presentation without the need for resubmission.

#### **3.2.1.2. Notice of motion - By-law 2025-02 - Tariffs**

Councillor Lee Patterson gives notice of motion by which he or another member of Council will present for adoption, at the Special Council Meeting of December 16, 2024, By-law 2025-02 By-law decreeing the rates for the financing of certain goods and services of the Town for the year 2025.

The clerk has taken the necessary steps to make the draft by-law available for public consultation before the start of the meeting. The elected officials having received the draft by-law within the statutory time limits, they agree to dispense with its reading.

The draft of this by-law was duly presented and tabled by Mr. Patterson, who mentioned its purpose and scope.

In accordance with the Act, this draft by-law may be amended following its presentation without the need for resubmission.

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

Councillor Lee Patterson gives notice of motion that he or another member of Council will present for adoption at a subsequent meeting of Council, By-law 2025-03 repealing and replacing By-law 419 decreeing the imposition of a tariff for services rendered with respect to zoning, subdivision and PPCMOI amendments;

The clerk has taken the necessary steps to make the draft by-law available for public consultation before the start of the meeting. The elected officials having received the draft by-law within the statutory time limits, they agree to dispense with its reading.

The draft of this by-law was duly presented and tabled by Mr. Patterson, who mentioned its purpose and scope.

In accordance with the Act, this draft by-law may be amended following its presentation without the need for resubmission.

#### **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**

**2024-12-348 4.3.1. 434, Knowlton Road, lot #6 491 995, zone URB-2-L14**

Type of application: Construction of a multi-family building

WHEREAS a request has been submitted for the construction of a six (6) unit multi-family building;

WHEREAS resolution CCU-24-107 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 Council approve the request for the construction of a six (6) unit multi-family building at 434, chemin de Knowlton, lot #6 491 995, zone URB-2-L14;

THAT this approval is conditional upon the acceptance of the specific project for the construction, alteration or occupancy of an immovable (PPCMOI) submitted in connection with this construction project.

*ADOPTED*

**2024-12-349 4.3.2. 36, Sinclair Street, lot #4 266 602, zone URA-18-K16**

Type of request: Construction of a residential building and an accessory building

WHEREAS applications have been submitted for the construction of a main residential building and a shed-type accessory building;

WHEREAS resolutions CCU-24-108 and CCU-24-109 of the CCU and its recommendation to accept the requests;

*It is  
Suggested by Lee Patterson  
Seconded by Lucy Gagnon*

*And unanimously resolved by voice vote*

THAT Council approve the request for the construction of a main residential building and a shed-type accessory building at 36, rue Sinclair, lot #4 266 602, zone URA-18-K16.

*ADOPTED*

**2024-12-350      4.3.3.      400 Lakeside Road, lots 4 267 926 and 4 267 927, zone RB-8-G17**

Nature of request: Subdivision of irregular lots

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

THAT the Council postpone this request at the request of the applicant.

*ADOPTED*

**2024-12-351      4.3.4.      1108, Knowlton Road, lots #3 938 315 to #3 938 318, zone UC-1-M2**

Nature of request: Installation of a sign

WHEREAS a request has been submitted for the installation of a sign on a post attached to a woodworking use;

WHEREAS resolution CCU-24-111 of the CCU and its recommendation to accept the request;

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

THAT Council approve the request to install a pole sign at 1108, chemin de Knowlton, lots #3 938 315 to #3 938 318, zone UC-1-M2.

*ADOPTED*

**2024-12-352      4.3.5.      182, Lakeside Road, lot #4 266 490, zone URA-17-K15**

Nature of request: Subdivision

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

WHEREAS this request is for the creation of an additional lot from the existing lot in order to build a single-family residence with services;

WHEREAS this building permit request will be subject to a residential SPAIP-2;

WHEREAS resolution CCU-24-077 of the CCU and its recommendation to accept the request;

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

THAT Council approve the subdivision proposal for the creation of a serviced lot (future lot 6 637 828) at 182, chemin Lakeside, lot #4 266 490, zone URA-17-K15.

ADOPTED

2024-12-353      4.3.6.      **Lot 6 637 828 (part of former lot 4 266 490, 182 Lakeside Road), zone URA-17-K15**

Type of request: Construction of a main building

WHEREAS a request has been submitted for the construction of a main residential building;

WHEREAS resolution CCU-24-112 of the CCU and its recommendation to accept the request;

WHEREAS resolution 2024-12-354 accepted the PIIA subdivision request PIIA-8 to create lot 6 637 828;

*It is  
Suggested by Lee Patterson  
Seconded by Louise Morin  
And majority of votes cast*

Vote: 5 for, 1 against (Patrick Ouvrard against)

THAT the Council approve this request for the construction of a main residential building on lot 6 637 828 (part of former lot 4 266 490), zone URA-17-K15.

ADOPTED

4.4.      **MINOR DEROGATION APPLICATIONS**

2024-12-354      4.4.1.      **2, montée des Pins, lot #4 265 785, zone RFB-3-L17**

Nature of request: Regularization of garage in front setback

WHEREAS a request to regularize a detached garage-type accessory building at 10.2 metres from the front lot line;

WHEREAS according to the siting standards grid of Zoning By-law 596, Section 31 sets, for zone RFB-3-L17, the minimum front setback at 10.5 metres;

WHEREAS resolution CCU-24-113 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 Council approve this request for minor derogation to allow the construction of a detached garage-type accessory building at 10.2 metres from the front lot line at 2, montée des Pins, lot #4 265 785, zone RFB-3-L17.

ADOPTED

2024-12-355      4.4.2.      2, montée des Pins, lot #4 265 792, zone RFB-3-L17

Nature of request: Accessory building on adjacent lot

WHEREAS a request has been submitted for the construction of a detached garage-type accessory building on a lot adjacent to that of the main building where the lot surface area permits the siting of said accessory building;

WHEREAS paragraph 1 of section 35 of Zoning By-law no. 596 stipulates that an accessory building may be erected on a lot contiguous to that of the main building only if the lot on which the main building sits does not permit the conforming erection of a building;

WHEREAS resolution CCU-24-114 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 Council approve this request for minor derogation so as to allow the construction of a detached garage-type accessory building on a lot adjacent to the main building at 2, montée des Pins, lot #4 265 792, zone RFB-3-L17.

ADOPTED

2024-12-356      4.4.3.      2-16, des Bouleaux Street, lot #6 422 150, zone UC-4-L13

Type of request: Parking area in front body

WHEREAS a request has been submitted to authorize parking on 49% of the front yard;

WHEREAS article 47, paragraph 1, sub-paragraph c) of Zoning By-law no. 596 stipulates that the maximum occupancy of a front yard parking space for a residential use is 30%;

WHEREAS resolution CCU-24-115 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 Council approve this request for minor derogation and allow a parking lot on 49% of the front yard at 2-16, des Bouleaux Street, lot #6 422 150, zone UC-4-L13.

ADOPTED

2024-12-357      4.4.4.      19, Brome Road, lot #3 939 991, zone ID-11-M9

Type of request: Authorization for a country table activity

WHEREAS the tabling of a request to authorize a country table occupying an area of 56.23 metres;

WHEREAS subparagraph 4° of the second paragraph of the first paragraph of section 128 of Zoning By-law no. 596 stipulates that the maximum surface area for this use is 30% of the residence, or 36.95 square metres;

WHEREAS a request has been submitted to authorize the construction of a table champêtre on 17,137 square metres of land;

WHEREAS subparagraph 6° of the second paragraph of the first section of article 128 of zoning bylaw no. 596 stipulates that this use is authorized on a minimum lot size of 100,000 square metres;

WHEREAS resolution CCU-24-116 of the CCU and its recommendation to accept the request;

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

THAT Council approve this request for minor derogation and allow the use of a country table at 19, chemin Brome, lot #3 939 991, zone ID-11-M9, with a surface area of 56.23 square metres;

THAT Council approve this request for minor exemption and allow the use of a country table on a 17,137-square-metre lot at 19 chemin Brome, lot #3 939 991, zone ID-11-M9.

ADOPTED

2024-12-358      4.4.5.      **56, Benoit Street, lots #4 265 688, 4 763 930 & 5 636 914, zone URA-13-J15**

Nature of request: Lot size

- WHEREAS

a request to amend lots in order to create two (2) lots with respective areas of 13,825.9 square metres and 10,452.4 square metres;
- WHEREAS

Schedule 2 of Subdivision By-law No. 597 requires, for this zone, lots with a minimum area of 18,000 square metres;
- WHEREAS

resolution CCU-24-117 of the CCU and its recommendation to accept the request;
- WHEREAS

, further to a request from the councillors, the applicant has submitted an amended subdivision plan which provides for a single entrance to the body on Benoit Street, instead of the two entrances provided for in the original plan;

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

- THAT

Council approve the request for minor derogation to allow the modification of lots in order to create two (2) lots of 13,825.9 square metres and 10,452.4 square metres respectively at 56, rue Benoit, lots #4 265 688, 4 763 930 & 5 636 914, zone URA-13-J15;
- THAT

this approval be granted based on the amended subdivision plan submitted on December 2, 2024, which provides for a single driveway on Benoit Street.

ADOPTED

2024-12-359      4.4.6.      **146, Sugar Hill Road, lot #4 267 021, zone ID-21-O12**

Nature of request: Regularization of a garage in lateral setback

- WHEREAS

a request to regularize the location of a garage-type accessory building at a distance of 0.16 metres from the lateral lot line;
- WHEREAS

paragraph 4 of article 35 of zoning by-law no. 596 stipulates that an accessory building of 40 square metres or more must be located at a minimum distance of 3 metres from a lot line;
- WHEREAS

resolution CCU-24-118 of the CCU and its recommendation to accept the request;



WHEREAS Alice Desnoyers, owner of neighbouring lot 4 267 019 (144, chemin Sugar Hill), appeared at the Council meeting to oppose the approval of a minor derogation. Mrs. Desnoyers asked the clerk to read a written statement she had submitted earlier in the day. The clerk gave a summary of the declaration. Mrs. Desnoyers also spoke orally;

WHEREAS Ms. Desnoyers' objections can be summarized as follows:

- i) the Council must force the applicant to respect the 3-metre setback provided for in Zoning By-law 596;
- ii) that after the concrete slab was poured, she allegedly told the plaintiff that the slab was too close to his lot line;
- iii) that the location causes her harm because she can see the garage of her house;
- iv) that the site causes her prejudice because she wants to build a fence along the dividing line.

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

THAT Council approve this request for minor derogation so as to allow the construction of a garage-type accessory building at a distance of 0.16 metres from the lateral lot line at 146, chemin Sugar Hill, lot #4 267 021, zone ID-21-O12;

THAT the Council is of the opinion that the applicant has acted in good faith and would suffer serious prejudice if the application is not granted;

THAT Council is of the opinion that the granting of this request would not adversely affect the enjoyment of the property of Mrs. Alice Desnoyers;

THAT Council take no position on the alleged encroachment of the garage cornice on neighbouring lot 4 267 019 (144, chemin Sugar Hill);

THAT this resolution does not grant any right or permission regarding any encroachment that may exist concerning lot 4 267 019 (144, chemin Sugar Hill).

ADOPTED

4.5. ZONING CHANGE REQUEST(S)

4.6. SUBDIVISION APPLICATION

2024-12-360 4.6.1. 182, Lakeside Road, lot #4 266 490, zone URA-17-K15

WHEREAS the submission of a subdivision proposal for lot 4 266 490, at 182 Lakeside Road, in order to create two (2) new building lots, namely lots 6 637 828 and 6 637 829;

WHEREAS in accordance with Section 23 of Subdivision By-law No. 597, the owner of a lot covered by a plan relating to a cadastral operation must agree to transfer to the Town, free of charge, a parcel of land equal to 10% of the total area of the lot that is suitable for the establishment or enlargement of a park, playground, pathway or natural area or to pay an amount to the Town in the amount of 10% of the value of the parcel of land;

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

THAT the Council require a contribution of 10% of the value of the land covered by this request, namely the subdivision of lot 4 266 490 in order to create lots 6 637 828 and 6 637 829.

*ADOPTED*

**4.7. REQUESTS TO THE C.P.T.A.Q.**

**2024-12-361      4.7.1.      63, Byers Road, lots 6 427 785 and 6 427 786, zone RF-12-N15**

WHEREAS a request for authorization to the CPTAQ has been submitted for the disposal of lot 6 427 785 and part of lot 6 427 786, Cadastre of Québec;

WHEREAS the CPTAQ requires that Council adopt a resolution taking into account the decision criteria of Section 62 of the *Act respecting the protection of agricultural land and agricultural activities*;

WHEREAS according to the application submitted, the use of the land in question remains agricultural, despite the alienation of lot 6 427 785 and part of lot 6 427 786;

WHEREAS, consequently, this request meets the criteria of Section 62 of the *Act respecting the preservation of agricultural land and agricultural activities*;

WHEREAS this request is in conformity with the Planning By-laws, specifically Zoning By-law No. 596 and Subdivision By-law No. 597;

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

	THAT	Council support the CPTAQ's request for authorization to dispose of lot 6 427 785 and part of lot 6 427 786, Cadastre du Québec.
	ADOPTED	
2024-12-362	4.7.2.	190, King Road, lots 3 940 411 and 3 940 279, zone AF-2-J3
	WHEREAS	a request for authorization to the CPTAQ has been submitted for the disposal by acquisitive prescription of lots 3 940 411 and 3 940 279, Cadastre of Québec;
	WHEREAS	the CPTAQ requires that Council adopt a resolution taking into account the decision criteria of Section 62 of the <i>Act respecting the protection of agricultural land and agricultural activities</i> ;
	WHEREAS	according to the request submitted, the use of the land in question remains agricultural, despite the alienation of lots 3 940 411 and 3 940 279;
	WHEREAS,	consequently, this request meets the criteria of Section 62 of the <i>Act respecting the preservation of agricultural land and agricultural activities</i> ;
	WHEREAS	this request is in conformity with the Planning By-laws, specifically Zoning By-law No. 596 and Subdivision By-law No. 597;
	<i>It is Suggested by Louise Morin Seconded by Lucy Gagnon And unanimously resolved by voice vote</i>	
	THAT	Council support the CPTAQ's request for authorization to dispose of lots 3 940 411 and 3 940 279, Cadastre du Québec, by prescription.
	ADOPTED	
	4.8.	Other
2024-12-363	4.8.1.	PPCMOI - 434, Knowlton Road, lot #6 491 995, zone URB-2-L14
	<b>Projet particulier de construction, de modification ou d'occupation d'un immeuble (PPCMOI) - Adoption of the First Project</b>	
	WHEREAS	the Town of Brome Lake has adopted By-law 406 governing specific construction, alteration or occupancy proposals for an immovable (PPCMOI) and 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 proposal for an immovable
- WHEREAS the request for a building permit for 434, Knowlton Road, lot 6 491 995;
- WHEREAS the PPCMOI is a real estate project involving the construction of one (1) residential building with six (6) rental units;
- WHEREAS this request includes four derogations:
- i)** The presence of six (6) dwellings in a building;
  - ii)** Construction of a three-storey building;
  - iii)** Construction of a building with a height of 11.13 metres;
  - 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, Knowlton Road);
- WHEREAS zone URB-2-L14 is a medium density zone authorizing, according to zoning bylaw 596:
- i)** a maximum of four (4) dwellings per building;
  - ii)** a maximum of two (2) storeys per building;
  - iii)** a maximum height of 9.75 metres;
  - iv)** a minimum distance of 9 metres between two main buildings in a master plan;
- WHEREAS the applicant has submitted detailed plans and drawings for the architectural style and layout of the project;
- WHEREAS the project meets the evaluation criteria of the PPCMOI by-law;
- WHEREAS the Planning Advisory Committee, by way of its resolution CCU-24-105, recommends acceptance of the PPCMOI;
- WHEREAS a PPCMOI 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, Knowlton Road) and lot 6 468 330 (440, Knowlton Road) for a real estate project that included the construction of three (3) residential buildings with six (6) rental units in each building, and this, in an architectural style identical to that proposed in this PPCMOI;

*It is*

*Suggested by Lee Patterson*

*Seconded by Pierre Laplante*

*And unanimously resolved by voice vote*

- THAT the above preamble forms an integral part of the present resolution;

- THAT Council adopt, in accordance with By-law No. 406 governing specific construction, alteration or occupancy proposals for an immovable, the first draft by-law concerning specific construction, alteration or occupancy proposals for an immovable at 434, chemin de Knowlton, lot 6 491 995, zone URB-2-L14, for the purpose of granting a permit for the construction of a multi-family building consisting of six (6) units on three (3) storeys;
- THAT the Council adopt the first draft of this PPCMOI in accordance with the documents submitted by the applicant with the application;
- THAT all other regulatory provisions not incompatible with the present authorization apply.
- THAT a public consultation meeting will be held at a date to be determined, to explain the project for which the application is made and to hear individuals and organizations wishing to express their views on the subject.

ADOPTED

2024-12-364      4.8.2.      **PPCMOI - 651 Lakeside Road, lot #5 238 881, zone RBE-2-E16**

**Projet particulier de construction, de modification ou d'occupation d'un immeuble (PPCMOI) - Adoption of the First Project**

- WHEREAS the Town of Brome Lake has adopted By-law 406 governing specific construction, alteration or occupancy proposals for an immovable (PPCMOI) and 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 proposal for an immovable
- WHEREAS the building permit application for 651 Lakeside Road, lot 5 238 881;
- WHEREAS the PPCMOI is requesting permission to build a staircase on a slope of between 67% and 88%, between the main building and the right-of-way of Route 243;
- WHEREAS this request includes a derogation:
  - i) The construction of a staircase on a slope of between 67% and 88%;
- WHEREAS the proposed staircase would have three (3) landings with a 30% slope and three steps for each landing;

WHEREAS the project meets the evaluation criteria of the PPCMOI by-law and is intended to provide safer winter access from Lakeside Road to the residences at 649 (lot 5 238 880) and 651 (lot 6 238 881), Lakeside Road;

WHEREAS the Planning Advisory Committee, by way of its resolution CCU-24-106, recommends acceptance of the PPCMOI;

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

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

THAT the Council adopt, in accordance with By-law No. 406 governing specific construction, alteration or occupancy proposals for an immovable, the first draft of the PPCMOI at 651, chemin Lakeside, lot 5 238 881, zone RBE-2-E16, having the effect of granting the request for authorization to build a staircase on a slope of between 67% and 88% between the main building and the right-of-way of route 243;

THAT the Council adopt the first draft of this PPCMOI according to the documents submitted by the applicant with the request and subject to the following conditions:

i) the proposed staircase will be built in three (3) landings with three steps for each landing, respecting a maximum slope of 30% for each landing;

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

THAT a public consultation meeting will be held at a date to be determined, to explain the project for which the application is made and to hear individuals and organizations wishing to express their views on the subject.

*ADOPTED*

2024-12-365      4.8.3.      **By-law 2023-04 - Right of first refusal by-law to identify the territory subject to the by-law and the municipal purposes for which immovables may be acquired - Addition to the list of immovables subject to the by-law**

WHEREAS resolution 2023-04-106 and the adoption of By-law 2023-04 respecting the right of first refusal aimed at identifying the territory subject to the right of first refusal and the municipal purposes for which immovables may be acquired;

WHEREAS in accordance with Section 4 of By-law 2023-04, Council identifies by resolution the immovables that may be subject to a notice of pre-emption;

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

THAT Council identify the following immovable and add it to the list of immovables for which a notice of pre-emption may be registered:

1) Lot 4 267 439.....Vacant lot, Victoria Street

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:

- 19 minor and 3 major interventions for the Fire Department during the month of November;
- 25 interventions in Brome Lake and 3 interventions in West Bolton for the first responder service;
- Two new agreements (fire department and first responders) will be signed with our neighbors in Brome, who will share in the cost of building the new fire station.

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:

- Road maintenance continues at the start of the winter season;
- The department has purchased new vehicles for public works operations;
- Installation of new speed cameras to limit speeding in certain areas;
- The snow removal trucks are ready for the winter season.

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:

- The Santa Claus parade will be held on Saturday, December 7 at 1pm.

Councillor Lucy Gagnon mentions the following points:

- A tourism report submitted by a specialized firm estimated that Brome Lake welcomed 98,000 visitors between May 1 and September 1, 2024, making for a very good tourist season with significant economic spin-offs for Brome Lake;
- On December 14, it's Midnight Madness in the village of Knowlton, and on December 28, there will be fireworks to celebrate the New Year 2025.

**7.2. Requests for financial contributions**

2024-12-366

**7.2.1. Contribution request - Knowlton Film Festival**

WHEREAS in the Town of Brome Lake's *2024-2028 Strategic Plan*, the following objectives are put forward:

- Support culture as an important economic driver;
- Position the Town as a tourist destination;

WHEREAS in its 2025-2026 strategic plan, the Knowlton Film Festival (FFK) wishes to become a major tourist event in the Eastern Townships;

WHEREAS the FFK's request to secure a financial contribution from the Town for the next three years in the amount of \$20,000 annually;

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

THAT Council grant FFK an annual financial contribution of \$20,000 for the 2025, 2026 and 2027 summer seasons;

THAT this resolution be conditional upon:  
  
1) that continuity in the governance of the festival be maintained over these three years;  
2) That the programming planned for the Town of Brome Lake be increased;

THAT the Council reserves the right to withdraw the grant if the conditions are not met.

**ADOPTED**



2024-12-367      7.2.2.      Other contribution requests

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

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

- École Saint-Édouard: \$7,491.87
- (Music and physical education programs)
- Christmas nutcracker: \$2,300
- Lantern Garden: \$5,000
- Optimist Club - Donation for Christmas fireworks: \$750
- Knowlton Harmony Band: Christmas concert on December 7: \$600

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 [lacbrome.ca/municipal-life/council-sessions](http://lacbrome.ca/municipal-life/council-sessions).

**ORAL QUESTIONS DURING THE SESSION**

**The speakers are:**

**BENOIT BOURGON**

**(00:00)**

6. Regarding the minor derogation granted at 146 chemin Sugar Hill, he questions whether the Town has issued a permit for the construction of the garage and whether a certificate of location has been requested in the procedure. In addition, has the neighbor, Mrs. Desnoyers, been advised that she has the right to hire a lawyer?

**(03:51)**

7. Do the PIIA criteria currently include architectural rules for building height, type of decline, color, type of materials, etc.?

**CAROLLE LAVOIE**

**(08:10)**

8. Ask about the strength of the pumps installed at the Jolibourg pumping station.

(08:41)

9. Mentioned that around 2020-2021, the Council would have removed one zone from those subject to the Comprehensive Development Plan.

**JEAU-LUC LEHOUX**

(09:20)

10. With 380 members, the Pickleball Club only has access to three courts. Can we hope for a new project with more courts?

**MEGHAN SELENNE**

(12:33)

11. Ask if the Town has enough parking to accommodate summer visitors to Knowlton.

**ALICIA SOUTHALL**

(14:31)

12. Concerning 182 Lakeside Road, she asked for an explanation of the Town's decision to take 10% of the land or 10% in cash, and what it was all about.

(19:32)

13. Wishes to know if the agreements with the Village of Brome concerning fire and first responder services are new agreements and if the agreement with the Town of Sutton is still in effect.

(22:18)

14. Would like to have more details on the minor derogation file for 56 Benoit Street.

**BENOIT BOURGON**

(23:36)

15. He understood that the tax rate would be lowered but feels he may be wrong since he was unable to attend the meeting presented by the assessors. In addition, he questions the increase in property sale prices that has been influenced by Covid. Will the Council ask real estate brokers about the current state of the real estate market? He also asks how the Town can justify the 4% tax increase, given the budget surpluses.

**2024-12-368**

**11. ADJOURNMENT OF MEETING**

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

THAT the meeting be adjourned, there being no further business.  
It's 8:37pm.

**ADOPTED**

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

---

Richard Burcombe  
Mayor

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Owen Falquero  
Clerk