

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

CANADA
PROVINCE OF QUEBEC
TOWN OF BROME LAKE

July 6, 2026

Minutes of the regular meeting of the Brome Lake Town Council held on Monday, July 6, 2026, at 7:00 p.m., at the Centre Lac-Brome, located at 270 Victoria Street, in Brome Lake.

Present: Councilwoman Lisa Payne, and Councilmen Claude Rajotte, Steven Beerwort, Pierre Laplante, and Robert Laflamme.

All were present to form a quorum, with Mayor Lee Patterson presiding.

Also present: the City Manager, Mr. Gilbert Arel, and the City Clerk, Mr. Owen Falquero.

Absent: Mr. Patrick Ouvrard

27 people attended the meeting.

1. OPENING OF THE MEETING

1.1. Opening of the Meeting – General Information

Upon verification of a quorum, the mayor declared the meeting open at 7:00 p.m.

Mayor Lee Patterson made the following remarks:

A total of 6 tests were conducted during the last week of June in the swimming area. Of these, the majority were classified as Grade B. However, as a precautionary measure, the beach was closed for a few days pending new test results. E. coli bacteria cannot survive for more than a few days in freshwater at the lake's temperature. Therefore, it is not possible that the current outbreak is due to overflows from last fall and spring. Generally, waterfowl are the cause of E. coli outbreaks in a lake.

I would like to thank the organizers of National Day and Canada Day.

We have a significant number of urban planning items on the agenda tonight, so we ask everyone to be very disciplined. Please turn off your cell phones.

We will also adopt several resolutions of support calling on Quebec to reduce the administrative burden on towns. New requirements related to the Office de la langue française and tree pruning add unnecessary steps, according to the council, and do not enhance worker safety or the protection of the French language.

Regarding the Fisher's Point issue, we will soon send a letter by mail to provide an update on the matter and announce a date for a meeting with residents this fall.

Regarding the tree-cutting issue at Trestle Cove, further meetings between the parties are scheduled for July, and we hope to reach an out-of-court by-law by the end of 2026. I would like to remind you that, for the time being, we are working with the parties involved to avoid significant legal fees.

We are also instructing the town's outside attorneys to escalate proceedings against the owners of Jardin Brome Lake, the brown building on Knowlton Road.

We have secured a court ruling in our favor, but Jardin Brome Lake is appealing the judge’s decision. We hope it does not come to that, but the council may ultimately have the building demolished due to non-compliance.

Signage authorizing heavy vehicle traffic on Route 215 between Routes 104 and 243 has been installed. The various systems have also been updated.

As a result, the authorization for heavy vehicle traffic on this section of Route 215 is now in effect.

A second phase will follow at a later date, to be determined. It will consist of prohibiting heavy vehicle traffic on Route 243 (Chemin Lakeside). Until then, such traffic remains restricted but legal, and will remain so until the completion of repair work on a bridge located on Chemin Bolton Pass, in the municipality of West Bolton.

2026-07-180

1.2. Adoption/Amendments to the Agenda

*It is
Proposed by Pierre Laplante
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

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

3.1.4.6 - Suspension of an employee

APPROVED

2026-07-181

1.3. Approval of the Minutes of the Meeting of June 1, 2026

The mayor and elected officials received a copy of the minutes of the regular meeting held on June 1, 2026;

*It is
Proposed by Lisa Payne
Seconded by Robert Laflamme
And unanimously resolved by a show of hands*

THAT the Council approves the minutes of the regular meeting held on June 1, 2026.

ADOPTED

2. FIRST QUESTION PERIOD

This question period was recorded via live audio during the council session and is available at <https://lacbrome.ca/vie-municipale/seances-du-conseil/>

ORAL QUESTIONS DURING THE SESSION

The speakers are:

THOMAS MCGOVERN

(00:07)

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

1. He expressed concern about the situation facing first responders and asked how he could help;

RON GLOWE

(01:08)

2. He thanks the Town for the work done on Fisher Point Street;

REINE BOISVERT

(01:51)

3. Regarding item 4.4.4, she expresses her desire to have the camping area removed from the revised zoning plan;

BRENDA STONE

(03:41)

4. She asks what the Town’s wildlife management plan is, specifically regarding the increased presence of deer in the IGA/Pine Street area;

YVES ZAHRA

(05:45)

5. He asks whether the Town could test water at various locations around the lake, rather than just at Douglass Beach;

PETER OSTERMAN

(08:08)

6. He asks whether the Town has an overnight parking policy and suggests adding “no overnight parking” signs in affected areas, such as the parking lot on Victoria Street, near the trail;

(08:59)

7. He points out the presence of recreational vehicles on many lots and asks whether the Town conducts inspections to ensure that the vehicles are “active.”

GISÈLE DALLAIRE

(11:05)

08. She asks whether the water tests conducted at the beach distinguish between bird coliforms and other types of coliforms;

BENOIT BOURGON

(12:39)

09. He would like to know the Town’s procedure for reporting and reviewing conflicts of interest and asks whether Mayor Patterson has disclosed his financial interest in the Knowlton Marina.

3. ADMINISTRATION / LEGISLATION

3.1. ADMINISTRATION

2026-07-182 3.1.1. Accounts Payable and List of Checks Issued

*It is
Proposed by Claude Rajotte*

*Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council approves the following lists:

- Accounts Payable: \$958,192.53
- Checks Issued #2026-07: \$474,598.05

APPROVED

3.1.2. Progress reports, invoices, and miscellaneous expenses

3.1.2.1. Interim statements

3.1.2.2. Invoices and miscellaneous expenses

2026-07-183 3.1.2.2.1. Emergency Expenditure—Sewer Line and Discharge Valve Break—Pumping Station No. 12

WHEREAS it was necessary to install a valve on the sewer discharge line near Pumping Station No. 12 in Bondville;

WHEREAS this work was intended to enable the installation of a bypass system and the safe continuation of work without interrupting operations;

WHEREAS the following amount was incurred:

- Invoice No. 4467536451 from Houle H2O, in the amount of **\$37,964.75**, including taxes;

WHEREAS the recommendation by Laura Lee, Head of Technical Services, to pay the invoice from Houle H2O;

WHEREAS following the break in the sewer overflow line in front of Pumping Station No. 12, emergency work was undertaken to install a bypass , an essential prerequisite for the permanent repair of the line;

WHEREAS the technical specifics of the project and the numerous tests required—particularly with regard to pumping—made it necessary for the contractor already involved in installing the bypass system to continue the work in order to ensure effective technical and operational continuity;

WHEREAS the following amount was incurred:

- Invoice No. 013858 from GJ Ménard in the amount of **\$42,468.32**, including taxes;

WHEREAS the recommendation by Laura Lee, Head of Technical Services, to pay the invoice from GJ Ménard;

*It is
Proposed by Robert Laflamme
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

THAT	the Council authorizes and ratifies the payment to Houle H2O for the installation of a valve on the sewer discharge line near Pumping Station No. 12, in the amount of \$37,964.75 , including taxes;
WHEREAS	Council authorizes and ratifies payment to GJ Ménard for emergency work undertaken to install a bypass system at Pumping Station No. 12, in the amount of \$42,468.32 , including taxes;
WHEREAS	these expenses be allocated to the sewer budget line items in order to comply with the user-pay principle.

ADOPTED

2026-07-184	3.1.2.2.2.	Emergency Expenditure - Pumping Services - Pumping Stations Nos. 9 and 13
WHEREAS		during the sewer break that occurred on Bondville Street from March 23 to 26, 2026, pumping truck services were required to limit the environmental impacts of the incident and to control effluent from pumping stations Nos. 9 and 13 located on Bondville Street;
WHEREAS		the following amount was incurred: • Invoice No. 1173459 from Sanivac in the amount of \$32,461.10, including taxes;
WHEREAS		the recommendation by Laura Lee, Chief of Technical Services, to pay Sanivac’s invoice;

*It is
Proposed by Robert Laflamme
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

THAT	the Council authorizes and ratifies the payment to Sanivac for emergency work required at pumping stations Nos. 9 and 13, in the amount of \$32,461.10 , including taxes;
THAT	these expenses be allocated to the sewer budget line items in order to comply with the user-pays principle;
THAT	Council request that the administration file a claim with the Town’s insurers for this amount.

ADOPTED

2026-07-185	3.1.2.2.3.	Street Cleaning Work—Additional Work
WHEREAS		Resolution 2026-04-085 awarding of the street cleaning contract in the amount of \$34,952.40 , including taxes;
WHEREAS		additional costs were incurred under this contract, particularly due to the weather conditions of the winter of 2026;
WHEREAS		the following amount was incurred:

- Invoice No. 15682 from Les entreprises Myrroy Inc. in the amount of **\$17,172.85**, including taxes;

WHEREAS the recommendation by Jean-Philippe Roy, Head of the Public Works Division, to pay the invoice from Les entreprises Myrroy Inc.;

*It is
Proposed by Lisa Payne
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

THAT the Council authorizes payment of the additional costs incurred for this project, totaling **\$17,172.85**, including taxes, to Les entreprises Myrroy, specifically regarding the fuel surcharge provided for in the contract;

THAT this same amount be allocated to cover this expense, to be funded from the general fund.

ADOPTED

3.1.3. Agreements, Contracts, and Mandates

2026-07-186

3.1.3.1. Award of Contract - Ecological Characterization - Conservation Plan

WHEREAS certain municipal lots must be assessed to evaluate their potential for conservation or development;

WHEREAS Resolution 2025-08-211 awarding of contract for the conservation plan for natural habitats in the Appalachian Corridor in the amount of **\$49,727.50**, including taxes, this amount including a grant from the Quebec Wildlife Foundation in the amount of \$30,000;

WHEREAS additional data, which is more complex to calculate, is required to complete the project forms, and an additional amount must be authorized to complete the work;

WHEREAS Corridor Appalachien is the organization already mandated to develop the conservation plan, and that, in order to ensure continuity in methodology, it is recommended that this mandate be entrusted to it;

WHEREAS the recommendation by Anaïs Renaud, environmental advisor, to accept the bid submitted by Corridor Appalachen in the amount of **\$11,239.61**, including taxes;

*It is
Proposed by Claude Rajotte
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council award Corridor Appalachien the supplemental contract for the ecological characterization of certain lots within the municipality, in the amount of **\$11,239.61**, including taxes.

ADOPTED

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

2026-07-187	3.1.3.2.	Signing Authority - Intermunicipal Fire Agreement - Potton
	WHEREAS	the Towns of Brome Lake and Potton wish to enter into a mutual aid agreement regarding fire protection to enable both municipalities to assist one another when necessary;
	WHEREAS	the Director of Public Safety and Fire Services, Mr. Kevin Robinson, recommends signing the aforementioned agreement for an initial term of three (3) years;
	<i>It is Proposed by Pierre Laplante Seconded by Robert Laflamme And unanimously resolved by a show of hands</i>	
	THAT	the Council authorize the mayor, Mr. Lee Patterson, and the general manager, Mr. Gilbert Arel, to sign, for and on behalf of the Town, the Agreement Establishing a Mutual Aid Plan for Fire Protection with the Municipality of Potton, as well as any document necessary to give full effect to this resolution.
	ADOPTED	
2026-07-188	3.1.3.3.	Signing Authority - Brome Lake Theater - Amendment to a Loan Guarantee
	WHEREAS	the Town’s 2024–2028 strategic plan and its objective of supporting culture as a key economic driver;
	WHEREAS	the TLB wishes to promote the performing arts, maintain a multidisciplinary, ambitious, and stimulating program, while helping to promote culture and enrich the well-being of the community;
	WHEREAS	the TLB must invest in upgrading its technical infrastructure and working capital;
	WHEREAS	the TLB seeks to secure financial flexibility through a temporary loan or line of credit;
	WHEREAS	the Brome-Missisquoi Regional County Municipality (MRC) authorizes a \$200,000 loan to TLB, in accordance with the terms of the MRC’s letter of financing offer dated December 17, 2025;
	WHEREAS	the MRC’s loan offer is conditional upon the Town of Brome Lake agreeing to act as guarantor for the amount of said loan;
	WHEREAS	Council, in Resolution 2026-02-037, authorizes the Town to act as guarantor for the \$200,000 loan granted to the Théâtre de Brome Lake by the Brome-Missisquoi MRC in accordance with the terms of the MRC’s letter of financing offer dated December 17, 2025, and the loan agreement to be entered into;
	WHEREAS	the guarantee agreement prepared by the MRC was signed by the MRC and the Town on February 18, 2026;
	WHEREAS	an amendment to Section 28 of the Cities and Towns Act stipulates that, going forward, the Town is no longer required

to seek authorization from the Minister of Municipal Affairs, Regions, and Land Use Planning (the Minister) for this surety bond;

WHEREAS the MRC and the Town wish to sign an amendment to the surety agreement in order to remove any reference to a condition requiring the Minister's approval;

*It is
Proposed by Lisa Payne
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

THAT The Council reaffirms its authorization for the Town of Brome Lake to act as guarantor for the \$200,000 loan granted to the Théâtre de Lac-Brome by the Brome-Missisquoi RCM in accordance with the terms of the RCM's letter of funding offer dated December 17, 2025, as well as the guarantee agreement dated February 17, 2026;

THAT the Council authorizes Mayor Lee Patterson and City Manager Gilbert Arel to sign, on behalf of the Town, the Guarantee Amendment dated June 9, 2026, as well as any other document necessary to give full effect to this resolution.

ADOPTED

2026-07-189 3.1.3.4. Signing Authority - Right-of-Way Agreement - Lot 4 265 173 - East-Hill

WHEREAS the request from the Nature Conservancy of Canada (the Society) that the Town grant it a right-of-way over a portion of Lot 4 265 173;

WHEREAS the section of the lot covered by the request is the eastern portion of Turkey-Hill Road (Lot 4 265 173) extending approximately 600 meters east of Benoit Road in Sutton;

WHEREAS the section in question is a trail providing access to land owned by the Society;

*It is
Proposed by Pierre Laplante
Seconded by Steven Beerwort
And unanimously adopted by a show of hands*

THAT the Council authorizes the granting of an easement to the Canadian Nature Conservancy on a portion of Lot 4 265 173, all in accordance with the terms of the Agreement Concerning the Grant of an Easement;

THAT Council hereby authorizes Mayor Lee Patterson and Town Manager Gilbert Arel to sign, for and on behalf of the Town, the Agreement Concerning the Grant of a Right-of-Way, as well as any other document necessary to give full effect to this resolution;

THAT this authorization does not grant an exclusive right-of-way, and that the right-of-way shall not interfere with any other right-of-way that may exist.

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

ADOPTED

2026-07-190 3.1.3.5. **Signing Authority—Memorandum of Understanding with Aviron Knowlton Rowing—Day Camp Activities**

- WHEREAS Brome Lake is an ideal setting for water-based, educational, and recreational activities for children;
- WHEREAS The Town organizes Camp Salamandre, a summer day camp for children;
- WHEREAS Aviron Knowlton Rowing (AKR) offers expertise in youth rowing and possesses some of the equipment necessary for conducting water-based activities;
- WHEREAS the parties wish to collaborate to offer, as part of Camp Salamandre, rowing activities and related activities at Douglass Beach;
- WHEREAS the Council deems it appropriate to authorize the conclusion of this agreement;

*It is
Proposed by Steven Beerwort
Seconded by Lisa Payne
And unanimously resolved by a show of hands*

- THAT the Council authorizes the execution of an agreement between the Town of Brome Lake and Aviron Knowlton Rowing (AKR) regarding the organization of water sports activities for children enrolled in Camp Salamandre;
- THAT Council authorizes Cynthia Brunelle, Director of Recreation, Tourism, and Community Life, to sign, for and on behalf of the Town of Brome Lake, the aforementioned agreement as well as any document necessary to give effect to this resolution.

ADOPTED

2026-07-191 3.1.3.6. **Signing Authority - Acquisition of a Portion of Lot 5,033,848 - Construction of a Fire Station and Emergency Operations Center**

- WHEREAS The Town of Brome Lake wishes to acquire a portion of Lot 5,033,848 of the Quebec Cadastre, Brome Land District, as described in the technical description prepared by Kevin Migué, land surveyor, under Minute No. 15973, Plan 80637-4_DT, dated June 2, 2026, with an area of 8,389.8 m²;
- WHEREAS this land is intended for a public purpose, namely the construction of a fire station and emergency response center for the Town, as well as the ancillary facilities necessary for this purpose;
- WHEREAS the proposed price for the acquisition of this property is \$650,000, plus applicable taxes, if any;
- WHEREAS this acquisition must be conditional, in particular, upon obtaining all required authorizations, including a favorable decision from the Commission for the Protection of

Agricultural Land in Quebec (CPTAQ), depending on the exact nature of the authorization required to carry out the project;

WHEREAS the Council deems it appropriate to authorize the signing of a letter of intent to that effect;

*It is
Proposed by Pierre Laplante
Seconded by Robert Laflamme
And unanimously resolved by a show of hands*

THAT The Council authorizes the acquisition, from Canards du Lac Brome, of a portion of Lot 5 033 848 of the Quebec Cadastre, Brome Land District, as described in the technical description prepared by Kevin Migué, land surveyor, Deed No. 15973, map 80637-4_DT, dated June 2, 2026, for a price of \$650,000, plus applicable taxes, if any;

THAT the Council authorizes the execution and signing of a letter of intent to purchase and, when the time comes, the notarized deed of sale and any related documents necessary for this acquisition;

THAT this acquisition is conditional, in particular:

- (a) the Brome Lake Town's satisfaction with the results of its due diligence review;
- (b) the obtaining of all required municipal, administrative, or regulatory authorizations;
- (c) the issuance of a favorable decision by the Commission for the Protection of Agricultural Land in Quebec (CPTAQ) permitting the construction of a fire station.

THAT The Council authorizes the mayor, Mr. Lee Patterson, and the general manager, Mr. Gilbert Arel, to sign, for and on behalf of the Town of Brome Lake, the letter of intent to purchase, the notarized deed of sale, and any other document necessary or useful to give full effect to this resolution.

THAT Council allocate the funds available in the designated surplus for the fire station project to finance this acquisition.

ADOPTED

2026-07-192 3.1.3.7. Signing Authority - New Horizons for Seniors - Community Projects

WHEREAS The Council has reviewed the New Horizons for Seniors Program—Community Projects and wishes for the Town to participate in this program;

WHEREAS Council authorizes the filing of a request for financial assistance on behalf of the Club de la bonne humeur under this program for the renovation of the community kitchen at the Prouty Community Center;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

*It is
Proposed by Robert Laflamme
Seconded by Pierre Laplante
And unanimously adopted by a vote*

THAT the Council authorizes Claire Citeau, Community Life Coordinator, to submit, on behalf of the Town of Brome Lake, an application for financial assistance on behalf of the Club de la bonne humeur under this program for the renovation of the community kitchen at the Prouty Community Center, as well as to sign any other document deemed useful or necessary to give full effect to this resolution.

ADOPTED

2026-07-193 3.1.3.8. **Mandate - Legal Services - Lot 6 505 365 (472 Knowlton Road) and lots 6 505 356 through 6 505 364 and 6 505 366 through 6 505 369**

WHEREAS Council Resolution 2025-09-241 awarding of contract for legal services and general representation of the Town to the law firm Cain Lamarre;

WHEREAS Resolution 2025-05-134 mandating Cain Lamarre to represent the Town in all regulatory and legal matters concerning lots 6 505 356 through 6 505 368, Quebec Land Registry;

WHEREAS the Les Jardins Brome Lake real estate project, which includes the thirteen lots numbered 6 505 356 through 6 505 368 in the Quebec Land Registry;

WHEREAS The Town faces numerous factual, regulatory, and legal issues concerning these lots in connection with the “Jardins Brome Lake” real estate project;

*It is
Proposed by Lee Patterson
Seconded by Robert Laflamme
And unanimously resolved by a show of hands*

Mayor Patterson exercises his right to vote.

THAT the Council renews the mandate of the law firm Cain Lamarre to act as counsel and representatives of the Town for all matters concerning lots 6 505 356 through 6 505 368, Quebec Land Registry, with the exception of purely administrative matters, which shall remain within the purview of the Town administration;

THAT Council authorizes the law firm Cain Lamarre, in collaboration with the Town administration, to take all measures deemed necessary to resolve the factual, regulatory, and legal issues between the Town and the owners of these thirteen lots, within the framework of the Jardins Brome Lake real estate project, including undertaking any legal proceedings deemed necessary.

ADOPTED

2026-07-194

3.1.3.9. Signing Authority—Authorization to Negotiate Any Real Estate Purchase for and on Behalf of the Town

- WHEREAS The Brome Lake Town may, within the scope of its authority, acquire real property for municipal purposes;
- WHEREAS it is in the Town’s interest to be able to diligently undertake negotiations with a view to the potential acquisition of real estate;
- WHEREAS the council wishes to authorize the City Manager to negotiate, on behalf of the Town, the terms of any real estate purchase, without, however, binding the Town until an agreement has been approved by a council resolution;

*It is
Proposed by Robert Laflamme
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

- THAT The Council authorizes the Town Manager to undertake, for and on behalf of the Town, any steps, discussions, and negotiations relating to the potential purchase of any property deemed to be of interest to the Town;
- THAT this authorization to negotiate includes, in particular, the ability to discuss and agree upon the principal and ancillary terms of a potential acquisition, including, but not limited to, the price, timelines, due diligence conditions, easements, occupancy conditions, and any other customary terms or terms deemed appropriate, all subject to final approval by the Council;
- THAT the Town Manager be authorized to sign, for and on behalf of the Town, any letter of intent or other pre-contractual document necessary for the purposes of such negotiations, on the express condition that any document so signed clearly states that it is subject to subsequent approval by the Council;
- THAT any agreement negotiated by the City Manager regarding the purchase of a building shall not be binding on the Town or have any effect unless and until it has been expressly approved by a resolution of the Council;
- THAT any acquisition of real property by the Town remains subject to the adoption of a specific resolution by the Town Council authorizing the conclusion of the transaction and, where applicable, the signing of the notarized deed and any document required to give effect thereto.

ADOPTED

2026-07-195 3.1.3.10. Signing Authority and Authorization for Advance of Funds — Preliminary Studies — Off-Market Housing Projects

- WHEREAS The Town’s Housing Policy includes, among its guiding principles, the diversification of the housing supply within the town to meet the needs of priority client groups;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- WHEREAS

The Council is of the opinion that the possibility of residential redevelopment of one or more buildings within the Town is a priority for the Town;
- WHEREAS

the nonprofit organization, Les Habitations communautaires pour aînés du Québec (HCAQ), has offered its services to assess the feasibility of one or more off-market housing projects;
- WHEREAS

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

conducting preliminary studies is the first step in the process;

*It is
Proposed by Robert Laflamme
Seconded by Pierre Laplante
And unanimously resolved by a vote*

- THAT

the Council authorizes the HCAQ to conduct preliminary studies within the Town’s jurisdiction, specifically regarding the market value of the properties in question, reports on their condition, and feasibility studies;
- THAT

Council authorizes an advance of \$15,000 to fund these studies, with the possibility of reimbursement to the Town should a future project be carried out;
- THAT

Council authorizes Mayor Lee Patterson and Town Manager Gilbert Arel to sign, for and on behalf of the Town, the Agreement with the HCAQ, as well as any other document necessary to give full effect to this resolution.

ADOPTED

3.1.4. Human Resources

2026-07-196

3.1.4.1. Staff Position - Stéphanie Boulay

- WHEREAS

Resolution 2025-12-335;
- WHEREAS

the recommendation of the Director General, Gilbert Arel, regarding the appointment of Ms. Stéphanie Boulay under the terms and conditions associated with the position of Assistant to the Director General and Mayor;

*It is
Proposed by Claude Rajotte
Seconded by Pierre Laplante
And unanimously resolved by a vote*

- THAT

the Council confirms the permanent appointment of Ms. Stéphanie Boulay, effective July 6, 2026, under the terms and conditions associated with a permanent position as Assistant to the General Manager and Mayor.

ADOPTED

2026-07-197

3.1.4.2. Permanent Appointment - Ève-Marie Castilloux

WHEREAS Resolution 2025-12-333;

WHEREAS the recommendation of the Director of the Urban Planning Department, Camille Urli, regarding the appointment of Ms. Ève-Marie Castilloux under the terms and conditions associated with the position of municipal inspector;

*It is
Proposed by Lisa Payne
Seconded by Claude Rajotte
And unanimously resolved by a vote*

THAT the Council confirms the permanent appointment of Ms. Ève-Marie Castilloux, effective July 1, 2026, under the terms and conditions associated with a permanent appointment to the position of municipal inspector.

ADOPTED

2026-07-198 3.1.4.3. Permanent Appointment - Nicolas Patterson

WHEREAS Resolution 2025-11-311;

WHEREAS the recommendation of Cynthia Brunelle, Director of the Recreation, Tourism, Culture, and Community Life Department, regarding the appointment of Mr. Nicolas Patterson under the terms and conditions associated with the position of cultural officer;

*It is
Proposed by Lisa Payne
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council confirms the permanent appointment of Mr. Nicolas Patterson, effective retroactively as of June 8, 2026, under the terms and conditions associated with a permanent position as a cultural officer.

ADOPTED

2026-07-199 3.1.4.4. Reorganization and Creation of a Position - Finance and Treasury Department

WHEREAS the departure of the Director of Finance and Treasury in August 2025;

WHEREAS to ensure the smooth operation of the department, the Town is currently relying on external consultants, and the Town Manager is serving as interim treasurer;

WHEREAS it is necessary to reorganize the Finance and Treasury Department to better meet the Town’s operational needs;

WHEREAS the recommendation by the City Manager, Gilbert Arel, to create the position of Assistant Treasurer and to promote the current Taxation Technician, Mélissa Brock, to that position;

WHEREAS Council members have reviewed the recommendations of the City Manager, Gilbert Arel, regarding the salary and terms

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

of employment for Mélissa Brock as Assistant Treasurer, and are satisfied with them;

*It is
Proposed by Lee Patterson
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

Mayor Patterson exercised his right to vote.

- THAT Council authorizes the reorganization of the Finance and Treasury Department;
- THAT the Chief Administrative Officer, Gilbert Arel, be appointed as treasurer;
- THAT Council authorizes the creation of a position of Assistant Treasurer, reporting to the Executive Director;
- THAT tax technician Mélissa Brock, currently in her position, be promoted to the position of assistant treasurer, effective July 6, 2026, in accordance with applicable salary and employment conditions;
- THAT the position of tax technician be abolished effective upon the commencement of employment of the person promoted to the position of assistant treasurer;
- THAT her terms of employment comply with the Town’s Protocol on Working Conditions for Non-Unionized Staff;
- THAT the City Manager, Gilbert Arel, submit to Council his recommendations regarding the permanent employment of Ms. Brock upon completion of her six (6)-month probationary period;
- THAT the funds required to pay Ms. Brock’s salary, as well as all expenses associated with her employment with the Town, be drawn from the various budget lines affected by this expenditure;
- THAT the Town’s organizational chart be amended accordingly.

ADOPTED

2026-07-200 3.1.4.5. **Reorganization and Creation of a Position - Public Works and Technical Services Department**

- WHEREAS the growing need for administrative and operational coordination within the Department of Public Works and Technical Services;
- WHEREAS the current position of administrative assistant no longer adequately reflects the scope and complexity of the required responsibilities;
- WHEREAS it is necessary to reorganize the Public Works and Technical Services Department in order to improve operational efficiency and support for the teams;

- WHEREAS the recommendation by Deputy Director General Robert Daniel to create a position of Administrative Coordinator within the Public Works and Technical Services Department and to promote the current Administrative Assistant, Katherine Latzmann, to that position;
- WHEREAS Council members have reviewed the recommendations of Deputy Director General Robert Daniel regarding the salary and terms of employment for Katherine Latzmann as Administrative Coordinator and are satisfied with them;

*It is
Proposed by Lisa Payne
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

- THAT the Council authorizes the reorganization of the Public Works and Technical Services Department;
- THAT Council authorizes the creation of a permanent position of Administrative Coordinator for Public Works and Technical Services, under the supervision of the Deputy Director General;
- THAT the current administrative assistant, Katherine Latzmann, be promoted to the position of Administrative Coordinator in the Public Works and Technical Services Department, effective July 6, 2026, in accordance with applicable salary and employment conditions;
- THAT Council confirms Katherine Latzmann’s permanent appointment, effective July 6, 2026, under the terms and conditions associated with a permanent position as Administrative Coordinator in the Public Works and Technical Services Department;
- THAT her terms of employment comply with the Town’s Protocol on Working Conditions for Non-Unionized Staff;
- THAT the funds required to pay Ms. Latzmann’s salary, as well as all expenses associated with her employment with the Town, be drawn from the various budget accounts applicable to this expenditure;
- THAT the Town’s organizational chart be amended accordingly.

ADOPTED

3.1.4.6. Suspension of an Employee

Item removed from the agenda.

3.1.5. Miscellaneous

3.1.5.1. Filing of the Monthly Services Summary

Mayor Patterson tabled the document titled “*Monthly Summary of Services—June 2026.*” This document, which is tabled at every Council meeting, provides a summary of the activity reports from the Town’s departments.

2026-07-201	3.1.5.2.	Resolution of Support—Language Requirements for Contract Management
	WHEREAS	that sections 16 and 17 of the By-law respecting the Language of the Administration, RLRQ c C-11, r 8.1, ceased to have effect on June 1, 2026;
	WHEREAS	that these sections provided for situations in which it was possible, in certain cases, to enter into certain contracts without verifying the linguistic status, particularly when a contract involves an expenditure of \$5,000 or less;
	WHEREAS	the significant increase in administrative requirements imposed on municipalities;
	WHEREAS	the Government of Quebec has repeatedly reaffirmed, over the past few months, its commitment to reducing the administrative burden imposed on municipalities;
	<i>It is Proposed by Claude Rajotte Seconded by Robert Laflamme And unanimously resolved by a show of hands</i>	
	THAT	the Council denounces the ever-increasing administrative burden on municipalities;
	THAT	The Council condemns the fact that sections 16 and 17 of the Administration’s Language By-law ceased to be in effect on June 1 of this year;
	THAT	The Council calls on the Government of Quebec to reinstate the aforementioned exceptions immediately, without any time limit;
	THAT	The Town Clerk shall forward a copy of this resolution to the Minister of Municipal Affairs, Samuel Poulin, as well as to the Minister of the French Language, Jean-François Roberge;
	THAT	The Town Clerk shall forward a copy of this resolution to the local municipalities within our territory, to all MRCs in Quebec, as well as to the Member of the National Assembly representing our territory, and to the FQM and the UMQ for their support.
	<i>ADOPTED</i>	
	3.2.	LEGISLATION – NOTICE OF MOTION / BY-LAWS
	3.2.1.	By-laws - Notice of Motion/Presentation
	3.2.2.	By-laws – Adoption
2026-07-202	3.2.2.1.	By-law 545-4 amending By-law 545 concerning traffic and parking – Adoption

WHEREAS the notice of motion, the introduction, and the filing of the draft by-law took place at the regular Council meeting on June 1, 2026;

WHEREAS Mayor Lee Patterson outlined the purpose of the by-law and its scope. The purposes of this by-law are:

i) to broaden the scope of the offense set forth in Section 14 (bicycle lanes) and thereby enable peace officers to issue notices of violation;

ii) to increase the fines provided for in this by-law, in particular to ensure greater alignment with the provisions of the Highway Safety Code;

WHEREAS the clerk has taken the necessary steps to ensure that copies of By-law 545-4 were made available to the public for review prior to the start of the meeting;

*It is
Proposed by Robert Laflamme
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council adopts By-law 545-4 amending By-law 545 concerning traffic and parking.

ADOPTED

4. DEPARTMENT OF URBAN PLANNING AND THE ENVIRONMENT

4.1. Filing of the Urban Planning and Environment Department’s Report

The monthly report of the Urban Planning and Environment Department is included in *the Monthly Summary of Services—June 2026*, submitted during this meeting under item 3.1.5.1.

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

Filing of the minutes of the two meetings of the Urban Planning Advisory Committee and the meeting of the Environmental Advisory Committee.

4.3. APPLICATIONS FOR EXTERIOR MODIFICATIONS - SPAIP

2026-07-203 4.3.1. 34 Sinclair Street, Lot 4 266 599, Zone URA-18-K16

Nature of the request: Construction of accessory buildings—shed and wood storage shed

WHEREAS an application for the construction of accessory structures, namely a shed and a wood shed, has been filed;

WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP), specifically SPAIP-2 concerning residential buildings and lots;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- WHEREAS the proposed shed will be painted the same color as the main building (siding and posts);
- WHEREAS all plans, documents, and information required under this same by-law were submitted to the Urban Planning and Environment Department along with the application;
- WHEREAS CCU Resolution CCU-26-041 and its recommendation to approve the application;

*It is
Proposed by Claude Rajotte
Seconded by Lisa Payne
And unanimously resolved by a show of hands*

- THAT the Council approves the SPAIP-2 regarding the request to construct a shed-type outbuilding and a shelter-type outbuilding at 34 Sinclair Street, Lot #4 266 599, Zone URA-18-K16.

ADOPTED

2026-07-204 4.3.2. 567 Knowlton Road, Lot 4 267 970, Zone UC-4-L13

Nature of the request: Construction of a commercial building

- WHEREAS an application for the construction of a commercial building has been filed;
- WHEREAS said application is subject to SPAIP-3 of By-law 601 on SPAIPs;
- WHEREAS CCU Resolution CCU-26-046 and its recommendation to approve the application, with the request that the Urban Planning Department and the Council evaluate the possibility of locating the parking area further back from the building or in the west side yard;
- WHEREAS Council has asked the administration to discuss with the applicant to evaluate possible changes to the project regarding parking;
- WHEREAS the applicant submitted an amended proposal dated July 2, 2026, with changes to the parking layout;

*It is
Proposed by Claude Rajotte
Seconded by Lisa Payne
And unanimously resolved by a vote*

- THAT the Council approves the SPAIP-3 regarding the application to construct a commercial building at 567 Knowlton Road, Lot #4 267 970, Zone UC-4-L13, in accordance with the project plan submitted by the applicant on July 2, 2026.

ADOPTED

2026-07-205 4.3.3. 276 Knowlton Road, Lot 4 266 296, Zone UCV-5-K15

Nature of the request: Expansion of the Pettes Memorial Library

WHEREAS a request for the expansion of the Pettes Memorial Library has been submitted;

WHEREAS said request is subject to SPAIP-1 of By-law 601 on SPAIPs;

WHEREAS CCU Resolution CCU-26-045 and its recommendation to approve the request;

*It is
Proposed by Lisa Payne
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council approves the SPAIP-1 regarding the request to expand the Pettes Memorial Library at 276 Knowlton Road, Lot #4 266 296, Zone UCV-5-K15.

ADOPTED

2026-07-206 4.3.4. 17 Davignon Street, Lot 4 266 423, Zone URA-15-K15

Nature of the request: Addition of a residential deck

WHEREAS an application to add a residential terrace has been filed;

WHEREAS said terrace is attached to a covered porch on the front facade;

WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP), specifically SPAIP-2 concerning residential buildings and lots;

WHEREAS CCU Resolution CCU-26-047 and its recommendation to approve the application;

*It is
Proposed by Claude Rajotte
Seconded by Lisa Payne
And unanimously resolved by a show of hands*

THAT the Council approves the SPAIP-2 regarding the request to add a residential terrace at 17 Davignon Street, Lot #4 266 423, Zone URA-15-K15.

ADOPTED

2026-07-207 4.3.5. 50 Saint-Paul Street, Lot 4 266 341, Zone URA-23-K15

Nature of the request: Porch

WHEREAS an application to modify a gallery has been filed;

WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP-2 concerning residential buildings and lots);

WHEREAS CCU Resolution CCU-26-048 and its recommendation to approve the request;

*It is
Proposed by Claude Rajotte*

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

*Seconded by Lisa Payne
And unanimously resolved by a show of hands*

THAT the Council approves the SPAIP-2 regarding the request to modify the porch at 50 Saint-Paul Street, Lot #4 266 341, Zone URA-23-K15.

ADOPTED

2026-07-208 4.3.6. 96 Foster Road, Lot 4 265 142, Zone UMV-2-D16

Nature of the request: Expansion of primary residence

WHEREAS an application for an expansion of the primary residence has been filed;

WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP), specifically SPAIP-2 concerning residential buildings and lots;

WHEREAS Resolution CCU-26-049 of the CCU and its recommendation to approve the request;

*It is
Proposed by Robert Laflamme
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

THAT the Council approves the SPAIP-2 regarding the request to expand the primary residence at 96 Foster Road, Lot #4 265 142, Zone UMV-2-D16.

ADOPTED

2026-07-209 4.3.7. 153 Knowlton Road, Lot 4 265 817, Zone URA-25-K16

Nature of the request: Renovations to the primary residence

WHEREAS an application to replace windows and a door has been submitted;

WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP-2 concerning residential buildings and lots);

WHEREAS CCU Resolution CCU-26-050 and its recommendation to approve the request;

*It is
Proposed by Claude Rajotte
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

THAT the Council approves the SPAIP-2 regarding the request to replace windows and a door at 153 Knowlton Road, Lot #4 265 817, Zone URA-25-K16.

ADOPTED

2026-07-210 4.3.8. 130 Lakeside Road, Lot 6 285 347, Zone UP-4-K15

Nature of the request: Expansion of an institutional building

- WHEREAS an application to expand the museum has been submitted;
- WHEREAS said application is subject to SPAIP-1 of By-law 601 on SPAIPs;
- WHEREAS CCU Resolution CCU-26-051 and its recommendation to approve the application;

*It is
Proposed by Lisa Payne
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

- THAT the Council approve the SPAIP-1 regarding the request to expand the museum at 130 Lakeside Road, Lot #6 285 347, Zone UP-4-K15.

ADOPTED

4.4. MINOR EXEMPTION REQUESTS

2026-07-211 4.4.1. 39 Sugar-Hill Street, Lot 6 452 668, Zone ID-23-N14

Nature of the request: Location of a tennis court and the height of a front-yard fence

- WHEREAS a request to authorize the location of a tennis court at a distance of 15.5 meters from the property’s front line has been filed;
- WHEREAS Section 31 of Zoning By-law No. 596 stipulates that a tennis court must comply with a 60-meter setback from the front property line in this zone;
- WHEREAS an application has been submitted to authorize the installation of a fence 3.05 meters (10 feet) high surrounding the same tennis court;
- WHEREAS Section 38 of Zoning By-law No. 596 stipulates that a fence located in the front yard must not exceed a height of 1.2 meters (4 feet).
- WHEREAS the topography of the lot makes it difficult to find a location other than the one presented in the application;
- WHEREAS the applicant has proposed landscaping to screen the tennis court from view along the roadway;
- WHEREAS CCU Resolution CCU-26-036 and its recommendation to approve the application;

*It is
Proposed by Claude Rajotte
Seconded by Pierre Laplante
And unanimously resolved by a show of hands*

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- THAT the Council approves the request for a minor exemption to authorize the location of a tennis court at a distance of 15.5 meters from the front property line at 39 Sugar Hill Road, Lot #6 452 667, Zone ID-23-N14;
- THAT the Council approves the request for a minor exemption to authorize a fence 3.05 meters (10 feet) high surrounding the tennis court currently under construction at 39 Sugar Hill Road, Lot #6 452 667, Zone ID-23-N14.

ADOPTED

2026-07-212 4.4.2. 191 Foster Road, Lot 4 265 119, Zone ID-25-D17

Nature of the request: Percentage of occupancy of an accessory building

- WHEREAS an application for the construction of a permanent carport attached to the existing garage has been filed;
- WHEREAS the presence of four existing outbuildings on the lot (shed/gazebo, storage shed, garage, and chicken coop) representing 5.4% of the lot’s area;
- WHEREAS the addition of the proposed carport would result in a land coverage percentage for all outbuildings of approximately 7.5% of the lot area;
- WHEREAS Appendix VII of Zoning By-law 596 stipulates that the total area of all outbuildings must not exceed 5% of the lot area in this zone.
- WHEREAS CCU Resolution CCU-26-040 and its recommendation to deny the application on the grounds that the application is incomplete—as no construction plans have been submitted—and the CCU is therefore unable to adequately evaluate the application;

*It is
Proposed by Claude Rajotte
Seconded by Robert Laflamme
And unanimously resolved by a show of hands*

- THAT the Council denies the request for a minor exemption for the construction of a permanent carport attached to the existing garage at 191 Foster Road, Lot #4 265 119, Zone ID-25-D17;
- THAT the Council concludes that the applicant will not suffer serious prejudice if the request is denied. The applicant may carry out the project in compliance with town by-laws. Furthermore, the applicant has chosen to construct four (4) accessory buildings, thereby already exceeding the 5% total area permitted by the by-laws, and in doing so has limited the scope of the proposed project.

ADOPTED

2026-07-213 4.4.3. 8 Rock-Hill Street, Lot 4 265 849, Zone URA-10-L16

Nature of the request: Construction of a garage at the minimum front setback

- WHEREAS an application has been filed for the construction of a detached garage at a distance of 9.5 meters from the front lot line;
- WHEREAS Section 31 and Schedule VII of Zoning By-law 596 stipulate that an accessory building must be located outside the minimum front setback of 10.5 meters;
- WHEREAS the residence is located more than twenty meters from the front property line;
- WHEREAS the property in question features significant elevation changes that make it difficult to comply with the regulations;
- WHEREAS the applicant has made improvements to the proposal to bring it into compliance with regulations, whereas the initial proposal placed the building in question 3 meters from the front property line;
- WHEREAS the accessory building in question also includes a carport located at the rear;
- WHEREAS the CCU, by Resolution CCU-26-053, recommends denial on the grounds that the applicable regulations do not cause serious harm and that compliant solutions exist, as the application is based more on considerations of convenience than on a legitimate regulatory issue.

*It is
Proposed by Claude Rajotte
Seconded by Pierre Laplante
And unanimously resolved by a vote*

- THAT the Council denies the request for a minor exemption regarding the construction of a detached garage 9.5 meters from the lot line at 8 Rock Hill Street, Lot #4 265 849, Zone URA-10-L16;
- THAT the Council concludes that the by-laws do not cause serious prejudice to the applicant. The applicant may carry out the project in compliance with town by-laws.

ADOPTED

2026-07-214 4.4.4. Lot 6 643 104, Lakeside Road, Zone UC-3-C15

Nature of the request: Minimum width for a commercial subdivision

- WHEREAS a request has been filed for the subdivision of a commercial lot with a frontage on Lakeside Road of 55.65 meters;
- WHEREAS Appendix II of Subdivision By-law 597 stipulates that a lot for commercial use must have a minimum width of 60 meters in the zone in question;
- WHEREAS the subdivision plan provides for a 15-meter right-of-way for a potential street dedicated to a residential development project;
- WHEREAS the commercial uses intended for the proposed lot are unknown;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

WHEREAS CCU Resolution CCU-26-055 and its recommendation to deny the application, on the grounds that the regulations do not cause serious prejudice to the applicant, and that the submitted application is a means of responding to the applicant “at his convenience.” The members of the CCU would also like to review the project as a whole in order to assess the compatibility of a commercial lot with the potential residential development project;

*It is
Proposed by Claude Rajotte
Seconded by Robert Laflamme
And unanimously resolved by a vote*

THAT the Council denies the request for a minor exemption regarding the subdivision of a commercial lot with a frontage of 55.65 meters on Lakeside Road, Lot #6 643 104, Zone UC-3-C15;

THAT the Council concludes that the regulations do not cause serious harm to the petitioner. The Council also wishes to review the project as a whole in order to assess the compatibility of a commercial lot with the potential residential development project.

APPROVED

2026-07-215 **4.4.5. 4 Lionel Street, Lot 4 346 350, Zone UV-4-I12**

Nature of the request: Percentage of occupancy of a main building

WHEREAS an application has been filed for the expansion of a residence that would occupy 23.9% of the lot;

WHEREAS Appendix VII of Zoning By-law 596 stipulates that the maximum building coverage percentage for a main building is 20% in this UV-4-I12 zone;

WHEREAS the application involves, as a first step, the demolition of the existing attached garage, which has structural deficiencies;

WHEREAS the proposed addition would be located on the same site as the existing garage; however, it would comply with the minimum side setback of 3 meters, which is not currently the case for the garage to be demolished;

WHEREAS the existing residence, together with the existing attached garage, already exceeds the 20% limit;

WHEREAS CCU Resolution CCU-26-039 and its recommendation to approve the request;

*It is
Proposed by Claude Rajotte
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

THAT the Council approves the request for a minor exemption regarding the expansion of a residence that would occupy

23.9% of the lot at 4 Lionel Street, Lot #4 346 350, Zones UV-4-I12.

ADOPTED

2026-07-216

4.4.6. 346 Bondville Street, Lot 3 939 137, Zone UV-6-I12

Nature of the request: Accessory building on a lot adjacent to the lot with the main building

WHEREAS an application authorizing the construction of a detached garage on a lot that is contiguous with but separated from the lot containing the main building by a road has been filed;

WHEREAS Paragraph 1 of Article 35 of By-law 596 stipulates that an accessory building may be located on a lot adjacent to that of the main building only if the lot on which the main building is situated does not permit the compliant construction of an accessory building;

WHEREAS an application has been submitted to authorize the construction of a double garage with a floor area of 62 square meters;

WHEREAS Paragraph 6 of Section 35 of Zoning By-law 596 stipulates that an accessory building may not exceed an area of 60 square meters on a lot with an area of less than 3,000 square meters;

WHEREAS the lot on which the main building is situated was the subject of a building permit in 2024;

WHEREAS the front yard of the developed lot includes an existing shed as well as landscaping;

WHEREAS the front yard also includes a parking area adjacent to the street that provides several parking spaces;

WHEREAS the lot for the main building would be large enough to accommodate a compliant accessory building;

WHEREAS the CCU, by its resolution CCU-26-054, recommends rejecting both applications on the grounds that the applicable regulations do not cause serious harm and that compliant solutions exist;

WHEREAS the statement by Pierre Petroni, one of the applicants, who addressed the Council in support of these requests for minor exemptions;

It is

Proposed by Claude Rajotte

Seconded by Robert Laflamme

And unanimously resolved by a show of hands

THAT the Council denies the request for a minor exemption to construct a detached garage on a lot adjacent to that of the main building at 346 Bondville Street, Lot #3 939 137, Zone UV-6-I12;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- THAT the Council concludes that the bylaw does not cause serious harm, as compliant alternatives exist;
- THAT the Council denies the request for a minor exemption to construct a detached garage with an area of 62 square meters at 346 Bondville Street, lot #3 939 137, zone UV-6-I12;
- THAT the Council concludes that the regulations do not cause serious harm, since compliant alternatives exist.

ADOPTED

2026-07-217 4.4.7. 29 Rue des Peupliers, Lot 6 567 427, Zone UV-5-I12

Nature of the request: Width of the main building’s facade

- WHEREAS an application for the construction of a main building with a facade width of 6.83 meters has been filed;
- WHEREAS Section 108 of Zoning By-law 596 stipulates that the frontage of a main building must be at least 7.3 meters;
- WHEREAS the facade covered by the application corresponds to that of an attached garage that protrudes toward the street and is accessed from the side;
- WHEREAS pursuant to Section 108 of Zoning By-law 596, the second facade cannot be considered, since it is more than 5 meters from the first;
- WHEREAS CCU Resolution CCU-26-037 and its recommendation to approve the application;
- WHEREAS the statement by Claudia Berubé and Anthony Dalpe, the applicants, who addressed the Council in support of their application;

It is
Proposed by Claude Rajotte
Seconded by Steven Beerwort
And unanimously resolved by a show of hands

- THAT the Council approves the request for a minor exemption authorizing the construction of a main building with a 6.83-meter-wide facade at 29 Rue des Peupliers, Lot #6 567 427, Zone UV-5-I12

ADOPTED

2026-07-218 4.4.8. 130 Lakeside Road, Lot 6 285 347, Zone UP-4-K15,

Nature of the request: Number of parking spaces

- WHEREAS an application to authorize a total of 5 parking spaces, in conjunction with an expansion application, has been filed;
- WHEREAS Appendix III of Zoning By-law 596 requires one (1) parking space for every five (5) people, which corresponds to 77 parking spaces for the submitted project;

- WHEREAS the proposed expansion of the building in question requires approximately twenty additional parking spaces;
- WHEREAS the applicant points out that this shortage of parking spaces is not an issue in the context of visitors, as visitor numbers do not reflect the museum’s actual foot traffic;
- WHEREAS three-quarters of the buildings on the museum grounds are closed during the winter;
- WHEREAS this request is subject to By-law 211 establishing a heritage site in this sector
- WHEREAS CCU Resolution CCU-26-052 and its recommendation to approve the request;

*It is
Proposed by Claude Rajotte
Seconded by Lisa Payne
And unanimously resolved by a show of hands*

- THAT the Council approves the request for a minor exemption to authorize an expansion adding a total of five (5) parking spaces at 130 Lakeside Road, Lot #6 285 347, Zone UP-4-K15.

ADOPTED

2026-07-219 4.4.9. 16 Cedar Bay Road, Lot 3,938,762, Zone UV-2-G13

Nature of the request: Height of the main building

- WHEREAS a request to authorize a main building with a height of 11.09 m has been filed;
- WHEREAS Appendix VII of Zoning By-law 596 stipulates that the maximum height is 9.75 m in the zone in question;
- WHEREAS a building permit has already been issued to authorize a residence with a height of 9.75 m;
- WHEREAS the lot is large and set back from the road, meaning that the request does not cause any loss of enjoyment for neighboring properties;
- WHEREAS CCU Resolution CCU-26-038 and its recommendation to deny the application, on the grounds that the regulation does not cause serious prejudice to the applicant, since other possible alternatives exist that would not require an exception to the maximum height;

*It is
Proposed by Claude Rajotte
Seconded by Robert Laflamme
And unanimously resolved by a vote*

- THAT the Council denies the request for a minor exemption to authorize a main building with a height of 11.09 m at 16 Cedar Bay Road, Lot 3 938 762, Zones UV-2-G13 & UV-3-H12;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

THAT the Council concludes that the applicant is not suffering serious prejudice as a result of the current regulations, since other possible alternatives exist that would allow compliance with the maximum height limit;

ADOPTED

4.5. REQUEST(S) FOR ZONING CHANGE

4.6. APPLICATION FOR SUBDIVISION

2026-07-220 4.6.1. Lot 4 266 031, Moffat Road, Zone URA-8-L12

WHEREAS the filing of an application for the subdivision of Lot 4 266 03, Quebec Land Registry, to create two (2) building lots (Lots 6 723 662 and 6 723 663);

WHEREAS pursuant to Section 23 of Subdivision By-law 597, the owner of a parcel of land 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 parcel that is suitable for the establishment or expansion of a park, playground, trail, or natural area, or to pay the Town an amount equal to 10% of the land’s value;

It is
Proposed by Pierre Laplante
Seconded by Steven Beerwort
And unanimously resolved by a show of hands

THAT the Council require a contribution of 10% in dollars of the value of the land covered by this application, specifically Lot 4 266 031, Quebec Cadastre, zone URA-8-L12, East-Hill district.

ADOPTED

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

4.8. Other

2026-07-221 4.8.1. SCAOPI - 710 Lakeside Road, Lot 6 259 478, Zone RBE-1-E16

Nature of the request: Amendment to the SCAOPI to authorize various categories of land use

WHEREAS The Town of Brome Lake has adopted By-law 406 concerning specific projects for the construction, modification, or occupancy of a building (SCAOPI), and that this by-law is in effect;

WHEREAS an application for an SCAOPI has been filed for 710 Lakeside Road, Lot 6,259,478, Zone RBE-1-W16, the former Brome Lake Golf Club clubhouse, to permit four principal commercial uses in the main building;

- WHEREAS all plans, documents, and information required under By-law 406 concerning specific projects for the construction, modification, or occupancy of a building (SCAOPI) were submitted to the Urban Planning and Environment Department along with the application;
- WHEREAS Lot 6 259 478 was part of a previous SCAOPI application in 2018 concerning the real estate project on the former golf course (the *Faubourg Brome Lake* project, now called *Art de vivre*);
- WHEREAS Council’s approval of the 2018 SCAOPI (Resolution 2108-04-144) stipulates that Lot 53 of the project (Lot 6 259 478) may only be used for residential purposes or as a *neighborhood retail business*;
- WHEREAS the definition of “*neighborhood commercial use*” in Zoning By-law 596:
- A use occupying a small floor area and intended to provide services that meet the needs of the immediate neighborhood, such as retail stores selling food and miscellaneous items, as well as daycare centers.
- WHEREAS the uses specifically requested in the SCAOPI application are, on the ground floor: a real estate agent’s office
, an artist’s studio, and a high-end rental space
associated with a conference room. In the basement, in a second
phase: golf simulators and a pickleball court;
- WHEREAS the applicant is seeking authorization to carry out all possible uses within the four categories of use in their entirety, and not merely the specifically requested uses;
- WHEREAS the four categories of uses requested in the SCAOPI application are as follows, all as described in Appendix VI of Zoning By-law 596:
- C31: Professional services, professional associations, and technical professions;
 -
 - C33: Catering, crafts, artist’s studio;
 -
 - C51: Indoor recreational activities;
 -
 - C52: Indoor sports activities
- WHEREAS the CCU, by Resolution CCU-26-057, recommends rejecting the SCAOPI application on the grounds that the committee has several reservations regarding the proposed uses and is of the opinion that these deviate from the concept of *neighborhood commerce* as enshrined in the 2018 SCAOPI “*Art de vivre*”;

It is
Proposed by Robert Laflamme
Seconded by Claude Rajotte
And unanimously resolved by a show of hands

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

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- THAT The Council, pursuant to By-law No. 406 on Specific Projects for the Construction, Modification, or Change of Use of a Building (SCAOPI), rejects the SCAOPI project at 710 Lakeside Ch., lot #6 259 478, zone RBE-1-E16, which would allow the four commercial uses C31, C33, C51, and C52 in the main building.
- THAT the Council concludes that the “*neighborhood retail*” zoning designation should be upheld in the 2018 SCAOPI, a designation deliberately chosen by the developer for the Art de Vivre real estate project.

ADOPTED

2026-07-222 **4.8.2. Application for Use of Public Property—Lot 4 266 958—Parc des Lions**

- WHEREAS By-law 2017-04 (By-law on the Occupation of Public Property);
- WHEREAS the filing of an application for permanent use of public property by the Brome Lake Pickleball Club;
- WHEREAS the application concerns the permanent use of a portion of Lot 4 266 958, Quebec Cadastre, located adjacent to the pickleball courts at Parc des Lions, which is owned by the Town;
- WHEREAS the application complies with the requirements;
- WHEREAS the permanent use would consist of the construction of a shed for storing equipment related to the activities of the club adjacent to the pickleball courts;
- WHEREAS Cynthia Brunelle, Director of Recreation, Tourism, Culture, and Community Affairs, has no objection to the approval of this request;

*It is
Proposed by Claude Rajotte
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

- THAT the Council approves the request by the Brome Lake Pickleball Club for permanent use of public land on a portion of Lot 4 266 958, Quebec Cadastre, specifically a shed for equipment storage adjacent to the pickleball courts at Parc des Lions, all in accordance with the request submitted by the Brome Lake Pickleball Club.
- THAT this approval is conditional upon the applicant obtaining any other permits or authorizations required for construction;
- THAT the applicant must comply with all provisions of By-law 2017-04.

ADOPTED

5. PUBLIC SAFETY

5.1. Monthly Report from the Public Safety and Fire Department and the First Responders Coordinator

The monthly report from the Public Safety and Fire Department and the First Responders Coordinator is included in *the Monthly Summary of Services—June 2026*, tabled at this meeting under item 3.1.5.1.

2026-07-223

5.2. Boating Safety and Active Corridors Committee—Reorganization and Nomination of Members

- WHEREAS By-law 1 concerning committees established by Council resolution;
- WHEREAS Council Resolution 2016-02-41 establishing a Water Safety Committee, as well as Council Resolution 2022-04-124 approving the creation of the Water Safety and Active Corridors Committee with the aim of expanding its mandate by granting the committee the authority to study and make recommendations regarding water safety and recreational activities in active corridors;
- WHEREAS the experience gained since the establishment of the Water Safety and Active Corridors Committee demonstrates that it is appropriate to distinguish between matters relating to water safety and those relating to active corridors, in order to facilitate a more focused analysis of the issues specific to each of these sectors;
- WHEREAS the Council believes that such a reorganization will improve the efficiency of the work, clarify the mandates, and lead to recommendations better suited to the respective realities of boating safety and active corridors;
- WHEREAS the mandate of this committee is to examine any matter concerning boating safety on Brome Lake referred to it by the Municipal Council and to make recommendations by way of resolution, as well as to develop an action plan regarding boating safety on Brome Lake;

*It is
Proposed by Pierre Laplante
Seconded by Robert Laflamme
And unanimously resolved by a show of hands*

- THAT this resolution replace and repeal Resolutions 2016-01-42 and 2022-04-124 concerning the creation of the Water Safety and Active Corridors Committee.
- THAT the Council establishes the Boating Safety Advisory Committee;
- THAT the term of office of any member of this committee other than an elected official or a Town administrator shall be two (2) years and shall be automatically renewed for successive two (2)-year terms upon the expiration of the current term, until the Nomination, by resolution, of a new member for the upcoming term or of a replacement for the remaining term;

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

- THAT

the term of office of any elected official or Town administrator appointed to this committee shall be valid for the duration of their elected term or employment with the Town, unless they resign from the committee or a resolution to the contrary is adopted;
- THAT

the Boating Safety Advisory Committee shall consist of seven (7) members, namely the council member responsible for boating safety, the director of the Town’s Public Safety and Fire Department, the council member responsible for the environment, and the following individuals:

· Jaime Moar

· Robert Vaillant

· Yvan St-Onge

· Reine Boisvert
- THAT

the council member responsible for boating safety shall serve as chair of the committee and shall appoint a secretary.

ADOPTED

2026-07-224

5.3.

Pilot Project—Navigation Corridor in Elizabeth-Ann Bay—Adoption

- WHEREAS

Elizabeth-Ann Bay is an ecologically sensitive area of Brome Lake, particularly due to its shallow depths, the presence of phosphorus-rich sediments, dense aquatic plant beds, and vulnerable species;
- WHEREAS

the establishment of a marked navigation corridor would channel the transit of motorized boats between the Eugène Marina and the deeper area of the lake, thereby reducing impacts on sediments and aquatic plant communities;
- WHEREAS

a budget of \$8,000 has already been approved for the purchase and installation of the required navigation buoys;

*It is
Proposed by Pierre Laplante
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

- THAT

the Council approves the establishment of a marked navigation channel in Elizabeth-Ann Bay as a pilot project for the 2026 summer season, following the route recommended by the Environment Department.

ADOPTED

2026-07-225

5.4.

Urban Planning Intern—Designation of Designated Public Servant Status

- WHEREAS

the Council has the authority to appoint individuals responsible for enforcing various Town by-laws related to land use and environmental management;
- WHEREAS

the Council wishes to grant these enforcement powers to the urban planning intern, Laurie Gagné;

*It is
Proposed by Claude Rajotte
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

- THAT the Council appoints Laurie Gagné, urban planning intern, as the person responsible for enforcing any by-laws necessary in connection with her employment with the Town;
- THAT the powers granted to Laurie Gagné include those listed in Section 13 of By-law 596;
- THAT Section 13, paragraph 1, item 1 of Zoning By-law 596 specifies that a person responsible for enforcing a by-law has the authority to:
- ...enter and inspect, between 7:00 a.m. and 7:00 p.m., any real or personal property, as well as the interior or exterior of houses, buildings or structures of any kind to determine whether this by-law, other by-laws, or council resolutions are being complied with, to verify any information, or to ascertain any facts necessary for the municipality to exercise its authority to issue a permit, issue a notice of compliance for an application, grant an authorization, or any other form of permission conferred upon it by law or by-law.

ADOPTED

6. PUBLIC WORKS AND TECHNICAL SERVICES

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

The monthly report of the Public Works and Technical Services Department is included in *the Monthly Summary of Services—June 2026*, tabled at this meeting under item 3.1.5.1.

7. RECREATION, TOURISM, CULTURE, AND COMMUNITY LIFE

7.1. Monthly Report from the LTCVC

The monthly report from the Recreation, Tourism, Culture, and Community Life Department is included in *the Monthly Summary of Services—June 2026*, tabled at this meeting under item 3.1.5.1.

2026-07-226 7.2. Request(s) for Financial Contribution

*It is
Proposed by Pierre Laplante
Seconded by Lisa Payne
And unanimously resolved by a vote*

- THAT the Council authorizes the following expenditure as a financial contribution to the activities of the following organization:
- Foster Recreation Management \$7,000

ADOPTED

7.3. Request(s) to Use Public Land

8. LOCAL ECONOMY

2026-07-227 8.1. 39 Victoria Street - Payment of a grant for facade renovation

- WHEREAS The Council has adopted By-law 2021-08 concerning the Town’s economic development for 2021–2025;
- WHEREAS one of the purposes of By-law 2021-08 is to stimulate the development of the service sector through a tax credit program for the expansion and renovation of commercial buildings;
- WHEREAS the owner has submitted a complete application for financial assistance, in accordance with the by-law, for renovation work on the facade at 39 Victoria Street, Lot 4 266 209, which was approved by the Council pursuant to Resolution 2025-05-152;
- WHEREAS the work has been completed and complies with the permit application;
- WHEREAS the recommendation of Gilbert Arel, City Manager and Treasurer, to authorize the final payment of the approved financial assistance application in the amount of \$10,000;

It is
Proposed by Lisa Payne
Seconded by Steven Beerwort
And unanimously resolved by a show of hands

- THAT the Council approves the payment of the application for financial assistance for the renovation of the facade at 39 Victoria Street, Lot 4 266 209, for a maximum amount of \$10,000;
- THAT this same amount be allocated to cover this expense, to be funded from budget line item 02-621-00-996.

ADOPTED

9. VARIOUS

10. SECOND QUESTION PERIOD

This question period was recorded via live audio during the council session and is available at <https://lacbrome.ca/vie-municipale/seances-du-conseil/>

ORAL QUESTIONS DURING THE SESSION

The speakers are:

CHRISTIAN ROY

(00:22)

10. He thanked the Council for adopting the Elizabeth Ann Bay navigation corridor pilot project

(01:01)

11. He asks about the changes made to the Boating Safety Committee, particularly regarding the committee's composition and the role of the new committee compared to the old one—for example, with respect to the boating safety guide and environmental considerations.

(04:48)

12. He asks when the missing buoys will be added;

CHANTAL PICARD

(05:46)

13. She questions the Council's decision to adopt a pilot project for a navigation channel only in Elizabeth-Ann Bay and not in front of the marina;

(06:37)

14. She reiterates the importance of adding the missing buoys on the lake;

YVES ZAHRA

(06:58)

15. He emphasizes the importance of adding the missing buoys on the lake. He also asks for clarification on the route of the navigation channel (referring to the water-skiing route).

REINE BOISVERT

(08:29)

16. She points out that people are swimming from the trail bridge and the Foster Dam and asks what the Town could do to address this.

CAROLLE LAVOIE

(09:30)

17. She asks for details on the types of businesses that will be established at 567 Knowlton Road;

BENOIT BOURGON

(10:21)

18. Regarding item 3.1.3.9, he questions the scope of the powers granted to the executive director. He claims that the resolution, as written, does not comply with the Cities and Towns Act and is therefore illegal;

(11:37)

19. He requests that the second question period be open to all topics and not limited to those on the agenda;

(12:52)

20. He notes that it is in all citizens' interest to comment on requests for minor exemptions and proposes that a link to the files be added to the agenda.

2026-07-228

11. ADJOURNMENT

*The meeting is
Proposed by Steven Beerwort*

CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL

Seconded by Pierre Laplante
And unanimously resolved by a show of hands

THAT the meeting be adjourned, as the agenda has been
 completed.
 It is 8:30 p.m.

APPROVED

_____ Lee Patterson Mayor	_____ Owen Falquero City Clerk
---------------------------------	--------------------------------------

