

CANADA
PROVINCE OF QUEBEC
TOWN OF BROME LAKE

October 6, 2026

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

Present: Councilors Lisa Payne, Claude Rajotte, Steven Beerwort, Pierre Laplante, Patrick Ouvrard and Robert Laflamme.

All present constituted a quorum under the chairmanship of Mayor Lee Patterson.

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

38 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:

To begin, I would like to highlight the victory of our resident Frédérick Beauchemin, who won the provincial election last night to represent the Brome-Missisquoi riding.

Last Sunday's walk against cancer was another success this year.

We will appoint a new member to the CCU, and another person will also be appointed in the coming months. Those who submitted their applications will receive information in the coming weeks.

We also welcomed, last weekend, the Irish Ambassador to Canada, Mr. John Concanon, and his wife, Mary, as part of the Celtic Festival, which continues through next weekend.

Tonight, we will award a professional services contract aimed at improving safety in the two school zones in Brome Lake. We also hope to eventually lower the speed limit on Chemin de Knowlton, near the school.

We will also award a contract to upgrade Edwards Park in West Brome.

We will also be adopting a new bylaw concerning the current construction freeze on residential buildings with three or more units in the Knowlton sector. Council will be lifting part of the construction freeze affecting commercial development and re s of residential buildings with three or more units. Tonight, we will allow commercial construction projects to move forward, but not multi-unit residential projects. For the time being, Council wants to make further progress on the urban planning process before allowing new residential construction of this type in the sector.

2026-10-292

1.2. Adoption/Amendments to the Agenda

It is

Proposed by Patrick Ouvrard

Seconded by Lisa Payne

And unanimously resolved by a show of hands

THAT

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

3.1.2.2.1 - Low-Income Housing Renovation Program (PRHLM) - Financial Contribution

And the addition of the following item:

4.8.2 - Urban Planning Advisory Committee - Nomination of a new members

APPROVED

2026-10-293

1.3. Approval of the Minutes of the Meeting of September 8, 2026

The mayor and elected officials received a copy of the minutes of the regular meeting held on September 8, 2026;

It is

Proposed by Claude Rajotte

Seconded by Robert Laflamme

And unanimously resolved by a vote

THAT

the Council approves the minutes of the regular meeting held on September 8, 2026.

ADOPTED

2. FIRST QUESTION PERIOD

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

WRITTEN QUESTIONS READ DURING THE SESSION

The Mayor answers the questions submitted in writing prior to the meeting, and the clerk reads them aloud.

LARRY INGOLD

1. Can you confirm which wells are operational and are currently supplying safe drinking water to the Town of Brome Lake?

2. Can you also confirm how much water TBL purchased in 2025 and 2026?

ORAL QUESTIONS DURING THE MEETING

The speakers are:

DOROTA GEISSEL

(02:04)

3. She asks what measures the Town plans to take to correct or improve the layout of Fulford Road after the construction work, since water will flow from the road onto her property located at 165 Fulford Road.

RON GLOWE

(05:21)

4. He asks the Town to make adjustments to improve the condition of the road at the entrance to Pointe-Fisher Street (near Robert Street);

DOMINIC MARTIN

(06:11)

5. He shares concerns about the installation of a dek hockey surface at Prouty Park and the postponement of the project study until next year. He would like to see a consultation process to ensure that the concerns of the primary users are heard and that progress is made on this issue;

PETER WHITE

(1:27 p.m.)

6. Regarding the SCAOPI for 635 Lakeside Road, he asks whether the Council is aware of the emails sent to the clerk concerning the handling of hazardous waste during demolition and requests clarification on the next steps following the SCAOPI's approval;

(5:00 p.m.)

7. Regarding the SCAOPI for 635 Lakeside Road, he refers to the Council members' responsibility regarding alleged violations that may have been committed in connection with the possible presence of asbestos on the premises;

NATHALIE DE GRÂCE

(6:22 p.m.)

8. She followed up on the odor issues on Bondville Street;

CAROLLE LAVOIE

(20:15)

9. She asks about the status of the two projects by United Construction Ltd. (Gilman Corner and 472 Knowlton Road);

(21:40)

10. She wants to know if the Town will have the signs for the Gilman Corner and 472 Knowlton Road projects removed;

(22:08)

11. She asks if the Bailey well has been put back into operation;

BRENDA STONE

(22:53)

12. She thanks the Town for informing residents about the flushing of the water system and asks for an update on this operation. She notes that the water has still been brown for the past few days and would like to know what the next steps will be to resolve the situation;

(24:13)

13. She thanks the town clerk for sending the list of vehicles owned by the Town and asks whether it includes the most recent acquisitions;

BERNARD LEFEBVRE

(25:42)

14. Regarding the Des Bourgeons neighborhood, he asks about the status of the trail connecting the neighborhood to Parc des Lions and suggests that the Town provide updates on the project's progress;

PETER WHITE

(28:55)

15. Oral request for access—He would like a copy of the amended plans and documents for the SCAOPI at 635 Lakeside Road.

3. ADMINISTRATION / LEGISLATION

3.1. ADMINISTRATION

2026-10-294

3.1.1. Accounts Payable and List of Checks Issued

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

THAT the Council approves the following lists:

- Accounts Payable: \$2,432,538.18
- Checks Issued #2026-10: \$407,892.95

APPROVED

3.1.2. Progress reports, invoices, and miscellaneous expenses

3.1.2.1. Interim statements

3.1.2.2. Invoices and miscellaneous expenses

3.1.3. Agreements, Contracts, and Mandates

2026-10-295

3.1.3.1. **Awarding of contract - VLB2026-13 - Purchase of a Used Grader and Equipment**

WHEREAS Tender VLB2026-13 for the purchase of a used grader, including specialized equipment;

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

Bidders	Price (taxes included)
Brandt Tractor Ltd	\$436,905.00

WHEREAS the highest bid received from Brandt Tractor Ltd in the amount of **\$436,905.00**, including taxes;

WHEREAS the recommendation by Jean-Philippe Roy, Head of the Public Works Division, to accept the bid from Brandt Tractor Ltd;

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

THAT the Council award Contract VLB2026-13 to Brandt Tractor Ltd. for the purchase of a used grader and equipment, in the amount of **\$436,905.00**, including taxes;

THAT this same amount be allocated to pay for this expenditure, which will be funded under By-law 2021-06 (By-law authorizing an expenditure and a loan of \$1,000,000 for the acquisition of various vehicles) and repayable over a period of ten (10) years.

ADOPTED

2026-10-296

3.1.3.2. **Awarding of contract - VLB2026-16 - Acquisition and Implementation of an Integrated Document Management Solution**

WHEREAS the Town’s document management system needs to be updated to adapt it to the organization’s current needs and to improve its efficiency, security, and accessibility;

WHEREAS the call for bids VLB2026-16 - Acquisition and Implementation of an Integrated Document Management Solution;

WHEREAS The Town invited four (4) suppliers to bid and received two (2) bids under this invitation-only call for bids, which were evaluated by a selection committee appointed for this purpose, based on a final score;

Bidders	Price	Final Score
Coginov Inc.	\$98,993.48	88.3%
Constellio Inc.	\$57,165.57	88.7%

WHEREAS the compliant bid with the highest score is that of Constellio Inc. in the amount of **\$57,165.57**, including taxes;

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

THAT the Council award Contract VLB2026-16 - Acquisition and Implementation of an Integrated Document Management Solution to Constellio Inc. in the amount of **\$57,165.57**, including taxes.

ADOPTED

2026-10-297

3.1.3.3. **Awarding of contract - Professional Landscape Architecture Services - Edward Park**

WHEREAS The Town wishes to engage a specialized firm to develop a master plan for Edward Park, located in West Brome, which will serve as the basis for public consultation and guide future work;

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

Bidders	Price (taxes included)
Artelia Canada	\$26,162.56
Création NaturEden	\$29,502.58
Atelier Parcelle	\$45,587.59

WHEREAS the lowest compliant bid is that of Artelia Canada in the amount of **\$26,162.56**, including taxes;

WHEREAS Cynthia Brunelle, Director of the Recreation, Tourism, Culture, and Community Life Department, has recommended accepting Artelia Canada's bid;

*It is
Proposed by Steven Beerwort
Seconded by Patrick Ouvrard
And unanimously resolved by a show of hands*

THAT the Council award Artelia Canada the contract for professional landscape architecture services for the

development of a master plan for Edward Park, in the amount of **\$26,162.56**, including taxes.

ADOPTED

2026-10-298 3.1.3.4. **Awarding of contract - Professional Engineering Services - Development of Safe School Routes**

- WHEREAS The Town wishes to improve safety around Saint-Édouard School and Knowlton Academy, in particular by redesigning the crosswalk, the Veterans Park parking lot, and the path connecting the area to the Coldbrook Trail;
- WHEREAS these measures, aimed in particular at promoting active travel, improving traffic flow, and reducing speed, must be planned in collaboration with the schools, the Quebec Ministry of Transport and Sustainable Mobility, and other relevant partners;
- WHEREAS The Town requested three (3) bids and received the following two (2) bids as part of the awarding of this contract:

Bidders	Price (taxes included)
Côté-Jean Associés	\$21,845.25
Les Services EXP Inc.	\$53,463.38

- WHEREAS the lowest compliant bid is that of Côté-Jean Associés in the amount of **\$21,845.25**, including taxes;
- WHEREAS the recommendation of Cynthia Brunelle, Director of the Recreation, Tourism, Culture, and Community Life Department, to accept the bid from Côté-Jean Associés;

*It is
Proposed by Robert Laflamme
Seconded by Patrick Ouvrard
And unanimously resolved by a show of hands*

- THAT the Council award the contract to Côté-Jean Associés for the provision of professional engineering services related to the development of safe school routes, in the amount of **\$21,845.25**, including taxes.

ADOPTED

2026-10-299 3.1.3.5. **Awarding of Contract - Legal Services - Cain Lamarre**

- WHEREAS Council Resolution 2025-09-24;
- WHEREAS the recommendation by Owen Falquero, Director of the Clerk’s Office and Legal Affairs, to award the general mandate for legal representation to the law firm Cain Lamarre for the year 2027;

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

- THAT The Council accepts Cain Lamarre's offer of services dated September 28, 2026, for the period from January 1 to December 31, 2027, and authorizes the mayor, the general manager, or the clerk to make use, as needed, of the consulting package included in said offer;
- THAT this acceptance is conditional upon the Town remaining free to retain any legal services of its choice, notwithstanding the terms of said offer.

ADOPTED

2026-10-300 3.1.3.6. Signing Authority - Request for Financial Assistance - PRIMEAU Program 2023–2033

- WHEREAS The Town of Brome Lake has reviewed the Guide to the Municipal Water Infrastructure Program (PRIMEAU) 2023–2033, fully understands all program terms and conditions applicable to it or its project, and has sought clarification from the Ministry as needed;
- WHEREAS The Town must comply with the terms and conditions of this guide that apply to it in order to obtain financial assistance under the PRIMEAU 2023–2033 program and to receive payment of such financial assistance;

*It is
Proposed by Patrick Ouvrard
Seconded by Claude Rajotte
And unanimously resolved by a show of hands*

- THAT the Town of Brome Lake commits to complying with the provisions of the guide that apply to it;
- THAT The Town undertakes to assume full responsibility for the work as well as for any modifications that may be made to it. As such, it is therefore liable for any damage caused by its employees, agents, representatives, subcontractors, or by the Town itself, including damage resulting from a breach of any obligation under any contract entered into by the Town for the performance of the work;
- THAT The Town undertakes to carry out the work in accordance with the terms of the PRIMEAU 2023–2033 program and to assume all responsibilities applicable to it in connection with the execution and financing of this work;
- THAT The Town undertakes to pay its share of the eligible costs and ongoing operating costs;

- THAT The Town agrees to cover all expenses incurred if it fails to meet the deadlines set forth in the PRIMEAU 2023–2033 program;
- THAT The Town agrees to cover all costs not eligible under the PRIMEAU 2023–2033 program associated with its project, including all eligible change orders up to 50% of their cost and any cost overruns;
- THAT the Council authorizes the filing of an application for financial assistance under the PRIMEAU 2023–2033 program for the project to upgrade the Bailey drinking water treatment plant and related infrastructure.

ADOPTED

2026-10-301 3.1.3.7. **Signing Authority - Easement - Lot 3,939,959 - Tibbits Hill Road**

- WHEREAS the request by Hydro Québec to use a portion of the right-of-way on Lot 3,939,959 to supply two new residential lots currently under construction;
- WHEREAS the requested easement concerns a portion of Tibbits Hill Road, specifically an aerial easement with an approximate area of 72 square meters, located eastward from the intersection of Frizzle Road and Tibbits Hill Road, on the south side of Tibbits Hill Road;

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

- THAT the Council authorize the mayor, Lee Patterson, and the general manager, Gilbert Arel, to sign, for and on behalf of the Town, the deed prepared by Annie-Jane Melançon-Brière, Esq., notary, establishing easements for the utilities of Bell Canada and Hydro-Québec on portions of lots 3,939,959, 6,627,820, and 6,627,821, as well as any other document necessary to give full effect to this resolution.

ADOPTED

2026-10-302 3.1.3.8. **Signing Authority – Expropriation - Chemin du Centre - Lot 5,033,848 - Construction of a Fire Station and Emergency Operations Center**

- WHEREAS the project to construct a fire station and emergency response center on Chemin du Centre;
- WHEREAS The Town wishes to acquire a portion of Lot 5,033,848 of the Quebec Land Registry, Brome Land District, with an area of approximately 8,400 square meters (hereinafter: the “Property”) for this project;

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

WHEREAS the history of private negotiations, without any admission;

WHEREAS The Town has the power to expropriate pursuant to section 570 of the Cities and Towns Act (RLRQ, c. C-19), in particular by taking possession of any building it requires for any municipal purpose;

WHEREAS Resolution 2026-07-191;

It is

Proposed by Lee Patterson

Seconded by Pierre Laplante

And unanimously resolved by a show of hands

Vote (7 in favor, 0 against)

The mayor exercised his right to vote

THAT Council authorizes the acquisition, either by private agreement or by initiating expropriation proceedings against the owner, the Building, designated as part of lot 5,033,848 in the Quebec cadastre, Brome land district, with an area of approximately 8,400 square meters, in order to construct a fire station and emergency response center there;

THAT Council authorizes the administration to retain the law firm Cain Lamarre s.e.n.c.r.l. to undertake, on behalf of the Town, all procedures required for the expropriation, including, but not limited to, the preparation of a notice of expropriation, representation before the Administrative Tribunal of Quebec, Real Estate Division, with respect to all main, incidental, or ancillary measures related to this matter, including, if necessary, the filing of a motion to contest before the Superior Court of Quebec pursuant to sections 17 et seq. of the Act respecting Expropriation (RLRQ, c. E-25);

THAT the Council authorizes the Chief Executive Officer, the Deputy Chief Executive Officer, or the Clerk to engage any other professional required to carry out this resolution;

THAT Council authorizes the Town to appropriate the funds necessary to carry out the purposes of this resolution from the surplus allocated to the fire station project and authorizes the Town's Director General to pay an amount not exceeding the compensation to be determined in the appraisal report subsequently filed by a firm of certified appraisers or in any private agreement in accordance with the terms of Resolution 2026-07-191, for the acquisition of said property from the owner and his representatives, if any;

THAT The Council authorizes the mayor, Mr. Lee Patterson, and the Town Manager, Mr. Gilbert Arel, to sign, for and on behalf of the Town, any agreement or notarized deed concerning

the Town’s acquisition of the necessary rights to the property described above in order to carry out this project, as well as any document necessary to give full effect to this resolution.

ADOPTED

3.1.4. Human Resources

2026-10-303 3.1.4.1. Hiring - Officer - Public Safety and Fire Department

- WHEREAS Captain Neil Clarkson has announced his intention to retire in January 2027, after fifty years of service;
- WHEREAS in accordance with Article 14 of the 2023–2027 Collective Bargaining Agreement for Firefighters, a process was followed to fill the position of captain;
- WHEREAS the Chief of Operations, Mr. Ross Clarkson, recommends the promotion of Mr. Darren Paige to the rank of captain on an interim basis, and that this recommendation is supported by the Director of Public Safety and Fire Services, Mr. Kevin Robinson;
- WHEREAS Council members have reviewed the recommendation and are satisfied with it;

*It is
Proposed by Pierre Laplante
Seconded by Patrick Ouvrard
And unanimously resolved by a show of hands*

Mayor Lee Patterson exercised his right to vote.

- THAT the Council approves the promotion of Mr. Darren Paige to the rank of captain within the Public Safety and Fire Department, on an interim basis, effective October 6, 2026;
- THAT this promotion become permanent in January 2027, subject to Captain Neil Clarkson’s actual retirement and compliance with the applicable provisions of the 2023–2027 Collective Bargaining Agreement for Firefighters;
- THAT the applicable salary and working conditions comply with the aforementioned collective bargaining agreement;
- THAT the organizational chart of the Public Safety and Fire Department be amended accordingly.

ADOPTED

2026-10-304 3.1.4.2. Hiring - Sewer and Water System Operator - Public Works Department

- WHEREAS a position for a Sewer and Water System Operator is vacant;

WHEREAS the position was advertised internally and externally in February 2026, but could not be filled following the receipt of applications and the conduct of interviews;

WHEREAS an unsolicited application was received in August 2026 and the candidate’s profile meets the requirements for the Sewer and Water System Operator position;

WHEREAS the recommendations of Marc-André Boivin, Assistant Director of Technical Services; Laura Lee, Head of Technical Services; and Alexandra Barré, Human Resources Advisor, for the hiring of Mr. Yves Guay for the position of Sewer and Water System Operator;

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

THAT The Council authorizes the hiring of Mr. Yves Guay for the position of Sewer and Water System Operator, with a start date of October 26, 2026;

THAT the Town’s organizational chart be amended accordingly;

THAT his salary, terms of employment, and probationary period be in accordance with the collective bargaining agreement in effect.

ADOPTED

2026-10-305 3.1.4.3. Human Resources - Termination of an Employee

WHEREAS Council members have been notified of the decision made by senior management to terminate the employment of the employee with employee ID #2000242;

*It is
Proposed by Lee Patterson
Seconded by Claude Rajotte
And unanimously resolved by a vote*

(7 in favor – 0 against)
Mayor Lee Patterson exercises his right to vote

THAT the Council approves the termination of employment of the employee with employee number #2000242 effective September 24, 2026.

ADOPTED

3.1.5. Miscellaneous

3.1.5.1. Monthly Services Summary - September 2026

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

2026-10-306 3.1.5.2. **Bad Debts - Write-Off**

WHEREAS there are accounts receivable on the Town’s accounts receivable ledger that are either time-barred or uncollectible because the title is unclear;

WHEREAS it is necessary to write off these bad debts from the Town’s accounts receivable, in accordance with the list prepared for this purpose by the Finance and Treasury Department;

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

THAT the Council authorizes the write-off of the following receivables from the Town’s accounts receivable:

Account Number	Balance to be written off
8007-18-6958-2-000-0000	\$5.37
8317-24-3895-0-000-0000	\$20.58
7608-44-0043-1-000-0000	\$21.48
8109-31-3858-4-000-0000	\$35.79
8209-79-3772-4-000-0000	\$115.43
8008-76-7867-0-000-0000	\$136.01
8010-43-9416-0-000-0000	\$942.95
Total	\$1,277.61

APPROVED

2026-10-307 3.1.5.3. **Allocation of Surplus - Project Closure and Return of Balances**

WHEREAS Resolutions 2025-04-080 (Resurfacing of Various Streets), 2025-04-083, 2025-05-126 (Culvert on Victoria Street), and 2025-09-238 (Gravel replenishment—various roads), by which the use of surplus funds was authorized to finance certain projects;

WHEREAS the projects covered by these resolutions are now complete and were carried out at a cost lower than the amounts allocated to them;

WHEREAS it is appropriate to close these projects and return the remaining balances to the respective surplus accounts;

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

- THAT

the Council authorizes the closure of the projects covered by Resolutions 2025-04-080, 2025-04-083, 2025-05-126, and 2025-09-238;
- THAT

the remaining balances totaling \$172,687.00 be returned to the following surplus accounts:

Surplus	Amount
Surplus - Roads	\$170,242.00
Unrestricted Surplus	\$2,445.00
Total	\$172,687.00

ADOPTED

3.2. LEGISLATION – NOTICE OF MOTION / BY-LAWS

3.2.1. By-laws - Notice of Motion/Presentation

3.2.1.1. By-law 2026-13 amending By-law 2025-06 on interim control regarding the development vision for downtown Knowlton – Notice of Motion

Mayor Lee Patterson gives notice of a motion whereby he or another member of Council will present for adoption By-law 2026-13 amending By-law 2025-06, the interim control by-law regarding the development vision for downtown Knowlton;

The town clerk has taken the necessary steps to ensure that the draft by-law is made available to the public for review prior to the start of the meeting.

The elected officials, having received it within the time limits prescribed by law, consent to be exempted from its reading.

This draft by-law is duly presented and tabled by Mayor Patterson, who outlines its purpose and scope. The purpose of By-law 2026-13 is to amend By-law 2025-06 in order to:

- i)

Extend the period of application;
- ii)

Confirm the exclusion of commercial buildings

The purpose of Bylaw 2025-06 was to temporarily suspend the application of certain municipal by-laws concerning construction and subdivision in the area designated as downtown Knowlton;

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

3.2.2. By-laws - Adoption

4. PLANNING AND ENVIRONMENTAL SERVICES DEPARTMENT

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

The monthly report of the Planning and Environment Department is included in *the Monthly Summary of Services—September 2026*, tabled at 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, as well as the amended minutes of the Urban Planning Advisory Committee for the meetings held on November 18, 2025, December 15, 2025, February 16, 2026, March 16, 2026, April 20, 2026, May 19, 2026, and June 15 and 22, 2026. The Environmental Advisory Committee did not hold a meeting last September.

4.3. APPLICATIONS FOR EXTERIOR MODIFICATIONS - SPAIP

2026-10-308 4.3.1. 14 Davignon Street, Lot #4 266 419, Zone URA-15-K15

Nature of the request: Construction of an accessory building

- WHEREAS the filing of an application to construct an accessory building in the form of an artist’s studio;
- WHEREAS this application is subject to By-law 601 on Site Planning and SPAIP (SPAIP-2 concerning residential buildings and lots);
- WHEREAS Council Resolution 2026-09-280 postponed consideration of this matter following the filing of additional information by the applicants;
- WHEREAS CCU Resolution CCU-26-081 and its recommendation to deny the application;
- WHEREAS Council Resolution 2026-10-312 to approve the request for a minor exemption;

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

THAT the Council approves the SPAIP-2 regarding the application to construct an accessory structure in the form of an artist’s studio at 14 Davignon Street, Lot #4 266 419, Zone URA-15-K15.

ADOPTED

2026-10-309 4.3.2. 22 Davignon Street, Lot #4 266 418, Zone URA-15-K15

Nature of the request: Construction of an accessory building

WHEREAS the filing of an application for the construction of an outbuilding of the shed type;

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

WHEREAS Resolution CCU-26-082 of the CCU and its recommendation to approve the application;

It is

Proposed by Patrick Ouvrard

Seconded by Claude Rajotte

And unanimously resolved by a show of hands

THAT the Council approves the SPAIP-2 regarding the application to construct an outbuilding (shed) at 22 Davignon Street, Lot #4 266 418, Zone URA-15-K15.

ADOPTED

2026-10-310

4.3.3. 122 Victoria Street, Lot #4 266 455, Zone URA-20-K15

Nature of the request: Expansion of a main building—Modifications and construction of an accessory building—garage

WHEREAS the filing of an application for modifications to the expansion of a main building;

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

WHEREAS this application modifies the front steps approved in the SPAIP application for the main building approved by the Council in its Resolution 2026-01-014;

WHEREAS CCU Resolution CCU-26-083 and its recommendation to approve the application;

WHEREAS the filing of an application to construct an accessory building—a garage;

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

WHEREAS Resolution CCU-26-084 of the CCU and its recommendation to approve the application;

It is

Proposed by Claude Rajotte

Seconded by Patrick Ouvrard

And unanimously resolved by a vote

- THAT the Council approves the SPAIP-2 regarding the request for modifications to expand the main building at 122 Victoria Street, Lot #4 266 455, Zone URA-20-K15;
- THAT the Council approves the SPAIP-2 regarding the request to construct an accessory building—a garage—at 122 Victoria Street, Lot #4 266 455, Zone URA-20-K15.

ADOPTED

4.4. MINOR EXEMPTION REQUESTS

2026-10-311 4.4.1. 20 Kimball Street, Lot #4 267 303, Zone RF-13-N16

Nature of the request: Construction within property lines and percentage of lot coverage

- WHEREAS the filing of an application to construct a primary residential building with four (4) variances;
- WHEREAS the application seeks a floor area ratio of 19.5%, whereas Schedule VII of Zoning By-law No. 596 prescribes a maximum ratio of 10% in this zone;
- WHEREAS the application seeks to locate the main building 5 meters from the right-side property line, whereas Annex VII of Zoning By-law No. 596 prescribes a minimum setback of 15 meters in this zone;
- WHEREAS the application seeks to locate the main building 5 meters from the rear property line, whereas Appendix VII of By-law No. 596 prescribes a minimum setback of 15 meters in this zone;
- WHEREAS the application seeks to locate the main building 12.23 meters from the left-side property line, whereas Appendix VII of By-law No. 596 prescribes a minimum setback of 15 meters in this zone;
- WHEREAS the existing residence and garage will be demolished, and the owners of Lot 4 267 303 also own the adjacent lots;
- WHEREAS the pending application by the owners of the adjacent properties on Kimball Street to acquire the street so that it may become a private road;
- WHEREAS the Planning Advisory Committee considers that the combination of all the variances constitutes a major variance;
- WHEREAS the Planning Advisory Committee considers that the applicant has not demonstrated that the project could not be brought into greater compliance with the standards prescribed by Zoning By-law No. 596;
- WHEREAS CCU Resolution CCU-26-079 and its recommendation to deny the application;

WHEREAS Benoît Bourgon, of Alliance Brome Lake, requested—in a statement read by the clerk in his absence—that the application be denied;

*It is
Proposed by Patrick Ouvrard
Seconded by Claude Rajotte
And unanimously rejected by a roll call vote*

THAT the Council rejects the request for a minor exemption to authorize the construction of a main building with a floor area ratio of 19.5% at 20 Kimball Street, Lot 4 267 303, Zone RF-13-N16;

THAT the Council denies the request for a minor exemption to authorize the construction of a main building with a right-side setback of 5 meters at 20 Kimball Street, Lot 4 267 303, Zone RF-13-N16;

THAT the Council denies the request for a minor exemption to authorize the construction of a main building with a 5-meter rear setback at 20 Kimball Street, Lot 4 267 303, Zone RF-13-N16;

THAT the Council denies the request for a minor exemption to authorize the construction of a main building with a left-side setback of 12.23 meters at 20 Kimball Street, Lot 4 267 303, Zone RF-13-N16;

THAT the Council's reasons for its denial are as follows:

- i) Council considers that the four elements of the variance, taken together, constitute a major variance;
- ii) Council considers that the applicant has not demonstrated that the project could not be brought into greater compliance with the standards prescribed by Zoning By-law No. 596;

DENIED

2026-10-312 4.4.2. 14 Davignon Street, Lot #4 266 419, Zone URA-15-K15

Nature of the request: Floor area of an accessory building

WHEREAS the filing of a revised application to construct an accessory building in the form of an artist's studio with a floor area of 79.6 square meters on a 1,058-square-meter lot;

WHEREAS paragraph 6 of section 35 of Zoning By-law No. 596 limits the floor area of an accessory building on a lot of less than 3,000 square meters to 60 square meters;

WHEREAS the application exceeds this limit by 19.6 square meters;

- WHEREAS CCU Resolution CCU-26-080 and its recommendation to deny the application;
- WHEREAS Council Resolution 2026-09-285 deferred consideration of this matter following the filing of additional information by the applicants on September 4, 2026;
- WHEREAS since the CCU’s recommendation, the applicants submitted, on October 1, 2026, additional information, including, in particular, written statements from their two immediate neighbors indicating that they do not object to the proposed project;

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

- THAT the Council approves the request for a minor exemption to allow the construction of an outbuilding with a floor area of 79.6 square meters at 14 Davignon Street, Lot 4 266 419, Zone URA-15-K15;
- THAT Council approves this request for the following reasons:
- i) the applicants have demonstrated that strict application of the by-law would cause them serious harm;
 - (ii) the immediate neighbors have stated in writing that they do not object to the proposed project, and therefore the request clearly does not infringe upon their right to enjoy their property.

ADOPTED

4.5. REQUEST(S) FOR ZONING CHANGE

4.6. APPLICATION(S) FOR SUBDIVISION

2026-10-313 4.6.1. Subdivision - Lot 5 987 407 - Montagne Street - Zone UV-6-I12 - Repeal

- WHEREAS by Resolution 2026-09-287, the Council approved a subdivision application for Lot 5,987,407, Montagne Street, and required the payment of park fees in accordance with Section 23 of Subdivision By-law No. 597;
- WHEREAS the analysis conducted by the Urban Planning Department established that the former Lot 3,939,277 was subdivided and that a portion of it formed Lot 5,987,407;
- WHEREAS park fees had already been paid in 2016 by the then-owner with respect to the former Lot 3,939,277;

WHEREAS the park fees applicable to Lot 5,987,407 have therefore already been paid;

WHEREAS Resolution 2026-09-287 is no longer necessary;

*It is
Proposed by Lee Patterson
Seconded by Steven Beerwort
And unanimously resolved by a show of hands*

THAT the Council repeals Resolution 2026-09-287.

ADOPTED

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

4.8. Other

2026-10-314

4.8.1. SCAOPI - 635 Lakeside Road - Lots 4 265 232 and 4 772 801, Zone RBE-2-E16 - Final Adoption

Specific Project for the Construction, Modification, or use of a building (SCAOPI)
Final Adoption

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

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

WHEREAS an application for SCAOPI has been filed to allow for the construction of a single-family residential main building at 635 Lakeside Road, lots 4 265 232 and 4 772 801;

WHEREAS the applicant has submitted a natural environment characterization study for lots 4 265 232 and 4 772 801, which concludes that the portion of the Quilliams wetland buffer zone located west of Lakeside Street no longer contributes to its protective function;

WHEREAS the fifteen (15)-meter riparian zone along Brome Lake be revegetated in order to fully restore its ecological functions, thereby providing a definite benefit to Brome Lake;

WHEREAS the project proposes two (2) elements that constitute exceptions to the urban planning by-laws:

EXEMPTION NUMBER 1

- WHEREAS the project proposes the construction of a residential building within the forty-five (45)-meter riparian zone of the Quilliams wetland;
- WHEREAS Section 80 of Zoning By-law No. 596 prohibits any construction within the 45-meter riparian zone of the Quilliams wetland;

EXEMPTION NO. 2

- WHEREAS the project proposes the construction of a residential building at a distance of three (3) meters from the front property line;
- WHEREAS Appendix II of Subdivision By-Law No. 597 requires a minimum distance of six (6) meters between a building and the front line in Zone RBE-2-E16;
- WHEREAS the application was reviewed based on the criteria applicable to the SCAOPI, and the following findings were made:
- Compliance with the objectives of the urban plan: met;
 - Compatibility of proposed land uses: met;
 - Enhancement of outdoor spaces: met;
 - Quality of the project's integration: met, since it was noted that the built environment in this sector lacks uniformity and that the proposal, with its black wood siding and sloped roof, remains understated and unobtrusive despite its contemporary character;
 - Integration into the historic environment: unobstructed views of the lake are now available;
 - Project feasibility: met;
 - Quality of integration, demolition, and enhancement of existing structures: not applicable;
 - Cultural or social components: not applicable;
- 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 SCAOPI by-law;
- WHEREAS the Urban Planning Advisory Committee, by Resolution CCU-26-064, recommends that the Council approve the application as submitted;
- WHEREAS a public consultation session was held on August 19, 2026, to explain the project that is the subject of the application and to hear from individuals and organizations wishing to comment on the matter;
- WHEREAS The Council has taken note of the questions and comments from citizens received during this consultation;
- WHEREAS since the consultation session, the applicant has submitted a revised architectural plan to bring the residential building into compliance with the maximum standard of 20% of the lot

area, thereby eliminating one of the variances from the initial proposal;

WHEREAS by Resolution 2026-09-288 of September 8, 2026, the Council adopted the Second Draft of the SCAOPI;

WHEREAS a procedure for receiving requests to hold a referendum took place from September 15 to 28, 2026, and one person filed a request—which is fewer than the number of people required for a valid request to trigger a registration period (register);

It is

Proposed by Robert Laflamme

Seconded by Pierre Laplante

And approved by a majority of the votes cast

Vote (6 in favor - 1 against) Patrick Ouvrard votes against
Mr. Ouvrard made comments regarding this project and expressed his opinion that a flat green roof would have been preferable.

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

THAT The Council adopts, pursuant to By-law No. 406 on Specific Projects for the Construction, Modification, or Occupancy of a Building (SCAOPI), the final SCAOPI proposal for 635 Lakeside Road, lots 4 265 232 and 4 772 801, zone RBE-2-E16, thereby granting the request for authorization to construct a single-family residential main building, subject to compliance with the following criteria:

1. that the residence be located within the forty-five (45) meter riparian zone of the Quilliams wetland;
2. that the front setback of the residence be reduced to three (3) meters;
3. that the project be carried out in accordance with the revised design concepts and amended plans submitted on September 4, 2026, and prepared by Adhoc Architects, particularly with regard to the gabled roof and black wood siding.

THAT the Council adopts the final draft of this SCAOPI based on the documents submitted by the applicant with the request, as well as the architectural plans and documents filed, including the amended documents filed on September 4, 2026;

THAT if the SCAOPI authorized by the application has not been completed or is not in the process of being completed within 18 months after the adoption of the resolution granting the specific project, this resolution shall become null and void;

THAT landscaping work must be completed within twelve (12) months following the completion of construction work;

THAT the applicant must provide a bond in the amount of \$20,000 to guarantee the completion of the construction work and the landscaping work;

THAT any other regulatory provisions not inconsistent with this authorization shall apply.

ADOPTED

2026-10-315 **4.8.2. Urban Planning Advisory Committee—Nomination of New Members**

WHEREAS Seat No. 8, reserved for the member representing the business community on the Urban Planning Advisory Committee, is vacant;

WHEREAS Mr. Matthew Greer, the member representing Seat No. 6 for the Foster District, now wishes to represent the business community, thereby leaving Seat No. 6, reserved for the Foster District, vacant;

WHEREAS the evaluation of the applications was conducted by Mr. Claude Rajotte, city council member and chair of the Urban Planning Advisory Committee;

WHEREAS Mr. Rajotte recommends the nomination of Ms. Annie Fontaine as the member representing Seat No. 6 of the Foster District, in order to fill this vacancy on the Committee;

*It is
Proposed by Claude Rajotte
Seconded by Patrick Ouvrard
And unanimously resolved by a show of hands*

THAT the Council appoints Mr. Matthew Greer as the member representing Seat No. 8, reserved for the business community, on the Urban Planning Advisory Committee, to fill the position for the remainder of the current term, that is, until December 31, 2027;

THAT the Council appoints Ms. Annie Fontaine as the member representing Seat No. 6 of the Foster District on the Urban Planning Advisory Committee, to fill the position for the remainder of the current term, that is, until December 31, 2027.

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—September 2026*, tabled at this meeting under item 3.1.5.1.

6. PUBLIC WORKS AND TECHNICAL SERVICES

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

The monthly report from the Public Works and Technical Services Department is included in *the Monthly Summary of Services—September 2026*, which was submitted during this meeting under item 3.1.5.1.

2026-10-316

6.2. The Town’s Commitment to Municipal Water Asset Management - PGA-Water

- WHEREAS The Brome Lake Town recognizes the importance of effectively managing its municipal assets to ensure their long-term sustainability;
- WHEREAS the objective of asset management is to implement the necessary activities to maintain assets in a condition that allows them to provide sustainable, high-quality services to residents;
- WHEREAS the Asset Management Plan (AMP) contributes to achieving the strategic objectives of the Town of Brome Lake and to providing sustainable, high-quality services in accordance with the agreed-upon level of service;
- WHEREAS The Town of Brome Lake has reviewed the Ministry of Municipal Affairs and Housing’s (the Ministry) guide on the AMP, as well as the related tools, and understands each component of the AMP;
- WHEREAS the Municipal Asset Management Framework provides a structured framework and clear principles for assets;
- WHEREAS the PGA maximizes the efficiency of human and financial resources by identifying priority assets and proactively planning expenditures;
- WHEREAS the implementation of the PGA will contribute to the resilience and sustainability of municipal infrastructure;

*It is
Proposed by Patrick Ouvrard
Seconded by Claude Rajotte
And unanimously resolved by a vote*

- THAT The Town commits to developing and implementing a Water Asset Management Plan (PGA) in order to optimize the management of its municipal assets;
- THAT The Town commits to submitting the Water PGA summary and the information required by the Ministry to the Ministry no later than December 31, 2026;

THAT The Council approves the document “Municipal Water Asset Management Approach” and authorizes the filing of the documents with the Ministry.

ADOPTED

2026-10-317 **6.3. Local Road Assistance Program (PAVL) - Accountability Report**

- WHEREAS The Town of Brome Lake has reviewed the implementation guidelines for the Specific Improvement Projects (PPA) component of the Local Road Assistance Program (PAVL) and commits to complying with them;
- WHEREAS the road network for which a request for financial assistance has been approved falls under municipal jurisdiction and is eligible for the PAVL;
- WHEREAS the work was completed within the calendar year in which the Minister authorized it;
- WHEREAS the work or related costs are eligible under the PAVL;
- WHEREAS the V-AF13 reporting form has been duly completed;
- WHEREAS the project financial statements were submitted upon completion of the work or no later than December 31, 2025, of the calendar year in which the Minister authorized them;
- WHEREAS the payment is conditional upon the Minister’s acceptance of the project’s financial statement;
- WHEREAS if the financial statement is deemed to be in compliance, the Minister shall make a payment to the municipalities based on the list of works he has approved, without exceeding the maximum amount of assistance as set forth in the notification letter;
- WHEREAS other sources of funding for the work have been reported;

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

THAT The Brome Lake Town Council approves expenditures totaling \$384,713.85 for the improvement work and eligible related costs listed on Form V-AF13, in accordance with the requirements of the Ministry of Transport and Sustainable Mobility, and acknowledges that failure to comply with these requirements will result in the termination of financial assistance.

ADOPTED

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—September 2026*, tabled at this meeting under item 3.1.5.1.

2026-10-318

7.2. Requests for Financial Contributions

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

Councilmember Steven Beerwort abstains from voting.

THAT Council authorizes the following expenditures as a financial contribution to the activities of the following organizations:

- Pumpkin and Gingerbread House Decorating Contest: \$1,000
- Brome Lake Sports Club (Soccer 2026): \$5,000

APPROVED

2026-10-319

7.2.1. Request for Financial Contribution - Saint-Édouard School

WHEREAS Saint-Édouard School is undertaking a comprehensive project to renovate its outdoor playground, including notably an outdoor classroom funded in part by a government grant;

WHEREAS the project calls for the creation of a natural motor skills course designed to promote physical activity, well-being, and outdoor learning;

WHEREAS the Department of Recreation, Tourism, Culture, and Community Life recommends providing a financial contribution of \$15,000;

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

Councilwoman Lisa Payne abstains from voting.

THAT the Council grant a financial contribution of \$15,000 to École Saint-Édouard for the development of a natural motor skills course;

THAT this contribution be paid subject to the availability of budgetary funds and the conclusion of an agreement specifying the applicable conditions;

THAT the payment of the contribution be conditional upon the motor skills course being accessible to the public outside of school

hours, any significant changes to the project being communicated to the Town in advance, and the school providing a financial report detailing the use of the funds disbursed.

ADOPTED

7.3. Application(s) for Use of Public Property

8. LOCAL ECONOMY

9. MISCELLANEOUS

10. SECOND QUESTION PERIOD

This question period was recorded via a live audio feed of the council session, available at <https://lacbrome.ca/vie-municipale/seances-du-conseil/>

ORAL QUESTIONS DURING THE SESSION

The speakers are:

PETER WHITE

(00:12)

16. Oral request for access—he requests the documents available regarding item 6.2, “The Town’s Commitment to Municipal Water Asset Management—PGA-Water”;

NATHALIE DE GRÂCE

(02:15)

17. She would like to know if the technical services planned for Edward Park are intended to assess water accumulation issues;

BRENDA STONE

(03:18)

18. She refers to the Town’s debt and expresses reservations about building a new fire station under these circumstances;

ALICIA SOUTHALL

(05:23)

19. She questions the removal of item 3.1.2.2.1;

(05:58)

20. She asks whether the land targeted for expropriation for the construction of the new fire station is the same as the one discussed in recent council meetings and would like to know the expenses incurred in connection with this project to date (both the land originally targeted and the current land);

(07:00)

21. She asks for an explanation of the legal dispute with United Construction Ltd. and the costs incurred in this matter.

2026-10-320 11. ADJOURNMENT OF THE MEETING

*It is
Proposed by
Seconded by
And unanimously resolved by a vote*

THAT the meeting be adjourned, as the agenda has been completed.
It is 8:26 p.m.

APPROVED

Lee Patterson
Mayor

Owen Falquero
City Clerk