

**CANADA  
PROVINCE OF QUEBEC  
MUNICIPALITY OF WEST BOLTON**

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, July 10, 2023, at 7:30 p.m. at the Town Hall located at 9 Town Hall Road, West Bolton, with interactive webcast.

The following were present:

Margarita Lafontaine, Councillor no. 1  
Marie-Blanche Richer, Councillor no. 2  
Loren Allen, Councillor no. 3  
Eddy Whitcher, Councillor no. 4  
Gilles Asselin, Councillor no. 5  
Nancy Lanteigne, Councillor no. 6

The members present formed a quorum, and the sitting was presided over by Denis Vaillancourt, Mayor.

The following were also present:

Livia Bienvenue, Assistant Director General and Assistant Clerk-Treasurer  
Martin St-Jacques, Head of Roads and Infrastructure  
Jules Varin, Head of Town Planning and Municipal Inspector

Mr. Jules Varin left the sitting after item 7.8.

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**AGENDA**

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
- 3. FIRST QUESTION PERIOD**
- 4. APPROVAL OF MINUTES**
- 5. CORRESPONDENCE**
- 6. TOWN PLANNING**
  - 6.1.** Report of the Head of Town Planning and Municipal Inspector
  - 6.2.** Filing of Planning Documents
  - 6.3. Request for passage** - Cycloportive 100b7
  - 6.4. Application for Authorization to the CPTAQ** – 7 Brown Road
  - 6.5. By-law Respecting the Advisory Planning Committee** - Adoption
- 7. ADMINISTRATION**
  - 7.1.** Approval of Accounts and Transfers
  - 7.2.** Report of Authorized Expenditures
  - 7.3.** Short -term Concordance, and Extension Resolution in Respect of a \$306,900 Note Loan to b Completed on July 17, 2023
  - 7.4.** By-laws Nos. 320 and 386-2022 – Bids for the Issuance of Notes – Award
  - 7.5.** BMO – TECQ Temporary Loan
  - 7.6.** Opening Hours - Hôtel de Ville
  - 7.7.** Retention Schedule – Destruction of Documents
  - 7.8.** Human Resources – Hiring a Part-time Temporary Assistant Municipal Inspector
  - 7.9.** Assistant Municipal Inspector - Appointment
  - 7.10.** Human Resources – Acknowledgements
- 8. ROADS AND INFRASTRUCTURE**
  - 8.1.** Policy on the Operation of On-call Duty at the Municipality of West Bolton
  - 8.2.** Tools and Equipment - Acquisition
  - 8.3.** Call for Tenders 2022-02 – Paramount Road Rehabilitation – Progress Report no. 5
  - 8.4.** Local Road Assistance Program – Sub-component - Specific Major or Supramunicipal Improvement Projects (APP-ES)
  - 8.5.** Local Road Assistance Program – Maintenance Component – Financial Assistance Agreement
  - 8.6.** Granular Resurfacing Work on Stagecoach, Fuller, Argyll and Brill Roads – Quantitative Monitoring (Timekeeper)
  - 8.7.** Renovations – Town Hall
- 9. ENVIRONMENT**
  - 9.1.** Project to Assess Intermunicipal Cooperation Regarding Residual Materials Management in the Territory of Brome-Missisquoi

- 10. PUBLIC SECURITY
  - 10.1. Cost Sharing of the Fire Protection Service – Intermunicipal Agreement
- 11. HEALTH AND WELL-BEING
  - 11.1. Families and Seniors Policy - Monitoring Implementation
- 12. LEISURE AND CULTURE
  - 12.1. Cowansville Recreation Agreement – 2023-2024 Renewal
  - 12.2. Neighbours' Day – August 19, 2023 – Application for a Meeting Permit
- 13. VARIA
- 14. SECOND QUESTION PERIOD
- 15. ADJOURNMENT OF SITTING

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**180-0723**  
**CALL TO ORDER**

With the members participating at the start of the sitting forming a quorum, the sitting was called to order by the mayor at 7:30 p.m.

The mayor made some opening remarks.

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**181-0723**  
**ADOPTION OF THE AGENDA**

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Margarita Lafontaine  
AND RESOLVED:

To adopt the agenda.

**Adopted unanimously**

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**182-0723**  
**FIRST QUESTION PERIOD**

Council held a first question period.

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**183-0723**  
**APPROVAL OF MINUTES**

IT WAS MOVED BY: Loren Allen  
SECONDED BY: Marie-Blanche Richer  
AND RESOLVED:

To approve the English version of the minutes of May 26, 2023, and the English and French versions of the minutes of June 5, 2023.

**Adopted unanimously**

**184-0723**  
**CORRESPONDENCE**

A copy of the correspondence received was forwarded to members of Council.

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**185-0723**  
**TOWN PLANNING**  
**REPORT OF THE HEAD OF TOWN PLANNING AND MUNICIPAL**  
**INSPECTOR**

The Head of Town Planning and Municipal Inspector presented his report for the month of June.

June 2023  
Number of permits issued: 14  
Value of work: \$1,176,653.00

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**186-0723**  
**TOWN PLANNING**  
**FILING OF PLANNING DOCUMENTS**

The Head of Town Planning and Municipal Inspector filed the following documents:

- June 2023 Municipal Inspector's Report;
- List of permits and certificates active in the territory as of July 10, 2023.

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**187-0723**  
**TOWN PLANNING**  
**REQUEST FOR PASSAGE - CYCLOSPORTIVE 100B7**

The mayor submitted the application.

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Nancy Lanteigne  
AND RESOLVED:

TO AUTHORIZE the holding of the cyclo sportive activity 100B7 on our territory on September 24 and 25, 2023;

TO request those responsible for safety to remind participants of the importance of respecting road-sharing rules and ensure an increased presence in areas with reduced visibility.

**Adopted by majority vote**  
Votes  
Against the proposal: 2  
For the proposal: 4

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**188-0723**  
**TOWN PLANNING**  
**APPLICATION FOR AUTHORIZATION TO THE CPTAQ**  
**7 BROWN ROAD**

The Head of Town Planning presented the project.

WHEREAS the proposed project does not violate municipal by-laws and will not have a negative impact on agriculture as per the criteria set out in section 62 of the *Act respecting the preservation of agricultural land and agricultural activities* (R.S.Q., c. P-41.1);

IT WAS MOVED BY: Eddy Whitcher  
SECONDED BY: Margarita Lafontaine  
AND RESOLVED:

TO recommend to the *Commission de protection du territoire et des activités agricoles* to authorize the alienation of five (5) acres of lot 5,192,570 for residential use.

**Adopted unanimously**

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**189-0723**  
**TOWN PLANNING**  
**BY-LAW NO. 391-2023 CONCERNING THE ADVISORY**  
**PLANNING COMMITTEE - ADOPTION**

WHEREAS a notice of motion of By-law no. 391-2023 respecting the Advisory Planning Committee (PAC) was given on June 5, 2023, under resolution 161-0623;

WHEREAS the draft by-law was tabled by the mayor at the sitting of June 5, 2023;

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Marie-Blanche Richer  
AND RESOLVED:

TO ADOPT By-law no. 391-2023 respecting the Advisory Planning Committee (PAC).

A copy of the by-law is attached to this resolution as an integral part thereof.

Copies of this by-law were made available to the public prior to the start of the session.

**Adopted unanimously**

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**190-0723**  
**ADMINISTRATION**  
**APPROVAL OF ACCOUNTS AND TRANSFERS**

IT WAS MOVED BY: Margarita Lafontaine  
SECONDED BY: Loren Allen  
AND RESOLVED:

TO APPROVE the list of accounts and transfers dated July 6, 2023, in the amount of \$237,035.23, and to authorize the Director General to settle the accounts.

**Adopted unanimously**

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**191-0723**  
**ADMINISTRATION**  
**REPORT OF AUTHORIZED EXPENDITURES**

The Assistant Director General tabled the report of authorized expenditures.

**192-0723**  
**ADMINISTRATION**  
**SHORT-TERM CONCORDANCE MATURITY AND EXTENSION**  
**RESOLUTION RELATING TO A \$306,900 LOAN PAYABLE BY**  
**NOTES TO BE COMPLETED ON JULY 17, 2023**

WHEREAS in accordance with the following loan by-laws and for the amounts indicated against each item, the Municipality of West Bolton wishes to borrow by notes for a total amount of \$306,900 to be completed on July 17, 2023, broken down as follows:

Loan by-law #	For an amount of
320	\$126,100
386-2022	\$180,800

WHEREAS the loan by-laws should be amended accordingly;

WHEREAS, in accordance with the first paragraph of section 2 of the *Act respecting municipal debts and loans* (CQLR, chapter D7), for the purpose of this loan and for loan by-laws Nos. 320 and 386-2022, the Municipality of West Bolton wishes to borrow for a shorter term than that originally fixed in those by-laws;

WHEREAS on December 6, 2022, the Municipality of West Bolton had a loan in the amount of \$162,800, out of an original loan of \$228,200, concerning the financing of By-law No. 320;

WHEREAS, as of December 6, 2022, this loan had not been renewed;

WHEREAS the borrowed notes to be completed on July 17, 2023, includes the amounts required for this refinancing;

WHEREAS, consequently and in accordance with the second paragraph of the aforementioned Section 2, the expiration of by-law no. 320 should be extended;

IT WAS MOVED BY: Marie-Blanche Richer  
SECONDED BY: Eddy Whitcher  
AND RESOLVED:

THAT the loan by-laws referred to in the first paragraph of the preamble be financed by notes, as follows:

- 1. tickets will be dated July 17, 2023;
- 2. interest will be payable semi-annually, on January 17 and July 17 of each year;
- 3. tickets will be signed by the Mayor and the Clerk-Treasurer or Assistant Clerk-Treasurer;
- 4. The Notes, as to the principal, will be repaid as follows:

2024	\$24,100	
2025	\$25,500	
2026	\$26,800	
2027	\$28,100	
2028	\$29,600	(payable in 2028)
2028	\$172,800	(to be renewed)

THAT, with respect to the annual capital amortization provided for the years 2029 and following, the term provided for in loan by-laws Nos. 320 and 386-2022 be shorter than that originally fixed; that is, for a term of five (5) years (effective July 17, 2023), instead of the term prescribed for said amortizations with each subsequent issue being for the balance or part of the balance due on the loan;

THAT, taking into account the loan by notes of July 17, 2023, the original term of Loan by-law no. 320, be extended by seven (7) months, eleven (11) days.

**Adopted unanimously**

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**193-0723**  
**ADMINISTRATION**  
**BY-LAWS NUMBERS 320 AND 386-2022 – BIDS FOR THE**  
**ISSUANCE OF NOTES – AUCTION**

WHEREAS the Municipality of West Bolton requested, in this regard, through the electronic system *Service d'adjudication et de publication des résultats de titres d'emprunt émis aux fins de financement municipal* ("Auction and Publication Service for the Results of Debt Securities Issued for Municipal Financing"), tenders for the issue of notes, dated July 17, 2023, in the amount of \$306,900;

WHEREAS, following the public call for tenders for the sale of the program designated above, the *Ministère des Finances* received three compliant tenders, all in accordance with section 555 of the Cities and Towns Act (CQLR, chapter C-19) or article 1066 of the Municipal Code of Québec (CQLR, chapter C-27.1) and the resolution adopted under that section.

**1 - FINANCIÈRE BANQUE NATIONALE INC.**

24 100 \$	5,65000 %	2024
25 500 \$	5,50000 %	2025
26 800 \$	5,25000 %	2026
28 100 \$	5,15000 %	2027
202 400 \$	5,05000 %	2028

Prix : 98,45300

Coût réel : 5,52856 %

**2 - BANQUE ROYALE DU CANADA**

24 100 \$	5,69000 %	2024
25 500 \$	5,69000 %	2025
26 800 \$	5,69000 %	2026
28 100 \$	5,69000 %	2027
202 400 \$	5,69000 %	2028

Prix : 100,00000

Coût réel : 5,69000 %

**3 - CD DE LA PORTE-DES-CANTONS-DE-L'EST**

24 100 \$	5,72000 %	2024
25 500 \$	5,72000 %	2025
26 800 \$	5,72000 %	2026
28 100 \$	5,72000 %	2027
202 400 \$	5,72000 %	2028

Prix : 100,00000

Coût réel : 5,72000 %

WHEREAS the result of the calculation of actual costs indicates that the tender submitted by NATIONAL BANK FINANCIAL INC. is the most advantageous;

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Loren Allen  
AND RESOLVED:

THAT the preamble to this resolution form an integral part thereof as if it were reproduced here at length;

THAT the Municipality of West Bolton accept the offer made by NATIONAL BANK FINANCIAL INC. for its loan payable by notes dated July 17, 2023, in the amount of \$306,900 made under loan by-laws numbers 320 and 386-2022. These notes are issued at a price of \$98.45300 for every \$100.00, par value, maturing in **five(5)-year** series;

THAT the notes, principal and interest, be payable by cheque payable to the registered holder or by pre-authorized direct debit to the registered holder.

**Adopted unanimously**

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**194-0723**  
**ADMINISTRATION**  
**BMO –TEMPORARY TECQ LOAN**

WHEREAS resurfacing work on Stagecoach, Fuller, Argyll and Brill roads will begin in August 2023;

WHEREAS the work will be funded by the 2019-2023 Gasoline Excise Tax Program and the Government of Quebec's (TECQ) contribution;

WHEREAS the amount of the 2019-2023 TECQ program is \$920,760;

IT WAS MOVED BY: Eddy Whitcher  
SECONDED BY: Gilles Asselin  
AND RESOLVED:

THAT the mayor or Assistant Director General be authorized to obtain and sign short-term rotating financing (e.g. line of credit) from BMO not exceeding \$920,760 to carry out work funded by the Gas Tax Program and the Quebec Contribution (TECQ).

**Adopted unanimously**

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**195-0723**  
**ADMINISTRATION**  
**OPENING HOURS - TOWN HALL**

WHEREAS the Administrative Assistant serves as the receptionist at Town Hall and works part-time, Tuesday to Thursday only;

IT WAS MOVED BY: Loren Allen  
SECONDED BY: Margarita Lafontaine  
AND RESOLVED:

TO modify the hours of operation of the Town Hall of the Municipality of West Bolton as follows:

- Monday** – On APPOINTMENT only (8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m.)
- Tuesday** – 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m.
- Wednesday** – 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m.
- Thursday** – 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m.
- Friday** – On APPOINTMENT only (8:30 a.m. to 12 p.m.)

**Adopted unanimously**

**196-0723**  
**ADMINISTRATION**  
**RETENTION SCHEDULE – DESTRUCTION OF RECORDS**

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Nancy Lanteigne  
AND RESOLVED:

TO APPROVE the destruction of the documents listed for the year 2023 that are appended to this resolution, prepared by Ms. Madelyn Marcoux, Head of Document and Archives Management, in accordance with the retention schedule currently in force.

**Adopted unanimously**

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**197-0723**  
**ADMINISTRATION**  
**HUMAN RESOURCES – HIRING A PART-TIME ASSISTANT**  
**MUNICIPAL INSPECTOR ON A TEMPORARY CONTRACT**

CONSIDERING THAT the Town Planning department is currently unable to carry out the required inspections in the territory due to lack of staff;

WHEREAS the Municipality has been behind schedule in closing permits since 2021;

CONSIDERING the spontaneous candidacy of Ms. Annie Brousseau;

IT WAS MOVED BY: Nancy Lanteigne  
SECONDED BY: Marie-Blanche Richer  
AND RESOLVED:

TO ACCEPT the offer of service dated July 6, 2023, from Ms. Annie Brousseau for hiring as Assistant Municipal Inspector on a temporary part-time contract;

THAT she start her employment on July 18, 2023, working two (2) days per week for a period of 17 weeks;

THAT she be covered by the liability insurance of the Municipality;

TO finance this expenditure from the budget of the Town Planning department;

TO AUTHORIZE the Director General to issue any directives and sign any documents to that effect.

**Adopted unanimously**

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**198-0723**  
**ADMINISTRATION**  
**ASSISTANT MUNICIPAL INSPECTOR – APPOINTMENT**

WHEREAS municipal inspectors must be formally appointed by resolution in order to enforce municipal by-laws;

IT WAS MOVED BY: Eddy Whitcher  
SECONDED BY: Gilles Asselin  
AND RESOLVED:

TO APPOINT Ms. Annie Brousseau as Assistant Municipal Inspector for the Municipality of West Bolton;



THAT she be authorized, in particular, to enforce:

- Planning by-laws;
- By-law respecting the disposal and treatment of wastewater from detached dwellings (Q-2, r.22);
- By-law respecting water withdrawal and protection (Q-2, r.35.2);
- By-law number 286 on dogs;
- By-law RM 460-2015 on nuisances.

As well as any other by-laws or agreements for which municipal inspectors are responsible.

**Adopted unanimously**

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**199-0723**  
**ADMINISTRATION**  
**HUMAN RESOURCES - ACKNOWLEDGEMENTS**

The Mayor informed those present that the transition period of the management of the Municipality was over and expressed his thanks to Mr. Jean-François Grandmont. He also thanked Ms. Sylvie Laroche for her work as administrative assistant in the Roads department and Mr. John Rhicard for his exceptional work as Road Supervisor.

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**200-0723**  
**ROADS AND INFRASTRUCTURE**  
**POLICY ON THE OPERATION OF ON-CALL DUTY AT THE**  
**MUNICIPALITY OF WEST BOLTON**

CONSIDERING the need and obligation for every municipality to have a contact person available at all times to answer to emergency calls;

CONSIDERING THAT this availability involves several complications and sacrifices for the employee who exercises it;

CONSIDERING THAT the employee assigned to the care may change according to the vacations, leaves, illnesses and needs of the Municipality;

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Loren Allen  
AND RESOLVED:

THAT the Municipality of West Bolton should proceed to adopt the policy on the operation of the custody of the Municipality of West Bolton attached as an appendix to this resolution.

**Adopted unanimously**

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**201-0723**  
**ROADS AND INFRASTRUCTURE**  
**TOOLS AND EQUIPMENT - ACQUISITION**

CONSIDERING THAT the Municipality wishes to equip itself with various tools and equipment for the Roads and Infrastructure department in order to be fully functional;

CONSIDERING THAT the Municipality must comply with the standards and by-laws regarding road signs and signals as well as occupational safety standards during various interventions on the territory and infrastructure;

CONSIDERING the recommendation of the Roads and Infrastructure Committee;

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Loren Allen  
AND RESOLVED:

TO AUTHORIZE the acquisition of tools and equipment for the Roads and Infrastructure department for a maximum amount of \$17,500 before applicable taxes;

TO FINANCE this expenditure out of the general account of the Municipality and authorize the Director General to make an allocation of not more than \$17,500, less applicable taxes, of the accumulated unallocated surplus;

TO AUTHORIZE the Director General or the Head of Roads and Infrastructure to give any directives and sign any documents to that effect as per the needs of the Municipality.

**Adopted unanimously**

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**202-0723**  
**ROADS AND INFRASTRUCTURE**  
**CALL FOR TENDERS 2022-02 – REPAIRS TO PARAMOUNT**  
**ROAD – PROGRESS REPORT NO. 5**

CONSIDERING the recommendation of Bruno Lortie, engineer;

IT WAS MOVED BY: Eddy Whitcher  
SECONDED BY: Gilles Asselin  
AND RESOLVED:

TO ACCEPT progress report no. 5 of Roger Dion et fils 2006 Inc. in the amount of \$83,570.44 before applicable taxes for rehabilitation work on Paramount Road as part of Call for Tenders no. 2022-02;

TO FINANCE this expenditure, net of tax rebates, in accordance with By-law number 386-2022;

TO AUTHORIZE the Director General to issue any directives and sign any documents to that effect.

**Adopted unanimously**

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**203-0723**  
**ROADS AND INFRASTRUCTURE**  
**LOCAL ROAD ASSISTANCE PROGRAM – SUB-COMPONENT -**  
**SPECIFIC LARGE-SCALE OR SUPRAMUNICIPAL**  
**IMPROVEMENT PROJECTS (PPA-ES)**

WHEREAS the Municipality of West Bolton has read the terms and conditions of application of the Special Improvement Projects (PPA) component of the Local Road Assistance Program (PAVL) and undertakes to comply with them;

WHEREAS the road network for which an application for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the work must be completed no later than the end of the third calendar year from the date of the Minister's announcement letter;

WHEREAS the work performed, or the associated costs are eligible for the PAVL;

WHEREAS the reporting form V-0321 has been duly completed;

WHEREAS project reports must be transmitted at the end of the work or not later than December 31 of the third calendar year after the date of the Minister's announcement letter;

WHEREAS the payment is conditional on the Minister's acceptance of the project accounting;

WHEREAS, if the accountability is found to be compliant, the Minister shall make a payment to the municipalities based on the list of work approved by the Minister, but shall not exceed the maximum amount of assistance as indicated in the announcement letter;

WHEREAS the financial assistance is allocated over a period of three calendar years, starting from the date of the Minister's announcement letter;

WHEREAS the financial assistance is divided into three annual instalments corresponding to the total of the supporting documents received, up to a maximum of:

1. 40% of the financial assistance granted for the first installment;
2. 80% of the financial assistance granted less the first installment, for the second installment;
3. 100% of the financial assistance granted less the first two installments, for the third installment;

WHEREAS work performed after the third anniversary of the announcement letter is not eligible;

WHEREAS the other sources of funding for the work have been declared;

FOR THESE REASONS,

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Marie-Blanche Richer  
AND RESOLVED:

THAT the Council of the Municipality of West Bolton approve the expenses in the amount of \$76,342.40 relating to the improvements carried out and the eligible inherent costs mentioned in Form V-0321, in accordance with the requirements of *the Ministère des Transports du Québec*, and acknowledges that in the event of non-compliance, the financial assistance will be terminated.

**Adopted unanimously**

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**204-0723**  
**ROADS AND INFRASTRUCTURE**  
**LOCAL ROAD ASSISTANCE PROGRAM – MAINTENANCE**  
**COMPONENT – FINANCIAL ASSISTANCE AGREEMENT**

WHEREAS the Municipality of West Bolton has taken note of the terms and conditions of application of the component covered by the application for financial assistance submitted under the Maintenance Component of the 2023 Local Road Assistance Program (PAVL) and undertakes to comply with them;

IT WAS MOVED BY: Marie-Blanche Richer  
SECONDED BY: Eddy Whitcher  
AND RESOLVED:

THAT the mayor and the Assistant Director General be authorized to sign the 2023 financial assistance agreement with the *Ministère des Transports* for the maintenance component of the Local Road Assistance Program (PAVL).

**Adopted unanimously**

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**205-0723**  
**ROADS AND INFRASTRUCTURE**  
**GRANULAR RESURFACING OF STAGECOACH, FULLER,**  
**ARGYLL, AND BRILL ROADS – QUANTITATIVE MONITORING**  
**(TIMEKEEPER)**

WHEREAS Council has awarded a contract for granular resurfacing work on Stagecoach, Fuller, Argyll and Brill roads in accordance with Resolution Number 072-0323;

CONSIDERING the relevance of having a timekeeper or quantitative site supervision for this type of work;

WHEREAS the firm carrying out the laboratory supervision of this site is also able to offer quantitative monitoring and that savings on travel costs will apply;

WHEREAS this resurfacing work and monitoring mandate are subsidized in part by the Gas Tax and Quebec Contribution Program (TECQ);

CONSIDERING the recommendation of the Roads and Infrastructure Committee;

IT WAS MOVED BY: Loren Allen  
SECONDED BY: Nancy Lanteigne  
AND RESOLVED:

TO ACCEPT the offer of services from Béton Optimal Inc. number 23501 dated June 23, 2023;

TO AWARD a contract for the quantitative monitoring of the granular resurfacing work on Stagecoach, Fuller, Argyll and de Brill roads to Béton Optimal Inc. for a maximum amount of \$20,000 before applicable taxes;

TO FINANCE this expenditure, net of tax rebates, out of the general account of the Municipality or with the assistance of any financial assistance program;

TO AUTHORIZE the Director General and the Head of Roads and Infrastructure to give any directives and sign any documents to that effect as per the needs of the Municipality.

**Adopted unanimously**

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**206-0723**  
**ROADS AND INFRASTRUCTURE**  
**RENOVATIONS - TOWN HALL**

WHEREAS renovations are required at the Town Hall in order to optimize the functionality of the current space;

CONSIDERING the need for the Director General and Clerk-Treasurer to have a closed, locked, and soundproofed office for confidentiality purposes and to protect various sensitive documents;

CONSIDERING THAT some electrical circuits are overloaded and represent fire hazards;

WHEREAS this renovation and improvement project is fully subsidized by the Financial Assistance Program for Municipal Buildings (PRABAM);

CONSIDERING the recommendation of the Roads and Infrastructure Committee;

IT WAS MOVED BY: Margarita Lafontaine  
SECONDED BY: Eddy Whitcher  
AND RESOLVED:

TO AUTHORIZE the expenditure for these renovations and improvements of up to \$25,000 before applicable taxes;

TO FINANCE this expenditure out of any financial assistance to be received and/or the general account of the Municipality (accumulated, unallocated surplus);

TO AUTHORIZE the Director General and the Head of Roads and Infrastructure to give any directives and sign any documents to that effect according to the needs of the Municipality.

**Adopted unanimously**

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**207-0723**  
**ENVIRONMENT**  
**PROJECT TO EVALUATE INTER-MUNICIPAL COOPERATION**  
**CONCERNING RESIDUAL MATERIALS MANAGEMENT IN THE**  
**TERRITORY OF BROME-MISSISQUOI**

WHEREAS the current context of the modernization of curbside recycling is leading to reflections on the ideal mode of inter-municipal cooperation for the territory of Brome-Missisquoi, and this, for all waste collections;

CONSIDERING the additional burden that this reflection brings to the resources already in place;

WHEREAS funding could be available under component 4 - Support for vitalization and inter-municipal cooperation of the *Fonds régions et ruralité* (FRR) in order to assess the feasibility of certain modes of inter-municipal cooperation concerning residual materials management, to document their effects and estimate needs;

CONSIDERING the external expertise required to carry out such a mandate in collaboration with regional and local resources;

WHEREAS Part 1 – Feasibility studies and diagnoses provides for a rate of assistance of 50% of eligible expenses for a maximum amount that may be granted of \$100,000;

WHEREAS the 21 municipalities in the territory of the Brome-Missisquoi RCM wish to submit a project to assess the feasibility of certain modes of inter-municipal cooperation concerning residual materials management under component 4 – Support for inter-municipal cooperation of the *Fonds régions et ruralité*;

WHEREAS the Municipality of West Bolton has read the Guide for organizations concerning component 4 – Support for intermunicipal cooperation of the *Fonds régions et ruralité*;

CONSIDERING THAT the Municipality of West Bolton wishes to join the other participating municipalities of the RCMs for the project presented as part of the financial assistance and to participate;

WHEREAS the Brome-Missisquoi RCM is the organization responsible for carrying out the project;

ACCORDINGLY

IT WAS MOVED BY: Margarita Lafontaine  
SECONDED BY: Gilles Asselin  
AND RESOLVED:

TO DESIGNATE the Brome-Missisquoi RCM to be responsible for the project to assess the feasibility of certain modes of intermunicipal cooperation concerning residual materials management, document their effects and estimate needs;

TO INDICATE THAT the Council of the Municipality of West Bolton undertakes to participate and collaborate in the said project in kind;

TO AUTHORIZE the Brome-Missisquoi RCM to submit an application for financial assistance for the project to the *Ministère des Affaires municipales et de l'habitation* (MAMH) under component 4 – Support for vitalization and intermunicipal cooperation program of the *Fonds régions et ruralité* (FRR) - Intermunicipal Cooperation Component;

TO AUTHORIZE the signing by the prefect of the Brome-Missisquoi RCM and/or by the Director general of the application or any other document required under component 4 – Support for vitalization and intermunicipal cooperation program of the *Fonds régions et ruralité* (FRR) - Intermunicipal Cooperation Component

**Adopted unanimously**

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**208-0723**

**PUBLIC SECURITY**

**COST SHARING OF THE FIRE PROTECTION SERVICE -  
INTERMUNICIPAL AGREEMENT 2023-2038**

WHEREAS the Town of Brome Lake and the Municipality of West Bolton wish to enter into a fifteen (15) year agreement for the sharing of the costs of the fire protection service;

WHEREAS the proposed agreement respects the conclusions of the judgment rendered by the Honourable Sandra Bilodeau, judge of the Municipal Court of Québec, dated December 14, 2012, in file CMQ-63726 (26953-12), which currently governs the terms and conditions of cost-sharing;

IT WAS MOVED BY: Marie-Blanche Richer  
SECONDED BY: Margarita Lafontaine  
AND RESOLVED:

TO AUTHORIZE the Mayor and the Assistant Director General to sign the inter-municipal agreement between the Town of Brome Lake and the Municipality of West Bolton concerning the sharing of the costs of the fire protection service (2023-2038) appended to this resolution.

**Adopted unanimously**

**209-0723**  
**HEALTH AND WELL-BEING**  
**FAMILIES AND SENIORS POLICY - MONITORING**  
**IMPLEMENTATION**

WHEREAS it is important to ensure a quality living environment for families and seniors;

IT WAS MOVED BY: Gilles Asselin  
SECONDED BY: Eddy Whitcher  
AND RESOLVED:

THAT Councillors Nancy Lanteigne and Marie-Blanche Richer be designated as responsible for monitoring the implementation of the family and seniors policy;

THAT this resolution update Resolution 022-0122.

**Adopted unanimously**

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**210-0723**  
**LEISURE AND CULTURE**  
**COWANSVILLE RECREATION AGREEMENT – RENEWAL 2023-**  
**2024**

IT WAS MOVED BY: Loren Allen  
SECONDED BY: Nancy Lanteigne  
AND RESOLVED:

TO SIGN the new recreation agreement with the Town of Cowansville for a period of one (1) year, from September 1, 2023 to August 31, 2024;

THAT the mayor or the Assistant Director General be authorized to sign any documents to that effect.

**Adopted unanimously**

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**211-0723**  
**LEISURE AND CULTURE**  
**NEIGHBOURS' DAY – AUGUST 19, 2023 – APPLICATION FOR A**  
**MEETING PERMIT**

IT WAS MOVED BY: Eddy Whitcher  
SECONDED BY: Margarita Lafontaine  
AND RESOLVED:

TO AUTHORIZE the Assistant Director General to apply for a meeting permit for Neighbours' Day to be held on August 19 at St. Michael's Church on Glen Road in West Bolton.

**Adopted unanimously**

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**212-0723**  
**VARIA**

Nothing to discuss.

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**213-0723**  
**SECOND QUESTION PERIOD**

Council held a second question period during which those attending the live broadcast could ask questions to its members.

Mr. Vaillancourt answered questions from citizens.

Copies of the agenda were made available to the public electronically prior to the start of the sitting.

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**214-0723**  
**ADJOURNMENT**

The agenda having been exhausted,

IT WAS MOVED BY: Margarita Lafontaine  
SECONDED BY: Loren Allen  
AND UNANIMOUSLY RESOLVED

To adjourn the sitting at 9:16 p.m.

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Livia Bienvenue  
Assistant Director General and  
Assistant Clerk-Treasurer

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Denis Vaillancourt  
Mayor

**ATTESTATION**

The signing of these minutes by the mayor is equivalent to the signing by the mayor of all the resolutions contained herein as per section 142 of the Municipal Code.