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

A regular Council meeting of the Municipality of West Bolton, held on Monday, January 13, 2025, at 7:30 p.m. at the Town Hall located at 9 Town Hall Road, West Bolton, with interactive webcast.

THE FOLLOWING WERE PRESENT:

Eddy Whitcher, Councillor No. 4
Gilles Asselin, Councillor No. 5

THE FOLLOWING WAS PRESENT ON ZOOM:

Nancy Lanteigne, Councillor No. 6

THE FOLLOWING WERE ABSENT:

Margarita Lafontaine, Councillor No. 1
Marie-Blanche Richer, Councillor No. 2
Loren Allen, Councillor No. 3

The councillors present formed a quorum, and the meeting was presided over by Denis Vaillancourt, Mayor. The Director General and Clerk-Treasurer, Mrs. Léa Laplante, was also present, in accordance with the provisions of the Municipal Code of Quebec.

Mr. Philippe Barette, the municipal officer, was also present on Zoom.

Four other individuals were also present during the session.

AGENDA

1. **CALL TO ORDER**
2. **ADOPTION OF THE AGENDA**
3. **FIRST QUESTION PERIOD**
4. **APPROVAL OF MINUTES**
5. **CORRESPONDENCE**
 - 5.1. Canadian Wildlife Service – Proposed Amendments to the Schedule 1 – *Species at Risk Act*
6. **TOWN PLANNING**
 - 6.1. Report of the Municipal Building and Environmental Officer
 - 6.2. Request for Minor Exemption - #2411-007 – 6 Inglis Road
7. **ADMINISTRATION**
 - 7.1. Approval of Accounts and Transfers
 - 7.2. Adoption of by-law 467-2024 – Taxation 2025
 - 7.3. Mandate to Lawyers – Cain Lamarre
 - 7.4. FQM - Resolution, Cellular Coverage Improvement
 - 7.5. ASR Service Offer
8. **ROADS AND INFRASTRUCTURE**
9. **ENVIRONMENT**
10. **PUBLIC SECURITY**
11. **HEALTH AND WELL-BEING**
 - 11.1. Mouvement Santé Mentale Québec – proclamation of a National Day for the Promotion of Positive Mental Health
12. **LEISURE AND CULTURE**
13. **VARIA**
14. **SECOND QUESTION PERIOD**
15. **ADJOURNMENT**

1. CALL TO ORDER

With the members participating at the start of the meeting forming a quorum, the meeting was called to order by the mayor at 7:33 p.m.



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**2. ADOPTION OF THE AGENDA
RESOLUTION NUMBER: 2025-01-001**

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

TO ADOPT the agenda by adding the following points:
5.2. ANIMALS ESCAPED FROM CAPTIVITY – WILD BOAR
8.1. ROAD INFO – PRUNING ON THE TERRITORY

ADOPTED

3. FIRST QUESTION PERIOD

Council held a first question period.

**4. RESOLUTION NUMBER: 2025-01-002
APPROVAL OF THE MINUTES OF THE REGULAR AND
SPECIAL MEETINGS OF DECEMBER 16, 2024**

IT WAS MOVED BY: Eddy Whitcher
SECONDED BY: Nancy Lanteigne
AND RESOLVED UNANIMOUSLY

TO APPROVE the French and English versions of the minutes of the special meeting of December 16, 2024, and the regular meeting of December 16, 2024.

ADOPTED

**5.
CORRESPONDENCE**

- 5.1.** Canadian Wildlife Service – Proposed Amendments to Schedule 1 – *Species at Risk Act*
- 5.2.** Animals escaped from captivity - wild boar

**6. TOWN PLANNING
6.1 REPORT OF THE MUNICIPAL BUILDING AND ENVIRONMENT OFFICER**

The Director General and Clerk-Treasurer tabled the activity report of the Building and Environment department for the month.

**SUMMARY OF PERMITS AND CERTIFICATES
December 6, 2024, to January 8, 2025**

TYPE OF LICENCE	NUMBER OF PERMITS	VALUE OF WORK	COST OF PERMITS
Extension	1	475 000	475
Tourist residence	1	0	500
Pending permits	15	NA	NA
Rejected	0	NA	NA
Cancelled	2	NA	NA
Pool/spa	1	48 000	50
Backfill/Excavation	1	Unknown	0
Renovation	1	380 000	50
TOTAL	22	603,000	1,075

0 site visits

10 permits sent to the RCM



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**6.2. Request for a Minor Exemption –
#2411-007 – 6 Inglis Road
RESOLUTION NUMBER: 2025-01-003**

The Head of Town Planning and Municipal Inspector, Mr. Philippe Barette, presented the request:

Identification of the Site Concerned:

The site covered by this request is located at 6 Inglis Road, on the property consisting of lot no. 5 192 643 of the cadastre of Quebec (registration number: 8804 07 6386) and located in zone DESI-02.

Nature and Effects of the Request:

The request for a minor exemption concerns the demolition-reconstruction of a single-family secondary residence on land whose setbacks do not comply with current zoning standards but are protected by a grandfathering regime. The reconstruction aims to modernize the residence, including bringing it up to environmental standards by installing a new septic system. Since the demolition of the residence automatically entails the loss of acquired rights, the purpose of this request for exemption is to mitigate this loss to allow for its reconstruction.

The request for a minor exemption consists of:

- Reducing the front setback from 25 metres from the property line to approximately 0.4 metres,
- Reducing the west side setback from 15 metres from the property line to approximately 7 metres,
- Reducing the lateral setback from 15 metres from the property line to approximately 10 metres,
- Reduce the rear setback from 25 metres from the property line to approximately 15 metres.

Table 1. Details of current and projected setbacks based on by-laws and differences between current and projected setbacks.

Setbacks	Required (regulatory)	Current (before demolition)	Requested (in the exemption)	Difference with current setbacks	Difference with regulatory setbacks
Front	25.0 m	0.08 m	0.4 m	+0.32 m	-24.6 m
East Side	15.0 m	13.63 m	10.0 m	-3.63 m	-5.0 m
West Side	15.0 m	11.2 m	7.0 m	-4.2 m	-8.0 m
Rear	25.0 m	About 15.0 m	Between 15.0 and 18.0 m	+ 0 to 3.0 M	-10.0 m

In green: increase in the projected setback relative to the current setback.
In red: decrease in the projected setback relative to the current setback.

The floor was given to anyone who wished to be heard. Some concerns are raised by citizens about the installation of the septic system and the proximity of Sally Pond.

The municipal officer addressed these concerns by explaining among others, that:

- The existing septic system may be outdated and may not comply with current environmental standards (Regulation Q-2, r.22).
- Potential for groundwater and surface water contamination due to its location and wear and tear of the facility due to its year of installation.



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He also clarified that the proposal submitted regarding the septic system will allow the following update:

- Installation of a modern septic system including advanced filtration mechanisms.
- Reduced pollution risks through improved effluent management.
- Compliance with provincial requirements, including respecting minimum distances between the leaching field and neighbouring watercourses.

In summary, the municipal officer stated that, following the evaluation by the PAC, the proposed implementation allows for the overall maintenance of the main site by adjusting the dimensions to minimize its footprint and impact on the neighbourhood and the environment and in compliance with the guidelines aimed at minimizing soil erosion on slopes.

WHEREAS the Planning Advisory Committee recommended at its meeting of December 9 that the minor exemption be granted on lot no. 5,192,643;

WHEREAS the Planning Advisory Committee recommended that:

1. Tree cutting be limited to a strict minimum.
2. Strict erosion control and stormwater management measures be incorporated into the planning and execution of the work.

WHEREAS this resolution does not guarantee the approval of subsequent steps and whereas final approval of the project is required;

IT WAS MOVED BY: Nancy Lanteigne

SECONDED BY: Eddy Whitcher

AND RESOLVED UNANIMOUSLY:

- **TO GRANT** minor exemption No. 2411-007 for the reduction of the front setback from 25 m from the property line to approximately 0.4 metres,
- **To reduce** the west side setback from 15 metres from the property line to approximately 7 metres,
- **To reduce** the lateral setback from 15 metres from the property line to approximately 10 metres,
- **To reduce** the rear setback from 25 metres from the property line to approximately 15 metres.
- **To limit** tree cutting to a strict minimum.
- **To incorporate** strict erosion control and stormwater management measures into the planning and execution of the work.

ADOPTED

7. ADMINISTRATION

7.1 ADMINISTRATION

RESOLUTION NUMBER: 2025-01-04

ACCOUNTS PAID AND PAYABLE

IT WAS MOVED BY: Gilles Asselin

SECONDED BY: Eddy Whitcher

AND RESOLVED UNANIMOUSLY

TO APPROVE the list of accounts and transfers as of January 13, 2025, in the amount of \$81,749.53 and salaries in the amount of \$11,381.37 for a total of \$93,130.90.



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THAT COUNCIL AUTHORIZES the Director General and Clerk-Treasurer to settle these accounts.

ADOPTED

**7.2 ADMINISTRATION
RESOLUTION NUMBER: 2025-01-05
ADOPTION OF BY-LAW NUMBER 467-2024 – TAXATION 2025**

WHEREAS a notice of motion was given by Mayor Denis Vaillancourt for the adoption of by-law 467-2024 establishing taxation for 2025.

WHEREAS the draft by-law was tabled on December 16, 2024;

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

TO ADOPT by-law 467-2024 establishing taxation for 2025.

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 meeting.

ADOPTED

**7.3 ADMINISTRATION
RESOLUTION NUMBER: 2025-01-06
MANDATE TO PROSECUTORS – CAIN LAMARRE**

FILING OF AN APPLICATION FOR AUTHORIZATION WITH THE COMMISSION D'ACCÈS À L'INFORMATION AND MANDATE TO LAWYERS

WHEREAS the Municipality received a request for access to documents by email on December 23, 2024, at 8:15 a.m.;

CONSIDERING the objects and scope of this request;

WHEREAS section 137.1 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (c. A-2.1) allows the *Commission d'accès à l'information* to authorize a public body to disregard a request that is repetitive or whose processing would be likely to seriously harm the activities of the body;

WHEREAS the Municipality considers it appropriate to apply to the Commission for such authorization;

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

THAT the Council of the Municipality of West Bolton mandates its lawyers, Cain Lamarre LLP, to apply to the *Commission d'accès à l'information*, pursuant to section 137.1 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (c. A-2.1), for authorization to disregard the request for access to documents received by the Municipality by email on December 23, 2024, at 8:15 a.m.

ADOPTED



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7.4 ADMINISTRATION
RESOLUTION NUMBER: 2025-01-07
FQM - RESOLUTION IMPROVING CELLULAR COVERAGE

WHEREAS cellular coverage remains insufficient in several regions of Quebec, limiting access to an essential service for residents and visitors;

WHEREAS the Government of Quebec has committed to deploying full cellular coverage throughout the territory by October 2026, recognizing its importance for the quality of life of citizens and socio-economic development, particularly in a context where automation is becoming an essential solution to labour shortage;

WHEREAS reliable cellular services are essential to ensure access to information, health services, and public security responses, and poor coverage jeopardizes the safety of people in areas with limited coverage or roaming, especially in emergencies requiring rapid response by first responders;

WHEREAS the Canadian Radio-television and Telecommunications Commission's (CRTC) procedure CPC-2-0-17 imposes licensing conditions on cellular service providers (CSPs), including mandatory roaming, tower sharing and the prohibition of site exclusivity, in order to facilitate access to the network for subscribers of another CSP when a service is available;

WHEREAS this same procedure does not, however, oblige CSPs to request the service of another provider in the event of non-existent coverage in a given region, thus limiting the scope of the measure;

WHEREAS the Government of Quebec and the CRTC are awarding significant subsidies to telecommunications companies for the construction of new cellular infrastructure to improve coverage in the regions;

WHEREAS despite the presence of more than 8,500 cell towers in Quebec, the exclusivity of the use of these towers by a single CSP limits access for other providers and constitutes a major obstacle to the deployment of optimal cellular coverage for the entire population;

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

TO CALL on the Liberal Party of Canada, the Conservative Party of Canada, the New Democratic Party of Canada and the Bloc Québécois:

- To include in their election platforms for the next federal election a requirement for all cellular companies to enter into roaming agreements so that cellular customers, regardless of their provider, can benefit from the presence of cellular sites in the area in which they are located;

TO TRANSMIT a copy of this resolution to the Minister of Finance of Quebec, Mr. Eric Girard, who is responsible for implementing the government's commitment to provide cellular service in all inhabited areas under this mandate;

TO TRANSMIT a copy of this resolution to the heads of the telecommunications carriers, including BCE (Bell), Videotron, Rogers, TELUS and Cogeco.

ADOPTED



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**7.5 ADMINISTRATION
RESOLUTION NUMBER: 2025-01-08
ASR SERVICE OFFER**

WHEREAS the Municipality has evaluated ASR's service offer to provide technical support for our computer network;

WHEREAS ASR is already the current supplier for the telephone line;

WHEREAS the change of supplier from Brieau to ASR will allow the Municipality to save approximately \$10,000 annually;

WHEREAS we regularly encounter computer problems on a recurring basis with Brieau;

IT WAS MOVED BY: Eddy Whitcher
SECONDED BY: Nancy Lanteigne
AND RESOLVED UNANIMOUSLY

To **ACCEPT** ASR's service offer for IT technical support.

ADOPTED

**8. ROADS AND INFRASTRUCTURE
8.1. ROAD INFO – PRUNING ON THE TERRITORY**

Information Point – Tree Branch Pruning

The Municipality is currently cutting tree branches on certain roads in its territory. This preventive measure is intended to reduce the risk of branches falling during storms (snow, wind) and to ensure the safety of our roads. The work will be carried out by our subcontractor, Abroxylene, and will continue over the next few days and weeks. We thank citizens for their understanding and cooperation.

9. ENVIRONMENT

Nothing to discuss.

10. PUBLIC SECURITY

Nothing to discuss.



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11.

HEALTH AND WELLNESS

RESOLUTION NUMBER: 2025-01-09

11.1 MOUVEMENT SANTÉ MENTALE QUÉBEC –

PROCLAMATION OF NATIONAL POSITIVE MENTAL HEALTH PROMOTION DAY

Considering that on March 31, 2022, the elected members of the National Assembly unanimously voted to recognize March 13 as the ***National Day for the Promotion of Positive Mental Health***;

Whereas the *Mouvement Santé mentale Québec* and its member organizations are launching their annual mental health promotion campaign on this day under the theme "**Recharging your batteries means finding your charging zone**";

Whereas as part of this Campaign, many tools promoting stronger mental health are offered throughout the year;

Whereas the promotion of positive mental health aims to increase and maintain the individual and collective well-being of the population and to foster resilience;

Whereas it has been shown that municipalities play a leading role in promoting the positive mental health of their **citizens**;

Accordingly

IT WAS MOVED BY: Gilles Asselin

SECONDED BY: Nancy Lanteigne

AND RESOLVED UNANIMOUSLY

THAT the Municipal Council of the Municipality of West Bolton

AT its meeting of January 13, 2025

PROCLAIMS March 13, 2025, as *National Day for the Promotion of Positive Mental Health* and invites citizens as well as all organizations and institutions in the municipality to share the tools of the annual mental health promotion campaign under the theme "**Recharging your batteries means finding your charging zone.**"

ADOPTED

12. LEISURE AND CULTURE

Nothing to discuss.

13. VARIA

Nothing to discuss.

14. SECOND QUESTION PERIOD

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

Council answered all the citizens' questions.



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

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15. ADJOURNMENT
RESOLUTION NUMBER: 2025-01-10
ADJOURNMENT

The agenda having been exhausted:

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

TO ADJOURN the meeting at 8:58 p.m.

Denis Vaillancourt
Mayor

Léa Laplante
Director General and
Clerk-Treasurer

I, Denis Vaillancourt, Mayor of West Bolton, certify that the signing of these minutes is equivalent to the signing of all the resolutions contained therein as per Section 142 of the *Municipal Code of Québec*.



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