



ORDINARY MEETING of the Council of Brome Village held in person on Monday, December 4, 2023, at 7:00 p.m. at which were present Councillors Pat Panasuk, Lisa Belanger, Larry Royea and Wesley Patch. All members of the said council forming a quorum under the chairmanship of Mayor William Miller in accordance with the provisions of the Municipal Code.

Councillors Christopher Whitehead and Michael Allnutt were absent.

The Director General and Clerk-Treasurer Gail Côté was present.

The citizens can attend the meeting and ask questions.

There were 4 people in the audience.

## AGENDA

1. **OPENING OF THE MEETING**
2. **ADOPTION OF THE AGENDA**
3. **APPROVAL AND ADOPTION OF THE MINUTES**
  - 3.1 Approval and adoption of the minutes of the October 2, 2023, meeting
  - 3.2 Approval and adoption of the minutes of the November 6, 2023, meeting
4. **BUSINESS ARISING FROM THE LAST MINUTES**
  - 4.1
5. **CORRESPONDANCE**
  - 5.1 A letter from a resident concerning the water flow problem at the intersection of Stagecoach Road and the hill leading to Brome Terrace North
6. **MUNICIPAL AND ROAD INSPECTOR'S REPORT**
  - 6.1 Municipal inspector's report
  - 6.2 Request for minor derogation 2023-004
  - 6.3 Road(s) report
7. **FIRST QUESTION PERIOD**
8. **OFFICER'S REPORT**
9. **GENERAL ADMINISTRATION**
  - 9.1 Mandate Raymond Chabot Grant Thornton to verify the accountability form (reddition de comptes) for the 2019-2024 fuel tax program (TECQ)
  - 9.2 Mandate Raymond Chabot Grant Thornton to verify the accountability form (reddition de comptes) for the local roads assistance program (PPA-CE)
  - 9.3 Appointment of Pro-Mayor for the year 2024
  - 9.4 Council meeting 2024 calendar
  - 9.5 Renew – OBV Yamaska 2024 membership
  - 9.6 Appointment – Responsibilities of Council Members – Municipal Committee
  - 9.7 Public consultation
  - 9.8 Adoption of By-law 217-23 amending By-law 147-2011 entitled zoning by-law to create the institutional zone P2
  - 9.9 Date of public budget meeting
10. **FINANCIAL ADMINISTRATION**
  - 10.1 Accounts payable
  - 10.2 Accounts paid
11. **OTHER BUSINESS**
12. **SECOND QUESTION PERIOD**
13. **ADJOURNMENT OF THE MEETING**

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The members present at the opening of the meeting form a quorum; the meeting was called to order by the mayor at 7:02 p.m.

The mayor addresses those present

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**2**  
**ADOPTION OF THE AGENDA**  
**Resolution 2023-285**

IT IS  
Proposed by Wesley Patch  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the agenda be and is hereby approved.

ADOPTED unanimously

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**3**  
**APPROVAL AND ADOPTION OF THE MINUTES**

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**3.1**  
**APPROVAL AND ADOPTION OF THE MINUTES OF THE OCTOBER 2, 2023, MEETING**  
**Resolution 2023-286**

IT IS  
Proposed by Larry Royea  
Seconded by Wesley Patch  
AND RESOLVED

THAT the minutes of the October 2, 2023, meeting be and are hereby approved.

ADOPTED unanimously

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**3.2**  
**APPROVAL AND ADOPTION OF THE MINUTES OF THE NOVEMBER 6, 2023, MEETING**  
**Resolution 2023-287**

IT IS  
Proposed by Pat Panasuk  
Seconded by Larry Royea  
AND RESOLVED

THAT the minutes of the November 6, 2023, meeting be and are hereby approved with the following amendments:

Point 8.7 – Awarding of contract demolition of 322 Stagecoach – additional information to be added.

Point 11 – Second question period – additional question to be added.

ADOPTED unanimously

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**4**  
**BUSINESS ARISING FROM THE LAST MINUTES**

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**5**  
**CORRESPONDANCE**

- 5.1 The municipality received a letter from a resident concerning the water flow problem at the intersection of Stagecoach Road and the hill leading to Brome Terrace North.

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**6**  
**MUNICIPAL AND ROAD INSPECTOR'S REPORT**

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**6.1**  
**MUNICIPAL INSPECTOR'S REPORT**

The municipal inspector submitted his report for the month of November.

Number of permits: 7  
Value of work: \$66 356  
Revenues of: \$160

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**6.2**  
**REQUEST FOR MINOR DEROGATION 2023-004 – LOT 4 267 001 (330 STAGECOACH)**  
**RESOLUTION 2023-288**

**NATURE AND EFFECTS**

Minor derogation to authorize the implementation of a building at 1.87 meters from the street right-of-way (330 Stagecoach Road – Lot 4 267 001).

The applicant wishes to proceed with work to pour a new concrete foundation for the building. The new location of the building will be 1.87 meters from the limit of the street right-of-way. The applicant justifies his request by the impossibility of locating the building more than 5.00 meters from the street, due to the septic installation system planned for the rear yard and the dimensions of the lot. Currently, the building is 1.94 metres from the street right-of-way.

**CONSIDERING THAT** this request does not infringe on the property rights of neighbouring owners;

**CONSIDERING THAT** this project does not contravene the objectives of the Urban Plan;

**CONSIDERING THAT** the plans and specifications required by the CCU were submitted to them at the time of this request;

IT IS

Proposed by Larry Royea  
Seconded by Pat Panasuk  
AND RESOLVED

TO authorize the request for minor derogation to allow a 1.87-meter distance between the building and the street right-of-way at 330 Stagecoach Road.

ADOPTED unanimously

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**6.3**  
**ROAD(S) REPORT**

- The culvert at the intersection of Stagecoach Road and the hill leading to Brome Terrace North will be verified.

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**7**  
**FIRST QUESTION PERIOD**

1. It was asked if the residents have the right to push their personal snow onto the road.

**ANSWER:** The mayor answered no they are not allowed as indicated in our by-law.

2. It was asked how the increase of the new evaluation role will impact the residents.

**ANSWER:** The mayor explained that residents with a significant amount of land will be affected more than others. In previous years, the land was evaluated at a low amount, now with the new evaluations that has changed significantly.

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**8**  
**OFFICER'S REPORT**

1. Councillor Lisa Belanger mentioned again about the Brome Lights event which will take place on December 16<sup>th</sup> at the Heritage Park.
2. Councillor Pat Panasuk mentioned that the Halloween event that was held at the Brome Public Building on October 31<sup>st</sup> was a success and all the children except four (4) that live in Brome Village participated. She mentioned there were children from Brome Lake that passed by also.
3. Councillor Pat Panasuk mentioned that there will be a Christmas craft event at the Brome Public Building on December 10<sup>th</sup>.
4. Councillor Larry Royea asked how the plans are coming with the new four-season rink. The director general responded and said everything should be installed by Christmas.
5. The mayor mentioned he had his monthly MRC meeting and that their 2024 budget had been adopted.

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**9**  
**GENERAL ADMINISTRATION**

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**9.1**

**MANDATE RAYMOND CHABOT GRANT THORNTON TO VERIFY THE FINAL  
ACCOUNTABILITY FORM (REDDITION DE COMPTES) FOR THE 2019-2024 FUEL TAX  
PROGRAM (TECQ)  
Resolution 2023-289**

CONSIDERING that the municipality is part of the 2019-2024 fuel tax program (TECQ);

CONSIDERING that the completion of an accountability form is one of the requirements of this program;

IT IS  
Proposed by Lisa Belanger  
Seconded by Larry Royea  
AND RESOLVED

TO mandate Raymond Chabot Grant Thornton to verify the final accountability form for the 2019-2024 fuel tax program (TECQ).

ADOPTED unanimously

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**9.2**

**MANDATE RAYMOND CHABOT GRANT THORNTON TO VERIFY THE FINAL  
ACCOUNTABILITY FORM (REDDITION DE COMPTES) FOR THE LOCAL ROADS  
ASSISTANCE PROGRAM (PPA-CE)  
Resolution 2023-290**

CONSIDERING that the municipality is part of the local roads assistance program (PPA-CE);

CONSIDERING that the completion of an accountability form is one of the requirements of this program;

IT IS  
Proposed by Wesley Patch  
Seconded by Larry Royea  
AND RESOLVED

TO mandate Raymond Chabot Grant Thornton to verify the final accountability form for the local roads assistance program (PPA-CE).

ADOPTED unanimously

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**9.3**

**APPOINTMENT OF PRO-MAYOR FOR THE YEAR 2024  
Resolution 2023-291**

WHEREAS a pro-mayor be named to replace the Mayor in the event of his absence;

CONSIDERING THAT one of the obligations of the Mayor of the Municipality of Brome Village is to represent the municipality at the Council of Mayors of the MRC Brome-Missisquoi;

CONSIDERING THAT it is important that a representative be named to replace the mayor should he not be able to attend the Council of Mayors of the MRC Brome Missisquoi;

THEREFORE  
Proposed by Lisa Belanger  
Seconded by Wesley Patch  
AND RESOLVED

THAT councillor Christopher Whitehead be named the pro-mayor for the year 2024 and that he will also represent the mayor when he is not available to attend the MRC meetings.

ADOPTED unanimously

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**9.4**  
**COUNCIL MEETING 2024 CALENDAR**  
**Resolution 2023-292**

IT IS  
Proposed by Larry Royea  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the calendar for council meetings for 2024 be as follows:

January 8 <sup>th</sup> , 2024	May 6 <sup>th</sup> , 2024	September 9 <sup>th</sup> , 2024
February <u>5</u> <sup>th</sup> , 2024	June 3 <sup>rd</sup> , 2024	October 7 <sup>th</sup> , 2024
March <u>4</u> <sup>th</sup> , 2024	July 8 <sup>th</sup> , 2024	November 4 <sup>th</sup> , 2024
April 8 <sup>th</sup> , 2024	August 5 <sup>th</sup> , 2024	December 2 <sup>nd</sup> , 2024

ADOPTED unanimously

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**9.5**  
**RENEW -OBV YAMASKA 2024 MEMBERSHIP**  
**Resolution 2023-293**

IT IS  
Proposed by Pat Panasuk  
Seconded by Wesley Patch  
AND RESOLVED

THAT the municipality of Brome Village renews its membership with OBV Yamaska for the year 2024 in the amount of \$50.00.

ADOPTED unanimously

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**9.6**  
**APPOINTMENT – RESPONSIBILITIES OF COUNCIL MEMBERS – MUNICIPAL**  
**COMMITTEE**  
**Resolution 2023-294**

IT IS  
Proposed by Lisa Belanger  
Seconded by Larry Royea  
AND RESOLVED

THAT the responsibilities of council members for 2024 be as follows:

**Public Security** – Michael Allnutt, Larry Royea and Christopher Whitehead

- Police services - Civil security (emergency plan)
- Fire protection services & MRC Fire Risk Management Plan
- Emergency rescue services
- Animal control services

**Transportation and Roads** – Michael Allnutt, Wesley Patch, Christopher Whitehead and Larry Royea

- Winter and summer road maintenance
- Bridges - Street lights
- Street Signs

**Public Health** – Lisa Belanger and Pat Panasuk

- Garbage removal and recycling
- Emptying of septic systems
- Drinking water (wells)
- MRC waste management plan

**Planning Advisory Committee (PAC)** - William Miller, Lisa Belanger, Marie-France Belec, Meagan Patch, Billy Raymond and the Municipal Inspector

- Urbanism by-laws
- All urbanism issues
- Environment
- Agricultural and forestry activities

**Recreation and Culture** – Lisa Belanger and Wesley Patch

- Heritage Park
- Cultural and leisure activities
- Library and sports fees reimbursement program

**Yamaska Basin** - Pat Panasuk

- OBV Yamaska Action Plan

ADOPTED unanimously

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**9.7  
PUBLIC CONSULTATION**

As mentioned in the public notice regarding amending By-law 147-2011 entitled zoning by-law to create the institutional zone P2, a period has been set aside for the public to ask questions or make comments.

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**9.8  
ADOPTION OF BY-LAW 217-23 AMENDING BY-LAW 147-2011 ENTITLED ZONING BY-LAW TO CREATE THE INSTITUTIONAL ZONE P2  
Resolution 2023-295**

CONSIDERING that the municipality of Brome Village has adopted a zoning by-law to manage uses and development on its territory;

CONSIDERING that this by-law is entitled the first draft By-law number 217-23 amending By-law number 147-2011 entitled zoning by-law, in order to create a new institutional zone, identified as P2;

CONSIDERING that the municipal council declares that it has adopted this by-law part by part, article by article, paragraph by paragraph, so that if any of its parts should be declared null and void by a competent court, the other parts of the by-law shall continue to apply;

WHEREAS at the regular meeting of November 6, 2023, a notice of motion of By-law number 217-23 was duly given and the draft by-law deposited;

THEREFORE  
Proposed by Larry Royea  
Seconded by Wesley Patch  
AND RESOLVED

TO adopt draft By-law number 217-23 amending By-law number 147-2011 entitled zoning by-law to create the institutional zone P2.

ADOPTED unanimously

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**9.9**  
**DATE OF PUBLIC BUDGETING MEET**  
**Resolution 2023-296**

As in previous years, there is a budget meeting required that is open to the public.

IT IS  
Proposed by Wesley Patch  
Seconded by Larry Royea  
AND RESOLVED

TO hold the public budget meeting on December 20, 2023, at 7 p.m.

ADOPTED unanimously

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**10**  
**FINANCIAL ADMINISTRATION**

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**10.1**  
**ACCOUNTS PAYABLE**  
**NOVEMBER 2023**  
**Resolution 2023-297**

IT IS  
Proposed by Lisa Belanger  
Seconded by Wesley Patch  
AND RESOLVED

THAT the payment of accounts payable in the amount of \$10 017.17 be and is hereby approved.

Supplier	Description	Amount
Enviro Connexions	Treatment of recycling	252.14
FQM	Membership	1 248.31
Gestim	Municipal inspection from Oct 22 – Nov 18	1 806.66
Home Hardware	Stone dust	13.01
Mégaburo	Meter reading photocopier	112.08
Permaroute	Paving repairs	4 622.00
RIGMRBM	Landfill fees	1 962.97
<b>TOTAL</b>		<b>\$10 017.17</b>



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**10.2  
ACCOUNTS PAID  
NOVEMBER 2023  
Resolution 2023-298**

Supplier	Description	Amount
BCAS	Rent & cleaning for November	718.59
Cote Gail	Reimbursement of travel expenses	28.20
Ent Raymond Cherrier	Garbage, recycle, compost collection and transport	4 623.80
Lafrenière Emilie	Reimbursement of municipal taxes	1 625.20
Monthly remuneration of elected officials	November remuneration	2 039.61
Monthly remuneration of Director General	November salaries	3 633.08
Tente Méchoui et Plus	Portable toilet rental	661.11
<b>TOTAL ACCOUNTS PAID</b>		<b>\$13 329.59</b>

Supplier	Description (Direct debit)	Amount
Cogeco	Telephone, fax and internet	207.02
DFS Insurance	Group insurance	464.66
Hydro Québec	Street lighting	175.27
Mastercard	Microsoft monthly subscription fees	74.04
<b>TOTAL ACCOUNTS PAID</b>		<b>\$920.99</b>

**TOTAL      \$24 267.75**

ADOPTED unanimously

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**11  
OTHER BUSINESS**

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**12  
SECOND QUESTION PERIOD**

1. It was asked to have a recap of the situation concerning 322 Stagecoach Road.

The mayor explained that he and the director had met with the engineer to discuss the plans. He stated that once we have something to show, we will hold a public meeting for the residents to attend.

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**13**  
**ADJOURNMENT OF THE MEETING**  
**Resolution 2023-299**

IT IS  
Proposed by Wesley Patch  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the meeting be adjourned at 7:52 p.m.

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William Miller  
Mayor

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Gail Côté  
Director General and Clerk Treasurer