



ORDINARY MEETING of the Council of Brome Village held in person on Monday, February 3, 2025, at 7:00 p.m. at which were present Councillors Pat Panasuk, Lisa Belanger, Larry Royea, Wesley Patch, Christopher Whitehead and Michael Allnutt. 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.

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

The citizens can attend the meeting and ask questions.

There was no one 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 January 13, 2025, ordinary meeting
- 4. BUSINESS ARISING FROM THE LAST MINUTES**
 - 4.1
- 5. CORRESPONDENCE**
 - 5.1 Financial support request – Massey Vanier Scholarship Bursary Fund
- 6. URBANISM**
 - 6.1 Municipal inspector’s report
- 7. FIRST QUESTION PERIOD**
- 8. OFFICER’S REPORT**
- 9. GENERAL ADMINISTRATION**
 - 9.1 Adoption – By-law number 223-25 concerning the remuneration of elected municipal officials
 - 9.2 General insurance renewal for the period March 20, 2025, to March 20, 2026
 - 9.3 Dead leaves and Christmas tree collection site
 - 9.4 Financial support request – Brome County Agricultural Society
 - 9.5 Authorization – Permit for outdoor sale of alcoholic beverages – Brome Fair 2025
 - 9.6 Adoption – No parking Brome Fair 2025
 - 9.7 Authorization – Installation of road signs – Brome Fair 2025
 - 9.8 Authorization – Brome Fair 2025 By-Law number 145-12
 - 9.9 Awarding of contract to Automnearchitectes
- 10. FINANCIAL ADMINISTRATION**
 - 10.1 Accounts payable
 - 10.2 Accounts paid
- 11. ROADS**
 - 11.1 Road(s) reports
- 12. ENVIRONMENT**
 - 12.1
- 13. PUBLIC SECURITY**
 - 13.1
- 14. LEISURE AND CULTURE**
 - 14.1
- 15. OTHER BUSINESS**
- 16. SECOND QUESTION PERIOD**
- 17. ADJOURNMENT OF THE MEETING**

1
OPENING OF THE MEETING
Resolution 2025-493

The members present at the opening of the meeting formed a quorum; the meeting was called to order by the mayor at 7:00 p.m.

2
ADOPTION OF THE AGENDA
Resolution 2025-494

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

THAT the agenda be and is hereby approved.

ADOPTED

3
APPROVAL AND ADOPTION OF THE MINUTES

3.1
APPROVAL AND ADOPTION OF THE MINUTES OF THE JANUARY 13, 2025, ORDINARY MEETING
Resolution 2025-495

IT IS
Moved by Christopher Whitehead
Seconded by Wesley Patch
AND RESOLVED

THAT the minutes of the January 13, 2025, ordinary meeting be and are hereby approved.

ADOPTED

4
BUSINESS ARISING FROM THE LAST MINUTES

- No business arising from the last minutes.

5
CORRESPONDENCE

5.1
FINANCIAL SUPPORT REQUEST – MASSEY VANIER SCHOLARSHIP BURSARY FUND
Resolution 2025-496

WHEREAS the Municipality of Brome Village supported the Massey-Vanier Scholarship, Bursary Fund in 2024 by giving \$300.00 each to the English and French sides of the school;

WHEREAS the Massey-Vanier Scholarship, Bursary committee is again requesting our financial support;

WHEREAS \$600.00 has been earmarked for the Scholarship, Bursary fund in the municipal budget 2025;

IT IS
Moved by Larry Royea
Seconded by Christopher Whitehead
AND RESOLVED

THAT the Municipality of Brome Village will donate \$300.00 each to the English and French sides of Massey-Vanier High School and that the following conditions apply for the granting of the bursaries: Brome residents should be considered first, and the average should be 80% or less.

ADOPTED

6
URBANISM

6.1
MUNICIPAL INSPECTOR'S REPORT

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

Number of permits: 0
Value of work: 0
Revenues of: 0

7
FIRST QUESTION PERIOD

- There was no one present.

8
OFFICER'S REPORT

1. Councillor Christopher Whitehead noted that the bins, whether for garbage, recycle or compost, are being placed too close to the edge of the road and are getting struck by the snowplows.
2. Councillor Christopher Whitehead mentioned that snow is being left on the road after the cleaning of resident's driveways, either by their contractors or by the residents themselves.
3. The mayor attended a special meeting at the MRC regarding the new Hydro project, where they discussed and submitted questions from citizens. He also attended another meeting with Hydro Québec representatives. Many questions remain unanswered by Hydro Québec.
4. It was mentioned that there were vehicles parked on the side of the road on Morin Hill. This caused a problem for the contractor that cleans and sands the road.

9
GENERAL ADMINISTRATION

9.1
ADOPTION – BY-LAW NUMBER 223-25 CONCERNING THE REMUNERATION OF
ELECTED MUNICIPAL OFFICIALS
Resolution 2025-497

WHEREAS a Notice of Motion of the present by-law was given at the ordinary council meeting held on January 13, 2025, by councillor Lisa Belanger;

WHEREAS a draft project of the present by-law was presented and deposited at the ordinary council meeting held on January 13, 2025, by councillor Lisa Belanger;

WHEREAS Section 2 of the Act respecting the remuneration of elected municipal officials authorizes the Municipality to determine the remuneration to be paid to members of the council including an expense allowance;

THEREFORE

Proposed by Wesley Patch

Seconded by Lisa Belanger

AND RESOLVED

THAT the present By-law number 223-25 be adopted, and that said by-law ordain, and decree as follows:

ARTICLE 1

Effective January 1, 2025, an annual remuneration of five thousand nine hundred fifty-nine dollars and 44 cents (\$5,959.44), plus an expense allowance of two thousand nine hundred seventy-nine dollars and seventy-five cents (\$2,979.75) will be paid to the mayor.

Mayor: $\$5,959.44 + \$2,979.75 = \$8,939.19$

ARTICLE 2

Effective January 1, 2025, an annual remuneration of one thousand nine hundred eighty-six dollars and thirty-eight cents (\$1,986.38), plus an expense allowance of nine hundred ninety-three dollars and twenty-five cents (\$993.25) will be paid to each councillor.

Councillor: $\$1,986.38 + \$993.25 = \$2,979.63$

ARTICLE 3

The Acting Mayor will receive remuneration and expense allowance once they have completed thirty (30) consecutive days of fulfilling their duties as mayor.

ARTICLE 4

The remuneration and expense allowance of the mayor and councillors are indexed annually using the cost of living.

ARTICLE 5

Remuneration is paid monthly.

ARTICLE 6

The amount of this remuneration will be taken from the general fund of the municipality and will be included in the annual budget.

ARTICLE 7

This by-law comes into force in accordance with the law.

William Miller
Mayor

Gail Côté
Director General and Clerk-Treasurer

Notice of motion:	January 13, 2025
Filing of draft by-law:	January 13, 2025
Adoption:	February 3, 2025
Notice of publication:	February 13, 2025

9.2
GENERAL INSURANCE RENEWAL FOR THE PERIOD MARCH 20, 2025, TO MARCH 20,
2026
Resolution 2025-498

WHEREAS the annual insurance contract terminates March 20, 2025;

IT IS
Moved by Christopher Whitehead
Seconded by Larry Royea
AND RESOLVED

THAT the municipality of Brome Village authorizes the Director General to sign the renewal contract in the amount of \$5,709.42.

ADOPTED

9.3
DEAD LEAVES AND CHRISTMAS TREE COLLECTION SITE
Resolution 2025-499

Councillor Pat Panasuk declares her interest in the subject and leaves the meeting.

WHEREAS the PGMR adopted by the MRC Brome-Missisquoi states that municipalities are responsible for the collection of dead leaves and Christmas trees;

THEREFORE
Proposed by Lisa Belanger
Seconded by Wesley Patch
AND RESOLVED

THAT 72 Valley Road, owned by Robert Derby and Pat Panasuk, will be the designated site for the disposal of dead leaves and Christmas trees for the citizens of Brome Village. Fees of \$20 per trip or per tree will be payable by the citizens. This agreement is valid for the year 2025.

ADOPTED

9.4
FINANCIAL SUPPORT REQUEST – BROME COUNTY AGRICULTURAL SOCIETY
Resolution 2025-500

WHEREAS the Brome County Agricultural Society is an important contributor to the community of Brome Village;

WHEREAS the Brome County Agricultural Society is applying for a grant from Heritage Canada;

WHEREAS Heritage Canada requires that the municipality where the organization resides supports the application;

THEREFORE
Moved by Wesley Patch
Seconded by Larry Royea
AND RESOLVED

THAT the Municipality of Brome Village strongly supports this application and that \$200.00 will be donated as well as a service contribution of \$1,000.00 in kind as stipulated in the application.

ADOPTED

9.5
AUTHORIZATION – PERMIT FOR OUTDOOR SALE OF ALCOHOLIC BEVERAGES –
BROME FAIR 2025
Resolution 2025-501

CONSIDERING the Brome Fair event planned on the territory of the municipality from August 29th to September 1st 2025;

CONSIDERING the request for authorization from the event organizers to submit a reunion permit application to the Régie des alcools, des courses et des jeux;

THEREFORE
Moved by Wesley Patch
Seconded by Lisa Belanger
AND RESOLVED

THAT the council of Brome Village authorizes the filing of an application with the Régie des alcools, des courses et des jeux for a reunion permit for the sale and service of alcoholic beverages during the 2025 Brome Fair.

ADOPTED

9.6
ADOPTION – NO PARKING BROME FAIR 2025
Resolution 2025-502

WHEREAS the By-Law #100 concerning the parking on municipal roads during special events states that the Municipal Council may designate any event a special event by resolution and therefore adopt any temporary no parking regulations;

WHEREAS Brome Fair is planned to take place from August 29th to September 1st, 2025;

THEREFORE
Moved by Christopher Whitehead
Seconded by Wesley Patch
AND RESOLVED

- TO prohibit street parking on Stagecoach Road and Jackson Road during this designated special event;

- TO authorize the installation of temporary road signs in accordance with this resolution;
- TO appoint the Surete du Québec to issue summons, order the removal of any vehicle stopped or parked on the designated roads, and tow vehicles, at the owner's expense;
- TO confirm that the appointed entity has the authority to tow any vehicle stopped or parked on the designated roads to a place designated by the appointed entity at the owners expense;
- TO authorize the Director General and Clerk-Treasurer to give all necessary instructions and sign all documents to this effect.

ADOPTED

9.7

**AUTHORIZATION – INSTALLATION OF ROAD SIGNS – BROME FAIR 2025
Resolution 2025-503**

CONSIDERING the Brome Fair event planned on the territory of the municipality from August 29th to September 1st, 2025;

CONSIDERING the request for authorization from the event organizers to install road signs to facilitate access for visitors and ensure the smooth flow of traffic;

THEREFORE

Moved by Michael Allnut
Seconded by Larry Royea
AND RESOLVED

THAT the council of Brome Village authorizes the installation of road signs as described in the email dated January 31st, during the 2025 Brome Fair, and to inform the organizers of the event that the signs must be removed within one week after the end of the Fair.

ADOPTED

9.8

**AUTHORIZATION – BROME FAIR 2025 BY-LAW NUMBER 145-12
Resolution 2025-504**

CONSIDERING the Brome Fair event planned on the territory of the municipality from August 29th to September 1st, 2025;

CONSIDERING the request for authorization from the organizers of the event to benefit from an extension of the time limit otherwise applicable under by-law number 145-12 concerning nuisances;

THEREFORE

Moved by Michael Allnut
Seconded by Wesley Patch
AND RESOLVED

THAT the council of Brome Village authorizes the holding of the 2025 Brome and extends the hours provided for in section 19 of said by-law to 12:00 a.m. from August 29th to September 1st, 2025.

ADOPTED

9.9
AWARDING OF CONTRACT TO AUTOMNEARCHITECTES
Resolution 2025-505

WHEREAS the architect Danuta Nadolska is no longer able to continue with the project of the new Town Hall;

IT IS
 Moved by Lisa Belanger
 Seconded by Christopher Whitehead
 AND RESOLVED

TO award the contract for architectural services to Automnearchitectes in the amount of \$88 290.00 plus applicable taxes;

TO finance this expense, net of tax reimbursements, from the municipal general fund or any other applicable subsidy;

TO authorize the General Manager and the Clerk-Treasurer to issue all necessary instructions and sign all relevant documents.

ADOPTED

10
FINANCIAL ADMINISTRATION

10.1
ACCOUNTS PAYABLE
JANUARY 2025
Resolution 2025-506

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

THAT the payment of accounts payable in the amount of \$44 964.75 be and is hereby approved.

Supplier	Description	Amount
Artelia	Engineering services	6 668.55
DBR	Technical support	90.55
FQM Assurances	Insurance policy renewal	5 709.42
Gestim	Municipal inspection (15/12/24 – 18/01/25)	1 149.75
Home Hardware	Purchase of bin	172.45
Infotech	Taxation 2025	1 788.10
LCL Environnement	Environmental characterization	6 651.30
LCL Environnement	Wastewater treatment assessment	3 643.27
Mégaburo	Meter reading of photocopy	139.87
MRC Brome Missisquoi	2025 quota (1/2 installments)	18 113.00
RIGMRBM	Landfill fees	510.08
Rona	Keys	41.85
Ville de Sutton	Intervention reports	286.59
TOTAL		\$44 964.75

10.2
ACCOUNTS PAID
JANUARY 2025
Resolution 2025-507

Supplier	Description	Amount
BCAS	Rent & cleaning for January	718.59
Ent Raymond Cherrier	Garbage, recycling, compost collection, and transport	4 993.71
Monthly remuneration of elected officials	January remuneration	2 210.55
Monthly remuneration of Director General	January salary	5 497.84
Paysagement Precision Lac Brome	Skating rink contract (1/3 payments)	2 299.50
Revenu Canada	Deductions at source (October – December)	1 688.94
Revenu Québec	Deductions at source (October – December)	4 591.53
TOTAL		\$22 000.66

Supplier	Description (direct debit)	Amount
DFS Insurance	Group insurance	583.09
Hydro Québec	Street lighting	184.23
IT Cloud	Microsoft monthly subscription fees	40.19
TOTAL		\$807.51

TOTAL \$67 772.92

ADOPTED

11
ROADS

11.1
ROAD REPORT(S)

- No comments concerning roads, other than what was stated in the officer's report.

12
ENVIRONMENT

- Nothing to discuss.

13
PUBLIC SECURITY

- Nothing to discuss.

14
LEISURE AND CULTURE

- Nothing to discuss.

15
OTHER BUSINESS

- Nothing to discuss.

16
SECOND QUESTION PERIOD

- There was no one present.

17
ADJOURNMENT OF THE MEETING
Resolution 2025-508

IT IS
Moved by Larry Royea
Seconded by Christopher Whitehead
AND RESOLVED

THAT the meeting be adjourned at 7:30 p.m.

William Miller
Mayor

Gail Côté
Director General and Clerk-Treasurer