

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

A regular Council meeting of the Municipality of West Bolton, held on Monday, November 10, 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:

Denis Vaillancourt, Mayor
Margarita Lafontaine, Councillor No. 1
Daniel Desrochers, Councillor No. 2
Loren Allen, Councillor No. 3
Eddy Whitcher, Councillor No. 4
Gilles Asselin, Councillor No. 5
Nancy Lanteigne, Councillor No. 6

The councillors present formed a quorum, and the meeting was presided over by Mr. Denis Vaillancourt, Mayor. The Director General & Clerk-Treasurer, Mrs. Léa Laplante, was also present, in accordance with the provisions of the Municipal Code of Québec (s. 159).

Twelve other individuals were present in person or online.

AGENDA

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
- 3. FIRST QUESTION PERIOD**
- 4. APPROVAL OF MINUTES**
- 5. CORRESPONDENCE**
 - 5.1. MAMH – Median Proportion and Comparative Factor of the Property Assessment Roll – 2026 Fiscal Year
 - 5.2. Recyc-Québec – Payment of the 2025 Compensation for the Curbside Collection of Recyclable Materials
- 6. TOWN PLANNING**
 - 6.1. Tabling of the Municipal Building and Environment Officer's Report
 - 6.2. Adoption of Draft By-law 473-2025 Amending By-law No. 395-2023 Respecting Permits and Certificates
 - 6.3. Notice of Motion and Tabling of Draft By-law Number 475-2025 Amending Zoning By-law Number 264-2008
 - 6.4. Appointment of PAC Members
- 7. ADMINISTRATION**
 - 7.1. Approval of Accounts Paid and Payable
 - 7.2. Rejection by the MTQ of Draft By-law No. 474-2025 Respecting the Circulation of Heavy Vehicles and Work Vehicles
 - 7.3. Ratification of the Decisions Taken at the Special Council Meeting of October 20, 2025
 - 7.4. File No.: CAR68894 – 46065 (5) – 20250415-037 – Local Road Assistance Program – Special Improvement Projects Component (SAP-CE) – Accountability
 - 7.5. External Auditor – Audit of the 2026 Financial Report – Contract Award
 - 7.6. Renewal of the Maintenance and Support Contract for Infotech Applications
 - 7.7. Membership Renewal in the *Fédération québécoise des municipalités* (FQM)
 - 7.8. Renewal of Service Offer – Cleaning of Town Hall
 - 7.9. Adoption of the 2026 Schedule of Council Meetings
 - 7.10. Training for Elected Officials
 - 7.11. Hiring of a Part-time Fixed-term Day Labourer for the Road Sector
 - 7.12. Purchase of a New Computer – Refurbished

8. ROADS AND INFRASTRUCTURE

- 8.1. Roads Report
- 8.2. Contract Award for the Rehabilitation of a Portion of the Ditch on Brill Road – Between Stukely and Mountain
- 8.3. Snow Removal Contract Award for Town Hall, Mount Foster Parking Lot and the Dry Bollard on Summit

9. ENVIRONMENT

- 9.1. Internship Agreement with Université de Sherbrooke for the Development of a Natural Environment Conservation Plan (Components 1 and 2)
- 9.2. Request for Funding for the 2026 Campaign for the Prevention and Detection of IAS in flora

10. PUBLIC SECURITY

11. HEALTH AND WELL-BEING

- 11.1. Request for Financial Support from the Organization "*Main dans la Main*"
- 11.2. Request for Financial Support from the Garagona Association
- 11.3. *Maison Au Diapason* – Poinsettias Fundraising Campaign

12. LEISURE AND CULTURE

13. VARIA

14. SECOND QUESTION PERIOD

15. ADJOURNMENT

1. CALL TO ORDER

RECORDING OF THE SESSION BEGINS

With the members participating at the start of the meeting forming a quorum, the mayor called the meeting to order at 7:35 p.m.

The mayor made some opening remarks.

2. ADOPTION OF THE AGENDA RESOLUTION NUMBER: 2025-11-172

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

TO ADOPT the agenda of the meeting with the following amendments:

- Addition of point 5.3. **Royal Canadian Air Force** – Basic Tactical Aviation Course
- Amendment of point 6.3. – Remove the reference to tabling from the draft by-law:
6.3. Notice of motion for draft by-law number 475-2025 amending zoning by-law number 264-2008;
- Addition of a point 7.13. Act respecting French, the official and common language of Québec – maintaining the status of a recognized bilingual municipality.

ADOPTED

The mayor thanked citizens for participating in the elections as well as volunteers who participated in distributing notices of registration and non-registration in the absence of postal services.

3. FIRST QUESTION PERIOD

The council held a first question period.

4. APPROVAL OF MINUTES OF THE REGULAR MEETING OF OCTOBER 1, 2025, AND THE SPECIAL MEETING OF OCTOBER 15 AND 20, 2025 RESOLUTION NUMBER: 2025-11-173

IT WAS MOVED BY: Gilles Asselin

SECONDED BY: Loren Allen

AND RESOLVED UNANIMOUSLY

AND RESOLVED THAT the French versions of the minutes of the regular meeting of October 1, 2025, and the special meeting of October 15 and 20, 2025, are approved.

The English versions will be adopted at a future meeting.

ADOPTED

5. CORRESPONDENCE

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

5.1. MAMH – Median Proportion and Comparative Factor of the Property Assessment Roll – 2026 Fiscal Year

The Ministry of Municipal Affairs and Housing sent the official notice confirming the median proportion and the comparative factor applicable to the property assessment roll for the 2026 fiscal year. These values were set at 95% for the median proportion and 1.05% for the comparative factor, in accordance with section 264 of the Act respecting municipal taxation. These data will be used to calculate transfer taxes and quotas payable to supra-municipal bodies.

5.2. Recyc-Québec – Payment of the 2025 Compensation for Curbside Collection of Recyclable Materials

The Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs has sent the notice concerning the 2025 compensation for the curbside collection of recyclable materials, in accordance with the Regulation respecting compensation for municipal services provided to recover and reclaim residual materials (CQLR, c. Q-2, r.10).

*For the Municipality of West Bolton, the total amount receivable is **\$99,981**, broken down as follows:*

- 30% on December 30, 2025 (\$29,994)*
- 30% on March 2, 2026 (\$29,994)*
- 40% on January 30, 2027 (\$39,992)*

This compensation, paid by the accredited organizations Éco Entreprises Québec (ÉEQ) and RecycleMédias, aims to partially reimburse municipal costs related to the collection, transportation and sorting of recyclable materials. It should also be recalled that the declaration sent on June 30, 2025, was the last one required under the old regime, as the modernization of curbside recycling has now been in force since 1 January 2025.

5.3. **Royal Canadian Air Force** – Basic Tactical Aviation Course

From November 3 to 28, 2025, the Royal Canadian Air Force Tactical Aviation Fundamentals Course will take place in Saint-Hubert, Quebec,

as well as in the Montérégie and Estrie regions, including the Municipality of West Bolton.

Residents would be able to observe CH-146 Griffon and CH-147 Chinook helicopters of the first squadron at low altitude in authorized training areas. Pyrotechnic effects and blank shots could also be visible or audible; These are controlled exercises that do not pose any danger to the public.

These activities aim to train pilots and teams in tactical support in realistic conditions, while respecting safety and private property.

6. TOWN PLANNING
6.1. TABLING OF THE MUNICIPAL BUILDING AND ENVIRONMENT OFFICER’S REPORT

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

October 2025
Number of permits issued: 8
Value of work done: \$1,532,228.00

Services billed: \$2,345.00

Violations: 4
Value: \$0

4 site visits
0 permits sent to the RCM

6.2. TOWN PLANNING
ADOPTION OF DRAFT BY-LAW 473-2025 AMENDING BY-LAW NO. 395-2023 RESPECTING PERMITS AND CERTIFICATES
RESOLUTION NUMBER: 2025-11-174

WHEREAS the notice of motion for By-law No. 473-2025 amending By-law No. 395-2023 Respecting Permits and Certificates was given at the regular meeting of October 1, 2025, by Councillor Gilles Asselin;

WHEREAS the draft by-law was tabled at the said meeting and made available to the public in accordance with the legal provisions in force;

WHEREAS the said draft aims to remove certain inapplicable items of By-law No. 395-2023;

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

THAT By-law No. 473-2025 amending By-law No. 395-2023 Respecting Permits and Certificates IS adopted as presented at this meeting.

A full copy of the by-law is appended to these minutes as an integral part thereof.

ADOPTED

6.3. NOTICE OF MOTION OF DRAFT BY-LAW NUMBER 475-2025 AMENDING ZONING BY-LAW NUMBER 264-2008

Notice of motion was given by Councillor Gilles Asselin, to the effect that at a future Council meeting, draft By-law No. 475-2025 amending Zoning By-law No. 264-2008 will be tabled to include the operation of maple farms in zones RES-1, RES-2, RES-3 and REC-1.

This draft by-law will aim to:

- Amend Schedule C – Grid of Uses and Standards to authorize the operation of maple farms (including sugar shacks as an ancillary activity) in zones RES-1, RES-2, RES-3 and REC-1;
- Add special conditions governing the operation of maple farms in these areas;
- Add the definition of "Maple farm" to Appendix A – Terminology.

WHEREAS the RCM's land use and development plan identifies these areas with a recreational and forestry vocation and aims to make them rational and sustainable in use;

WHEREAS the Planning Advisory Committee (PAC) recommended that Council amend the zoning by-law to take into account this maple potential;

PAC

The draft by-law will be tabled at a future Municipal Council meeting.

6.4. APPOINTMENT OF PAC MEMBERS RESOLUTION NUMBER: 2025-11-175

WHEREAS the term of office of Mrs. Marie-Blanche Richer and Mr. Eddy Whitcher, members of the Planning Advisory Committee (PAC), has come to an end;

WHEREAS the Planning Advisory Committee (PAC) must be made up of seven (7) voting members appointed by resolution of the Municipal Council;

WHEREAS it is important to maintain an active and balanced composition within the PAC to ensure the harmonious planning and development of the Municipality;

WHEREAS two of the members of Council must serve for a period of one (1) year;

WHEREAS the term of office of the resident members shall be two years and whereas it is composed of the following members:

- Monique Dutil,
- Thomas Dupéré
- Timothy Goforth,
- Sylvie Hébert,
- Dominique Murphy,

WHEREAS the term of office of the following resident members expires on 11 November 2025:

- Thomas Dupéré
- Sylvie Hébert,
- Dominique Murphy

WHEREAS the term of office of Mrs. Marie-Blanche Richer, outgoing occupant of seat no. 2, on the Planning Advisory Committee (PAC) has officially ended as of today;

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

THAT Mr. Gilles Asselin who has expressed an interest in serving on the PAC, be appointed as a member of the PAC for a one (1)-year term, effective November 10, 2025;

THAT the term of office of Mr. Eddy Whitcher be renewed for a period of one (1) year;

THAT the terms of the resident members be renewed as of this day as follows:

- Thomas Dupéré, two years
- Sylvie Hébert, two years
- Dominique Murphy, two years

THAT the Municipality would like to thank Mrs. Marie-Blanche Richer for her commitment and contributions to the PAC during her mandate.

ADOPTED

7. ADMINISTRATION
7.1. APPROVAL OF ACCOUNTS PAID AND PAYABLE
RESOLUTION NUMBER: 2025-11-176

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

TO APPROVE the list of accounts and transfers as of November 7, 2025, in the amount of \$419,318.09 and salaries in the amount of \$32,388.71 for a total of \$451,706.80.

THAT Council authorizes the Director General & Clerk-Treasurer to settle these accounts.

ADOPTED

7.2. REJECTION BY THE MTQ OF DRAFT BY-LAW NO. 474-2025
RESPECTING THE CIRCULATION OF HEAVY VEHICLES AND WORK
VEHICLES

Following the notice of motion and the tabling of draft by-law no. 474-2025, the draft was submitted to the *Ministère des Transports du Québec* (MTQ) for approval. However, the MTQ rejected the draft.

The Municipality is committed to maintaining discussions with the MTQ, the *Sûreté du Québec* and the traffic control department in order to submit a revised draft by-law. It continues to work in this respect to ensure the safety of all road users and its residents in order to establish an appropriate regulatory framework for the circulation of heavy vehicles on its territory.

7.3. RATIFICATION OF DECISIONS TAKEN AT THE SPECIAL
COUNCIL MEETING OF OCTOBER 20, 2025
RESOLUTION NUMBER: 2025-11-177

IT WAS MOVED BY: Margarita Lafontaine

SECONDED BY: Nancy Lanteigne
AND RESOLVED UNANIMOUSLY

THAT all decisions and resolutions adopted at the special Council meeting held on October 20, 2025, be ratified and confirmed.

ADOPTED

**7.4. FILE NO.: CAR68894 – 46065 (5) – 20250415-037- LOCAL ROAD ASSISTANCE PROGRAM – SPECIAL IMPROVEMENT PROJECTS COMPONENT (SPP-CE) – ACCOUNTABILITY
RESOLUTION NUMBER: 2025-11-178**

WHEREAS the Municipality of West Bolton has taken note of the terms and conditions for the application of the Special Improvement Projects (SAP) 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 was carried out in the calendar year in which the Minister authorized it;

WHEREAS the work or the costs inherent in it are eligible for the PAVL;

WHEREAS the V-AF13 Accountability Form has been duly completed;

WHEREAS the transmission of the project accounts was made at the end of the work or no later than December 31, 2025 of the calendar year in which the Minister authorized the work;

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

WHEREAS, if the accounting is found to be in compliance, 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 set out in the letter of announcement;

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

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

THAT the Council of the Municipality of West Bolton approves the expenses in the amount of \$54,908.75 related to the improvement work and the eligible inherent costs mentioned in Form V-AF13, in accordance with the requirements of the *Ministère des Transports et de la Mobilité durable*, and recognizes that in the event of non-compliance with these requirements, the financial assistance will be terminated.

ADOPTED

**7.5. EXTERNAL AUDITOR – AUDIT OF THE 2025 FINANCIAL REPORT – CONTRACT AWARD
RESOLUTION NUMBER: 2025-11-179**

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

TO ACCEPT the offer of Raymond Chabot Grant Thornton to act as external auditor for the audit of the financial report for the year ended December 31, 2025 in the total amount of \$11,935.00 before taxes;

TO FINANCE this expenditure from the general account of the Municipality (Budget 2025);

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

ADOPTED

**7.6. RENEWAL OF THE MAINTENANCE AND SUPPORT
CONTRACT FOR INFOTECH APPLICATIONS
RESOLUTION NUMBER: 2025-11-180**

WHEREAS the Municipality uses Infotech software applications for accounting and administrative management;

WHEREAS the annual maintenance and support contract is set to expire soon, and it is necessary to have it renewed;

WHEREAS the cost of renewal for the year 2026 is set at \$10,528 before taxes;

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

THAT the Council of the Municipality of West Bolton authorizes the renewal of the contract for the maintenance and support of Infotech applications for an amount of \$10,528 before taxes;

THAT the Director General & Clerk-Treasurer is authorized to sign any documents required to give effect to this resolution.

ADOPTED

**7.7. MEMBERSHIP RENEWAL IN THE *FEDERATION QUEBECOISE
DES MUNICIPALITES* (FQM)
RESOLUTION NUMBER: 2025-11-181**

WHEREAS the Municipality is a member of the *Fédération Québécoise des Municipalités* (FQM) and benefits from the services and benefits offered by this organization;

WHEREAS membership in the FQM allows the Municipality to benefit from services, training, resources and specialized advice that contribute to the proper management and development of our community;

WHEREAS Council wishes to renew membership in the FQM for 2026.

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

TO AUTHORIZE the renewal of the Municipality's membership in the *Fédération Québécoise des Municipalités* (FQM) for 2026 in the amount of \$1,289.99 before taxes.

TO AUTHORIZE payment of the annual membership fee for 2026 and to enter the amount in the operating budget.

TO AUTHORIZE the Mayor and the Director General & Clerk-Treasurer to sign all necessary documents.

ADOPTED

**7.8. RENEWAL OF SERVICE OFFER – CLEANING OF TOWN HALL
RESOLUTION NUMBER: 2025-11-182**

WHEREAS the company Entretien ménager G. Dumont is offering us a contract renewal for the year 2026;

WHEREAS the annual service offer represents an amount of \$5,672.30, which represents a 4% increase;

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

THAT Council authorizes the new agreement with a 4% increase.

ADOPTED

**7.9. ADOPTION OF THE 2026 SCHEDULE OF COUNCIL MEETINGS
RESOLUTION NUMBER: 2025-11-183**

WHEREAS Council has to set the dates for regular Council meetings of the Municipality for 2026;

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

THAT Council adopts the following schedule of Council meetings for 2026:

- Monday, January 12 at 7:30 pm
- Monday, February 9 at 7:30 p.m.
- Monday, March 9 at 7:30 p.m.
- Monday, April 13 at 7:30 p.m.
- Monday, May 11 at 7:30 p.m.
- Monday, June 8 at 7:30 p.m.
- Monday, July 6 at 7:30 p.m.
- Monday, August 3 at 7:30 p.m.
- Monday, September 14 at 7:30 p.m.
- Monday, October 5 at 7:30 p.m.
- Monday, November 2 at 7:30 p.m.
- Monday, December 7 at 7:30 p.m.
- Monday, December 14 at 7:30 p.m. - Regular meeting – 2025 Budget
- Monday, December 14 at 8:30 p.m. – following the regular budget meeting

That a public notice be given to this effect, and that these dates be entered on the Municipal calendar for the year 2026.

ADOPTED

**7.10. TRAINING FOR ELECTED OFFICIALS
RESOLUTION NUMBER: 2025-11-184**

WHEREAS the members of the new Council of the Municipality of West Bolton, elected in the general election of November 2, 2025, must meet the obligation to take training on ethics and professional conduct as well

as on their municipal roles and responsibilities, in accordance with the *Municipal Ethics and Good Conduct Act* (LEDMM) and the draft by-law on the training of elected municipal officials.

WHEREAS the Municipality intends to ensure that it meets this legal obligation, in particular by registering elected officials for relevant online training courses recognized by the *Commission municipale du Québec*.

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

THAT Council authorizes the Director General & Clerk-Treasurer to register the members of Council for the mandatory online training offered by the FQM or the UMQ;

THAT the costs of this training be borne by the Municipality.

ADOPTED

**7.11. HIRING OF A PART-TIME FIXED-TERM DAY LABOURER FOR
 THE ROAD SECTOR
RESOLUTION NUMBER: 2025-11-185**

WHEREAS the Council of the Municipality has discussed and approved the hiring of a part-time day labourer on a fixed-term basis for the Roads department;

WHEREAS Mr. Gaétan Champagne has been selected to hold this position for a period of six (6) months, effective November 10, 2025;

IT WAS MOVED BY: Eddy Whitcher
SECONDED BY: Loren Allen
AND RESOLVED UNANIMOUSLY

THAT Council ratifies the decision to hire Mr. Gaétan Champagne as a part-time fixed-term day labourer for the Roads department;

THAT the Mayor and the Director General & Clerk-Treasurer be authorized to sign the employment contract with Mr. Champagne for and on behalf of the Municipality of West Bolton.

ADOPTED

**7.12. PURCHASE OF A NEW COMPUTER –
 REFURBISHED
RESOLUTION NUMBER: 2025-11-186**

WHEREAS the Municipality requires the addition of a fixed computer to meet the administrative needs of the office;

WHEREAS it is proposed to acquire a refurbished post in order to ensure economical and efficient management of resources;

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

THAT Council authorizes the purchase of a refurbished computer at a cost of \$549.95 before taxes;

THAT the expenditure be charged to the appropriate budget line;

THAT the Director General & Clerk-Treasurer be authorized to proceed with the purchase for and on behalf of the Municipality.

ADOPTED

**7.13. ACT RESPECTING FRENCH, THE OFFICIAL AND COMMON
LANGUAGE OF QUÉBEC - MAINTAINING THE STATUS OF A
RECOGNIZED BILINGUAL MUNICIPALITY
RESOLUTION NUMBER: 2025-11-187**

WHEREAS the Municipality of West Bolton adopted Resolution 010-0123 on January 16, 2023, confirming the Council's intention to maintain its bilingual status and whereas the Municipality is recognized as such under the Charter of the French Language;

WHEREAS a notice was given on December 12, 2022 by the *Office québécois de la langue française* (hereinafter "Office") to the effect that the Municipality of West Bolton does not meet the condition required under section 29.1 of the Charter of the French Language (CQLR, c. C-11) (hereinafter "Charter"), that is, that more than half the residents of its territory have English as their mother tongue;

WHEREAS according to demolinguistic data collected in the 2021 Statistics Canada census, 49.0% of residents of the municipality reported having English as their mother tongue;

WHEREAS it is in the interest of the Municipality to maintain its status as an organization with bilingual status;

WHEREAS by maintaining bilingual status, it recognizes the importance of expressing respect for the two linguistic cultures on its territory;

IT WAS MOVED BY: Loren Allen
SECONDED BY: Eddy Whitcher
AND RESOLVED UNANIMOUSLY

THAT the Municipal Council confirms its intention to maintain the status of the Municipality of West Bolton as an organization recognized by the Charter of the French Language (bilingual status), thus demonstrating its interest in recognizing the two linguistic cultures on its territory;

That a certified copy of this resolution be forwarded to the *Office québécois de la langue française* and the *Ministère de la langue française* without delay.

ADOPTED

**8. ROADS AND INFRASTRUCTURE
8.1. Roads Report**

Over the past few weeks, several maintenance projects have been carried out in preparation for the winter season. Ditches were mowed at various locations in the territory, and several intersections were cleared to ensure better visibility and road safety.

Branch cutting was also carried out in some areas using the cutter bar. The collection of residual branches from ditches will be completed this month. Finally, ditch maintenance work is planned soon on Brill Road.

**8.2. CONTRACT AWARDED FOR THE REHABILITATION OF A
PORTION OF THE DITCH ON BRILL ROAD – BETWEEN STUKELY AND
MOUNTAIN
RESOLUTION NUMBER: 2025-11-188**

WHEREAS the Municipality must proceed with the stabilization and cleaning of a portion of the ditch located on Brill Road, between Stukely Road and Mountain Road;

WHEREAS requests for quotations have been made to contractors in order to enter into an agreement by mutual agreement for the completion of the work;

WHEREAS the service offer submitted by Excavation Dominic Carey represents the lowest price received;

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

THAT the Council of the Municipality of West Bolton awards to Excavation Dominic Carey the contract for the repair and cleaning of a portion of the ditch on Brill Road, between Stukely and Mountain, for an amount of \$4,480 before taxes, in accordance with the service offer received;

ADOPTED

**8.3. SNOW REMOVAL CONTRACT AWARD FOR TOWN HALL,
MONT FOSTER PARKING LOT AND THE DRY HYDRANT ON SUMMIT
RESOLUTION NUMBER: 2025-11-187**

WHEREAS the Municipality of West Bolton has issued a request for quotation for snow removal services for municipal buildings, the Town Hall parking lot, the Mount Foster parking lot and the dry hydrant located on Summit Road;

WHEREAS the prices received have been analyzed and Council wishes to award the contracts to the lowest compliant bidder for each of the sectors;

WHEREAS no bids have been received for the dry hydrant located on Summit Road, hence a new request for quotation will be issued;

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

THAT the Council of the Municipality of West Bolton awards the contract for snow removal at municipal buildings and the Town Hall parking lot to Entretien paysager Racicot Lachapelle inc. in the amount of \$3,369.60 (2025-2026) and \$3,639.17 (2026-2027);

THAT Council awards the contract for snow removal on the Mont Foster parking lot to Stecor Inc. in the amount of \$2,030 (2025-2026) and \$2,030 (2026-2027);

THAT the Director General & Clerk-Treasurer is authorized to sign any documents required to give effect to this resolution;

THAT Council acknowledges that no bids were received for the Summit Road dry hydrant and that a new request for quotation will be issued for this purpose.

ADOPTED

9. ENVIRONMENT
9.1. INTERNSHIP AGREEMENT WITH UNIVERSITÉ DE
SHERBROOKE FOR THE DEVELOPMENT OF A NATURAL
ENVIRONMENT CONSERVATION PLAN (COMPONENTS 1 AND 2)
RESOLUTION NUMBER: 2025-11-188

WHEREAS the Municipality of West Bolton does not currently have any official framework to ensure the protection and conservation of the natural environments present on its territory;

WHEREAS the Municipality wishes to start developing a Natural Environment Conservation Plan, and whereas a university internship will support the implementation of component 1 of this plan, i.e., the collection and analysis of the information necessary for its design;

WHEREAS Université de Sherbrooke, through the Department of Biology, has proposed a collaboration within the framework of a supervised internship;

WHEREAS this partnership will contribute to providing the Municipality with a comprehensive report including an analysis of the socio-ecological context, conservation targets, a prioritization method, as well as recommendations for the implementation of the future conservation plan;

WHEREAS the Municipality will be represented in this project by the Director General & Clerk-Treasurer, and Mr. Philippe Barrette, Municipal Building and Environment Officer;

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

THAT the Council of the Municipality of West Bolton authorizes the signing of an internship agreement with Université de Sherbrooke for the realization of components 1 and 2 of the Natural Environment Conservation Plan;

THAT this agreement is for the realization of the project between Université de Sherbrooke and the Municipality;

THAT Council mandates Mrs. Léa Laplante, Director General & Clerk-Treasurer, to sign the internship agreement and any document required to give effect to this resolution;

ADOPTED

9.2. REQUEST FOR FUNDING FOR THE 2026 CAMPAIGN FOR THE
PREVENTION AND DETECTION OF IAS IN FLORA
RESOLUTION NUMBER: 2025-11-189

WHEREAS the *Regroupement national des conseils régionaux de l'environnement du Québec* (RNCREQ) is coordinating the 2026 campaign for the prevention and detection of invasive alien species (IAS) in flora;

WHEREAS the Municipality of West Bolton wishes to support and strengthen actions for the prevention and detection of IAS in flora on its territory;

WHEREAS the Municipality will collaborate with the *Collectif de Bolton-Ouest* to ensure the continuity of the commitments already undertaken in terms of management and awareness of IAS;

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

AND RESOLVED UNANIMOUSLY

THAT the Municipality of West Bolton should submit a request for funding as part of the 2026 campaign for the prevention and detection of IAS in flora, coordinated by the RNCREQ;

THAT the Municipality should collaborate with *Collectif de Bolton-Ouest* for the implementation of the project, in order to ensure continuity of actions already undertaken;

THAT the Director General & Clerk-Treasurer are authorized to sign any documents necessary for the submission and follow-up of this request for funding.

ADOPTED

10. PUBLIC SECURITY

Nothing to discuss.

11. HEALTH AND WELL-BEING

11.1. REQUEST FOR FINANCIAL SUPPORT FROM *MAIN DANS LA MAIN*

RESOLUTION NUMBER: 2025-11-190

WHEREAS the *Centre de pédiatrie sociale en communauté* (CPSC) *Main dans la main*, located in the Brome-Missisquoi RCM, offers services adapted to children in very vulnerable situations;

WHEREAS the organization has recently acquired a building in need of renovations in order to pursue its mission in a welcoming and adapted location;

WHEREAS the Municipality of West Bolton wishes to support local initiatives that promote the well-being and development of children in its territory;

IT WAS MOVED BY: Margarita Lafontaine

SECONDED BY: Gilles Asselin

AND RESOLVED UNANIMOUSLY

THAT the Council of the Municipality of West Bolton grants a financial support of \$250 to the organization *Main dans la main* for 2025-2026;

THAT the amount be charged to the appropriate budget line;

ADOPTED

11.2. REQUEST FOR FINANCIAL SUPPORT FROM CAMP GARAGONA

RESOLUTION NUMBER: 2025-11-191

WHEREAS Camp Garagona Association has been offering bilingual camp, respite and day programs for people living with an intellectual disability and/or autism spectrum disorder for nearly 60 years;

WHEREAS the organization promotes the inclusion, autonomy and well-being of hundreds of participants, while supporting families by offering them valuable respite;

WHEREAS the Municipality of West Bolton wishes to support local initiatives that promote the inclusion and social development of its citizens;

IT WAS MOVED BY: Loren Allen
SECONDED BY: Eddy Whitcher
AND RESOLVED UNANIMOUSLY

THAT the Municipality of West Bolton grants a financial support of \$250 to Camp Garagona for the year 2025-2026;

THAT the amount be charged to the appropriate budget line;

ADOPTED

**11.3. MAISON AU DIAPASON – POINSETTIAS FUNDRAISING
 CAMPAIGN
 RESOLUTION NUMBER: 2025-11-192**

WHEREAS the *Fondation de la Maison Au Diapason* organizes an annual campaign to sell poinsettias in the Brome-Missisquoi and Haute-Yamaska regions in order to support the palliative care offered by the organization;

WHEREAS each poinsettia helps support the services offered by *Maison Au Diapason*, which aims to provide a humane and dignified place for people at the end of life, as well as support for their loved ones;

WHEREAS the Municipality of West Bolton wishes to show its support for this local solidarity initiative by purchasing poinsettias as part of this campaign;

IT WAS MOVED BY: Nancy Lanteigne
SECONDED BY: Margarita Lafontaine
AND RESOLVED UNANIMOUSLY

THAT the Municipality of West Bolton shall purchase 10 (ten) poinsettias as part of the *Maison Au Diapason* fundraising campaign;

THAT the expenditure so incurred be charged to the appropriate budget line;

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 online could ask questions to members.

Council answered all the citizens' questions.

Copies of the agenda were made available to the public before the start of the meeting.

**15. ADJOURNMENT
RESOLUTION NUMBER: 2025-11-193**

The agenda having been exhausted;

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

TO ADJOURN the meeting at 9:01 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*.