

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

A regular Council meeting of the Municipality of West Bolton, held on Monday, January 12, 2026, 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
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

ABSENT:

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.

Six other individuals were 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. MELCCFP – Schedule for the Redistribution to Municipalities of Fees for the Disposal of Residual Materials
 - 6. TOWN PLANNING**
 - 6.1. Tabling of the Municipal Building and Environment Officer's Report
 - 6.2. Adoption of By-law 475-2025 Amending Zoning By-law No. 264-2008
 - 6.3. Notice of Compliance with Municipal By-laws – Application for Authorization to the CPTAQ for the Disposal of Part of Lot 5 193 025
 - 7. ADMINISTRATION**
 - 7.1. Approval of Accounts Paid and Payable
 - 7.2. Notice of Motion and Tabling of Draft By-law 477-2026 - Establishing Taxation for 2026
 - 7.3. Financial Assistance Agreement – Minister of Transport and Sustainable Mobility – PAVL Recovery Component – Securing for the Culvert Rehabilitation Project on Town Hall Road and Bailey Road
 - 7.4. Appointment of Members to Municipal Committees
 - 7.5. Appointment of a Roads and Infrastructure Officer
 - 7.6. Hooked on School Days – February 16 to 20, 2026
 - 7.7. Agreement with the Municipality of Saint-Étienne-de-Bolton Concerning the Summer Maintenance of Summit Road and Mont Gauvin Road
 - 8. ROADS AND INFRASTRUCTURE**
 - 9. ENVIRONMENT**
 - 10. PUBLIC SECURITY**
 - 11. HEALTH AND WELL-BEING**
 - 12. LEISURE AND CULTURE**
 - 13. VARIA**
 - 14. SECOND QUESTION PERIOD**
 - 15. ADJOURNMENT**
-

1. CALL TO ORDER
RECORDING OF THE SESSION BEGINS

With the members present at the start of the meeting forming a quorum, the mayor called the meeting to order at 7:30 p.m.

The mayor made some opening remarks.

2. ADOPTION OF THE AGENDA
RESOLUTION NUMBER: 2601-001

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

TO ADOPT the agenda as presented.

ADOPTED

3. FIRST QUESTION PERIOD

Council held a first question period.

4. APPROVAL OF MINUTES
RESOLUTION NUMBER: 2601-002

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

THAT the French version of the minutes of the regular and special meetings of December 15, 2025, be approved as presented.

ADOPTED

5. CORRESPONDENCE

Council took note of the communication from the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP) concerning the Program on the Redistribution to Municipalities of Fees for the Disposal of Residual Materials – Year 2025, File No. 3911-05-460-0962.

This communication informs the Municipality that, in accordance with the terms of the Program and based on the elimination data for 2024, a total subsidy of \$12,365.53 is granted for 2025, or \$15.93 per inhabitant.

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

The Director General and Clerk-Treasurer tabled the Building and Environment Department's activity report for the month.

December 2025
Number of permits issued: 3
Value of work: \$75,000

Billing for services: \$205.00

Offences: 0

Value: \$0.00

0 site visits

0 permits sent to the RCM

**6.2. ADOPTION OF BY-LAW 475-2025 AMENDING ZONING BY-LAW
NO. 264-2008
RESOLUTION NUMBER: 2601-003**

WHEREAS a notice of motion for by-law number 475-2025 amending zoning by-law no. 264-2008 was given at the Council meeting of November 10, 2025, in accordance with section 445 of the Municipal Code of Québec;

WHEREAS the first draft by-law number 475-2025 was adopted by the Municipal Council at the meeting held on November 17, 2025;

WHEREAS a public consultation meeting, held in accordance with the provisions of the *Act respecting land use planning and development*, was held on November 27, 2025, from 5 p.m. to 6 p.m., allowing interested persons to express their views on the draft by-law;

WHEREAS the second draft by-law number 475-2025 was adopted by the Municipal Council at the meeting held on December 1, 2025;

WHEREAS a public notice to qualified voters entitled to sign an application to participate in a referendum concerning the second draft by-law number 475-2025 was duly published on December 2, 2025, in accordance with the law;

WHEREAS no valid request for the by-law or any of its provisions to be put to the vote was received by the Municipality within the prescribed period;

WHEREAS the provisions subject to approval by referendum are, consequently, deemed to have been approved by the persons qualified to vote;

WHEREAS by-law number 475-2025 complies with the RCM's land use and development plan and must, as such, be sent to the RCM for analysis by the planning committee and adoption by the council of mayors, in accordance with sections 137.2 et seq. of the *Act respecting land use planning and development*;

IT WAS MOVED BY: Eddy Witcher

SECONDED BY: Nancy Lanteigne

AND RESOLVED UNANIMOUSLY

TO ADOPT By-law number 475-2025, entitled By-law to Amend Zoning By-law No. 264-2008, as presented;

TO TRANSMIT this by-law to the RCM so that it can be submitted to the planning committee for analysis and, if applicable, for adoption by the council of mayors, for the purpose of issuing the required compliance notice;

TO AUTHORIZE the Director General and Clerk-Treasurer to carry out any act and sign any document required to give full effect to this resolution;

TO specify that by-law number 475-2025 will come into force in accordance with the law, i.e. on the date of issuance of the notice of compliance by the RCM and the publication of the notice of coming into force.

ADOPTED

**6.3. NOTICE OF COMPLIANCE WITH MUNICIPAL BY-LAWS – APPLICATION TO
THE CPTAQ FOR AUTHORIZATION FOR THE ALIENATION OF PART OF
LOT 5 193 025
RESOLUTION NUMBER: 2601-004**

WHEREAS a recommendation is being sought from the Municipality with respect to an application to the CPTAQ for authorization for the alienation and non-agricultural use of part of lot 5 193 025;

WHEREAS the plaintiff, Viviane Gendreau, wishes to acquire an area of 603.4 square metres of the lot adjacent to hers, 5 193 025, which has already been used for residential purposes for at least 10 years and most likely before the coming into force of the Agriculture Act;

WHEREAS the present application was submitted prior to an application for judicial acquisition of the right of ownership by ten-year prescription;

WHEREAS the parcel in question is of no use to agriculture, since it consists of a shed that is used for residential purposes, wetlands and a watercourse;

WHEREAS, based on an examination of the criteria set out in section 62 of the *Act respecting the preservation of agricultural land and agricultural activities* and based on its knowledge of the agricultural community, the Municipality is of the opinion that there will be no negative effect on existing agricultural activities and on the development of these activities, nor on the possibilities of using neighbouring lots for agricultural purposes;

WHEREAS the authorization will not generate new separation distances at livestock facilities;

WHEREAS the project complies with municipal by-laws;

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

THAT the application for authorization to the CPTAQ for the disposal and use for non-agricultural purposes of part of lot 5 193 025 complies with current municipal by-laws in the Municipality of West Bolton;

THAT a favourable opinion be issued to the CPTAQ with respect to this application for authorization;

THAT the Director General should transmit this resolution to the CPTAQ within the prescribed 60-day period.

ADOPTED

7. ADMINISTRATION

**7.1 APPROVAL OF ACCOUNTS PAID AND PAYABLE
RESOLUTION NUMBER: 2601-005**

IT WAS MOVED BY: Daniel Desrochers
SECONDED BY: Gilles Asselin
AND RESOLVED UNANIMOUSLY

TO APPROVE the list of accounts and transfers as of January 9, 2026, in the amount of \$136,949.53 and salaries in the amount of \$14,786.79 for a total of \$151,736.32.

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

ADOPTED

7.2. NOTICE OF MOTION AND TABLING OF DRAFT BY-LAW 477-2026 - ESTABLISHING TAXATION FOR 2026

NOTICE OF MOTION was given by Mayor Denis Vaillancourt, that at a future Council meeting, By-law number 477-2026, establishing taxation for 2026, will be presented for adoption.

To comply with the requirements set out in section 445 of the Municipal Code of Québec (CQLR, c. C-27.1), a copy of draft By-law number 477-2026 establishing taxation for 2026 is tabled by the mayor at this meeting and is appended to this notice.

The taxation, compensation and pricing rates provided for therein will be adjusted when the by-law is adopted, based on the 2026 municipal budget, which will be adopted at the special meeting of January 19, 2026.

**7.3. FINANCIAL ASSISTANCE AGREEMENT – MINISTER OF TRANSPORT AND SUSTAINABLE MOBILITY – PAVL RECOVERY COMPONENT – SECURING FOR THE CULVERT REHABILITATION PROJECT ON TOWN HALL ROAD AND BAILEY ROAD
RESOLUTION NUMBER: 2601-006**

WHEREAS the financial assistance agreement grants a maximum amount of \$757,294 to the Municipality of West Bolton under the Recovery–Securing the Local Road Assistance Program (PAVL) component between the MINISTER OF TRANSPORTATION AND SUSTAINABLE MOBILITY and the Municipality of West Bolton;

WHEREAS the purpose of the Local Road Assistance Program (PAVL) is to assist municipalities in the planning, improvement and maintenance of municipal road network infrastructure;

WHEREAS the Municipality of West Bolton's project has been selected under the Recovery and Securing component, and the Minister agrees to pay the beneficiary the financial assistance necessary to carry out the project;

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

TO ACCEPT the maximum financial assistance of \$757,294 granted by the Minister of Transport and Sustainable Mobility under the Recovery and Securing Component of the PAVL.

TO AUTHORIZE the mayor, Denis Vaillancourt, and the director general and clerk-treasurer, Léa Laplante, to sign, on behalf of the Municipality, the financial assistance agreement and any related documents necessary for the realization of the project.

TO mandate the Mayor and the Director General to take any administrative or financial measures necessary to implement the agreement and to ensure compliance with the related obligations.

ADOPTED

**7.4. APPOINTMENT OF MEMBERS TO MUNICIPAL COMMITTEES
RESOLUTION NUMBER: 2601-007**

IT WAS MOVED BY: Margarita Lafontaine
SECONDED BY: Daniel Desrochers

AND RESOLVED UNANIMOUSLY

TO FORM the following Council committees for the year 2026, which are constituted to conduct an in-depth study of matters within their respective areas of jurisdiction and to make recommendations to the Municipal Council, in accordance with section 82 of the *Municipal Code of Québec* (CQLR, c. C-27.1); and

TO APPOINT the members of Council designated to serve on each of these committees, as listed below:

COMMITTEE	COUNCIL MEMBERS
PAC – Planning Advisory Committee	Gilles Asselin Eddy Witcher
DEMOLITION	Gilles Asselin Eddy Witcher Daniel Desrochers
AGRICULTURE AND FORESTRY	Nancy Lanteigne Eddy Witcher Loren Allen
ENVIRONMENT	Nancy Lanteigne Eddy Witcher Loren Allen
FINANCE	Denis Vaillancourt Gilles Asselin Daniel Desrochers
TOWN HALL	Gilles Asselin Margarita Lafontaine
LEISURE AND CULTURE	Nancy Lanteigne
HUMAN RESOURCES	Margarita Lafontaine Nancy Lanteigne
HEALTH AND WELL-BEING	Nancy Lanteigne
PUBLIC SECURITY	Denis Vaillancourt Daniel Desrochers
ROADS	Loren Allen Nancy Lanteigne Eddy Witcher
STRATEGIC PLAN	Margarita Lafontaine Gilles Asselin Eddy Witcher

ADOPTED

**7.5. APPOINTMENT TO THE POSITION OF HEAD OF ROADS AND
INFRASTRUCTURE
RESOLUTION NUMBER: 2601-008**

WHEREAS the Municipality of West Bolton has to fill the position of Head of Roads and Infrastructure;

WHEREAS the selection process has been completed and Mrs. Noémie Germain was selected;

IT WAS MOVED BY: Eddy Witcher

SECONDED BY: Nancy Lafontaine

AND RESOLVED UNANIMOUSLY

THAT the Municipal Council authorizes the appointment of Mrs. Noémie Germain to the position of Head of Roads and Infrastructure, effective February 3, 2026, in accordance with the provisions of her employment contract, internal policies and the Municipality's employee handbook;

THAT the Mayor and the Director General and Clerk-Treasurer are authorized to sign the employment contract and any documents required to give full effect to this resolution for and on behalf of the Municipality.

**7.6. HOOKED ON SCHOOL DAYS –
FEBRUARY 16 TO 20, 2026
RESOLUTION NUMBER: 2601-009**

WHEREAS for more than 20 years, decision-makers and elected officials in the Eastern Townships have placed the fight against school dropout at the heart of regional development priorities, since this issue is closely linked to other issues, including regional image and attractiveness, the succession and qualification of the workforce, unemployment and inactivity, as well as several social problems;

WHEREAS the elected officials of the Eastern Townships, via the Table des MRC de l'Estrie, have made it one of their priorities in the 2025-2029 regional action plan of the Government strategy to ensure the occupation and vitality of the territories of the Eastern Townships, to promote educational success and support the development of skills and the fulfillment of the individual.

WHEREAS the individual consequences of school dropout are numerous on physical and mental health, social behaviour, employability and productivity at work;

WHEREAS school dropout has significant negative impacts on the economy of the Eastern Townships, namely that the economic cost of school dropout in the Eastern Townships is estimated at between \$32,949 and \$43,811 per dropout, representing a total of \$1.14 billion to \$1.54 billion for the region each year;

WHEREAS obtaining a diploma remains one of the best levers for improving the quality of life of individuals, promoting their professional integration and contributing to the economic and social vitality of the region;

WHEREAS, according to the regional study entitled The Benefits of School Perseverance, each level of graduation leads to a significant increase in employment income and better professional stability, confirming that educational success is a lasting investment in the future of the Eastern Townships;

WHEREAS more and more young people in the Eastern Townships are persevering, but whereas 18.2% of these young people still drop out of school annually before obtaining a high school diploma (2021-2022 annual rate);

WHEREAS in order to guarantee the vitality of our region, the prosperity of our businesses and the full participation of our citizens in the economy of the Eastern Townships, it is crucial to continue mobilization efforts around educational success;

WHEREAS educational success is not an issue that concerns schools exclusively, but rather a social issue that must be addressed collectively, from early childhood to the point at which a young person obtains a diploma qualifying for employment, regardless of the level of education;

WHEREAS R3USSIR is organizing the 17th edition of Hooked on School Days in the Eastern Townships, from February 16 to 20, 2026, under the theme "Perseverance, takes you far." This 2026 edition will be an opportunity to remind everyone that every adult can play a fundamental role in motivating young people and promoting their perseverance at school;

WHEREAS Hooked on School Days will once again be held simultaneously this year in all regions of Quebec, and whereas a significant number of municipalities will also support this event;

IT WAS MOVED BY: Nancy Lanteigne

SECONDED BY: Margarita Lafontaine

AND RESOLVED UNANIMOUSLY

THAT the Council of the Municipality of West Bolton proclaims February 16, 17, 18, 19 and 20, 2026 as Hooked on School Days in the Municipality, and commits to:

- **Support** R3USSIR and all partners mobilized around the fight against school dropout, in order to make the Eastern Townships a region that values education as a real lever for development for its communities.
- **Encourage** and publicly congratulate the young citizens of the Municipality of West Bolton for their perseverance at school.
- Proudly wear the green and white ribbon of school perseverance to show their support.
- **Participate in** the PerséVERT Thursday on February 19, 2026, by wearing green clothing or accessories to demonstrate your commitment to school perseverance.
- **Send** a copy of this resolution to R3USSIR, at the following email address: info@reussirestrie.ca.

ADOPTED

**7.7. AGREEMENT WITH THE MUNICIPALITY OF SAINT-ÉTIENNE-DE-BOLTON CONCERNING THE SUMMER MAINTENANCE OF SUMMIT ROAD AND MONT GAUVIN ROADS
RESOLUTION NUMBER: 2601-010**

WHEREAS a 1.4 km section of Summit Road is adjacent to the municipalities of West Bolton and Saint-Étienne-de-Bolton;

WHEREAS certain properties located on the territory of Saint-Étienne-de-Bolton are accessible only by the Chemin de la Tour, Versant and Escarpement roads, which must pass through the territory of West Bolton (Mont Gauvin sector);

WHEREAS the parties acknowledge that it is administratively consistent that:

- The Municipality of West Bolton assumes responsibility for the summer maintenance of De la Tour, Versant and Escarpement roads;

- The Municipality of Saint-Étienne-de-Bolton assumes responsibility for the summer maintenance of Summit Road along its entire route, including the portion located on the territory of West Bolton;

WHEREAS this agreement does not transfer any ownership or legal responsibility, and whereas each municipality assumes the costs related to the regular maintenance of its respective roads, without rebilling;

IT WAS MOVED BY: Loren Allen

SECONDED BY: Eddy Witcher

AND RESOLVED UNANIMOUSLY

THAT the Municipal Council authorizes the Mayor and the Director General and Secretary-Treasurer to sign the agreement with the Municipality of Saint-Étienne-de-Bolton for the summer maintenance of Summit Road and de la Tour, Versant and Escarpement roads, for a period of one (1) year, automatically renewable from year to year, under the same conditions.

ADOPTED

8. ROADS AND INFRASTRUCTURE

Nothing to discuss.

9. ENVIRONMENT

Nothing to discuss.

10. PUBLIC SECURITY

Nothing to discuss.

11. HEALTH AND WELL-BEING

Nothing to discuss.

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 questions posed by citizens.

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

15. ADJOURNMENT RESOLUTION NUMBER: 2601-011

The agenda having been exhausted;

IT WAS MOVED BY: Loren Allen
SECONDED BY: Daniel Desrochers
AND UNANIMOUSLY RESOLVED

TO ADJOURN the meeting at 8:15 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.