

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

A special Council meeting of the Municipality of West Bolton, held on Thursday, January 22, 2026, at 5:00 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
Eddy Whitcher, Councillor No. 4
Gilles Asselin, Councillor No. 5
Nancy Lanteigne, Councillor No. 6

BY VIDEOCONFERENCE:
Daniel Desrochers, Councillor No. 2

ABSENT:
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.

One other individual was present at the session.

AGENDA

- 1. CALL TO ORDER
- 2. CONFIRMATION OF COMPLIANCE OF THE NOTICE OF MEETING
- 3. ADOPTION OF THE AGENDA
- 4. ACKNOWLEDGEMENT OF THE RESIGNATION OF MRS. LÉA LAPLANTE, DIRECTOR GENERAL AND CLERK-TREASURER
- 5. APPOINTMENT OF MR. NICOLAS TURGEON-MORIN AS INTERIM DIRECTOR GENERAL AND CLERK-TREASURER
- 6. QUESTION PERIOD
- 7. ADJOURNMENT

1. OPENING OF THE MEETING
RECORDING OF THE SESSION BEGINS

With the councillors participating at the start of the meeting forming a quorum, the mayor called the meeting to order at 5:08 p.m.

2. CONFIRMATION OF COMPLIANCE OF THE NOTICE OF MEETING

The Director General noted that the notice of this meeting was served on all members of Council in accordance with the law.

3. ADOPTION OF THE AGENDA
RESOLUTION NUMBER: 2601-017

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

TO ADOPT the agenda by adding the following item:
Appointment of Mrs. Caroline Chrétien as Interim Assistant Director General and Assistant Clerk-Treasurer

ADOPTED

**4. ACKNOWLEDGEMENT OF THE RESIGNATION OF MRS. LÉA LAPLANTE,
DIRECTOR GENERAL AND CLERK-TREASURER
RESOLUTION NUMBER 2601-018**

WHEREAS Mrs. Léa Laplante holds the position of Director General and Clerk-Treasurer of the Municipality of West Bolton;

WHEREAS Mrs. Léa Laplante submitted her resignation from her duties to the Municipal Council in December 2025;

WHEREAS the end of her employment is effective January 23, 2026;

IT WAS MOVED BY: Margarita Lafontaine

SECONDED BY: Gilles Asselin

AND RESOLVED UNANIMOUSLY

THAT the Municipal Council of the Municipality of West Bolton takes note of the resignation of Mrs. Léa Laplante as Director General and Clerk-Treasurer, effective January 23, 2026;

THAT Council authorizes the payment of all amounts owed to Mrs. Léa Laplante following the end of her employment, in accordance with the applicable contractual provisions and the laws in force, including any accumulated vacation time;

THAT Council thanks Mrs. Léa Laplante for services rendered to the Municipality and wishes her success in the pursuit of her professional activities.

ADOPTED

**5. APPOINTMENT OF MR. NICOLAS TURGEON-MORIN AS ACTING
DIRECTOR GENERAL AND CLERK-TREASURER
RESOLUTION NUMBER 2601-019**

WHEREAS sections 210 and 211 of the Municipal Code of Québec provide that a municipality must at all times have a director general and a clerk-treasurer to carry out the administrative and financial functions of the municipality;

WHEREAS section 184 of the Municipal Code of Québec provides that in the event of the absence or incapacity of the Director General and the Clerk-Treasurer, Council may designate a person to carry out these functions;

WHEREAS Mrs. Léa Laplante resigned as Director General and Clerk-Treasurer, effective January 23, 2026;

WHEREAS it is necessary to ensure the administrative continuity and proper functioning of the Municipality of West Bolton;

IT WAS MOVED BY: Nancy Lanteigne

SECONDED BY: Eddy Whitcher

AND RESOLVED UNANIMOUSLY

THAT the Municipal Council of the Municipality of West Bolton appoints Mr. Nicolas Turgeon-Morin as Acting Director General and Acting Clerk-Treasurer, effective February 2, 2026, until the appointment or assumption of duty of a duly appointed incumbent;

THAT Council authorizes Mr. Nicolas Turgeon-Morin to exercise all the functions, powers and responsibilities associated with the functions of Director General and Clerk-Treasurer, in accordance with the provisions of the Municipal Code of Québec;

THAT Council authorizes the Mayor and the Director General, as applicable, to sign any documents necessary to give full effect to this resolution.

**6. APPOINTMENT OF MRS. CAROLINE CHRÉTIEN
AS ACTING ASSISTANT DIRECTOR GENERAL
AND ACTING ASSISTANT CLERK-TREASURER
RESOLUTION NUMBER 2601-020**

WHEREAS sections 210 and 211 of the Municipal Code of Québec provide that the municipality must, at all times, perform the functions of director general and clerk-treasurer;

WHEREAS section 212.3 of the Municipal Code of Québec allows the municipal council to appoint an assistant director general and an assistant clerk-treasurer to assist or replace the director general and the clerk-treasurer, in particular in the event of absence or impediment;

WHEREAS section 184 of the Municipal Code of Québec provides that in the event of the absence or incapacity of the Director General and the Clerk-Treasurer, the Council may designate a person to carry out these functions;

WHEREAS Mrs. Léa Laplante resigned as Director General and Clerk-Treasurer, effective January 23, 2026, and whereas an Acting Director General and Clerk-Treasurer has been appointed;

WHEREAS Mr. Nicolas Turgeon-Morin is scheduled to assume office as Acting Director General and Acting Clerk-Treasurer on **February 2, 2026**;

WHEREAS it is necessary to ensure the administrative continuity and proper functioning of the activities of the Municipality of West Bolton;

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

THAT the Council of the Municipality of West Bolton designates Mrs. Caroline Chrétien as Assistant Director General and Assistant Clerk-Treasurer, on an interim basis, effective January 23, 2026, until Mr. Nicolas Turgeon-Morin assumes office on February 2, 2026;

THAT, in the event of his absence or impediment, Council authorizes Mrs. Caroline Chrétien to exercise all the functions, powers and responsibilities associated with the functions of Director General and Clerk-Treasurer, in accordance with the provisions of the *Municipal Code of Québec*;

THAT Council anticipates that the working conditions and remuneration applicable to this interim position will be established in accordance with the policies and salary scale in effect for the Municipality.

6. QUESTION PERIOD

Council held a question period during which those attending the livestream could ask questions.

Council answered all the questions posed by citizens.

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

7. ADJOURNMENT
RESOLUTION NUMBER: 2601-021
ADJOURNMENT

The agenda having been exhausted;

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

TO ADJOURN the meeting at 5:19 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.