



No de résolution
ou annotation

**CANADA
PROVINCE OF QUEBEC
MRC DU HAUT ST-FRANÇOIS
MUNICIPALITY OF BURY**

A REGULAR MEETING – CLOSED SESSION of the Municipal Council of Bury was held on **Monday, November 2, 2020, at 7:30 pm** at the Victoria Hall, located at 569, Main Street in Bury. Presents were Councillors Jean Bergeron, Marilyn Matheson, Sabrina Patry-McComb, Alain Villemure, Delmar Fisher, Corey Strapps all members of said Council having been duly convened and forming quorum, under the chairmanship of the Mayor, Mr. Walter Dougherty, and according to the provisions of the Municipal Code.

The Director general and secretary-treasurer, Mrs. Claudia Latulippe, and assistant secretary-treasurer, Mrs. Louise Brière, are present.

1. Opening of the regular meeting

Quorum verification and words of welcome, it is 7:40 pm.

2. Adoption of the Agenda

IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Corey Strapps,

AND CARRIED to adopt the agenda for the regular meeting of November 2, 2020.

The agenda is presented as follows:

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the November 2, 2020, meeting
3. Adoption of the French minutes of the regular meeting of October 5, 2020.
4. 1st public question period (general questions)
5. Filing of the monthly correspondence
6. Mayor's report
7. Reports of the Committees
 - 7.1 Administration
 - 7.2 Public Safety
 - 7.3 Public Works
 - 7.4 Town Planning and Environment
 - 7.5 Leisure, sport and culture
8. New Business
 - 8.1 List of monthly bills
 - 8.2 Hiring of a labourer driver for replacement
 - 8.3 Hiring of volunteer firefighters
 - 8.4 Appointment of a councillor for the steering committee - MADA
 - 8.5 Filing of the declarations of pecuniary interests of the council members
 - 8.6 Cancellation of resolution number 2020-10-145 for replacement with required details
 - 8.7 End of direct mailings
 - 8.8 Update of the Emergency Measures Plan
 - 8.9 Mandate to an architect for the municipal garage and fire station project
 - 8.10 2019 local road maintenance assistance program

2020-11-151



No de résolution
ou annotation

- 8.11 Contract for the crushing of granular materials
- 8.12 Diesel generator – Drinking water pumping station
- 8.13 Renewal of the service contract relating to pesticides
- 8.14 Purchase of light decorations
9. Legislation
 - 9.1 Adoption of bylaw number 422-2020 « Bylaw for internal control of the Municipal Council of the Municipality of Bury repealing bylaw number 422-2015»
 - 9.2 Adoption of bylaw number 436-1-2020 « Bylaw concerning contract management repealing bylaw 436-2020»
10. 2nd question period (items on the agenda)
11. Other issues and new business
12. Information from Council members
13. Adjournment of the meeting

Next regular meeting – Closed session

Monday, December 7, 2020, at 7:30 p.m. at Victoria Hall located at, 569 Main Street in Bury.

ADOPTED UNANIMOUSLY

3. **Adoption of the French minutes of the regular meeting of October 5, 2020.**

IT IS PROPOSED BY Councillor Corey Strapps,
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED that the French Minutes of the regular meeting of October 5, 2020, be adopted as filed.

ADOPTED UNANIMOUSLY

4. **1st public question period (general questions)**

Questions where ask concerning:

- Return on the resolution of December 2019 – appointment of the director of the fire department.
- Return on the CCMM drainage project.
- For what purpose does the Council continue to own a property on Mill Street and 580 Main Street?
- List of accounts on June 2020, reimbursement to Mr. Jacklin for renting a cage? In what capacity is he acting in this matter?
- I don't know how many square kilometres are needed to accommodate a tennis table, but the sociocultural-athletic-sport activity centre is large enough for this activity.
- What law forces us to buy very specific streetlights and who enforces them?
- Why was the access to the Municipal newsletter and payable accounts for the month of August eliminated?

5. **Filing of the monthly correspondence**

The director general mentioned that there is no correspondence.

6. **Mayor's report**

The Mayor reported on his local & regional (MRC) activities.

7. **Reports of the committees**

- 7.1 **Administration**

2020-11-152



No de résolution
ou annotation

- 7.2 Public Safety
- 7.3 Public Works
- 7.4 Town Planning and Environment
- 7.5 Leisure, sport and culture

8. New business

8.1 List of monthly bills

2020-11-153

WHEREAS the Director General must, in virtue of Bylaw 403-2008 regarding the delegation of powers and rules for the control and following-up of budget expenses, prepare and periodically present to Council at a regular meeting, a report detailing the expenses authorized.

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Corey Strapps,

AND CARRIED THAT the Municipal Council accepts the inclusion of the authorized expenses with the list of accounts payable and payment of the corresponding bills totalling \$ 100 083.12.

THAT the report be filed under number 10-2020 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

8.2 Hiring of a labourer driver for replacement

2020-11-154

WHEREAS a public works employee is currently on sick leave, for an indefinite period;

WHEREAS the municipality has received resumes and following the selection and interviews, the selection committee submitted its recommendations to the council;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED THAT Mr. Roch Côté be hired as a labourer driver for replacement - at the salary and under the conditions provided for in level II, in the collective agreement in force. The start of employment is set for November 9, 2020.

ADOPTED UNANIMOUSLY

8.3 Hiring of volunteer firefighters

2020-11-155

WHEREAS the selection process for new firefighters has been completed;

THEREFORE,
IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Sabrina Patry-McComb,

AND CARRIED to confirm the hiring of Ms. Anik Dionne Dubreuil, Mr. Karol Vachon, M. Zachary St-Laurent, M. Bruno Charpentier-Morin and M. Philippe Carrier, as new volunteer firefighters for a probationary period of one year at the end of which an evaluation report and a recommendation for



No de résolution
ou annotation

2020-11-156

permanence will be produced. All medical exams and inquiries will have to be done prior so that Council can decide on the permanence of the candidates.

ADOPTED UNANIMOUSLY

8.4 Appointment of a councillor for the steering committee - MADA

WHEREAS the *Secrétariat aux aînés du ministère de la Santé et des Services sociaux* has developed and implemented the Support Program for the MADA process which aims to help Municipalities and MRCs wishing to encourage the active participation of seniors within their community and realize the vision of a society for all ages;

WHEREAS the Haut-Saint-François MRC wishes to optimize the possibilities of good health, social participation and security in order to increase the quality of life during old age;

WHEREAS the Haut-Saint-François MRC wishes to submit a collective request, MRCs and municipalities, for financial support to the Support Program for the MADA process, component 1: Support for the implementation of policies and action plans in favour of elders;

WHEREAS the collective request would make it possible to obtain financial support to hire a resource who would support the development of the policy and action plan of the MRC and participating municipalities upon request;

WHEREAS the development of a MADA policy and the implementation of the action plan are key elements of our attraction/radiation given that our population is aging;

WHEREAS the work will be carried out under the coordination of the Haut-Saint-François MRC;

WHEREAS the accountability in connection with the MADA process will be provided by the MRC;

WHEREAS the MRC also wishes to ensure the implementation of the regional action plan and local action plans by subsequently submitting a request for financial assistance to the support program for the process, Component 2: support for the implementation action plans for the elderly;

THEREFORE,
IT IS PROPOSED BY Councillor Jean Bergeron,
SECONDED BY Councillor Alain Villemure,

AND CARRIED TO appoint Ms Sabrina Patry-McComb, responsible for the "Seniors" file who will sit on the steering committee coordinated by the MRC.

ADOPTED UNANIMOUSLY

8.5 Filing of the declarations of pecuniary interests of the council members

The declarations of the pecuniary interests of the elected officials listed below are filed in accordance with article 358 of the Act respecting elections and referendums in municipalities.

Mayor: Walter Dougherty
Councillor 1: Jean Bergeron
Councillor 2: Marilyn Matheson
Councillor 3: Sabrina Patry McComb



No de résolution
ou annotation

Councillor 4: Alain Villemure
Councillor 5: Delmar Fisher
Councillor 6: Corey Strapps

8.6 Cancellation of resolution number 2020-10-145 for replacement with required details

2020-11-157

Resolution 2020-10-145 required clarification as to the amount and for this reason it is necessary to cancel and replace it with the required details;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED to cancel the resolution number 2020-10-145.

ADOPTED UNANIMOUSLY

8.7 End of direct mailings

2020-11-158

WHEREAS the Municipality had to update its emergency measures plan due to the requirements of the Ministry of Civil Security;

WHEREAS the Municipality has implemented a mass communication service which allows the immediate dispatch to the population of an alert in the event of a major disaster in addition to notices relating to interventions on municipal networks as well as notices of public interest;

WHEREAS in order to reduce the costs related to direct mail, the municipality wishes to set a deadline, after which no notice will be sent in paper copy;

THEREFORE,
IT IS PROPOSED BY Councillor Corey Strapps,
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED that the Municipal Council indicates that as of April 1, 2021, no paper direct mail will be sent.

THAT all notices or press releases will be sent via the mass communication service and will always be posted on the bulletin board of the municipal office, the post office and on our website.

ADOPTED UNANIMOUSLY

8.8 Update of the Emergency Measures Plan

2020-11-159

WHEREAS IT is necessary to carry out a complete review of the emergency measures plan in order to achieve several objectives of the regulations of the Ministry of Public Security in effect on November 9, 2019;

WHEREAS the municipality has received a service offer to carryout the civil security plan & emergency measures as well as training for elected officials;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Sabrina Patry-McComb,
AND CARRIED to accept the service offer from Priority StraTJ in the amount of \$4 950, plus applicable taxes, to update the emergency measures plan as well as training for elected officials.

ADOPTED UNANIMOUSLY



2020-11-160

8.9 Mandate to an architect for the municipal garage and fire station project

WHEREAS the Municipality of Bury has accepted the offer of services from the firm Archi Tech Design Inc. for the construction of a new fire station;

WHEREAS it is necessary to make certain modifications to the plan and specifications, as well as to the location of the new fire station;

WHEREAS the Municipality of Bury wishes to proceed with the construction of a new municipal garage;

WHEREAS the Municipality of Bury has received an offer of professional services from the firm Archi Tech Design;

THEREFORE,
IT IS PROPOSED BY Councillor Jean Bergeron,
SECONDED BY Councillor Alain Villemure,

AND CARRIED THAT the Municipality accept the services offer from the firm Archi Tech Design in the amount of \$14 300, plus taxes, for the construction of a new fire station.

TO accept the service offer from the firm Archi Tech Design in the amount of \$23 100, plus taxes, for the construction of a new municipal garage.

ADOPTED UNANIMOUSLY

8.10 2019 local road maintenance assistance program

WHEREAS the *Ministère des Transports* has paid a compensation of \$385 471 for the maintenance of the local road network for the 2019 calendar year;

WHEREAS the compensations distributed to the Municipality concern the routine and preventive maintenance of local roads 1 and 2 as well as the elements of the bridges, located on these roads, for which the Municipality is responsible;

WHEREAS the amount of the account statement will be mentioned in the financial statements as of December 31, 2019;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED THAT the Municipality of Bury informs the *Ministère des Transports* of the use of compensation for the routine and preventive maintenance of local roads 1 and 2 as well as the elements of the bridges, located on these roads, for which the Municipality is responsible. In accordance with the objectives of the Local Road Maintenance Assistance Program.

ADOPTED UNANIMOUSLY

8.11 Contract for the crushing of granular materials

WHEREAS the Municipality of Bury wishes to build up a gravel reserve in the site located on Long Swamp Road which it owns;

WHEREAS Three bids were requested for the crushing of 10 000 tonnes of 0 3/4 granular materials:

2020-11-162



No de résolution
ou annotation

THEREFORE
IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Alain Villemure,

AND CARRIED TO grant the gravel crushing contract as specified in the specifications to «Sablères Champagne inc.» which was the sole bidder, for the price of \$5.25 per metric ton, plus taxes.

THAT the amount be taken from the 2021 budget.

ADOPTED UNANIMOUSLY

8.12 Diesel generator – Drinking water pumping station

2020-11-163

WHEREAS the purchase of a generator at the drinking water pumping station is necessary to ensure the continuous supply of drinking water to citizens;

WHEREAS an electrical installation must be carried out for the operation of the generator;

THEREFORE,
IT IS PROPOSED BY Councillor Delmar Fisher,
SECONDED BY Councillor Sabrina Patry-McComb,

AND CARRIED to accept the offer from Génératrice Drummond for the purchase of a diesel generator, at the drinking water pumping station, in the amount of \$28 850, plus taxes.

TO accept the offer from CJS Electric for the electrical installation for the operation of the generator in the amount of \$3 750, plus taxes.

THAT the payment be made in 2021 and is conditional on the adoption of the 2021 budget.

ADOPTED UNANIMOUSLY

8.13 Renewal of the service contract relating to pesticides

2020-11-164

WHEREAS under article 73 of the Pesticide Management Code, a pesticide reduction plan for the Pen-Y-Bryn golf course must be drawn up and signed by an agronomist who is a member of the *Ordre des agronomes du Québec*;

WHEREAS this plan must be sent to the Ministry of Sustainable Development, Environment and Parks (MDDEP) every three years;

WHEREAS the professional service contract between the municipality of Bury and Abdo Badra, agronomists for Vision Gazon Suprême Inc. expires on December 31, 2020, and that it should be renewed for the years 2021, 2022 and 2023;

THEREFORE,
IT IS PROPOSED BY Councillor Sabrina Patry-McComb,
SECONDED BY Councillor Corey Strapps,

AND CARRIED to authorize Ms. Claudia Latulippe, Director General to sign, for and on behalf of the Municipality of Bury, the three-year contract for the years 2021, 2022 and 2023 between the Municipality of Bury and Vision Gazon Suprême Inc. in the amount of \$1 100 per year, plus taxes.

ADOPTED UNANIMOUSLY



2020-11-165

No de résolution
ou annotation

8.14 Purchase of light decorations

WHEREAS the Municipality of Bury wishes to brighten up the Municipality by gradually adding permanent thematic light decorations;

THEREFORE,

IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Sabrina Patry-McComb,

AND CARRIED to accept the offer from Leblanc Illuminations Canada for the purchase of lighting decoration for the municipal office and the Armoury Community Center, in the amount of \$ 8,116.04, taxes and delivery extra.

ADOPTED UNANIMOUSLY

9. Legislation

9.1 Adoption of bylaw number 422-2020 « Bylaw for internal control of the Municipal Council of the Municipality of Bury repealing bylaw number 422-2015»

WHEREAS according to article 491(2) of the Quebec Municipal Code, the Council may make and put into practice rules and Bylaws for its internal control and to maintain good order and the decorum during Council and Committee meetings;

WHEREAS the Council of the Municipality of Bury wants to make some modifications to its internal control;

WHEREAS a notice of motion and the presentation of this bylaw was duly given at the regular meeting of this Council, held on October 5th, 2020

WHEREAS this bylaw number 422-2020 repeals bylaw 422-2015

THEREFORE,

IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Corey Strapps,

AND CARRIED THAT this bylaw number 422-2020 « Bylaw for internal control of the Municipal Council of the Municipality of Bury repealing bylaw number 422-2015» be and is adopted as filed.

ADOPTED UNANIMOUSLY

9.2 Adoption of bylaw number 436-1-2020 « bylaw concerning contract management repealing bylaw 436-2020»

WHEREAS on January 10, 2011, the municipal council of Bury adopted by resolution, number 2011-01-007, its *Contract Management Policy* in accordance with article 938.1.2 of the *Code municipal du Québec*;

WHEREAS since January 1, 2018, article 938.1.2 of the *Code municipal du Québec*, as amended, provides that in addition to the measures already provided for in the Contract Management Policy, the bylaw concerning contract management must now contain measures to ensure the rotation of potential contractors with respect to contracts which involve an expense of less than \$100 000 and which can be concluded by mutual agreement;

WHEREAS this same article makes it possible to provide, in a bylaw concerning contract management, rules for awarding contracts that involve an expense of at least \$25 000 and less than \$105 700, or the maximum threshold authorized by law;

2020-11-166

2020-11-167



No de résolution
ou annotation

WHEREAS under section 278 of the *Loi visant principalement à reconnaître que les municipalités sont des gouvernements de proximité et à augmenter à ce titre leur autonomie et leur pouvoir* (L.R.Q. 2017, c.13), any contract management policy adopted under article 938.1.2 of the *Code municipal du Québec*, a bylaw concerning contract management is deemed to exist under the new applicable articles;

WHEREAS a notice of motion for this bylaw was given at the council meeting of October 5, 2020, and that a draft bylaw was presented at this same meeting,

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Jean Bergeron,

AND CARRIED THAT this bylaw number 436-1-2020 « bylaw concerning contract management repealing bylaw 436-2020» be and is adopted as filed.

ADOPTED UNANIMOUSLY

10. 2nd public question period (Items on the agenda)

No questions – close session

11. Other issues and new items

None

12. Information from Council members

None

13. Adjournment of the meeting;

IT IS PROPOSED BY Councillor Marilyn Matheson that the assembly be adjourned; it is 8:30 p.m.

Next regular meeting will be held on Monday, October 5, 2020, at 7:30 p.m. at the Armoury Community Centre located at 563 Main Street.

Certificate of sufficient funds:

I, the undersigned, Claudia Latulippe, Director general and secretary-treasurer, certify, by the present, that funds are available for the amounts to be paid in the following resolutions: 2020-11-153; 2020-11-159; 2020-11-160; 2020-11-162; 2020-11-163; 2020-11-164 et 2020-11-165.

Signed this November 3, 2020

Claudia Latulippe
Director general and secretary treasurer

Walter Dougherty
Mayor

2020-11-168