



No de résolution
ou annotation

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

AN EXTRAORDINARY MEETING of the Municipal Council of Bury was held on Monday, November 15, 2021, at 7:30 p.m. at the Bury Armoury Community Center, located at 563 Main Street. Presents were Councillors Karrie Parent, Vanessa Chapman, Samantha Hartwell, Alain Villemure, Corey Strapps and Marc Bilodeau, all members of said council having been duly convened and forming quorum, under the chairmanship of the Mayor, Mr. Denis Savage, and according to the provisions of the Municipal Code.

The Director General and Secretary-Treasurer, Mrs. Louise Brière, the assistant secretary-treasurer Mrs. Julie Gervais, are present.

1. Opening of the extraordinary meeting

Quorum verification and words of welcome, it is 7:31 p.m.

2. List of monthly bills

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 Vanessa Chapman
SECONDED BY Councillor Alain Villemure

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 \$89 416.74.

THAT the report be filed under number 10-2021 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

3. Pro-Mayor and signing authority

IT IS PROPOSED BY Councillor Vanessa Chapman
SECONDED BY Councillor Corey Strapps

AND CARRIED THAT the Council name a Pro-Mayor, on an 8 month rotation period which gives him the same rights and authorizations as the Mayor in his absence such as the signing of the cheques. The rotation will be assigned in the same order as the seat numbers starting with seat number 1.

THAT the terms of the Pro-mayors are as follows: Karrie Parent from November 2021 to June 2022; Vanessa Chapman from July 2022 to February 2023; Samantha Hartwell from March 2023 to October 2023; Alain Villemure from November 2023 to June 2024; Corey Strapps from July 2024 to February 2025 and Marc Bilodeau from March 2025 to October 2026.

2021-11-161

2021-11-162



No de résolution
ou annotation

THAT the Mayor, Mr. Denis Savage, or in his absence, the Pro-mayor is authorized to sign cheques for and in the name of the Municipality as first signatory.

THAT the Pro-mayors be authorized to replace the mayor, in his absence, at the table of mayors, at the *MRC du Haut-Saint-François*.

THAT the Director General, Ms. Louise Brière, or in her absence the assistant secretary-treasurer, Ms. Julie Gervais, act as second signers.

ADOPTED UNANIMOUSLY

4. Title modification—bill number 49

2021-11-163

HEREAS The National Assembly of Quebec adopted bill 49, An Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions;

WHEREAS following the adoption of bill 49, it is mandatory to modify the titles of secretary-treasurers;

THEREFORE,
IT IS PROPOSED BY Councillor Samantha Hartwell
SECONDED BY Councillor Marc Bilodeau

AND CARRIED TO comply with bill 49, by modifying the title of director general secretary-treasurer for the title director general clerk-treasurer.

TO also modify the title of assistant secretary-treasurer for the title assistant clerk-treasurer.

ADOPTED UNANIMOUSLY

5. Mandate to the Union of the Municipalities of Quebec for the bulk purchase of fuels and heating oil

2021-11-164

WHEREAS the Municipality of Bury has received a proposal from the Union of Quebec Municipalities (UMQ) to set-up on his behalf and on behalf of several other interested civic organizations, a buying group for the publication of a call for public tender for the bulk supply of different fuels (gasoline, diesel and fuel oils);

WHEREAS sections 29.9.1 of the Law respecting Cities and Towns and 14.7.1 of the *Municipal Code*:

- allow a municipality to enter into an agreement with the Union of Municipalities of Quebec to purchase products on its behalf;
- specify that the rules governing the awarding of contracts by a municipality apply to contracts awarded under this section and the UMQ agrees to abide by these rules;
- specify that this contracting process is subject to the *UMQ Contract Management Policy for its consolidation agreements* adopted by the UMQ Board of Directors;

WHEREAS the Municipality wishes to participate in this group purchase to obtain fuels (petrol, diesel and fuel oil) in the quantities needed for its activities and according to the rules established in tender document prepared by UMQ;



No de résolution
ou annotation

THEREFORE,
IT IS PROPOSED BY Councillor Karrie Parent
SECONDED BY Councillor Alain Villemure

AND CARRIED THAT the preamble is an integral part hereof as if recited in full;

THAT the Municipality of Bury confirms its enrolment to the purchasing group established by the UMQ for the period April 1, 2022 to March 31, 2024 and assigned to UMQ the bidding process leading to the award group purchases of different fuels (gasoline, diesel and fuel oil) for the activities of our organisation municipal contracts:

THAT a contract of a period of two (2) years with renewal option of a maximum period of one (1) year, may be granted under the terms specified in the tender documents and the applicable laws;

THAT the Municipality entrusts the UMQ the power to benefit or not to the renewal option under the contract and to make a decision in its name;

THAT the Municipality undertakes to complete for UMQ, within the deadlines, the letter of application for membership, the technical registration form that will provide and seek to know the annual quantities of various types of fuels with its expected requirements:

THAT the Municipality agrees to abide by the terms and conditions of the contract as if it had contracted directly with the supplier to whom the contract is awarded;

THAT the Municipality agrees to pay to UMQ a management fee based on the amount of fuel required by our municipal organization. It is understood that the UMQ:

- charges participants a quarterly management fee of \$0.0055 (\$0.55) per liter purchased to the UMQ members and \$0.0100 (1¢) per liter purchased to the non members of the UMQ;
- may charge a minimum annual management fee of \$200.00 to those participants with low volumes,

ADOPTED UNANIMOUSLY

6. Signature authorization – Financial assistance agreement, maintenance section

2021-11-165

IT IS PROPOSED BY Councillor Samantha Hartwell
SECONDED BY Councillor Vanessa Chapman

AND CARRIED THAT The municipal council authorizes the director general Mrs. Louise Brière to sign the financial aid agreement to receive the financial aid from the maintenance component of the local road financial aid program. (*Volet d'entretien, Programme d'Aide à la Voirie Locale, PAVL*)

ADOPTED UNANIMOUSLY

7. Verification of accuracy – Flow meters and water meter

2021-11-166

WHEREAS the Municipality has received an offer of professional services from the firm SIMO Management Inc to verify the accuracy of two (2) flowmeters and one (1) water meter in the drinking water facility;



No de résolution
ou annotation

THEREFORE,
IT IS PROPOSED BY Councillor Samantha Hartwell,
SECONDED BY Councillor Alain Villemure,

AND CARRIED to mandate the firm SIMO Management Inc, to verify the accuracy of two (2) flowmeters and one (1) water meter for the drinking water installations, in the amount of \$2 060.00, plus taxes.

ADOPTED UNANIMOUSLY

8. Request to CPTAQ for lot 4 773 564

2021-11-167

WHEREAS Mr. Daniel Daigle wishes to file with the Quebec Agricultural Protection Commission (CPTAQ) an application for land disposition of a lot of a surface area of 0.8993 ha, bearing number 4 773 564 of the Quebec cadaster;

WHEREAS the Commission to preserve agricultural land in Quebec, to consider an application requesting the opinion by resolution of municipalities;

WHEREAS the lot 4 773 564 affected by the application is in conformity with the applicable town planning bylaws

WHEREAS the application aims to rectify the encroachment of an accessory building;

WHEREAS the authorization would not modify the characteristics of the environment;

WHEREAS the authorization would not alter the homogeneity of the community and agricultural activities;

WHEREAS it does not affect the integrity of the agricultural area;

THEREFORE,
IT IS PROPOSED BY Councillor Vanessa Chapman,
SECONDED BY Councillor Marc Bilodeau

AND CARRIED TO support the land disposition application for part of lot 4 773 564 submitted by Mr. Daniel Daigle to the CPTAQ

A VOTE IS REQUESTED: 4 IN FAVOUR
2 AGAINST

ADOPTED BY MAJORITY

9. Adjournment of the meeting;

2021-11-168

IT IS PROPOSED BY Councillor Alain Villemure that the assembly be adjourned; it is 8:04 p.m.

Next regular meeting will be held on Monday, December 6, 2021, at 7:30 p.m. at the Armoury Community Centre located at, 563 Main Street in Bury.



No de résolution
ou annotation

Certificate of sufficient funds:

I, the undersigned, Louise Brière, director general and secretary-treasurer, certify, by the present, that funds are available for the amounts to be paid in the following resolutions: 2021-11-161, 2021-11-166.

Signed this November 16, 2021

Louise Brière
Director General and Clerk-Treasurer

Denis Savage
Mayor