



No de résolution
ou annotation

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

AN ORDINARY MEETING—of the Municipal Council of Bury was held on Tuesday, September 5, 2023, at 7:30 p.m. at the Armoury Community Centre 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 clerk-treasurer, Mrs. Louise Brière, is present.

1. Opening of the ordinary meeting

Quorum verification and words of welcome, it is 7:32 p.m.

2. Adoption of the Agenda of the September 5, 2023, meeting

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

AND CARRIED TO adopt the agenda for the ordinary meeting of September 5, 2023.

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the September 5, 2023, meeting
3. Adoption of the French minutes of the ordinary meeting of August 7, 2023.
4. 1st public question period (general questions)
5. Filing of the monthly correspondence
6. Mayor's report
7. Reports of the Committees
 - 7.1 Human resources
 - 7.2 Public Safety
 - 7.3 Public Works
 - 7.4 Town Planning and development
 - 7.5 Leisure, sport, and culture
8. New Business
 - 8.1 List of monthly bills
 - 8.2 Hiring of a volunteer firefighter for a trial period
 - 8.3 Modification of 2019-2023 TECQ programming
 - 8.4 Cancellation of resolution number 2023-07-122 and 2022-02-018
 - 8.5 Mandate to a Land Surveyor for Staking – Herringville Road
 - 8.6 Mandate – New Fire Station Pressure Washing
 - 8.7 Mandate – New Fire Station Heating System
 - 8.8 Mandate – New Fire Station Ventilation system
 - 8.9 Progressive accounting number 8—Stokes Street project
 - 8.10 Local Road assistance program – Recovery and Acceleration component
 - 8.11 2023 Local Road assistance program – Maintenance component
 - 8.12 Allocation of the sums for the parking lot work
 - 8.13 Architect mandate for the construction of the new municipal garage
 - 8.14 Mandate for the GHG assessment – Construction of the new municipal garage
 - 8.15 Quotes for winter road salt for the 2023-2024 season
 - 8.16 Minor exemption - Subdivision lots 4 199 578, 6 318 589, 5 668 285, 4 199 577, 4 199 639 and 4 471 650
 - 8.17 Rental Policy modification
 - 8.18 Support to preserve the name Victoria Road

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9. Legislation

- 9.1 Notice of motion and presentation of bylaw number 343-2023 « Permits and certificates bylaw»
- 9.2 Adoption of bylaw number 444-2023 standardized bylaw repealing bylaw number 414-2019 and 414-1-2019 »

10. 2nd question period (items on the agenda)

11. Adjournment of the meeting

Next regular meeting

Monday, October 2, 2023, at 7:30 p.m. at the Armoury Community Centre located at, 563 Main Street in Bury.

ADOPTED UNANIMOUSLY

3. Adoption of the French minutes of the ordinary meeting of August 7, 2023.

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

AND CARRIED THAT the French minutes of the ordinary meeting of August 7, 2023, be adopted as filed.

ADOPTED UNANIMOUSLY

4. 1 st public question period (general questions)

Citizens attending the meeting voice the following comments and questions:

- Draft bylaw 338-2023 mentions the facilitation of travel by bicycle, does the council really intend to establish a cycle path during its mandate?
- Are the urban planning draft bylaws available online those that were sent to the MRC for approval, because they contain errors and mention Coaticook in several places.
- Does the council favour certain religions? The draft bylaws only mention 3.
- Can the municipality support a zoning change for the property located at 110, Route 108?
- Concerning an insurance claim related to an accident involving a vehicle during road works.

5. Filing of the monthly correspondence

6. Mayor's report

The mayor gives a report of his activities and mentions the open house event at Valoris, that will take place on Sunday September 24, during the event, breakfast will be served from 8 am to 10 am.

7. Reports of the Committees

7.1 Human resources

Councillor Alain Villemure reports that a meeting with the workers' union has taken place to establish the collective agreement negotiation protocol.

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7.2 Public Safety

7.3 Public Works

7.4 Town Planning and development

Councillor Marc Bilodeau gives a report of the meeting of the town planning advisory committee.

7.5 Leisure, sport, and culture

8. New Business

8.1 List of monthly bills

2023-09-150

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 Samantha Hartwell,
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 \$227 861.64

THAT the report be filed under number 08-2023 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

8.2 Hiring of a volunteer firefighter for a trial period

2023-09-151

WHEREAS a trained firefighter has applied to join the Bury fire department;

THEREFORE,

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

AND CARRIED to confirm the hiring of Mr. Gabriel Gilbert as a new volunteer firefighter for a probationary period of one year at the end of which an evaluation report and a recommendation for permanence will be produced. All medical exams and inquiries will have to be done prior, so that Council may decide on the permanence of the candidate.

ADOPTED UNANIMOUSLY

8.3 Modification of 2019-2023 TECQ programming

2023-09-152

WHEREAS the Municipality took notice of the guide relating to the terms of payment of the government contribution under the gasoline tax program and the Quebec contribution (TECQ) for the years 2019 to 2023;

WHEREAS the Municipality must comply with the terms of this guide which apply to the municipality, in order to receive the government contribution which was confirmed in a letter from the *Ministère des Affaires municipales et de l'Habitation*.



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

AND CARRIED THAT the Municipality agrees to abide by the terms of the guide that applies;

THAT the Municipality undertakes to be solely responsible and to release the government of Canada and the government of Quebec as well as their ministers, senior officials, employees and agents of any responsibility for claims, demands, losses, damages and costs of any kind having as basis injury inflicted on a person, death of that person, damage to property or loss of property due to a willful or negligent act resulting directly or indirectly from investments made through financial assistance obtained under the TECQ 2019–2023 program;

THAT the municipality approves the content and authorizes the sending of the enclosed work schedule no. 2 to the *Ministère des Affaires municipales et de l'Habitation* and of all or any other documents required by the *Ministère* in order to receive the government contribution as confirmed in a letter from the Minister of Municipal Affairs and Housing;

THAT the municipality undertakes to reach its imposed minimum fixed assets threshold for the entire five years of the program;

THAT the Municipality undertake to inform *the Ministère des Affaires municipales et de l'Habitation* of any modification that will be made to the work schedule approved by this resolution.

THAT The municipality hereby certifies that the enclosed 2nd version of the work schedule includes true costs carried out and reflects the cost estimates of the eligible work.

ADOPTED UNANIMOUSLY

8.4 Cancellation of resolution number 2023-07-122 and 2022-02-018

2023-09-153

WHEREAS the municipal council wishes to modify resolution number 2023-07-122—Architect mandate for the construction of the municipal garage and the fire station renovation, and resolution 2022-02-018—*Disposal of 6 Wheel Truck - 1997 GMC*

WHEREAS the modifications require the cancellation of said resolutions

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

AND CARRIED TO cancel resolutions number 2023-07-122 and 2022-02-018.

ADOPTED UNANIMOUSLY

8.5 Mandate to a Land Surveyor for Staking – Herringville Road

2023-09-154

WHEREAS the municipality wishes to dispose of part of the old Herringville road to neighbouring properties;

WHEREAS it is necessary to carry out the staking before the sale and that the costs are entirely assumed by the two owners;



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THEREFORE,
IT IS PROPOSED BY Councillor Samantha Hartwell,
SECONDED BY Councillor Corey Strapps,

AND CARRIED THAT the Municipal Council authorizes the Director General to appoint a land surveyor to stake out part of the old Herringville Road.

ADOPTED UNANIMOUSLY

2023-09-155

8.6 Mandate – New Fire Station Pressure Washing

WHEREAS pressure washing of the inside of the new fire station is necessary;

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

AND CARRIED to accept the service offer presented by 9156-4468 Québec Inc. in the amount of \$6500 plus taxes.

THAT this amount be taken from the 2019–2023 TECQ.

ADOPTED UNANIMOUSLY

2023-09-156

8.7 Mandate – New Fire Station Heating System

WHEREAS in order to meet the requirements of the fire risk coverage plan (*schéma de couvertures de risques en incendie*), it is necessary to proceed with the development of a new fire station;

WHEREAS it is necessary to install a heating system;

THEREFORE,
IT IS PROPOSED BY Councillor Vanessa Chapman,
SECONDED BY Councillor Alain Villemure,

AND CARRIED To accept the service offer presented by Plomberie B.W. in the amount of \$13 340 plus taxes.

THAT this amount be taken from the 2019-2023 TECQ.

ADOPTED UNANIMOUSLY

2023-09-157

8.8 Mandate – New Fire Station Ventilation system

WHEREAS in order to meet the requirements of the fire risk coverage plan (*schéma de couvertures de risques en incendie*), it is necessary to proceed with the development of a new fire station;

WHEREAS it is necessary to install a ventilation system;

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

AND CARRIED To accept the service offer presented by Ventilation Jonair Plus Inc. in the amount of \$109 600 plus taxes.



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THAT this amount be taken from the 2019-2023 TECQ.

ADOPTED UNANIMOUSLY

2023-09-158

8.9 Progressive accounting number 8—Stokes Street project

WHEREAS the 8th and final progressive accounting—Stokes Street project—rehabilitation of the municipal services was sent to the municipality of Bury with the recommendation for payment by the consultant *Les Services EXP Inc.*;

WHEREAS this represents the final invoice of the contractor T.G.C. Inc. and that it amounts to a total of \$83 222.26, including taxes and withholding;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Marc Bilodeau,

AND CARRIED TO authorize the payment of a total amount of \$83 222.26 including taxes to the contractor *TGC Inc.*

THAT the amount be taken from the loan bylaw number 440-1-2021.

ADOPTED UNANIMOUSLY

2023-09-159

8.10 Local Road assistance program – Recovery and Acceleration component

WHEREAS THE Municipality of Bury has taken note of the terms of the application of the Recovery and Acceleration component of the Local Road Assistance Program (PAVL);

WHEREAS only work carried out after the date appearing on the announcement letter is eligible for financial assistance;

WHEREAS the work was done between April 18, 2022, and June 16, 2023;

WHEREAS the Municipality of Bury sends the following supporting documents to the Ministère:

- The accountability form available on the Ministry's website;
- Invoices, progressive accounts and any other document attesting to the sums spent (direct costs and incidental costs);
- This municipal resolution approved by the council attesting to the end of the work;
- A notice of compliance, a certificate of provisional or final acceptance of the work issued by an engineer, except for crack sealing, mechanized patching and granular reloading work.

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

AND CARRIED THAT the Municipal Council of Bury authorizes the presentation of the accountability form for eligible work according to the terms and conditions in effect and acknowledges that in the event of non-compliance with these terms, financial assistance will be terminated.

ADOPTED UNANIMOUSLY



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8.11 2023 Local Road assistance program – Maintenance component

WHEREAS the Municipality of Bury acknowledges the terms and conditions for the application of the maintenance component of the local road assistance program (PAVL) and undertakes to respect them;

WHEREAS the Municipality of Bury has read the financial assistance agreement, has signed it and undertakes to respect it;

THEREFORE,
IT IS PROPOSED BY Councillor Vanessa Chapman,
SECONDED BY Councillor Alain Villemure,

AND CARRIED THAT the Council of the Municipality of Bury confirms its commitment to have the eligible work carried out according to the terms and conditions in effect, recognizing that in the event of non-compliance with these, the financial assistance will be terminated, and certifies that the Director General, Mrs. Louise Brière is duly authorized to sign any document or agreement to this effect with the Minister of Transport.

ADOPTED UNANIMOUSLY

2023-09-161

8.12 Allocation of the sums for the parking lot work

WHEREAS the municipality of Bury has completed the work on the parking lot at the municipal office;

WHEREAS the work was planned for 2021, but had not yet been carried out;

THEREFORE,
IT IS PROPOSED BY Councillor Samantha Hartwell,
SECONDED BY Councillor Corey Strapps,

AND CARRIED TO allocate the expense to the unallocated accumulated surplus.

ADOPTED UNANIMOUSLY

2023-09-162

8.13 Architect mandate for the construction of the new municipal garage

WHEREAS the municipality of Bury has accepted the offer of services from the firm Archi Tech Design Inc. – for the construction of a new municipal garage;

WHEREAS it is necessary to make some modifications to the service offer received;

THEREFORE,
IT IS PROPOSED BY Councillor Vanessa Chapman,
SECONDED BY Councillor Alain Villemure,

AND CARRIED TO accept the service offer presented by Archi Tech Design Inc. for the construction of the new municipal garage, at a cost of \$21 200, plus taxes.

TO authorize the Mayor Mr. Denis Savage and the Director General and Clerk-Treasurer, Mrs. Louise Brière, to sign the service offer.

ADOPTED UNANIMOUSLY



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8.14 Mandate for the GHG assessment – Construction of the new municipal garage

2023-09-163

WHEREAS as part of the new municipal garage construction project, the municipality wishes to benefit from the PRACIM program;

WHEREAS additional financial assistance is granted when the project consists of a main wooden structure;

WHEREAS in order to benefit from this additional subsidy, two (2) comparative studies of greenhouse gas (GHG) emissions must be carried out, either at the pre-project stage as well as at the end of the construction of the building;

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

AND CARRIED TO accept the service offer of the engineering firm EXP, in order to carry out the two (2) comparative studies of GHGs, for a total amount of \$6,000, plus taxes, consisting of \$2,000, plus taxes, for the pre-project stage and \$4,000, plus taxes, for the evaluation at the end of the work.

ADOPTED UNANIMOUSLY

8.15 Quotes for winter road salt for the 2023-2024 season

2023-09-164

WHEREAS the municipality has received three (3) quotes for the purchase of 200 metric tons of salt for the winter roads;

WHEREAS the quotes are priced as follows:

Mines Seleine	\$109.34 per metric ton
Sel Warwick	\$114.00 per metric ton
Compass Minerals	\$121.34 per metric ton

Delivery included, plus taxes

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

AND CARRIED To authorize the purchase of 200 metric tons of winter road salt from *Mines Seleine* for the price of \$109.34 per metric ton plus taxes.

ADOPTED UNANIMOUSLY

8.16 Minor exemption - Subdivision lots 4 199 578, 6 318 589, 5 668 285, 4 199 577, 4 199 639 and 4 471 650

2023-09-165

WHEREAS The Town planning advisory committee has received a request for minor exemption to accept :

-That the proposed lot 6 572 874 has an area of 2 434.50 square metres and an average depth of 39.13 metres, while subdivision bylaw number 340-2023, article 5.2.3 and that subdivision bylaw number 340-2008,



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article 7.6, require a minimum area of 4 000 square metres and an average depth of 75 metres.

-That the proposed lot 6 572 875 has an area of 892.8 square metres, an average depth of 32.03 metres, a minimum width of 27.77 metres and a frontage of 30.71 metres, while the subdivision regulation number 340-2023, article 5.2.3 and that subdivision bylaw number 340-2008, article 7.6, require a minimum area of 4 000 square metres, an average depth of 75 metres, a minimum width of 50 metres and a frontage of 50 metres.

-That the proposed lot 6 572 876 has an area of 2 092.30 square metres and an average depth of 30.13 metres, while subdivision bylaw number 340-2023, article 5.2.3 and that subdivision bylaw number 340-2008, article 7.6, require a minimum area of 4 000 square metres and an average depth of 75 metres.

-That the proposed lot 6 587 007 has an area of 2 310.10 square metres and an average depth of 45.03 metres, while subdivision bylaw number 340-2023, article 5.2.3 and that subdivision bylaw number 340-2008, article 7.6, require a minimum area of 4 000 square metres and an average depth of 50 metres.

-That the projected lot 6 572 881 has an area of 673.5 square metres and a frontage of 2.36 metres, while subdivision bylaw number 340-2023, article 5.2.3 and that subdivision bylaw number 340-2008, article 7.6, require a minimum area of 4 000 square metres and a frontage of 50 metres.

WHEREAS the subdivision would make it possible to survey the existing private street;

WHEREAS the subdivision would make it possible to enlarge certain non-compliant land;

WHEREAS the subdivision would not aggravate the situation at the level of the riparian strip, since the land is already built;

WHEREAS this request has little or no impact on the neighborhood;

WHEREAS this subdivision could allow future constructions;

WHEREAS the riparian strips are protected by provincial regulations;

THEREFORE,
IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Alain Villemure,

AND CARRIED THAT the municipal council accepts the minor derogation request as presented.

ADOPTED UNANIMOUSLY

8.17 Rental Policy modification

WHEREAS an update to the rental policy for all the available premises is needed

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

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AND CARRIED that the municipal council approves the new policy for the rental of all the available premises.

ADOPTED UNANIMOUSLY

2023-09-167

8.18 Support to preserve the name Victoria Road

WHEREAS Municipal Council received requests to change the name of Route 214 to officially reinstate the Victoria Road name;

WHEREAS the name chemin Victoria has always been the one used by the residents and that it holds historical meaning for the municipality;

WHEREAS the municipality does not have the necessary authority to change the name of a road belonging to the Ministry of Transport;

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

AND CARRIED THAT that the municipal council support the Bury Historical and Heritage Society as well as Mr. Alain Robert in their efforts to have the name Victoria road recognized on the portion of route 214, located on the territory of the municipality.

ADOPTED UNANIMOUSLY

9. Legislation

9.1 Notice of motion and presentation of bylaw number 343-2023 « Permits and certificates bylaw»

Councillor Alain Villemure gives notice of motion and presents bylaw number 343-2023 « Permits and certificates bylaw» which will be deposited with exemption of reading for adoption at a future meeting.

9.2 Adoption of bylaw number 444-2023 standardized bylaw repealing bylaw number 414-2019 and 414-1-2019 »

2023-09-168

WHEREAS that the Council has already adopted various regulations relating to the affairs of the Municipality;

WHEREAS it is necessary to recast certain bylaws already in force;

WHEREAS a notice of motion was given at the regular meeting of July 3, 2023, and a project was tabled and presented at the same meeting;

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

AND CARRIED TO adopt bylaw number 444-2023, "Standardized general bylaw on the territory of the MRC of the HSF repealing bylaw number 414-2019 and 414-1-2019"

THAT the council members present declare that they have read the bylaw and waive its reading.

ADOPTED UNANIMOUSLY



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10. 2nd question period (items on the agenda)

- Will the facilities mentioned in points 8.8 and 8.9 be in operation day and night?
- Concerning items number 97 and 107 of the list of accounts.
- What is the change to the rental policy?
- Why do we need to do a study on GHGs?
- Will the paving company that worked on McIver Street come and correct the work, they paved over a manhole.

11. Adjournment of the meeting

2023-09-169

IT IS PROPOSED BY Councillor Alain Villemure that the assembly be adjourned; it is 8:42 p.m.

Next regular meeting

Monday, October 2, 2023, at 7:30 p.m. at the Armoury Community Centre located at, 563 Main Street in Bury.

Certificate of sufficient funds:

I, the undersigned, Louise Brière, director general and clerk-treasurer, certify, by the present, that funds are available for the amounts to be paid in the following resolutions: 2023-09-150, 2023-09-157, 2023-09-158, 2023-09-163, 2023-09-164.

Signed this September 6, 2023

Denis Savage
Mayor

Louise Brière
Director General and Clerk-Treasurer