



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 **Monday, February 5, 2024, at 7:30 p.m.** at the Armoury Community Centre located at 563 Main Street. Presents were Councillors Karrie Parent, Samantha Hartwell, Corey Strapps and Marc Bilodeau, all members of said council having been duly convened and forming quorum, under the chairmanship of the Pro-Mayor, Alain Villemure, and according to the provisions of the Municipal Code.

The Mayor, Mr. Denis Savage and councillor Vanessa Chapman are absent.

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 7:30 p.m.

2. Adoption of the agenda of the February 5, 2024, meeting

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

AND CARRIED TO adopt the agenda for the ordinary meeting of February 5, 2024 by adding point 9.2.

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the February 5, 2024, meeting
3. Adoption of the French minutes of the ordinary meeting of January 15, 2024.
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 Nomination of a mediator
 - 8.3 Retroactive resolution in connection with the financial year ended December 31, 2022
 - 8.4 Temporary loan Caisse Desjardins du Haut-Saint-François
 - 8.5 2024 contract for document management
 - 8.6 Permanence of two volunteer firefighters
 - 8.7 2024 fire prevention services offer
 - 8.8 2023 Annual report of the Bury Fire Department
 - 8.9 Signature authorization- Agreement for delegation of powers for recyclable materials
 - 8.10 RRF component 4 - Common Resource Hiring Project – environment officer
 - 8.11 Passage authorization - *Marche et cours pour le Haut 2024*
 - 8.12 Donation to the *Polyvalente LSL* for their 2023-2024 yearbook
9. Legislation
 - 9.1 Adoption of Bylaw 401-2024 «Municipal taxation and tariffs for 2024 and conditions of collection repealing Bylaws 401-2023 and 401-1-2023»
 - 9.2 Administrative correction – Bylaw 339-1-2023 "Zoning Bylaw"
10. 2nd question period (items on the agenda)
11. Adjournment of the meeting



No de résolution
ou annotation

Next regular meeting

Monday, March 4, 2024, 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 January 15, 2024.

IT IS PROPOSED BY Councillor Karrie Parent,
SECONDED BY Councillor Samantha Hartwell,

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

ADOPTÉ UNANIMEMENT

4. 1st public question period (general questions)

Citizens attending the meeting voice the following comments and questions:

- Concerning Christmas gifts received by employees and firefighters and the operation of the fire department.
- About interest charges appearing on the December 2023 list of monthly bills.
- Related to the role of the MRC in the municipal office telephony and the operation of the 2850 voicemail box.

5. Filing of the monthly correspondence

The general director and clerk-treasurer mentioned that the correspondence for the month was submitted to the council.

6. Mayor's report

The mayor gives a report of his monthly activities.

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

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 Marc Bilodeau,
SECONDED BY Councillor Samantha Hartwell,

2024-02-018

2024-02-019



No de résolution
ou annotation

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 \$118 445.59.

THAT the report be filed under number 01-2024 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

8.2 Nomination of a mediator

2024-02-020

WHEREAS the collective agreement for workers in the municipality of Bury expired on December 31, 2023;

WHEREAS both parties have been at the negotiating table since October 4, 2023;

WHEREAS the parties are unable to reach a satisfactory agreement

WHEREAS the union of workers of the municipality of Bury wishes to continue negotiations only with the presence of a mediator;

THEREFORE,

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

AND CARRIED THAT the municipal council authorizes Mrs. Louise Brière, general director and clerk-treasurer, to make the joint request with the union representative for the nomination of a mediator.

ADOPTED UNANIMOUSLY

8.3 Retroactive resolution in connection with the financial year ended December 31, 2022

2024-02-021

WHEREAS the Municipality is completing adjustment entries for the financial year which ended December 31, 2022;

IT IS PROPOSED BY Councillor Karrie Parent,
SECONDED BY Councillor Samantha Hartwell,

AND CARRIED TO adopt the retroactive modifications and corrections for the year 2022:

- Allocation of the expense for the purchase of bunker suits registered in general ledger account 03 31000 725, for a total of \$3,307.10 net taxes to the working capital for 5 years starting in 2025;
- Allocation of the expenses for the exterior paint of the VMC for a total of \$41 365.07, net taxes, being \$20 000 from the working capital for a period of 10 years starting in 2025 and \$21 365.07 from the accumulated surplus.

ADOPTED UNANIMOUSLY

8.4 Temporary loan Caisse Desjardins du Haut-Saint-François

2024-02-022

WHEREAS a financial assistance of \$295 000 was granted to the Municipality of Bury for the development of a new fire station;



No de résolution
ou annotation

WHEREAS the payment by direct deposit of the gas tax and Quebec contribution program 2019-2024 (TECQ) has not been made;

WHEREAS a temporary loan is necessary while awaiting payment of the subsidy;

THEREFORE

IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Corey Strapps,

AND CARRIED TO authorize a temporary loan from the *Caisse Desjardins du Haut-Saint-François* up to a maximum of \$295 000 and to authorize the general director and clerk-treasurer Ms. Louise Brière as well as the mayor Mr. Denis Savage, to sign all document relating to this loan.

THAT this temporary loan be repaid upon final receipt of the subsidy.

ADOPTED UNANIMOUSLY

2024-02-023

8.5 2024 contract for document management

WHEREAS the law on archiving of public records requires public organisms to produce and apply a conservation schedule of his active, semi-active and inactive administrative documents in accordance with the implementing rules issued by the NLAQ (National Library and Archives of Quebec);

WHEREAS the archiving service contract is to be renewed for the year 2024.

THEREFORE,

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

AND CARRIED to renew the document management service contract with *Système Gedoc Inc.* for the year 2024 in the amount of \$ 3 760.00 plus taxes.

ADOPTED UNANIMOUSLY

2024-02-024

8.6 Permanence of two volunteer firefighters

WHEREAS following the probationary hiring of two volunteer firefighters for 1 year, decision taken by Council upon the recommendation of a selection committee and the Director General of the municipality, during a meeting on February 6, 2023;

WHEREAS it is necessary to decide at the end of this period on the permanence of these firefighters on probationary period;

THEREFORE,

IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Corey Strapps,

AND CARRIED to accept the nomination of Steve Bilodeau and Tristan Coates as permanent firefighters for the Bury Fire Department.

ADOPTED UNANIMOUSLY



No de résolution
2024-02-025

8.7 2024 fire prevention services offer

WHEREAS there is reason to mandate a preventionist to meet the requirements of the Fire Safety Risk Coverage Scheme, in relation to fire prevention management of medium to very high risks;

WHEREAS the Municipality received an offer of services from Groupe GPI, a firm specializing in fire prevention and security;

THEREFORE,

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

AND CARRIED TO accept the offer of the firm Groupe GPI to carry out visits to prevent medium, high and very high risks and the development of intervention plans for high and very high risks visited and the annual licence of the *Première ligne* software, in the amount of \$10 870.00, plus tax.

ADOPTED UNANIMOUSLY

2024-02-026

8.8 2023 Annual report of the Bury Fire Department

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

AND CARRIED TO accept the annual report of the Fire Service Department for the year 2023 to meet the requirements of the *Schéma de couverture de risques en sécurité incendie* of the MRC du Haut-Saint-François.

AND TO send a copy of the report to the MRC du Haut-Saint-François.

ADOPTED UNANIMOUSLY

2024-02-027

8.9 Signature authorization- Agreement for delegation of powers for recyclable materials

WHEREAS the government adopted the Regulation relating to a selective collection system for certain residual materials, which leads to significant changes in the management of recyclable materials by introducing an extended producer responsibility (EPR) approach for selective collection;

WHEREAS section 53.31.0.2 of the Environment Quality Act provides that no municipality or group of municipalities may, on its own initiative, develop or implement all or part of a selective waste collection system. certain recyclable materials when the development, implementation and financing of such a system are entrusted to persons by regulation;

WHEREAS *Éco Entreprises Québec* is the management organization designated by the government, which is entrusted with the responsibility of developing, implementing and financially supporting a selective collection system for certain recyclable materials across Quebec;

WHEREAS THE *MRC du Haut-Saint-François* (hereinafter "The MRC") has received confirmation from ÉEQ specifying that it has been identified by ÉEQ to conclude an agreement relating to its designation as a signatory organization of the framework agreement, for the 14 Municipalities of the MRC;



No de résolution
ou annotation

WHEREAS the MRC is currently conducting a study to analyze and optimize selective collection, the results of which should propose one or more scenarios to optimize selective collection in the MRC;

WHEREAS this study will not be completed before the deadline of January 21, 2024, set by the Government;

WHEREAS it is necessary that local municipalities (or the Régie intermunicipale santé des hameaux, which exercises part of the jurisdiction in this matter for the municipalities of Ascot Corner, Dudswell, Weedon and Canton de Westbury – hereinafter after La Régie) delegate to the MRC certain of their powers, to allow the MRC to conclude with ÉEQ or any other management organization the agreement required by provincial regulation, while respecting the modes of operation currently in place in the different municipalities in the MRC;

WHEREAS the MRC adopted, on January 24, 2024, a resolution proposing to local municipalities to enter into an intermunicipal agreement related to the modernization of selective collection and that the local municipalities, by adopting this resolution, demonstrate their agreement to enter into such an agreement;

WHEREAS the text of a delegation of powers agreement for recyclable materials was previously sent to the local municipalities and the Régie;

WHEREAS the municipality of Bury considers it appropriate to adopt the delegation of powers agreement for recyclable materials transmitted by the MRC;

WHEREAS any local municipality may conclude with any other municipality, regardless of the Act that governs it, any agreement relating to all or part of an area of their jurisdiction;

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

AND CARRIED That the council approves the delegation of powers agreement for recyclable materials transmitted by the MRC;

THAT the council authorizes and mandates Mr. Denis Savage, mayor and Mrs. Louise Brière general director and clerk-treasurer, to sign for and on behalf of the municipality the delegation of powers agreement for recyclable materials;

THAT a copy of this resolution be sent to the MRC.

ADOPTED UNANIMOUSLY

8.10 RRF component 4 - Common Resource Hiring Project – environment officer

2024-02-028

WHEREAS municipality has read the Guide for organizations regarding component 4—Support for intermunicipal cooperation of the Regions and Rurality Fund;

WHEREAS the municipalities of Bury and Dudswell wish to present a project to proceed with the joint hiring of an environmental agent;

THEREFORE,
IT IS PROPOSED BY Councillor Karri Parent,
SECONDED BY Councillor Marc Bilodeau,



No de résolution
ou annotation

AND CARRIED the council of the municipality of Bury undertakes to participate in the project for the joint hiring of an environmental agent;

THAT the council accepts to act as the organization responsible for the project

THAT Council authorizes the submission of the project as part of component 4— Support for intermunicipal cooperation of the Regions and Rurality Fund;

THAT the mayor Mr. Denis Savage and the general director, Mrs. Louise Brière are authorized to sign any document relating to this request for financial assistance.

ADOPTED UNANIMOUSLY

2024-02-029

8.11 Passage authorization - *Marche et cours pour le Haut 2024*

WHEREAS the Municipality of Bury and the leisure committee of the MRC of the HSF are organizing the Marche et Cours pour le Haut 2024 event on Saturday, May 11, 2024;

WHEREAS on Saturday, May 11, 2024, participants will walk and run 1.4 km on route 255 South (Main Street) belonging to the Ministry of Transport of Quebec;

WHEREAS it is a non-competitive family sporting event, which includes fundraising;

WHEREAS the organizing committee will hold a civil liability insurance policy;

WHEREAS the organizers undertake to ensure good supervision of the activity, together with the Sûreté du Québec, ambulance services, fire and municipal public works departments;

THEREFORE,

IT IS PROPOSED BY Councillor Corey Strapps,
SECONDED BY Councillor Marc Bilodeau,

AND CARRIED TO authorize the Marche et Cours pour le Haut 2024 event to circulate on Route 255 South (Main Street) and on the roads identified in the plans given by the MRC du Haut-Saint-François with the collaboration of Mrs Louise Brière, member of the Marche et cours pour le Haut organizing committee.

THAT this resolution be transmitted to the Ministry of Transport.

ADOPTED UNANIMOUSLY

Councillor Marc Bilodeau leaves the table and does not vote

2024-02-030

8.12 Donation to the *Polyvalente LSL* for their 2023-2024 yearbook

IT IS PROPOSED BY Councillor Corey Strapps,
SECONDED BY Councillor Karrie Parent,

AND CARRIED TO authorize a donation of \$60 to the *Polyvalente LSL* for the financing of the 2023-2024 yearbook.

ADOPTED UNANIMOUSLY

Councillor Marc Bilodeau returns to the table



No de résolution
ou annotation

2024-02-031

9 Legislation

9.1 Adoption of bylaw number 401-2024 “Municipal taxation and tariffs for 2024 and conditions of collection repealing bylaws 401-2023 and 401-1-2023.”

WHEREAS the Municipality of Bury adopted a municipal budget for the 2024 fiscal year which foresees revenues at least equal to the expenses herein;

WHEREAS the present Bylaw replaces Bylaw 401-2023 and 401-1-2023;

WHEREAS the adoption of the budget makes it necessary to modify the compensation rate and the general tax rate for 2024;

WHEREAS according to paragraph 988 of the Municipal Code, all taxes must be imposed by way of a Bylaw;

WHEREAS according to paragraph 244.1 of the Act Respecting Municipal Taxation, a Municipality may by way of a bylaw impose a tariff to finance the services it offers;

WHEREAS according to paragraph 252 of the Act Respecting Municipal Taxation, a Municipality may regulate the number of payments, the date of payments as well as the rate of interest on late payments of the property tax and tariffs;

WHEREAS a notice of motion was duly given at the ordinary meeting of January 15, 2024;

THEREFORE

IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Karrie Parent,

AND CARRIED THAT the following Bylaw Number 401-2024 titled Municipal Taxation and Tariffs for 2024 and the conditions of collection repealing Bylaw 401-2023 and 401-1-2023, be adopted.

THAT the council members present declare having read the Bylaw and renounce to its reading.

ADOPTED UNANIMOUSLY

9.2 Administrative correction – Bylaw 339-1-2023 “Zoning Bylaw”

2024-02-032

WHEREAS the municipality of Bury adopted bylaw number 339-1-2023 “zoning bylaw” on December 4, 2023;

WHEREAS the MRC du Haut-Saint-François, via an email, informed the municipality that small errors have crept into the grid and the zoning plan;

WHEREAS the necessary corrections have no influence on the permitted uses and the boundaries of the zones;

WHEREAS the pages relating to zones “R” and “M” did not refer to the correct articles of the bylaw;

WHEREAS the limit of the urban perimeter as shown in the allocation plan of urban plan 338-2023 is not reported on the zoning plan of the bylaw;

THEREFORE

IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Corey Strapps,



No de résolution
ou annotation

AND CARRIED TO send to the MRC du Haut-Saint-François a version containing the necessary corrections to avoid errors in the interpretation of Appendix 1 "Zoning Plan" and Appendix 2 "Specification Grid" of bylaw 339-1-2023.

ADOPTED UNANIMOUSLY

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

- A citizen questions points 8.4, 8.8 and 8.9.
- What does the prevention firm's mandate consist of?
- What will be the tasks of the environmental agent?
- Is the new zoning bylaw in effect?

11. Adjournment of the meeting

IT IS PROPOSED BY Councillor Corey Strapps that the assembly be adjourned; it is 8:56 p.m.

Next regular meeting

Monday, March 4, 2024, 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: 2024-02-019, 2024-02-023, 2024-02-025, 2024-02-030.

Signed this February 6, 2024.



 Alain Villemure
 Pro-Mayor



 Louise Brière
 Director General and Clerk-Treasurer

2024-02-033