



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 3, 2024, at 7:30 p.m.** at the Armoury community centre located at 563 Main Street. Presents were Councillors Karrie Parent, Vanessa Chapman, Samantha Hartwell, Russell Perkins and Corey Strapps, 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 is present.

Councillor Marc Bilodeau is absent.

**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 3, 2024, meeting**

IT IS PROPOSED BY Councillor Vanessa Chapman,  
SECONDED BY Councillor Russell Perkins,

AND CARRIED TO adopt the agenda for the ordinary meeting of September 3, 2024, as filed.

**AGENDA**

1. Opening of the meeting
2. Adoption of the agenda of the September 3, 2024, meeting
3. Adoption of the French minutes of the ordinary meeting of August 8, 2024.
4. 1<sup>st</sup> 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 Signature authorization – settlement for grievance number 2024-04
  - 8.3 Policy to prevent harassment, incivility and violence at work
  - 8.4 Use of service – Somum Solutions
  - 8.5 Purchase of extrication tools – jaws of life
  - 8.6 Adjudication for the financial lease - purchase of a new 2025 10-wheel type truck without a bin and with snow removal equipment
  - 8.7 Local Road assistance program – Recovery and Securement component
  - 8.8 Mandate to the project manager for the municipal garage construction
  - 8.9 Quotes for winter road salt for the 2024-2025 season
  - 8.10 Support for the CPTAQ alienation authorization request—Lots 4 773 105
  - 8.11 Donation to Place aux jeunes du Haut-Saint-François
9. Legislation
10. 2nd question period (items on the agenda)
11. Adjournment of the meeting

2024-09-157



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Next regular meeting

Monday, October 7, 2024, at 7:30 p.m. at the Armoury Community Centre located at, 563 Main Street in Bury.

2024-09-158

**3. Adoption of the French minutes of the ordinary meeting of August 8, 2024.**

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

AND CARRIED THAT the French minutes of the ordinary meeting of August 8, 2024, are adopted as filed.

**ADOPTED UNANIMOUSLY**

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

Citizens attending the meeting voice general questions and concerns.

**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 Corey Strapps,  
SECONDED BY Councillor Samantha Hartwell,

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 \$117 940.00.

THAT the report be filed under number 08-2024 and be considered an integral part of the present minutes.

**ADOPTED UNANIMOUSLY**

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2024-09-160

*Councillor Russell Perkins withdraws due to conflict of interest*

## 8.2 Signature authorization – settlement for grievance number 2024-04

WHEREAS the work relations committee recommends the signature of the settlement agreement for grievance number 2024-04 ;

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

AND CARRIED to accept the content of the settlement agreement for grievance number 2024-04;

TO authorize the mayor Mr. Denis Savage and the director general, Mrs. Louise Brière, to sign said document.

**ADOPTED UNANIMOUSLY**

*Councillor Russell Perkins regains his seat.*

2024-09-161

## 8.3 Policy to prevent harassment, incivility and violence at work

WHEREAS everyone has the right to evolve in a work environment that protects their health, safety and dignity;

WHEREAS the municipality adopted such a policy on June 3, 2019, resolution number 2019-06-81;

WHEREAS employers have until September 27, 2024, to update their policy for preventing and managing psychological harassment situations according to the new mandatory measures.

WHEREAS the municipality is committed in adopting proactive and preventive behaviours regarding any situation that is similar to harassment, incivility or violence in the workplace, as well as to make the whole organization accountable in this sense;

WHEREAS it is up to each member of the municipal organization to contribute to and promote the maintenance of a healthy workplace;

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

AND CARRIED THAT the municipality repeals the previous policy adopted June 3, 2019, resolution number 2019-06-81.

THAT the municipality adopts the Policy for the prevention and management of situations of harassment, violence or incivility at work.

**ADOPTED UNANIMOUSLY**

2024-09-162

## 8.4 Use of service – Somum Solutions

WHEREAS the municipality uses a mass communication system allowing the immediate broadcast to the population of any communication of public interest originating from the municipality;



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WHEREAS the primary purpose of this mass communication system is to send alerts in the event of a major disaster in addition to notices relating to interventions on municipal networks as well as notices of public interest;

THEREFORE,  
IT IS PROPOSED BY Councillor Vanessa Chapman,  
SECONDED BY Councillor Russell Perkins

AND CARRIED that the Municipal Council decrees that the use of the mass communication system is exclusively reserved for sending alerts in the event of a major disaster in addition to notices relating to interventions on municipal networks as well as notices of public interest, originating from the municipality. Publications concerning events related to culture, leisure and community life will be published exclusively on Facebook and on an electronic bulletin board, which will be added to the municipality's website.

**ADOPTED UNANIMOUSLY**

**8.5 Purchase of extrication tools – jaws of life**

2024-09-163

WHEREAS, the municipality of Bury wishes to purchase a set of jaws of life for the fire department;

WHEREAS during extrication interventions, the municipality will benefit from payment by the Société d'Assurance Automobile du Québec (SAAQ);

THEREFORE,  
IT IS PROPOSED BY Councillor Karrie Parent,  
SECONDED BY Councillor Vanessa Chapman,

AND CARRIED THAT the Municipal Council agree to purchase the City of Cowansville's set of extrication tools for the amount of \$6 000.

THAT the amount be distributed as follows:

- \$3 000 from the 2024 auction
- \$2 500 contribution from the Municipality of Bury's firefighters' fund
- \$500 from the 2024 budget

THAT payments from the SAAQ, with the exception of the first \$500 that will be used to reimburse the municipal budget, be deposited in a reserved fund for the purchase of equipment for the Bury Municipality's fire department.

VOTE IS REQUESTED

IN FAVOUR: 4  
AGAINST: 1

**ADOPTED BY MAJORITY**

**8.6 Adjudication for the financial lease - purchase of a new 2025 10-wheel type truck without a bin and with snow removal equipment**

2024-09-164

WHEREAS the Municipality of Bury has concluded a call for tenders for the purchase of a new 2025 10-wheel type truck without a bin and with snow removal equipment;

WHEREAS the Municipality of Bury proceeded with a call for tenders through the SEAO portal, for financing in the form of a financial lease over a period of ten (10) years;



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WHEREAS the Municipality proceeded to the opening of the bids and the bid selected is that of *Gesco location Inc société du Groupe financier Rexcap* at a fixed rate of 6.49% for a total amount of \$400 719\$ plus taxes, valid until November 3, 2024;

WHEREAS the proposal *Gesco location Inc une société du Groupe financier Rexcap*, the latter acting as contractual lessor for this financing transaction;

WHEREAS the president and director general of *Gesco location Inc une société du Groupe financier Rexcap*, M. Gaétan Grenier who acts as a broker/agent of the Royal Bank of Canada has offered the best conditions on the current market at the above rates;

THEREFORE,  
IT IS PROPOSED BY,  
SECONDED BY,

AND CARRIED THAT this resolution confirms that the Director General Mrs. Louise Brière has all the necessary powers and the authorization to execute all the relevant documents to give effect to the leasing transaction of \$400 719 plus taxes, provided for with Royal Bank of Canada, copies of the contractual documents will be available upon the signature of these documents.

**ADOPTED UNANIMOUSLY**

**8.7 Local Road assistance program – Recovery and Securement component**

2024-09-165

WHEREAS The Local Roads Assistance Program (*PAVL*) aims to assist municipalities in planning, improving and maintaining the local and municipal road network infrastructure for which they are responsible;

WHEREAS the members of the council have read the terms and conditions of application of the *PAVL*, in particular those of the component concerned by the application for financial assistance submitted under this program, and undertake to comply with them;

WHEREAS the interventions referred to in the application for financial assistance concern roads under municipal authority and work eligible for financial assistance;

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

WHEREAS the beneficiary of financial assistance must have the work carried out within twelve months following the announcement letter and has read the restrictions on access to the program provided for in section 1.10 of the applicable terms and conditions;

WHEREAS the Municipality of Bury chooses to establish the source of calculation of the financial assistance according to the following option:

- the detailed estimate of the cost of the work;

WHEREAS the Municipality's project manager, Ms. Louise Brière, represents the latter with the Ministry in this matter;

THEREFORE,  
IT IS PROPOSED BY Councillor Vanessa Chapman,  
SECONDED BY Councillor Russell Perkins



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AND CARRIED THAT that the council of the municipality of Bury authorizes the submission of an application for financial assistance, confirms its commitment to comply with the terms of application in force, recognizes that in the event of non-compliance with these, the financial assistance will be terminated, and certifies that Ms. Louise Brière is duly authorized or authorized to sign any document or agreement to this effect, including the financial assistance agreement, where applicable, with the *Ministre des Transports et de la Mobilité durable*.

**ADOPTED UNANIMOUSLY**

2024-09-166

**8.8 Mandate to the project manager for the municipal garage construction**

WHEREAS it is necessary to mandate a project manager for the construction of the municipal garage

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

AND CARRIED TO accept the services offer from Martin Chagnon, co-owner of the company GPIC+-Engineering and construction project management at a cost of \$30 000, plus taxes, as project manager for the construction of a municipal garage.

TO authorize the general director and clerk treasurer, Mrs. Louise Brière to sign the service offer.

VOTE IS REQUESTED

IN FAVOUR: 4  
AGAINST: 1

**ADOPTED BY MAJORITY**

2024-09-167

**8.9 Quotes for winter road salt for the 2024-2025 season**

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	\$119.34 per metric ton
Sel Warwick	\$106.00 per metric ton
Compass Minerals	\$129.64 per metric ton

Delivery included, plus taxes

THEREFORE  
IT IS PROPOSED BY Councillor Samantha Hartwell,  
SECONDED BY Councillor Russell Perkins,

AND CARRIED To authorize the purchase of 200 metric tons of winter road salt from *Sel Warwick* for the price of \$106.00 per metric ton plus taxes.

**ADOPTED UNANIMOUSLY**



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**8.10 Support for the CPTAQ alienation authorization request Lot 4 773 105**

WHEREAS the municipality has received a request for authorization from the *Commission de protection du territoire agricole* (CPTAQ) from 9382-9513 Québec Inc, for the purpose of alienating lot 4 773 105, located between Brookbury and Wyatt Roads in order to sell the Wyatt Road part;

WHEREAS the Municipality believes that this authorization will have no adverse impact on agriculture;

WHEREAS the area covered by the request is 2 086 999 square metres, while the total area of the property is 2 895 530.6 square metres;

WHEREAS the area to be preserved is 808,531.6 square metres;

WHEREAS the use of the lots, to be preserved and to be sold, will remain the same;

WHEREAS the request complies with municipal bylaws;

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

AND CARRIED TO support the request for authorization from the CPTAQ to alienate part of lot 4 773 105 with an area of 2 086 999 square metres, and to retain an area of 808 531.6 square metres.

**ADOPTED UNANIMOUSLY**

**8.11 Donation to Place aux jeunes du Haut-Saint-François**

WHEREAS The municipality has received a letter from *Place aux jeunes du Haut-Saint-François* asking for a financial contribution,

WHEREAS *Place aux Jeunes* participates in the development of the MRC du Haut-Saint-François and its communities by offering a range of services to support qualified young people who wish to come and work and settle here;

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

AND CARRIED TO contribute to the realization of the activities of *Place aux jeunes Haut-Saint-François* by granting financial support of \$100.00.

**ADOPTED UNANIMOUSLY**

**9. Legislation**

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

Citizens attending the meeting voice questions and concerns related to the item on the agenda.

**11. Adjournment of the meeting**

IT IS PROPOSED BY Councillor Corey Strapps that the assembly be adjourned; it is 9:01 p.m.

2024-09-170



The next ordinary meeting will be held on Monday, October 7, 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: 2024-09-159, 2024-09-163, 2024-09-164, 2024-09-166, 2024-09-167, 2024-09-169.

Signed this September 4, 2024.

\_\_\_\_\_  
Denis Savage  
Mayor

\_\_\_\_\_  
Louise Brière  
Director General and Clerk-Treasurer