



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, October 7, 2024, at 7:30 p.m.** at the Armoury community centre located at 563 Main Street. Presents were Councillors, Vanessa Chapman, Samantha Hartwell, Russell Perkins, 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.

Councillor Karrie Parent is absent.

1. Opening of the ordinary meeting

Quorum verification and words of welcome, it is 7:34 p.m.

2. Adoption of the agenda of the October 7, 2024, meeting

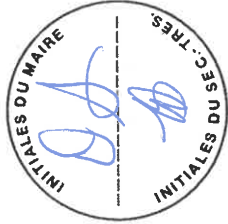
IT IS PROPOSED BY Councillor Samantha Hartwell,
SECONDED BY Councillor Marc Bilodeau,

AND CARRIED TO adopt the agenda for the ordinary meeting of October 7, 2024, as filed.

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the October 7, 2024, meeting
3. Adoption of the French minutes of the ordinary meeting of September 3, 2024, and the extraordinary meeting of September 30, 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 Cancellation of resolution number 2024-06-126
 - 8.3 Signature authorization of the negotiation protocol
 - 8.4 Hiring of a municipal inspector
 - 8.5 Request to the 2025 financial aid program for the training of the Bury volunteer and part-time firefighters
 - 8.6 SURVI-mobile application
 - 8.7 Mandate for the project manager – PAVL grant application, 2025 recovery component
 - 8.8 Mandate to the Union des Municipalités du Québec for the purchase of bulk fuels
 - 8.9 Local Road assistance program – 2024 maintenance component
 - 8.10 Contract for crushing granular materials
 - 8.11 Professional services for technical assistance on the notice of sanitation certification
 - 8.12 Extension of FRR component 2 project #3 – redevelopment and upgrading of the park

2024-10-173



- 8.13 Authorization to sign – Pen-Y-Bryn Golf concession agreement
 - 8.14 Awarding of graduate bursaries
 - 8.15 Donation to the Bury's Image community newspaper
9. Legislation
- 10. 2nd question period (items on the agenda)
 - 11. Adjournment of the meeting

Next regular meeting

Monday, November 4, 2024, at 7:30 p.m. at the Armoury Community Centre located at, 563 Main Street in Bury.

3. **Adoption of the French minutes of the ordinary meeting of September 3, 2024, and the extraordinary meeting of September 30, 2024.**

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

AND CARRIED THAT the French minutes of the ordinary meeting of September 3, 2024, and the extraordinary meeting of September 30, 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**

2024-10-175

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,

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 \$ 278 413.73.

2024-10-174

No de résolution
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THAT the report be filed under number 09-2024 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

2024-10-176

8.2 Cancellation of resolution number 2024-06-126

WHEREAS Excavation Stéphane Nadeau had obtained the contract for the crushing of 10 000 tonnes of 0 ¾ gravel;

WHEREAS he wishes to withdraw from this agreement;

THEREFORE

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

AND CARRIED TO cancel resolution number 2024-06-126.

ADOPTED UNANIMOUSLY

2024-10-177

8.3 Signature authorization of the negotiation protocol

WHEREAS the negotiating committee begins negotiations for the next collective agreement with the municipality of Bury Firefighters Union;

WHEREAS a negotiation protocol has been agreed between the parties;

THEREFORE

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

AND CARRIED TO authorize the mayor, Mr. Denis Savage, and the Director General, Mrs. Louise Brière, to sign the said document.

ADOPTED UNANIMOUSLY

Councillor Samantha Hartwell withdraws due to conflict of interest

2024-10-178

8.4 Hiring of a municipal inspector

WHEREAS the position of municipal inspector has been vacant since January 2024 and that several postings have been made to fill it in accordance with article 15 of the collective agreement;

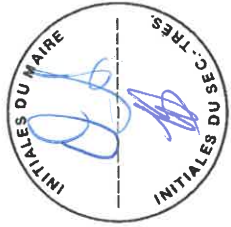
THEREFORE,

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

AND CARRIED TO proceed with the hiring of Mr. Éric Bisson as municipal inspector.

THAT the salary scale and the working conditions be those provided for in the collective agreement in force with the Union of Municipal Workers of Bury – CSN

ADOPTED UNANIMOUSLY



Councillor Samantha Harthwell regains his seat.

No de résolution
ou annotation

2024-10-179

8.5 Request to the 2025 financial aid program for the training of the Bury volunteer and part-time firefighters

WHEREAS the “*Règlement sur les conditions pour exercer au sein d’un service de sécurité incendie municipal*” requires fire safety training for firefighters in order to ensure a minimum of professional qualification;

WHEREAS this Bylaw is part of a commitment to ensure that the municipalities provide the firefighting teams with the skills and abilities necessary to respond effectively to emergency situations;

WHEREAS in December of 2014, the Quebec government established the Financial Assistance Program for the training of volunteers or part-time firefighters;

WHEREAS the main objective of this program is to provide municipal organizations for financial assistance to enable them to have a sufficient number of qualified firefighters to act effectively and safely in an emergency;

WHEREAS this program also aims to promote the acquisition of skills and basic skills required by volunteer firefighters and part-time practising in municipal fire safety services;

WHEREAS the Bury Municipality wishes to receive financial assistance offered by the program;

WHEREAS the Municipality of Bury plans to train three (3) firefighters over the next year to respond effectively and safely to emergency situations on its territory;

WHEREAS the Municipality must send its application to the Ministry of Public Security through the Haut-Saint-François MRC in accordance with Article 6 of the Program;

THEREFORE

IT IS PROPOSED BY Councillor Russell Perkins,
SECONDED BY Councillor Samantha Harthwell,

AND CARRIED TO submit a request for financial assistance for 2025 under the financial assistance training program for volunteer and part-time firefighters to the Ministry of Public Safety and forward the request to the Haut-Saint-François MRC.

ADOPTED UNANIMOUSLY

8.6 SURVI-mobile application

2024-10-180

WHEREAS the municipal council wishes to acquire the SURVI-mobile application in order to improve the organization of resources during fire department interventions;

THEREFORE,

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

AND CARRIED that the Municipal Council authorizes the Director General to purchase the SURVI-mobile application for \$550.00 for the acquisition and \$1,700.00 for the annual fees, plus taxes, from October 1, 2024, to September 30, 2025.



No de résolution
ou annotation

THAT the acquisition, installation and necessary equipment be taken from the TECQ 2019-2024.

THAT the user fees from October to December 2024 be taken from the 2024 budget.

THAT the user fees from January to September 2025 be taken from the 2025 budget, subject to the adoption of the 2025 budget.

THAT the indexation of 3% annually will be applied for the 2nd and 3rd years.

ADOPTED UNANIMOUSLY

8.7 Mandate for the project manager – PAVL grant application, 2025 recovery component

WHEREAS it is necessary to mandate a project manager for the PAVL grant application for the 2025 recovery component;

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

AND CARRIED TO accept the offer of the professional services presented by Services EXP Inc. in the amount of \$3 663, plus taxes, as project manager for the PAVL grant application for the 2025 recovery component.

TO authorize the Director General/Clerk-Treasurer, Ms. Louise Brière, to sign the service offer.

ADOPTED UNANIMOUSLY

8.8 Mandate to the Union des Municipalités du Québec for the purchase of bulk fuels

WHEREAS the Municipality of Bury is submitting an application to join the *Union des municipalités du Québec (UMQ)* to join its purchasing group and the contract awarded following public call for tenders #CAR-2025, for a grouped purchase of various bulk fuels (gasoline, diesel and heating oil);

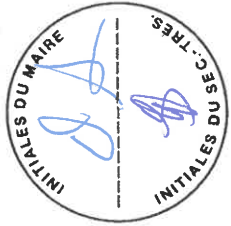
WHEREAS sections 29.9.1 of the Cities and Towns Act and 14.7.1 of the Municipal Code:

- Allow a municipal organization to enter into an agreement with the UMQ for the purchase of movable property;
- Specify that the rules for awarding contracts by a municipality apply to contracts awarded under this section and that the UMQ undertakes to comply with these rules;
- Specify that this contractual process is subject to "Bylaw number 26 on the contractual management of the UMQ for its grouping agreements adopted by the UMQ board of directors;

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

THEREFORE,
IT IS PROPOSED BY Councillor Corey Strapps,
SECONDED BY Councillor Russell Perkins,

2024-10-182



AND CARRIED THAT the preamble forms an integral part hereof as if recited in full;
THAT the Municipality of Bury joins the UMQ purchasing group for the period from April 1, 2025, to March 31, 2028, to ensure its supply of various fuels (gasoline, diesel and fuel oil) necessary for the activities of our municipal organization;

THAT a contract for a period of three (3) years will be awarded according to the terms provided for in the call for tenders document and applicable laws;
THAT the Municipality entrusts the UMQ with the power to benefit or not from the renewal option provided for in the contract and to make the decision on its behalf.

THAT the Municipality undertakes to complete for the UMQ, within the set deadlines, the membership application letter, the online registration form which will aim to know the annual quantities of the various types of fuels that it expects to need;

THAT the Municipality undertakes to respect the terms and conditions of said contract as if it had contracted directly with the supplier to whom the contract will be awarded;

THAT the Municipality recognizes that the UMQ will receive, directly from the successful bidder, management fees based on the quantities of fuels required by our municipal organization. It is understood that the UMQ It is understood that the UMQ will invoice the successful bidder quarterly for a management fee of \$0.0055 (0.55¢) per litre purchased from UMQ member organizations and \$0.0100 (1.0¢) per litre purchased from non-UMQ members.

THAT A copy of this resolution be sent to the UMQ.

ADOPTED UNANIMOUSLY

2024-10-183

8.9 Local Road assistance program – 2024 maintenance component

WHEREAS the Municipality of Bury has taken note of the terms of application of the Maintenance component within the framework of the Local Roads Assistance Program (PAVL) and undertakes to comply with them;

WHEREAS the Municipality of Bury has taken note of the financial assistance agreement, has signed it and undertakes to comply with it;

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

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

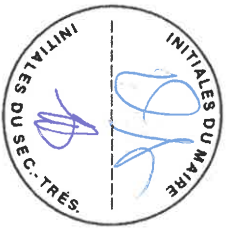
ADOPTED UNANIMOUSLY

2024-10-184

8.10 Contract for crushing granular materials

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

WHEREAS bids have been requested for the crushing of 10 000 tonnes of 0.3/4 gravel;



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

AND CARRIED TO grant the gravel crushing contract according to the bid submitted by Les Entreprises Daniel Fontaine, at a price of \$5.75 per metric ton, plus taxes, for a total of 10 000 tons of 0 ¾ gravel, plus the cost of moving the machinery for an amount of \$3 000, plus taxes.

ADOPTED UNANIMOUSLY

8.11 Professional services for technical assistance on the notice of sanitation certification

WHEREAS the Ministry of the Environment, Climate Change, Wildlife and Parks (MELCCFP) informed us that a draft municipal sanitation certificate was issued to our municipality;

WHEREAS the purpose of this notice is to determine the conditions, restrictions and prohibitions applicable to the operation of our sanitation works;

WHEREAS this proposal concerns a study of the notice and to complete a summary of the changes that will be effective on January 1, 2025, and also to highlight the points that fall under engineering;

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

AND CARRIED THAT the Municipality of Bury authorizes Ms. Louise Brière, Director general /Clerk-Treasurer, to award a contract by mutual agreement for a lump sum of \$1 800.00 plus taxes, to *Aquatech Société de gestion de l'eau inc.* and additional pricing if necessary.

ADOPTED UNANIMOUSLY

8.12 Extension of FRR component 2 project #3 – redevelopment and upgrading of the park

WHEREAS the MRC du Haut-Saint-François adopted resolution number 2024-09-176, in order to authorize requests for an extension of the deadline for the completion of the submitted projects;

WHEREAS the Municipality of Bury wishes to request an extension in order to finalize the project before September 30, 2025;

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

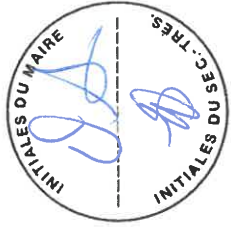
AND CARRIED THAT the Bury Municipal Council wishes to benefit from the additional deadline and undertakes to complete the entire redevelopment and upgrading of the park project no later than September 30, 2025.

THAT the Director General/Clerk-Treasurer, Ms. Louise Brière, be authorized to sign any document related to this extension.

ADOPTED UNANIMOUSLY

2024-10-186

2024-10-185



No de résolution
ou annotation
2024-10-187

8.13 Authorization to sign – Pen-Y-Bryn Golf concession agreement

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

AND CARRIED TO authorize the Mayor, Mr. Denis Savage, and the Director General/Clerk-Treasurer, Ms. Louise Brière, to sign for and on behalf of the Municipality of Bury, the agreement with Mr. Michel Boutin, concessionaire at the Pen-Y-Bryn Golf Club.

ADOPTED UNANIMOUSLY

2024-10-188

8.14 Awarding of graduate bursaries

WHEREAS the Municipality has adopted a policy that grants a bursary to high school graduates

WHEREAS this award is aimed at all students under the age of 20 belonging to the community of Bury who have completed their secondary studies

WHEREAS twelve (12) students graduated from high school in 2024;

THEREFORE,

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

AND CARRIED TO authorize a bursary in the amount of \$300 for each student who has graduated high school in 2024.

ADOPTED UNANIMOUSLY

2024-10-189

8.15 Donation to the Bury's Image community newspaper

WHEREAS the Municipality of Bury contributes financially every year to the Bury Image Journal;

WHEREAS the journal, since it is the budgetary forecast period, has transmitted a request for financing for 2024-2025 financial year;

THEREFORE,

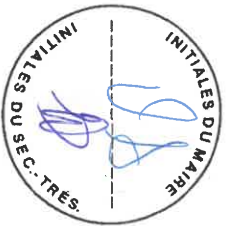
IT IS PROPOSED BY Councillor Marc Bilodeau,
SECONDED BY Councillor Vanessa Chapman,

AND CARRIED TO authorize an amount of 2 500 \$ as financial aid to the Bury Image Journal for the 2025 financial year.

THAT the financial aid be transmitted at the end of their financial year, that is in July 2025.

THAT this contribution is conditional to the adoption of the 2025 budget.

ADOPTED UNANIMOUSLY



No de résolution
ou annulation

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 9:24 p.m.


2024-10-190

The next ordinary meeting will be held on Monday, November 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: 2024-10-173, 2024-10-178, 2024-10-182, 2024-10-183, 2024-10-186, 2024-10-187

Signed this October 8, 2024.



Denis Savage
Mayor



Louise Brière
Director General and Clerk-Treasurer

