



No de résolution
ou annotation

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

A REGULAR MEETING of the Municipal Council of Bury was held on **Monday, August 7th, 2017, at 7:30 pm** at the Bury Armoury Community Center. Presents were Councillors Daniel Fréchette, Marilyn Matheson, Delmar Fisher, all members of said Council having been duly convened and forming quorum, under the chairmanship of the Pro-Mayor, Mr. Alain Villemure, and according to the provisions of the Municipal Code.

The Mayor Mr. Walter Dougherty, the Director General and Secretary-Treasurer Mrs. Karen Blouin and Councillor Martin Jones are absent.

The Assistant Secretary-Treasurer, Mrs. Louise Brière, is present.

1. Opening of the regular meeting

Quorum verification and words of welcome, it is 7:30 pm.

2. Adoption of the Agenda

IT IS PROPOSED BY Councillor Delmar Fisher,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED to adopt the agenda for the regular meeting of August 7th, 2017, adding 8.8.

The agenda is presented as follows:

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the August 7th, 2017, meeting
3. Adoption of the minutes of the regular meeting of July 3rd, 2017
4. 1st public question period (general questions)
5. Filing of the monthly correspondence
6. Mayor's report
7. Reports of the Committees
 - 7.1 Administration
 - 7.2 Public Safety
 - 7.3 Public Works
 - 7.4 Town Planning and Environment
 - 7.5 Leisure, sport and culture
8. New Business
 - 8.1 List of monthly bills
 - 8.2 Administrative assistant position
 - 8.3 Hiring of a labourer
 - 8.4 Power of Attorney for Electronic Service Manager for Revenu Québec
 - 8.5 Updating the rental policy of the hall
 - 8.6 Policy for the insurance coverage for municipal NPO without premises
 - 8.7 Authorization to sign—agreement protocol
 - 8.8 Granting of the contract for the purchase of a loader
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- 10. 2nd question period (items on the agenda)
- 11. Other issues and new business
- 12. Information from Council members
- 13. Adjournment of the meeting
Next regular meeting

Monday, September 11th, 2017, at 7:30 p.m. at the Armoury Community Center at 563 Main Street in Bury.

ADOPTED UNANIMOUSLY

3. Adoption of the minutes of the regular meeting of July 3rd, 2017.

IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED that the French Minutes of the regular meeting of July 3rd 2017, be approved as filed.

ADOPTED UNANIMOUSLY

4. 1st public question period (general questions)

Questions were asked:

- Amortization of the financial summary statements for 2016.
- Insurance for NPO.
- P.V. May 23rd, 2017—Proposed transaction—no amount indicated?
- Disciplinary measures—why not mandate the mayor instead of the DG?
- List of accounts payable in June.

5. Filing of the monthly correspondence

The Assistant Secretary-Treasurer mentioned that there is no correspondence.

6. Mayor's report on the financial situation of the Municipality

No report, the mayor is absent.

7. Reports of the committees

- 7.1 Administration
- 7.2 Public Safety
- 7.3 Public Works
- 7.4 Town Planning and Environment
- 7.5 Leisure, sport and culture

8. New business

8.1 List of monthly bills

CONSIDERING THAT the Director General must, in virtue of By-Law 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 Daniel Fréchette,
SECONDED BY Councillor Delmar Fisher,

2017-08-104

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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 \$99,407.80.

THAT the report be filed under number 07-2017 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

8.2 Administrative assistant position

2017-08-106

WHEREAS there is a need to fill the position of Administrative Assistant left vacant following the retirement of an employee;

WHEREAS following the internal posting of the position, the employee Mrs. Julie Gervais, expressed interest in applying

THEREFORE,
IT IS PROPOSED BY Councillor Daniel Fréchette,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED THAT Ms. Julie Gervais be hired as an administrative assistant to the salary and the conditions laid down (level III, step 2) in the collective agreement in force. The start of employment is set for August 8th, 2017.

THAT Mrs. Gervais be subject to the trial period provided for in the collective agreement.

ADOPTED UNANIMOUSLY

8.3 Hiring of a labourer

2017-08-107

WHEREAS it is necessary to fill the vacant position of day laborer

WHEREAS the municipality received resumes and following the selection and the interviews, the selection committee tabled its recommendations to the council

THEREFORE,
IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED THAT Mr. Sébastien Robert is hired as a day laborer at the salary and the conditions, laid down (level IV, step I) in the collective agreement in force. The beginning of the employment is set for August 8th, 2017.

THAT Mr. Robert is subject to the trial period provided for in the collective agreement.

ADOPTED UNANIMOUSLY

8.4 Power of Attorney for Electronic Services Manager for Revenu Québec

2017-08-108

CONSIDERING THAT the power of attorney attached to the Québec Business Number (NEQ) 8,813,432,984 granted to the person responsible for electronic services (CSR), Mrs. Louise Brière, expires on August 15th, 2017;



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WHEREAS it is necessary to renew this power of attorney to ensure compliance with the fiscal obligations of the Municipality required by Revenu Québec

THEREFORE,
IT IS PROPOSED BY Councillor Delmar Fisher,
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED THAT the Municipality of Bury, represented by Mrs Louise Brière, be authorized

- register the business with Revenu Québec;
- manage the business's registration for clicSÉCUR — Entreprises ;
- manage the business's registration for My Account for businesses (and anything else that entails);
- take on the role and responsibilities of the person in charge of using the online services described in the My Account for businesses conditions for use (for example, by granting powers of attorney and authorizations to the business's users and to other businesses);

view the business's file and act on behalf of the business for all periods and taxation years (past, present and future), including participating in any negotiations with Revenu Québec involving any information Revenu Québec holds about the business for the administration and enforcement of tax legislation, the Excise Tax Act and the Act to facilitate the payment of support, by communicating with Revenu Québec over the phone, in person, in writing or using online services..

ADOPTED UNANIMOUSLY

8.5 Updating the rental policy of the hall

2017-08-109

WHEREAS it is time to update the rental agreement policy documents for the Community Centre

THEREFORE,
IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED to approve the new rental agreement policy for the Community Centre.

ADOPTED UNANIMOUSLY

8.6 Policy for the insurance coverage for municipal NPO without premises

2017-08-110

WHEREAS THE non-profit organizations of the municipality of Bury registered in the register of sole ownerships, companies and legal persons must have liability cover, to cover their activities in the municipal locations;

WHEREAS the municipality wishes to include eligible non-profit organizations in the insurance policy;

WHEREAS the regular activities of eligible NPO must take place on municipal premises;

WHEREAS NPO must not own premises and must offer activities or services on a voluntary basis to the people of Bury;



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THEREFORE,
IT IS PROPOSED BY Councillor Daniel Fréchette,
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED THAT to provide eligible non-profit organizations (NPO) with the option of obtaining third party liability coverage by including them in the municipal insurance policy.

THAT the eligibility of an NPO will be assessed by the municipality and by the Mutual of the Municipalities of Québec (MMQ)

ADOPTED UNANIMOUSLY

2017-08-111

8.7 Authorization to sign—agreement protocol

CONSIDERING THAT it is necessary to give access to the SIGALE site to Groupe GPI Inc. As part of the mandate granted for the classification and prevention of fire;

THEREFORE,
IT IS PROPOSED BY Councillor Marilyn Matheson,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED To authorize the Director General, Mrs. Karen Blouin, or the Assistant Secretary-Treasurer, Mrs. Louise Brière, to sign for and on behalf of the Municipality of Bury the protocol of confidentiality agreement on the use of the data on SIGALE.

ADOPTED UNANIMOUSLY

2017-08-112

8.8 Granting of the contract for the purchase of a loader

WHEREAS the Municipality of Bury proceeded to a tender on the site of the SEAO for the purchase of a loader;

WHEREAS the Municipality has received the following five (5) offers:

Name of the Tenderer	Used Loader	
WAJAX	JCB 436ZX 2008 (before taxes)	\$103,000.00
DENIS GAUVIN (EQUIPEMENTS PLANNORD)	DOOSAN DL200TC-3 2015 (before taxes)	\$175,000.00
NORTRAX	JOHN DEERE 544K 2009 (before taxes)	\$98,484.00
NORTRAX	JOHN DEERE 544K 2010 (before taxes)	\$120,755.00
NORTRAX	JOHN DEERE 624G 1996 (before taxes)	\$79,355.40

THEREFORE,
IT IS PROPOSED BY Councillor Delmar Fisher,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED To accept the offer submitted by the company Wajax, to the amount of \$103,000, before taxes. Conditional to the inspection of the equipment and acceptance by the MAMOT.

ADOPTED UNANIMOUSLY



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9. Legislation

None

10. 2nd public question period (Items on the agenda)

Questions were asked:

- 8.2 — If one (1) or two (2) positions?
- Items on list of bills: 19, 20, 22, 56, 57, 60, 63, 65, 67, 73.

11. Other issues and new items

None

12. Information from Council members

None

13. Adjournment of the meeting;

2017-08-113

IT IS PROPOSED BY Councillor Marilyn Matheson that the assembly be adjourned; it is 8:06 p.m.

Next regular meeting will be held on Monday, September 11th, 2017, at 7:30 p.m. at the Armoury Community Center situated at 563 Main Street.

Certificate of sufficient funds:

I, the undersigned, Louise Brière, Assistant Secretary-Treasurer, certify, by the present, that funds are available for the amounts to be paid in the following resolutions: 2017-08-105; 2017-08-112.

Signed this August 8th, 2017

Louise Brière, Assistant Secretary-Treasurer

Alain Villemure
Pro-Mayor