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

A REGULAR MEETING of the Municipal Council of Bury was held on **Tuesday, October 2, 2018, at 7:30 pm** at the Bury Armoury Community Center. Presents were Councillors Daniel Fréchette, Marilyn Matheson, Sabrina Patry-McComb, Alain Villemure, Delmar Fisher, Corey Strapps all members of said Council having been duly convened and forming quorum, under the chairmanship of the Mayor, Mr. Walter Dougherty, and according to the provisions of the Municipal Code.

The Director General and Secretary-Treasurer, Mrs. Karen Blouin, 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 Marilyn Matheson,
SECONDED BY Councillor Daniel Fréchette,

AND CARRIED to adopt the agenda for the regular meeting of October 2, 2018.

The agenda is presented as follows:

AGENDA

1. Opening of the meeting
2. Adoption of the agenda of the October 2, 2018 meeting
3. Adoption of the minutes of the ordinary meetings of September 10, 2018
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 Temporary loan for the project of rehabilitation on a section of McIver Street
 - 8.3 Nomination of the members on the technical committee for the rehabilitation project on McIver Street
 - 8.4 Donation to the Brookbury Community Center
 - 8.5 Awarding of graduates bursaries
 - 8.6 Mandate to the Union of the Municipalities of Quebec for the bulk purchase of fuels and heating oil
 - 8.7 Tenders - Professional Services for Quality Control of Materials on - McIver Street Project
 - 8.8 Request for a minor derogation at 330 Route 214

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- 8.9 Request for a minor derogation at 75 Chemin Bibeau
- 8.10 Authorisation request to the CPTAQ concerning lot 4 772 975

- 9. Legislation
- 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, November 5, 2018 at 7:30 p.m. at the Armoury Community Center at: 563 Main Street in Bury.

ADOPTED UNANIMOUSLY

- 3. Adoption of the French minutes of the ordinary meetings of September 10, 2018.**

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

AND CARRIED that the French Minutes of the ordinary meetings of September 10, 2018, as filed.

ADOPTED UNANIMOUSLY

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

Questions were asked:

- Costs to citizens of the threat of prosecution;
- How the municipality learns that there are leaks if there are no reports since March;
- The purchase of clothing by firefighters in July and August
- The change in the amount of the inspector's fees from one week to the next
- Maintenance of Prescott Road

- 5. Filing of the monthly correspondence**

The Director General mentioned that there is no correspondence.

- 6. Mayor's report**

The Mayor reported on his local & regional (MRC) activities.

- 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**

2018-10-135



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 Alain Villemure,
SECONDED BY Councillor Delmar Fisher,

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 \$ 185 399.73.

THAT the report be filed under number 09-2018 and be considered an integral part of the present minutes.

ADOPTED UNANIMOUSLY

8.2 Temporary loan for the refecton of the municipal services on McIver Street

2018-10-137

WHEREAS the municipality has obtained the approval of the MAMOT for loan bylaw number 434-2018 decreeing a loan of \$1 089 000 for the repair of the municipal services on McIver Street;

WHEREAS a temporary loan is required to pay the contractor and the professionals working on this project while waiting to close the loan bylaw;

THEREFORE,
IT IS PROPOSED BY Councillor Daniel Fréchette,
SECONDED BY Councillor Alain Villemure,

AND CARRIED to authorize a loan from the *Caisse populaire des Hauts-Boisés*, up to a maximum of \$1 089 000 and to authorize the Director General and Secretary-Treasurer Karen Blouin and the Mayor Walter Dougherty, to sign any document related to this loan.

ADOPTED UNANIMOUSLY

8.3 Nomination of the members of the Technical Committee for the McIver Street Project

2018-10-138

WHEREAS the Municipality of Bury will proceed with the refecton of the municipal services on McIver Street;

WHEREAS it is advisable to form a technical committee with decision-making power, to avoid delays in the construction work;

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

AND CARRIED THAT the municipality authorizes the mayor M. Walter Dougherty, Councillor's Alain Villemure and Delmar Fisher and the Director General Mme Karen Blouin, to sit on the technical committee.

ADOPTED UNANIMOUSLY



2018-10-139

8.4 Donation to the Brookbury Community Center

WHEREAS the Municipality has received a letter from the Brookbury Community Center, requesting a financial contribution for their Halloween party to be held on October 26, 2018;

WHEREAS Brookbury Community Centre is a non-profit organization and sees to the welfare of the children of the municipality;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED to donate \$50, as a financial contribution for their Halloween party on October 26.

ADOPTED UNANIMOUSLY

2018-10-140

8.5 Awarding of graduates bursaries

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

WHEREAS this bursary is for all students in the Bury community who have completed their studies;

WHEREAS seven (7) students graduated from high school;

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

AND CARRIED to authorize an amount of \$300, for each 2018 graduates.

ADOPTED UNANIMOUSLY

2018-10-141

8.6 Mandate to the Union of the Municipalities of Quebec for the bulk purchase of fuels and heating oil

WHEREAS the Municipality of Bury has received a proposal from the Union of Quebec Municipalities (UMQ) to set-up on his behalf and on behalf of several other interested civic organizations, a buying group for the publication of a call for public tender for the bulk supply of different fuels (gasoline, diesel and fuel oils);

WHEREAS sections 29.9.1 of the Law respecting Cities and Towns and 14.7.1 of the *Municipal Code*:

- allow a municipality to enter into an agreement with the Union of Municipalities of Quebec to purchase products on its behalf;
- specify that the rules governing the awarding of contracts by a municipality apply to contracts awarded under this section and the UMQ agrees to abide by these rules;
- specify that this contracting process is subject to the *UMQ Contract Management Policy for its consolidation agreements* adopted by the UMQ Board of Directors;



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

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

AND CARRIED THAT the preamble is an integral part hereof as if recited in full;

THAT the Municipality of Bury confirms its accession to the purchasing group established by the UMQ for the period April 1, 2019 to March 31, 2022 and assigned to UMQ the bidding process leading to the award group purchases of different fuels (gasoline, diesel and fuel oil) for the activities of our organisation municipal contracts:

THAT a contract of a period of two (2) years with renewal option of a maximum period of one (1) year, may be granted under the terms specified in the tender documents and the applicable laws;

THAT the Municipality entrusts the UMQ the power to benefit or not to the renewal option under the contract and to make a decision in its name;

THAT the Municipality undertakes to complete for UMQ, within the deadlines, the letter of application for membership, the technical registration form that will provide and seek to know the annual quantities of various types of fuels with its expected requirements:

THAT the Municipality agrees to abide by the terms and conditions of the contract as if it had contracted directly with the supplier to whom the contract is awarded;

THAT the Municipality agrees to pay to UMQ a management fee based on the amount of fuel required by our municipal organization. It is understood that the UMQ:

- charge participants a quarterly management fee of \$0.0055 (\$0.55) per liter purchased to the UMQ members and \$0.0100 (1¢) per liter purchased to the non members of the UMQ;
- may charge a minimum annual management fee of \$200.00 to those participants with low volumes,

ADOPTED UNANIMOUSLY

**8.7 Tenders - Professional Services for Quality Control of Materials on
- McIver Street Project**

2018-10-142

WHEREAS the Municipality of Bury has solicited bids from three (3) companies—Labo S.M. Inc, Englobe and Les Services EXP Inc—to carry out the soil analysis in the laboratory as part of the repair work on McIver Street;

WHEREAS this expense is included in incidental expenses, 15% of the loan bylaw 434-2018;

THEREFORE,
IT IS PROPOSED BY Councillor Delmar Fisher,
SECONDED BY Councillor Alain Villemure,



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AND CARRIED THAT the municipality of Bury authorizes the Director General and secretary treasurer, Karen Blouin, to award a contract to the lowest bidder.

ADOPTED UNANIMOUSLY

8.8 Request for a minor derogation at 330 Route 214

2018-10-143

WHEREAS a minor derogation request to, 330 Route 214, has been submitted to the Municipality of Bury;

WHEREAS the shed is located 0.75 m from the lot line;

WHEREAS the request consists in reducing the lateral margin from 1 meter to 0.75 meter for lot 4 773 133;

WHEREAS the Urban Planning Advisory Committee (CCU), with the objective of deciding on projects related to urban planning, has taken cognition of this request;

WHEREAS following the public notice posted in accordance to the Act, all interested persons are invited to be heard at the present meeting;

THEREFORE,
IT IS PROPOSED BY Councillor Daniel Fréchette,
SECONDED BY Councillor Corey Strapps,

AND CARRIED TO refuse this request for a minor derogation, as recommended by the Planning Advisory Committee, considering that the owner has enough land available to move the shed and comply with the bylaw in force.

ADOPTED UNANIMOUSLY

8.9 Request for a minor derogation at 75 Chemin Bibeau

2018-10-144

WHEREAS a minor derogation request to, 75 chemin Bibeau, has been submitted to the Municipality of Bury;

WHEREAS there is a 0.3 metre overlap of the drip and overhang of the ledge of a habitable cottage of which an easement is registered in the land register;

WHEREAS the request consists in reducing the lateral margin from one (1) meter to 0.75 metres for lot 4 773 133;

WHEREAS the Urban Planning Advisory Committee (CCU), with the objective of deciding on projects related to urban planning, has taken cognition of this request;

WHEREAS following the public notice posted in accordance to the Act, all interested persons are invited to be heard at the present meeting;

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

AND CARRIED TO refuse this request for a minor derogation, as recommended by the Planning Advisory Committee, considering that the



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owner is protected by a real and perpetual tolerance easement, allowing the encroachment and the dripping on the neighbouring ground.

ADOPTED UNANIMOUSLY

2018-10-145

8.10 Authorisation request to the CPTAQ concerning lot 4 772 975

CONSIDERING THAT Mr. Yves Marquis wishes to file, with the Commission for the Protection of the Agricultural Land of Quebec (CPTAQ), a request for an authorization to allow the separation of the land unit constituting lot 4 772 975 in two lots of 3.8 ha and 196.2 ha;

CONSIDERING THAT in accordance with the provisions of the Act Respecting the Protection of Agricultural Land and Agricultural Activities (LPTAA), the Municipality of Bury must give a recommendation regarding Mr. Yves Marquis application concerning the separation of the land unit from the lot 4 772 975 and the sale of one of the lots;

CONSIDERING THAT in virtue of section 58.2 of the Act, the recommendation must be motivated while respecting the criteria referred to in section 62, and must also indicate that the application is in accordance with the provisions of the zoning bylaw of the municipality ;

CONSIDERING THAT the alienation of the lot would not be a threat to the development of agricultural activities or to the different possibilities of agricultural use of the neighboring lots;

WHEREAS the request is in accordance with the zoning bylaw of the Municipality;

THEREFORE,
IT IS PROPOSED BY Councillor Alain Villemure,
SECONDED BY Councillor Delmar Fisher,

AND CARRIED TO support and recommend the application for authorization presented by Mr. Yves Marquis, to obtain from the Commission for the Protection of the Agricultural Land of Quebec (CPTAQ), the authorization to divide the land ownership into two (2) lots, respectively 3.8 ha and 196.2 ha.

That a copy of this resolution be sent to the owners concerned and to the Commission for the Protection of Agricultural Land in Quebec.

ADOPTED UNANIMOUSLY

9. Legislation

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

Questions were asked:

- Items on the monthly bills list: 40, 41, 42, 72 and 86
- The fact that there is a salary at the day camp position in September when the camp is over since August
- 8.4 on the agenda as to whether the employee member will be paid overtime
- 8.7 Why an independent firm for soil testing. Is it an obligation?



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11. Other issues and new items

None

12. Information from Council members

None

13. Adjournment of the meeting;

2018-10-146

IT IS PROPOSED BY Councillor Marilyn Matheson that the assembly be adjourned; it is 8:20 p.m.

Next regular meeting will be held on Monday, November 5, 2018, at 7:30 p.m. at the Armoury Community Center situated at 563 Main Street.

Certificate of sufficient funds:

I, the undersigned, Karen Blouin, Director General and Secretary-Treasurer, certify, by the present, that funds are available for the amounts to be paid in the following resolutions: 2018-10-136, 2018-10-139, 2018-10-140

Signed this October 3, 2018

Karen Blouin, Director General and Secretary-Treasurer

Walter Dougherty
Mayor