



No de résolution  
ou annotation

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

**A REGULAR MEETING** of the Municipal Council of Bury was held on **Monday, January 10<sup>th</sup>, at 7:30** at the Bury Armoury Community Center. Present were Councillors Marilyn Matheson, Florence Fréchette, Linda Harper McMahon, Terry Williams, and Martin Jones, all members of the said Council having been duly convened and forming quorum, under the chairmanship of Mayor Walter Dougherty and according to the provisions of the Municipal Code.

The Director General / Secretary-Treasurer, Suzanne Ménard and her assistant Karen Blouin are also present.

**1. Opening of the regular meeting**

At 7:30 p.m., quorum verification and words of welcome

**2. Adoption of the Agenda**

IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED TO adopt the agenda for the regular meeting of January 10<sup>th</sup>, 2011 as filed with mention that item 8.12 entitled Final accounting for the renovation of Victoria Hall and Veterans Memorial Lounge is postponed to a future meeting.

The agenda is presented as follows:

**AGENDA**

1. Opening of the meeting
2. Adoption of the agenda
3. Adoption of the minutes
  - 3.1 Regular meeting of December 6<sup>th</sup>, 2010
4. 1<sup>st</sup> public question period (general questions)
5. Filing of the monthly correspondence
6. Filing of the financial activities report as of 31-12-2010
7. Reports of the Committees
  - 7.1 Administration
  - 7.2 Public Safety
  - 7.3 Public Works and Environment
  - 7.4 Town Planning and Development
  - 7.5 Leisure, sport and culture
  - 7.6 Golf
8. New Business
  - 8.1 List of bills to be paid
  - 8.2 Request for a credit margin to the Caisse des Hauts-Boisés
  - 8.3 2011 Budget Meeting
  - 8.4 Signing of the collective agreement
  - 8.5 Adoption of a policy on contract management
  - 8.6 Request for expertise for the Bury Brook

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- 8.7 Service agreement for the training activity for the firefighters
- 8.8 Nomination of the 2011 firefighters
- 8.9 3<sup>rd</sup> progressive detailed account and final reception of the repair work done on the drinking water line on Route 214
- 8.10 Ratification to the support for an authorization request to the CPTAQ
- 8.11 Postponement of the public consultation concerning the first draft bylaw number 339-F modifying the zoning bylaw
- 8.12 Final detailed account of the renovations to the Victoria Hall and the Veterans Memorial Lounge
- 8.13 Authorization to hold the carnival
9. 2<sup>nd</sup> question period ( items on the agenda)
10. Other issues and new business
11. Information from Council members
12. Adjournment of the meeting

Next regular meeting

Monday February 7<sup>th</sup>, 2011 at 7:30 p.m. at the Armoury Community Center at 563 Main Street.

**ADOPTED**

2011-01-002

**3. Adoption of the Minutes**

**3.1 Regular Meeting of December 6<sup>th</sup>, 2010.**

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

AND CARRIED THAT the French Minutes of the Regular Meeting of December 6<sup>th</sup>, 2010 be approved as filed.

**ADOPTED**

**4. 1<sup>st</sup> public question period (general questions)**

Some citizens asked questions and voiced their comments to the council members on various topics.

**5. Filing of the monthly correspondence**

The monthly correspondence is submitted to Council

**6. Statement of financial activities at 31-12-2010**

The statement of financial activities as at December 31<sup>st</sup>, 2010 is submitted to Council

**7. Reports of the committees**

- 7.1 Administration
- 7.2 Public Safety
- 7.3 Leisure, sport and culture



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- 7.4 Public Work & Environment
- 7.5 Town Planning and Development
- 7.6 Golf

**8. New business**

**8.1 List of bills to be paid**

2011-01-003

CONSIDERING THAT the Director General must, in virtue of By-Law 403-2008 regarding delegation of powers and rules for the control and follow-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 Terry Williams,  
SECONDED BY Councillor Linda Harper McMahon,

AND CARRIED THAT the Municipal Council accepts the inclusion of the authorized expenses with the list of accounts payable and the payment of the corresponding bills totaling 369 628,46 \$.

THAT the report be filed under number 12-2010 and be considered an integral part of the present minutes.

**ADOPTED**

**8.2. Request for a credit margin to the Caisse des Hauts-Boisés**

2011-01-004

WHEREAS the Municipality is completing numerous projects in this end of year period;

WHEREAS one of the projects related to Phase 2 of the repairs to the drinking waterline on Route 214 at a cost of 259 330,27 \$, tax included, and that the municipality will have to disburse this amount before March 31<sup>st</sup>, 2011;

WHEREAS these repairs on Route 214 are subject to financial aid from the Quebec Minister of Transport for a maximum amount of 145 000 \$ and a government grant of 105 000 \$ from the Program to renew lines (PRECO);

THEREFORE  
IT IS PROPOSED BY Councillor Marilyn Matheson,  
SECONDED BY Councillor Linda Harper McMahon,

AND CARRIED UNANIMOUSLY to authorize the Mayor, Walter Dougherty, and the Director general, Suzanne Menard, to sign in the name of the Municipality of Bury an application to request a credit margin of 250 000\$ from the Caisse des Hauts-Boisés.

**ADOPTED**



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### **8.3 2011 Budget Meeting**

WHEREAS the municipal budgets must be adopted by Municipalities governed by the Municipal Code by December 31<sup>st</sup> of each year;

WHEREAS numerous files prevented the Municipality of Bury to adopt the 2011 budget for December 31<sup>st</sup>, 2010;

THEREFORE

IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Martin Jones,

AND CARRIED to advise the Ministry of Municipal Affairs, Regions and Occupation of Territory that the Municipality of Bury will hold its extraordinary meeting to adopt the 2011 budget on January 31<sup>st</sup>, 2011 at 7:00 p.m.

**ADOPTED**

**2011-01-006**

### **8.4 Signing of the collective agreement**

WHEREAS the collective agreement for the municipal employees and the Bury volunteer firefighters ends December 31<sup>st</sup>, 2010;

WHEREAS there is need to renew it, after agreement between the parties, the 2011-2014 collective agreement which links the Workers Union of the Municipality of Bury -CSN (general unit) and the Volunteer Firefighters and the Municipality;

THEREFORE

IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Florence Frechette,

AND CARRIED UNANIMOUSLY that the Municipality authorizes the Mayor, Walter Dougherty, and the Director General, Suzanne Menard, to sign in the name of the Municipality of Bury, the 2011-2014-collective agreement between the Workers Union of the Municipality - CSN ( general unit) and the Volunteer Firefighters and the Municipality;

**ADOPTED**

**2011-01-007**

### **8.5 Adoption of a policy on contract management**

WHEREAS it was sanctioned by the National Assembly, March 1<sup>st</sup>, 2010, the act modifying various legislative measures mainly concerning the procedure to award contracts of municipal organisations (L.Q.,2010, chapter 1);

WHEREAS this act was modified by the act modifying various legislative measures in Municipal matters (L.Q., 2010, chapter 18), sanctioned June 12<sup>th</sup>, 2010;

WHEREAS these two acts stipulate notably that Municipalities subject to the Quebec Municipal Code (L.R.Q., c. C-27,1) must, at the latest January 1<sup>st</sup> 2011, adopt a contract management policy;



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WHEREAS the policy must foresee notably:

1. measures aimed at assuring that all tenderors or one of his representatives has not communicated or tried to communicate, in order to influence, any member of the selection committee relative to the request for tenders for which he presents a tender;
2. measures favouring the respect of applicable acts which aim at fighting against the trickery of bids;
3. measures aimed at assuring the respect of the Act on transparency and ethics in matters of lobbying (chapter T-11.011) and the Code of professional ethics of lobbyists adopted according to this act;
4. measures whose aim is to prevent of acts of intimidation, influence trafficking and corruption;
5. measures whose aim is to prevent situations of conflict of interest;
6. measures whose aim is to prevent all other situations liable to compromise the impartiality and objectivity of the request for tender process and the management of the resulting contract;
7. measures aiming to supervise all decisions made to authorize the modification of a contract;

WHEREAS the Council has examined a draft of the contract management policy of which the text is identified «Contract Management Policy of the Municipality of Bury 2010-01»;

THEREFORE

ON PROPOSAL OF Councillor Marilyn Matheson,  
SECONDED BY Councillor Terry Williams,

AND CARRIED UNANIMOUSLY to adopt as contract management policy of the Municipality, the policy contained in the document identified «Contract Management Policy of the Municipality of Bury 2010-01».

**ADOPTED**

### **8.6 Request for expertise for the Bury Brook**

2011-01-008

WHEREAS there was a blockage problem on the Bury Brook December 13th;

WHEREAS the Civil Protection came on site and recommended an expert evaluation of the ice coverage at the mouth of the Saint-Francis River so as to prevent any flooding;

THEREFORE

IT IS PROPOSED BY Councillor Martin Jones,  
SECONDED BY Councillor Terry Williams,

AND CARRIED UNANIMOUSLY to mandate the firm of Hydrométéo to make the expert evaluation at a cost of 800\$ plus taxes and 100\$ plus taxes to produce a written report of the evaluation.

**ADOPTED**



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2011-01-009

**8.7 Service agreement for the training activity for the firefighters**

WHEREAS the service agreement for a training activity for two Firefighters must be signed;

WHEREAS the total cost of the activity is 2 440\$ plus taxes;

THEREFORE  
IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED to authorise the signing of the service agreement for the activity of Firefighter 1 - Section 3 which represents an amount of 2 440\$ plus taxes.

**ADOPTED**

2011-01-010

**8.8 Naming of the 2011 firefighters**

WHEREAS there is need to proceed with the naming of the 2011 Volunteer Firefighters;

THEREFORE  
IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED that are named Volunteer Firefighters for 2011:

- |                 |                    |                    |
|-----------------|--------------------|--------------------|
| Russell Perkins | Stacy Strapps      | Edward Jackilin    |
| Jane Harrison   | Justin Fleury      | Gary Barter        |
| Robert Bishop   | Sébastien Gauthier | Corey Strapps      |
| Ashley Fisher   | Patrick Bégin      | Marcel Dougherty   |
| Teresa Jacklin  | Kevin Fleury       | Shawn Lowe         |
| Michael Maclver | Matthew Maclver    | Jesse MarkeyJeremy |
| Simonneau       | Keith Chapman      |                    |

**ADOPTED**

2011-01-011

**8.9 3<sup>rd</sup> progressive detailed account and final reception of the repair work done on the drinking water line on Route 214**

WHEREAS Phase 1 of the repair work was done to a drinking waterline on Route 214 in 2009 by T.G.C.;

WHEREAS the total amount invoiced by the contractor is 7 678\$ plus taxes;

WHEREAS the seeding work was done late in the fall and it will not be possible to judge the acceptability of this before the summer of 2011;

WHEREAS the technician of the firm Teknika-HBA recommends the signing of the certificate of final acceptance of the work but the release of only 5 000\$ before taxes;



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WHEREAS the release of an amount withheld of 2 678\$ must be remitted only at the time the regrowth of vegetation is to our satisfaction;

THEREFORE

IT IS PROPOSED BY Councillor Martin Jones,  
SECONDED BY Councillor Florence Frechette,

AND CARRIED UNANIMOUSLY to authorize a payment of 5 000\$, plus taxes, and to sign the certificate of final acceptance.

TO send copies to T.G.C. and Teknika.

**ADOPTED**

**8.10 Ratification to the support for an authorization request to the CPTAQ**

2011-01-012

WHEREAS the owner of lot 26-p wishes to take advantage of his residential acquired right in an Agricultural Zone;

WHEREAS the owner of lot 26-p wishes to separate from his property of 119,78 hectares, an area corresponding to 10 930 square meters already being used for non-agricultural purpose (residential use);

WHEREAS the Town Planning Advisory Committee (CCU), having as its objective to deliver its opinion on projects relating to development, has taken note of the present request and recommends it to the Council Members;

WHEREAS the present request conforms to the Town planning By Laws in force in the Municipality;

WHEREAS a request for authorisation to the CPTAQ requires the support of Council.

IT IS PROPOSED BY Councillor Marilyn Matheson,  
SECONDRD BY Councillor Florence Frechette,

and CARRIED UNANIMOUSLY to support the request for authorization to the CPTAQ.

**ADOPTED**

**8.11 Postponement of the public consultation concerning the first draft bylaw number 339-F modifying the zoning bylaw**

2011-01-013

IT IS PROPOSED BY Councillor Marilyn Matheson,  
SECONDED BY Councillor Martin Jones.

AND CARRIED that due to the holiday period the Journal du Haut -Saint-François did not print any issues, the consultation meeting regarding the 1st draft of By Law no. 339-F modifying the Zoning By Law will take place Monday, February 7th at 7:00 p.m. at the Armoury Community Centre.

THAT during this public meeting, the Mayor (or another member of Council designated by Council) will explain the draft By Law as well as the



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consequences of its adoption and will listen to those who wish to speak on this subject.

**ADOPTED**

**8.12 Final detailed account of the renovations to the Victoria Hall and the Veterans Memorial Lounge**

2011-01-014

Item postponed

**8.13 Authorization to hold the carnival**

2011-01-014

WHEREAS the Mayor's Tournament Committee is preparing the 2011 carnival;

IT IS PROPOSED BY Councillor Terry Williams,  
SECONDED BY Councillor Marilyn Matheson,

AND CARRIED to authorise the holding of the Carnival in Memorial Park, March 5th, 2011 and to allow the use of the facilities in Memorial Park as well as the Armoury Community Centre for the day and evening.

**ADOPTED**

**9. 2<sup>nd</sup> public question period (agenda items)**

Some questions were asked and comments made by the audience concerning the items on the agenda.

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**10. Other issues and new items**

**11. Information from Council members**

**12. Adjournment of the meeting;**

2011-01-015

It is proposed by Councillor Marilyn Matheson that the assembly be adjourned; it is 8:45 p.m.

**Next regular meeting will be held on Monday February 7<sup>th</sup>, 2011 at 7:30 p.m. at the Armoury Community Centre (563 Main Street).**



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**Certificate of sufficient funds:**

I, Suzanne Menard, Director General / Secretary-Treasurer, certify by the present that the funds are available, for the above-mentioned expenses, in the following general ledger accounts: 02-10000, 02-20000, 02-30000, 02-40000, 02-60000, and 02-70000, allocated surplus and the non-allocated surplus.

Signed this January 11<sup>th</sup>, 2010

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Suzanne Menard, Director General / Secretary-Treasurer

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Walter Dougherty, Mayor