

## MUNICIPALITY OF BRYSON

Regular meeting of the Bryson Municipal Council held July 10, 2023 at 7:00 p.m. at the municipal office located at 833 Principale Street, Bryson, Quebec.

Present: Pro-Mayor Dave Miljour and Councillors Joanne Ralston, Jian Zhang, Serge Lance, Wayne Cameron and

Also present: Vanessa Dagenais, Director General and Clerk-Treasurer.

Pro-Mayor Miljour presided over the meeting.

### 1. OPENING OF THE MEETING

Mayor Gagnon called the meeting to order at 7:00 p.m.

Conflict of Interest Statement –

*A conflict of interest occurs when elected officers are placed in a situation of having to choose between their personal interests, or those of their entourage, and the public interest. The conflict-of-interest sections of the Act respecting municipal elections and referendums are designed to ensure that the decision-making process on a municipal council is not tainted by personal considerations.*

### 2. ADOPTION OF THE AGENDA

The following items were added to the agenda:

4.4 Motion concerning the three-year capital expenditure plan  
12.1 Allocation of tools.

2023-07-62      **IT WAS MOVED** by Serge Lance and unanimously resolved to adopt the agenda of July 10th, 2023, as amended. **carried**

### 3. ADOPTION OF THE MINUTES

2023-07-63      **IT WAS MOVED** by Wayne Cameron and unanimously resolved to adopt the minutes of June 12th, 2023. **carried**

### 4. MATTERS ARISING FROM THE PREVIOUS MEETIN

4.1 Resolutions (3) related to Council's financial responsibilities

**CONSIDERING** the recommendations of Mr. Simon Thibault, CPA auditor, CGA, listed in his report to those responsible for governance and his letter addressed to the Municipal Council and dated March 10, 2022;

**WHEREAS** the Municipal Council has not acted on Mr. Thibault's recommendations;

**CONSIDERING** the fact that our financial report for the year 2021 has not been completed and must be forwarded to the Minister of Municipal Affairs no later than May 15, in accordance with article 176.2 of the Quebec Municipal Code (CM);

**CONSIDERING** the reasons why this report has not been completed and that these reasons are listed in Mr. Thibault's report;

**CONSIDERING** the fact that this delay may cause difficulties in obtaining loans at a preferential rate and may generate other financial risks;

**CONSIDERING** the time required for our accountant, Mr. Gerard Labelle, CPA, to pursue his additional mandate of daily monitoring of our finances, as well as the corrections required in the absence of duly trained personnel;

**CONSIDERING** that this additional mandate with Mr. Thibault and Mr. Labelle generates additional costs for these services

**CONSIDERING** the letter received from Minister Andrée Laforêt dated April 18, 2023, published on the Municipal Affairs website (MAM) and read at the regular municipal council meeting held on May 8, 2023, the subject of which is non-compliance with the section of the Act respecting the Ministère des Affaires municipales, des Régions et de l'Occupation du territoire (LMAMROT) in connection with the delay of our financial report and audit for the year 2021

2023-07-64 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved that the Municipal Council meet with the accountant and auditor following the latter's recommendations in March 2022. **Carried**

2023-07-65 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved that a Finance Committee be set up, composed of two (2) councillors and the General Manager, who will have the duty to meet on a monthly basis before the regular meeting, and who will have to give a report to the Municipal Council every three months, or more if required, at the regular meetings. **Carried**

2023-07-66 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved that these councillors must take the training offered by the FMQ on municipal finances in order to be able to fulfill this mandate. **Carried**

**4.2 Garbage truck**

2023-07-67 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved to sell our garbage truck for \$750.00 to Cash for Trash. **Carried**

**4.3 Election date seat no.2**

The election date will be October 29, 2023. This will be coordinated by the Election Chair, Sarah Bertrand.

**4.4 Motion concerning the three-year capital expenditure plan**

**WHEREAS** Council will need to replace the ½ ton municipal truck in the near future;

**WHEREAS** Council will need to replace a fire truck in the next few years or sooner;

**WHEREAS** Council may need to replace the snowplough or organize snow removal services snow removal services;

**WHEREAS** Council will require funds for these and other larger projects such as building renovations, updates and/or additions which may be partially subsidized if we are ready and, in position, to submit the required plans and documents;

**WHEREAS** this motion includes, but is not limited to, the projects listed above;

**WHEREAS** Council will need to consult with our accountant and other government agencies and will need to meet in work sessions to complete these required plans;

2023-07-68 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved that Council prepare a three (3) year capital expenditure plan to be adopted at our regular Council meeting of September 11, 2023. **Carried**

2023-07-69 **IT IS PROPOSED** by Joanne Ralston and unanimously resolved that 3 work sessions of one and a half hours be scheduled to deal solely with the three-year capital expenditure plan. **Carried**

**5. MAYOR’S REPORT**

Pro Mayor Miljour provided his monthly activity report.

6. QUESTION PERIOD (public)

Council members were able to answer questions from the citizens present.

7. CORRESPONDANCE AND INFORMATION

Correspondence and information read and given to council and public.

7.1 Bank membership for direct deposit payment.

2023-07-70

**IT WAS PROPOSED** by Wayne Cameron and unanimously resolved to join other banks that are offered free of charge by the Caisse Desjardins for direct deposit payments. **Carried**

7.2 Sureté du Québec by-laws

The required documents have been forwarded to council members and they have been given one (1) month to read them.

8. ADMINISTRATION

There were no points to raise at this meeting.

9. FINANCES

9.1 Accounts Payable

As confirmed by the accountant, Gerard Labelle CGA, I, Vanessa Dagenais, Director General and Clerk-Treasurer, certify that there are sufficient funds to pay the invoices received in the amount of 152,264.42 \$.

2023-07-71

**IT WAS MOVED** by Jian Zhang, and unanimously resolved, that the invoices received in the amount of \$152,264.42 be paid. **Carried**

9.2 Occasional donations

2023-07-72

**IT WAS MOVED** by Jian Zhang and unanimously resolved to implement occasional donations for our employees as follows

- If the accident occurs to our employee, one week's salary will be paid to the family as well as a donation of \$150.00.
- If the accident occurs to a family member, spouse or minor child, a donation of \$150.00 will be made to the family. **Carried**

9.3 Firefighter costume

**WHEREAS** Phillip Stewart wishes to proceed with his volunteer firefighter course;

**CONSIDERING** that Mr. Stewart needs a firefighter costume to take the course;

**CONSIDERING** that the cost of a new suit is over \$3,000.00

**WHEREAS** that the Shawville Fire Department has a suit that is too large for their firefighters;

2023-07-73

**IT IS PROPOSED** by Serge Lance and unanimously resolved to purchase the suit for Mr. Phillip Stewart at a cost of \$230.00 per year for the next 7 years. **Carried**

**10. NEW BUSINESS**

10.1 Web site

**CONSIDERING** that the Municipality of Bryson does not have an up-to-date website;

**CONSIDERING** that the Municipality of Bryson is celebrating its 150th anniversary and has many events this year;

**CONSIDERING** that the Municipality must update the necessary documentation online;

2023-07-74      **IT IS PROPOSED** by Wayne Cameron and unanimously resolved that our technician William Fenton take over the maintenance of our website and make the necessary updates. **Carried**

**11. MEETINGS AND COMMITTEE REPORTS**

Councillors Dave Miljour, Joanne Ralston, Wayne Cameron, Serge Lance and Jian Zhang presented reports and updates

**12. OTHER**

12.1 Tool allocation.

Discussion deferred to next meeting for further information.

2023-07-75      **13. ADJOURNMENT OF MEETING**

IT WAS MOVED by Serge Lance and unanimously resolved that the meeting be adjourned at 8:30 p.m. **Carried**

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David Miljour  
Pro Mayor

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Vanessa Dagenais  
Director General,  
Clerk - treasurer

