

**CANADA
PROVINCE OF QUÉBEC
MRC VALLÉE-DE-LA-GATINEAU
MUNICIPALITY OF KAZABAZUA**

Minutes – Tuesday January 9, 2024

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON January 9, 2024 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, PAUL CHAMBERLAIN, LYNNE LACHAPPELLE, MATTHEW ORLANDO, SYLVAIN LA FRANCE, DAMIEN LAFRENIÈRE, CRAIG GABIE AND THE DIRECTOR GENERAL AND CLERK-TREASURER, PIERRE VAILLANCOURT

GENERAL ADMINISTRATION

1.1 OPENING OF THE MEETING

The president welcomes those present, after establishing a quorum opens the session, it is 7:00 pm.

1.2 MAYOR'S REPORT

1.3 QUESTION PERIOD

No one present at the meeting.

1. GENERAL ADMINISTRATION

- 1.1 Opening of the meeting
- 1.2 Mayor's report
- 1.3 Question period
- 1.4 Agenda
- 1.5 Minutes of the regular sitting of December 5, 2023
- 1.6 Minutes of the regular sitting of December 19, 2023
- 1.7 Adoption of bank withdrawals
- 1.8 Adoption of the Cheque Register
- 1.9 Adoption of the list of accounts payable
- 1.10 Report of the director general expenditures
- 1.11 Report of the director of fire service expenditures
- 1.12 Adoption of by-law number 2024-050 imposing the rates of taxes for the fiscal year 2024
- 1.13 Salary increases for the employees for the fiscal year 2024
- 1.14 Filing of the declaration of the pecuniary interests of council members
- 1.15 Offer of service – SPE Valeur Assurable – Evaluation of Buildings and Contents

2. PUBLIC SECURITY

- 2.1 Purchase of fire department equipment – Jaws of life
- 2.2 Supplementary budget – Mulligan Ferry Road

3. TRANSPORT

- 3.1 Safety Boot Purchase Limit Increase

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Ruling on a minor derogation – Roll number no. 3389-52-3433
- 6.2 Ruling on a minor derogation – Roll number no. 3686-44-3979

7. RECREATION AND CULTURAL

- 7.1 Offer of service – Canus Plactics Inc.

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2024-01-001
1.4

AGENDA

WHEREAS Council members renounce the reading of the agenda and the availability of documents no later than 72 hours before the time set for the beginning of the meeting;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Craig Gabie and resolved to adopt the agenda by adding the following topics:

- 1.16 **AUTHORIZATION TO PUBLISH A JOB OFFER FOR THE POSITION OF ASSISTANT DIRECTOR GENERAL**
- 1.17 **DONATION REQUEST – OPÉRATION ENFANT SOLEIL 2024**
- 7.2 **TRANSFER OF A RIGHT-OF-WAY FOR A SNOWMOBILE TRAIL – JINGLETOWN ROAD AND BRUNDTLAND ROAD**

CARRIED

2024-01-002
1.5

MINUTES OF THE REGULAR SITTING OF DECEMBER 5, 2023.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of December 5, 2023;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Damien Lafrenière and resolved

TO adopt the minutes of the regular sitting of December 5, 2023 as presented.

CARRIED

2024-01-003
1.6

MINUTES OF THE extraordinary SITTING OF DECEMBER 19, 2023.

WHEREAS Council members have individually reviewed the minutes of the extraordinary sitting of December 19, 2023;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Craig Gabie and resolved

TO adopt the minutes of the extraordinary sitting of December 19, 2023 as presented.

CARRIED

2024-01-004
1.7

ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Sylvain La France
And resolved

TO adopt, as presented, the list of direct debits for the month of December 2023 for a total of the following amounts:

Net Salaries	\$ 44,304.54
Provincial Remittances	\$ 15,150.01
Federal Remittances	\$ 5,913.69
Retirement Pension Remittances	\$ 3,481.69

CARRIED

2024-01-005
1.8

ADOPTION OF THE CHEQUE REGISTER

WHEREAS the accounts have been verified by Lynne Lachapelle and Robert Bergeron;

IT IS PROPOSED by Sylvain La France
SECONDED by Lynne Lachapelle
And resolved

TO adopt, as presented, the Cheque Register for the month of December 2023 for a total amount of \$ 81,846.15.

CARRIED

2024-01-006
1.9

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

WHEREAS the accounts have been audited by Lynne Lachapelle and Robert Bergeron;

IT IS PROPOSED by Damien Lafrenière

SECONDED by Sylvain La France

And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of December 2023 for a total amount of \$ 21,063.70 including provincial and federal remittances.

CARRIED

2024-01-007
1.10

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0.00)

2024-01-008
1.11

DIRECTOR OF FIRE SERVICE EXPENDITURES – DCP (\$ 0.00)

Certificate of availability of funds

I, Pierre Vaillancourt, Director General of the Municipality of Kazabazua certify that there are budgetary and/or extra budget available from surplus income, accumulated surplus, financial reserves, reserve funds or other sources for which the above listed expenses are incurred.



**Pierre Vaillancourt, DMA
Clerk-Treasurer and Director general**

2024-01-009
1.12

ADOPTION OF BY-LAW NUMBER 2024-050 IMPOSING THE RATES OF TAXES FOR THE FISCAL YEAR 2024

**CANADA
PROVINCE OF QUEBEC
MRC VALLÉE-DE-LA-GATINEAU
MUNICIPALITY OF KAZABAZUA**

BY-LAW NUMBER 2024-050

IMPOSING THE RATES OF TAXES FOR THE FISCAL YEAR 2024

WHEREAS the Council of the Municipality of Kazabazua has adopted the budget for the fiscal year 2024 on December 19, 2023;

WHEREAS it is expedient to impose and levy, within the limits fixed by the laws, by direct taxation on the taxable property of the territory of the Municipality of Kazabazua, any sum of money necessary to meet the expenses of operation and investment or for any special purpose within the limits of its powers;

WHEREAS a notice of motion was previously given, in accordance with the Act, at the extraordinary meeting held on December 19, 2023 and that a draft by-law was tabled by the member of council who gave the notice of motion, that an application for exemption from reading has been requested and that each member of the council present acknowledges having received a copy of the draft by-law and declares having read it and renounces its reading;

WHEREAS Council takes into account by-law 2024-050 imposing the tax rate for the fiscal year 2024;

CONSEQUENTLY, IT IS MOVED by Matthew Orlando, **SECONDED** by Sylvain La France and resolved that Council decrees as follows:

SECTION I

INTERPRETATIVE PROVISIONS

1. Unless stated otherwise, the expressions and terms and following words, in this By-Law, the meaning and application attributed by this present article are hereinafter assigned to them.

¹ the term "residential immovable" means a dwelling, house, apartment, private residence, cottage, vacation home or other place usually occupied or intended to be occupied as a dwelling by one or more persons Whether the premises are actually occupied or not.

² the term "commercial immovable" means any place in which an economic or administrative activity in the field of finance, commerce or services is carried on for gain or otherwise, a trade, an art, a profession or any other activity constituting A means of profit, gain or existence, other than employment or office.

³ the term industrial "industrial building" means any premises in which an activity in industry is carried on for gainful purposes.

⁴ the term "agricultural immovable" means any agricultural operation registered with the Quebec Ministry of Agriculture, Fisheries and Food.

SECTION II PROPERTY TAXES

2. In order to provide for the operating expenses of the municipality of Kazabazua, a general property tax is imposed and levied for the fiscal year 2024 on all the taxable immovable entered on the property assessment roll in force in the territory of the municipality of Kazabazua. The rate is set at point seventy-nine cents (\$ 0.79) per one hundred dollars (\$ 100) evaluation.

SECTION III COMPENSATION

3. In order to provide for the wastewater treatment expenses of the territory of the municipality, compensation is imposed and levied for the fiscal year 2024 on all the units listed below on the territory of the municipality of Kazabazua:

¹ residential unit: \$ 123
Identify by code 40 Resident

² non-residential units: \$ 62
Identify by code 41 Non-resident

³ business units: \$ 211
Identify by code 43 Inns

⁴ other units: \$ 211
Identify by code 44 others

4. In order to provide for the collection of transport and disposal of household and similar waste in the municipality of Kazabazua, compensation is levied for the financial year 2024 on all the units listed below on the territory of the municipality of Kazabazua:

¹ residential unit: \$ 119
Identify by code 1

² business units or industrial: \$ 269
Identify by code 2, 3, 7, 8, 9, 20.

³ business units or services: \$ 169
Identify by code 4, 5, 6, 10, 11, 12, 13, 14, 15, 17, 18, 19, 21.

⁴ commercial or industrial units: \$ 219
Identify by code 16.

5. In order to provide for the collection of transport and disposal of recyclable materials in the municipality of Kazabazua, compensation is levied for the financial

year 2024 on all the units listed below on the territory of the municipality of Kazabazua:

1^o residential unit: \$ 41
Identify by code 50,

2^o business units or industrial: \$ 55
Identify by code 51, 52, 56, 57, 58, 69.

3^o business units or services: \$ 47
Identify by code 53, 54, 55, 59, 60, 61, 62, 63, 64, 66, 67, 68, 70.

4^o commercial or industrial units: \$ 62
Identify by code 65 Retail Store

6. In order to provide for the collection of transport and disposal of organic materials in the municipality of Kazabazua, compensation is levied for the financial year 2024 on all the units listed below on the territory of the municipality of Kazabazua:

1^o each residential, non-residential, commercial and business unit: \$42
Identify by code 80.

SECTION IV DEBTOR

7. The debtor and co-debtors shall be liable to pay the taxes due to the municipality of Kazabazua. For the purposes of this Regulation, the debtor is defined as the owner within the meaning of the Act respecting municipal taxation on whose behalf a unit of assessment is entered on the assessment roll or, in the case of immovable covered by An Act respecting municipal taxation, the person liable to pay the property taxes imposed on that immovable or the amount in lieu thereof.

SECTION V PAIEMENT

8. The debtor of municipal taxes for 2024 is entitled to pay in 3 installments:

1^o the first being thirty (30) days after sending the tax account, representing 34% of the total amount, due date April 1st, 2024

2^o the second payment, ninety (90) days after the first payment, 33% of the total amount, due on July 1st, 2024,

3^o the third payment, sixty (60) days after the second payment, 33% of the total amount, due date September 1st, 2024;

9. To benefit from this right, the debtor must receive a tax account equal to or greater than \$ 300 for each unit of assessment. It is further decreed that service charges be included in the calculation of the application of payment in 3 installments.

10. Where a payment is not made within the prescribed period, only the amount of the payment due shall be immediately due and bear interest.

SECTION VI INTERESTS AND FEES

11. the taxes shall bear interest at the rate of 10% per annum for payment, supplement or refund of taxes from the expiration of the applicable period.

Notwithstanding what precedes, the council may, as often as in the course of the year, decree by resolution a rate of interest different from that provided for in the first paragraph.

12. An administration fee in the amount of \$ 35 will be claimed from the drawer of a check or other payment order when the check or payment order given to the Municipality is rejected by the drawer.

SECTION VII MISCELLANEOUS DISPOSITIONS

13. The taxes mentioned in this By-Law do not have the effect of restricting the levying or imposition of any other taxes provided for or decreed by any other municipal by-law.

14. The taxes or compensations imposed under this By-Law are for the fiscal year 2024.

15. This By-Law comes into force in accordance with the Law.

CARRIED

2024-01-010
1.13

SALARY INCREASE FOR THE EMPLOYEES FOR THE FISCAL YEAR 2024

IT IS PROPOSED by Damien Lafrenière
SECONDED by Sylvain La France
And resolved at the majority

THAT Council adopt retroactively to January 1, 2024, a salary increases of 5.00% for all employees of the municipality.

Councillor Lynne Lachapelle stated that she has a particular pecuniary interest in the issue before Council, namely the salary increase. Councillor Lynne Lachapelle confirmed that she has not participated and will not participate in the deliberations on this topic, that she will not vote and that she will not attempt to influence the vote.

CARRIED

2024-01-011
1.14

FILING OF THE DECLARATION OF THE PECUNIARY INTERESTS OF COUNCIL MEMBERS

The declaration of the pecuniary interests of council members is filed by all council members to the Clerk-Treasurer.

2024-01-012
1.15

OFFER OF SERVICE – SPE VALEUR ASSURABLE – EVALUATION OF BUILDINGS AND CONTENTS

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Sylvain La France
And resolved

THAT Council accepts the offer of service as submitted by SPE Valeur Assurable dated December 19, 2023 for the evaluation of the municipal buildings and contents at a cost of \$7,470 excluding applicable taxes and mandate the director general to sign this offer for and on behalf of the Municipality

CARRIED

2024-01-013
1.16

AUTHORIZATION TO PUBLISH A JOB OFFER FOR THE POSITION OF ASSISTANT DIRECTOR GENERAL

IT IS PROPOSED by Sylvain La France
SECONDED by Damien Lafrenière
And resolved at the majority

THAT the council mandates the General Administration to prepare and publish a job offer for the position of Assistant Executive Director

Councillor Matthew Orlando registers his dissidence.

CARRIED

2024-01-014
1.17

DONATION REQUEST – OPÉRATION ENFANT SOLEIL 2024

IT IS PROPOSED by Sylvain La France
SECONDED by Lynne Lachapelle
And resolved

THAT Council authorize a donation equivalent to the amount of 2023 to Opération Enfant Soleil to support this cause.

CARRIED

2. PUBLIC SECURITY

2024-01-015
2.1

PURCHASE OF FIRE DEPARTMENT EQUIPMENT – JAWS OF LIFE

IT IS PROPOSED by Craig Gabie
SECONDED by Matthew Orlando
And resolved

THAT Council authorize the purchase of Jaws of life as submitted by Boivin & Gauvin Inc. tender number SC20017710 dated December 13, 2023, jointly with the Kazabazua Volunteer Fire Fighters Association at a total cost of \$76,273.27 including applicable taxes, that the cost be shared equally between the parties

CARRIED

2024-01-016
2.2

SUPPLEMENTARY BUDGET – MULLIGAN FERRY ROAD

WHEREAS the last lump sum invoice in the amount of \$1,515.50 plus taxes which corresponds to the last 5% of the initial lump sum of \$30,310 plus taxes of the 2021 service offer;

WHEREAS the last final filing of documents was made to the MSP on March 2, 2023 and this filing incorporated all comments and questions (from MTQ-Geotechnical and MTQ-Hydraulic) that they may have had throughout the project. But against all odds, they still had questions and comments that required adjustments to the plans and specifications until their full and final approval on October 3, 2023;

WHEREAS all of these amendments generated additional fees of \$4,016.25 (39.25 hours) that were not provided for in the \$30,310 of the initial offer;

THEREFORE, IT IS PROPOSED, by Sylvain La France, **SECONDED** by Craig Gabie and resolved;

THAT Council authorizes the payment of the additional invoice of \$4,016.25 and the final lump sum invoice in the amount of \$1,515.50 plus taxes which corresponds to the last 5% of the initial lump sum amount of \$30,310 plus taxes of the 2021 service offer, to close the engineering file with WSP.

CARRIED

3. TRANSPORT

2024-01-017
3.1

SAFETY BOOT PURCHASE LIMIT INCREASE

WHEREAS the inflation of the cost of purchasing safety boots has increased considerably in recent years;

THEREFORE, IT IS PROPOSED, by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved;

THAT council authorizes the purchase of safety boots for employees requiring this safety item for a maximum of \$250 and will reimburse the employee with a supporting invoice once a year;

THAT this resolution supersedes any previous resolution on this subject;

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2024-01-018
6.1

RULING ON A MINOR DEROGATION – ROLL NUMBER NO. 3389-52-3433

WHEREAS the Council of the Municipality of Kazabazua receives and have individually reviewed the report of the Planning Advisory Committee of the December 13, 2023 meeting;

WHEREAS Council specifically considers the Committee's recommendations concerning a minor derogation to Subdivision By-law № 202 section 7.2.3.3 regarding lot superfcy and a minor derogation to Zoning By-law № 201 section 8.2.2 for a 3.47-metre lateral margin;

WHEREAS Council is in favour of the Committee's recommendation, given that there is no impact on the lot area and lateral setback of a secondary building;

WHEREAS a public notice was published 15 days prior to the date on which Council must rule on this minor derogation;

IT IS PROPOSED, by Sylvain La France, **SECONDED** by Damien Lafrenière and resolved;

- a) To adopt, in accordance with the law, the report of the Planning Advisory Committee dated December 13, 2023, submitted under the signature of its president;
- b) Grants the minor derogation for the 84, Danford Lake West Road, lot № 5 496 553 to conform the subdivision of two lots in Subdivision Bylaw № 202 sections 7.2.3. 3 concerning the total lot area of a lack of 5.3 m² per lot whereas the minimum total area per lot prescribed is 3,715 m² and a minor derogation of the Zoning Bylaw № 201 section 8.2.2 of a side setback of 3.47 metres whereas the side setback is the height of the building times 2 which should be a setback of 6.09 m;
- c) Confirms with the Building and Environment Inspector that the condition relating to minor variances has been met, and that it is now up to the Inspector to ensure that the application complies with other regulatory provisions before issuing the permit or certificate.

CARRIED

6.2 **RULING ON A MINOR DEROGATION – ROLL NUMBER NO. 3686-44-3979**

WHEREAS the Council of the Municipality of Kazabazua receives and have individually reviewed the report of the Planning Advisory Committee of the December 13, 2023 meeting;

WHEREAS Council is giving special consideration to the Committee's recommendations concerning a minor exemption to Subdivision By-law № 202 articles 7.2.6.1.2 concerning the depth of the projected lots;

WHEREAS Council is in favour of the Committee's recommendation, given that there is no impact on the depth of the proposed lots;

WHEREAS a public notice was published 15 days prior to the date on which Council must rule on this minor derogation;

IT IS PROPOSED, by Sylvain La France, **SECONDED** by Damien Lafrenière and resolved;

- a) To adopt, in accordance with the law, the report of the Planning Advisory Committee dated December 13, 2023, submitted under the signature of its president;
- b) Grants the minor variance for chemin Jingtletown, projected lots № 6 589 717 and 6 589 718 to bring the depths of the two lots into compliance with subdivision by-law № 202 articles 7.2.6.1.2 concerning the depth of lot 6 589 717 of a shortage of 47.40 m and the depth of lot 6 589 718 of a shortage of 17.56 m whereas the prescribed depth is 150 metres;

- c) Confirms with the Building and Environment Inspector that the condition relating to minor variances has been met, and that it is now up to the Inspector to ensure that the application complies with other regulatory provisions before issuing the permit or certificate.

CARRIED

7. RECREATION AND CULTURE

2024-01-020
7.1

OFFER OF SERVICE – CANUS PLACTICS INC.

IT IS PROPOSED by Paul Chamberlain
SECONDED by Sylvain La France
And resolved

THAT Council authorizes and engage the expense as submitted by Canus Plastics Inc. quote number Q000007006 and 0000237251 for the manufacture of a Plexiglas cover to protect and safeguard the library's model train and a box to protect a book received by Réseau Biblio, valued at \$7,000.

CARRIED

2024-01-021
7.2

TRANSFER OF A RIGHT-OF-WAY FOR A SNOWMOBILE TRAIL – JINGLETOWN ROAD AND BRUNDTLAND ROAD

IT IS PROPOSED by Sylvain La France
SECONDED by Lynne Lachapelle
And resolved

THAT Council authorize the Association des Motoneigistes de Pontiac Inc. the right-of-way on Jingtowntown Road for a distance of 750 meters from Route 301 and Brundtland Road for a distance of 1.6 km from Route 301 for the 2023-2024 season.

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 7:50 pm.

President

Clerk

Robert Bergeron,
Mayor



Pierre Vaillancourt, DMA
Director General / Clerk-treasurer

« I, Robert Bergeron, certify that the signing of these minutes is equivalent to the signature by me of all the resolutions it contains within the meaning of Article 142 (2) of the Municipal Code ».