

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

Minutes – Tuesday November 1st, 2022

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON NOVEMBER 1ST, 2022 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

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

MOTIVATED ABSENCE, LYNNE LACHAPELLE

Presentation Taste of Hope

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

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 October 4th, 2022
- 1.6 Adoption of bank withdrawals
- 1.7 Adoption of the Cheque Register
- 1.8 Adoption of the list of accounts payable
- 1.9 Report of the director general expenditures
- 1.10 Report of the director of fire service expenditures
- 1.11 Adoption of the calendar of the ordinary council meetings for the year 2023
- 1.12 Date of adoption of the 2023 budget and date of adoption of the 2023-2024-2025 three-year capital program
- 1.13 Cadastre auction 5 497 426 and 5 497 414
- 1.14 Adoption of the 2023 municipal calendar
- 1.15 Course authorization - communication with the media and citizens
- 1.16 Assignment of a mandate of legal services – year 2023
- 1.17 Celebration date – Remembrance Day
- 1.18 Deposit of the comparative statements of revenues and expenses for the fiscal year ending October 31st, 2022, forecast by the previous year for the corresponding period
- 1.19 Deposit of comparative income and expense statements for fiscal year 2022 as planned by the 2022 budget
- 1.20 Signing Authorization – PG Solutions offer
- 1.21 Accounting – Planning Audit Dates 2022 and Professional Audit fees 2022
- 1.22 Desjardins Global Payments terminal
- 1.23 GVRV – financial reports and protocol agreement
- 1.24 Christmas supper

2. PUBLIC SECURITY

- 2.1 CLR GROUP INC. – 911 call center
- 2.2 Payment to a third party of the tax on telephone services
- 2.3 Disaster Services Agreement - The Canadian Red Cross Society

3. TRANSPORT

- 3.1 Granting the contract of the tender by invitation number AOVPS2022-01 – stockpile

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

6.1 National policy on architecture and urban planning - request for support

7. RECREATION AND CULTURAL

7.1 Authorization Christmas parade

7.2 Funds Canadian Heritage grants to celebrate Canada

8. MISCELLANEOUS

8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2022-11-240
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 Damien Lafrenière and resolved to adopt the agenda as presented.

CARRIED

2022-11-241
1.5

MINUTES OF THE REGULAR SITTING OF OCTOBER 4th, 2022.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of October 4th, 2022;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Craig Gabie, **SECONDED** by Matthew Orlando and resolved to adopt the minutes of the regular sitting of October 4th, 2022 as presented.

CARRIED

2022-11-242
1.6

ADOPTION OF BANK WITHDRAWALS

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

TO adopt, as presented, the list of direct debits for the month of October 2022 for a total of the following amounts:

Net Salaries	\$ 34,754.01
Provincial Remittances	\$ 11,350.87
Federal Remittances	\$ 4,150.80
Retirement Pension Remittances	\$ 4,412.20

CARRIED

2022-11-243
1.7

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 Damien Lafrenière
And resolved

TO adopt, as presented, the Cheque Register for the month of October 2022 for a total amount of \$ 27,657.75.

CARRIED

2022-11-244
1.8

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

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

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

TO adopt, as presented, the payment of the list of accounts payable for the month of October 2022 for a total amount of \$ 61,706.17 including provincial and federal remittances..

Award of lot 5,497,426 under registration number 4090-79-3765 to Hassane Assaaoudi at a price of \$10,401 with a deposit of \$2,600.25,

Award of lot 5,497,414 under number 4090-68-6364 to Hassane Touati at a price of \$7,004 with a deposit of \$1,751

THAT council mandate the director general to sign for and on behalf of the municipality all documents relating to these sales.

CARRIED

2022-11-250
1.14

ADOPTION OF THE 2023 MUNICIPAL CALENDAR

IT IS PROPOSED by Matthew Orlando
SECONDED by Paul Chamberlain
And resolved

THAT council adopts the municipal calendar with the following items:

The Council Meetings for the year 2023
Collection of residual materials, recycling and composting as presented on the calendar and statutory Holidays.

CARRIED

2022-11-251
1.15

COURSE AUTHORIZATION - COMMUNICATION WITH THE MEDIA AND CITIZENS

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

THAT Council authorizes the Mayor to register for the training entitled Communication with the Media and Citizens at a cost of \$400 plus applicable taxes that was held on October 20, 2022 at the Council Chambers of the Town of Gracefield, 7 de la Polyvalente, Gracefield (Quebec) J0X 1W0 starting at 9 a.m.

CARRIED

2022-11-252
1.16

ASSIGNMENT OF A MANDATE OF LEGAL SERVICES – YEAR 2023

WHEREAS in anticipation of its next fiscal year, the Municipality of Kazabazua accepts the offer of legal services from the firm Dufresne Hébert Comeau to meet its needs in this area;

WHEREAS the offer of services from January 1, 2023 to December 31st, 2023 prepared for this purpose by firm Dufresne Hébert Comeau;

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

THAT this Council retains the offer of legal services submitted by Dufresne Hébert Comeau;

As described as follows:

- **Service offered:** Telephone consultation, unlimited hours for \$ 400 plus applicable taxes, this service includes a confirmation of the response by email;
- **Contract duration:** 1 year, from January 1, 2023 to December 31st, 2023;
- **For all other mandates requested:** Hourly rate of \$ 140 per hour;
- **Fees for tax collection files:** 9% of the amounts collected.

CARRIED

2022-11-253
1.17

CELEBRATION DATE – REMEMBRANCE DAY

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

THAT the commemoration ceremony in memory of Canadians who died in the war will take place on Friday, November 11, 2022 at 11:00 a.m. at the cenotaph in the Memorial Park and that in case of rain the ceremony will be held at Queen

Elizabeth Elementary School in the gymnasium. A light snack will be served. All are welcome.

CARRIED

2022-11-254
1.18

DEPOSIT OF THE COMPARATIVE STATEMENTS OF REVENUES AND EXPENSES FOR THE FISCAL YEAR ENDING OCTOBER 31ST, 2022, FORECAST BY THE PREVIOUS YEAR FOR THE CORRESPONDING PERIOD

The comparative statements of revenues and expenses for the fiscal year ending October 31st, 2021, as planned by the previous year for the corresponding period, are filed by the Clerk-Treasurer.

2022-11-255
1.19

DEPOSIT OF COMPARATIVE INCOME AND EXPENSE STATEMENTS FOR FISCAL YEAR 2022 AS PLANNED BY THE 2022 BUDGET

The comparative income and expense statements for fiscal year 2022 as planned by the 2022 budget are filed by the Clerk-Treasurer

2022-11-256
1.20

SIGNING AUTHORIZATION – PG SOLUTIONS OFFER

WHEREAS the modernization project will allow Municipalities to benefit from a unified, modernized and enhanced financial solution in addition to ensuring business sustainability for Municipalities for the next 15 years, and that it also offers a unique element of data transition without downtime that will allow business continuity without the risk of data loss;

WHEREAS the modules of MegaGest – Payroll, Taxation and Finance will no longer be supported and updated from the year 2023;

WHEREAS the delivery of this modernization will be spread over a period of three years: Aurora – HR Payroll: PG Solutions delivers as planned its version 1 of the HR Payroll module as of June 27, 2022, its version 2 will follow in December 2022, Aurora – Taxation and Collection: PG Solutions is targeting a version 1 of its Aurora 2023.et Collection module – Procurement and Accounting: PG Solutions is targeting deliveries in 2023 and 2024 and more detailed dates will be communicated at a later date;

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

THAT Council authorizes, accepts and engage the expenses for the modernized "Aurora Payroll", "Aurora – Taxation" and "Aurora – Finance" solutions, which represent a cost of ± \$3,750 each, excluding taxes,

THAT Council mandates the Director General to sign for and on behalf of the municipality the offer of services subject to the terms and conditions of the PG Solutions Terms Agreement.

CARRIED

2022-11-257
1.21

ACCOUNTING – PLANNING AUDIT DATES 2022 AND PROFESSIONAL AUDIT FEES 2022

WHEREAS in anticipation of its planning for the fiscal year ending December 31, 2022, the Municipality of Kazabazua accepts Mazars' offer of audit services in this regard;

WHEREAS the offer of services received on October 20, 2022 prepared for this purpose by Mazars;

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

THAT this council confirms the acceptance of this offer as well as the conditions and retain the offer of audit services of the municipality for the fiscal year ending December 31, 2022 submitted by Mazars;

, which is described as follows:

- **Planning for audit dates**

Commitment of Mazars

- We undertake to start and finish your file during these dates (as far as possible unless an extraordinary situation occurs). Then, your file will be submitted for review to the director and the partner.

Commitment of the Municipality

- You agree to provide us with all requested documents at least 5 days before the scheduled start date of the mission.

In the event that there is a delay or delay on our part, they may not be able to meet the mid-May 2023 deadline.

Proposed dates for the interim audit: November 21, 2022

Proposed dates for the final audit: a date will be proposed in early January (on site or remotely depending on your discretion)

During the audit dates listed above, we must ensure that we are available to answer their questions.

➤ **Professional audit fees**

Our audit fees for your Municipality and for filing tax reports will be \$16,500 (excluding taxes).

*This does not include additional work related to any special projects or other work.

THAT the council mandates the director general to sign this offer of service for and on behalf of the municipality, thereafter a mission letter will be sent to the municipality to formalize everything.

CARRIED

2022-11-258
1.22

DESJARDINS GLOBAL PAYMENTS TERMINAL

IT IS PROPOSED by Sylvain La France

SECONDED by Damien Lafrenière

And resolved

THAT council authorizes and incurs the expense for the purchase and service of the Payments Desjardins global payment terminal for debit and credit card The rates on the various cards offered are as follows:

- Cost of wireless terminal lifetime warranty is \$1,099.99 plus taxes
- No monthly fees
- No fees for the Visa Desjardins credit card
- Other Visa credit card fee of 0.30 %
- MasterCard fee of 0.30%
- Debit card fee of \$ 0.05
- No deposit fee for the municipality
- Preferential pricing because we are a Desjardins customer

THAT council mandates the Director General to sign this contract for and on behalf of the municipality.

CARRIED

2022-11-259
1.23

GVRV – FINANCIAL REPORTS AND PROTOCOL AGREEMENT

WHEREAS the Gatineau Valley Retirement Village (GVRV) submitted their financial report to Council;

WHEREAS the members of council have individually read the financial report from the organization Gatineau Valley Retirement Village (GVRV);

WHEREAS council members refrain from reading the financial report;

WHEREAS the Protocol agreement stipulates that the Municipality of Kazabazua will donate \$10,000 annually to the organization;

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

THAT Council authorizes the disbursement of \$10,000 as stipulated in the Protocol agreement with the Gatineau Valley Retirement Village (GVRV).

THAT the expenditure be entered in the account under budget item 02 19000 970 and that the balance be financed under budget item 02 13000 522 and 02 19000 412;

CARRIED

2022-11-260
1.24

CHRISTMAS SUPPER

IT IS PROPOSED by Paul Chamberlain
SECONDED by Matthew Orlando
And resolved

THAT the Christmas dinner for employees, council, firefighters and their spouses will be held on December 17, 2022 at 6:00 p.m., at the community centre and mandates the Director general to organize this party and authorizes the expense for a caterer, decorations and music.

THAT the expenditure be entered in the accounts under budget item 02 11000 493 and that if a lack of funds that the expenditure be financed under budget item 02 29000 459;

CARRIED

2. PUBLIC SECURITY

2022-11-261
2.1

CLR GROUP INC. - CALL CENTER 911

IT IS PROPOSED by Damien Lafrenière
SECONDED by Craig Gabie
And resolved

TO renew the protocol agreement for the 911 Telephone Distribution Service and the protocol agreement for the Fire Allocation Service with GROUPE CLR INC., having its head office at 7200 Jean-XXIII Boulevard, Trois-Rivières, Québec for a period of 5 years. All financed by the SPAU-911 service subject to the terms and conditions of Bell Canada's General Tariff and the Municipal Tax Regulation for 911, RQ, c F-2, r.14.2.

ALSO, THAT Council mandates the Mayor and the Director general to sign these agreements for and on behalf of the municipality.

CARRIED

2022-11-262
2.2

PAYMENT TO A THIRD PARTY OF THE TAX ON TELEPHONE SERVICES

WHEREAS the Municipal Funding and Development Agency for the 9-1-1 Emergency Centers of Québec was created in accordance with sections 244.73 and 244.74 of the Act respecting municipal taxation and that it must remit the tax imposed on telephone services to local municipalities to fund 9-1-1 emergency centers;

WHEREAS the Municipality wishes to have the Agency hand over directly to the agency that offers 9-1-1 emergency services as soon as possible;

IT IS PROPOSED by Craig Gabie
SECONDED by Paul Chamberlain
and unanimously resolved

THAT the Municipality ask the Municipal Finance and Development Agency of the 9-1-1 emergency centers in Quebec to pay as soon as possible to GROUPE CLR INC. Whose head office is located at 7200, Boul. Jean XXIII, Trois-Rivières, QC G9A 5C9 for and to the satisfaction of the municipality all remittances of the tax imposed under section 244.68 of the Act respecting municipal taxation due to it, Discharge for the Agency in respect of the Municipality until it is notified at least 60 days prior of any change of recipient, to the Agency to report to the municipality of the sums that is paid.

CARRIED

2022-11-263
2.3

DISASTER SERVICES AGREEMENT - THE CANADIAN RED CROSS SOCIETY

IT IS PROPOSED by Sylvain La France
SECONDED by Matthew Orlando
And resolved

THAT council accepts the amendment No. 1 to the Disaster Services Agreement between the Municipality of Kazabazua and The Canadian Red Cross Society, contribution file # C138702 as submitted by Canadian Red Cross Society dated October 26, 2022 at a cost of \$ 185.40 and mandate the mayor and the director general to sign for and on behalf of the municipality of Kazabazua the modified agreement.

CARRIED

3. TRANSPORT

2022-11-264
3.1

GRANTING THE CONTRACT OF THE TENDER BY INVITATION NUMBER AOVPS2022-01 – STOCKPILE

WHEREAS council by its resolution N°2022-10-227 has issued an invitation call for tender dated October 5th, 2022 identified under AOVPS2022-01 titled stockpile - turnkey;

WHEREAS the deadline for closing bids was October 18, 2022 at 2:00 p.m. and that the opening of bids was the same day at 2:01 p.m.;

WHEREAS one (1) bidder out of two (2) have responded to this invitation and is compliant;

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

THAT council award the contract for the 2022-2023 winter stock pile to André Cousineau Transport & fils at a cost of \$ 49,496.74, including applicable taxes.

The tenders received were:

André Cousineau Transport & fils \$ 49,496.74

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2022-11-265
6.1

NATIONAL POLICY ON ARCHITECTURE AND URBAN PLANNING - REQUEST FOR SUPPORT

WHEREAS the new National Architecture and Planning Policy was unveiled by the Government of Quebec on June 6, 2022;

WHEREAS this policy is structured around four axes, namely:

1. Quality living environments that meet the needs of the population;
2. Development that preserves and enhances natural environments and agricultural land;
3. Dynamic and authentic communities throughout Quebec
4. A greater concern for the territory and architecture in public action.

WHEREAS this policy will have a profound influence on land use planning interventions at the national level;

WHEREAS the government's expectations in relation to the areas of intervention of this policy put forward sustained actions in terms of densification and consolidation of urban perimeters;

WHEREAS the municipality of Kazabazua is well aware of the multiple issues in terms of land use planning, whether in terms of the protection of agricultural and natural environments or the fight against climate change, and that, in this sense, it subscribes to the vast majority of actions outlined in the national architecture and development policy;

WHEREAS the municipality of Kazabazua is nevertheless questioning the impacts of such a policy on the future and vitality of small rural municipalities not only in the region, but also on the entire territory of Quebec;

WHEREAS this policy and the orientations and objectives that will result from it do not take into account the issues affecting rural municipalities, far from large urban agglomerations, by restricting development opportunities outside urban perimeters and by establishing densification as a doctrine uniformly applicable to the entire territory of Québec, while several of these municipalities wish to preserve their rural character contributing to their attractiveness and development;

WHEREAS the government seems to give the concept of "living environments" a purely urban meaning when the entire territory constitutes a living environment;

WHEREAS the development of the vast majority of rural municipalities in Quebec has been and still is dependent on access to the territory and, in this sense, living environments located outside urban perimeters (unstructured blocks, resort areas, etc.) are essential to the vitality of the latter;

WHEREAS the pandemic and post-pandemic context is likely to permanently change the pattern of daily mobility between places of work and residence for a significant proportion of the population through the effect of telework and whereas this trend is already observable in several rural areas;

WHEREAS rural municipalities, because of their characteristics (wide open spaces, proximity to natural areas, quality landscapes, tranquility, etc.), offer a living environment that meets the needs of a significant portion of the population;

WHEREAS rural municipalities have thousands of kilometres of unoccupied roads in non-dynamic agricultural land not suitable for agriculture (rock soil);

WHEREAS these sectors should be made more flexible in the Act respecting the preservation of agricultural land and agricultural activities and government policy directions in order to allow the emergence of projects promoting dynamic land use;

WHEREAS the municipal tax system in force in Quebec ensures that property taxation remains the main method of financing municipalities;

WHEREAS many rural municipalities do not have sufficient financial resources to proceed with the installation of the infrastructure (water and sewer system) necessary to achieve the intensification objective required by the government and that development limitations outside urban perimeters will have negative impacts on the growth prospects of rural municipalities, many of which are considered devitalized;

WHEREAS for many rural municipalities, the mere attractiveness of the urban perimeter is not and will not be sufficient to ensure their long-term sustainability and development;

WHEREAS in order to allow the emergence and maintenance of dynamic and authentic communities, it is first and foremost necessary to respect their essence;

WHEREAS several rural municipalities in Quebec have been able to combine the development and protection of agricultural and natural environments in order to enhance their territory and ensure the future of their community while respecting their environment;

WHEREAS the Government must recognize these initiatives and the particularities of rural municipalities so as not to stifle the conditions for their survival;

WHEREAS the current regime for the protection of natural environments leaves little latitude in terms of interventions that can be carried out within wetlands of anthropogenic origin without authorization and compensation;

WHEREAS this situation also entails significant constraints to development for several municipalities;

WHEREAS the Government must repeal the standards relating to the protection of anthropogenic wetlands;

WHEREAS this resolution is not a denial of the efforts to be made by the municipal world in the protection of agricultural and natural environments and the fight against climate change, but rather a call to respect the particularities of municipalities and to allow them to fully ensure their future;

THEREFORE, on the proposal of Damien Lafrenière, seconded by Matthew Orlando, it is unanimously resolved by the council of the municipality of Kazabazua to:

1. To ask the Government to recognize the special status of rural municipalities with regard to the National Policy on Architecture and Regional Planning and the unrealistic densification objectives outside the context of large urban centres;
2. Ask the Minister of Municipal Affairs and Housing and the Minister of Agriculture, Fisheries and Food to ease control over development opportunities outside urban perimeters with a view to the survival of rural municipalities by revising the Act respecting the preservation of agricultural land and agricultural activities and modulating government orientations and the National Architecture and Land Use Planning Policy whereas:
 - o The entire territory constitutes a living environment;
 - o The development of the vast majority of rural municipalities has been and still is dependent on access to the territory and, in this sense, living environments located outside urban perimeters are essential to the vitality of the latter;
 - o Rural municipalities, because of their characteristics (wide open spaces, proximity to natural areas, quality landscapes, tranquility, etc.), offer a living environment that meets the needs of a large part of the population;
3. Ask the Minister of the Environment and the Fight Against Climate Change to repeal standards for the protection of human-induced wetlands;
4. Transmit this resolution in support of the Fédération québécoise des municipalités and the municipalities of Québec;
5. Transmit this resolution to the Gouvernement du Québec.

CARRIED

7. RECREATION AND CULTURE

2022-11-266
7.1

AUTHORIZATION CHRISTMAS PARADE

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

THAT council authorizes the Christmas Parade organized by the Kazabazua Recreation Committee to be held on December 10, 2022 at 6:30 p.m. whose departure will be from 430 Route 105 and will end at 318 Route 105, and back at 26 Begley Road, that the Kazabazua Fire Department will contribute to the order and security service during the event and to mandate the director general to make a request to the Ministry of Transport.

CARRIED

2022-11-267
7.2

FUNDS CANADIAN HERITAGE GRANTS TO CELEBRATE CANADA

IT IS PROPOSED by Matthew Orlando
SECONDED by Paul Chamberlain
And resolved

THAT council mandates the Director general to submit a grant application to fund the July 2023 festivities - Celebrate Canada - Canada.ca,

THAT council mandates the Director General to sign all documents relating to this grant application.

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 8:09 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 ».