

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

Minutes – Tuesday May 2, 2023

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON MAY 2, 2023 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, PAUL CHAMBERLAIN, LYNNE LACHAPELLE, 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

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 April 4, 2023
- 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 Access signatory for decentralized public bodies
- 1.12 Petitions for sidewalks and roadsides reclaimed and a bypass for heavy trucks
- 1.13 Publication of the job offer under the Canada 2023 Summer Employment Program
- 1.14 Terry Fox Run - September 17, 2023

2. PUBLIC SECURITY

- 2.1 Project fire safety cover plan of the MRC Vallée-de-la Gatineau – Notice of the municipality of Kazabazua concerning the implementation plan for its territory

3. TRANSPORT

- 3.1 Granting of Contract service – street sweeping
- 3.2 Granting of purchase contract - Calcium

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1 Support – Need for CLSC services in the municipality of LOW

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1

7. RECREATION AND CULTURAL

- 7.1 Academic Merit Scholarships
- 7.2 Kazabazua community biannual youth sports municipal funding program for the years 2023-2024-2025

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2023-05-080

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:

3.3 APPLICATION FOR FINANCIAL ASSISTANCE – LOCAL ROAD ASSISTANCE PROGRAM – SPECIAL IMPROVEMENT PROJECTS COMPONENT (PPA-CE, PPA-ES)

5.1 REMOVE FROM THE AGENDA POINT 5.1 SUPPORT – NEED FOR CLSC SERVICES IN THE MUNICIPALITY OF LOW

CARRIED

**2023-05-081
1.5**

MINUTES OF THE REGULAR SITTING OF APRIL 4, 2023.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of April 4, 2023;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Paul Chamberlain and resolved

TO adopt the minutes of the regular sitting of April 4, 2023 as presented.

CARRIED

**2023-05-082
1.6**

ADOPTION OF BANK WITHDRAWALS

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

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

Net Salaries	\$ 30,730.03
Provincial Remittances	\$ 12,761.40
Federal Remittances	\$ 4,528.95
Retirement Pension Remittances	\$ 3,915.72

CARRIED

**2023-05-083
1.7**

ADOPTION OF THE CHEQUE REGISTER

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

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

TO adopt, as presented, the Cheque Register for the month of April 2023 for a total amount of \$ 15,355.01.

CARRIED

**2023-05-084
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 Lynne Lachapelle
SECONDED by Damien Lafrenière
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of April 2023 for a total amount of \$ 35,723.46 including provincial and federal remittances.

CARRIED

**2023-05-085
1.9**

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0.00)

**2023-05-086
1.10**

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

2023-05-087
1.11

ACCESS SIGNATORY FOR DECENTRALIZED PUBLIC BODIES

WHEREAS pursuant to section 7 of the Archives Act (R.S.Q., c. A-21.1), every public body must establish and keep up to date a retention schedule for its documents;

WHEREAS pursuant to the third paragraph of section 8 of that Act, every public body referred to in paragraphs 4 to 7 of the schedule must, in accordance with the regulation, submit to Bibliothèque et Archives nationales du Québec (BAnQ) for approval its retention schedule and any amendment relating to the addition of new documents or relating to documents intended to be preserved permanently;

WHEREAS the municipality of Kazabazua is a public body referred to in paragraph 4 of the schedule to this Law;

WHEREAS the Municipality of Kazabazua wishes to use the Archives Law Enforcement Management (GALA) system for the development and submission of its retention rules;

Whereas the municipality of Kazabazua does not have a delegation of powers or signature by-law or its by-law does not provide for the subject matter of this resolution;

IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Damien Lafrenière and resolved;

TO authorize the Director General to sign the retention schedule and any amendment relating to the addition of new documents or relating to documents intended to be permanently preserved, and to submit such schedule or amendment to Bibliothèque et Archives nationales du Québec for approval for and on behalf of the municipality of Kazabazua.

CARRIED

2023-05-088
1.12

PETITIONS FOR SIDEWALKS AND ROADSIDES RECLAIMED AND A BYPASS FOR HEAVY TRUCKS

WHEREAS two petitions were received at the Clerk's office as of March 30, 2023 and are compliant;

WHEREAS the 2023 population decree for the municipality of Kazabazua is 1,030;

WHEREAS the petition entitled "A petition for sidewalks and roadsides reclaimed for the village of Kazabazua" represents 2.04% of the population (21);

WHEREAS the petition entitled "A petition for a bypass requested for the village of Kazabazua for heavy trucks" represents 2.14% of the population (22);

WHEREAS the Council has taken good note of the petitions submitted and that an in-depth study of the applications has been analysed;

THEREFORE, IT IS PROPOSED by Matthew Orlando, **SECONDED** by Craig Gabie and resolved;

THAT the Council, after considering and study of the applications, rejects the two petitions since they do not represent a significant percentage of the population and is obliged not to follow up.

CARRIED

2023-05-089
1.13

PUBLICATION OF THE JOB OFFER UNDER THE CANADA 2023 SUMMER EMPLOYMENT PROGRAM

IT IS PROPOSED by Matthew Orlando
SECONDED by Craig Gabie

and resolved

THAT council mandates the director general to publicise a job offer for a Office Administrative Clerk under the Canada 2023 Summer Employment Program, must be between the ages of 15 and 30 (inclusive) at the start of employment;

Must be a Canadian citizen, permanent resident or person who has been granted refugee protection under the Immigration and Refugee Protection Act (International students are not eligible. Recent immigrants are eligible if they are Canadian citizens or permanent residents of Canada).

Has the legal right to work under relevant provincial and territorial laws and regulations

CARRIED

2023-05-090
1.14

TERRY FOX RUN – SEPTEMBER 17, 2023

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Matthew Orlando
And resolved

THAT Council support and welcomes the Terry Fox Run which will take place on Sunday, September 17, 2022 with registrations starting at 10:00 am and the race starting at 11:00 am at the Catholic Church to continue on Route 301 and authorizes for First Aid and security the assistance of the Kazabazua Fire Department. This event is a fundraiser for cancer research.

CARRIED

2. PUBLIC SECURITY

2023-05-092
2.1

PROJECT FIRE SAFETY COVER PLAN OF THE MRC VALLÉE-DE-LA GATINEAU – NOTICE OF THE MUNICIPALITY OF KAZABAZUA CONCERNING THE IMPLEMENTATION PLAN FOR ITS TERRITORY

WHEREAS under section 29 of the Fire Safety Cover plan must be revised during the sixth year following the date of its entry into force or its last certificate of conformity;

WHEREAS On February 14, 2023, the MRC Vallée-de-la-Gatineau adopted a resolution in which it undertook a procedure to revise its fire safety cover plan;

WHEREAS the MRC Vallée-de-la-Gatineau has submitted to all the municipalities present in its territory a document setting out the objectives of optimal protection that it intends to put forward as well as strategies to achieve these objectives;

WHEREAS by virtue of section 15 of the above-mentioned Act, municipalities must give their opinion to the MRC Vallée-de-la-Gatineau on these proposals, notably mentioning the impacts on the organization of their Human, material and financial resources, which proposals are presented in the implementation plans;

WHEREAS each municipality must adopt a resolution in order to signify its acceptance of the said plan of implementation as well as its commitment to respect and realize it.

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

THAT the Municipality of Kazabazua gives a favorable opinion to the proposals of the MRC Vallée-de-la-Gatineau contained in the implementation plan concerning its territory and that it undertakes to respect and to realize the applicable plan of implementation to its territory.

CARRIED

3. TRANSPORT

2023-05-092
3.1

GRANTING OF CONTRACT – STREET SWEEPING

WHEREAS the municipality has published a call for tenders by invitation number AOIBC2023 for the Mowing of Vegetation dated April 13, 2023;

WHEREAS one (1) bid have responded to this call for tender and is compliant;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Lynne Lachapelle and resolved;

THAT Council awards to the lowest bidder the Street Sweeping service contract, as well as the sidewalk, municipal office and community center to Services ADL inc. at a total cost of \$ 4,834.69 including applicable taxes.

The results of the opening bids are:

Bidders	Tendered price
Judith Langevin	\$
John Sweeping	\$
Service ADL Inc.	\$ 4,834.69

CARRIED

2023-05-093
3.2

GRANTING OF PURCHASE CONTRACT – CALCIUM

WHEREAS the municipality has published a call for tender by invitation number AOICC2023 for the purchase of calcium chloride 80 to 87%, certified B.N.Q, quantity of 25 ballot of 1000 kg of calcium 80 to 87% including delivery to 30 Begley Road, Kazabazua, Quebec dated April 13, 2023;

WHEREAS two (2) bids have responded to this call for tenders and is compliant;

THEREFORE, IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Craig Gabie and resolved;

THAT Council awards to the lowest bidder the purchase of calcium chloride 80 to 87%, certified B.N.Q, quantity of 25 ballot of 1000 kg of calcium 80 to 87% including delivery to 30 Begley Road, Kazabazua, Quebec, tender number AOICC2023 to Somavrac at a total cost of \$ 19,258.31 including applicable taxes and transport.

The results of the opening bids are:

Bidder	Tendered price
Sel Warwick	\$19,287.06
Somavrac	\$19,258.31

CARRIED

2023-05-094
3.3

APPLICATION FOR FINANCIAL ASSISTANCE – LOCAL ROAD ASSISTANCE PROGRAM – SPECIAL IMPROVEMENT PROJECTS COMPONENT (PPA-CE, PPA-ES)

IT IS PROPOSED by Paul Chamberlain
SECONDED by Damien Lafrenière
and resolved

THAT council mandates the Director general to submit two applications for financial assistance to the Local Highway Assistance Program – Special Improvement Projects Component (PPA-CE, PPA-ES) for the projects to reload the Delgrosse, Mulligan Ferry, Gagnon, Dorion, Jingtletown, Desormeaux, Rang 8, Lac Danford Est, Willoughby and Cherry Creek roads.

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

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

5.1

REMOVED FROM AGENDA SUPPORT – NEED FOR CLSC SERVICES IN THE MUNICIPALITY OF LOW

6. LAND USE PLANNING AND DEVELOPMENT

7. RECREATION AND CULTURE

2023-05-095
7.1

ACADEMIC MERIT SCHOLARSHIPS

IT IS PROPOSED by Damien Lafrenière
SECONDED by Craig Gabie

And resolved

THAT council authorizes a scholarship of \$ 200 for each student to help students pursue their studies at a higher level, this scholarship is offered to graduates of Sacred Heart High School in Gracefield and graduates of St Micheal's High School, these students must be residents of the municipality of Kazabazua.

CARRIED

2023-05-096
7.2

KAZABAZUA COMMUNITY BIENNIAL YOUTH SPORTS MUNICIPAL FUNDING PROGRAM FOR THE YEARS 2023-2024-2025

Whereas it is important to encourage young people to practice healthy lifestyles;

Whereas the municipality wishes to offer the opportunity to practice a sport to all children and teenagers who attend St-Nom-de-Marie school or those domiciled in the territory of the municipality who attend other educational institutions;

Therefore, it is proposed by Matthew Orlando, **seconded** by Sylvain La France and resolved;

TO contribute an amount equivalent to 50% or up to \$100.00 towards sports courses or programs, 2 times / year, over the next three years, 2023 – 2024 – 2025, for children and adolescents residing in the municipality of Kazabazua or attending St-Nom-de-Marie school.

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 7:43 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 ».