

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

Extraordinary Meeting - Thursday, May 21, 2026

Minutes of the extraordinary meeting of the Municipality Council of the Municipality of Kazabazua, held on May 21, 2026, at 4:00 p.m. at 26 Begley Road (Community Centre), Kazabazua.

Present:

Mr.	Gabriel Guertin	Mayor
Ms	Pamela Lachapelle	Councillor
Ms	Heather Quinn	Councillor
Ms	Tanya Gabie	Councillor
Mr	Damien Lafrenière	Councillor
Ms	Nicole Constantineau	Councillor

Absent:

Mr	Matthew Orlando	Councillor
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A quorum of council members is formed under the presidency of the Mayor, Mr. Gabriel Guertin.

Ms. Claudia Lacroix, Director General and Clerk-Treasurer, acts as secretary of the meeting.

000
 OPENING OF THE MEETING AND MAYOR'S REPORT

0-1
 OPENING OF THE MEETING

The Mayor, Mr. Gabriel Guertin, welcomes those present and, after noting that a quorum is reached, declares the meeting open at 4 PM.

0-2
 ADOPTION OF THE AGENDA

KAZ - 2026-05-21-384

WHEREAS the members of council waive the reading of the agenda;

THEREFORE,

IT IS PROPOSED by Nicole Constantineau, **SECONDED** by Pamela Lachapelle,

AND RESOLVED to adopt the agenda containing the following items:

AND RESOLVED to adopt the agenda as presented in the notice of meeting, containing the following items, without any modification, pursuant to Section 153 of the Municipal Code of Québec:

00	OPENING OF THE MEETING ET RAPPORT DU MAIRE
100	GENERAL ADMINISTRATION
200	PUBLIC SAFETY
300	TRANSPORTATION AND COMMUNICATION
300-01	Used Snow Blower – Disposition
300-02	Director of Public Works – Hiring Confirmation
300-03	Salary Adjustment – Employee 02-001
400	ENVIRONMENT AND SANITATION

400-01	Request for Financial Support – Kazabazua Lakes Association
500	HEALTH AND WELL-BEING
600	PLANNING, URBANISM AND DEVELOPMENT
600-01	Authorization to the Director General – Issuance of Permits
600-02	Committee – Study of Municipal Properties
600-03	Notice of Motion – By-law Concerning the Issuance of Permits
600-04	Authorization for the Demolition of Three (3) Municipal Sheds
700	RECREATION AND CULTURE
700-01	River Access – Mandate to the Director General – Authorization for Work and Purchases
700-02	Canada Day
700-03	Final Payment – Splash Pad – Authorization
800	CORRESPONDENCE
800-01	Contribution Request – Elementary School Scholarships
900	VARIA
1000	QUESTION AND COMMENT PERIOD
1100	ADJOURNMENT OF THE MEETING
<u>CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT</u>	

100
GENERAL ADMINISTRATION
200
PUBLIC SAFETY
300
TRANSPORT
300-01
USED SNOW BLOWER - DISPOSITION

KAZ-2026-05-21-385

WHEREAS the Municipality had a mechanical evaluation carried out on the municipal snow blower in order to verify its condition and determine the repairs required;

WHEREAS a part was purchased as part of the inspections performed on the equipment;

WHEREAS the evaluation demonstrated that the snow blower requires significant additional repairs;

WHEREAS the municipal council ultimately decided to proceed with the acquisition of a new snow blower;

WHEREAS the supplier confirmed that, should the Municipality return the used snow blower, a credit corresponding to the cost of the purchased part as well as the inspection fees will be granted to the Municipality;

THEREFORE,

IT IS PROPOSED by Nicole Constantineau, **SECONDED** by Tanya Gabie,

THAT the municipal council authorize the return of the used snow blower to the supplier in order to benefit from the applicable credit related to the purchased part and the inspection fees;

THAT the Director General and Clerk-Treasurer be authorized to sign all necessary documents and to take all actions required to give effect to this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

300-02

DIRECTOR OF PUBLICS WORKS – HIRING CONFIRMATION

KAZ-2026-05-21-386

WHEREAS Resolution KAZ-2026-03-12-322 was adopted during the regular meeting of the municipal council held on March 12, 2026;

WHEREAS the said resolution mandated the Director General to proceed with a call for applications in order to fill the position of Director of Public Works;

WHEREAS the same resolution mandated the Mayor and the Director General to submit a recommendation to the municipal council regarding the selection of the successful candidate;

WHEREAS interviews were conducted with the shortlisted candidates;

WHEREAS the recommendation submitted to the members of the municipal council;

THEREFORE,

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Heather Quinn,

AND RESOLVED

THAT the municipal council authorize the hiring of Mr. James Schnob as Director of Public Works, effective Monday, May 25, 2026;

THAT this hiring be subject to a probationary period of three (3) months, which may be extended if necessary;

THAT the salary conditions and other terms of employment be established in an employment contract to be entered into between the parties.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

300-03

AJUSTEMENT SALAIRAL – EMPLOYÉ 02-001

KAZ-2026-05-21-387

WHEREAS the evaluation of the responsibilities and duties assumed by the employee concerned;

WHEREAS the municipal council's desire to adjust the employee's compensation in order to reflect the duties performed as well as the operational needs of the Municipality;

THEREFORE,

IT IS PROPOSED by Nicole Constantineau, **SECONDED** by Pamela Lachapelle,
AND RESOLVED:

THAT the municipal council authorize an adjustment to the hourly rate of employee number 02-001, effective as of May 6, 2026;

THAT the Director General and Clerk-Treasurer be authorized to make the necessary changes to the employee's file and payroll processing.

CARRIED BY THE MAJORITY OF MEMBERS PRESENT

Note to the minutes

Councillor Tanya Gabie of Ward 4 and Councillor Damien Lafrenière of Ward 5 voted against this resolution. They stated that they were against the process used.

400

ENVIRONMENT AND SANITATION

400-01

REQUEST FOR FINANCIAL SUPPORT – KAZABAZUA LAKES ASSOCIATION

KAZ-2026-05-21-388

WHEREAS correspondence was received from the Kazabazua Lakes Association regarding a request for financial support for the completion of a comprehensive study on the health of the lakes in the Danford Lake area;

WHEREAS the Kazabazua Lakes Association has acted for more than twenty (20) years as a steward of the bodies of water located within the territory of the Municipality;

WHEREAS a first comprehensive lake health study was conducted approximately ten (10) years ago in collaboration with ABV-7, with shared financial participation between the Municipality and the Association;

WHEREAS this study made it possible to establish a useful database for environmental monitoring of the lakes and to support the Municipality in fulfilling its responsibilities regarding water body management;

WHEREAS ABV-7 biologists recommended follow-up studies every ten (10) years and that it is appropriate to proceed with a new assessment of water quality and shoreline conditions;

WHEREAS the project will be carried out in two phases, namely a first phase in 2026 targeting the three major lakes and a second phase in 2027 targeting the six smaller lakes;

THEREFORE,

IT IS PROPOSED by Tanya Gabie, **SECONDED** by Damien Lafrenière,
AND RESOLVED:

THAT the municipal council respond favourably to the request for financial support submitted by the Kazabazua Lakes Association as part of the comprehensive lake health study;

THAT the Municipality authorize a maximum financial contribution of \$7,100 for Phase 1 of the project in 2026 and a maximum financial contribution of \$8,100 for Phase 2 of the project in 2027, subject to budget availability and the necessary appropriations during the applicable fiscal years;

THAT the Director General and Clerk-Treasurer be authorized to undertake all necessary procedures and to sign all documents required to give effect to this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

500
HEALTH AND WELL-BEING

600
PLANNING, URBANISM AND DEVELOPMENT

600-01
AUTHORIZATION TO THE DIRECTOR GENERAL – INSSUANCE OF PERMITS

KAZ-2026-05-21-389

WHEREAS the operational needs of the Municipality regarding the processing of municipal permit and certificate applications;

WHEREAS the temporary absence of resources within the urban planning department and the necessity of ensuring continuity of services to citizens;

WHEREAS the municipal council deems it appropriate to authorize the Director General to proceed with the issuance of certain municipal permits and certificates in accordance with the applicable regulations;

THEREFORE,

IT IS PROPOSED by Heather Quinn, **SECONDED** by Pamela Lachapelle,

AND RESOLVED:

THAT the municipal council mandate the Director General and Clerk-Treasurer to proceed with the issuance of municipal permits and certificates necessary for the proper functioning of municipal operations, in accordance with the municipal by-laws currently in force;

THAT this authorization shall remain valid until such time as another resolution of the municipal council modifies or repeals it;

THAT the Director General also be authorized to carry out all administrative procedures required in relation to the processing of permit and certificate applications.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

Note to the minutes

This authorization is only valid when there is no staff present in the urban planning department.

600-02
COMMIITEE – STUDY OF MUNICIPAL PROPERTIES

KAZ-2026-05-21-390

WHEREAS the Municipality is the owner of various buildings and properties within its territory;

WHEREAS the municipal council wishes to proceed with an analysis of certain municipal properties as part of a potential disposition or development process;

WHEREAS it is appropriate to establish a committee in order to evaluate the various administrative, technical, and strategic aspects related to these properties;

THEREFORE,

IT IS PROPOSED by Tanya Gabie, **SECONDED** by Pamela Lachapelle,

AND RESOLVED:

THAT the municipal council proceed with the creation of a committee responsible for studying municipal properties that may be subject to a potential disposition or development process;

THAT the committee be composed of the following persons:

- The Mayor, Gabriel Guertin,
- Councillors Heather Quinn and Nicole Constantineau,
- The Director General, Claudia Lacroix;

THAT the committee be mandated to carry out the necessary analyses and to submit recommendations to the municipal council regarding possible options for the properties concerned;

THAT the Director General and Clerk-Treasurer be authorized to assist the committee in its administrative procedures and to provide the documents and information necessary for the analysis of the files.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

600-03
NOTICE OF MOTION – BY-LAW CONCERNIND THE INSUANCE OF PERMITS

Notice of motion is hereby given by Nicole Constantineau that, at a subsequent meeting of the municipal council, a by-law amending the by-law respecting the issuance of municipal permits and certificates will be presented for adoption.

The purpose of this draft by-law will notably be to add new categories of work, activities, or situations requiring the mandatory issuance of a municipal permit or certificate prior to their execution.

The draft by-law also aims to clarify certain administrative provisions relating to the processing and issuance of municipal permits and certificates in order to ensure better enforcement of municipal regulations.

In accordance with the law, a copy of the draft by-law will be tabled at a subsequent meeting.

600-04
AUTHORIZATION FOR DEMOLITION OF THREE (3) MUNICIPAL SHEDS

KAZ-2026-05-21-391

WHEREAS the Municipality is the owner of three (3) municipal sheds that have become obsolete and/or non-functional;

WHEREAS two (2) of these sheds are located at the fire station and one (1) is located at the municipal office;

WHEREAS the poor condition of these buildings, the municipal council deems it appropriate to proceed with the demolition of these buildings in order to ensure better management of municipal infrastructure and to free up the spaces concerned;

WHEREAS it is appropriate to mandate the Director General to carry out the necessary procedures and steps relating to this matter;

THEREFORE,

IT IS PROPOSED by Heather Quinn, **SECONDED** by Damien Lafrenière,

AND RESOLVED:

THAT the municipal council mandate the Director General and Clerk-Treasurer to carry out all necessary procedures, administrative processes, and authorization requests in order to proceed with the demolition of three (3) municipal sheds, namely two (2) located at the fire station and one (1) located at the municipal office;

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

700

RECREATION AND CULTURE

700-01

RIVER ACCESS – MANDATE OF THE DIRECTOR GENERAL – AUTHORIZATION FOR WORK AND PURCHASES

KAZ-2026-05-21-392

WHEREAS Resolution 2025-12-09-251 was adopted during the regular meeting of the municipal council held on December 9, 2025;

WHEREAS the members of council wish to proceed with the temporary installation of the floating municipal dock at the designated location (river access);

WHEREAS it is also necessary to improve and secure access to the site in order to ensure proper use of the premises by citizens and visitors;

WHEREAS the municipal council deems it appropriate to add various installations and supplies to the site, including garbage bins and signage indicating authorized and prohibited activities;

THEREFORE,

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Tanya Gabie,

AND RESOLVED:

THAT the municipal council mandate the Director General and Clerk-Treasurer to undertake the necessary procedures relating to the temporary installation of the municipal dock;

THAT this mandate also includes the improvement and rehabilitation work for access to the site, the installation of concrete garbage bins, as well as the purchase and installation of signage deemed necessary regarding authorized and prohibited activities on the premises;

THAT the Director General be authorized to make the required purchases and to mandate the necessary resources in order to give effect to this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

700-02
CANADA DAY

Subject not covered.

700-03
FINAL PAYMENT – SPLASH PAD - AUTHORIZATION

Matter already addressed in January 2026.

800
CORRESPONDENCE

800-01
REQUEST FOR CONTRIBUTION – ELEMENTARY SCHOOL SCHOLARSHIPS

KAZ-2026-05-21-393

WHEREAS a sponsorship request was submitted to the Municipality regarding the granting of scholarships for graduating students of Pavillon St-Nom-de-Marie, school at Lac Ste-Marie;

WHEREAS graduation represents an important event for Grade 6 students and that costs are associated with organizing this activity;

WHEREAS the request concerns the granting of four (4) scholarships intended for students residing within the territory of the Municipality of Kazabazua;

WHEREAS the municipal council wishes to encourage academic perseverance and recognize the achievements of the Municipality’s youth;

THEREFORE,

IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Tanya Gabie,

AND RESOLVED:

THAT the municipal council authorize the granting of four (4) scholarships in the amount of fifty dollars (\$50) each to graduating students residing in Kazabazua attending Pavillon St-Nom-de-Marie;

THAT this expense be charged to the budget item provided for this purpose;

THAT the Director General and Clerk-Treasurer be authorized to proceed with the payment of the said scholarships in accordance with this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

900
VARIA

1000
QUESTION AND COMMENT PERIOD

A question period is held. Several individuals ask questions or make comments.

1100
ADJOURNMENT OF THE MEETING

KAZ-2026-05-21-394

IT IS PROPOSED by Tanya Gabie, **SECONDED** by Pamela Lachapelle,
THAT the present meeting be adjourned at 4:45 PM.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

Gabriel Guertin
Mayor

Claudia Lacroix, B.A.A.
Director General
Clerk-Treasurer