

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

Regular meeting – Tuesday July 7, 2026, 2026

Minutes of the regular meeting of the Municipal Council of the Municipality of Kazabazua, held on July 7, 2026, at 7:00 PM 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

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

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

000 OPENING OF THE MEETING AND MAYOR'S MESSAGE

**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 7 PM.

**0-2
MAYOR'S MESSAGE**

**0-3
ADOPTION OF THE AGENDA**

KAZ-2026-07-07-423

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

WHEREAS section 148 of the Quebec Municipal Code stipulates that all documentation useful for decision-making must be made available to council members no later than 72 hours before the scheduled start time of the meeting, except in exceptional circumstances;

THEREFORE,

IT IS PROPOSED by Tanya Gabie , **SECONDED** by Heather Quinn,

AND RESOLVED to waive the deadline prescribed in section 148 of the Quebec Municipal Code concerning the delivery of documentation useful for decision-making, and to adopt the agenda containing the following items:

000	OPENING OF THE MEETING AND MAYOR’S MESSAGE
0-1	Opening of the meeting
0-2	Mayor’s message
0-3	Adoption of the agenda
0-4	Adoption of the minutes
	A- Minutes of the regular meeting held June 2, 2026
	B- Minutes of the extraordinary meeting held June 10, 2026
0-5	Question and comment period
100	GENERAL ADMINISTRATION
100-01	Adoption of bank withdrawals
100-02	Adoption of the cheque register
100-03	Adoption of the list of accounts payable
100-04	Director General’s expenses
100-05	Fire service Director’s expenses
100-06	Call for applications – Administrative staff
100-07	Grant FRR-3 – Authorization of work
100-08	Community Centre – Roofing work
100-09	By-election
	A- Calling of a by-election for Councillor Seat 3
	B- Cancellation of voting by mail
100-10	Training – Drinking water operator
100-11	Repeal of Resolution KAZ-2026-02-03-294
100-12	Canada Summer Jobs Program 2026 – Confirmation of hiring – Two seasonal employees
100-13	Insulation of municipal buildings – Municipal office, fire station and library
100-14	Official photos – Awarding of contract
100-15	Filing of Draft By-law 2026-056 – By-law establishing budgetary control and monitoring rules, and delegating the power to authorize expenditures and create a selection committee
200	PUBLIC SECURITY
200-01	Fire station – Asphalt repairs – Awarding of contract
300	TRANSPORTATION AND COMMUNICATION
300-01	Beaver Control Management – Awarding of Contract
300-02	Grader operator – Temporary replacement
300-03	Municipal garage – Air conditioning – Awarding contract
300-04	Public Works Director – Training
400	ENVIRONMENTAL HEALTH AND ENVIRONMENT
400-01	Septic Tank Sludge Pumping – Mandate to the General Manager
500	HEALTH AND WELL-BEING
600	PLANNING, URBANISM AND DEVELOPMENT
600-01	Notice of Motion – Amendment to By-laws 2024-051 and 2018-021
700	RECREATION AND CULTURE
800	CORRESPONDENCE
800-01	Culture Days 2026 – Support
800-02	Request for financial contribution – Kazabazua Fire Association
800-03	Begley Road – Signage
800-04	Request for financial contribution – R.I.S.E.
900	VARIA
1000	QUESTION AND COMMENT PERIOD

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

0-4
ADOPTION OF THE MINUTES

A- MINUTES OF THE REGULAR MEETING OF JUNE 2, 2026

KAZ-2026-07-07-424

WHEREAS the members of council individually reviewed the minutes of the regular meeting of June 2, 2026;

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

THEREFORE,

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Damien Lafrenière,

AND RESOLVED to adopt the minutes of the regular meeting of June 2, 2026, as presented.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

B- MINUTES OF THE EXTRAORDINARY MEETING OF JUNE 10, 2026

KAZ-2026-07-07-425

WHEREAS the members of council individually reviewed the minutes of the extraordinary meeting of June 10, 2026;

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

THEREFORE,

IT IS PROPOSED by Heather Quinn Heather Quinn, **SECONDED** by Nicole Constantineau,

AND RESOLVED to adopt the minutes of the extraordinary meeting of June 10, 2026, as presented.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

0-5
QUESTION AND COMMENT PERIOD

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

100
GENERAL ADMINISTRATION

100-01
ADOPTION OF BANK WITHDRAWALS

KAZ-2026-07-07-426

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Damien Lafrenière,

AND RESOLVED to adopt, as presented, the list of direct debits for the month of June 2026 for a total of the following amounts:

Description	Amount
Net salaries	\$ 40 755.45
Provincial remittances	\$ 14 605.35
Federal remittances	\$ 4 575.73
Retirement Pension Remittances	\$ 4 333.18
Employee group insurance	\$ 6 579.09

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-02
ADOPTION OF THE CHEQUE REGISTER

KAZ-2026-07-07-427

WHEREAS the accounts have been verified by Pamela Lachapelle and Heather Quinn;

THEREFORE,

IT IS PROPOSED by Nicole Constantineau, **SECONDED** by Heather Quinn,

AND RESOLVED to adopt, as presented, the cheque register for the month of June 2026 for a total amount of \$ 271 872.04.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-03
ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

KAZ-2026-07-07-428

WHEREAS the accounts have been audited by Pamela Lachapelle and Heather Quinn;

THEREFORE,

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

AND RESOLVED to approve the list of accounts payable as at June 30, 2026 for a total amount of \$127 275.65 and authorize the Director general and clerk-treasurer to issue the payments.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-04
DIRECTOR GENERAL'S EXPENSES

KAZ-2026-07-07-429

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

AND RESOLVED to approve the list of expenses authorized by the Director General for the month of June 2026 in the amount of \$3 196.94. These expenses have already been included in the list of accounts payable submitted for approval under item 100-03.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-05
FIRE SERVICE DIRECTOR'S EXPENSES – DCP

KAZ-2026-07-07-430

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Damien Lafrenière_,

AND RESOLVED to approve the list of expenses authorized by the Fire Service Director for the month of June 2026 in the amount of \$2 081.74\$. These expenses have already been included in the list of accounts payable submitted for approval under item 100-03.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-06
CALL FOR APPLICATIONS – ADMINSTRATIVE STAFF

KAZ-2026-07-07-431

WHEREAS the workload within the municipal administration has increased significantly over the past several months;

WHEREAS the current administrative resources are no longer sufficient to adequately meet all operational responsibilities, statutory obligations and ongoing municipal files;

WHEREAS Council recognizes the importance of providing the administration with the human resources necessary to ensure efficient service to residents, adequate support to Council and effective municipal administration;

WHEREAS the addition of an administrative resource will improve organizational efficiency, accelerate the processing of municipal files and support the implementation of municipal projects;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize the Director General and Clerk-Treasurer to launch a recruitment process to fill the position of **Executive Administrative Assistant**;

THAT the Director General be authorized to prepare, publish and administer the recruitment process, including the review of applications, the conduct of interviews and any other steps required to select the most qualified candidate;

THAT Councillor Damien Lafrenière be appointed as a member of the selection committee to assist the Director General throughout the recruitment process;

THAT the final hiring recommendation be submitted to Council for approval in accordance with the Municipality's policies and procedures.

CARRIED BY A MAJORITY OF THE MEMBERS PRESENT

Minute entry
Councillor for Seat No. 4, Tanya Gabie, voted against the adoption of this resolution.

100-07
AUTHORIZATION – MANDATE TO THE DIRECTOR GENERAL – IMPLEMENTATION OF THE WORKS

KAZ-2026-07-07-432

WHEREAS the Municipality has received financial assistance for improvements to the Recreation Complex;

WHEREAS Council identified several projects when submitting the financial assistance application;

WHEREAS the amount of financial assistance granted is lower than the amount requested and, consequently, Council revised the list of originally planned projects by removing certain items in order to remain within the available budget;

WHEREAS Council has determined the projects that will be carried out under the approved financial assistance;

WHEREAS the work must be carried out in accordance with the terms and conditions of the funding program and the Municipality's Contract Management Policy;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize the Director General and Clerk-Treasurer to undertake all steps necessary to carry out the Recreation Complex improvement projects approved by Council following the revision of the list of eligible works;

THAT the Director General be authorized to prepare specifications, request quotations and, where required, proceed with public tenders in accordance with the applicable legislation, regulations and the Municipality's Contract Management Policy;

THAT the Director General be authorized to award the contracts required to complete the approved projects, within the limits of the financial assistance granted, available budget appropriations and the authority delegated under the Municipality's by-laws and policies;

THAT the Director General be authorized to sign, for and on behalf of the Municipality, all documents required to complete the work and implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-08

COMMUNITY CENTRE – ROOF REPAIRS

KAZ-2026-07-07-433

WHEREAS the roof of the Community Centre has water infiltration that could result in additional damage;

WHEREAS immediate intervention is required to protect the municipal facilities, equipment and property located therein;

WHEREAS Council wishes to authorize the Director General to undertake all necessary steps to complete these repairs in compliance with the applicable legislation, regulations and the Municipality's Contract Management Policy;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize the emergency roof repairs required to correct the water infiltration at the Community Centre;

THAT the Director General and Clerk-Treasurer be mandated to undertake all necessary steps to complete these repairs, including the preparation of requests for quotations, the awarding of contracts where required, and any other measures necessary for their completion;

THAT the Director General be authorized to award the required contracts in accordance with the applicable provisions of the *Municipal Code of Québec*, as applicable, and the Municipality's Contract Management Policy;

THAT the Director General be authorized to sign, for and on behalf of the Municipality, all documents required to give effect to this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-09
BY-ELECTION

A- CALLING OF A BY-ELECTION FOR COUNCILLOR – SEAT NO. 3

KAZ-2026-07-07-434

WHEREAS the Municipality of Kazabazua received the written resignation of Mr. Matthew Orlando, Councillor representing Seat No. 3;

WHEREAS the resignation was filed with Council in accordance with the *Act Respecting Elections and Referendums in Municipalities*;

WHEREAS the resignation creates a vacancy for the office of Councillor for Seat No. 3;

WHEREAS this vacancy must be filled in accordance with the provisions of the *Act Respecting Elections and Referendums in Municipalities*;

IT IS PROPOSED by Heather Quinn, **SECONDED** by Tanya Gabie,

AND RESOLVED:

THAT Council acknowledge the vacancy for the office of Councillor for Seat No. 3 following the resignation of Mr. Matthew Orlando;

THAT Council request that the Returning Officer of the Municipality of Kazabazua undertake the necessary steps to hold a by-election to fill the vacancy in accordance with the *Act Respecting Elections and Referendums in Municipalities*;

THAT the polling day be established by the Returning Officer in accordance with the timeframes and requirements prescribed by law;

THAT all expenses related to the conduct of the by-election be charged to the appropriate budget accounts.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

B- CANCELLATION OF VOTING BY MAIL

KAZ-2026-07-07-435

WHEREAS Council adopted Resolution 2013-04-078 authorizing voting by mail for certain categories of eligible electors pursuant to the *Act Respecting Elections and Referendums in Municipalities*;

WHEREAS Council also adopted Resolution 2021-06-115 authorizing voting by mail for electors aged 70 and over;

WHEREAS Council wishes to discontinue these measures and no longer offer voting by mail during municipal elections, subject to any legislative requirements then in force;

THEREFORE,

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

AND RESOLVED:

THAT Council repeal Resolutions 2013-04-078 and 2021-06-115, which authorized voting by mail for the categories of electors covered therein;

THAT this repeal take effect immediately and apply to all future municipal elections and by-elections, subject to the *Act Respecting Elections and Referendums in Municipalities* and any other applicable legislation or regulation;

THAT the Returning Officer be authorized to take all administrative measures necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-10

DRINKING WATER OPERATOR TRAINING

KAZ-2026-07-07-436

WHEREAS the Municipality operates a drinking water supply system serving, among other facilities, the Community Centre;

WHEREAS the system serves more than twenty-one (21) persons and the applicable regulations require that it be operated by a qualified operator;

WHEREAS it is in the Municipality's interest to train an employee in order to comply with regulatory requirements and ensure the continuity of operations of the drinking water system;

WHEREAS this training will enable the Municipality to maintain in-house expertise and ensure compliance with applicable standards;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize the registration of municipal employee **Georges Leblanc** in the training program required for the operation of a drinking water supply system, in accordance with applicable regulatory requirements;

THAT all registration fees, travel expenses, accommodation, meals and any other eligible expenses related to this training be paid by the Municipality in accordance with its policies;

THAT the Director General and Clerk-Treasurer be authorized to complete all procedures required for the employee's registration and to sign all documents necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-11

REPEAL OF RESOLUTION KAZ-2026-02-03-294

Minute entry

Councillor for Seat No. 4, Damien Lafrenière, declared a conflict of interest in relation to this matter, left the Council table before deliberations began, and abstained from participating in the discussions and the vote.

KAZ-2026-07-07-437

WHEREAS the Municipal Council adopted Resolution No. 2026-02-03-294, entitled "Notary Fees – CPTAQ File," which provided for the invoicing to the affected property owners of fifty percent (50%) of the costs incurred by the Municipality in connection with certain proceedings before the *Commission de protection du territoire agricole du Québec (CPTAQ)*;

WHEREAS the Municipal Council wishes to reconsider its position regarding this cost recovery;

WHEREAS it is appropriate to repeal Resolution No. 2026-02-03-294 so that it shall cease to have effect;

THEREFORE,

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

AND RESOLVED:

THAT the Municipal Council hereby repeals in its entirety Resolution No. 2026-02-03-294, entitled "Notary Fees – CPTAQ File."

THAT this repeal shall take effect upon its adoption.

THAT the Director General and Clerk-Treasurer be and is hereby authorized to take all administrative measures necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT AND VOTING

Minute entry

Councillor for Seat No. 4, Damien Lafrenière, resumed his seat at the Council table.

100-12

CANADA SUMMER JOBS 2026 PROGRAM – CONFIRMATION OF HIRING – TWO SEASONAL EMPLOYEES

KAZ-2026-07-07-438

WHEREAS the Municipality of Kazabazua has received funding under the **Canada Summer Jobs (CSJ)** Program;

WHEREAS this funding provides for the hiring of seasonal employees to meet temporary municipal staffing needs;

WHEREAS Council wishes to hire two employees for the summer period in accordance with the terms and conditions of the program;

IT IS PROPOSED by Heather Quinn, **SECONDED** by Tanya Gabie,

AND RESOLVED:

THAT Council authorize the hiring of the following individuals under the Canada Summer Jobs (CSJ) Program:

- Mr. William Paquette, Public Works Labourer, for the duration and under the conditions established by the Program;
- Ms. Myrissa Russett, Administrative Assistant, for the duration and under the conditions established by the Program.

THAT remuneration, hours of work and conditions of employment shall be those established under the Canada Summer Jobs Program and the Municipality of Kazabazua's administrative policies.

THAT the Director General and Clerk-Treasurer be authorized to sign all required documents, complete all administrative formalities and take all measures necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-13

INSULATION OF MUNICIPAL BUILDINGS – MUNICIPAL OFFICE, FIRE HALL AND LIBRARY

KAZ-2026-07-07-439

WHEREAS the Municipality wishes to improve the energy efficiency of its municipal buildings;

WHEREAS the attics of the Municipal Office, Fire Hall and Library are inadequately insulated, resulting in significant heat loss;

WHEREAS this situation directly impacts energy consumption and results in higher electricity costs for the Municipality;

WHEREAS the insulation work will reduce heat loss, improve occupant comfort, lower operating costs and promote sound financial management;

WHEREAS Council wishes to proceed with these improvements in accordance with the applicable legislation, regulations and the Municipality's Contract Management Policy;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize insulation work in the attics of the Municipal Office, Fire Hall and Municipal Library;

THAT the Director General and Clerk-Treasurer be mandated to undertake all necessary steps to complete the work, including requesting quotations, soliciting bids and awarding contracts in accordance with the applicable legislation, regulations and the Municipality's Contract Management Policy;

THAT the Director General be authorized to sign, for and on behalf of the Municipality, all documents necessary to complete the work and implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-14

OFFICIAL PHOTOGRAPHS – CONTRACT AWARD

KAZ-2026-07-07-440

WHEREAS Council wishes to update the official photographs of Council members, management staff, Public Works employees and volunteer firefighters;

WHEREAS these photographs will be used for the Municipality's official communications, website, publications, social media platforms and other promotional materials;

WHEREAS Council has reviewed the proposal submitted by **Clichés d'Atelier – Carole Ann Pilon** in the approximate amount of **\$1,000**, plus applicable taxes;

WHEREAS Council considers this proposal to be in the Municipality's best interest and responsive to its needs;

THEREFORE,

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

AND RESOLVED: ...

THAT Council accept the proposal submitted by Clichés d'Atelier – Carole Ann Pilon for the official photographs of Council members, management staff, Public Works employees and volunteer firefighters;

THAT the contract be awarded for a maximum amount of **\$1,000.00**, plus applicable taxes, in accordance with the submitted proposal;

THAT the Director General and Clerk-Treasurer be authorized to sign, for and on behalf of the Municipality, all documents required to carry out this mandate and to complete all administrative procedures necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

100-15

TABLING OF DRAFT BY-LAW 2026-056 – BY-LAW ESTABLISHING BUDGETARY CONTROL AND MONITORING RULES, DELEGATING THE AUTHORITY TO AUTHORIZE EXPENDITURES AND ESTABLISHING A SELECTION COMMITTEE

Minute Entry

In accordance with the applicable legislative provisions, the Director General and Clerk-Treasurer tabled **Draft By-law No. 2026-056**, entitled:

"By-law Establishing Budgetary Control and Monitoring Rules, Delegating the Authority to Authorize Expenditures and Establishing a Selection Committee."

The purpose of this draft by-law is to establish the Municipality's budgetary control and monitoring procedures, define the delegated authority to authorize expenditures and provide for the establishment of a selection committee in accordance with the applicable legislative requirements.

The draft by-law is hereby tabled before Council and will be presented for adoption at a subsequent meeting in accordance with the requirements of the law.

200
PUBLIC SECURITY

200-01
FIRE HALL – ASPHALT REHABILITATION – CONTRACT AWARD

KAZ-2026-07-07-441

WHEREAS the asphalt surface in front of the Fire Hall has deteriorated and requires rehabilitation to ensure the safety of users and the proper operation of the Fire Department;

WHEREAS requests for quotations were conducted in accordance with the Municipality's Contract Management Policy;

WHEREAS the Public Works Director analyzed the quotations received and submitted his recommendation to Council;

WHEREAS the Public Works Director recommends awarding the contract to **Pavage Massie**, whose quotation is compliant and considered the most advantageous for the Municipality;

THEREFORE,

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

AND RESOLVED:

THAT Council accept the recommendation of the Public Works Director and award the contract for the asphalt rehabilitation work in front of the Fire Hall to **Pavage Massie** for the amount of **\$12,480.00**, plus applicable taxes;

THAT the required funds be appropriated from the available budgetary appropriations;

THAT the Director General and Clerk-Treasurer be authorized to sign, for and on behalf of the Municipality, all documents required to implement this resolution.

CARRIED BY THE MAJORITY OF THE MEMBERS PRESENT

Note to the Minutes

Councillor Tanya Gabie (Seat No. 4) and Councillor Damien Lafrenière (Seat No. 5) voted against the adoption of this resolution.

300

TRANSPORT

300-01

BEAVER CONTROL MANAGEMENT – AWARDING OF CONTRACT

KAZ-2026-07-07-442

WHEREAS Council adopted Resolution **KAZ-2026-06-02-408**, mandating the Director General to forward the quotations received to the Public Works Director for analysis and recommendation;

WHEREAS the Public Works Director reviewed the quotations received in accordance with the mandate granted to him;

WHEREAS the Public Works Director recommends retaining the services of **Stéphan Grondin**, whose proposal best meets the Municipality's needs;

WHEREAS Council has reviewed the recommendation and wishes to proceed accordingly;

THEREFORE,

IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Pamela Lachapelle,

AND RESOLVED:

THAT Council accept the recommendation of the Public Works Director and award the contract for beaver control and management services within the Municipality to **Stéphan Grondin**, in accordance with the submitted proposal;

THAT all interventions be carried out as required by the Municipality and in compliance with all applicable legislation and regulations, including those governing wildlife protection and environmental conservation;

THAT the costs related to this contract be charged to the appropriate budget accounts;

THAT the Director General and Clerk-Treasurer be authorized to sign, for and on behalf of the Municipality, all documents necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

300-02

GRADER OPERATOR – TEMPORARY REPLACEMENT

KAZ-2026-07-07-443

WHEREAS a Labourer position is currently vacant within the Public Works Department;

WHEREAS the employee occupying that position previously operated the grader;

WHEREAS the Municipality must ensure the continuity of grading operations, road maintenance and other municipal public works activities;

WHEREAS the selected candidate possesses the qualifications required to operate both the grader and the ten-wheel truck, thereby increasing the versatility of the Public Works team;

WHEREAS this appointment will help maintain essential municipal services and meet operational requirements;

THEREFORE,

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

AND RESOLVED:

THAT Council confirm the hiring of **Mr. Lucien Pétrin** as **Grader Operator and Ten-Wheel Truck Operator** to fill the vacant position within the Public Works Department;

THAT this appointment take effect in accordance with the terms of the employment agreement and remain in effect at least until **November 2026**, subject to the Municipality's operational requirements;

THAT salary and conditions of employment be established in accordance with the Municipality's salary policy and employment conditions;

THAT the Director General and Clerk-Treasurer be authorized to sign, for and on behalf of the Municipality, all documents necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

300-03

MUNICIPAL GARAGE – AIR CONDITIONING – CONTRACT AWARD

KAZ-2026-07-07-444

WHEREAS Council adopted Resolution **KAZ-2026-06-02-403**, authorizing the Director General and Clerk-Treasurer to obtain quotations for the installation of air conditioning systems in the Public Works Director's office and in the second-floor kitchen of the Municipal Garage;

WHEREAS quotations were obtained in accordance with the Municipality's Contract Management Policy;

WHEREAS the Public Works Director analyzed the quotations received and submitted his recommendation to Council;

WHEREAS Council has reviewed the recommendation and wishes to retain the recommended supplier;

THEREFORE,

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

AND RESOLVED:

THAT Council accept the recommendation of the Public Works Director and award the contract for the installation of an air conditioning system in the Public Works Director's office and the second-floor kitchen of the Municipal Garage to **Réfrigération Roxtone**, in the amount of \$6,410.66, plus applicable taxes, in accordance with the submitted quotation;

THAT the expenses related to this contract be charged to the appropriate budget accounts;

THAT the Director General and Clerk-Treasurer be authorized to sign, for and on behalf of the Municipality, all documents necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

300-04

PUBLIC WORKS DIRECTOR – TRAINING

KAZ-2026-07-07-445

WHEREAS the Public Works Director is a newly hired employee of the Municipality;

WHEREAS it is essential to provide him with the tools and knowledge required to effectively carry out his duties;

WHEREAS the responsibilities of the Public Works Director include the planning, management and supervision of municipal snow removal operations;

WHEREAS the Cégep de Saint-Laurent offers the courses "Developing a Snow Removal Policy – Fall 2026" and "Snow Removal Operations – Fall 2026", both directly related to the duties of the Public Works Director;

WHEREAS these courses will enable the Municipality to benefit from recognized best practices in snow removal planning, management and operations;

THEREFORE,

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

AND RESOLVED:

THAT Council authorize the Public Works Director to attend the following training courses:

- Developing a Snow Removal Policy – Fall 2026, October 6 and 7, 2026, at a cost of \$360.00, plus applicable taxes;
- Snow Removal Operations – Fall 2026, November 3, 4, 10 and 11, 2026, at a cost of \$560.00, plus applicable taxes.

THAT registration fees, travel expenses, meals, accommodations, where applicable, and any other eligible expenses related to these training courses be paid by the Municipality in accordance with its policies;

THAT the Director General and Clerk-Treasurer be authorized to complete the registrations, process payment of the related costs and sign all documents necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

400

ENVIRONMENTAL HEALTH

400-01

SEPTIC TANK SLUDGE PUMP-OUT – MANDATE TO THE DIRECTOR GENERAL

KAZ-2026-07-07-446

WHEREAS the Municipality is responsible for providing septic tank sludge pump-out services within its territory in accordance with the applicable regulations;

WHEREAS the current contract is nearing its expiry and a new call for tenders is required to ensure continuity of the service;

WHEREAS Council wishes the tendering process to be conducted in compliance with all applicable legislative requirements and the Municipality's Contract Management Policy;

THEREFORE,

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

AND RESOLVED:

THAT Council mandate the Director General and Clerk-Treasurer to undertake all necessary steps to issue a call for tenders for the awarding of a contract for septic tank sludge pump-out services throughout the Municipality for two years;

THAT the Director General be authorized to prepare the tender documents and publish the call for tenders in accordance with the requirements of the *Act Respecting Contracting by Public Bodies*, the *Municipal Code of Québec*, where applicable, and the Municipality's Contract Management Policy;

THAT the tenders received be analyzed by the municipal administration and that a recommendation be submitted to Council at a future meeting for the awarding of the contract;

THAT the Director General and Clerk-Treasurer be authorized to complete all administrative formalities required to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

500
HEALTH AND WELL-BEING

600
PLANNING, URBANISM AND DEVELOPMENT

600-01
NOTICE OF MOTION – AMENDMENT TO BY-LAWS 2024-051 AND 2018-021

Notice of Motion is hereby given by Nicole Constantineau that, at a subsequent meeting of Council, a by-law will be presented for adoption to amend **By-laws No. 2018-021 and 2024-051 establishing the Planning Advisory Committee (PAC)**.

The purpose of this by-law is to amend certain provisions relating to the composition, structure, operation, powers and responsibilities of the Planning Advisory Committee in order to better meet the current needs of the Municipality and ensure the effective administration of planning matters.

700
RECREATION AND CULTURE

800
CORRESPONDENCE

800-01
JOURNÉES DE LA CULTURE – SUPPORT

KAZ-2026-07-07-447

WHEREAS *Journées de la culture* will be held from **September 25 to 27, 2026**, marking its **30th anniversary**;

WHEREAS *Journées de la culture* promotes access to culture, encourages public participation and highlights artists, artisans, organizations and cultural stakeholders throughout Québec;

WHEREAS culture is an important contributor to the Municipality's social, economic and community development and enhances the well-being of residents;

WHEREAS Council wishes to demonstrate its support for this initiative and encourage cultural activities within the Municipality;

THEREFORE,

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

AND RESOLVED:

THAT the Council of the Municipality of Kazabazua proclaim **September 25, 26 and 27, 2026** as "**Journées de la culture**" within the Municipality;

THAT the Municipality support the objectives of *Journées de la culture* and encourage residents, community organizations, artists, artisans, educational institutions and local partners to participate in activities organized as part of this event;

THAT the Municipality, within the limits of its available resources, promote and showcase cultural activities held within its territory during *Journées de la culture 2026*.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

800-02

REQUEST FOR FINANCIAL ASSISTANCE – KAZABAZUA VOLUNTEER FIREFIGHTERS' ASSOCIATION

KAZ-2026-07-07-448

WHEREAS the Kazabazua Volunteer Firefighters' Association is organizing the community event "**La Ride à Grand-Père – BBQ**", to be held on **July 18, 2026**;

WHEREAS this event aims to bring the community together while supporting the initiatives of the Kazabazua Volunteer Firefighters' Association and honouring Canadian veterans;

WHEREAS the Association has requested a financial contribution of **\$1,500.00** to assist with the organization of this community event;

WHEREAS Council recognizes the outstanding commitment of the volunteer firefighters to public safety and their valuable contribution to community life;

THEREFORE,

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

AND RESOLVED:

THAT Council grant a financial contribution of **\$1,500.00** to the Kazabazua Volunteer Firefighters' Association in support of the "**La Ride à Grand-Père – BBQ**" event;

THAT this expenditure be charged to the appropriate budget account;

THAT the Director General and Clerk-Treasurer be authorized to issue the payment and complete all administrative procedures necessary to implement this resolution.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

800-03
BEGLEY ROAD - SIGNAGE

Minute Entry
"Children at Play" warning signs will be installed along Begley Road to encourage motorists to comply with the posted speed limit.

800-04
REQUEST FOR FINANCIAL ASSISTANCE – RISE

KAZ-2026-07-07-449

WHEREAS the Municipality has received a request for financial assistance from Ms. Brandy Killeen, Founder and President of **R.I.S.E. (Dream, Imagine, Overcome, Execute)**;

WHEREAS R.I.S.E. is dedicated to promoting the well-being of the community through a variety of initiatives, including mental health awareness and education programs;

WHEREAS the organization has organized a **Men’s Mental Health** event, offered free of charge to the public, with the costs of the event being partially covered by various community partners;

WHEREAS the Municipal Council recognizes the importance of initiatives that promote awareness, prevention, and support for mental health for the benefit of the community;

THEREFORE,

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

AND RESOLVED:

THAT the Municipal Council approve a financial contribution of **\$200 to R.I.S.E. (Dream, Imagine, Overcome, Execute)** to support its general activities, including, but not limited to, the organization of the **Men’s Mental Health** event.

THAT this expenditure be charged to the appropriate budget account.

THAT the Director General and Clerk-Treasurer be and is hereby authorized to issue the payment in accordance with the Municipality’s administrative procedures.

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

900
VARIA

1000
QUESTION PERIOD AND COMMENTS

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

1100
CLOSING OF THE MEETING

KAZ-2026-07-07-450

IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Nicole Constantineau,

THAT the present meeting be adjourned at 9.00 p.m..

CARRIED UNANIMOUSLY BY THE MEMBERS PRESENT

Gabriel Guertin
Mayor

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