

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

Minutes – Tuesday August 2, 2016

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), AUGUST 2, 2016, AT 7:45 P.M. UNDER THE CHAIRMANSHIP OF OTA HORA, MAYOR.

Are present MICHEL COLLIN
PAMELA LACHAPELLE
TANYA GABIE
KIM CUDDIHEY-PECK

Is absent: SANDRA LACHARITY
KEVIN MOLYNEAUX

Secretary of the meeting: PIERRE VAILLANCOURT.

GENERAL ADMINISTRATION

2016-08-213 **OPENING OF THE MEETING**

The President welcomes those present, after establishing a quorum opens the session.

CARRIED

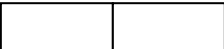
Mayor’s Report

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 July 5th, 2016
 - 1.6 Minutes of the extra ordinary sitting of July 14, 2016
 - 1.7 Adoption of bank withdrawals
 - 1.8 Approval of the Cheque Register
 - 1.9 Adoption of the list of accounts payable
 - 1.10 Report of the director general expenditures
 - 1.11 Modification of By-Law 2014-02 concerning the code of ethic and professional conduct for municipal elected officers
 - 1.12 Modification of By-Law 06-2012 concerning the code of ethic and professional conduct for municipal employees
 - 1.13 Granting of contract – Renovation to Kazabazua Town hall
- 2. PUBLIC SECURITY**
 - 2.1 Terry Fox run
- 3. TRANSPORT**
 - 3.1
- 4. ENVIRONMENTAL HYGIENE & SANITATION**
 - 4.1 Meeting date for council concerning Residual waste and recycling By-Law
- 5. HEALTH AND WELFARE**
 - 5.1
- 6. LAND USE PLANNING AND DEVELOPMENT**
 - 6.1
- 7. RECREATION AND CULTUREL**
 - 7.1
- 8. MISCELLANEOUS**
 - 8.1
- 9. QUESTION PERIOD**
- 10. CLOSURE OF THE MEETING**

2016-08-214 **AGENDA**

WHEREAS council members renounce to the reading of the agenda;



IT IS PROPOSED by Michel Collin, **SECONDED** by Pamela Lachapelle and resolved to adopt the agenda by adding the following topics:

- 1.14 F.Q.M. CONVENTION
- 1.15 MEETING WITH LAWYER
- 1.16 RESOLUTION FOR SUPPORT
- 1.17 ARTICLE FOR SALE BY MUNICIPALITY
- 3.1 RESEARCH FOR SALE OF A LOT
- 7.1 AUTHORIZATION GARAGE SALE

CARRIED

2016-08-215 MINUTES OF THE REGULAR SITTING OF JULY 5th, 2016

WHEREAS council members have individually reviewed the minutes of the regular sitting of July 5th, 2016;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Tanya Gabie, **SECONDED** by Michel Collin and resolved to adopt the minutes of the regular sitting of July 5th, 2016.

CARRIED

2016-08-216 MINUTES OF THE EXTRAORDINARY SITTING OF JULY 14, 2016

WHEREAS council members have individually reviewed the minutes of the extraordinary sitting of July 14, 2016;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Tanya Gabie, **SECONDED** by Michel Collin and resolved to adopt the minutes of the extraordinary sitting of July 14, 2016.

CARRIED

2016-08-217 ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

TO adopt, as presented, the list of direct debits for the month of July 2016 for a total of the following amounts:

Net Salaries	\$ 24,225.39
Provincial Remittances	\$ 7,108.48
Federal Remittances	\$ 2,770.74
Retirement Pension Remittances	\$ 2,112.32

CARRIED

2016-08-218 APPROVAL OF THE CHEQUE REGISTER

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

TO adopt, as presented, the Cheque Register for the month of July 2016 for a total amount of \$ 47,734.20 including the remittances

CARRIED

2016-08-219 ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

TO adopt, as presented, the payment of the accounts payable list for the month of July 2016 for a total amount of \$ 14,434.12.

CARRIED

2016-08-220 REPORT OF THE DIRECTOR GENERAL - EXPENDITURES (\$ 753.81)

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,

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accumulated surplus, financial reserves, reserve funds or other sources for which the above listed expenses are incurred.



Pierre Vaillancourt,
Secretary-Treasurer and Director general

2016-08-221

MODIFICATION OF BY-LAW 2014-02 CONCERNING THE CODE OF ETHIC AND PROFESSIONAL CONDUCT FOR MUNICIPAL ELECTED OFFICERS

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

PROJECT BY- LAW NUMBER 03-2016

BY-LAW 03-2016 AMENDING BY-LAW NUMBER 2014-02 CONCERNING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT OF ELECTED OFFICIAL OF THE MUNICIPALITY OF KAZABAZUA

WHEREAS ethics the *Act on Ethics and professional conduct in municipal matters* (RLRQ c. E-15.1.0.1), requires local municipalities to adopt a code of ethics and professional conduct applicable to elected officials;

WHEREAS, pursuant to the Act, the Municipality adopted By-Law number 2014-02 on the Code of Ethics and Professional Conduct of elected officials of the Municipality of Kazabazua, which was revised in accordance with the Act for this purpose (hereinafter designated as « By-Law number 2014-02 »);

WHEREAS following the adoption of the Act to amend various legislative provisions concerning municipal affairs especially concerning political financing (L.Q. 2016, chapter 17), the municipality must modify the code of ethics and professional conduct applicable to elected officials;

WHEREAS a notice of motion has been previously given, pursuant to the Act, at the extra ordinary meeting of July 14, 2016 and that a project By-Law was filed by the council member giving the notice of motion, that a read request for exemption was requested and that each of the council members present acknowledges having received a copy of the project By-Law and declares to have read and waives its reading;

THEREFORE, IT IS PROPOSED by Tanya Gabie, **SECONDED** by Pamela Lachapelle and resolved:

THAT the municipal Council adopt this project By-Law number 03-2016 to amend By-Law number 2014-02, as follows:

ARTICLE 1 – PREAMBULE

The preamble of this By-Law forms an integral part.

ARTICLE 2 – TITLE

The title of this By-Law is: « By-Law No. 03-2016 amending By-Law No. 2014-02 on the Code of Ethics and Professional Conduct of elected officials of the Municipality of Kazabazua ».

ARTICLE 3 – ADDITION

By-Law No. 2014-02 is amended by adding after Article 5.3.7, the following:

« 5.4 Political Financing and public announcement

It is prohibited for any member of the Council to make the announcement at a political fundraising event, realization of a project, the conclusion of a contract or a grant by the Municipality unless a final decision on this project, contract or grant has already been taken by the competent authority of the Municipality.

Council member firm that employs staff must ensure that its employees comply with the prohibition in the first paragraph. In case of non compliance with this prohibition by one of these, the Council member is attributable for the purposes of the imposition of sanctions under the Act. »

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ARTICLE 4 - ENTRY INTO FORCE

This By-Law shall enter into force according to Law.

CARRIED

2016-08-222 MODIFICATION OF BY-LAW 06-2012 CONCERNING THE CODE OF ETHIC AND PROFESSIONAL CONDUCT FOR MUNICIPAL EMPLOYEES

CANADA
PROVINCE OF QUEBEC
MRC VALLEE-DE-LA-GATINEAU
MUNICIPALITY OF KAZABAZUA

PROJECT BY-LAW NO. 04-2016

BY-LAW 04-2016 AMENDING BY-LAW NO. 06-2012 CONCERNING THE CODE OF ETHICS AND CONDUCT OF MUNICIPAL EMPLOYEES

WHEREAS the *Act on Ethics and professional conduct in municipal matters* (RLRQ c. E-15.1.0.1), creates the obligation for all local municipalities to adopt a code of ethics and professional conduct that sets out the main values of the Municipality on ethics and rules that should guide the conduct of the employees therein;

WHEREAS the Municipality adopted the By-Law No. 06-2012 on the Code of Ethics and Professional Conduct for municipal employees to comply with the Act (hereinafter designated as « By-Law No. 06-2012 »);

WHEREAS following the adoption of the Act to amend various legislative provisions concerning municipal affairs especially concerning political financing (L.Q. 2016, chapter 17), the municipality must amend the Code of Ethics of Municipal Employees;

WHEREAS a notice of motion has been previously given, pursuant to the Act, at the extra ordinary meeting held on 14 July 2016 that a read request for exemption was requested and that each of the council members present acknowledges having received copy of the draft By-Law and declares to have read and waives its reading;

WHEREAS the formalities prescribed in the Act have been met

THEREFORE, IT IS PROPOSED by Michel Collin, **SECONDED** by Pamela Lachapelle and resolved:

THAT the municipal Council adopt this project By-Law No. 04-2016 to amend the By-Law No. 06-2012, as follows:

ARTICLE 1 - PREAMBULE

The preamble of this By-Law forms an integral part.

ARTICLE 2 - TITLE

The title of this By-Law: « By-Law No. 04-2016 Amending By-Law No. 06-2012 on the Code of Ethics and Professional Conduct for municipal employees »

ARTICLE 3- ADDITION

By-Law No.06-2012 is modified by adding after section 5.6 the following:

« 5.7 - Financing policy and public announcement

It is prohibited for all employee, employed by the office of a council member, to make the announcement at a political fundraising event, realization of a project, the conclusion of a contract or a grant by the municipality, unless a final decision on this project, contract or grant has already been taken by the competent authority of the Municipality. »

ARTICLE 4 ENTRY INTO FORCE

This By-Law shall enter into force in accordance with the Law.

CARRIED

2016-08-223 GRANTING OF CONTRACT – RENOVATION TO KAZABAZUA TOWN HALL

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WHEREAS tenders by invitation were sent to two companies on July 13, 2016;

WHEREAS the closing of the tender was on July 22nd 2016;

WHEREAS on the closing date only one bid was received;

THEREFORE, IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Michel Collin and resolved,

THAT Council reject the tender and that council mandates the director general to publish the tender in the newspapers and to add to the tender the doors, soffit and fascia to be replaced.

CARRIED

2016-08-224 F.Q.M. CONVENTION

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

THAT Council authorizes the registration of the Mayor Mr. Ota Hora to the annual convention of the FQM that will be held at the Congress Centre in Quebec City on September 29th, 30th 2016 and October 1st, 2016 for a cost of \$ 720 plus applicable taxes (until August 26) per member of the FQM,

ALSO that the Council shall reimburse the expenses related to the convention such as meals, accommodation with supporting invoices and the transportation.

CARRIED

2016-08-225 MEETING WITH LAWYER

IT IS PROPOSED by Tanya Gabie
SECONDED by Pamela Lachapelle
And resolved

THAT Council meets with the municipal lawyer at the municipal library at 6:30 on August 10, 2016 concerning a Supplementary Aid Municipal Program AccèsLogis program for financial assistance or tax credits and the contract of the director general.

CARRIED

2016-08-226 SUPPORT RESOLUTION LOW

WHEREAS the request of the municipality of Low to support resolution № 124-07-2016 concerning the agricultural zoning;

WHEREAS the importance of article 59 of the Commission de protection du territoire agricole;

WHEREAS the municipality of Kazabazua wants to apply article 59 of the Commission de protection du territoire agricole;

THEREFORE IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Tanya Gabie and resolved

THAT council supports resolution № 124-07-2016 concerning article 59 of the Commission de protection du territoire agricole,

THAT this resolution supporting the municipality of Low be sent to all the municipalities of the MRCVG.

CARRIED

2016-08-227 SUPPORT RESOLUTION CITY OF GRACEFIELD

WHEREAS the request of the City of Gracefield to support resolution № 2016-07-361 concerning request to install a cellular tower on Montfort Road;

THEREFORE IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Tanya Gabie and resolved

THAT council supports resolution № 2016-07-361 concerning concerning request to install a cellular tower on Montfort Road,

THAT this resolution supporting the City of Gracefield be sent to all the municipalities of the MRCVG.

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CARRIED

2016-08-228 **ARTICLE FOR SALE BY MUNICIPALITY**

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

THAT council tenders out for the disposition of articles owned by the municipality.

CARRIED

2. PUBLIC SECURITY

2016-08-229 **TERRY FOX RUN**

IT IS PROPOSED by Michel Collin
SECONDED by Tanya Gabie
And resolved

THAT Council supports and welcomes the Terry Fox Run which will take place on Sunday, September 18, 2016 at 11:00a.m. from the Catholic church along Route 301 and authorizes the assistance of the Fire Service of Kazabazua for first aid and security. This event is a fundraiser for Cancer Research.

CARRIED

3. TRANSPORT

2016-08-230 **RESEARCH FOR SALE OF A LOT**

IT IS PROPOSED by Kim Cuddihey-Peck
SECONDED by Tanya Gabie
And resolved

THAT council is interested in acquiring property bearing roll № 4388-36-2299 on Lac-Sainte-Marie Road for the construction of a municipal garage, to mandate the director general to inquire about the property and the interest of selling to the municipality.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

2016-08-231 **MEETING DATE FOR COUNCIL CONCERNING RESIDUAL WASTE AND RECYCLING BY-LAW**

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Tanya Gabie
And resolved

THAT Council organizes a meeting to finalize the document on the By-Law concerning residual waste and recycling after the director general does the study with the employees,

THAT council meets to apply for for a grant under the program Nouveau Fonds Chantiers Canada-Québec (Volet Fonds des petites collectivités – FPC).

CARRIED

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

7. RECREATION AND CULTURE

2016-08-232 **AUTHORIZATION GARAGE SALE**

IT IS PROPOSED by Tanya Gabie
SECONDED by Kim Cuddihey-Peck
And resolved

THAT council authorizes the Cultural, Social and Golden Age Association to have a garage sale to be held at the library on September 3, 2016.

CARRIED

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8. MISCELLANEOUS

QUESTION PERIOD

2016-08-233 CLOSURE OF THE MEETING

IT IS PROPOSED by Tanya Gabie
SECONDED by Michel Collin
And resolved

THAT, the agenda being exhausted, the meeting be adjourned at 8:48p.m.

CARRIED

President Secretary

Pierre Vaillancourt

Ota Hora, Mayor
Pierre Vaillancourt, Director General / Secretary-treasurer

[A large diagonal line is drawn across the page, likely indicating a signature or a mark.]

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