

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

Minutes – Tuesday June 6, 2017

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), JUNE 6, 2017 AT 7:45 P.M. UNDER THE CHAIRMANSHIP OF MR. OTA HORA, MAYOR.

Are present MICHEL COLLIN
PAMELA LACHAPELLE
SANDRA LACHARITY
KEVIN MOLYNEAUX
TANYA GABIE
KIM CUDDIHEY-PECK

Secretary of the meeting: PIERRE VAILLANCOURT

GENERAL ADMINISTRATION

2017-06-168 **OPENING OF THE MEETING**

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

CARRIED

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 May 2, 2017
- 1.6 Adoption of bank withdrawals
- 1.7 Approval of the Cheque Register
- 1.8 Adoption of the list of accounts payable
- 1.9 Report of the director general expenditures
- 1.10 Voting by mail
- 1.11 Hiring part time employee – Municipality and Library
- 1.12 Request for financial aid – Panic button
- 1.13 Relais Expert
- 1.14 French door for municipal office

2. PUBLIC SECURITY

- 2.1 Fire truck repairs

3. TRANSPORT

- 3.1 Tender Nortrax - Tires
- 3.2 PAARRM – Request for grant
- 3.3 Nortrax tender for backhoe and grader maintenance

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Hiring – Building and Environment inspector / Road supervisor
- 6.2 Mandate to MRCVG – Corrective measures for fire hydrant
- 6.3 Proposition – Street lights

7. RECREATION AND CULTUREL

- 7.1 Acoustic tile
- 7.2 Donation request – Kazcan
- 7.3 Municipal land usage request
- 7.4 Kawaii Walk
- 7.5 Donation for Canada day celebration – Fireworks and cake
- 7.6 Authorization for Parade – Canada celebration

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSURE OF THE MEETING

2017-06-169
1.4

AGENDA

WHEREAS council members renounce to the reading of the agenda;

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

- 1.15 **MANDATING THE DIRECTOR GENERAL TO MAKE ANY NECESSARY ADJUSTMENTS TO EMPLOYEE PAYS**
- 1.16 **LETTER TO CANADA POST**
- 1.17 **FOLLOW-UPS**
- 2.2 **REVISION OF THE PROTOCOL AGREEMENT FOR FIRE SERVICES BETWEEN THE MUNICIPALITIES OF ALLEYN-CAWOOD AND KAZABAZUA**
- 3.4 **MANDATE TO RESEARCH FOR THE REPLACEMENT OF THE 1993 INTERNATIONAL TRUCK**
- 3.5 **AUTHORIZATION TO HIRE FOR THE CONTROL OF THE BEAVERS AND FLAGMAN**
- 7.7 **NOTICE TO THE ART AND CULTURE MINISTRY**

CARRIED

2017-06-170
1.5

MINUTES OF THE REGULAR SITTING OF MAY 2, 2017.

WHEREAS council members have individually reviewed the minutes of the regular sitting of May 2, 2017;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Michel Collin and resolved to adopt the minutes of the regular sitting of May 2, 2017.

CARRIED

2017-06-171
1.6

ADOPTION OF BANK WITHDRAWALS

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

TO adopt, as presented, the list of direct debits for the month of May 2017 for a total of the following amounts:

Net Salaries	\$ 20,793.44
Provincial Remittances	\$ 6,340.71
Federal Remittances	\$ 2,264.12
Retirement Pension Remittances	\$ 2,326.14

CARRIED

2017-06-172
1.7

APPROVAL OF THE CHEQUE REGISTER

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

TO adopt, as presented, the Cheque Register for the month of May 2017 for a total amount of \$ 107,288.72.

CARRIED

2017-06-173
1.8

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

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

TO adopt, as presented, the payment of the accounts payable list for the month of May 2017 for a total amount of \$ 95,941.09 including the remittances,

To add the invoice of \$ 300 from Sam Molyneaux and that invoice number 40927 will be withheld until verification of that invoice is made.

CARRIED

2017-06-174
1.9

REPORT OF THE DIRECTOR GENERAL - EXPENDITURES (\$ 249.45)

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,
Secretary-Treasurer and Director general**

1.10

VOTING BY MAIL

CONSIDERING THAT by virtue of the provisions of Article 582.1 of the *Law regarding elections and referendums in Municipalities*, the Ministry can, by By-law, establish the means by which they may be exercised, by correspondence, a person's right to vote who is registered as a voter or person entitled to vote on the electoral or referendum list, to another capacity other than that of resident;

CONSIDERING THAT by virtue of the provisions of Article 659.4 of the *Law regarding elections and referendums in Municipalities*, a resolution must be made no later than July 1st of the same calendar year where there is a general election, or in the case of a by-election, not later than the fifteenth day after Council was notified of the fixed date of the election. In the case of a referendum, the resolution must be made at the same Council meeting at which the date of the election is fixed. The same rules apply to a resolution whose purpose is to rescind an earlier resolution.

IT WAS MOVED by
SECONDED by
And resolved

TO not use the vote by mail for anyone on the electoral or referendum list as a person entitled to vote in another capacity other than resident on any ballot.

POSTPONED

1.11

HIRING PART TIME EMPLOYEE – MUNICIPALITY AND LIBRARY

WHEREAS interviews took place May 9, 2017 to fill the position municipality clerk and part-time library;

WHEREAS the selection committee strongly recommends the highest score by Nathalie Lacombe;

THEREFORE, IT IS MOVED by _____ **SECONDED** by _____
and resolved

THAT Council hires Nathalie Lacombe as recommended by the selection committee for the part time position of Municipal and Library Clerk Part-time and mandates the Director General to sign contract # CC20170607 for and on behalf of the municipality.

POSTPONED

2017-06-175
1.12

REQUEST FOR FINANCIAL AID – PANIC BUTTOM

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

THAT council authorize a financial support of \$ 255 to the organization COOP of solidarity of domestic help of the Vallée-de-la-Gatineau which represents the purchase of 3 panic-buttons.

CARRIED

1.13

RELAIS EXPERT

IT IS PROPOSED by Michel Collin
SECONDED by
And resolved

TO pay invoice number 5350 and 5351 to Relais Expert Conseil for a total amount of \$ 13,136.29 including applicable taxes. That this amount reflects a 2016 budget expenditure that this expenditure comes from the non affected accumulated surplus budget account to the affected accumulated surplus.

Pamela Lachapelle, Sandra Lacharity, Kevin Molyneaux, Tanya Gabie and Kim Cuddihey-Peck register their dissidence.

REJECTED

**2017-06-176
1.14**

FRENCH DOOR FOR MUNICIPAL OFFICE

IT IS PROPOSED by Sandra Lacharity
SECONDED by Tanya Gabie
And resolved

THAT Council authorizes and engage the expense for the replacement internal entrance doors of the municipal office for an approximate cost of \$ 258, excluding applicable taxes plus the labor cost for the installation.

CARRIED

**2017-06-177
1.15**

**MANDATING THE DIRECTOR GENERAL TO MAKE ANY NECESSARY
ADJUSTMENTS TO EMPLOYEE PAYS**

WHEREAS the Director General is the General Manager of the Municipality and is responsible for generating and verifying all employee's pays and or additional expenses incurred;

WHEREAS the Municipality is hiring a Municipal Inspector/Public Works Manager whom will be responsible for the weekly verification of time sheets and or additional expenses to be submitted to the Director General for Public works employees;

THEREFORE, IT IS PROPOSED by Sandra Lacharity, **SECONDED** by Pamela Lachapelle and resolved with the majority,

THAT Municipal Council mandate and authorizes the Director General to make appropriate changes to employee pays and or additional expenses as incurred for all employees as he deems necessary, in order to facilitate the general management of the pay module in accordance with the regular function of the Municipality and its finances.

Ota Hora and Kim Cuddihey-Peck register her dissidence

CARRIED

**2017-06-178
1.16**

LETTER TO CANADA POST

IT IS PROPOSED by Sandra Lacharity
SECONDED by Tanya Gabie
And resolved

THAT a letter be sent to Canada Post, requesting that the grounds on which the trunk boxes are located be kept and at all time.

CARRIED

**2017-06-179
1.17**

FOLLOW-UPS

**FOLLOW-UP THAT IS NOT PART OF COUNSEL'S DELIBERATIONS ARE
NOTED ONLY.**

Piano
Aylwin Hall
Cedars cut at the Community Center
Materials for leveling each side of the paved entrance at the community center with MG20-A

IT IS PROPOSED by Sandra Lacharity
SECONDED by Tanya Gabie
And resolved

THAT Council appoints Pamela Lachapelle and Michel Collin contact persons in case of emergency by posting near the telephone at the Chalet their number to be contacted and the council authorizes them the power of expense to remedy the emergency situation.

CARRIED

2. PUBLIC SECURITY

2017-06-180
2.1

FIRE TRUCK REPAIRS

IT WAS MOVED by Pamela Lachapelle
SECONDED by Michel Collin
And resolved

THAT Council authorize and engage the expense for the repair of the 2004 Freightliner M2-106 Pumper 212 fire truck for a total cost of \$ 4,447.27 including applicable taxes.

CARRIED

2017-06-181
2.2

REVISION OF THE PROTOCOL AGREEMENT FOR FIRE SERVICES
BETWEEN THE MUNICIPALITIES OF ALLEYN-CAWOOD AND KAZABAZUA

WHEREAS the Municipality has signed a Protocol agreement for Fire Services between the Municipality of Allevyn-et-Cawood and Kazabazua and that has entered into force on November 9, 2012;

WHEREAS Article 9 - DURATION AND RENEWAL provides that this agreement is for a period of five years, with the possibility of withdrawing after a period of 2 years, with at least one year's notice by one of the parts. This agreement will be automatically renewed for a further five-year period, except for the party who has given a notice of non-renewal at least one year before the expiry of the agreement;

WHEREAS there are no articles providing for the revision of this Agreement;

THEREFORE, IT IS MOVED by Sandra Lacharity, SECONDED by Michel Collin and resolved to ask the Municipality of Allevyn-and-Cawood to revise this agreement prior to renewal and to mandate the Fire Safety Committee, the Director General, the Fire Chief to sit on this committee and report back to Council on the recommendations from this sitting..

CARRIED

3. TRANSPORT

2017-06-182
3.1

TENDER NORTRAX - TIRES

IT WAS MOVED by Sandra Lacharity
SECONDED by Kevin Molyneaux
And resolved

THAT Council authorize and incur the expense for the purchase of tires for the backhoe as submitted by Nortrax for 2 tires with rims at a price of ± \$ 3,468.58 plus applicable taxes.

CARRIED

2017--06-183
3.2

PAARRM – REQUEST FOR GRANT

IT WAS MOVED by Tanya Gabie
SECONDED by Sandra Lacharity
And resolved

THAT Council mandates the Director General to complete the grant application form for the Assistance Program to improve the municipal road network (PAARRM) and sign on behalf of the municipality the grant application for the fiscal year 2017-2018

CARRIED

2017-06-184
3.3

NORTRAX TENDER FOR BACKHOE AND GRADER MAINTENANCE

IT IS PROPOSED by Sandra Lacharity
SECONDED by Michel Collin
And resolved

	<p>THAT Council authorize and engage the expense for maintenance service of the grader and backhoe tender number 157951 and 157958 by Nortrax at a total cost of \$ 6,909.07 plus applicable taxes.</p>	CARRIED
2017-06-185 3.4	<p>MANDATE TO RESEARCH FOR THE REPLACEMENT OF THE 1993 INTERNATIONAL TRUCK</p> <hr/> <p>IT IS PROPOSED by Michel Collin SECONDED by Kim Cuddihey-Peck And resolved</p> <p>THAT council mandates the general administration to research trucks for replacement of the 1993 International truck</p>	CARRIED
3.5	<p>AUTHORIZATION TO HIRE FOR THE CONTROL OF THE BEAVERS AND FLAGMAN</p> <hr/> <p>No deliberation for this subject.</p> <hr/> <p>4. ENVIRONMENTAL HYGIENE & SANITATION</p> <hr/> <p>5. HEALTH AND WELFARE</p> <hr/> <p>6. LAND USE PLANNING AND DEVELOPMENT</p> <hr/>	
6.1	<p>HIRING – BUILDING AND ENVIRONMENT INSPECTOR / ROAD SUPERVISOR</p> <hr/>	POSTPONED
2017-06-186 6.2	<p>MANDATE TO MRCVG – CORRECTIVE MEASURES FOR FIRE HYDRANT</p> <hr/> <p>IT WAS MOVED by Sandra Lacharity SECONDED by Michel Collin And resolved</p> <p>THAT council mandates the MRCVG Mr. Éric Saumure for the corrective measures of 3 dry bollards and the supervision of the works at the estimated cost of \$ 5000 of remedial work and that the municipality will provide the backhoe and labor to a maximum of \$ 10,000.</p>	CARRIED
2017-06-187 6.3	<p>PROPOSITION – STREET LIGHTS</p> <hr/> <p>IT WAS MOVED by Sandra Lacharity SECONDED by Michel Collin And resolved</p> <p>THAT Council accept Mr. Richard St-Jacques's proposal to amend each luminaire to be repaired to replace it for an LED light at a cost of \$ 232 for each work that would cost \$ 322 plus applicable taxes. For this cost he can guarantee this price if the municipality gives him a PO for the order and he will keep in stock these lights and would pay as the municipality so wishes could for example modify by quantity of 10 at a time.</p>	CARRIED
	<p>7. RECREATION AND CULTURE</p> <hr/>	
7.1	<p>ACOUSTIC TILE</p> <hr/> <p>IT IS PROPOSED by Michel Collin SECONDED by Kim Cuddihey-Peck</p> <p>THAT Council authorize and incur the expense as submitted by Mecart at the cost of \$ 6,830 in excess taxes for an area of 100 p.ca, ie 24 signs, that the Cultural, Social and Age of Gold Association would contribute an amount Of \$ 1,000 and the funeral committee contributed \$ 3,000.</p> <p>Pamela Lachapelle, Sandra Lacharity, Kevin Molyneaux and Ota Hora registers their dissidence.</p>	REJECTED
2017-06-188		

7.2

DONATION REQUEST – KAZCAN

WHEREAS Council by its resolution № 2016-05-137 made a financial donation of \$ 1,500 in 2016 to the KazCan Summer Camp;

WHEREAS the terms of this resolution provided to ensure transparency, suggests that a committee could be set up for this program and hope that the positions for animators would be posted to benefit all, that a financial report be presented to council and that the donation be used for the program only.

WHEREAS these conditions have not yet been met;

THEREFORE, IT IS PROPOSED by Sandra Lacharity, **SECONDED** by Pamela Lachapelle and resolved by the majority that this council do not participate in the request for financial assistance and mandates the director general to send a letter to this organization to explain the refusal, that this decision could be reconsidered.

Kevin Molyneaux and Tanya Gabie registers their dissidence.

CARRIED

2017-06-189
7.3

MUNICIPAL LAND USAGE REQUEST

IT IS PROPOSED by Tanya Gabie
SECONDED by Kevin Molyneaux
And resolved

THAT Council authorizes the use of the municipal property at 26 Begley Road in Kazabazua for the Grandpa's Ride activity organized by the Volunteer Kazabazua Fire Association that will take place on July 22, 2017, Permission is given to serve or sell alcoholic beverage on the exterior grounds of 26 Begley Road, this activity is for the Heart Institute at the University of Ottawa.

CARRIED

2017-06-190
7.4

KAWAII WALK

IT IS PROPOSED by Sandra Lacharity
SECONDED by Kevin Molyneaux
And resolved

THAT council authorize the use of the property at 26 Begley Road for camping, 6 people are part of this Kawaii march, they will be in our municipality on July 20, 2017 and authorize the mayor Ota Hora of a expense up to a maximum of \$ 100 for food, beverages, etc...

CARRIED

2017-06-191
7.5

DONATION FOR CANADA DAY CELEBRATION – FIREWORKS AND CAKE

IT IS PROPOSED by Tanya Gabie
SECONDED by Sandra Lacharity
And resolved

THAT Council authorizes \$ 1,000 in financial assistance to Generation of Tomorrow for the Fireworks and a amount of \$ 150 for the purchase of a cake to commemorate the 150th anniversary of the Canadian federation.

CARRIED

2017-06-192
7.6

AUTHORIZATION FOR PARADE – CANADA CELEBRATION

IT IS PROPOSED by Tanya Gabie
SECONDED by Sandra Lacharity
And resolved

THAT Council approve the application to the ministère des Transports, de la Mobilité durable et de l'Électrification des transports for the use of the Route 105 for the Canada Day Parade to be held on July 1st, 2017, That all the conditions must be satisfied.

CARRIED

2017-06-193
7.7

NOTICE TO THE ART AND CULTURE MINISTRY

IT IS PROPOSED by Michel Collin

SECONDED by Sandra Lacharity
And resolved

THAT Council undertake to organize an activity and sign up to participate in the Journées de la Culture which will be on September 29, 30 and October 1st, 2017. I invite you to read the organizer's guide as an attachment if you wish to organize an activity or an event within these days, which have the theme of **cultural heritage**. You must then register before June 30, 2017 to receive promotional items via the website <http://www.journeesdelaculture.qc.ca/>

CARRIED

8. MISCELLANEOUS

9.

QUESTION PERIOD

2017-06-194

10.

CLOSURE OF THE MEETING

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

THAT, the agenda being exhausted, the meeting be adjourned at 10:30.

CARRIED

President

Secretary



Ota Hora,
Mayor

Pierre Vaillancourt,
Director General / Secretary-treasurer

« I, Ota Hora, 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 ».

« However, my signature does not apply to resolution number ____ for which I exercise the right of veto provided for in Article 142 (3) of the Municipal Code ».