

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

Minutes – Tuesday February 6, 2024

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON FEBRUARY 6, 2024 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, PAUL CHAMBERLAIN, LYNNE LACHAPPELLE, MATTHEW ORLANDO, SYLVAIN LA FRANCE, DAMIEN LAFRENIÈRE AND THE DIRECTOR GENERAL AND CLERK-TREASURER, PIERRE VAILLANCOURT

IS ABSENT, CRAIG GABIE (Motivated)

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

A question period was held. A few people ask questions and makes comments.

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 January 9, 2024
- 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 End of probation period and modification of the work contract CTSC02
- 1.12 Tabling of the annual report on the application of the contract management by-law
- 1.13 New protocol agreement with Canadian Red Cross – Quebec
- 1.14 Payment of the works under the municipal buildings financial assistance program (PRABAM)
- 1.15 Final accountability under the municipal buildings financial assistance program (PRABAM);

2. PUBLIC SECURITY

- 2.1 Activity report year 6 of the implementation of the fire safety cover Plan
- 2.2 2024 AGSICQ convention
- 2.3 Modification to resolution Number 2021-01-015 pertaining to the purchase of fire department equipment – jaws of life;
- 2.4 Purchase of radio & accessories – Fire department

3. TRANSPORT

3.1

4. ENVIRONMENTAL HYGIENE & SANITATION

4.1

5. HEALTH AND WELFARE

5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Mandate to a surveyor, an appraiser and our attorney - expropriation lot number 5 497 608

7. RECREATION AND CULTURAL

- 7.1 Skating rink opening hours

8. MISCELLANEOUS
8.1
9. QUESTION PERIOD
10. CLOSING OF THE MEETING

2024-02-022
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 Damien Lafrenière and resolved to adopt the agenda by adding the following topics:

1.16 FILE № FHR96367 - 83015(7) -20230525-003 SUB-COMPONENT: SPECIAL IMPROVEMENT PROJECTS (PPA-CE) AND LARGE OR SUPRA MUNICIPAL PROJECTS FILE № KHQ74993-83015(7) - 20230525-003 (PPA-ES)

CARRIED

2024-02-023
1.5

MINUTES OF THE REGULAR SITTING OF JANUARY 9, 2024.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of January 9, 2024;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Lynne Lachapelle, **SECONDED** by Damien Lafrenière and resolved

TO adopt the minutes of the regular sitting of January 9, 2024 as presented.

CARRIED

2024-02-024
1.6

ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Paul Chamberlain
And resolved

TO adopt, as presented, the list of direct debits for the month of January 2024 for a total of the following amounts:

Net Salaries	\$ 32,789.89
Provincial Remittances	\$ 12,632.18
Federal Remittances	\$ 4,877.95
Retirement Pension Remittances	\$ 3,632.17

CARRIED

2024-02-025
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 January 2024 for a total amount of \$ 152,154.27.

CARRIED

2024-02-026
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 Paul Chamberlain
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of January 2024 for a total amount of \$ 53,912.67 including provincial and federal remittances.

CARRIED

2024-02-027
1.09

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 813.65)

2024-02-028
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

2024-02-029
1.11

END OF PROBATION PERIOD AND MODIFICATION OF THE WORK CONTRACT CTSC02

WHEREAS the 6-month probation period has now ended;

WHEREAS the terms of revision were stipulated in the contract number CTSC02 the council members have individually reviewed;

THEREFORE, IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Matthew Orlando and resolved;

THAT Council ends the probation period and authorizes the modifications to the contract CTSC02 as presented to Council and authorizes the Director-general to sign this modified contract for and on behalf of the municipality.

CARRIED

2024-02-030
1.12

TABLING OF THE ANNUAL REPORT ON THE APPLICATION OF THE CONTRACT MANAGEMENT BY-LAW

The annual report on the application of the contract management by-law is tabled by the Clerk-treasurer.

2024-02-031
1.13

NEW PROTOCOL AGREEMENT WITH Canadian Red Cross – Quebec

IT IS PROPOSED by Sylvain La France
SECONDED by Paul Chamberlain
And resolved

THAT Council renews the protocol agreement with the Canadian Red Cross – Quebec for the years 2023-2024, 2024-2025 and 2025-2026 with a financial contribution for year period in the amount of \$225 and mandates the Director general to sign this Agreement for and on behalf of the municipality.

CARRIED

2024-02-032
1.14

PAYMENT OF THE WORKS UNDER THE MUNICIPAL BUILDINGS FINANCIAL ASSISTANCE PROGRAM (PRABAM)

WHEREAS the municipality will receive a lump sum of \$75,000 under the Financial Assistance Program for Municipal Buildings (PRABAM);
THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by France, **APPUYÉ** par Damien Lafrenière and resolved;

THAT Council authorizes the payment of invoice number 0357 in the amount of \$69,700 excluding applicable taxes to CSC Construction Renovation.

Councillor Paul Chamberlain stated that he had a pecuniary interest in the matter before council, namely the payment of the bill. Councillor Paul Chamberlain confirmed that he has not participated and will not participate in the deliberations on this matter, that he will not vote and that he will not attempt to influence the vote.

CARRIED

**2024-02-033
1.15**

FINAL ACCOUNTABILITY UNDER THE MUNICIPAL BUILDINGS FINANCIAL ASSISTANCE PROGRAM (PRABAM);

WHEREAS the Municipality of Kazabazua has taken note of the terms and conditions of the Financial Assistance Program for Municipal Buildings (PRABAM);

WHEREAS the transmission of the project reports was made at the end of the completion of the work, December 31, 2024;

THEREFORE, IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Sylvain La France and resolved;

THAT the Council of the Municipality of Kazabazua endorse and confirm the completion of the work covered by the final accounting under the Financial Assistance Program for Municipal Buildings (PRABAM) and approve the expenditures in the amount of \$ 92,599 related to the improvement work;

CARRIED

**2024-02-034
1.16**

FILE № FHR96367 - 83015(7) -20230525-003 SUB-COMPONENT: SPECIAL IMPROVEMENT PROJECTS (PPA-CE) AND LARGE OR SUPRA MUNICIPAL PROJECTS FILE № KHQ74993-83015(7) -20230525-003 (PPA-ES)

WHEREAS the Municipality of Kazabazua has taken note of the terms and conditions of application of the Special Improvement Projects (PPA) component of the Local Road Assistance Program (PAVL) and undertakes to respect them;

WHEREAS the road network for which an application for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the work was carried out in the calendar year in which the Minister authorized it;

WHEREAS the work or costs involved are eligible for the PAVL;

WHEREAS Accountability Form V-0321 has been duly completed;

WHEREAS the transmission of the project reports was made at the end of the completion of the work or no later than **December 31st, 2023** of the calendar year in which the Minister authorized the work;

WHEREAS the payment is conditional on the Minister's acceptance of accountability for the project;

WHEREAS, if the accountability is found to be in conformity, the Minister shall make a payment to the municipalities on the basis of the list of works he has approved, without exceeding the maximum amount of assistance as it appears in the letter of announcement;

WHEREAS other sources of funding for the work have been declared;

THEREFORE, on the proposal of Sylvain La France seconded by Paul Chamberlain it is resolved and adopted

THAT the council of the municipality of Kazabazua approve the expenses relating to the improvement work and the eligible inherent costs mentioned in Form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and recognizes that in the event of non-compliance with them, the financial assistance will be terminated.

CARRIED

3. PUBLIC SECURITY

2024-02-035
2.1

ACTIVITY REPORT YEAR 6 OF THE IMPLEMENTATION OF THE FIRE SAFETY COVER PLAN

WHEREAS pursuant to section 35 of the Fire Safety Act: « Any local or regional authority and any inter-municipal authority responsible for the application of measures provided for in the safety cover plan must adopt by resolution and forward to the Minister within three months of the end of their fiscal year, an activity report for the previous year and their plans for the new year in terms of fire safety;

WHEREAS the Director of the Fire Department, Mr. Shawn Chamberlain, has tabled the annual report for 2022-2023 for adoption by Council;

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

THAT Council members have individually reviewed the annual report of the local implementation plan for year 6 of the Fire Safety Cover Plan of the Municipality of Kazabazua for the year 2022-2023 and adopts it as deposited;

THAT a copy of this resolution accompanied by the annual report be forwarded to the coordinator-Preventionist of the MRC de la Vallée-de-la-Gatineau who will forward it to the Ministry of Public Security.

CARRIED

2023-04-036
2.2

2024 AGSICQ CONVENTION

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

THAT Council authorizes the participation of the Fire Department Director and his Deputy and incurs the expense of ± \$750 plus taxes for participation and registration for the convention of the Association des gestionnaires en sécurité incendie et civile du Québec (AGSICQ) that will be held from June 1 to June 4, 2024 at the Hilton Lac Leamy, 3, boulevard du Casino, Gatineau (Québec), reimbursement of travel, accommodation and meals expenses with supporting invoice is authorized.

CARRIED

2024-02-037
2.3

MODIFICATION TO RESOLUTION NUMBER 2024-01-015 PURCHASE OF FIRE DEPARTMENT EQUIPMENT – JAWS OF LIFE

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

THAT Council modifies resolution Number 2024-01-015 pertaining to the purchase of fire department equipment – jaws of life;

The text « shared equally between the parties » is amended for « that the Kazabazua Volunteer Firefighter Association reimburse an amount of \$30,000 and that the balance of \$3,996.67 provides from budget account 02-22000-525. »

CARRIED

2024-02-038
2.4

PURCHASE OF RADIO & ACCESSORIES – FIRE DEPARTMENT

IT IS PROPOSED by Sylvain La France
SECONDED by Paul Chamberlain
And resolved

THAT council authorizes and incurs the expense for the purchase of radio and its accessories as submitted by Groupe CLR Excel Radio, tender number QTEG1043, dated 30 January 2024, at a cost of \$1,800.52 including applicable taxes as well as the purchase of TRE05 extension pipe at a cost of 1,986.71 including applicable taxes, excluding transportation as submitted by Boivin & Gauvin Inc. tender number SC20018204.

CARRIED

3. TRANSPORT

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2024-02-039
6.1

**MANDATE TO A SURVEYOR, AN APPRAISER AND OUR ATTORNEY -
EXPROPRIATION LOT NUMBER 5 497 608**

WHEREAS on April 21, 2022, the Municipality received confirmation from the MRC de la Vallée-de-la-Gatineau (MRCVG), through its Fonds Régions et Ruralité volet 2 program, that it has authorized financial assistance in the amount of \$55,683;

WHEREAS the Municipality is the owner of lots 5 497 613 and 5 497 614 and on March 23, 2023, received authorization from the Commission de protection du territoire agricole du Québec, file number 437751, to use these lots for purposes other than agriculture, namely for the development of a parking area and a municipal park, with an approximate area of 1,527 square metres, corresponding to lots 5 497 613 and 5 497 614 of the cadastre of Québec, registration division of Gatineau;

WHEREAS one of the objectives is to ensure the safety of Gatineau River users by supporting public infrastructure projects with good integration qualities along the Gatineau River;

WHEREAS the Municipality wishes to acquire lot 5 497 608 to support its public infrastructure project, namely a public boat launch and the installation of a public dock;

WHEREAS the offer to purchase lot 5,497,608 and the delays between the Commission de protection du territoire agricole du Québec and the municipality have resulted in costs to the municipality;

WHEREAS lot 5 497 608 is owned by WYNDHAM OGONCZYK TOPOLSKI ALEXANDRA bearing roll number F_4192_89_4168.00_0000;

WHEREAS *article 1097 of the Municipal Code of Québec, chapter C-27.1*

1097. Every municipality may, in conformity with the expropriation procedure established by law,

3° expropriate any immovable, part of an immovable or servitude it needs for municipal purposes, including the parking of motor vehicles;

WHEREAS *Section 4 of the Municipal Powers Act, Chapter C-47.1*

4. In addition to the areas of jurisdiction conferred on it by other Acts, a local municipality has jurisdiction in the following fields:

(1) culture, recreation, community activities and parks;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Damien Lafrenière and resolved

TO authorize the Director General to proceed with the expropriation of lot number 5 497 608 located on chemin du Village Aylwin to allow the municipality to become the owner of this lot along the Gatineau River.

To authorize the Director General to mandate a land surveyor to prepare a plan and technical description for lot 5 497 608 in the cadastre of Québec, a chartered appraiser to determine the value concerned and to mandate our attorney Rino Soucy of the firm DHC avocats for the legal proceedings related to this expropriation.

CARRIED

7. RECREATION AND CULTURE

2024-02-040
7.1

SKATING RINK OPENING HOURS

IT IS PROPOSED by Matthew Orlando
SECONDED by Sylvain La France
And resolved

THAT the outdoor skating rink be open from 8:00 a.m. to 10:00 p.m. every day of the week;

THAT the chalet be open Monday to Thursday from 6:00 p.m. to 9:00 p.m., Friday from 6:00 p.m. to 10:00 p.m., Saturday from 9:00 a.m. to 10:00 p.m. and Sunday from 11:00 a.m. to 9:00 p.m.;

THAT council hire students to supervise the chalet during the hours of openings,

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 8:10 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 ».