

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

Minutes – Tuesday November 5th, 2024

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON NOVEMBER 5th, 2024 AT 7:03 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

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

ARE ABSENT, PAUL CHAMBERLAIN, LYNNE LACHAPELLE, (MOTIVATED)

GENERAL ADMINISTRATION

1.1 OPENING OF THE MEETING

The president welcomes those present, after establishing a quorum opens the session, it is 7:03 pm.

1.2 MAYOR'S REPORT

1. GENERAL ADMINISTRATION

- 1.1 Opening of the meeting
- 1.2 Mayor's report
- 1.3 Agenda
- 1.4 Minutes of the regular sitting of October 1, 2024
- 1.5 Adoption of bank withdrawals
- 1.6 Adoption of the Cheque Register
- 1.7 Adoption of the list of accounts payable
- 1.8 Report of the director general expenditures
- 1.9 Report of the director of fire service expenditures
- 1.10 Awarding of a legal services mandate – year 2025
- 1.11 Tabling of comparative statements of revenues and expenses for the fiscal year ending October 31, 2024 projected by the previous fiscal year for the corresponding period
- 1.12 Tabling of comparative statements of revenues and expenses planned for fiscal year 2024 to those provided for in Budget 2024
- 1.13 Adoption of the calendar of regular meetings of the council for the year 2025
- 1.14 Adoption date of the 2025 budget and adoption date of the 2025-2026-2027 three-year capital expenditure program
- 1.15 Adoption of the municipal calendar for the year 2025
- 1.16 Authorization to Lift the Probationary Period of the Assistant Executive Director/Clerk-Treasurer
- 1.17 Celebration Date - Remembrance Day
- 1.18 Apply for funding under the Canada Summer Jobs 2025 program
- 1.19 Notice of Motion - By-law number 2024-053 "The Internal Governance of Council Meetings"
- 1.20 Certificate of Payment #1 and 2 – FGK Construction Incorporated
- 1.21 Certificate of Payment #7 – Cama
- 1.22 Adoption of the 2025 budget of RIAM – Article 603 of the Municipal Code of Québec.
- 1.23 Request for Meeting and Direct Grant for Urgent Support of the Forestry Industry - Forestry Crisis Unit of the Vallée-de-la-Gatineau
- 1.24 Creation of an Emergency Fund to Support Self-Employed Workers of the Gatineau Forestry Transport Entrepreneurs Solidarity Cooperative (CSEG) - Forestry Crisis Unit of the Vallée-de-la-Gatineau
- 1.25 Adoption of a Specific Directive Regarding the Use of a Language Other Than the Official Language (art. 29.15 CLF)
- 1.26 Notice of Motion - By-law Number 2024-054 "Amending By-law 2021-032 on Contract Management"
- 1.27 Laptop for elected
- 1.28 Assignment to Committee for Seat #6 – Brandy Killeen
- 1.29 Donation Request

- 1.30 Participation of the Municipality of Kazabazua in the 2024 Christmas basket campaign of the Table de développement social de la Vallée-de-la-Gatineau
- 2. PUBLIC SECURITY**
 - 2.1 Local Emergency Response Protocol (PLIU) and an Emergency Rescue Protocol in Isolated Areas (SUMI)
 - 2.2 Application for financial assistance under the financial assistance program for the training of volunteer or part-time firefighters
- 3. TRANSPORT**
 - 3.1 Public tender award # AOPVOI-1 - Supply and delivery of one (1) 10-wheel truck with its snow equipment
 - 3.2 Snow removal contract awarded – Flannery Road
- 4. ENVIRONMENTAL HYGIENE & SANITATION**
 - 4.1 Prosecutor's mandate – demand letter, nuisance files
- 5. HEALTH AND WELFARE**
 - 5.1 November 19 "Quebec Prostate Cancer Awareness Day"
- 6. LAND USE PLANNING AND DEVELOPMENT**
 - 6.1 Request for an extension of the time limit for the adoption of concordance by-laws necessary to take into account the revision of the land use and development plan of the Regional County Municipality of the Vallée-de-la-Gatineau
- 7. RECREATION AND CULTURAL**
 - 7.1 Amendment – Community Centre Lease Agreement
 - 7.2 Christmas Parade – Authorization
 - 7.3 Canada Day Fund by Canadian Heritage - Grant for Canada Day Celebrations
 - 7.4 St-Nom de Marie School – Ski Program
- 8. MISCELLANEOUS**
 - 8.1
- 9. QUESTION PERIOD**
- 10. CLOSING OF THE MEETING**

2024-11-205
1.3

AGENDA

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

WHEREAS the municipal council wishes to add an item to the agenda during the current meeting;

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

WHEREAS the majority of council members are present at this meeting;

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

To adopt the agenda and waive the prescribed delay in section 148 of the Municipal Code of Quebec regarding the provision of documentation necessary for decision-making;

THAT the council adds the following item(s) to the agenda:

- 1.31 PUBLIC TENDER FOR EXTERNAL AUDITOR SERVICES
- 7.4 ST NOM DE MARIE SCHOOL – SKI PROGRAM

CARRIED

2024-11-206
1.4

MINUTES OF THE REGULAR SITTING OF OCTOBER 1, 2024.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of October 1, 2024;

WHEREAS Council members renounce to the reading of the minutes;

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

TO adopt the minutes of the regular sitting of October 1, 2024 as presented.

CARRIED

2024-11-188
1.5

ADOPTION OF BANK WITHDRAWALS

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

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

Net Salaries	\$ 59,163.21
Provincial Remittances	\$ 18,707.35
Federal Remittances	\$ 7,383.47
Retirement Pension Remittances	\$ 5,418.13

CARRIED

2024-11-189
1.6

ADOPTION OF THE CHEQUE REGISTER

WHEREAS the accounts have been verified by Lynne Lachapelle and Robert Bergeron;

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

TO adopt, as presented, the Cheque Register for the month of October 2024 for a total amount of \$ 286,783.76.

CARRIED

2024-11-190
1.7

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

WHEREAS the accounts have been audited by Lynne Lachapelle and Robert Bergeron;

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

TO adopt, as presented, the payment of the list of accounts payable for the month of October 2024 for a total amount of \$ 183,904.44 including provincial and federal remittances.

CARRIED

2024-11-191
1.8

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 75.00)

2024-11-192
1.9

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

2024-11-212
1.10

AWARDING OF A LEGAL SERVICES MANDATE – YEAR 2025

WHEREAS, in preparation for its upcoming fiscal year, the Municipality of Kazabazua accepts the legal services offer from the firm **Dufresne Hébert Comeau** to meet its needs in this area;

WHEREAS the offer of services from **January 1, 2025, to December 31, 2025**, has been prepared by the firm **Dufresne Hébert Comeau**;

THEREFORE, IT IS PROPOSED by Brandy Killeen, **SECONDED** by Matthew Orlando, and resolved:

THAT this council accepts the legal services offer submitted by Dufresne Hébert Comeau;

The offer is described as follows:

- **Service offered:** Unlimited telephone consultations for **\$400** plus applicable taxes, including a confirmation of the response by email;
- **Contract duration:** 1 year, from **January 1, 2025, to December 31, 2025**;
- **For all other mandates requested:** Hourly rate of **\$140** per hour;
- **Collection fees for tax files:** **9%** of the amounts collected.

CARRIED

2024-11-213
1.11

TABLING OF COMPARATIVE STATEMENTS OF REVENUES AND EXPENSES FOR THE FISCAL YEAR ENDING OCTOBER 31, 2024 PROJECTED BY THE PREVIOUS FISCAL YEAR FOR THE CORRESPONDING PERIOD

The comparative statements of revenues and expenses for the fiscal year ending October 31, 2024 projected by the previous fiscal year for the corresponding period are tabled by the Clerk-Treasurer.

2024-11-214
1.12

TABLING OF COMPARATIVE STATEMENTS OF REVENUES AND EXPENSES PLANNED FOR FISCAL YEAR 2024 TO THOSE PROVIDED FOR IN BUDGET 2024

The comparative statements of revenues and expenses planned for the 2024 fiscal year to those provided for in the 2024 budget are tabled by the clerk-treasurer

2024-11-215
1.13

ADOPTION OF THE CALENDAR OF REGULAR MEETINGS OF THE COUNCIL FOR THE YEAR 2025

WHEREAS section 148 of the Municipal Code of Quebec provides that the council must establish, before the start of each calendar year, the schedule of its regular meetings for the coming year, specifying the day and time of each;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Brandy Killeen, and unanimously resolved by the members present:

THAT the following schedule be adopted regarding the holding of regular council meetings for the year 2025. These meetings will be held on Tuesdays and will begin at 7:00 p.m. at the Community Center, 26 Begley Road, Kazabazua:

- | | | |
|---------------------|-----------------|--------------------|
| • <i>January 14</i> | <i>May 6</i> | <i>September 2</i> |
| • <i>February 4</i> | <i>June 3</i> | |
| • <i>March 4</i> | <i>July 8</i> | <i>November 11</i> |
| • <i>April 1</i> | <i>August 5</i> | <i>December 2</i> |

THAT a public notice of the contents of this schedule be published in accordance with the law governing the municipality.

CARRIED

2024-11-216
1.14

ADOPTION DATE OF THE 2025 BUDGET AND ADOPTION DATE OF THE 2025-2026-2027 THREE-YEAR CAPITAL EXPENDITURE PROGRAM

IT IS PROPOSED by Sylvain La France
SECONDED by Damien Lafrenière
And resolved

THAT the council hold a special meeting on the adoption of the 2025 budget and the adoption of the three-year capital expenditure program 2025-2026-2027, which will take place on **Tuesday, December 17, 2024, at 7:00 p.m.** at the Kazabazua

Community Center, 26 Begley Road, and that, during this meeting, the council's deliberations and the question period will focus exclusively on this subject.

CARRIED

2024-11-217
1.15

ADOPTION OF THE MUNICIPAL CALENDAR FOR THE YEAR 2025

IT IS PROPOSED by Damien Lafrenière
SECONDED by Sylvain La France
And resolved

THAT the council adopt the municipal calendar, indicating the following items:

- **Council meetings for the year 2025**
- **Collection of residual materials, recycling, and composting, as well as statutory holidays**

CARRIED

2024-11-218
1.16

AUTHORIZATION TO LIFT THE PROBATIONARY PERIOD OF THE ASSISTANT EXECUTIVE DIRECTOR/CLERK-TREASURER

WHEREAS the probationary period of the Assistant Executive Director, Yannick Perreault, began on May 29, 2024, in accordance with the terms of his employment contract;

WHEREAS the probationary period is six (6) months and ends on November 29, 2024;

WHEREAS the Director General has conducted a full evaluation of the performance and professionalism demonstrated by the Assistant Executive Director / Clerk-Treasurer during his probationary period;

THEREFORE, IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Brandy Killeen, and resolved:

THAT the Municipality of Kazabazua authorizes the lifting of the probationary period of Yannick Perreault and confirms his status as a permanent employee in the position of Assistant Director General / Clerk-Treasurer, effective November 29, 2024.

CARRIED

2024-11-219
1.17

CELEBRATION DATE - REMEMBRANCE DAY

IT IS PROPOSED by Matthew Orlando
SECONDED by Brandy Killeen
And resolved

THAT the commemoration ceremony in memory of Canadians who died in war be held on **Monday, November 11, 2024, at 11:00 a.m.** at the new commemorative stone located at 30 Begley Road. A light snack will be served at the community center afterwards. All are welcome.

CARRIED

2024-11-220
1.18

APPLY FOR FUNDING UNDER THE CANADA SUMMER JOBS 2025 PROGRAM

IT IS PROPOSED by Sylvain La France
SECONDED by Damien Lafrenière
And resolved

THAT the council mandates the General Management to submit a funding request under the Canada Summer Jobs Program 2025.

CARRIED

2024-11-221
1.19

NOTICE OF MOTION - BY-LAW NUMBER 2024-053 "THE INTERNAL GOVERNANCE OF COUNCIL MEETINGS"

Notice of motion is hereby given by Matthew Orlando that a by-law numbered 2024-053 "Internal Management of Council Meetings" will be tabled for adoption at a future meeting.

The notice of motion includes a request for a waiver of reading.

The draft by-law is presented to the council.

2024-11-222
1.20

CERTIFICATE OF PAYMENT #1 AND 2 – FGK CONSTRUCTION INCORPORATED

WHEREAS a payment certificate #1 and #2 for slope stabilization on Mulligan Ferry Road, project KAZ-1601, has been issued and certified by WSP firm, Nicolas Bélanger, Eng., Geo;

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

THAT the council authorizes payment request #1 and #2 in the amount of **\$366,265.44**, including applicable taxes, for the work performed on Mulligan Ferry Road in favor of the contractor Construction FGK Inc.

CARRIED

2024-11-223
1.21

CERTIFICATE OF PAYMENT #7 – CAMA

WHEREAS Payment Certificate #7 for the municipal garage construction project has been issued and certified by the firm Robert Ledoux Architecte;

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

THAT the council authorizes Payment Request #7 in the amount of \$128,693.00, including applicable taxes, for work completed as of October 31, 2024, in favor of the contractor Industries CAMA.

CARRIED

2024-11-224
1.22

ADOPTION OF THE 2025 BUDGET OF RIAM – ARTICLE 603 OF THE MUNICIPAL CODE OF QUÉBEC

WHEREAS the municipal council has reviewed the documents presenting the detailed budget forecasts for the 2025 fiscal year;

WHEREAS the municipal council must adopt the 2025 budget of the Régie intermunicipale de Maniwaki Haute-Gatineau (RIAM);

WHEREAS under Article 603 of the Québec Municipal Code, the RIAM must prepare its budget each year for the upcoming fiscal year and submit it for adoption to each municipality under its jurisdiction;

WHEREAS the RIAM simultaneously provides each municipality with an estimate of its financial contribution for the upcoming fiscal year;

WHEREAS the budget must be adopted by at least two-thirds of the municipalities. If it is adopted before January 1, it takes effect on that date. If it is not adopted by that date, it takes effect 15 days after being adopted by at least two-thirds of the municipalities;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Matthew Orlando, and unanimously resolved by the members present:

THAT the 2025 budget of the RIAM, as submitted for this purpose, be adopted.

CARRIED

2024-11-225
1.23

REQUEST FOR MEETING AND DIRECT GRANT FOR URGENT SUPPORT OF THE FORESTRY INDUSTRY - FORESTRY CRISIS UNIT OF THE VALLÉE-DE-LA-GATINEAU

WHEREAS the indefinite closure and complete cessation of operations at the Resolute Forest Products plant in Maniwaki threaten the economic vitality of the region and affect over one hundred jobs;

WHEREAS the strategic importance of the forestry industry for the economy of the Vallée-de-la-Gatineau and the province of Québec;

WHEREAS the urgency of obtaining clear commitments from the Québec government to secure the long-term viability of the forestry industry and provide direct support to affected workers;

WHEREAS the need for immediate measures to restart forestry operations and stabilize employment in the region;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Matthew Orlando, and unanimously resolved to support resolution 2024-R-AG330 of the MRCVG and to endorse their requests below;

- To request an official meeting with the following representatives of the Québec government:
 - Premier François Legault,
 - Minister of Natural Resources and Forests, Maïté Blanchette Vézina,
 - Minister responsible for the Outaouais region, Mathieu Lacombe,
 - Member of Parliament for Gatineau, Robert Bussière;
- To present during the meeting a comprehensive update on the situation in the Vallée-de-la-Gatineau, based on the work of the crisis unit, to inform representatives of the current economic and social impacts and the measures (solutions) needed for recovery.
- To request the direct grant from the Bureau de mise en marché des bois to:
 - Access a volume of 75,000 m³ of hardwood in the Vallée-de-la-Gatineau area (available harmonized sector ready for harvest), thus enabling forestry operations to restart by mid-November;
 - Facilitate the supply of wood to two plants interested in this fiber (subject to the conclusion of agreements);
 - Obtain acceptance into the Exceptional Hardwood Disposal Program (PEEOL) for the Outaouais and Laurentides regions, with a request for \$3 million from the program to offset wood transportation costs;
- To obtain concrete commitments from the Québec government for the preservation and long-term development of the forestry industry, including a specific action plan for the Vallée-de-la-Gatineau and the province, emphasizing support for workers.

CARRIED

2024-11-226

1.24

CREATION OF AN EMERGENCY FUND TO SUPPORT SELF-EMPLOYED WORKERS OF THE GATINEAU FORESTRY TRANSPORT ENTREPRENEURS SOLIDARITY COOPERATIVE (CSEG) - FORESTRY CRISIS UNIT OF THE VALLÉE-DE-LA-GATINEAU

WHEREAS the forestry industry is a major pillar of the economy and history of the Vallée-de-la-Gatineau;

WHEREAS the announcement of the indefinite closure and complete cessation of operations at the Resolute Forest Products plant in Maniwaki endangers more than one hundred direct and indirect jobs in the region;

WHEREAS a new forestry crisis unit was established by the MRC of the Vallée-de-la-Gatineau and the Maniwaki and Vallée-de-la-Gatineau Chamber of Commerce (CCMVG) on October 9, 2024, to address this situation;

WHEREAS there is an urgent need to support more than sixty self-employed workers of the Gatineau Forestry Transport Entrepreneurs Solidarity Cooperative (CSEG), who are directly impacted by this closure;

WHEREAS there is a request for support to create a start-up fund of \$800,000 to assist the CSEG in diversifying its activities and developing new clientele beyond the MRC, enabling a quick restart of forestry operations and the preservation of skilled jobs;

WHEREAS the MRC of the Vallée-de-la-Gatineau may authorize special funding of \$250,000, through the Local Investment Fund (FLI) in the amount of \$100,000 and the Local Solidarity Fund (FLS) in the amount of \$150,000;

WHEREAS these funds will provide the necessary working capital for the project while serving as leverage to attract other sources of financing (bank loans, grants, equity, or other);

THEREFORE, IT IS PROPOSED by Matthew Orlando, **SECONDED** by Sylvain La France, and unanimously resolved to support resolution 2024-R-AG331 of the MRCVG;

- To request the establishment of a temporary emergency aid program for the self-employed workers of the Gatineau Forestry Transport Entrepreneurs Solidarity Cooperative (CSEG), to facilitate a quick restart of forestry activities and stabilize the local economy;
- To authorize the allocation of special funding of \$250,000 from the Local Investment Fund (FLI) and Local Solidarity Fund (FLS), in the amounts of \$100,000 and \$150,000, respectively, to support the working capital for the CSEG emergency project;
- To seek support from Investissement Québec to complete the total required funding of \$800,000, with the aim of enabling the rapid implementation of the program, including loans, loan guarantees, or grants tailored to the needs of the project.

CARRIED

2024-11-227
1.25

ADOPTION OF A SPECIFIC DIRECTIVE REGARDING THE USE OF A LANGUAGE OTHER THAN THE OFFICIAL LANGUAGE (ART. 29.15 CLF)

WHEREAS the enactment, on June 1, 2022, of the Act respecting French, the official and common language of Québec (L.Q. 2022, c. 14), amending the Charter of the French Language (CQLR, c. C-11) (hereinafter the “Charter”);

WHEREAS the Charter establishes an exemplary duty for the Administration, notably requiring municipal organizations to use the French language in an exemplary manner in their activities;

WHEREAS the State’s Language Policy, effective June 1, 2023, applies to municipal organizations;

WHEREAS the Regulation on the Language of the Administration (CQLR, c. C-11, r.8.1) and the Regulation concerning exemptions from the Administration’s duty of exemplarity and documents written or used in research (CQLR, c. C-11, r.5.1) complement the legal framework applicable to the Administration concerning the use of French and provide, in addition to those stated in the Charter, situations where a language other than French may be used;

WHEREAS in accordance with Article 29.15 of the Charter, an Administration body subject to the State’s Language Policy must adopt a directive specifying the types of situations in which it intends to use a language other than French in cases permitted by the Charter and its regulatory applications and must review it at least every five years;

WHEREAS a recognized body under Article 29.1 of the Charter may deviate from the obligation to use French in an exemplary manner when, in accordance with the Charter, it uses the language that its recognition permits;

WHEREAS the obligation to transmit this directive, as well as any subsequent revision, to the Minister of the French Language in addition to making it public on the municipality’s website;

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

TO adopt the "Directive on the Use of a Language Other Than the Official Language of the Municipality of Kazabazua" attached as Appendix 1 (hereinafter the "Directive");

THAT the Directive of the Municipality of Kazabazua shall replace the general directive of the Minister of the French Language in effect since June 1, 2023;

THAT this Directive will be:

- transmitted to the Minister of the French Language;
- published on the municipality's website;
- distributed to the municipality's personnel;
- reviewed at least every five years.

CARRIED

2024-11-228
1.26

NOTICE OF MOTION - BY-LAW NUMBER 2024-054 "AMENDING BY-LAW 2021-032 ON CONTRACT MANAGEMENT"

Notice of motion is hereby given by Sylvain La France that a by-law bearing number 2024-054 "amending by-law 2021-032 on contract management" will be presented for adoption at a subsequent meeting.

The notice of motion includes a request for a reading waiver.

The draft by-law is presented to the council.

2024-11-229
1.27

LAPTOP FOR ELECTED

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

THAT the outgoing councilor for Seat #6 retains their laptop, and a new laptop be purchased for the newly elected official, to be loaned for one year until the general election on November 2, 2025.

CARRIED

2024-11-230
1.28

ASSIGNMENT TO COMMITTEE FOR SEAT #6 – BRANDY KILLEEN

IT IS PROPOSED by Damien Lafrenière
SECONDED by Matthew Orlando
And resolved

THAT the following committee be assigned to Councillor for Seat #6, Ms. Brandy Killeen:

Cultural and Recreational.

CARRIED

2024-11-231
1.29

DONATION REQUEST

IT IS PROPOSED by Brandy Killeen
SECONDED by Sylvain La France
And resolved

THAT the council authorize a financial donation of \$100 for the following organizations:

Maison de la Famille and Carrefour Jeunesse.

CARRIED

2024-11-232
1.30

PARTICIPATION OF THE MUNICIPALITY OF KAZABAZUA IN THE 2024 CHRISTMAS BASKET CAMPAIGN OF THE TABLE DE DÉVELOPPEMENT SOCIAL DE LA VALLÉE-DE-LA-GATINEAU

WHEREAS the Social Development Table of the Vallée-de-la-Gatineau (TDSVG) is responsible for managing Christmas baskets for citizens across the municipalities in the MRC of the Vallée-de-la-Gatineau;

WHEREAS this project aims to provide support to citizens in vulnerable situations, allowing them to celebrate the holiday season with dignity;

WHEREAS the TDSVG is seeking financial donations or non-perishable food donations to assemble the Christmas baskets;

WHEREAS the TDSVG is also requesting support from municipalities to serve as drop-off points for the distribution of Christmas baskets during the week of December 16, 2024;

IT IS PROPOSED by Brandy Killeen, **SECONDED** by Matthew Orlando, and resolved;

THAT the council authorize:

1. **Financial and Non-Perishable Food Donations**

That the Municipality of Kazabazua contribute to the 2024 Christmas basket campaign of the Social Development Table of the Vallée-de-la-Gatineau by making a donation of \$100 to Maison de la Famille, specifying that this donation is intended for the TDS Christmas baskets;

That the Municipality also encourage citizens to participate in the collection of non-perishable food items for this initiative.

2. **Drop-Off Point for Basket Distribution**

That the Kazabazua municipal library serve as a drop-off point for the distribution of Christmas baskets to its citizens during the week of December 16, 2024;

That the Municipality provide an appropriate location for distribution and communicate logistical details to the TDSVG to ensure proper coordination.

CARRIED

2024-11-233
1.31

PUBLIC TENDER FOR EXTERNAL AUDITOR SERVICES

WHEREAS section 966 of the Municipal Code of Québec (CM) provides that the Council shall appoint an external auditor for a maximum of five fiscal years, and that at the end of his or her term, the external auditor shall remain in office until he or she is replaced or reappointed;

WHEREAS that the mandate of the present External Auditor expired on December 31st, 2023;

WHEREAS the awarding of a contract relating to the provision of Professional Services, section 936.0.1.1 of the Municipal Code stipulates that the council must use a system of weighting and evaluation of bids;

WHEREAS the Municipality of Kazabazua must comply with this legal provision for the selection of the external auditor;

WHEREAS the external auditor must be a member of the Ordre des comptables professionnels agréés du Québec;

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

THAT the Municipality of Kazabazua authorize the publication of a public call for tenders for the professional services of an external audit and verification auditor for a period of five (5) years through the Electronic Tendering System (SEAO), applying a two-step weighting and evaluation of bid method for the call for tenders relating to the provision of professional services;

THAT resolution number 2024-09-176 concerning a call for tender, external auditor be repealed.

CARRIED

2. PUBLIC SECURITY

2024-11-234
2.1

LOCAL EMERGENCY RESPONSE PROTOCOL (PLIU) AND AN EMERGENCY RESCUE PROTOCOL IN ISOLATED AREAS (SUMI)

WHEREAS a Local Emergency Response Protocol (PLIU) and an Emergency Rescue Protocol for Isolated Areas (SUMI) were developed and adopted by the MRC of the Vallée-de-la-Gatineau on May 15, 2018;

WHEREAS certain emergency situations, particularly in areas where the safety of the Fire Safety Services (FSS) of the municipality of Kazabazua and other municipalities within the MRC of the Vallée-de-la-Gatineau, are compromised;

WHEREAS the equipment provided under the SUMI Protocol for responses in isolated areas, especially for the Mont Sainte-Marie bike trail, where organized extreme sports activities take place, is inadequate;

WHEREAS the primary mission of our FSS is to address fire emergencies within the territory;

WHEREAS our FSS can no longer assume responsibility for SUMI operations, as these interventions are considered to present unacceptable risks to firefighters, despite their training;

WHEREAS a letter dated September 30, 2024, was sent to the municipality of Lac-Sainte-Marie, notifying them that our FSS would no longer ensure the safety of private activities on the Mont Sainte-Marie bike trail due to risks to FSS personnel, particularly since this extreme sports activity lacks safety personnel and relies solely on SUMI services without contributing to the costs;

WHEREAS a registered letter dated October 25, 2024, from the president of the MRCVG Fire Safety Committee reminded the municipality of Kazabazua of its responsibility for SUMI interventions in the southern sector of the MRC, including rescues in isolated areas inaccessible to emergency road vehicles, such as the mountain bike trails of Mont Sainte-Marie;

WHEREAS this registered letter, issued by the president of the MRCVG Fire Safety Committee, should have been submitted to the council of mayors for approval and execution, as the committee only has the authority to make recommendations;

WHEREAS a simple phone call could have clarified this situation;

WHEREAS the letter states that the Mont Sainte-Marie mountain bike trails fall under the SUMI mandate, necessitating intervention in case of an emergency;

WHEREAS the initial verbal agreement concerning the Mont Sainte-Marie bike trail specified that the municipality of Lac-Sainte-Marie would equip themselves to handle rescues for this area, where organized extreme sports activities occur;
WHEREAS the protocol has never reflected this verbal agreement, despite all parties being aware of this condition;

WHEREAS the municipality of Kazabazua has not signed this protocol over the past two years;

WHEREAS the salaries of personnel involved in this service have been funded by the municipality rather than by the MRCVG;

FOR THESE REASONS, IT IS PROPOSED by Brandy Killeen, **SECONDED** by Sylvain La France, and unanimously resolved:

THAT the council withdraw from emergency rescue interventions in isolated areas (SUMI) and that the associated agreement shall not be signed;

THAT the field equipment used for SUMI be retrieved by the MRCVG;

THAT this resolution be forwarded to the CLR emergency call centre to modify the protocol and to all the municipalities of the MRC de la Vallée-de-la-Gatineau.

CARRIED

2024-11-235
2.2

APPLICATION FOR FINANCIAL ASSISTANCE UNDER THE FINANCIAL ASSISTANCE PROGRAM FOR THE TRAINING OF VOLUNTEER OR PART-TIME FIREFIGHTERS

WHEREAS the Regulation on the Conditions to Serve in a Municipal Fire Safety Service establishes the training requirements for firefighters in fire safety services to ensure a minimum professional qualification;

WHEREAS this regulation is part of an effort to ensure that municipalities have trained teams of firefighters with the necessary skills and abilities to respond effectively in emergency situations;

WHEREAS in April 2023, the Government of Quebec established a new **Financial Assistance Program for Firefighter Training**;

WHEREAS the primary objective of this Program is to provide municipal organizations with financial assistance to ensure they have a sufficient number of qualified firefighters to act efficiently and safely in emergency situations;

WHEREAS this Program also aims to promote the acquisition of the skills and abilities required by volunteer or part-time firefighters serving in municipal fire safety services;

WHEREAS the Municipality of Kazabazua wishes to benefit from the financial assistance offered by this program;

WHEREAS the Municipality of Kazabazua plans to train two (2) firefighters for the **Firefighter 1** program over the next year to respond effectively and safely to emergency situations within its territory;

WHEREAS the municipality must submit its application to the Ministry of Public Security through the MRC of the Vallée-de-la-Gatineau in accordance with Section 6 of the Program.

IT IS PROPOSED by Brandy Killeen, **SECONDED** by Matthew Orlando, and resolved to submit a financial assistance request for the training of these firefighters under the Financial Assistance Program for the Training of Volunteer or Part-Time Firefighters to the Ministry of Public Security and to forward this request to the MRC of the Vallée-de-la-Gatineau.

CARRIED

3. TRANSPORT

2024-11-236
3.1

PUBLIC TENDER AWARD # AOPVOI-1 - SUPPLY AND DELIVERY OF ONE (1) 10-WHEEL TRUCK WITH ITS SNOW EQUIPMENT

WHEREAS the acquisition of a 10-wheel truck with snow equipment to meet the operational needs of the Municipality of Kazabazua is necessary;

WHEREAS on October 7, 2024, a public tender was published in the government-approved electronic tendering system for the application of the Act Respecting Contracting by Public Bodies (chapter C-65.1);

WHEREAS the council has reviewed the bids received by October 24, 2024, and opened on the same day, and it is compliant;

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

THAT the council grants the purchase of a 10-wheel truck with snow equipment to the lowest bidder, Robitaille Équipement Inc., at the total cost of \$411,451.77, including applicable taxes, for a Freightliner Model 11450 truck, year 2025, and Tenco TCP-12-5-42 snow removal equipment.

THAT the council mandates the general director to sign, on behalf of the municipality, all necessary documents for this transaction, as well as the financing with Services Financiers Fournier Hébert and with the SAQ for registration.

THAT funds from budgetary account 03-31000-730 Capital property of road vehicles be appropriated in the amount of \$70,000 and that the balance be applied to budgetary account 59-11000-000 Exc.(Def.) Unallocated operating and assigned to account 59-13000-000 Allocated operating surplus.

CARRIED

2024-11-237
3.2

SNOW REMOVAL CONTRACT AWARDED – FLANNERY ROAD

IT IS PROPOSED by Damien Lafrenière
SECONDED by Sylvain La France
And resolved

THAT the council authorizes and approves the expense for a contract for snow removal and sanding of Flannery Road for the winter of 2024-2025 to **Ferme au gros sabot**, as per the tender submitted June 19, 2024, at a cost of **\$1,954.58**, including applicable taxes.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

2024-11-238
4.1

PROSECUTOR'S MANDATE – DEMAND LETTER, NUISANCE FILES

WHEREAS the municipality is concerned about one nuisance case that has been ongoing for some time;

WHEREAS there has been no corrective action taken by the property owner;

FOR THESE REASONS, IT IS PROPOSED by Sylvain La France, **SECONDED** by Brandy Killeen, and resolved:

THAT the council mandates our attorney, **Me Rino Soucy**, to prepare a notice of default for the nuisance case under registration number **4094-59-3646**, and if the situation is not corrected within a reasonable time frame, to proceed with legal action.

CARRIED

5. HEALTH AND WELFARE

2024-11-239
5.1

NOVEMBER 19 "QUEBEC PROSTATE CANCER AWARENESS DAY"

WHEREAS annually, an average of 6,500 Quebec men will be diagnosed with prostate cancer, and approximately 1,000 men will die from the disease each year;

WHEREAS on average, 18 Quebec men per day will receive a prostate cancer diagnosis;

WHEREAS PROCURE is the only charitable organization in Quebec entirely dedicated to the fight against prostate cancer through research, awareness, information, and support, and the funds raised are reinvested in Quebec;

WHEREAS it is important to raise awareness among the population of Kazabazua about prostate cancer screening;

WHEREAS PROCURE's "Noeuvembre" fundraising campaign offers the opportunity to wear a bow tie throughout the month of November, and particularly on November 19;

THEREFORE, IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Brandy Killeen, and unanimously resolved:

THAT the Municipal Council of Kazabazua declares November 19 as **Prostate Cancer Awareness Day** in support of PROCURE's Noeuvembre campaign.

CARRIED

6. LAND USE PLANNING AND DEVELOPMENT

2024-11-240
6.1

REQUEST FOR AN EXTENSION OF THE TIME LIMIT FOR THE ADOPTION OF CONCORDANCE BY-LAWS NECESSARY TO TAKE INTO ACCOUNT THE REVISION OF THE LAND USE AND DEVELOPMENT PLAN OF THE REGIONAL COUNTY MUNICIPALITY OF THE VALLÉE-DE-LA-GATINEAU

WHEREAS the revised Land Use and Development Plan of the MRC de la Vallée-de-la-Gatineau came into force on November 21, 2021;

WHEREAS, according to the Land Use Planning and Development Act (LUPD), Section 59 states that "in the case of a revision of a plan, the council of any municipality whose territory is included within that of the regional county municipality must, within two years following the entry into force of the revised plan, adopt all concordance by-laws";

WHEREAS, according to LUPD, Section 239, a municipality may request an extension from the Ministry for the adoption of its concordance by-laws;

WHEREAS the municipality is not in a position to adopt its concordance by-laws by November 21, 2023.

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

TO request from the Minister of Municipal Affairs and Housing a new deadline of twelve months for the adoption of the concordance by-laws.

CARRIED

7. RECREATION AND CULTURE

2024-11-241
7.1

AMENDMENT – COMMUNITY CENTRE LEASE AGREEMENT

WHEREAS resolution 2024-08-165 modified contract # CCRC-2015 to adjust rental fees;

WHEREAS the Municipality of Kazabazua needs the ability to modify, postpone, or cancel the rental periods for the Community Center based on municipal operational needs;

THEREFORE IT IS PROPOSED by Brandy Killeen, **SECONDED** by Sylvain La France, and resolved:

1. **THAT** the rental agreement for the Kazabazua Community Center # CCRC-2015 be modified to include a clause stating that the Municipality reserves the right to modify the established schedule, postpone or cancel a time slot if necessary for municipal needs.
2. **THAT** this clause specifies that the Municipality will notify the renter as soon as possible in case of any modification or cancellation, and no financial compensation will be provided for such changes.
3. **THAT** this new clause be inserted before section 7 of the terms and conditions of the rental agreement.

CARRIED

2024-11-242
7.2

CHRISTMAS PARADE – AUTHORIZATION

IT IS PROPOSED by Matthew Orlando
SECONDED by Brandy Killeen
And resolved

THAT the council authorize the Christmas Parade organized by the Kazabazua Recreation Committee, to be held on __ December 2024 starting at 6:30 p.m., beginning at 430 Route 105 and ending at 318 Route 105, with a return to 26 Begley Road. The Kazabazua Fire Department will assist with order and safety services during the event, and the Director General is mandated to submit the request to the Ministry of Transport.

CARRIED

2024-11-243
7.3

CANADA DAY FUND BY CANADIAN HERITAGE - GRANT FOR CANADA DAY CELEBRATIONS

IT IS PROPOSED by Matthew Orlando
SECONDED by Damien Lafrenière
And resolved

THAT the council mandate the Director General to submit a grant application to fund the July 2025 celebrations - Canada Day - Canada.ca,

THAT the council authorize the Director General to sign all documents related to this grant application.

CARRIED

2024-11-244
7.4

ST-NOM DE MARIE SCHOOL – SKI PROGRAM

IT IS PROPOSED by Matthew Orlando
SECONDED by Damien Lafrenière
And resolved

THAT the council authorizes a donation of \$100 for each student residing in the municipality of Kazabazua attending St-Nom de Marie School and registered in the ski program, up to a maximum of \$1,500.

CARRIED

8. MISCELLANEOUS

8.1

9.

QUESTION PERIOD

10.


CLOSING OF THE MEETING

The agenda being exhausted, the President declares the closing of the meeting at 9:44 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 ».