

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

Minutes – Tuesday December 3th, 2024

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON DECEMBER 3th, 2024 AT 7:02 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, PAUL CHAMBERLAIN, LYNNE LACHAPPELLE, MATTHEW ORLANDO, SYLVAIN LA FRANCE, DAMIEN LAFRENIÈRE, BRANDY KILLEEN, THE DIRECTOR GENERAL AND CLERK-TREASURER PIERRE VAILLANCOURT, ALSO PRESENT IS THE ASSISTANT DIRECTOR GENERAL AND CLERK-TREASURER YANNICK PERREAULT

GENERAL ADMINISTRATION

1.1 OPENING OF THE MEETING

The president welcomes those present, after establishing a quorum opens the session, it is 7:02 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 November 5, 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 Adoption - By-law number 2024-053 "The governance of council meetings"
- 1.11 Adoption - By-law number 2024-054 "Amending By-law 2021-032 on contract management"
- 1.12 Turnkey advertising proposal for the years 2025 and 2026 – CHGA
- 1.13 2025 Membership Renewals
- 1.14 Renewal of Insurance 2025
- 1.15 Payment of overtime and holidays for the year 2024
- 1.16 Budget item in deficit
- 1.17 Filing of an extract from the register that contains declarations of donations, hospitality or any other benefits received by a member of the council of the municipality
- 1.18 Modification of contract #CTDGA2024
- 1.19 Budget for Christmas gifts

2. PUBLIC SECURITY

- 2.1 Signing Authority - Mutual Service Agreement between the Municipality of Kazabazua and the Municipality of the Township of Low for Fire Services Consideration.
- 2.2 Street lighting

3. TRANSPORT

- 3.1 Local Road Assistance Program Sub-Component: Special Improvement Projects (PPA-CE and PPA-ES)

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Amendment Resolution #2023-03-055 – Demolition Committee Constitution

7. RECREATION AND CULTURAL

- 7.1 Donation for Activity – Santa Claus Parade
- 7.2 Budget for gift and candy purchase – Santa Claus Parade

8. MISCELLANEOUS

8.1
9. QUESTION PERIOD
10. CLOSING OF THE MEETING

2024-12-245
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:

- 3.2 APPLICATION UNDER SECTION 70 OF THE MUNICIPAL POWERS ACT (C-47.1)**
- 3.3 CERTIFICATE OF PAYMENT #8 – CAMA**
- 3.4 PURCHASE OF ROAD TRUCK EQUIPMENT – FREIGHTLINER 2025**

CARRIED

2024-12-246
1.4

MINUTES OF THE REGULAR SITTING OF NOVEMBER 5, 2024.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of November 5, 2024;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Lynne Lachapelle and resolved

TO adopt the minutes of the regular sitting of November 5, 2024 as presented.

CARRIED

2024-12-247
1.5

ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Sylvain La France
And resolved

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

Net Salaries	\$ 36,101.85
Provincial Remittances	\$ 13,063.91
Federal Remittances	\$ 5,060.57
Retirement Pension Remittances	\$ 4,129.92

CARRIED

2024-12-248
1.6

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 November 2024 for a total amount of \$ 1,016,629.62.

CARRIED

2024-12-249
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 Lynne Lachapelle
SECONDED by Paul Chamberlain
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of November 2024 for a total amount of \$ 33,934.27 including provincial and federal remittances.

CARRIED

2024-12-250
1.8

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0.00)

2024-12-251
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

2024-12-252
1.10

ADOPTION - BY-LAW NUMBER 2024-053 "THE GOVERNANCE OF COUNCIL MEETINGS"

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF KAZABAZUA

BY-LAW # 2024-053

THE GOVERNANCE OF COUNCIL MEETINGS

WHEREAS Article 491 of the *Quebec Municipal Code* allows Council to adopt by-laws to regulate the conduct of Council debates and to maintain good order and decorum during meetings;

WHEREAS the Municipality of Kazabazua wishes to act in order to maintain order and decorum during the meetings of the Municipal Council;

WHEREAS it is opportune for Council to adopt a by-law to this effect;

WHEREAS a notice of motion was previously given, in accordance with the Act, at the ordinary meeting held on November 5, 2024 and that a draft by-law was tabled by the member of council who gave the notice of motion, that an application for exemption from reading has been requested and that each member of the council present acknowledges having received a copy of the draft by-law and declares having read it and renounces to its reading;

THEREFORE, it is proposed by Matthew Orlando seconded by Sylvain La France and resolved that the following by-law be adopted:

TITLE

ARTICLE 1

The preamble forms an integral part of the present by-law.

COUNCIL MEETINGS

ARTICLE 2

Regular Council meetings are held in accordance with the schedule established by resolution of the Council, on the days and at the times set out therein, which may be modified by resolution.

ARTICLE 3

ARTICLE 3.1

A member of the council of a municipality may, if he or she so wishes, participates remotely in a council meeting by a means that allows all persons participating in or attending the meeting to see and hear each other in real time, in the following cases:

1° at a special meeting;

2° for a reason related to the member's safety or health or that of a close relative and, if a health reason is invoked, for a maximum of three regular sessions per year or, if applicable, for the duration indicated in a medical certificate attesting that the member's participation at a distance is necessary;

(3) by reason of an impairment resulting in a significant and persistent disability that constitutes an obstacle to his or her participation in person at council meetings;

4° because of pregnancy or the birth or adoption of a child, in which case her participation at a distance may not exceed the following number of consecutive weeks:

- a) 50, if he was not absent due to pregnancy or the birth or adoption of his child in accordance with section 317 of the *Act respecting elections and referendums in municipalities* (chapter E-2.2);
- b) the number resulting from subtracting from 50 the number of weeks during which he was absent for a reason referred to in subparagraph a.

Remote participation is permitted only if the member attends the session from a location in Quebec or an adjacent province.

The minutes of the meeting must mention the name of any Council member who participated remotely.

When the majority of council members participate remotely in a meeting, the municipality must make a video recording of the meeting and make it available to the public, on its website or on any other website it designates by resolution, as of the business day following the day on which the meeting ended.

ARTICLE 4

Council meetings are open to the public.

ARTICLE 5

Deliberations must be made in a loud and intelligible voice.

ARTICLE 6

Unless otherwise stated in the notice of meeting, special meetings of the Council begin at 7:00 p.m.

ORDER AND DECORUM

ARTICLE 7

Council meetings are chaired by the head or deputy mayor, or, failing this, by a member chosen from among the councilors present.

ARTICLE 8

The mayor, or any person presiding in his stead, maintains order and decorum, and decides on questions of order during council meetings, unless the council is called upon to do so. He may order the expulsion of any person disturbing the peace.

AGENDA

ARTICLE 9

The Clerk-Treasurer (the "Clerk") prepares, for the use of Council members, a draft agenda for any regular meeting, which must be sent to Council members, along with available documents, no later than 72 hours in advance. Failure to do so does not affect the legality of the meeting.

ARTICLE 10

The agenda must be drawn up in accordance with the following model:

- 1) GENERAL ADMINISTRATION
- 2) PUBLIC SECURITY
- 3) TRANSPORT
- 4) ENVIRONMENTAL HYGIENE & SANITATION
- 5) HEALTH AND WELFARE
- 6) LAND USE PLANNING AND DEVELOPMENT
- 7) RECREATION AND CULTURAL
- 8) MISCELLANEOUS
- 9) QUESTION PERIOD
- 10) CLOSING OF THE MEETING

ARTICLE 11

The agenda of a regular meeting is completed and amended, if necessary, before it is adopted, at the request of any member of the Municipal Council.

ARTICLE 12

The agenda of a regular meeting may, after adoption, be modified at any time, but only with the consent of the majority of Council members present.

ARTICLE 13

Agenda items are called in the order in which they appear.

RECORDING EQUIPMENT

ARTICLE 14

It is forbidden to film or photograph inside the premises where council meetings are held, and the use of any camera, video camera, television camera or other device is prohibited.

ARTICLE 15

The Clerk shall be authorized to record the proceedings of the Council for the purposes of drawing up the minutes.

The use of a mechanical or electronic voice recording device is authorized during meetings of the municipal council, provided that the use of the device is done silently and without in any way disturbing the holding of the meeting; The device used shall remain in the physical possession of its user, nor shall the recording device, microphone or any other component of the device be placed on or near the Council table or in any place other than those indicated above.

QUESTION PERIOD

ARTICLE 16

Council meetings include a period during which attendees may ask Council members oral questions.

ARTICLE 17

This period lasts a maximum of thirty minutes at each meeting, but may be terminated prematurely if there are no further questions addressed to the Council.

ARTICLE 18

Any member of the public present wishing to ask a question must:

- a. identify yourself beforehand;
- b. to the President of the meeting;
- c. state to whom your question is addressed;
- d. ask only one question and one sub-question on the same subject. However, anyone may ask a new question and a new sub-question once all those wishing to ask a question have done so, and so on in turn until the question period expires;
- e. address each other in polite terms and refrain from using abusive or libelous language.

ARTICLE 19

Each speaker is given a maximum of five minutes to ask a question and a sub-question, after which the president of the session may put an end to this intervention.

ARTICLE 20

The Council member to whom the question has been addressed may respond immediately, at a subsequent meeting or in writing.

ARTICLE 21

Each Council member may, with the President's permission, add to the answer given.

ARTICLE 22

Only matters of a public nature will be permitted, as opposed to those of private interest that do not concern the affairs of the municipality.

ARTICLE 23

Any member of the public present at a Council meeting who wishes to address a Council member or the General Manager may do so only during question period.

ARTICLE 24

Any member of the public present at a Council meeting who addresses a Council member or the General Manager during question period may only ask questions in accordance with the rules set out in articles 18, 19, 22 and 23.

ARTICLE 25

Any member of the public present at a Council meeting must refrain from shouting, heckling, singing, making noise or any other gesture likely to interfere with the smooth running of the meeting.

Any member of the public present must show respect for Council members and other members of the public in the room.

ARTICLE 26

Any member of the public present at a Council meeting must obey an order from the person presiding over the meeting concerning order and decorum during Council meetings.

WRITTEN REQUESTS

ARTICLE 27

Who can consult this page? <https://www.quebec.ca/en/gouvernement/politiques-orientations/langue-francaise/modernization-charter-french-language#c214034?>

Petitions or other written requests addressed to the Council or any of its members are neither placed on the agenda nor read out at the meeting, except as provided by law.

PROCEDURES FOR SUBMITTING REQUESTS, RESOLUTIONS AND DRAFT BY-LAWS

ARTICLE 28

An elected representative may speak only after indicating his or her intention to do so to the president of the meeting by raising his or her hand. The president of the meeting gives the floor to the elected representative in the order of requests.

ARTICLE 29

Resolutions and by-laws are presented by an elected official who explains the project to the Council, or, at the President's request, by the Clerk-Treasurer (the Clerk).

Once the project has been presented, the president of the meeting must ensure that all Council members wishing to vote on the matter have had the opportunity to do so.

Once a draft resolution or by-law has been presented, and all Council members wishing to vote on it have had the opportunity to do so, a Council member may submit a request to amend the draft.

ARTICLE 30

When a request for amendment is made by a Council member, the Council must first vote on the amendment submitted. If the amendment is adopted, the Council then votes on the original project as amended. If the amendment is not adopted, the Council votes on the original draft. The rules applicable to the vote on the original draft apply to the amendment vote.

ARTICLE 31

Any member of the Council may, at any time during the debate, demand that the original proposal or amendment be read, and the President or the Clerk-Treasurer (the Clerk), at the request of the President or of the member of the Council presiding over the meeting, shall then read it.

ARTICLE 32

At the request of the President of the Meeting, the Clerk-Treasurer (the Clerk) may give his opinion or present such observations or suggestions as he deems appropriate with respect to the matters under discussion.

VOTE

ARTICLE 33

Votes are cast orally and, at the request of a Council member, recorded in the Council's deliberations book.

ARTICLE 34

With the exception of the president of the meeting, every member of the municipal council is required to vote under penalty of the sanctions provided for by law, unless he is exempt or prevented from doing so by reason of his interest in the matter concerned, in accordance with the *Act respecting elections and referendums in municipalities* (RLRQ, c. E-2.2).

ARTICLE 35

All decisions must be taken by a majority of members present, except where the law requires a different majority.

ARTICLE 36

When votes are equally divided, the decision is deemed to have been made in the negative.

ARTICLE 37

The motives of individual Council members during a vote are not recorded in the minutes.

ADJOURNMENT

ARTICLE 38

Any regular or special meeting may be adjourned by the Council to another time on the same day or to another day thereafter, without it being necessary to give notice of the adjournment to the members who were not present;

No new business may be submitted or considered at an adjourned special meeting unless all Council members are present and consent.

ARTICLE 39

Two members of Council may, when there is no quorum, adjourn the meeting one hour after the lack of quorum has been established. The time of adjournment and the names of Council members present must be recorded in the minutes of the meeting.

In this case, special written notice of the adjournment must be given by the Clerk-Treasurer to the members of the Council who were not present at the time of the adjournment. Service of this notice must be recorded, at the resumption of the adjourned meeting, in the same manner as that of the notice convening a special meeting.

The time of adjournment, the names of Council members present, and the day and hour of the adjournment are recorded in the Council's minute book.

PENALTY

ARTICLE 40

Any person acting in contravention of articles 14, 15, 18, 23 to 26 and 28 of this by-law commits an offence and is liable to a minimum fine of \$200 for a first offence and \$400 for a subsequent offence, said fine in no case to exceed \$1,000. Costs for each infraction are extra.

If payment is not made within the time limit set by the Court, the offender will be subject to the penalties set out in the *Code of Penal Procedure of Quebec* (RLRQ, c. C-25.1).

INTERPRETATIVE AND FINAL PROVISIONS

ARTICLE 41

Nothing in this by-law shall be construed so as to restrict the powers granted by law to members of the Municipal Council.

ARTICLE 42

This by-law replaces by-law 2024-052 and will come into force in accordance with the law.

CARRIED

2024-12-253
1.11

ADOPTION - BY-LAW NUMBER 2024-054 "AMENDING BY-LAW 2021-032 ON CONTRACT MANAGEMENT"

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

BY-LAW NUMBER 2024-054 AMENDING BY-LAW NUMBER 2021-032 ON CONTRACT MANAGEMENT

WHEREAS By-law #2021-032 on contract management was adopted by the Municipality on June 1, 2021, in accordance with Article 938.1.2 of the Québec Municipal Code ("CM");

WHEREAS the Act amending the Act respecting municipal taxation and other legislative provisions (L.Q. 2023, chapter 33), sanctioned on December 8, 2023 (Bill 39), as well as the Act enacting the Act to protect municipal elected officials and to promote the unhindered exercise of their functions and amending various legislative provisions concerning the municipal sector (L.Q. 2024, chapter 24), sanctioned on June 6, 2024 (Bill 57), amend certain provisions of the CM regarding measures that municipalities can adopt in their contract management by-law;

WHEREAS it is necessary to amend the present contract management by-law to incorporate the provisions required by these laws and to include optional measures for awarding certain contracts to a municipal officer or council member when applicable conditions are met;

WHEREAS a notice of motion was given and a draft by-law was presented at the meeting on November 5, 2024;

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

THAT the present by-law be adopted and **IT IS ORDERED AND DECREED AS FOLLOWS:**

1. **Article 8** of By-law #2021-032 on contract management is replaced with the following article:

“**8.** Whenever possible and in the Municipality’s interest, Québec or otherwise Canadian goods and services, as well as companies with establishments in Québec or elsewhere in Canada, are preferred over other competitors when awarding a contract by mutual agreement or sending a written invitation to bid when the expense amount is below the threshold set by the Minister requiring public tendering.

For contracts awarded by mutual agreement, the Municipality prioritizes sending price requests to these companies over other competitors when such requests are justified. In the event of equal prices, quality of services, or, more broadly, any comparable offer on essential elements between a Québec company and a Canadian company, the Municipality favors awarding the contract to the Québec company.

For contracts awarded following a written invitation to tender, if it is not possible or not in its interest to limit to these parties, the Municipality reviews its needs to determine whether a new formulation can allow for prioritization of these parties before sending invitations to bid. If, despite this review, it remains necessary or in the Municipality’s interest to include parties not meeting the objective of the first paragraph, the Municipality may revise its contractual strategy to consider awarding the contract by mutual agreement, when permitted.

When circumstances do not allow or justify prioritizing such companies, the Municipality may enter into a contract with another competitor.”

2. By-law #2021-032 on contract management is amended by the insertion, after Article 10.1, of Article 10.2:

“**10.2** When the Municipality uses the measure of Article 8 of the present by-law, it proceeds with a rotation of co-contractors when awarding contracts by mutual agreement or inviting people to bid, if possible and in its interest. This rotation must follow the same criteria already developed for rotating suppliers who are awarded contracts by mutual agreement above the monetary threshold of \$25,000 in accordance with the provisions of the present contract management by-law, with necessary adaptations.”

3. By-law #2021-032 on contract management is amended by inserting, after Article 11, Article 11.1:

“11.1 Awarding Certain Contracts to a Council Member, Officer, or Employee for Local Businesses

Notwithstanding Articles 304 LERM and 269 CM, the Municipality may enter into a contract to acquire or lease goods in a business in which an elected official, officer, or employee of the Municipality has an interest, as permitted by Article 305.0.1

LERM and 269.1 of the Municipal Code. The business in question must be one of the types determined by the “By-law determining, for the application of Articles 269.1 of the Municipal Code and 305.0.1 of the Act respecting elections and referendums in municipalities, the types of businesses in which goods may be acquired or leased,” which include:

- Food
- Restaurant
- Service station
- Pharmacy
- Hardware store
- Sale of mechanical parts
- Rental of machinery or tools.

If such a contract is awarded, a publication is made on the Municipality’s website that includes:

- The name of the officer, employee, or elected official;
- The name of the company with whom the contract is entered, if applicable;
- A list of each purchase and lease made and their amounts.”

4. By-law #2021-032 on contract management is amended by inserting, after Article 11.1, Article 11.2:

“11.2 Awarding Certain Manual Service Contracts to a Council Member or a Business in Which They Have an Interest

Notwithstanding Articles 304 LERM and 269 CM, the Municipality may enter into a manual service contract performed within its territory with a council member or a business in which they have an interest, as permitted by Article 305.0.1 LERM.

If such a contract is awarded, a publication is made on the Municipality’s website that includes:

- The name of the elected official;
- The name of the business with whom the contract is entered, if applicable;
- The object of the service contract and its price.”

5. The present by-law comes into force in accordance with the law.

ADOPTED

2024-12-254

1.12

TURNKEY ADVERTISING PROPOSAL FOR THE YEARS 2025 AND 2026 – CHGA

IT IS PROPOSED by Damien Lafrenière

SECONDED by Brandy Killeen

And resolved

THAT the council accepts the package presented by CHGA-97.3 for the years 2025-2026 at a cost of \$1,800 plus applicable taxes per year, as well as the commercial membership card at a cost of \$35 per year.

CARRIED

2024-12-255

1.13

2025 MEMBERSHIP RENEWALS

IT IS PROPOSED by Sylvain La France

SECONDED by Paul Chamberlain

And resolved

THAT the council renews its membership with the following organizations:

FQM (Fédération Québécoise des Municipalités) (\$1,607.16 including taxes)

UMQ (Union des municipalités du Québec) (\$641.30 plus taxes)

QM (Québec Municipal) (± \$375.00 excluding taxes)

ADMQ (Association des directeurs municipaux du Québec) (\$±510.00 plus taxes) and \$470.00 plus taxes for a second member

COMBEQ (Corporation des Officiers Municipaux en Bâtiment et Environnement du Québec) (\$436.91 including taxes)
Association des gestionnaires en sécurité incendie et civile du Québec (\$375.00 including taxes)
Regroupement pour la Protection de l'eau de la Vallée-de-la-Gatineau (\$250.00 not taxable)

CARRIED

2024-12-256
1.14

RENEWAL OF INSURANCE 2025

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Damien Lafrenière
And resolved

THAT the council renews the municipal insurance policy with the Mutuelle des Municipalités du Québec #Policy MMQP-03-083015.20 for the year 2025 at a cost of \$42,041.30, including the 9% tax on premiums.

CARRIED

2024-12-257
1.15

PAYMENT OF OVERTIME AND HOLIDAYS FOR THE YEAR 2024

WHEREAS the members of the council have individually reviewed the report detailing the calculation of overtime and remaining vacation for the year 2024;

WHEREAS the council wishes to reset these time banks for the year 2024;

THEREFORE, IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Brandy Killeen, and resolved,

THAT the council authorizes the payment of overtime and vacation in the total amount of approximately \$4,200.00.

CARRIED

2024-12-258
1.16

BUDGET ITEM IN DEFICIT

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

THAT the council authorizes the allocation of budget items in deficit by applying available budgetary and/or extra-budgetary credits from surplus revenues, accumulated surplus, financial reserves, reserved funds, or other sources for which the expenses are incurred for the 2024 fiscal year.

CARRIED

2024-12-259
1.17

FILING OF AN EXTRACT FROM THE REGISTER THAT CONTAINS DECLARATIONS OF DONATIONS, HOSPITALITY OR ANY OTHER BENEFITS RECEIVED BY A MEMBER OF THE COUNCIL OF THE MUNICIPALITY

Filing by the Clerk-Treasurer of the record from the register containing declarations of gifts, hospitality, or other benefits received by a member of the municipal council, indicating that no declarations were made in this register for the year 2024.

2024-12-260
1.18

MODIFICATION OF CONTRACT #CTDGA2024

WHEREAS the members of the council have individually reviewed the employment contract #CTDGA2024;

WHEREAS it was agreed upon at the time of hiring that the hourly rate would be increased by \$1.00;

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

THAT the council of the Municipality of Kazabazua authorizes the \$1.00 hourly rate increase in the conclusion of the Assistant Director General's employment contract

#CTDGA2024 and authorizes the Director General to sign this employment contract on behalf of the Municipality of Kazabazua.

CARRIED

2024-12-261
1.19

BUDGET FOR CHRISTMAS GIFTS

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

THAT the council authorizes a budget and approves an expenditure of \$25.00 each for municipal employees, volunteer firefighters, and elected officials.

CARRIED

2. PUBLIC SECURITY

2024-12-262
2.1

SIGNING AUTHORITY - MUTUAL SERVICE AGREEMENT BETWEEN THE MUNICIPALITY OF KAZABAZUA AND THE MUNICIPALITY OF THE TOWNSHIP OF LOW FOR FIRE SERVICES CONSIDERATION.

IT IS PROPOSED by Paul Chamberlain
SECONDED by Damien Lafrenière
And resolved

THAT the council of the Municipality of Kazabazua authorizes the conclusion of the "Agreement for the Mutual Provision of Services between the Municipality of Kazabazua and the Municipality of the Township of Low for Fire Services Compensation" with the Municipality of the Township of Low, and authorizes the Mayor and the Director General to sign this agreement on behalf of the Municipality of Kazabazua.

CARRIED

2024-12-263
2.2

PUBLIC STREET LIGHTING

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

THAT council authorize and approve the expenditure for public street lighting and the connection at the corner of the lot on 25 Chamberlain Road, as shown on the plan which forms an integral part of this resolution for submission to Hydro-Québec;

THAT the council mandate the Director General to submit a work request related to public street lighting.

CARRIED

3. TRANSPORT

2024-12-264
3.1

LOCAL ROAD ASSISTANCE PROGRAM SUB-COMPONENT: SPECIAL IMPROVEMENT PROJECTS (PPA-CE AND PPA-ES)

WHEREAS the council of the Municipality of Kazabazua has reviewed the terms and conditions of the Special Improvement Projects (PPA) sub-component of the Local Road Assistance Program (PAVL) and commits to complying with them;

WHEREAS the road network for which a financial assistance request was granted is under municipal jurisdiction and eligible for the PAVL;

WHEREAS the completed work or related costs are eligible under the PAVL;

WHEREAS the accountability form V-0321 has been duly completed;

WHEREAS the accountability report for the projects has been submitted upon completion of the work or no later than December 31, 2024;

WHEREAS the payment is conditional upon the minister's approval of the project's accountability report;

WHEREAS, if the accountability report is deemed compliant, the minister will make payments to municipalities based on the list of approved works, without exceeding the maximum amount of assistance stated in the announcement letter;

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

Regarding the PPA-CE sub-component:

WHEREAS the works were completed within the calendar year in which they were authorized by the minister;

Regarding the PPA-ES sub-component:

WHEREAS the works must be completed no later than the end of the third calendar year following the date of the minister's announcement letter;

WHEREAS the financial assistance is allocated over three calendar years starting from the date of the minister's announcement letter;

WHEREAS the financial assistance is distributed in three annual payments based on the total eligible supporting documents received, up to:

1. 40% of the financial assistance granted, for the first payment;
2. 80% of the financial assistance granted minus the first payment, for the second payment;
3. 100% of the financial assistance granted minus the first two payments, for the third payment;

WHEREAS works completed after the third anniversary of the announcement letter are not eligible;

For these reasons, IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Sylvain La France, it is unanimously resolved and adopted:

THAT the council of the Municipality of Kazabazua approves the expenditures of \$49,733 for the improvement works completed and the eligible related costs mentioned in form V-0321, in accordance with the requirements of the Québec Ministry of Transport, and acknowledges that failure to comply with these requirements will result in the termination of financial assistance.

CARRIED

2024-12-265
3.2

APPLICATION UNDER SECTION 70 OF THE MUNICIPAL POWERS ACT (C-47.1)

WHEREAS a petition by the majority of riparian owners or occupants was filed with the municipality on November 25, 2024 ;

WHEREAS under Section 70 of the Municipal Powers Act (C-47.1), any local municipality may maintain a private road open to the public by tolerance of the owner or occupant, upon request by a majority of the riparian owners or occupants;

WHEREAS the municipality may invoice owners in accordance with article 244.1 and following of the Act respecting municipal taxation (F-2.1) by way of tariffs;

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

THAT the council accepts the request submitted to the municipality on November 25, 2024, subject to proof of the owner's consent for the maintenance of Thibault Road, and approves the expenditure for the maintenance of this road at the cost of \$4,127.61, including applicable taxes, payable to Éco Enviro Septique Ltée as per estimate number 1078 dated November 25, 2024;

AND for Bourgon Road, approves the expenditure for the maintenance of this road at the cost of \$5,852.23, including applicable taxes, payable to Éco Enviro Septique Ltée as per estimate number 1079 dated November 25, 2024;

THAT both requests have the majority consent of the owners or occupants along the private roads, and these costs shall be billed to the owners or occupants of these private roads along with an administrative fee of 10% of the invoices.

CARRIED

2024-12-266
3.3

CERTIFICATE OF PAYMENT #8 – CAMA

WHEREAS a certificate of payment # 8 for the construction of the municipal garage has been issued and certified by the firm Robert Ledoux Architect;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Lynne Lachapelle and resolved;

THAT Council authorizes the request for payment in the amount of \$86,181.23 including applicable taxes for work performed as of November 30th, 2024 in favour of the contractor CAMA Industries.

CARRIED

2024-12-267
3.4

PURCHASE OF ROAD TRUCK EQUIPMENT – FREIGHTLINER 2025

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

THAT council authorize and commit the expenditure for the installation and purchase of a multi-protocol mobile radio for the new 2025 Freightliner snowplow truck, as submitted by Groupe CLR Excel Radio, quote #QTEG1680, at a total cost of \$1,538.95 including applicable taxes;

FURTHERMORE, THAT council authorize and commit the expenditure for the purchase of carbide blades for the snowplow wings on the 2025 Freightliner truck, as submitted by Robitaille Equipment Inc., quote #37565, at a total cost of \$2,861.96 including applicable taxes

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2024-12-268
6.1

AMENDMENT RESOLUTION #2023-03-055 – DEMOLITION COMMITTEE CONSTITUTION

WHEREAS the municipality established the Demolition Committee to act under By-law concerning the demolition of buildings bearing №2023-046;

WHEREAS the members of this committee must be elected members of the municipal council;

WHEREAS one of the members of this committee has reached the end of their mandate;

WHEREAS this member must be replaced;

THEREFORE, IT IS PROPOSED by Lynne Lachapelle, **SECONDED** by Paul Chamberlain, and resolved:

THAT resolution #2023-03-055 be amended to replace the member "Craig Gabie" with "Brandy Killeen".

CARRIED

7. RECREATION AND CULTURE

2024-12-269
7.1

DONATION FOR ACTIVITY – SANTA CLAUS PARADE

IT IS PROPOSED by Matthew Orlando
SECONDED by Paul Chamberlain
And resolved

THAT the council authorizes a donation of \$300 to Be and Become for activities surrounding the Santa Claus Parade, which will take place on December 7, 2024, at the Kazabazua Community Center.

CARRIED

2024-12-270
7.2

BUDGET FOR GIFT AND CANDY PURCHASE – SANTA CLAUS PARADE

IT IS PROPOSED by Brandy Killeen
SECONDED by Paul Chamberlain
And resolved

THAT the council authorizes a budget of \$20 per child, estimated at 100 children, for the purchase of gifts and candy for the Santa Claus Parade activity.

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 ».