

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

Minutes – Tuesday February 4, 2025

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON FEBRUARY 4, 2025 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

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

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. GENERAL ADMINISTRATION

- 1.1 Opening of the meeting
- 1.2 Mayor's report
- 1.3 Agenda
- 1.4 Minutes of the regular sitting of December 3, 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 Amendment to Resolution #2024-11-233 - Public Tender for External Auditor
- 1.11 Amendment to Resolution #2024-09-179 - Acquisition of a Portion of Delgrosse Road
- 1.12 COMBEQ 2025 Conference
- 1.13 Filing of the Annual Report on the Application of the Contract Management By-law for the Period from January 1, 2024, to December 31, 2024
- 1.14 Mandate to legal counsel – LATMP file 517 485 405
- 1.15 Donation request - Low Lions Sweetheart Auction

2. PUBLIC SECURITY

- 2.1 Purchase of equipment for the fire department
- 2.2 Activity report year 7 of the implementation of the fire safety cover Plan
- 2.3 Regrouping for the purchase of a breathable air compressor for fire services

3. TRANSPORT

- 3.1 Certificate of payment # 10 _CAMA

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Transfer to the municipality of Dorion/Gagnon road lot 6 649 727
- 6.2 Confirmation of Financial contribution – Gatineau Valley Retirement Village (GVRV)

7. RECREATION AND CULTURAL

- 7.1 Awarding contract – skating rink maintenance

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2025-02-26

1.3

AGENDA

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

WHEREAS if 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 as presented.

CARRIED

2025-02-27
1.4

MINUTES OF THE REGULAR SITTING OF JANUARY 14, 2025.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of January 14, 2025;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved

TO adopt the minutes of the regular sitting of January 14, 2025 as presented.

CARRIED

2025-02-28
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 January 2025 for a total of the following amounts:

Net Salaries	\$ 53,775.54
Provincial Remittances	\$ 18,576.87
Federal Remittances	\$ 7,896.10
Retirement Pension Remittances	\$ 6,106.27

CARRIED

2025-02-29
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 Damien Lafrenière
And resolved

TO adopt, as presented, the Cheque Register for the month of January 2025 for a total amount of \$ 137,358.24.

CARRIED

2025-02-30
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 Brandy Killeen
SECONDED by Lynne Lachapelle
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of January 2025 for a total amount of \$ 43,127.72 including provincial and federal remittances.

CARRIED

**2025-02-31
1.8**

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0.00)

**2025-02-32
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**

**2025-02-33
1.10**

MODIFICATION OF RESOLUTION #2024-11-233 - PUBLIC TENDER EXTERNAL AUDITOR

WHEREAS the council, during its review of the public tender through the Electronic Tendering System (SEAO) for a duration of 5 years, decided to modify it to a 2-year contract;

THEREFORE, IT IS PROPOSED by Paul Chamberlain, **SUPPORTED** by Sylvain La France, and resolved:

THAT resolution #2024-11-233 - PUBLIC TENDER EXTERNAL AUDITOR

BE AMENDED to replace the text « five (5) years through the Electronic Tendering System (SEAO) » with « two (2) years by invitation to tender »

CARRIED

**2025-02-34
1.11**

AMENDMENT TO RESOLUTION #2024-09-179 - ACQUISITION OF A PORTION OF DELGROSSE ROAD

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

THAT Resolution #2024-09-179 – Acquisition of a Portion of Delgrosse Road be amended as follows:

THAT all references to the « Assistant Director General » be replaced with « Director General. »

CARRIED

**2025-02-35
1.12**

COMBEQ 2025 CONFERENCE

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

THAT Council authorize the participation of the Urban Planning and Environment Officer and approve the expense for her participation and registration at the Annual Conference of the Corporation of Municipal Officers in Building and Environment of Quebec (COMBEQ), to be held from April 10 to 12, 2025, at the Quebec City Convention Centre, 900 René-Lévesque Boulevard East, Quebec City. Reimbursement of travel, accommodation, and meal expenses, upon presentation of receipts, is also authorized.

CARRIED

2025-02-36
1.13

FILING OF THE ANNUAL REPORT ON THE APPLICATION OF THE CONTRACT MANAGEMENT BY-LAW FOR THE PERIOD FROM JANUARY 1, 2024, TO DECEMBER 31, 2024

The filing of the Annual Report on the Application of the Contract Management By-law for the Period from January 1, 2024, to December 31, 2024 is submitted by the Clerk-Treasurer.

2025-02-37
1.14

MANDATE TO LEGAL COUNSEL – LATMP FILE 517 485 405

WHEREAS the municipality has received an acknowledgment of receipt dated January 20, 2025, referring to complaint number HUL25-005 and occupational health and safety file number 517 485 405;

WHEREAS such a complaint must be represented by a lawyer;

THEREFORE, it is **proposed** by Sylvain La France, **seconded** by Brandy Killeen and **resolved**:

THAT the council mandates **Me André Giroux** from the firm **DHC Avocats** to represent the municipality in occupational health and safety file number **517 485 405**.

CARRIED

2025-02-38
1.15

DONATION REQUEST - LOW LIONS SWEETHEART AUCTION

WHEREAS an event of the Low Lions Sweetheart Auction is to be held on February 15, 2025;

THEREFORE, it is **proposed** by Damien Lafrenière, **seconded** by Matthew Orlando and **resolved**:

THAT Council authorises a financial donation of \$ 200.00 for the of the Low Lions Sweetheart auction.

CARRIED

2. PUBLIC SECURITY

2025-02-39
2.1

PURCHASE OF EQUIPMENT FOR THE FIRE DEPARTMENT

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

THAT Council authorize and approve the expenditure for the purchase of adapters and GV, hydrant gate, as well as transport fees, as per estimate #SC2002053 for the Fire Department, at a cost of \$1,537.84, including applicable taxes.

CARRIED

2025-02-40
2.2

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 Year 7 Annual Report for the year 2023-2024 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 7 of the Fire Safety Cover Plan of the Municipality of Kazabazua for the year 2023-2024 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

2025-02-41
2.3

REGROUPING FOR THE PURCHASE OF A BREATHABLE AIR COMPRESSOR FOR FIRE SERVICES

WHEREAS each fire safety service must regularly replenish breathable air supplies following interventions or training sessions;

WHEREAS the current location of available compressors poses logistical challenges for certain municipalities located further south;

WHEREAS the municipalities of Canton de Low, Lac-Sainte-Marie, Kazabazua, and Denholm wish to collaborate on the joint acquisition of a breathable air compressor to meet the needs of their respective fire services;

WHEREAS this collaboration will allow for the sharing of acquisition and maintenance costs equitably among participating municipalities, while facilitating access to this essential equipment;

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

THAT the council of the Municipality of Kazabazua confirms its commitment to participate in the grouping for the acquisition of a breathable air compressor for the fire services of the municipalities of Canton de Low, Lac-Sainte-Marie, Kazabazua, and Denholm;

THAT the Municipality of Kazabazua commits to bearing an equal share of the acquisition and maintenance costs, in accordance with an agreement to be concluded with the participating municipalities;

THAT the breathable air compressor be installed at the Kazabazua fire station to ensure a central and accessible location for all participating municipalities;

THAT the compressor shall be the property of the municipalities of Kazabazua, Low, Lac-Sainte-Marie, and Denholm;

THAT the terms for the dissolution of the grouping or the withdrawal of one of the municipalities be defined in an intermunicipal agreement, which shall be approved by the councils of the participating municipalities;

THAT the management, access, and maintenance terms for the compressor be defined in an intermunicipal agreement to be approved by the councils of the participating municipalities;

THAT the Director General be authorized to negotiate and sign all necessary documentation for the implementation of this initiative, subject to council approval.

THAT this resolution rescind all previous resolutions adopted on the same subject.

CARRIED

3. TRANSPORT

2025-02-42
3.1

CERTIFICATE OF PAYMENT #10 – CAMA

WHEREAS a certificate of payment # 10 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 Paul Chamberlain and resolved;

THAT Council authorizes the request for payment in the amount of \$ 155,229.38 including applicable taxes for work performed as of January 31st, 2025 in favour of the contractor CAMA Industries.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2025-02-43
6.1

TRANSFER TO THE MUNICIPALITY OF DORION/GAGNON ROAD LOT 6 649 727

WHEREAS it is appropriate to acquire Dorion/Gagnon Road identified as Lot 6 649 727 of the Quebec Cadastre;

WHEREAS this road would connect Dorion and Gagnon Roads;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved:

THAT Council authorize the acquisition of Lot 6 649 727 of the Quebec Cadastre, with notarial fees to be paid by the municipality;

THAT the council authorize the Director General to sign, for and on behalf of the municipality, the notarial deed.

CARRIED

2025-02-44
6.2

CONFIRMATION OF FINANCIAL CONTRIBUTION – GATINEAU VALLEY RETIREMENT VILLAGE (GVRV)

WHEREAS the municipality allocated, during the adoption of its 2025 budget on December 17, 2024, a financial contribution of \$25,000;

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

THAT Council confirm its financial contribution and authorize the disbursement of \$25,000 for the 2025 fiscal year to the organization Gatineau Valley Retirement Village for the Phase 2 project;

THAT the expense be recorded under budget item 02 19000 970.

CARRIED

7. RECREATION AND CULTURE

2025-02-45
7.1

AWARDING CONTRACT – SKATING RINK MAINTENANCE

WHEREAS the municipal council wishes to award a contract for the maintenance of the municipal skating rink for the 2024-2025 winter season;

WHEREAS the maintenance includes, in particular, flooding and snow removal of the ice surface;

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

THAT the municipal council award the skating rink maintenance contract to the organization Être et Devenir, and that a detailed invoice, along with proof of the work performed and hours completed, be sent to the municipality.

THAT the funds from the budget account **02-70130-141** be affected to budget account **02-70130-495**.

CARRIED

8. MISCELLANEOUS

9.

QUESTION PERIOD

10.


CLOSING OF THE MEETING

The agenda being exhausted; the President declares the closing of the meeting at 8:17 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 ».