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

Minutes – Tuesday December 7, 2021

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON DECEMBER 7, 2021 AT 7:01 P.M. UNDER THE CHAIRMANSHIP OF MR. SYLVAIN LA FRANCE, SUBSTITUTE MAYOR.

ARE PRESENT, LYNNE LACHAPELLE, MATTHEW ORLANDO, PAUL CHAMBERLAIN, CRAIG GABIE, DAMIEN LAFRENIÈRE AND THE DIRECTOR GENERAL AND CLERK-TREASURER, PIERRE VAILLANCOURT

IS ABSENT ROBERT BERGERON (MOTIVATED)

GENERAL ADMINISTRATION

1.1 OPENING OF THE MEETING

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

1.2 Mayor's report

1.3 QUESTION PERIOD

1. GENERAL ADMINISTRATION
- **1.1** Opening of the meeting
- **1.2** Mayor's report
- **1.3** Question period
- **1.4** Agenda
- **1.5** Minutes of the regular sitting of November 16, 2021
- **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** Adoption of the calendar of the ordinary council meetings for the year 2022
- **1.12** Renewal of the 2022 memberships
- **1.13** Renewal of the 2022 insurances
- **1.14** Payment of the overtime and vacation for the year 2021
- **1.15** Budget accounts in deficit
- **1.16** Tabling of an extract from the register containing the disclosure statements that contains the declaration of the gifts, hospitality or other benefit received by a member of council of the municipality
- **1.17** Date of adoption of the 2022 budget
- **1.18** Date of adoption of the 2022-2023-2024 three-year capital program
- **1.19** Tabling of the Compliance Audit Report – Audit Reports on the Adoption of the Budget and the Adoption of the Three-Year Capital Program

2. PUBLIC SECURITY
- **2.1** Activity report year 4 of the implementation of the fire safety cover plan
- **2.2** Fire service new recruit
- **2.3** Purchase fire security equipment

3. TRANSPORT
- **3.1** Proposal roof and wall at the fire station

4. ENVIRONMENTAL HYGIENE & SANITATION
- **4.1**

5. HEALTH AND WELFARE
- **5.1**

6. LAND USE PLANNING AND DEVELOPMENT
- **6.1** Toponymie du Québec - Formalization of Private Roads

7. RECREATION AND CULTURAL
- **7.1** .

8. MISCELLANEOUS
- **8.1**

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2021-12-242
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 Craig Gabie, **SECONDED** by Lynne Lachapelle and resolved to adopt the agenda by adding the following topics:

2.4 PURCHASE – AIR PACK
3.2 INVOICE PAYMENT TRUCK INSPECTIONS AND REPAIRS
3.3 FILE No. 00031177-1-83015(07)-2021-04-27-6 SUB-COMPONENT: SPECIFIC IMPROVEMENT PROJECTS BY ELECTORAL DISTRICT (PPA-CE)

CARRIED

2021-12-243
1.4 MINUTES OF THE REGULAR SITTING OF NOVEMBER 16, 2021

WHEREAS Council members have individually reviewed the minutes of the regular sitting of November 16, 2021;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Damien Lafrenière and resolved to adopt the minutes of the regular sitting of November 16, 2021 as presented.

CARRIED

2021-12-244
1.6 ADOPTION OF BANK WITHDRAWALS

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

TO adopt, as presented, the list of direct debits for the month of November 2021 for a total of the following amounts:

Net Salaries	$ 34,213.69
Provincial Remittances	$ 10,799.89
Federal Remittances	$ 3,756.22
Retirement Pension Remittances	$ 2,988.54

CARRIED

2021-12-245
1.7 ADOPTION OF THE CHEQUE REGISTER

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

TO adopt, as presented, the Cheque Register for the month of November 2021 for a total amount of $ 45,719.95.

THAT the accounts have been verified by the administrative committee.

CARRIED

2021-12-246
1.8 ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Craig Gabie
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of November 2021 for a total amount of $ 32,154.41 including bank withdrawals.

THAT the accounts have been verified by the administrative committee.

CARRIED

2021-12-247
1.9 REPORT OF THE DIRECTOR GENERAL EXPENDITURES – DGE ($ 0.00)

2021-12-248
1.10 REPORT OF THE DIRECTOR 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

2021-12-249
1.11 ADOPTION OF THE CALENDAR OF THE ORDINARY COUNCIL MEETINGS FOR THE YEAR 2022

WHEREAS article 148 of the Municipal Code of Québec provides that the council must establish, before the beginning of each calendar year, the calendar of its ordinary meetings for the next year, by fixing the day and the hour of the beginning of each one;

THEREFORE, it is moved by Matthew Orlando, seconded by Craig Gabie and unanimously resolved:

THAT the following schedule be adopted for the holding of regular council meetings for the year 2022. These sessions will be held on Tuesday's and begins at 7:00 pm at the community center, 26, Begley road in Kazabazua:

• *January 11*	*May 3*	*September 6*
• *February 1*	*June 7*	*October 4*
• *March 1*	*July 5*	*November 1*
• *April 5*	*August 2*	*December 6*

THAT a public notice of the contents of this calendar be published in accordance with the law that governs the municipality.

CARRIED

2021-12-250
1.12 RENEWAL OF THE 2022 MEMBERSHIPS

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

THAT council renews the membership for the fiscal year 2022 to the following organizations:

FQM at a total cost of $ 1,471.21 including applicable taxes
UMQ at a total cost of $ 534.85 excluding applicable taxes
FCM at a total amount of $ 160.96 excluding applicable taxes
Regroupment for the Protection de l'eau de la Vallée-de-la-Gatineau
for a total cost of $ 250 including applicable taxes

CARRIED

2021-12-251
1.13 RENEWAL OF THE 2022 INSURANCES

IT IS PROPOSED by Lynne Lachapelle
SECONDED by Craig Gabie
And resolved

THAT Council renews the municipal insurance of the Mutuelle des Municipalités du Québec Policy #MMQP-03-083015.17 for the year 2022 in the amount of $30,209.35

CARRIED

2021-12-252
1.14 PAYMENT OF THE OVERTIME AND VACATION FOR THE YEAR 2021

WHEREAS members of council have individually reviewed the calculation report of the overtime and the remaining holidays for the year 2021;

WHEREAS council wants to reset these banked times for the year 2022;

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

THAT Council authorizes the payment of the overtime and vacation for a total amount of ± $ 2,940.

CARRIED

2021-12-253

1.15 BUDGET ACCOUNTS IN DEFICIT

IT IS PROPOSED by Craig Gabie
SECONDED by Damien Lafrenière
And resolved

THAT Council authorizes the allocation of budget items in deficit to allocate available budgetary and/or extra-budgetary appropriations from surplus revenues, accumulated surpluses, financial reserves, reserved funds or other sources for which expenditures are incurred.

CARRIED

2021-12-254

1.16 TABLING OF AN EXTRACT FROM THE REGISTER CONTAINING THE DISCLOSURE STATEMENTS THAT CONTAINS THE DECLARATION OF THE GIFTS, HOSPITALITY OR OTHER BENEFIT RECEIVED BY A MEMBER OF COUNCIL OF THE MUNICIPALITY

The Clerk-Treasurer files the extract from the register containing declarations of donations, hospitality or other benefits received by a member of the municipal council and that no declarations have been declared in this register.

2021-12-255

1.17 DATE OF ADOPTION OF THE 2022 BUDGET

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

THAT an extraordinary session on the adoption of the 2022 Budget is to be held on Wednesday, January 19, 2022, at 7:00 p.m. at the Kazabazua Community Centre, 26 Begley Road, and that at this meeting, the Council's deliberations and question period will focus exclusively on this topic.

CARRIED

2021-12-256

1.18 DATE OF ADOPTION OF THE 2022-2023-2024 THREE-YEAR CAPITAL PROGRAM

IT IS PROPOSED by Craig Gabie
SECONDED by Damien Lafrenière
And unanimously resolved

THAT an extraordinary session on the adoption of the 2022-2023-2024 three-year capital program is to be held on Monday, December 20, 2021, at 7:00 p.m. at the Kazabazua Community Centre, 26 Begley Road, and that at this meeting, the Council's deliberations and question period will focus exclusively on this topic.

CARRIED

2021-12-257

1.19 TABLING OF THE COMPLIANCE AUDIT REPORT – AUDIT REPORTS ON THE ADOPTION OF THE BUDGET AND THE ADOPTION OF THE THREE-YEAR CAPITAL PROGRAM

Tabling by the Registrar-Treasurer of the Compliance Audit Report – Audit Reports on the Adoption of the Budget and the Adoption of the Three-Year Capital Program

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2. PUBLIC SECURITY

2021-12-258

2.1 ACTIVITY REPORT YEAR 4 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 2020-2021 for adoption by Council;

IT IS PROPOSED, by Craig Gabie, **SECONDED** by Paul Chamberlain and resolved,

THAT Council members have individually reviewed the annual report of the local implementation plan for year 4 of the Fire Safety Cover Plan of the Municipality of Kazabazua for the year 2020-2021 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

2021-12-259
2.2 FIRE SERVICE NEW RECRUIT

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

THAT Council accepts Mr. Patrick Durocher as a volunteer firefighter on the Kazabazua's Fire Service

CARRIED

2021-12-260
2.3 PURCHASE FIRE SECURITY EQUIPMENT

IT IS PROPOSED by Matthew Orlando
SECONDED by Craig Gabie
And resolved

THAT Council authorizes and engage the expense for fire security equipment as estimated by Sécurité Landry Inc. dated November 12, 2021 for a total cost of $ 2,710.55 including applicable taxes.

CARRIED

2021-12-261
2.4 REGROUPED PURCHASE – AIR PACK

IT IS PROPOSED by Matthew Orlando
SECONDED by Craig Gabie
And resolved

THAT Council authorizes and incur the expense for the purchase of 12 air pack for the 2022 fiscal year at a cost of $98,361.12 including applicable taxes as estimated by Boivin & Gauvin No. SC20009383 and SC20009384.

CARRIED

3.TRANSPORT

2021-12-262
3.1 PROPOSAL ROOF AND WALL AT THE FIRE STATION

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

THAT Council accepts the estimate from Couvreurs Rochon dated November 29, 2021 and awards the contract for the replacement and repair of the roof of the fire station at a total cost of ± $17,499.20 including applicable taxes and the finishing of the interior walls at a total cost of $5,633.78 including applicable taxes.

CARRIED

2021-12-263
3.2 INVOICE PAYMENT TRUCK INSPECTIONS AND REPAIRS

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

THAT Council authorizes the payment to Camion Freightliner Mont-Laurier for a total amount of $14,527.19 including taxes for the annual inspection for the SAAQ and the repairs.

CARRIED

2021-12-264
3.3 **FILE No. 00031177-1-83015(07)-2021-04-27-6 SUB-COMPONENT: SPECIFIC IMPROVEMENT PROJECTS BY ELECTORAL DISTRICT (PPA-CE)**

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 31, 2021 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 Craig Gabie, seconded by Matthew Orlando, it is unanimously resolved and adopted

THAT the council of the municipality of Kazabazua approve the expenses in the amount of $164,497.16 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

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2021-12-265
6.1 **TOPONYMIE DU QUÉBEC - FORMALIZATION OF PRIVATE ROADS**

WHEREAS council members have individually reviewed the location of the roads to be named;

IT IS MOVED by Damien Lafrenière, **SECONDED** by Paul Chamberlain and resolved that council authorizes the name of the road at the entrance of 181 Marks Road for the name of « Chemin Alexandre » and the second road the entrance on Gerry Labelle Road for the name of « Chemin Rhéal Sicard » and mandates the general administration to proceed with the officialization of these names with the Toponymie du Québec.

CARRIED

. **7. RECREATION AND CULTURE**

8. MISCELLANEOUS

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

The agenda being exhausted, the President declares the closing of the meeting at 7:43 pm.

President	Secretary
_____	_____
Sylvain La France, Substitute Mayor	Pierre Vaillancourt, DMA Director General / Clerk-treasurer

« I, Sylvain La France, 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 ».