

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

Minutes – Tuesday February 1st, 2022

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON FEBRUARY 1st, 2022 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, SYLVAIN LA FRANCE. LYNNE LACHAPELLE, MATTHEW ORLANDO, PAUL CHAMBERLAIN, CRAIG GABIE, DAMIEN LAFRENIÈRE AND 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.

2022-02-032

1.2 IN CAMERA SESSION

WHEREAS Decree 2020-029 of April 26, 2020, to keep a distance by any means that allows Council members to communicate directly with each other and vote verbally (e.g., by videoconference or telephone);

WHEREAS Decree 2020-049 of July 4, 2020, when the meeting is held remotely, municipalities must allow written questions to be sent to council members at any time before the meeting. In addition, municipalities must publicize the meeting as soon as possible by any means that makes it possible to know the content of the discussions between the members of council and the outcome of their deliberations (e.g., publication of an audio or audiovisual recording, full transcription of the proceedings in a document accessible to the public, broadcast of the session on a digital platform);

WHEREAS that it is in the public interest and to protect the health of the public, council members that this meeting be held in camera and that council members be allowed to be there. and to take part, deliberate and vote at the session by videoconference;

THEREFORE, it is proposed by Lynne Lachapelle, seconded by Sylvain La France and unanimously resolved:

THAT Council agrees that this meeting be held in camera and that council members be able to participate by videoconference,

THAT the public will not be admitted during this session and that they are invited to ask questions by email or telephone.

CARRIED

1.3 QUESTION PERIOD

1. GENERAL ADMINISTRATION

- 1.1 Opening of the meeting
- 1.2 In camera session
- 1.3 Question period
- 1.4 Agenda
- 1.5 Minutes of the regular sitting of January 11, 2022
- 1.6 Minutes of the extraordinary meeting of January 19, 2022
- 1.7 Adoption of bank withdrawals
- 1.8 Adoption of the Cheque Register
- 1.9 Adoption of the list of accounts payable
- 1.10 Report of the director general expenditures
- 1.11 Report of the director of fire service expenditures
- 1.12 Adoption of By-Law number 2022-040 - Code of Ethics and Professional Conduct of elected officials
- 1.13 Adoption of By-Law number 2022-041 - imposing the rates of taxes for the fiscal year 2022

2. PUBLIC SECURITY

- 2.1 Equipment purchase
- 3. TRANSPORT**
 - 3.1 Award of the professional services - civil engineering contract preparation of a descriptive specification for paving work
- 4. ENVIRONMENTAL HYGIENE & SANITATION**
 - 4.1
- 5. HEALTH AND WELFARE**
 - 5.1
- 6. LAND USE PLANNING AND DEVELOPMENT**
 - 6.1
- 7. RECREATION AND CULTURAL**
 - 7.1 Freezer purchase
- 8. MISCELLANEOUS**
 - 8.1
- 9. QUESTION PERIOD**
- 10. CLOSING OF THE MEETING**

2022-02-033
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 Matthew Orlando, **SECONDED** by Paul Chamberlain and resolved to adopt the agenda by adding the following topics:

- 1.14 **TABLING OF THE LIST AND THE TRANSMITTED REPORT OF DISCLOSURE OF CERTAIN DONATIONS AND EXPENSE REPORTS.**

CARRIED

2022-02-034
1.5

MINUTES OF THE REGULAR SITTING OF JANUARY 11, 2022.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of January 11, 2022;

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 January 11, 2022 with the following modification:

- 1.13 **to include in the english minute the proposer Paul Chamberlain and seconder Matthew Orlando.**

CARRIED

2022-02-035
1.6

MINUTES OF THE EXTRAORDINARY SITTING OF JANUARY 19, 2022.

WHEREAS Council members have individually reviewed the minutes of the extraordinary sitting of January 19, 2022;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Damien Lafrenière, **SECONDED** by Paul Chamberlain and resolved to adopt the minutes of the extraordinary sitting of January 19, 2022.

CARRIED

2022-02-036
1.7

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 2022 for a total of the following amounts:

Net Salaries	\$ 26,368.62
Provincial Remittances	\$ 10,000.79
Federal Remittances	\$ 3,511.27
Retirement Pension Remittances	\$ 3,226.21

CARRIED

2022-02-037
1.8

ADOPTION OF THE CHEQUE REGISTER

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

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

TO adopt, as presented, the Cheque Register for the month of January 2022 for a total amount of \$ 61,396.02.

CARRIED

2022-02-038
1.9

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

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

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

TO adopt, as presented, the payment of the list of accounts payable for the month of January 2022 for a total amount of \$ 45,947.93 including bank withdrawals.

CARRIED

2022-02-039
1.10

REPORT OF THE DIRECTOR GENERAL EXPENDITURES – DGE (\$ 239.99)

2022-02-040
1.11

REPORT OF THE 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**

2022-02-041
1.12

ADOPTION OF BY-LAW NUMBER 2022-040 - CODE OF ETHICS AND PROFESSIONAL CONDUCT OF ELECTED OFFICIALS

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

**BY-LAW NUMBER 2022-040
CODE OF ETHICS AND PROFESSIONAL CONDUCT OF ELECTED OFFICIALS**

WHEREAS the council of the Municipality adopted, on February 6, 2018, By-law number 2018-015 enacting a Code of Ethics and Professional Conduct for Elected Officials;

WHEREAS, pursuant to section 13 of the Act respecting ethics and professional conduct in municipal matters (CQLR, c. E-15.1.0.1, hereinafter: the "LEDMM"), every municipality must, before March 1 following any general election, adopt a revised code of ethics and professional conduct that replaces the one in force, with or without amendment;

WHEREAS a general election was held on November 7, 2021;

WHEREAS the coming into force, on November 5, 2021, of an Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions (SQ, 2021, c. 31), which amends the mandatory content of the Code of Ethics and Professional Conduct of Elected Officials;

WHEREAS it is therefore necessary to adopt a revised code of ethics and professional conduct for elected officials;

WHEREAS the formalities provided for in the LEDMM for the adoption of such a revised code have been complied with;

WHEREAS the Mayor mentions that the purpose of this by-law is to set out the principal ethical values of the Municipality and the rules of ethics that must guide the conduct of a person as a member of council, a committee or commission of the Municipality or, in his capacity as a member of the council of the Municipality, of another body;

WHEREAS the Municipality, which includes the members of its council, explicitly adheres to the ethical values and ethical rules provided for in the LEDMM and in this Code;

WHEREAS ethics and professional conduct in municipal matters are essential in order to maintain the bond of trust between the Municipality and the citizens;

WHEREAS conduct consistent with municipal ethics and professional conduct must remain a constant concern of council members in order to ensure that citizens are managed transparently, prudently, diligently and with integrity of the Municipality, including its public funds;

WHEREAS by applying the ethical values and respecting the ethical rules provided for in this Code, each member of the council is able to fulfill his or her role as an elected municipal official, to assume the responsibilities inherent in this function and to meet the expectations of citizens;

WHEREAS this Code contains the obligations and guidelines to guide the conduct of each member of the Council, while leaving it to the latter to use his judgment according to the values provided for therein;

WHEREAS this Code aims to identify, prevent and avoid situations of conflict of interest;

WHEREAS any breach of the Code may result in serious consequences for the Municipality and the members of council;

WHEREAS it is the responsibility of each member of council to comply with this Code to ensure that they meet high standards of ethics and professional conduct in municipal matters.

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

TO ADOPT THE FOLLOWING BY-LAW:

BY-LAW NUMBER 2022-040 ENACTING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT OF ELECTED OFFICIALS

ARTICLE 1: DECLARATORY AND INTERPRETATIVE PROVISIONS

- 1.1 The title of this By-law is: By-law number 2022-040 enacting the Code of Ethics and Professional Conduct of Elected Officials.
- 1.2 The preamble is an integral part of this Code.
- 1.3 The Code does not replace the laws and By-laws in force that govern the Municipality and, more generally, the municipal domain. Rather, it is suppletive and complements the various obligations and general duties applicable to elected municipal officials that are provided for in the laws and other applicable By-laws.

Thus, the Code should not be interpreted as allowing derogation from the provisions contained in the laws and By-laws in force that govern the Municipality, elected municipal officials and, more generally, the municipal domain.

ARTICLE 2: INTERPRETATION

- 2.1 This Code shall be interpreted in accordance with the principles and objectives contained in the MMDSA. The rules set out in this Act shall be deemed to form an integral part of this Code and shall prevail over any inconsistent rules set

forth in this Code.

2.2 In this Code, unless the context indicates otherwise, the following terms mean:

Advantage :	Whether pecuniary or not, any gift, gift, favour, reward, service, gratuity, hospitality, remuneration, remuneration, reward, gain, indemnity, privilege, preference, compensation, profit, profit, advance, loan, reduction, discount, etc. constitutes an advantage.
Code :	By-law number 2022-040 enacting the Code of Ethics and Professional Conduct of Elected Municipal Officials.
Council :	The Municipal Council of the Municipality of Kazabazua.
Deontology :	Refers to the set of rules and duties that govern the function of the members of council, their conduct, the relationship between them and the relations with municipal employees and the public in general.
Ethics :	Refers to the set of moral principles that are the basis of the conduct of council members. Ethics takes into account the values of the Municipality.
Personal interest :	Such an interest is linked to the person of the elected official and is distinct from that of the community he represents.
Member of council:	Elected member of the Municipality, a member of a committee or commission of the Municipality or a member of the council of another municipal body, when he sits on it in his capacity as a member of the council of the Municipality.
Municipality :	The Municipality of Kazabazua.
Municipal body :	The council, all committee or all commission: 1° A body that the law declares to be an agent or agent of the Municipality; 2° A body whose council is composed mainly of the members of the council, whose budget is adopted by the Municipality or whose financing is provided for more than half by the latter; 3° A public body whose council is composed mainly of members of the council of several municipalities; 4° Any other body determined by the Minister of Municipal Affairs and Housing.

ARTICLE 3: APPLICATION OF THE CODE

3.1 This Code and more specifically the rules set out in it guide the conduct of any member of the Council.

3.2 Certain rules in this Code also apply after the term of office of any person who has been a member of the Council.

ARTICLE 4: VALUES

4.1 The Municipality's main ethical values:

4.1.1 Integrity of Council Members

Integrity means showing probity and honesty above suspicion.

4.1.2 Honour attached to the duties of a member of the Council

Honour requires remaining worthy of the functions entrusted to it by the citizens.

4.1.3 Prudence in pursuing the public interest

Prudence requires all council members to assume their responsibilities in the face of their public interest mission objectively and with discernment. Caution implique de se renseigner enough, to reflect on the consequences of its actions and to examine alternative solutions.

The public interest involves making decisions for the greater good of the community and not for the benefit of private or personal interests to the detriment of the public interest.

4.1.4 Respect and civility towards other members of the council of the municipality, its employees and citizens

In general, respect requires treating all people with consideration and respect. Civility implies courtesy, politeness and know how.

4.1.5 Loyalty to the Municipality

Loyalty requires the performance of one's duties in the best interest of the Municipality, with objectivity and independence of mind. It involves disregarding one's personal interests and disclosing them in full transparency, in accordance with the applicable rules. In addition, loyalty means respecting the decisions made by the council.

4.1.6 Search for equity

Fairness means impartiality, i.e. objective and independent conduct, and considering the rights of everyone. Fairness requires no discrimination.

4.2 These values must guide the members of the council of the Municipality in assessing the ethical rules applicable to them.

4.3 Where values are incorporated into section 5 of this Code, they must, in addition to guiding the conduct of the council member, be respected and applied by the council member.

ARTICLE 5: RULES OF CONDUCT AND PROHIBITIONS

5.1 The rules of conduct are intended in particular to prevent:

5.1.1 Any situation where the personal interest of the council member may influence his or her independence of judgment in the performance of his or her duties.

5.1.2 Favouritism, embezzlement, breach of trust or other misconduct.

5.1.3 Any misconduct that violates the honour and dignity of the office of elected municipal official.

5.2 Rules of conduct and prohibitions

5.2.1 The council member must conduct himself with respect and civility.

No member of council shall behave disrespectfully or uncivilly towards other members of municipal council, municipal employees or citizens through the use, in particular, of vexatious, denigrating or intimidating words, writings or gestures or any form of incivility of a vexatious nature.

In particular, every member of the council must:

- a) Demonstrate civility and courtesy in exchanges and communications, including those on the Web and social media;
- b) Respect the dignity and honour of other council members, municipal employees and citizens.

Every council member must engage in a frank and honest dialogue with other council members in order to arrive at an informed decision.

Every member of the council must respect the decorum at a public or private meeting of the municipal council. In particular, the member of the council must comply with the directives of the chair of the meeting.

In his communications with municipal employees, partners of the Municipality, citizens, the media and the public in general, the member of council may not use his function or title to suggest that he is acting on behalf of the Municipality, except where a resolution has been duly adopted to that effect by the municipal council.

However, this prohibition does not apply to the mayor who acts within the framework of the specific powers conferred on him by law.

5.2.2 The member of the council must conduct himself with honour.

It is forbidden for any member of the council to conduct that offends the honour and dignity of the office of elected municipal official.

Every member of council must take reasonable steps to attend public and private meetings of council. The same is true when he presents the Municipality at various meetings or events.

No member of council shall make an expenditure in contravention of the Act respecting the salary of elected municipal officers (CQLR, c. T-11.001) or attempt to be reimbursed for such an expense.

In the context of travel and expenses involving reimbursement by the Municipality, every member of council shall, as far as possible, limit the costs to what is reasonable in the circumstances.

5.2.3 Conflicts of interest

5.2.3.1 No member of the council shall act, attempt to act or omit to act in such a way as to further, in the performance of his or her duties, his or her personal interests or, in an abusive manner, those of any other person.

5.2.3.2 No member of the council shall use his or her office to influence or attempt to influence the decision of another person in such a way as to further his or her personal interests or, in an abusive manner, those of any other person.

5.2.3.3 No member of council may contravene sections 304 and 361 of the Act respecting elections and referendums in municipalities (CQLR, c. E-2.2), subject to the exceptions set out in sections 305 and 362 of that Act.

5.2.3.4 Every member of the council must avoid knowingly placing himself in a situation where he is likely to have to make a choice between, on the one hand, his personal interest or of another person and, on the other hand, that of the Municipality or another body, when he sits on it in his capacity as a member of the council.

5.2.3.5 All council members must be impartial and fair. He may not show favouritism, in particular with regard to the Municipality's suppliers.

5.2.3.6 Every member of the council must be independent-minded and have objective judgment without personal interest in order to make the best decisions for the Municipality.

5.2.3.7 A member of the council who becomes aware of or is notified of a conflict of interest must take steps to put an end to it as soon as possible from the time he becomes aware of it.

5.2.3.8 Every member of the council must prevent and avoid situations in which he is likely to be unduly influenced as to a decision that is likely to further his personal interest or, in an abusive manner, those of any other person.

5.2.3.9 Every member of the council must ensure, at all times, that his activities other than those related to his function as an elected official do not conflict with the exercise of his functions as an elected municipal official.

5.2.4 Receipt or solicitation of benefits

5.2.4.1 No member of the council shall solicit, arouse, accept or receive, for himself or for any other person, any advantage whatsoever in exchange for a position on a matter of which he or she is a member may be seized.

5.2.4.2 No member of the Council shall accept any gift, hospitality or other benefit, regardless of its value, that is offered by a supplier of goods or services or that may influence his or her independence of judgment in the performance of his or her duties or that may compromise his or her integrity.

5.2.4.3 Every gift, mark of hospitality or other benefit received by a member of the municipal council and which is not of a purely private nature or referred to in section 5.2.4.2 must, where its value exceeds \$200, be the subject, within 30 days of its receipt, of a written declaration by that member to the clerk-treasurer of the Municipality.

This declaration must contain an adequate description of the gift, hospitality or benefit received, and specify the name of the donor and the date and circumstances of its receipt.

When a member of council represents the Municipality at an event and receives a prize of presence or any benefit, without the member of council having to pay personally for participation to receive it, the latter must give it to the Municipality, which will decide how to benefit or dispose of it.

5.2.5 The council member must not use the resources of the Municipality

5.2.5.1 No member of council shall use the resources of the Municipality or any other municipal body within the meaning of this Code for personal purposes or for purposes other than activities related to the performance of his or her duties. However, this prohibition does not apply when a member of the council uses, on non-preferential terms, a resource generally made available to citizens.

A member of council may not permit a municipal employee or a third party to use the resources of the Municipality or any other municipal body related to the Municipality for personal purposes unless the service or activity is generally offered by the Municipality.

It is forbidden for a member to divert for his own benefit or for the benefit of a third party, property or a sum of money belonging to the Municipality.

5.2.6 Privileged information

5.2.6.1 No member of the council shall use, communicate or attempt to use or communicate, both during and after his or her term of office, information obtained in the exercise or in connection with the performance of his or her duties and which is not generally available to the public to further his or her personal interests or those of any other person.

No member of council shall use or disclose, for his or her own benefit or for the benefit of a third party, any inside information or information held by him or her that would not otherwise be available or that council has not yet disclosed.

A member of the council may not disclose in any way whatsoever, directly or indirectly, the opinion expressed in private session by another member of the council or any other person participating there in it.

All council members should exercise caution in their communications, including on the web and social media, to avoid directly or indirectly disclosing inside or non-public information.

For the purposes of this section, and without limiting the generality of the foregoing, documents and information that cannot be disclosed or whose confidentiality must be ensured under the Act respecting Access to documents held by public bodies and the Protection of personal information (CQLR, c. A-2.1), discussions held during private meetings and everything that is protected by professional secrecy, as long as the Municipality has not waived it in the latter case.

5.2.7 After mandate

5.2.7.1 No member of the council, within twelve (12) months after the end of his or her term, shall hold any position as a director or officer of a corporation, employment or any other function, so that he or any other person derives an undue advantage from his or her previous duties as a member of the council of the Municipality.

5.2.8 Announcement at a political fundraiser

5.2.8.1 No member of the council shall make an announcement, during a political fundraising event, of the carrying out of a project, the conclusion of a contract or the awarding of a subsidy by the Municipality, unless a final decision on the project, contract or subsidy has already been made by the competent authority of the municipality.

5.2.9 Interference

5.2.9.1 A member of the council may not interfere in the day-to-day administration of the Municipality or give instructions to municipal employees, other than on the occasion of a decision-making in a public meeting of the municipal council. In such a case, the directives are implemented with municipal employees by the branch.

For greater seriousness, a member of council who is a member of a committee, or of a commission formed by the municipal council or who is mandated by the municipal council to represent the Municipality in a particular matter, may, however, have to cooperate with the general management and municipal employees. This collaboration is limited to the mandate assigned to him by the municipal council.

Under no circumstances may this provision be applied or interpreted in such a way as to limit the mayor's right of supervision, investigation and control under the law.

5.2.9.2 Every member of the council must forward the complaints he receives to the director general of the Municipality, who will follow up appropriately. If the complaints are directed against the director general, he shall refer them to the mayor.

ARTICLE 6: ENFORCEMENT, MONITORING AND SANCTIONS MECHANISM

6.1 The enforcement and control mechanisms of this Code are those provided for in the MDMA;

6.2 A breach of a rule provided for in this Code by a member of the council of the Municipality may result in the imposition of the penalties provided for in the LEDMM, namely:

6.2.1 the reprimand;

6.2.2 participation in training on ethics and professional conduct in municipal matters, at the expense of the member of council, within the time prescribed by the Commission municipale du Québec;

6.2.3 the delivery to the Municipality, within 30 days of the decision of the Commission municipale du Québec:

a) the gift, hospitality or benefit received or the value thereof;

- b) any profit withdrawn in contravention of a rule set out in this Code;
- 6.2.4 the reimbursement of any remuneration, allowance or other sum received, for the period determined by the Commission, as a member of a council, committee or commission of the Municipality or of a body;
- 6.2.5 a penalty, up to a maximum of \$4,000, to be paid to the Municipality;
- 6.2.6 the suspension of the member of the council for a period not exceeding 90 days, the suspension of which may have effect beyond the day on which his term ends if he is re-elected in an election held during his suspension and the suspension is not terminated on the day on which his new term begins.

When a member of the council is suspended, he may not exercise any function related to his office as mayor or councillor and, in particular, he may not sit on any council, committee or commission of the Municipality or, as a member of the council of the Municipality, of another body, nor may he receive any remuneration, allowance or any other sum from the Municipality or such a body.

ARTICLE 7: REPLACEMENT

- 7.1 This by-law replaces By-law number 2018-015 enacting a code of ethics and professional conduct for elected officials, adopted on February 6, 2018.
- 7.2 Any mention or reference to a code of ethics and professional conduct of elected officials, whether in a by-law, resolution, policy, contract, etc., is deemed to refer to this by-law.

ARTICLE 8: ENTRY INTO FORCE

- 8.1 This By-law shall enter into force in accordance with the Law.

CARRIED

2022-02-042
1.13

ADOPTION OF BY-LAW NUMBER 2022-041 - IMPOSING THE RATES OF TAXES FOR THE FISCAL YEAR 2022

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

BY-LAW NUMBER 2022-041

IMPOSING THE RATES OF TAXES FOR THE FISCAL YEAR 2022

WHEREAS the Council of the Municipality of Kazabazua has adopted the budget for the fiscal year 2022 on January 19, 2022;

WHEREAS it is expedient to impose and levy, within the limits fixed by the laws, by direct taxation on the taxable property of the territory of the Municipality of Kazabazua, any sum of money necessary to meet the expenses of operation and investment or for any special purpose within the limits of its powers;

WHEREAS a notice of motion was previously given, in accordance with the Act, at the extraordinary meeting held on January 19, 2022 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 its reading;

WHEREAS Council takes into account by-law 2022-041 imposing the tax rate for the fiscal year 2022;

CONSEQUENTLY, IT IS MOVED by Robert Bergeron, **SECONDED** by Sylvain La France and resolved that Council decrees as follows:

**SECTION I
INTERPRETATIVE PROVISIONS**

1. Unless stated otherwise, the expressions and terms and following words, in this By-Law, the meaning and application attributed by this present article are hereinafter assigned to them.

1^o the term "residential immovable" means a dwelling, house, apartment, private residence, cottage, vacation home or other place usually occupied or intended to be occupied as a dwelling by one or more persons Whether the premises are actually occupied or not.

2^o the term "commercial immovable" means any place in which an economic or administrative activity in the field of finance, commerce or services is carried on for gain or otherwise, a trade, an art, a profession or any other activity constituting A means of profit, gain or existence, other than employment or office.

3^o the term industrial "industrial building" means any premises in which an activity in industry is carried on for gainful purposes.

4^o the term "agricultural immovable" means any agricultural operation registered with the Quebec Ministry of Agriculture, Fisheries and Food.

SECTION II

PROPERTY TAXES

2. In order to provide for the operating expenses of the municipality of Kazabazua, a general property tax is imposed and levied for the fiscal year 2022 on all the taxable immovable entered on the property assessment roll in force in the territory of the municipality of Kazabazua. The rate is set at point seventy-nine cents (\$ 0.79) per one hundred dollars (\$ 100) evaluation.

SECTION III

COMPENSATION

3. In order to provide for the wastewater treatment expenses of the territory of the municipality, compensation is imposed and levied for the fiscal year 2022 on all the units listed below on the territory of the municipality of Kazabazua:

1^o residential unit: \$ 111
Identify by code 40 Resident

2^o non-residential units: \$ 84
Identify by code 41 Non-resident

3^o business units: \$ 221
Identify by code 43 Inns

4^o other units: \$ 166
Identify by code 44 others

4. In order to provide for the collection of transport and disposal of household and similar waste in the municipality of Kazabazua, compensation is levied for the financial year 2022 on all the units listed below on the territory of the municipality of Kazabazua:

1^o residential unit: \$ 131
Identify by code 1

2^o business units or industrial: \$ 281
Identify by code 2, 3, 7, 8, 9, 20.

3^o business units or services: \$ 181
Identify by code 4, 5, 6, 10, 11, 12, 13, 14, 15, 17, 18, 19, 21.

4^o commercial or industrial units: \$ 231
Identify by code 16.

5. In order to provide for the collection of transport and disposal of recyclable materials in the municipality of Kazabazua, compensation is levied for the financial year 2022 on all the units listed below on the territory of the municipality of Kazabazua:

1^o residential unit: \$ 26
Identify by code 50,

2^o business units or industrial: \$ 40
Identify by code 51, 52, 56, 57, 58, 69.

3^o business units or services: \$ 32
Identify by code 53, 54, 55, 59, 60, 61, 62, 63, 64, 66, 67, 68, 70.

4^o commercial or industrial units: \$ 47
Identify by code 65 Retail Store

6. In order to provide for the collection of transport and disposal of organic materials in the municipality of Kazabazua, compensation is levied for the financial year 2022 on all the units listed below on the territory of the municipality of Kazabazua:

1^o each residential, commercial and business unit: \$34
Identify by code 80.

SECTION IV DEBTOR

7. The debtor and co-debtors shall be liable to pay the taxes due to the municipality of Kazabazua. For the purposes of this Regulation, the debtor is defined as the owner within the meaning of the Act respecting municipal taxation on whose behalf a unit of assessment is entered on the assessment roll or, in the case of immovable covered by An Act respecting municipal taxation, the person liable to pay the property taxes imposed on that immovable or the amount in lieu thereof.

SECTION V PAIEMENT

8. The debtor of municipal taxes for 2022 is entitled to pay in 3 equal installments:

1^o the first being thirty (30) days after sending the tax account, representing 40% of the total amount, due date April 1st, 2022

2^o the second payment, ninety (90) days after the first payment, 30% of the total amount, due on July 1st, 2022,

3^o the third payment, sixty (60) days after the second payment, 30% of the total amount, due date September 1st, 2022;

9. To benefit from this right, the debtor must receive a tax account equal to or greater than \$ 300 for each unit of assessment. It is further decreed that service charges be included in the calculation of the application of payment in 3 installments.

10. Where a payment is not made within the prescribed period, only the amount of the payment due shall be immediately due and bear interest.

SECTION VI INTERESTS AND FEES

11. the taxes shall bear interest at the rate of 10% per annum for payment, supplement or refund of taxes from the expiration of the applicable period.

Notwithstanding what precedes, the council may, as often as in the course of the year, decree by resolution a rate of interest different from that provided for in the first paragraph.

12. An administration fee in the amount of \$ 35 will be claimed from the drawer of a check or other payment order when the check or payment order given to the Municipality is rejected by the drawer.

SECTION VII MISCELLANEOUS DISPOSITIONS

13. The taxes mentioned in this By-Law do not have the effect of restricting the levying or imposition of any other taxes provided for or decreed by any other municipal by-law.

14. The taxes or compensations imposed under this By-Law are for the fiscal year 2022.

15. This By-Law comes into force in accordance with the Law.

CARRIED

2022-02-043
1.14

TABLING OF THE LIST AND THE TRANSMITTED REPORT OF DISCLOSURE OF CERTAIN DONATIONS AND EXPENSE REPORTS.

The list and the report transmitted of disclosure of certain gifts and expense reports is filed by the clerk-treasurer.

2. PUBLIC SECURITY

2022-02-044
2.1

EQUIPMENT PURCHASE

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

THAT council authorises and incur the expense for the purchase of fire equipment as submitted by l'Arsenal tender number SOUM060192 dated January 24, 2022 at total cost of \$ 4,220.74 including applicable taxes.

CARRIED

3. TRANSPORT

2022-02-045
3.1

AWARD OF THE PROFESSIONAL SERVICES - CIVIL ENGINEERING CONTRACT PREPARATION OF A DESCRIPTIVE SPECIFICATION FOR PAVING WORK

WHEREAS an offer of professional services for the preparation of descriptive specifications necessary for the completion of paving work received at the municipality on November 19, 2021;

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

THAT Council awards the professional services for the preparation of descriptive specifications necessary to carry out the paving work to WSP Canada Inc. Prepared by Mr. Maxime Philibert, Eng. Tender reference Number P21-11043-23 at total cost \$35,600 excluding applicable taxes,

THAT council mandates the director general to sign for and on behalf of the municipality this offer of service.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

4 HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

7. RECREATION AND CULTURE

2022-02-046
7.1

FREEZER PURCHASE

WHEREAS that a subsidy to be received from Mr. Bussière in the amount of the cost of the purchase of two (2) freezers;

WHEREAS the purchase of the freezers will be the property of the municipality for the exclusive use of organisms that prepares and transforms for community meals.;

THEREFORE, IT IS PROPOSED by Craig Gabie, **SECONDED** by Damien Lafrenière and resolved:

THAT council authorizes and incur the expense for the purchase of two freezers and that the subsidy to be received will be given to the municipality.

CARRIED

8. MISCELLANEOUS

9.

QUESTION PERIOD

10.


CLOSING OF THE MEETING

The agenda being exhausted, the President declares the closing of the meeting at 7:50 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 ».