

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

Minutes – Tuesday December 5th, 2023

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA AT 26 BEGLEY ROAD (COMMUNITY CENTER), ON DECEMBER 5TH, 2023 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

ARE PRESENT, PAUL CHAMBERLAIN, LYNNE LACHAPPELLE, SYLVAIN LA FRANCE, DAMIEN LAFRENIÈRE, CRAIG GABIE AND THE DIRECTOR GENERAL AND CLERK-TREASURER, PIERRE VAILLANCOURT

IS ABSENT, MATTHEW ORLANDO (MOTIVATED)

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

1.3 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 October 3, 2023
- 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 Renewal of the 2024 memberships
- 1.12 Renewal of the 2024 insurances
- 1.13 Payment of the overtime and vacation for the year 2023
- 1.14 Budget accounts in deficit
- 1.15 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
- 1.16 Budget for Christmas gifts
- 1.17 Authorization of Donations and Financial Contribution

2. PUBLIC SECURITY

- 2.1 Granting of purchase - thermal camera
- 2.2 Granting of contract – tree cutting

3. TRANSPORT

- 3.1

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Cadastral plan - subdivision

7. RECREATION AND CULTURAL

- 7.1 Transfer of a right-of-way for a snowmobile trail and signage for the municipal crossing – Jingtletown Road

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2023-12-231
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 Paul Chamberlain, **SECONDED** by Sylvain La France and resolved to adopt the agenda by adding the following topics:

4.1 **CONCLUDE AN AGREEMENT FOR THE TRANSFER, TRANSPORTATION AND DISPOSAL OF DOMESTIC WASTE.**

CARRIED

2023-12-232
1.5

MINUTES OF THE REGULAR SITTING OF NOVEMBER 7, 2023.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of November 7, 2023;

WHEREAS Council members renounce to the reading of the minutes;

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

TO adopt the minutes of the regular sitting of November 7, 2023 as presented.

CARRIED

2023-12-233
1.6

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 2023 for a total of the following amounts:

Net Salaries	\$ 38,366.74
Provincial Remittances	\$ 14,420.20
Federal Remittances	\$ 5,324.93
Retirement Pension Remittances	\$ 4,381.16

CARRIED

2023-12-234
1.7

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 November 2023 for a total amount of \$ 62,941.08.

CARRIED

2023-12-235
1.8

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 2023 for a total amount of \$ 77,628.02 including provincial and federal remittances.

CARRIED

2023-12-236
1.9

DIRECTOR GENERAL EXPENDITURES – DGE (\$ 378.00)

2023-12-237
1.10

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

2023-12-238
1.11

RENEWAL OF THE 2024 MEMBERSHIPS

IT IS PROPOSED by Sylvain La France
SECONDED by Craig Gabie
And resolved

THAT council renews the membership for the fiscal year 2024 to the following organizations:

FQM (Fédération Québécoise des Municipalités, (\$ 1,575.65 including taxes)

UMQ (Union des municipalités du Québec) (\$ 677.39 \$ plus taxes)

QM (Québec Municipal) (± \$ 188.98 \$ plus taxes)

ADMQ (Association des directeurs municipaux du Québec) (± \$ 495 plus taxes)

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
(356,42 \$ taxes incluses)

Regroupement pour la Protection de l'eau de la Vallée-de-la-Gatineau (\$ 250
not taxed)

CARRIED

2023-12-239
1.12

RENEWAL OF THE 2024 INSURANCES

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

THAT Council renews the municipal insurance of the Mutuelle des Municipalités du Québec Policy #MMQP-03-083015.17 for the fiscal year 2024 in the amount of \$34,778 including taxes (9%).

CARRIED

2023-12-240
1.13

PAYMENT OF THE OVERTIME AND VACATION FOR THE YEAR 2023

WHEREAS members of council have individually reviewed the calculation report of the overtime and the remaining holidays for the year 2023;

WHEREAS council wants to reset these banked times for the year 2024;

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

THAT Council authorizes the payment of the overtime and vacation for a total amount of ± \$ 9,350.

CARRIED

2023-12-241
1.14

BUDGET ACCOUNTS IN DEFICIT

IT IS PROPOSED by Sylvain La France
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

2023-12-242

1.15

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 for the year 2023.

2023-12-243

1.16

BUDGET FOR CHRISTMAS GIFTS

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

THAT Council authorizes a budget and incur the expenses in the amount of ± \$1,100 for the purchase of Christmas gifts for municipal employees, volunteer firefighters and elected officials.

CARRIED

2023-12-244

1.17

AUTHORIZATION OF DONATIONS AND FINANCIAL CONTRIBUTION

IT IS PROPOSED by Sylvain La France
SECONDED by Craig Gabie
And resolved

THAT council authorizes a donation and financial contribution to the following organizations:

Our Lady of Mont Carmel church a donation in the amount of \$ 300
St-Stephen's Anglican church a donation in the amount of \$ 300 \$
Trinity United church a donation in the amount of \$ 300
Pavillon Saint-Nom-de-Marie, a \$ 400 sponsorship
Be and Become a financial contribution of \$ 500
Carrefour jeunesse emploi a financial contribution of \$ 500
Central Gatineau Arena a financial contribution of \$ 2,500

CARRIED

2. PUBLIC SECURITY

2023-12-245

2.1

GRANTING OF PURCHASE - THERMAL CAMERA

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

THAT Council authorizes and engage the expense for the purchase of a thermal imaging camera for the fire department as submitted by Boivin & Gauvin Inc. tender number SC20017367 at a total cost of \$8,436.87 including applicable taxes, representing a savings of \$3,572.27 compared to the regular price of \$12,009.14.

CARRIED

2023-12-246

2.2

GRANTING OF CONTRACT – TREE CUTTING

WHEREAS 3 trees are considered dangerous and pose a threat to civil and road safety on Willoughby Road;

WHEREAS these trees are along the power lines and has to be removed;
THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved;

THAT Council awards the contract for the felling of 3 trees to Ulric Nadon, Émondage Général, at a cost of \$5,000 plus tax, including tree removal.

CARRIED

3. TRANSPORT

4. ENVIRONMENTAL HYGIENE & SANITATION

2023-12-247
4.1

CONCLUDE AN AGREEMENT FOR THE TRANSFER, TRANSPORTATION AND DISPOSAL OF DOMESTIC WASTE.

WHEREAS the certificate of authorization for the waste transfer station issued by the Ministère du Développement durable, Environnement et de la Lutte aux changements climatiques de la Faune et des Parcs on April 11, 2006 and authorizing the MRC des Collines-de-l'Outaouais to receive at the waste transfer station on April 28, 2006, chemin de la Pêche, in Val-des-Monts, waste from municipalities in the region, outside the MRC des Collines-de-l'Outaouais;

WHEREAS the services rendered by the MRC to the municipality are carried out and regulated by virtue of agreements to be entered into between the parties;

WHEREAS the Agreement is for a period of one (1) firm year, commencing on January 6, 2024 and ending on December 31, 2024, with the possibility of renewal for an additional two years;

WHEREAS the MRC has drafted a protocol agreement applicable to the transfer, transportation and disposal of waste from all its clients outside its territory;

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

THAT this Council hereby accepts the general terms and conditions of the protocol agreement and authorizes the offer to the Municipality of Kazabazua to carry out the transfer, transportation and disposal of our waste under the terms of the said protocol agreement, for a period of one (1) firm year, commencing on January 6, 2024 and ending on December 31, 2024, with the possibility of renewal for two additional years;

BE IT FURTHER RESOLVED THAT Council hereby authorizes the mayor, Robert Bergeron and the Director General and Secretary-Treasurer, Pierre Vaillancourt, to sign, for and on behalf of the Municipality of Kazabazua, all documents giving effect to this resolution.

CARRIED

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2023-12-248
6.1

CADASTRAL PLAN - SUBDIVISION

WHEREAS a proposed subdivision of lots 5,498,353, 5,498,356 and 5,498,571 entitled Boisé de la Rivière has been submitted to Council for authorization;

WHEREAS the members of council have individually reviewed the subdivision project for lots 5 498 353, 5 498 356 and 5 498 571 entitled Boisé de la Rivière prepared by ECCE TERRA land surveyors dated September 26, 2023 under minutes 4689;

WHEREAS the proposed subdivision project complies with By-law No. 202 of the municipality;

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

THAT Council authorizes the subdivision project of lots 5 498 353, 5 498 356 and 5 498 571 entitled Boisé de la Rivière prepared by ECCE TERRA land surveyors on September 26, 2023 under minutes 4689;

CARRIED

7. RECREATION AND CULTURE

2023-12-249
7.1

TRANSFER OF A RIGHT-OF-WAY FOR A SNOWMOBILE TRAIL AND SIGNAGE FOR THE MUNICIPAL CROSSING – JINGLETOWN ROAD

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

THAT Council authorize the Association des Motoneigistes de Pontiac Inc. the right-of-way on Jingtletown Road as well as the signage for the municipal crossing for the 2023-2024 season.

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 7:37 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 ».