

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

Minutes – Tuesday January 12, 2016

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), THE 12 OF JANUARY 2016, AT 7:37 P.M. UNDER THE CHAIRMANSHIP OF OTA HORA, MAYOR.

Are present: MICHEL COLLIN
PAMELA LACHAPELLE
SANDRA LACHARITY
KEVIN MOLYNEAUX
TANYA GABIE
KIM CUDDIHEY-PECK

Secretary of the meeting: PIERRE VAILLANCOURT.

GENERAL ADMINISTRATION

2016-01-01 **OPENING OF THE MEETING**

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

CARRIED

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 December 1st, 2015
- 1.6 Minutes of the extra ordinary sitting of December 15, 2015
- 1.7 Minutes of the extra ordinary sitting of December 22, 2015
- 1.8 Adoption of bank withdrawals
- 1.9 Approval of the Cheque Register
- 1.10 Adoption of the list of accounts payable
- 1.11 Report of the director general expenditures
- 1.12 Memberships 2016 – ADMQ
- 1.13 Adoption By-Law 2016-01 to provide for the taxation and rates for the year 2016
- 1.14 Adoption of the municipal calendar for the year 2016
- 1.15 2016 Canada Summer Jobs

2. PUBLIC SECURITY

- 2.1 Request for financial assistance under the financial assistance program for volunteer firefighter training

3. TRANSPORT

- 3.1 Grant 00023098-1-83015 (07) 2015-06-18-34 - Approval of expenses for work
- 3.2 Grant 00023642-1-83015 (07) 2015-09-02-6 - Approval of a portion of the expenses for work
- 3.3 Modification to resolution number 2015-12-328 Granting tender by invitation - body repair and paint
- 3.4 Purchase commercial winter tire
- 3.5 Call for tenders by invitation - ¾ ton truck

4. ENVIRONMENTAL HYGIENE & SANITATION

4.1

5. HEALTH AND WELFARE

5.1

6. LAND USE PLANNING AND DEVELOPMENT

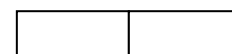
- 6.1 Financial Participation 2016 – Kazabazua Lakes Association

7. RECREATION AND CULTUREL

7.1

8. MISCELLANEOUS

8.1



9. QUESTION PERIOD
10. CLOSURE OF THE MEETING

2016-01-02

AGENDA

WHEREAS council members renounce to the reading of the agenda;

IT IS MOVED by Kevin Molyneaux, **SECONDED** by Sandra Lacharity and resolved to adopt the agenda by adding the following topics:

- 1.16 Letter of thanks and gift certificate.
- 2.2 Rates for training for volunteer firefighters
- 2.3 Call for tenders purchase submission fire equipment
- 3.2 Modification to Grant 00023642-1-83015(07) 2015-09-02-6 – request to defer financial aid
- 3.6 Meeting with owner of 444 Route 105

CARRIED

2016-01-03

MINUTES OF THE REGULAR SITTING OF DECEMBER 1st, 2015

WHEREAS council members have individually reviewed the minutes of the regular sitting of December 1st, 2015;

WHEREAS Council members renounce to the reading of the minutes;

IT IS MOVED by Pamela Lachapelle, **SECONDED** by Tanya Gabie and resolved to adopt the minutes of the regular sitting of December 1st, 2015.

CARRIED

2016-01-04

MINUTES OF THE EXTRAORDINARY SITTING OF DECEMBER 15, 2015

WHEREAS council members have individually reviewed the minutes of the extra ordinary sitting of December 15, 2015;

WHEREAS Council members renounce to the reading of the minutes;

IT IS MOVED by Pamela Lachapelle, **SECONDED** by Sandra Lacharity and resolved to adopt the minutes of the extraordinary sitting of December 15, 2015.

CARRIED

2016-01-05

MINUTES OF THE EXTRAORDINARY SITTING OF DECEMBER 22, 2015

WHEREAS council members have individually reviewed the minutes of the extra ordinary sitting of December 22, 2015;

WHEREAS Council members renounce to the reading of the minutes;

IT IS MOVED by Pamela Lachapelle, **SECONDED** by Sandra Lacharity and resolved to adopt the minutes of the extraordinary sitting of December 22, 2015.

CARRIED

2016-01-06

ADOPTION OF BANK WITHDRAWALS

IT IS MOVED by Tanya Gabie
SECONDED by Sandra Lacharity
And unanimously resolved

TO adopt, as presented, the list of direct debits for the month of November 2015, a total of the following amounts:

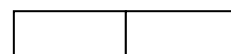
Net Salaries	\$ 26,932.42
Provincial Remittances	\$ 6,964.85
Federal Remittances	\$ 2,949.69
Retirement Pension Remittances	\$ 2,154.90

CARRIED

2016-01-07

APPROVAL OF THE CHEQUE REGISTER

IT IS MOVED by Pamela Lachapelle
SECONDED by Sandra Lacharity
And unanimously resolved



TO adopt, as presented, the Cheque Register for the month of November 2015 for a total amount of \$ 341,971.42.

CARRIED

2016-01-08 ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

IT IS MOVED by Pamela Lachapelle
SECONDED by Sandra Lacharity
and unanimously resolved

TO adopt, as presented, the payment of the accounts payable list for the month of December 2015 for a total amount of \$22,967.70.

ALSO that the budget accounts in negative amounts shall come from the surplus.
CARRIED

REPORT OF THE DIRECTOR GENERAL - EXPENDITURES (\$ 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,
Secretary-Treasurer and Director general

2016-01-09 MEMBERSHIPS 2016 – ADMQ

IT IS MOVED by Sandra Lacharity
SECONDED by Kevin Molyneaux
And unanimously resolved

THAT Council renew the membership for the Association of Municipal Directors of Quebec (ADMQ) for the year 2016 at a cost of \$432 plus applicable taxes and ADMQ protection insurance at a cost of \$294 including taxes.

CARRIED

2016-01-10 ADOPTION BY-LAW 2016-01 TO PROVIDE FOR TAXATION AND RATES FOR THE YEAR 2016

WHEREAS a notice of motion was given on December 22, 2015;

WHEREAS it is expedient to revise the tax rate and service rate for 2016

FOR THESE REASONS,

IT IS MOVED by Sandra Lacharity, **SECONDED** by Michel Collin and unanimously resolved to adopt **By-Law 2016-01** repealing all previous By-Laws that provide for taxation and rates of the Municipality of Kazabazua.

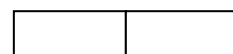
CANADA
PROVINCE OF QUEBEC
MRC VALLÉE-DE-LA-GATINEAU
MUNICIPALITY OF KAZABAZUA

BY-LAW NUMBER 2016-01

ISSUANCE OF THE APPLICABLE TAXES AND RATES FOR THE YEAR 2016

Article 1 General Tax Rates

- Section 1.1** Rate of \$ 0.73 per \$ 100 of Roll Assessment
- Section 1.2** Included on the Tax Billing, Loan 2003-03 rate of .01491
- Section 1.3** 15% interest on late payments
- Section 1.4** Payment of tax bill in 3 payments – if amount is more than \$ 300.00
1st payment of 40% due date April 1st, 2016



2nd payment of 30% due date July 1st, 2016

3rd payment of 30% due date September 1st. 2016

Section 1.5 Fee of \$ 35.00 for insufficient funds.(NSF)

Article 2 **Distribution rate for residual waste and Recycling:**

Rate per category of unit on all taxable building as described below:

Residual waste and recycling

1,00	Residential	\$150.00
2,00	Gas station	\$300.00
3,00	Grocery	\$300.00
4,00	Offices	\$200.00
6,00	Dry-goods market	\$200.00
7,00	Restaurant bar	\$300.00
8,00	Snack bar	\$300.00
9,00	Restaurant snack bar	\$300.00
13,00	Garage	\$200.00
16,00	Retail store	\$250.00
19,00	Propane station	\$200.00
20,00	Restaurant motel	\$300.00
21,00	Car sales	\$200.00

Article 3 **Rate for Septic Emptying, Per Building units in the following categories:**

Resident (40) \$ 80.00

Non Resident (41) \$ 40.00

Inn (43) \$ 300.00

Others (44) \$ 175.00

Rate of \$50 for each violation of the non-opening of septic tank without notifying the municipality, following a notice of emptying issued by the municipality.

Modified « **Article 4** **Remuneration for the elected officials**

2016-02-38 2016, monthly remuneration

Mayor's Remuneration \$ 1,069.
Mayor's Allowance \$ 535.

(after 30 days)
Pro Mayor's Remuneration \$ 1,069
Pro Mayor's allocation \$ 535

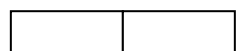
Councillors Remuneration \$ 356.
Councillors Allowance \$ 178 ».

Article 5 **Rates for employee's increase**

3% increase for all employees of the Municipality of Kazabazua.

Article 6

The By-Law will come into force in accordance with the law.





Ota Hora
Mayor

Pierre Vaillancourt
Director General / Secretary-treasurer

CARRIED

2016-01-11 ADOPTION OF THE MUNICIPAL CALENDAR FOR THE YEAR 2016

IT IS MOVED by Sandra Lacharity
SECONDED by Kim Cuddihey-Peck
And unanimously resolved

THAT council adopts municipal calendar by indicating the following items:

Council Meeting adopted October 6, 2015 by resolution # 2015-10-252

Waste collection and recycling, as of March 2, 2016, that waste will be collected on Mondays and recycling will be collected every two weeks on Wednesdays

Statutory holidays:

January 1st (New Year) If this date falls on a Sunday: January 2 leave
Good Friday and Easter Monday
Monday preceding May 25th (National Patriots' Day)
June 24th (National Holiday)
July 1 (Canada Day)
1st Monday in September (Labour Day)
2nd Monday in October (Thanksgiving)
December 23 - ½ day
December 25 - Christmas Day until December 30

CARRIED

2016-01-12 2016 CANADA SUMMER JOBS

WHEREAS Canada Summer Jobs, a Government of Canada initiative, provides funding to non-profit organizations, public sector employers and small businesses with 50 employees or less full time so that they create summer jobs for students aged 15-30 years.

WHEREAS the period for applications is January 4 to February 26, 2016;

THEREFORE, IT IS MOVED by Sandra Lacharity, **SECONDED** by Tanya Gabie and unanimously resolved to mandate the Director General to submit a request to Canada Summer Jobs 2016 for a project of continuity of the work begun in 2015 for urban planning and the protection of our lakes.

CARRIED

2016-01-13 LETTER OF THANKS AND GIFT CERTIFICATE

IT IS MOVED by Kevin Molyneaux
SECONDED by Sandra Lacharity
And unanimously resolved

THAT a letter of thanks with a \$50 gift certificate enclosed be sent to the people who assisted the Municipality and who took on the snow removal tasks, replacing our 3 roads employees while they were on CSST leave.

CARRIED

2. PUBLIC SECURITY

2016-01-14 REQUEST FOR FINANCIAL ASSISTANCE UNDER THE FINANCIAL ASSISTANCE PROGRAM FOR VOLUNTEER FIREFIGHTER TRAINING

WHEREAS the *Regulation respecting the conditions governing the exercise of functions within a municipal fire safety service* provides the training requirements for firefighters to ensure a minimum professional qualification;

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WHEREAS this regulation is part of a commitment to ensure that municipalities form firefighting crews which have the skills and abilities necessary to respond effectively to emergency situations;

WHEREAS in December 2014, the Quebec government established the Financial Assistance Program for the training of volunteers or part-time firefighters;

WHEREAS this program's main objective is to provide municipal organizations with financial assistance to enable them to have a sufficient number of qualified firefighters to act effectively and safely in an emergency;

WHEREAS this program also aims to promote the acquisition of competencies and basic skills required by volunteer and part-time firefighters working in municipal fire safety services;

WHEREAS the Municipality of Kazabazua wishes to benefit from the financial support offered by the program;

WHEREAS the Municipality of Kazabazua plans to provide training for 3 volunteer fire fighters during the next year to respond effectively and safely to emergencies in its territory;

WHEREAS the municipality must send the application to the Ministry of Public Security through the MRCVG in accordance with Article 6 of the Program.

IT IS MOVED by Pamela Lachapelle, **SECONDED** by Kevin Molyneaux and resolved to submit a request to the Ministry of Public Safety under the Financial Assistance Program for Volunteer or Part-Time Firefighter Training through the MRCVG.

CARRIED

2016-01-15 RATE FOR TRAINING OF VOLUNTEER FIREFIGHTERS

IT IS MOVED by Pamela Lachapelle
SECONDED by Kevin Molyneaux
And unanimously resolved

THAT Council shall disburse a set amount of \$75 per day for firefighter training and a set amount of \$15 for meals, to a total of \$90 per day for training.

CARRIED

2016-01-16 TENDER TO BE SUBMITTED FOR THE PURCHASE OF FIRE EQUIPMENT

IT IS MOVED by Pamela Lachapelle
SECONDED by Sandra Lacharity
And unanimously resolved

THAT Council authorizes the Chief of the Fire Department, Mr. Shawn Chamberlain to submit a tender on fire equipment to be sold by the Municipality of Ripon, to a maximum amount of \$1,800.00.

CARRIED

3. TRANSPORT

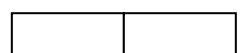
2016-01-17 GRANT 00023098-1-83015 (07) 2015-06-18-34 - APPROVAL OF EXPENSES FOR THE WORK

IT IS MOVED by Kevin Molyneaux
SECONDED by Michel Collin
And unanimously resolved

THAT Council approves the expenses for the work done on Anderson, Shea Lake-A, Lamoureux, Martindale, Thibault and Grant roads, for a total cost of \$31,656.58, according to the Department of Transportation requirements. Grant number 00023098-1-83015 (07) 2015-06-18-34 for a subsidized amount of \$30,000.

THAT the work has been performed in accordance with these expenditures on roads under the management of the municipality and the audit file was created.

CARRIED



2016-01-18 GRANT NUMBER 00023642-1-83015 (07) 2015-09-02-6 MINISTRY OF TRANSPORT REQUEST TO DEFER FINANCIAL ASSISTANCE

WHEREAS a confirmation letter was received for a maximum grant of \$70,000 for the improvement of our municipal roads: Anderson, Shea Lake-A, Lamoureux, Range 8, Thibault and Grant roads under file number 00023642-1-83015 (07) 2015-09-02-6;

WHEREAS this grant is spread over three budget years, the first payment of \$28,000 of which from this grant is only valid for the duration of the fiscal year 2015-2016;

WHEREAS the authorized work is not completed in part by February 12, 2016;

CONSEQUENTLY IT IS MOVED by Kevin Molyneaux, **SECONDED** by Tanya Gabie and unanimously resolved to ask the Minister of Transport to defer this funding to the year 2016-2017.

CARRIED

2016-01-19 MODIFICATION TO RESOLUTION NUMBER 2015-12-328 GRANTING TENDER BY INVITATION - BODY REPAIR AND PAINT

WHEREAS Council granted by Resolution No. 2015-12-328 a contract for the verification of the GMC ¾ ton truck for rusting and repair of same for a cost of \$ 2,299.50 including applicable taxes;

WHEREAS the GMC ¾ ton truck following an accident has been declared a total loss;

THEREFORE, IT IS MOVED by Pamela Lachapelle, **SECONDED** by Michel Collin and unanimously resolved to modify resolution number 2015-12-328 that the contract awarded to **John's Auto Body & Towing** at 906A, Route 105 in the Municipality of Low to exclude the verification of the GMC ¾ ton truck for rusting and repair of same for a cost of \$ 2,299.50 including applicable taxes.

CARRIED

2016-01-20 PURCHASE OF COMMERCIAL WINTER TIRE

IT IS MOVED by Kevin Molyneaux
SECONDED by Tanya Gabie
And unanimously resolved

THAT Council authorizes and commits the the expense for the purchase of eight winter tires with metal rims at a total cost of approximately ± \$3,632.95 including installation for the 2002 International snow plow truck.

CARRIED

2016-01-21 CALL FOR TENDERS BY INVITATION - ¾ TON TRUCK

IT IS MOVED by Kevin Molyneaux
SECONDED by Tanya Gabie
And unanimously resolved

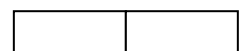
THAT Council mandates the Director General to send out tenders by invitation for the purchase of a ¾ ton Ford F-250 truck indicating the following specifications:

Ford Series F-250 Year 2015 and 2016
Regular cab - 2 doors
Long box
Diesel and gas
Suspension – heavy duty
4 x 4
Running-boards
Interior plastic
Air conditioning
CD and radio
Snow plow and towing packages
Rear grid
Summer and winter tires with rims
Undercoating

CARRIED

2016-01-22 MEETING WITH THE OWNER OF 444 ROUTE 105

IT IS MOVED by Kevin Molyneaux



SECONDED by Sandra Lacharity
And resolved by the majority

THAT Council meet with the owner of 444 Route 105, Mr. André Cousineau, to discuss and negotiate a price for the purchase of the property at 444 Route 105.

A vote is requested:

MICHEL COLLIN	Against
PAMELA LACHAPELLE	Against
SANDRA LACHARITY	In Favour
KEVIN MOLYNEAUX	In Favour
TANYA GABIE	In Favour
KIM CUDDIHEY-PECK	In Favour

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2016-01-23 **FINANCIAL PARTICIPATION 2016 – KAZABAZUA LAKES ASSOCIATION**

WHEREAS the Kazabazua Lake Association represents nine lakes and more than 300 cottagers;

WHEREAS in 2012, the MRC Vallée-de-la-Gatineau published the results of a comprehensive study of its lakes ranked by vulnerability, and that eight of these lakes are listed as moderate to high vulnerability;

WHEREAS, in the study of our region, these checklists ("characterization studies") are performed by the Bassin Versant 7 Association, and that according to their team of biologists, such a study would cost about \$20,000 for all nine lakes or \$11,000 for an initial limited study of Danford Lake and Shea Lake;

WHEREAS in July 2015, members of the Lakes Association approved a maximum expense of \$5,000 for this purpose;

WHEREAS it is in the interest of the Municipality to keep our lakes healthy and that the study will be of great benefit;

THEREFORE IT IS MOVED by Kevin Molyneaux **SECONDED** by Kim Cuddihey-Peck and unanimously resolved,

THAT council supports the study and that a contribution in the amount up to a maximum of \$ 5,000 be engaged for the project study of our lakes in the municipality and once that report becomes available that a copy be made available to the Municipality,

FURTHERMORE that the contribution comes from the budget account 55-99200-000 accumulated surplus affected for the year 2015.

CARRIED

7. RECREATION AND CULTURE

8. MISCELLANEOUS

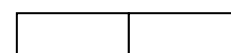
QUESTION PERIOD

2016-01-24 **CLOSURE OF THE MEETING**

IT IS MOVED by Sandra Lacharity
SECONDED by Pamela Lachapelle
And unanimously resolved

THAT, the agenda being exhausted, the meeting be adjourned at 6:32 pm.

CARRIED



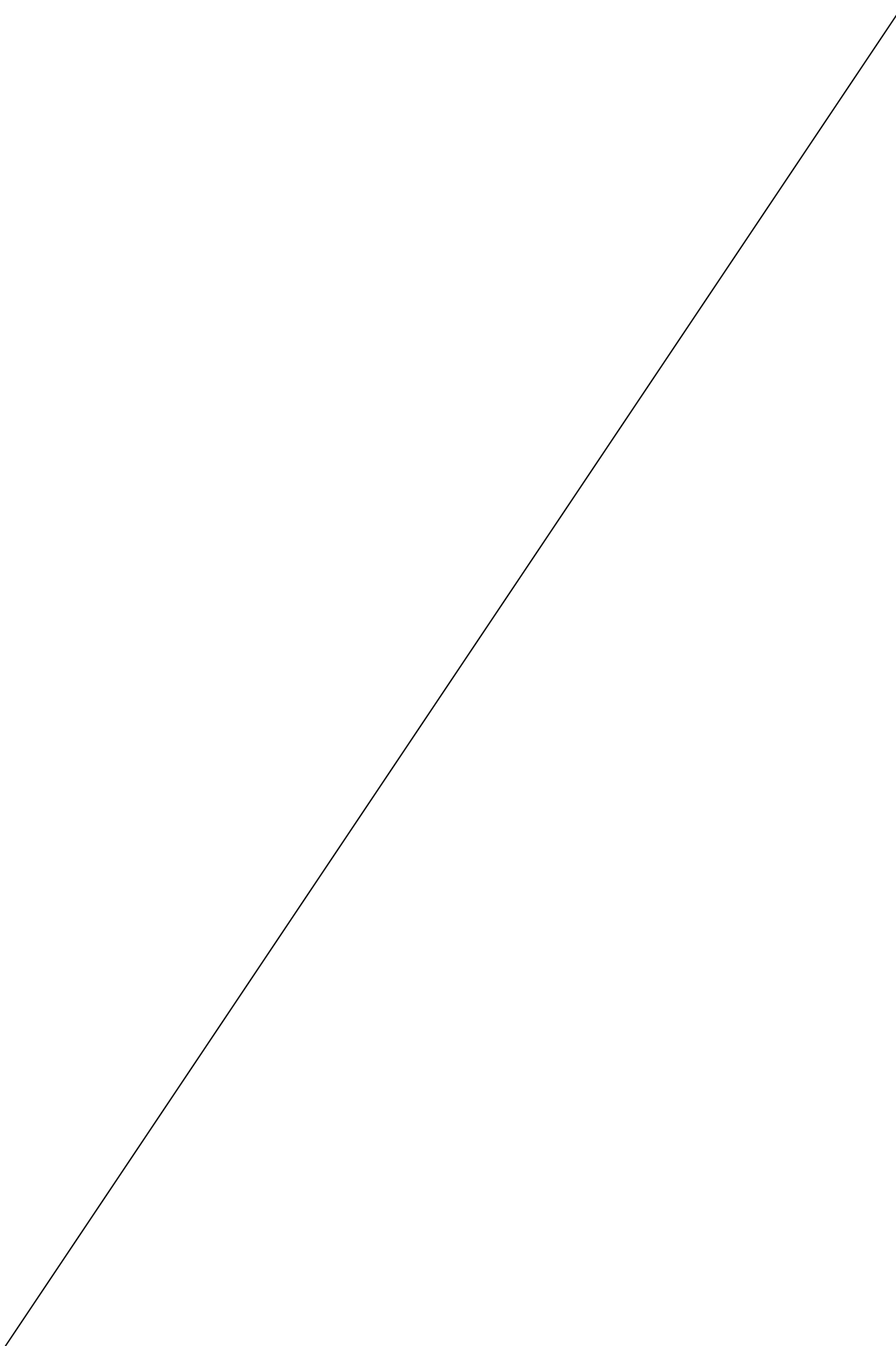
President

Secretary

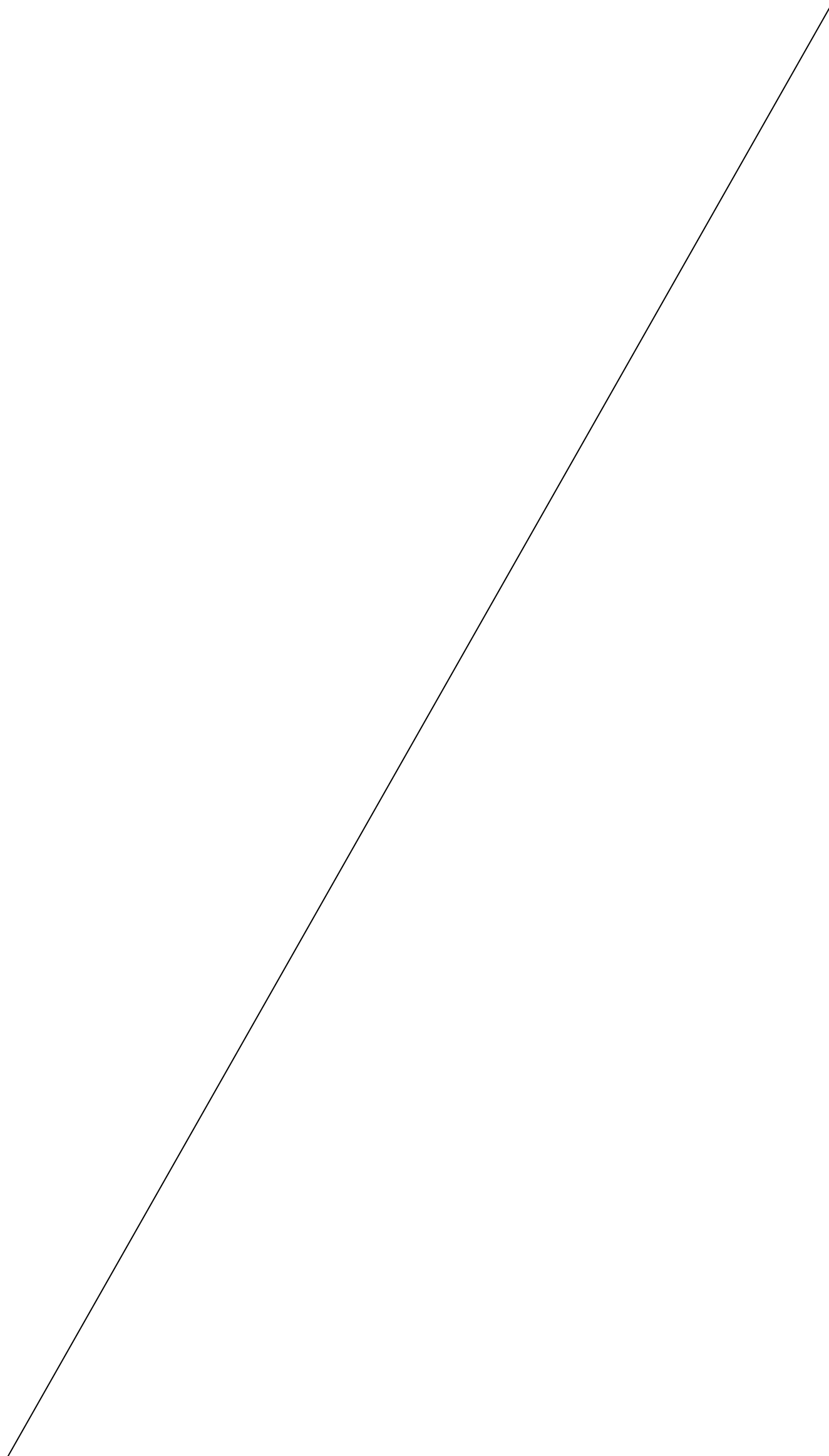


Ota Hora,
Mayor

Pierre Vaillancourt,
Director General / Secretary-treasurer



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