

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

Minutes – Tuesday April 5th, 2016

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), THE 5TH OF APRIL 2016, AT 7:45 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

2016-04-72 **Opening of the meeting**

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

CARRIED

Mayor's Report

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 March 5th, 2016
- 1.6 Adoption of bank withdrawals
- 1.7 Approval of the Cheque Register
- 1.8 Adoption of the list of accounts payable
- 1.9 Report of the director general expenditures
- 1.10 Tender emergency lights community center
- 1.11 Expenses reimbursement - Employee

2. PUBLIC SECURITY

- 2.1 Equipment purchases
- 2.2 Mutual agreement, Lac Sainte-Marie, Low, Denholm and Kazabazua
- 2.3 Courses
- 2.4 Service offer - reprise of the ONU theoretical and circumstances of a fire, ONU - Response Management II

3. TRANSPORT

- 3.1 Tender by invitation - Sweeping of public roads and sidewalk
- 3.2 Tender by invitation - Mowing of vegetation on roadside
- 3.3 Tender by invitation - Calcium

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1 Tender Recycling and Garbage container

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Report of the Planning Advisory Committee on minor derogation
- 6.2 Awarding tender – Roofing Aylwin Town hall

7. RECREATION AND CULTUREL

- 7.1 Tender – Cabling system cat5e
- 7.2 Recognition UMQ insurance program for NFPO

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSURE OF THE MEETING

2016-04-73 **AGENDA**

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WHEREAS council members renounce to the reading of the agenda;

IT IS PROPOSED by Pamela Lachapelle **SECONDED** by Sandra Lacharity and resolved to adopt the agenda by adding the following topics:

- 1.12 Meeting with municipal lawyer for administration
- 1.13 Support resolution number 2016-03-067 - Lac Sainte-Marie
- 3.4 Work on Mulligan Ferry Road
- 3.5 Municipal Garage - Engineer
- 3.6 Land for municipal garage
- 4.2 Meeting with employees – Planification work for the season
- 7.3 Library grant
- 8.1 Verification municipal buildings
- 8.2 Garbage truck rental

CARRIED

2016-04-74 MINUTES OF THE REGULAR SITTING OF MARCH 1st, 2016

WHEREAS council members have individually reviewed the minutes of the regular sitting of March 1st, 2016;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Pamela Lachapelle, **SECONDED** by Michel Collin and resolved to adopt the minutes of the regular sitting of March 1st, 2016.

CARRIED

2016-04-75 ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Kim Cuddihey-Peck
And unanimously resolved

TO adopt, as presented, the list of direct debits for the month of March 2016 for a total of the following amounts:

Net Salaries	\$ 28,223.34
Provincial Remittances	\$ 8,099.57
Federal Remittances	\$ 3,110.78
Retirement Pension Remittances	\$ 2,863.54

CARRIED

2016-04-76 APPROVAL OF THE CHEQUE REGISTER

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Kim Cuddihey-Peck
And unanimously resolved

TO adopt, as presented, the Cheque Register for the month of March 2016 for a total amount of \$ 92,085.90 including the remittances

CARRIED

2016-04-77 ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

IT IS PROPOSED by Pamela Lachapelle
SECONDED by Kim Cuddihey-Peck
And unanimously resolved

TO adopt, as presented, the payment of the accounts payable list for the month of February 2016 for a total amount of \$37,657.74.

CARRIED

2016-04-78 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.



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**Pierre Vaillancourt,
Secretary-Treasurer and Director general**

2016-04-79 TENDER EMERGENCY LIGHTS COMMUNITY CENTER

IT IS PROPOSED by Tanya Gabie
SECONDED by Michel Collin
And unanimously resolved

THAT Council authorizes the expenditure for the replacement of two emergency lights and changing light switches for a total cost \$ 648 excluding applicable taxes,

ALSO that council authorizes the expenditure for the protective tubes at a total estimated cost of \$ 1,036 excluding applicable taxes.

CARRIED

2016-04-80 EXPENSES REIMBURSEMENT - EMPLOYEE

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

THAT council reimburses the expenses incurred during the winter storm between December 27, 2015 January 3, 2016 to Derek Gabie in the amount of \$ 175.

CARRIED

2016-04-81 MEETING WITH MUNICIPAL LAWYER FOR ADMINISTRATION

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

THAT council mandate the director general to set up a meeting for council and the mayor with the municipal lawyer.

CARRIED

2016-04-82 SUPPORT RESOLUTION NUMBER 2016-03-067 - LAC SAINTE-MARIE

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

THAT council supports resolution number 2016-03-067 by the municipality of Lac Sainte-Marie that supports resolution number MD AR16-02-039 of the municipality of Denholm concerning the request to care of the Paugan Road by the Ministry of transport of Quebec.

CARRIED

2. PUBLIC SECURITY

2016-04-83 EQUIPMENT PURCHASES

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

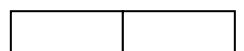
THAT Council commit the expenditure for the purchase of equipment affecting fire department Kazabazua as described below:

- 4 Helmets
- 1 pair of boots
- 6 Hoods
- 14 pairs of gloves
- 3 Masks S.C.B.A.

The total cost of \$ **4,352** plus applicable taxes from Arsenal bid number SOUM028824,

ALSO the purchase of a laptop at a maximum cost of \$ 800 excluding applicable taxes.

CARRIED



2016-04-84 MUTUAL AGREEMENT, LAC SAINTE-MARIE, LOW, DENHOLM AND KAZABAZUA

WHEREAS municipalities in the agreement may invoke the provisions of Articles 569 and following of the Municipal Code to conclude an agreement for the protection against fire;

WHEREAS a project agreement on the protection against fire entitled «Mutual Service Denholm-Kazabazua-Low-Lac Ste-Marie»;

WHEREAS the Director of the fire safety service Mr. Shawn Chamberlain presented this draft agreement for a thorough study;

WHEREAS the council members have individually reviewed this project agreement;

WHEREAS council members renounce to the reading of this agreement;

WHEREAS council do not recommend at this time the participation in this project agreement;

IT IS PROPOSED by Michel Collin, **SECONDED** by Tanya Gabie and resolved that the Council do not wish at this time to conclude an agreement for the protection against fire under the agreement titled «Mutual service Denholm-Kazabazua-Low-Lac Ste-Marie».

. CARRIED

2016-04-85 COURSES

IT IS PROPOSED by Sandra Lacharity
SECONDED by Michel Collin
And unanimously resolved

THAT Council accepts the offer JP-16-007 Upgrade MDO for Shawn Chamberlain Matthew Chamberlain, Pat Lachapelle and Melanie Irwin for each participant a cost of \$ 1,323.85 including applicable taxes,

ALSO that council mandates the Director General to sign this offer.

CARRIED

2016-04-86 SERVICE OFFER - REPRISE OF THE ONU THEORETICAL AND CIRCUMSTANCES OF A FIRE, ONU - RESPONSE MANAGEMENT II

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

THAT council accept the offer AS087 Repeat of the knowledge test «ONU – Research of causes and circumstances of fires" and the practical examination ONU - Response Management II »for Pat Lachapelle and Jason Emery at a total cost of \$ 1,900 plus applicable taxes,

ALSO that council mandates the Director General to sign this offer.

CARRIED

3. TRANSPORT

2016-04-87 TENDER BY INVITATION - SWEEPING OF PUBLIC ROADS AND SIDEWALK

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

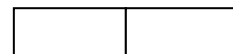
THAT Council awards the contract to Judith Langevin for the sweeping of public roads of a total length of ±11.75 KM plus the sidewalks.

CARRIED

2016-04-88 TENDER BY INVITATION - MOWING OF VEGETATION ON ROADSIDE

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

That Council award the contract to Brisson 3097-454 Quebec Inc. (Brisson) for the mowing of vegetation on roadside of a total length of ± 56.8 KM of roads.



CARRIED

2016-04-89 **TENDER BY INVITATION – CALCIUM**

IT IS PROPOSED by Tanya Gabie
SECONDED by Kevin Molyneau
And unanimously resolved

THAT council mandates the Municipality of Low to tender by invitation bids that regroups the municipalities of Low, Lac Ste Marie, Kazabazua and the company Atlas, for 10 bales of 1000 kg of calcium.

CARRIED

2016-04-90 **WORK ON MULLIGAN FERRY ROAD**

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

TO put stones on the side of the Mulligan Ferry Road where it collapsed, to signalize that the road is open for local traffic only, as soon as possible

CARRIED

2016-04-91 **MUNICIPAL GARAGE – ENGINEER**

IT IS PROPOSED by Kim Cuddihey-Peck
SECONDED by Kevin Molyneaux
And unanimously resolved

THAT council mandates Eric Saumure, ing., M.Env., Service de Génie Municipal de la MRC de La Vallée-de-la-Gatineau, for the preparation of the plans and specifications for the tender of the municipal garage according to the same specifications as submitted for the PIQM Volet 5.1..

CARRIED

2016-04-92 **LAND FOR MUNICIPAL GARAGE**

IT IS PROPOSED by Kevin Molyneaux
SECONDED by Tanya Gabie
And resolved by the majority

TO mandate the director general to produce a list of land belonging to the municipality for the opportunity to receive a municipal garage.

Councilor Pamela Lachapelle recorded her dissent.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

2016-04-93 **TENDER RECYCLING AND GARBAGE CONTAINER**

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

THAT council mandates the director general to tender by invitation the purchase of recycling bin, garbage bins of a quantity of 360 liters blue and green with 12-inch wheels and the logo of the municipality and numbered for a total quantity of 1000 units (950),

ALSO to mandate the director general to verify the addition of the mechanism for lifting these bins on the waste truck.

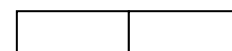
CARRIED

2016-04-94 **MEETING WITH EMPLOYEES – PLANIFICATION WORK FOR THE SEASON**

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

THAT council wishes to meet with the building inspector, concerning work planning..

CARRIED



5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2016-04-95 REPORT OF THE PLANNING ADVISORY COMMITTEE ON MINOR DEROGATION

WHEREAS the Council of the Municipality of Kazabazua received and noted the report of the Planning Advisory Committee meeting dated November 15, 2015;

WHEREAS the Council takes particular account of the Committee's recommendation concerning a minor derogation, extension of the height of a building of 5 meters to 11 meters;

WHEREAS Council received favorably the recommendation of the committee given the restrictive height of 5 meters and the installation of a solar system leads to 11 meters, while yet not respecting the margin required for the protection of the river bank;

IT IS PROPOSED by Sandra Lacharity, **SECONDED** by Kim Cuddihey-Peck and resolved to adopt according to law the report of the Planning Advisory Committee, dated November 15, 2015 presented under the signature of its president, the minor derogation for the property located at 7 Solisterra Road.

CARRIED

2016-04-96 AWARDING TENDER – ROOFING AYLWIN TOWN HALL

WHEREAS a tender by invitation for the renovation of the roof at Aylwin Town hall was issued by the municipality dated March 7, 2016;

WHEREAS two bids were received and opened on March 16, 2016;

WHEREAS two bids received and one is conform;

IT IS PROPOSED by Sandra Lacharity, **SECONDED** by Kevin Molyneaux and resolved to grant the roofing renovation contract to Roofer Rochon (Robert Rochon) located at 11 chemin du Pont in the Municipality of Kazabazua for a total cost of \$ 4,909.43 including applicable taxes and that the work must be completed by the end of April 2016,

The two bidders are:

Roofer Rochon (Robert Rochon) – conform	\$ 4,909.43
DM portes et Fenêtres – not conform	\$ 4,769.00

CARRIED

7. RECREATION AND CULTURE

2016-04-97 TENDER – CABLING SYSTEM CAT5E

IT IS PROPOSED by Michel Collin
SECONDED by Pamela Lachapelle
And unanimously resolved

THAT Council authorizes and commits the expenditure for Cat5e network cabling system as submitted by WEPC Technology Solutions number 2243 for the total cost of \$ 1,227.92 including applicable taxes for Ethernet cabling at the municipal library.

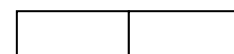
CARRIED

2016-04-98 RECOGNITION UMQ INSURANCE PROGRAMS FOR NFPO

WHEREAS Council learned about the existence of the Union of Quebec Municipalities program on general insurance for non-profit organizations working in the territory of the municipality;

IT IS PROPOSED by Michel Collin, **SECONDED** by Tanya Gabie and unanimously resolved

THAT Council recognizes the Cultural, Social and Golden Age Association, the Kazabazua Fire Association and the Lake Association of Kazabazua recognized by the municipality as non-profit organizations to qualify for the insurance program offered through the Union of Quebec Municipalities (UMQ).



CARRIED

2016-04-99 LIBRARY GRANT

IT IS PROPOSED by Tanya Gabie
SECONDED by Kim Cuddihey-Peck
And unanimously resolved

TO look into the status of the application of a grant that was made thru the C.R.S.B.P.O. and then transferred to the MRCVG.

CARRIED

8. MISCELLANEOUS

2016-04-100 VERIFICATION MUNICIPAL BUILDINGS

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

TO verify our municipal buildings for roof leaks and repairs that would be needed.

CARRIED

2016-04-101 GARBAGE TRUCK RENTAL

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

TO engage the expense for a garbage truck rental while our garbage truck is in the paint shop.

CARRIED

QUESTION PERIOD

2016-04-102 CLOSURE OF THE MEETING

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

THAT, the agenda being exhausted, the meeting be adjourned at 8:55.

CARRIED

President

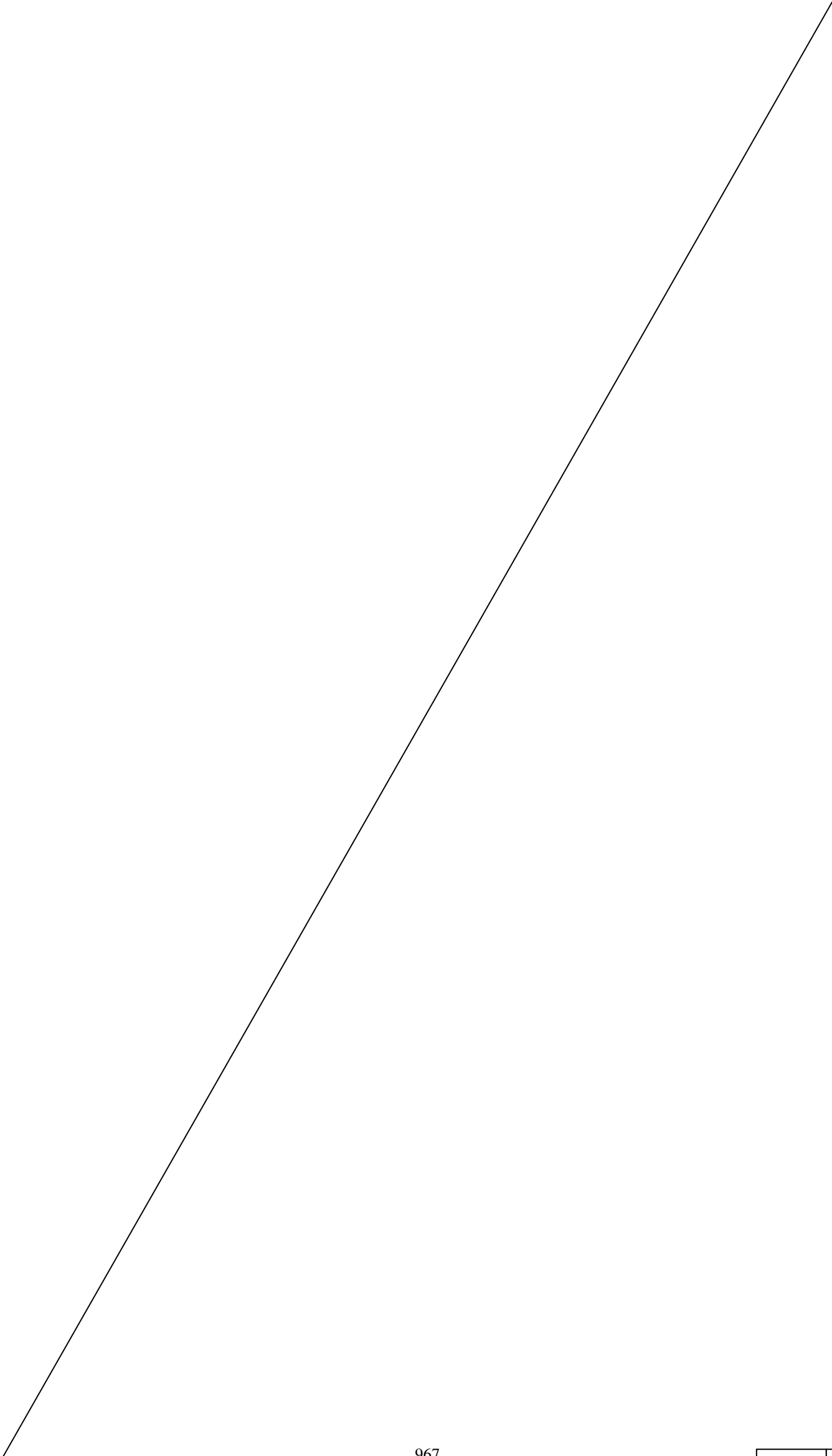
Secretary



Ota Hora,
Mayor

Pierre Vaillancourt,
Director General / Secretary-treasurer

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By the signature of the minutes by the Mayor it is deemed that each resolution is signed and becomes executable. If the mayor uses his right to VETO it will be specifically referenced in the minutes.