

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

Minutes – Tuesday November 14, 2017

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), NOVEMBER 14, 2017 AT 7:30 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

Are present PAUL CHAMBERLAIN
LYNNE LACHAPELLE
LYNN NOËL
SYLVAIN LA FRANCE
HENRI CHAMBERLAIN
CRAIG GABIE

Secretary of the meeting: PIERRE VAILLANCOURT

GENERAL ADMINISTRATION

2017-11-316
1.1

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 October 3, 2017
- 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 Filing of a decision № C.M.Q. – 65769
- 1.11 Date for adoption of the 2018 Budget
- 1.12 Nomination of councilors on committees
- 1.13 Appointment of the municipality's representative and to the RIAM and a substitute
- 1.14 Nomination of the pro mayor and the representative to the MRCVG
- 1.15 Change of signature to the accounts of the municipality
- 1.16 Notice of motion - By-Law 2017-011 Concerning the remuneration of elected municipal officers
- 1.17 Notice of motion – By-Law 2017-012 Concerning the modalities on publication of public notices
- 1.18 Notice of motion – By-Law 2017-013 Concerning the delegation to the director general and secretary-treasurer the power of forming selection committees
- 1.19 Adoption of the regular council meetings for the year 2018
- 1.20 Christmas party
- 1.21 Moving of the library and municipal office study
- 1.22 Training for the newly elected
- 1.23 Training for the Director General

2. PUBLIC SECURITY

2.1

3. TRANSPORT

- 3.1 Purchase of winter tires for the 2007 International snowplow truck

4. ENVIRONMENTAL HYGIENE & SANITATION

4.1

5. HEALTH AND WELFARE

5.1

6. LAND USE PLANNING AND DEVELOPMENT

6.1

7. RECREATION AND CULTUREL

7.1 Signage of municipal crossings - Pontiac snowmobile drivers association

8. MISCELLANEOUS

8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2017-11-317
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 Lynn Noël, **SECONDED** by Henri Chamberlain and resolved to adopt the agenda by adding the following topics:

- 2.1 **FUNDING PROGRAM FOR PART-TIME OR VOLUNTEER FIREFIGHTER TRAINING**
- 2.2 **PURCHASE OF FIRE EQUIPMENT**
- 7.2 **MUNICIPAL SUPPORT – BE AND BECOME**
- 7.3 **DONATIONS FROM ELECTED**

CARRIED

2017-11-318
1.5

MINUTES OF THE REGULAR SITTING OF OCTOBER 3, 2017.

WHEREAS council members have individually reviewed the minutes of the regular sitting of October 3, 2017;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved to adopt the minutes of the regular sitting of October 3, 2017.

CARRIED

2017-11-319
1.6

ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Henri Chamberlain
SECONDED by Paul Chamberlain
And resolved

TO adopt, as presented, the list of direct debits for the month of October 2017 for a total of the following amounts:

Net Salaries	\$ 26,480.58
Provincial Remittances	\$ 8,496.83
Federal Remittances	\$ 3,095.71
Retirement Pension Remittances	\$ 2,459.67

CARRIED

2017-11-320
1.7

ADOPTION OF THE CHEQUE REGISTER

IT IS PROPOSED by Sylvain La France
SECONDED by Lynn Noël
And resolved

TO adopt, as presented, the Cheque Register for the month of October 2017 for a total amount of \$ 225,047.87.

CARRIED

2017-11-321
1.8

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

IT IS PROPOSED by Craig Gabie
SECONDED by Paul Chamberlain
And resolved

TO adopt, as presented, the payment of the accounts payable list for the month of October 2017 for a total amount of \$ 0.00 including the remittances

CARRIED

2017-11-322
1.9

REPORT OF THE DIRECTOR GENERAL - EXPENDITURES (\$ 671.83)

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**

**2017-11-323
1.10**

FILING OF A DECISION № C.M.Q. – 65769

WHEREAS the members of the council individually received and reviewed the copy of the decision № C.M.Q. – 65769

WHEREAS the members of council renounce to the reading of this letter;

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

THAT Council accepts the filing of the decision № C.M.Q. - 65769.

CARRIED

**2017-11-324
1.11**

DATE FOR ADOPTION OF THE 2018 BUDGET

IT IS PROPOSED by Paul Chamberlain
SECONDED by Lynn Noël
And resolved

THAT council will have a special sitting meeting pertaining to the adoption of the 2018 budget that will be held on Tuesday January 23, 2018 at 7:00 p.m. at the Kazabazua Community Centre, 26 Begley Road and at this meeting, the deliberations of council and the question period deal exclusively on this topic.

CARRIED

**2017-11-325
1.12**

NOMINATION OF COUNCILORS ON COMMITTEES

IT IS PROPOSED by Henri Chamberlain
SECONDED by Craig Gabie
And resolved

THAT council appoints on the following committees:

GENERAL ADMINISTRATION, Lynne Lachapelle and Sylvain La France

PUBLIC SECURITY, Henri Chamberlain and Craig Gabie

TRANSPORT, Lynn Noël and Henri Chamberlain

ENVIRONMENTAL HYGIENE & SANITATION, Council

HEALTH AND WELFARE, Council

LAND USE PLANNING AND DEVELOPMENT, Craig Gabie and Paul Chamberlain

MEMBERS OF THE URBAN PLANNING ADVISORY COMMITTEE (CCU)
Paul Chamberlain, Michel Collin, André Rochon and Georges McCormick

RECREATION AND CULTUREL, Lynn Noël et Paul Chamberlain

COUNCILLOR RESPONSABLE FOR THE LIBRARY, Paul Chamberlain

GVRV representative Sylvain La France, Robert Bergeron, substitute.

CARRIED

**2017-11-326
1.13**

APPOINTMENT OF THE MUNICIPALITY'S REPRESENTATIVE TO RIAM AND A SUBSTITUTE

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

THAT Councillor Sylvain La France be named the representative to sit on the R.I.A.M. Council and that Councillor Craig Gabie be named substitute.

CARRIED

2017-11-327
1.14

NOMINATION OF THE PRO MAYOR AND THE REPRESENTATIVE TO THE MRCVG

WHEREAS following the election of November 5 2017 council must appoint a pro mayor and a representative at the Municipal Regional County of the Vallée de la Gatineau (MRCVG);

THEREFORE, IT IS PROPOSED by Lynn Noël, **SECONDED** by Paul Chamberlain that council appoints Henri Chamberlain as pro mayor and as representative at the MRCVG.

CARRIED

2017-11-328
1.15

CHANGE OF SIGNATURE TO THE ACCOUNTS OF THE MUNICIPALITY

WHEREAS following the election of November 5 2017 a change of signature is required for the accounts of the municipality at Desjardins Entreprises;

FOR THIS REASON, IT IS PROPOSED by Craig Gabie, **SECONDED** by Sylvain La France that council authorizes three (3) signatures and mandates the director general, Mr. Pierre Vaillancourt, the mayor Mr. Robert Bergeron and councillor, Mrs. Lynne Lachapelle and two (2) signatures are required.

ALSO that the modifications be made to the IGIF (Enterprise register).

CARRIED

2017-11-329
1.16

NOTICE OF MOTION - BY-LAW 2017-011 CONCERNING THE REMUNERATION OF ELECTED MUNICIPAL OFFICERS

By-law number 2017-011 « Concerning the remuneration of elected municipal officers »

Notice of motion is hereby given by Robert Bergeron that a by-law bearing the number 2017-011 « *Concerning the remuneration of elected municipal officers* » will be presented for adoption at a subsequent meeting.

The notice of motion is accompanied by a request for exemption from reading.

2017-11-330
1.17

NOTICE OF MOTION – BY-LAW 2017-012 CONCERNING THE PUBLICATION OF PUBLIC NOTICE

By-law number 2017-012 « Concerning the modalities on publication of public notices »

Notice of motion is hereby given by Henri Chamberlain that a by-law bearing the number 2017-012 « *Concerning the modalities on publication of public notice* » will be presented for adoption at a subsequent meeting.

The notice of motion is accompanied by a request for exemption from reading.

2017-11-331
1.18

NOTICE OF MOTION – BY-LAW 2017-013 DELEGATION TO THE DIRECTOR GENERAL AND SECRETARY-TREASURER THE POWER OF FORMING SELECTION COMMITTEES

By-law number 2017-013 « Concerning the delegation to the director general and secretary-treasurer the power of forming selection committees »

Notice of motion is hereby given by Sylvain La France that a by-law bearing the number 2017-013 « *Concerning the delegation to the director general and secretary-treasurer the power of forming selection committees* » will be presented for adoption at a subsequent meeting.

The notice of motion is accompanied by a request for exemption from reading.

2017-11-332
1.19

ADOPTION OF THE REGULAR COUNCIL MEETINGS FOR THE YEAR 2018

WHEREAS Article 148 of the Municipal Code (RSQ, c. C-27.1) provides that council shall, before the beginning of each calendar year, determine the schedule of regular meetings for the coming year by fixing the date and the start time of each;

THEREFORE, IT IS PROPOSED by Henri Chamberlain, **SECONDED** by Sylvain La France and resolved that the following calendar be adopted for the regular Council meetings of the Municipality of Kazabazua for the year 2018, the meetings are held at the Community Centre of Kazabazua, situated at 26 Begley Road, Kazabazua:

<u>Date</u>	<u>Time</u>	<u>Date</u>	<u>Time</u>
January 9	7 :00 p.m.	July 3	7 :00 p.m.
February 6	7 :00 p.m.	August 7	7 :00 p.m.
March 6	7 :00 p.m.	September 4	7 :00 p.m.
April 3	7 :00 p.m.	October 2	7 :00 p.m.
May 1	7 :00 p.m.	November 6	7 :00 p.m.
June 5	7 :00 p.m.	December 4	7 :00 p.m.

CARRIED

2017-11-333
1.20

CHRISTMAS PARTY

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

THAT the Christmas party for the employees, the council, the fireman and their spouses will be held on December 16, 2017 at 6:00 p.m. at the community center and mandates the director general to organize this party by hiring a caterer, , entertainment and decorations.

CARRIED

2017-11-334
1.21

MOVING OF THE LIBRARY AND MUNICIPAL OFFICE STUDY

WHEREAS council members have individually reviewed the study for the moving of the library and the municipal office;

WHEREAS Council members renounce to the reading of this study;

WHEREAS Council estimates that the moving of the library would have a tremendous budget and security impact;

FOR THESE REASONS, IT IS PROPOSED by Lynn Noël, **SECONDED** by Paul Chamberlain that based on this study, the status quo of the library and the municipal office is kept and that council rescinds resolution № **2017-06-206** concerning Library study.

CARRIED

2017-11-335
1.22

TRAINING FOR THE NEWLY ELECTED

IT IS PROPOSED by Henri Chamberlain
SECONDED by Paul Chamberlain
And resolved

THAT Council authorizes the expense for the training on the responsibilities of the elected officials, the code of ethics that will be offered on November 26th by Mr. Rino Soucy, starting at 9:00 am, at the Community Center, located at 10, Center Street at Lac-Sainte-Marie for Robert Bergeron, Lynne Lachapelle, Henri Chamberlain and Sylvain La France and reimburses all expenses related to this training. When available in English Lynn Noël, Paul Chamberlain and Craig Gabie will be registered to take this course.

.CARRIED

2017-11-336
1.23

TRAINING FOR THE DIRECTOR GENERAL

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

THAT the Council authorize the expense for the training on Bill 122 (PL122) by A.D.M.Q. which will be held in Gatineau on January 31st and February 1st, 2018 at a

cost of \$ 600.17, taxes included, and will reimburse with supporting documents all expenses for this training and to inform council of this course becomes available.

CARRIED

2. PUBLIC SECURITY

2017-11-337
2.1

FUNDING PROGRAM FOR PART-TIME OR VOLUNTEER FIREFIGHTER TRAINING

WHEREAS the Regulation respecting the conditions to exert within a municipal fire service provides training requirements for firefighters to ensure a minimum professional qualification;

WHEREAS this regulation is part of a desire to ensure municipalities forming fire crews with the skills and abilities necessary to respond effectively to emergencies;

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

WHEREAS the program main objective is to provide municipal organizations financial assistance to enable them to have a sufficient number of trained firefighters to act effectively and safely in an emergency;

WHEREAS this program also aims to promote the acquisition of competences and basic skills required by part-time and volunteer firefighters practicing 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 provides for the formation of two (2) firefighters during the next year to respond effectively and safely in emergency situations on its territory;

WHEREAS the municipality must send his application to the Department of Public Safety through the MRC of Vallée-de-la-Gatineau in accordance with Article 6 of the program.

IT WAS MOVED by Henri Chamberlain, **SECONDED** by Sylvain La France and resolved to apply for financial aid under the financial Assistance Program for part-time or volunteer firefighter training at the Department of public Safety and forward the request to the MRC Vallée-de-la-Gatineau.

CARRIED

2017-11-338
2.2

PURCHASE OF FIRE EQUIPMENT

IT IS PROPOSED by Sylvain La France
SECONDED by Lynn Noël
And resolved

THAT Council authorises the expenses for the purchase of fire equipment / portable pump from Battleshield Industries Limited tender document № 17-1477 at a cost of \$ 12,692.21 including taxes.

CARRIED

3. TRANSPORT

2017-11-339
3.1

PURCHASE OF WINTER TIRES FOR THE 2007 INTERNATIONAL SNOWPLOW TRUCK

IT IS PROPOSED by Paul Chamberlain
SECONDED by Craig Gabie
And resolved

THAT Council authorises the expenses for the purchase of 10 winter tires with rims for the Internationnal 2007 from Pneus Belisle Outaouais Inc. at a cost of \$ 7,217.02 including taxes and installation.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

7. RECREATION AND CULTURE

2017-11-340
7.1

SIGNAGE OF MUNICIPAL CROSSINGS - PONTIAC SNOWMOBILE DRIVERS ASSOCIATION

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

THAT Council authorizes the Pontiac Association of Snowmobilers Inc. to identify and install a sign indicating the crossing of snowmobilers on Jingtowntown Road.

CARRIED

2017-11-341
7.2

MUNICIPAL SUPPORT – BE AND BECOME

WHEREAS the organization Be and Become is an organization for youth;

WHEREAS the purpose of this organization is to provide safe places where young people can come together, break down rural isolation, develop positive social skills, learn the basics of healthy cooking, participate in activities, as well as benefit from adult mentoring and support;

WHEREAS the project is consistent with the Municipal Family Policy of the province (PFM) and that the neighboring municipalities give continuous support to this project;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED** by Paul Chamberlain and resolved that this council support this project and commit to a support of \$ 3,500 payable to the Cultural, Social and Golden Age Association on behalf of Be and Become for the hiring of local workers working specifically in the municipality of Kazabazua and will spend an additional \$ 3,750 in municipal hall rentals (25 hours rental at \$ 150 / hour).

ALSO mandate Mayor Robert Bergeron to sign this memorandum of understanding as submitted to the council and that this agreement is from January 1, 2018 to December 31, 2018.

CARRIED

2017-11-342
7.3

DONATIONS FROM ELECTED

IT IS PROPOSED by Craig Gabie
SECONDED by Lynn Noël
And resolved

THAT Council support and authorize the Santa Claus Parade organized by the New Generation organization to be held on December 2, 2017 followed by a dinner at the Community Center and authorize the surveillance for the safety of this parade by the Kazabazua Fire Department and authorizes a donation of \$ 300 for this activity,

ALSO authorizes a donation of \$ 300 for the Santa Claus Luncheon organized by the Kazabazua Fire Association to be held on December 10, 2017 at the Kazabazua Community Center

CARRIED

8. MISCELLANEOUS

9.

QUESTION PERIOD

2017-11-343
10.

CLOSING OF THE MEETING

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

THAT, the agenda being exhausted, the meeting be adjourned at 8:51 p.m...

President

Secretary



Robert Bergeron,
Mayor

Pierre Vaillancourt, DMA
Director General / Secretary-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 ».

« However, my signature does not apply to resolution number ___ for which I exercise the right of veto provided for in Article 142 (3) of the Municipal Code ».

