

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

Minutes – Tuesday May 1st, 2018

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), MAY 1ST, 2018 AT 7:015 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

2018-05-109 **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 April 3, 2018
- 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 Budget item allocation
- 1.11 FQM convention
- 1.12 Canada Summer Employment 2018
- 1.13 Contract № CTDG01 and № CTDL01 modification

2. PUBLIC SECURITY

- 2.1 Building burning practice
- 2.2 WHMIS 2015 - deadline

3. TRANSPORT

- 3.1 Tire purchase – Sterling
- 3.2 Grant request – PAARRM
- 3.3 Granting chloride calcium purchase
- 3.4 Labor position – Summer 2018
- 3.5 Expansion of the parking lot at the municipal park

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 KAZKAN request
- 7.2 Nomination Kazabazua Community Center committee
- 7.3 Nomination of the library committee
- 7.4 Canada day parade authorization
- 7.5 Purchase of library equipment

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2018-05-110

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:

7.6 RESOLUTION INTENDED TO PRESENT A PROJECT UNDER THE SUPPORT PROGRAM FOR SPORTS AND RECREATIONAL FACILITIES - PHASE IV

CARRIED

2018-05-111
1.5

MINUTES OF THE REGULAR SITTING OF APRIL 3, 2018.

WHEREAS council members have individually reviewed the minutes of the regular sitting of April 3, 2018;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Craig Gabie, **SECONDED** by Sylvain La France and resolved to adopt the minutes of the regular sitting of April 3, 2018.

CARRIED

2018-05-112
1.6

ADOPTION OF BANK WITHDRAWALS

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

TO adopt, as presented, the list of direct debits for the month of April 2018 for a total of the following amounts:

Net Salaries	\$ 22,474.77
Provincial Remittances	\$ 7,625.15
Federal Remittances	\$ 2,755.55
Retirement Pension Remittances	\$ 1,919.88

CARRIED

2018-05-113
1.7

ADOPTION OF THE CHEQUE REGISTER

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

TO adopt, as presented, the Cheque Register for the month of April 2018 for a total amount of \$ 27,913.65.

CARRIED

2018-05-114
1.8

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

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

TO adopt, as presented, the payment of the list of accounts payable for the month of April 2018 for a total amount of \$ 17,952.72 including bank withdrawals.

CARRIED

2018-05-115
1.9

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**

2018-05-116
1.10

BUDGET ITEM ALLOCATION

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

THAT Council allocate the budget account **02 11000 970 GRANTS AND DONATIONS - ELECTED** a credit in the amount of \$ 2,729.67 and debits the budget account **23 02000 726 FURNITURE AND OFFICE EQUIPMENT**,

IN addition that the budget account **23 71,000,000 OPERATING SURPLUS** be credited in the amount of \$ 52,708.32 and that the budget account **59 11,000,000 ACCUMULATED SURPLUS NOT AFFECTED** be debited of \$ 52,708.32 (this amount represents the royalties of RECYC -QUÉBEC assigned for the purchase of bins in 2017).

CARRIED

2018-05-117
1.11

FQM CONVENTION

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

THAT Council authorizes the participation of Robert Bergeron for the participation and the registration fees of \$ 760 plus taxes per participant for the FQM convention which will be held on September 20 to 22, 2018 at the Palais des congrès de Montréal, reimbursement of the cost of travel, accommodation and meals with supporting invoice.

CARRIED

2018-05-118
1.12

CANADA SUMMER EMPLOYMENT 2018

WHEREAS the application for funding under Canada Summer Jobs has been approved;

THEREFORE, IT IS PROPOSED by Lynn Noël, **SECONDED** by Paul Chamberlain and resolved

THAT the Council authorizes the publication of the job application related to the Canada Summer Jobs application as Recreation and Cultural Coordinator.

CARRIED

2018-05-119
1.13

CONTRACT N^o CTDG01 AND N^o CTDL01 MODIFICATION

WHEREAS council members have individually reviewed the amendments of the contract N^o CTDG01 and contract N^o CTDL01;

WHEREAS the council recommends the modification of the contract N^o CTDG01 and the contract N^o CTDL01 which reflect the maintenance and the mechanical repair of the equipment of the road department;

WHEREAS Council takes in account the corresponding salary revision recommendations;

WHEREAS Council is in favor of this approach and that this increase has no impact on the adopted budget;

IT IS PROPOSED by Sylvain La France, **SECONDED** by Henri Chamberlain and resolved at the majority,

THAT the Council authorizes the modification, as of May 1st, 2018, of the contract N^o CTDG01 and the contract N^o CTDL01 as presented to Council,

IN addition, authorizes the Director General to sign these contracts for and on behalf of the municipality.

Lynn Noël registers his dissidence.

CARRIED

2. PUBLIC SECURITY

2018-05-120
2.1

BUILDING BURNING PRACTICE

WHEREAS the Kazabazua Fire Department must perform fire practices;

WHEREAS a request has been received to burn a cottage at 64 Lee Road;

WHEREAS this is an opportunity for the fire department to have a practice of live burn;

THEREFORE, IT IS PROPOSED by Henri Chamberlain, **SECONDED** by Lynne Lachapelle and resolved,

THAT Council authorizes this practice to live burn under the supervision of the Director of the Fire Department, that all procedures must be followed and notify the Ministry of Sustainable Development, Environment and the Fight against Climate Change (MDDELCC).

CARRIED

2018-05-121
2.2

WHMIS 2015 – DEADLINE

WHEREAS the deadline for the implementation of the new WHMIS is September 1st, 2018;

WHEREAS all hazardous products sold or imported into Canada and intended to be stored, handled or used in a Canadian workplace must comply with WHMIS 2015;

WHEREAS the governments have set December 1 as the date by which all workplaces must comply with WHMIS 2015.

WHEREAS from this date, if products are not labeled, that the safety data sheets for these products are not up to date and / or that workers are not adequately trained on the new WHMIS requirements; 2015, the municipality will be in derogation from the regulation, and sanctions can be addressed;

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

THAT council mandates the general administration and all departments to ensure and respect the following transition stages:

- **Make a complete inventory of our WHMIS products;**
- **Have the manufacturer / distributor of these products provide us with WHMIS 2015 compliant labels and safety data sheets;**
- **Update the safety data sheet binder;**
- **Check the compliance of the storage of these products;**
- **Train workers according to WHMIS 2015 requirements.**

CARRIED

3. TRANSPORT

2018-05-122
3.1

TIRE PURCHASE – STERLING

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

THAT council authorizes and engage the expense for the purchase of summer tire for the Sterling truck as submitted by Pneus Belisle Outaouais Inc. estimate number E000278400 at a total cost of \$ 5,222.71 including labor and applicable taxes

CARRIED

2018-05-123
3.2

GRANT REQUEST – PAARRM

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

THAT council mandates the general administration to submit an application for financial assistance for the fiscal year 2018-2019 from the Ministry of Transport, Sustainable Mobility and Electrification of Transportation as part of the program of assistance for local roads Improvements in the amount of \$ 67 975 for the following roads:

Martindale Road
Begley Road
Chamberlain Road
Rang 8 Road
Anderson Road

CARRIED

2018-05-124
3.3

GRANTING CHLORIDE CALCIUM PURCHASE

WHEREAS council by its resolution number 2018-04-096 mandated the Municipality of Kazabazua to go to tender by invitation of a consolidated bid of the municipalities of Low, Lac Ste Marie, Kazabazua and the company Atlas;

WHEREAS two (2) tenders have been received and are in compliance;

WHEREAS the tender number 042920 received on April 18th, 2018 is the lowest price;

THEREFORE, IT IS MOVED by Lynn Noël, **SECONDED** by Craig Gabie and resolved that Council incur the expense and award the bundled purchase of calcium contract submitted by Sel Warwick to cost deliver for 11 bales of 1000kg at a cost of \$ 559 / 1000kg + applicable taxes for a total cost of \$ 7,069.81.

The two (2) tenders received are:

- Warwick Salt \$ 559 plus applicable taxes per ballot
- Soumavrac \$ 584 plus applicable taxes per ballot

CARRIED

2018-05-125
3.4

LABOR POSITION – SUMMER 2018

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

THAT Council mandates the Director General to publish a job offer for a laborer position for the summer of 2018 with the minimum of the following criteria:

- Possess a driver's license
- Completed Secondary school
- Will be considered an asset the training of flagman, chainsaw and a class 3 driver's license

CARRIED

2018-05-126
3.5

EXPANSION OF THE PARKING LOT AT THE MUNICIPAL PARK

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

THAT council authorizes the extension of the parking lot at the municipal park of a size of ± 10 feet incurs the expense for the installation of aggregate and the purchase of sign and the attachments necessary for the washing of the boats.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

7. RECREATION AND CULTURE

2018-05-127
7.1

KAZKAN REQUEST

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

THAT the Council authorizes a contribution of \$ 1,500 for the KazCan Summer Camp 2018 program. This camp offers families in our municipality a summer camp experience.

CARRIED

2018-05-128
7.2

NOMINATION KAZABAZUA COMMUNITY CENTER COMMITTEE

WHEREAS the Municipality of Kazabazua council receives and acknowledges the report of the Kazabazua Community Center Committee of the meeting April 17, 2018;

WHEREAS Council takes particular account of the committee's recommendation for a change of executive;

WHEREAS council is in favor of the committee's recommendation;

IT IS MOVED by Lynn Noël, **SECONDED** by Paul Chamberlain and resolved

TO adopt the report of the Kazabazua Community Center Committee dated April 17, 2018 presented under the signature of President Debbie Chamberlain and accept the members of the committee named in this report.

CARRIED

2018-05-129
7.3

NOMINATION OF THE LIBRARY COMMITTEE

WHEREAS the Municipality of Kazabazua council receives and acknowledges the report on the recommendations of the employee responsible of the library;

WHEREAS the Council welcomes the recommendation of the councilor in charge;

IT IS MOVED by Paul Chamberlain, **SECONDED** by Craig Gabie and resolved

To accept the following members of the Library Committee for a period of 1 year until May 1, 2019:

Marie Thérèse Kazeef
Jacques Raymond
Laura Raymond
André-Guy Rochon
Eliana Brennan

IN addition, the library committee will automatically renew for an additional period if no changes or recommendations are submitted to the municipal council.

CARRIED

2018-05-130
7.4

CANADA DAY PARADE AUTHORIZATION

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

THAT Council authorize the Canada Day Parade organized by the organization Generation of Tomorrow which will take place on July 1, 2018, to start at 430 Route 105 and will end at 318 Route 105, that the Fire Department of Kazabazua will contribute to the order and safety service at the event and to make a request to the Ministry of Transport, Sustainable Mobility and Transport Electrification.

CARRIED

2018-05-131
7.5

PURCHASE OF LIBRARY EQUIPMENT

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

THAT the Council authorizes and incurs the expense for the purchase of a projector screen and a projector for the library at an estimated cost of ± \$ 600 and mandates the general administration to place the order

CARRIED

2018-05-132
7.6

RESOLUTION INTENDED TO PRESENT A PROJECT UNDER THE SUPPORT PROGRAM FOR SPORTS AND RECREATIONAL FACILITIES - PHASE IV

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

• **THAT** the Municipality of Kazabazua authorize the presentation of the project of Renovation and Redevelopment of the Kazabazua Recreation Complex (Water Games) to the Ministry of Education and Higher Education as part of the Support Program for Sports and Recreational Facilities - phase IV;

• **THAT** the commitment of the Municipality of Kazabazua to pay its share of the costs eligible for the project and to pay the costs of continued operation of the project be confirmed; conditionally to the compliance of future grants to completed the project;

• **THAT** the Municipality of Kazabazua designate Mrs. Kayla Gabie as President of Génération de Demain as the person authorized to act on her behalf and to sign on her behalf all the documents relating to the project mentioned above.

CARRIED

8. MISCELLANEOUS

9. **QUESTION PERIOD**

2018-05-133
10.

CLOSING OF THE MEETING

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

THAT, the agenda being exhausted, the meeting be adjourned at 8:07pm.

CARRIED

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 ».