

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

Minutes – Tuesday June 4, 2019

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), JUNE 4, 2019 AT 7:03 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

1.1 OPENING OF THE MEETING

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

1.2 MAYOR'S REPORT TO THE CITIZENS CONCERNING THE HIGHLIGHTS OF THE FINANCIAL REPORT, THE REPORT OF THE EXTERNAL AUDITOR AND THE REMUNERATION OF MUNICIPAL ELECTED OF THE MUNICIPALITY OF KAZABAZUA

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 May 7, 2019
- 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 Offer of services - collection of municipal taxes
- 1.12 List of buildings to be sold
- 1.13 Representative to bid for the acquisition of properties for sale for non-payment of taxes
- 1.14 End of probation period - Janitor and maintenance of municipal buildings and modification of the work contract CTGL2019-01
- 1.15 Mandate Lawyer - Quarries and Sandpits
- 1.16 Request to Council – Road department employee
- 1.17 WEPC proposal – backup system to DATTO

2. PUBLIC SECURITY

- 2.1 Adoption of By-Law 2019-025 Pertaining to tarification for non-municipal ratepayers for fire protection, rescue and other services provided by the Kazabazua fire protection service following a vehicle accident on the road and off road
- 2.2 Ask the mutual of municipalities of Quebec concerning the fire safety cover plan
- 2.3 Authorization frequency TA1 to the municipality of Allevyn-and-Cawood
- 2.4 Portable radios from Analog to digital programming
- 2.5 Resignation of a firefighter in the Department fire Kazabazua

3. TRANSPORT

- 3.1 TECQ – Guard rails Mulligan Ferry road

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1 Recyc-Québec - registration course

5. HEALTH AND WELFARE

- 5.1

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Fence - 393 Route 105
- 6.2 Mandate to Lawyer – Matricule number 4290-00-7848
- 6.3 Mandate to surveyor – Subdivision plan

7. RECREATION AND CULTUREL

- 7.1 The sanitary block of the Community Center rehabilitation project - offers professional engineering services.
- 7.2 KazCan – Summer camp 2019

8. MISCELLANEOUS

- 8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2019-06-119
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 Henri Chamberlain, **SECONDED** by Sylvain La France and resolved to adopt the agenda by adding the following topics:

- 8.1 **NOTICE OF MOTION – BY-LAW 2019 - 026 « MODIFICATION TO BY-LAW № 2009-001 TITLED « THE CONSTITUTION OF A RESERVED FUND FOR THE REHABILITATION AND MAINTENANCE OF CERTAIN PUBLIC ROADS »**

CARRIED

2019-06-120
1.5

MINUTES OF THE REGULAR SITTING OF MAY 7, 2019.

WHEREAS council members have individually reviewed the minutes of the regular sitting of May 7, 2019;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Craig Gabie, **SECONDED** by Lynne Lachapelle and resolved to adopt the minutes of the regular sitting of May 7, 2019.

CARRIED

2019-06-121
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 May 2019 for a total of the following amounts:

Net Salaries	\$ 30,715.54
Provincial Remittances	\$ 9,371.61
Federal Remittances	\$ 3,755.20
Retirement Pension Remittances	\$ 3,476.14

CARRIED

2019-06-122
1.7

ADOPTION OF THE CHEQUE REGISTER

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

TO adopt, as presented, the Cheque Register for the month of May 2019 for a total amount of \$ 113,895.99 including bank withdrawals.

CARRIED

2019-06-123
1.8

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

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

TO adopt, as presented, the payment of the list of accounts payable for the month of May 2019 for a total amount of \$ 96,309.94.

CARRIED

2019-06-124
1.9

REPORT OF THE DIRECTOR GENERAL - EXPENDITURES (\$ 838.63)

2019-06-125
1.10

REPORT OF THE DIRECTOR OF FIRE SERVICE 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, DMA
Secretary-Treasurer and Director general**

2019-06-126
1.11

OFFER OF SERVICES - COLLECTION OF MUNICIPAL TAXES

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

THAT Council retain the firm Lapointe Beaulieu lawyers for the collection of municipal taxes as specified in the offer of service dated May 17, 2019, and council members have individually reviewed this offer.

CARRIED

2019-06-127
1.12

LIST OF BUILDINGS TO BE SOLD

The Secretary-Treasurer submits to council for review and consideration, a State of property taxes due to the municipality, as of the date of October 3, 2019, in order to meet the requirements of section 1022 of the municipal Code of the Province of Quebec;

IT IS PROPOSED by Sylvain La France. **SECONDED** by Lynn Noël and resolved;

THAT the status is and is approved by Council and mandates the Secretary-Treasurer, Director general to take the required procedures for the sale by the County Regional municipality (MRC) of the Gatineau Valley all buildings of the municipality whose property taxes prior to the year 2017 have not been paid.

CARRIED

2019-06-128
1.13

REPRESENTATIVE TO BID FOR THE ACQUISITION OF PROPERTIES FOR SALE FOR NON-PAYMENT OF TAXES

WHEREAS the municipality of Kazabazua can bid and acquire properties that is put up for sale for unpaid municipal taxes in accordance with article 1038 of the municipal Code;

WHEREAS some properties will be put up for sale for failure to pay taxes, according to the resolution number 2019-06-127.

WHEREAS this Council believes appropriate to authorize the Secretary-Treasurer, Director-general or a representative to bid and acquire certain properties put on sale for non-payment of taxes;

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

THAT, in accordance with the provisions of the municipal Code, that Council authorizes the Secretary-Treasurer, Director general Mr. Pierre Vaillancourt and authorizes Sylvain La France, substitute to bid for and on behalf of the municipality for certain property which the object of the sale for non-payment of taxes that is to be held October 3, 2019 and that, up to the amounts of taxes, in principal, interest and costs.

CARRIED

2018-06-129
1.14

END OF PROBATION PERIOD - JANITOR AND MAINTENANCE OF MUNICIPAL BUILDINGS AND MODIFICATION OF THE WORK CONTRACT CTGL2019-01

WHEREAS the probation period ends June 6, 2019;

WHEREAS Council have individually reviewed the evaluation assessment written under the title « Evaluation CTGL2019-01 »;

WHEREAS the terms of revision were stipulated in the contract number CTGL20196-01 the council members have individually reviewed;

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

THAT Council raises the probation period and authorizes the modifications to the contract CTGL2019-01 as presented to Council and authorizes the Director-general to sign this modified contract for and on behalf of the municipality.

CARRIED

2019-06-130
1.15

MANDATE LAWYER - QUARRIES AND SANDPITS

WHEREAS the Council wants to change its rules about quarries and sandpits;

WHEREAS legal advice is necessary to clarify certain points of the by-law;

THEREFORE, IT IS PROPOSED by Lynn Noël, **SECONDED** by Craig Gabie and resolved;

THAT Council mandates our lawyer Rino Soucy for a legal opinion regarding the terms of this by-law.

CARRIED

2019-06-131
1.16

REQUEST TO COUNCIL – ROAD DEPARTMENT EMPLOYEE

WHEREAS the employee under the number 01-0005 has formulated the Council a request for review of salary as of May 7, 2019 which represents an increase of \$.96 per hour;

WHEREAS a resolution adopted under the number 2010-03-079 on employee responsible for the maintenance of municipal equipment identified by the number 01-0005 and giving a raise of \$1 an hour.

WHEREAS a resolution adopted under the number 2010-08-196 on a salary increase - for employee number 01-0005 giving a raise of \$.64 per hour;

WHEREAS a resolution adopted under the number 2012-12-0346 on a salary increase for all employees of the municipality a rate of increase of 3% with the exception of the employee under the number 01-0005 who receives an increase pay \$ 2.00 an hour;

FOR THESE REASONS, IT IS PROPOSED by Lynn Noël, **SECONDED** by Paul chamberlain and resolved;

THAT Council is receives the request of the employee, identified under number 01-0005 to authorize the wage increase and mandates the Director-general to inform the employee of the acceptance of his request.

Vote

Name	Function	Seat	For	Against
M. Robert Bergeron	Mayor			
M. Paul Chamberlain	Councillor	1	√	
Mme. Lynne Lachapelle	Councillor	2	√	
M. Lynn Noël	Councillor	3	√	
M. Sylvain La France	Councillor	4	√	
M. Henri Chamberlain	Councillor	5	√	
M. Craig Gabie	Councillor	6	√	

CARRIED

2019-06-132
1.17

WEPC PROPOSAL – BACKUP SYSTEM TO DATTO

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

THAT Council adopts the DATTO solution for backup of all information systems of the municipality such as presented dated May 27, 2019 by WEPC firm at a cost of \$450 for the installation and equipment, as well as a monthly fee of \$120 per month excluding the applicable taxes.

2. PUBLIC SECURITY

2019-06-133
2.1

ADOPTION OF BY-LAW 2019-025 PERTAINING TO TARIFICATION FOR NON-MUNICIPAL RATEPAYERS FOR FIRE PROTECTION, RESCUE AND OTHER SERVICES PROVIDED BY THE KAZABAZUA FIRE PROTECTION SERVICE FOLLOWING A VEHICLE ACCIDENT ON THE ROAD AND OFF-ROAD

WHEREAS any municipality may provide that all or part of its goods, services or activities are funded through a tarification method under article 244.1 of the Act on municipal taxation;

WHEREAS this by-law does not affect the agreements of mutual provision of service in the fire protection between the municipalities in these agreements;

WHEREAS under article 4 of the « Municipal powers Act chapter C - 47.1 », that any local municipality has jurisdiction in the field of security and under this Act and to the extent provided, a local municipality adopts a by-law when it wants to make mandatory a rule of general and impersonal nature;

WHEREAS the council wishes to establish a rate when the fire protection or rescue services are required for vehicle rescue or fire, whose owner is not a ratepayer of the Municipality of Kazabazua or the Municipality of Alleyn-et-Cawood;

WHEREAS the municipality receives a fixed rate from the Société assurance automobile du Quebec (SAAQ) only if the fire protection service uses auto extrication « Jaws of Life » equipment;

WHEREAS there are times when the Jaws of Life service is called and the auto extrication equipment is not used, but other services are provided by the Fire Protection Service to protect the injured victim(s) and first responders, including first aid, vehicle fire extinction and traffic direction;

WHEREAS a notice of motion of this by-law has been given at a regular meeting of May 7, 2019 and that the draft by-law was tabled on the same date;

CONSEQUENTLY, IT IS PROPOSED by Henri Chamberlain, **SECONDED** by Craig Gabie and resolved;

THAT this by-law be adopted and that it be ordered and ruled as follows:

ARTICLE 1

When the Fire Protection Service is called to intervene following a road accident, to provide services other than auto extrication (first aid, traffic direction, etc.) for a vehicle which is owned by a non-ratepayer of the Municipality of Kazabazua and the Municipality of Alleyn-et-Cawood, this will be subject to a rate of \$400.00 per hour for a minimum of three (3) hours per call, plus an administration fee equivalent to 15% of the total cost and if outside assistance is called this Bill be added to the invoice and this total is divisible by the total affected vehicle(s);

ARTICLE 2

These costs and administration fee are payable by the owner of the vehicle involved in the incident, when the owner of the vehicle is not a ratepayer of the Municipality of Kazabazua or the Municipality of Alleyn-et-Cawood.

ARTICLE 3

This By-law comes into force according to law.

CARRIED

2019-06-134
2.2

ASK THE MUTUAL OF MUNICIPALITIES OF QUEBEC CONCERNING THE FIRE SAFETY COVER PLAN

WHEREAS the Minister of Public Security has issued to the MRC de la Vallée-de-la-Gatineau on August 31, 2017 a certificate of compliance of its fire safety cover plan.

WHEREAS the implementation of the fire safety cover plan will be beneficial to the municipal sector, despite the investments and requirements encountered, since the fire departments that have adopted the measures contained in their implementation plan and comply with them will benefit from an exemption from liability for an intervention for a fire or emergency, unless there is gross negligence or intent;

WHEREAS the Mutuelle des Municipalité du Québec, which insures the risks of the Municipality of Kazabazua, encourages the implementation of the fire safety cover plan;

FOR THESE REASONS, IT IS PROPOSED by Henri Chamberlain, **SECONDED** by Craig Gabie and unanimously resolved by the members present

THAT the local municipality agrees to collaborate with the MRC so that the fire safety cover plan can be revised during the 6th year following the date of its coming into force or its last attestation.

IT IS ALSO RESOLVED that the municipality ask the Mutuelle des Municipalités du Québec, as announced by the latter, to grant the Municipality of Kazabazua a premium reduction of 10% in the area of Property Insurance (Building / content), as a member implementing the fire safety cover plan measures.

CARRIED

2019-06-135
2.3

AUTHORIZATION FREQUENCY TA1 TO THE MUNICIPALITY OF ALLEYN-AND-CAWOOD

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

THAT Council authorizes the municipality of Alleyn-and-Cawood of the use of the frequency Simplex TA1 and that the municipality of Alleyn-and-Cawood ask for the programming to Excel Radio.

CARRIED

2019-06-136
2.4

PORTABLE RADIOS FROM ANALOG TO DIGITAL PROGRAMMING

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

THAT council authorizes the re programming of the portable radios for the fire service of the municipality from Analog to digital by Excel Radio for a total of 20 radios at a total cost of \$400 plus travel costs of \$120 plus applicable taxes.

CARRIED

2019-06-137
2.5

RESIGNATION OF A FIREFIGHTER IN THE DEPARTMENT FIRE KAZABAZUA

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

THAT Council accepts the resignation letter dated May 7, 2019 of Seamus E. Montague from the Kazabazua fire service,

THAT Council appreciates and thanks for all these years of service from 2001 to 2019 and that a letter of appreciation be sent to him.

CARRIED

3. TRANSPORT

2019-06-138
3.1

TECQ – GUARD RAILS MULLIGAN FERRY ROAD

WHEREAS the programming of the 2014-2018 excise tax provides for installation of guard rails on Mulligan Ferry Road;

WHEREAS the programmed work must be completed no later than December 31, 2019;

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

THAT council authorizes and engage the expenditure for the installation of the guard rails on the Mulligan Ferry road with an approximate length of ± 1,000 feet at a maximum cost \$ 26 233,58 as stated in the 2014-2018 programming.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

2019-06-139
4.1

RECYC-QUÉBEC - REGISTRATION COURSE

WHEREAS training on the management of organic material by Recyc-Québec will be given free of charge;

WHEREAS this training will be beneficial for the members of the Council;

THEREFORE, IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Craig Gabie and resolved;

THAT Council authorizes Robert Bergeron to enroll in this training that will be held on June 19, 2019 at the Montebello Inn.

CARRIED

5. HEALTH AND WELFARE

6. LAND USE PLANNING AND DEVELOPMENT

2019-06-140
6.1

FENCE - 393 ROUTE 105

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

THAT Council mandates the Director general to write a letter confirming that this Council reiterates the decision taken under the resolution number 2017-10-314 by the previous council.

CARRIED

2019-06-141
6.2

MANDATE TO LAWYER – MATRICULE NUMBER 4290-00-7848

WHEREAS the owner identified under the matricule number 4290-00-7848 does not respect the regulation respecting waste water disposal systems for isolated dwellings (chapter Q-2, r. 22);

THEREFORE, IT IS PROPOSED by Craig Gabie, **SECONDED** by Lynn Noël and resolved;

THAT Council mandates the firm DHC Dufresne Hébert Comeau lawyers to represent the municipality in the court case for this nuisance.

CARRIED

2019-06-142
6.3

MANDATE TO SURVEYOR – SUBDIVISION PLAN

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

THAT Council mandates Bussières, Bérubé Genest Schnob- surveyors for a estimate for the preparation of a subdivision plan for lot number 5497028 whose owner of this lot is the municipality.

CARRIED

7. RECREATION AND CULTURE

2019-06-143
7.1

THE SANITARY BLOCK OF THE COMMUNITY CENTER REHABILITATION PROJECT - OFFERS PROFESSIONAL ENGINEERING SERVICES.

WHEREAS the municipality of Kazabazua plans to renovate the sanitary block which serves the Community Center;

WHEREAS professional services are required in order to make the design of the mechanical and electrical elements for the work of the sanitary block, as well as structural design of the projected expansion;

WHEREAS the members of Council individually reviewed the offer of service as presented under number 19-067;

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

THAT Council grants the engineering contract to LH2 Inc. as described in the offer service number 19-067 as submitted on May 13, 2019, the flat rate for plans and specifications, mechanical/electrical at a cost of \$3,600, office monitoring (optional) at a cost of \$800 and meeting/visit on site (unit) at a cost of \$650 excluding applicable taxes,

ALSO, that Council mandates the Director general to sign for and on behalf of the municipality this offer of service.

CARRIED

2019-06-144
7.2

KAZCAN – SUMMER CAMP 2019

WHEREAS a request for financial assistance has been received at the municipality on May 24, 2019;

WHEREAS the summer camp welcomes children aged 5 to 12 years old from the municipality of Kazabazua;

THEREFORE, IT IS PROPOSED by Craig Gabie, **SECONDED** by Lynne Lachapelle and resolved;

THAT Council authorizes a financial assistance of \$1,500 for the benefit of KazCan summer camp 2019 payable to Low and District Lions Club.

CARRIED

8. MISCELLANEOUS

2019-06-145
8.1

NOTICE OF MOTION – BY-LAW 2019 - 026 « MODIFICATION TO BY-LAW № 2009-001 TITLED « THE CONSTITUTION OF A RESERVED FUND FOR THE REHABILITATION AND MAINTENANCE OF CERTAIN PUBLIC ROADS »

Notice of motion is hereby given by Sylvain La France that a by-law bearing number 2019-026 « Modification to by-law № 2009-001 titled « The constitution of a reserved fund for the rehabilitation and maintenance of certain public roads », that the project by-law will be tabled at a subsequent meeting.

The notice of motion is accompanied by a request for waiver of reading

9. **QUESTION PERIOD**


10. **CLOSING OF THE MEETING**

The agenda being exhausted, the President declares the closing of the meeting at 7:56 pm.

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 ».