

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

**Minutes – Tuesday December 3, 2019**

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA, HELD ON DECEMBER 3, 2019, AT THE MUNICIPAL LIBRARY LOCATED AT 373 ROUTE 105 IN KAZABAZUA AS OF 7:00 PM, HAVING QUORUM 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

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**GENERAL ADMINISTRATION**

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**1.1 OPENING OF THE MEETING**

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

**1.2 Mayor's Report**

**1.3 QUESTION PERIOD**

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**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 November 5<sup>th</sup>, 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 Deposit of the comparative statements of revenues and expenses for the fiscal year ending October 30, 2019, forecast by the previous year for the corresponding period
- 1.12 Deposit of comparative income and expense statements for fiscal year 2019 as planned by the 2019 budget
- 1.13 Adoption of the calendar of the ordinary council meetings for the year 2020
- 1.14 Membership 2020
- 1.15 Donation to the Breakfast Club – Queen Elizabeth school
- 1.16 Payment of the overtime and vacation for the year 2019
- 1.17 Christmas supper
- 1.18 Certificate of auction – notarized
- 1.19 Budget accounts in deficit

**2. PUBLIC SECURITY**

2.1

**3. TRANSPORT**

- 3.1 Public Tender - SEAO - Municipal Garage
- 3.2 Snow removal for Robinson Road and Thibault Road
- 3.3 Snow suits for the road employees
- 3.4 Special Improvement Projects (PPA) of the Local Roads Assistance Program (PAV)

**4. ENVIRONMENTAL HYGIENE & SANITATION**

- 4.1 Modification to resolution № 2019-11-244 - Septic emptying renewal contract

**5. HEALTH AND WELFARE**

5.1

**6. LAND USE PLANNING AND DEVELOPMENT**

- 6.1 Ruling on minor derogation -. Roll № 4290-36-3509

- 6.2 Adoption of By-law 2019-027 rescinding By-Law No. 002-2010 Prohibition of biosolid waste spreading on the territory of the municipality of Kazabazua

**7. RECREATION AND CULTUREL**

- 7.1 Opening of the library during the holidays

**8. MISCELLANEOUS**

- 8.1

**9. QUESTION PERIOD**

**10. CLOSING OF THE MEETING**

2019-12-252

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 Sylvain La France and resolved to adopt the agenda by adding the following topics:

- 1.20 **ASSIGNMENT OF A MANDATE OF LEGAL SERVICES - YEAR 2020**
- 1.21 **PROBATION PERIOD - LABORER - DRIVER – OPERATOR**
- 1.22 **TABLING OF AN EXTRACT FROM THE REGISTER CONTAINING THE DISCLOSURE STATEMENTS THAT CONTAINS THE DECLARATION OF THE GIFTS, HOSPITALITY OR OTHER BENEFIT RECEIVED BY A MEMBER OF COUNCIL OF THE MUNICIPALITY.**

**CARRIED**

2019-12-253

1.5

**MINUTES OF THE REGULAR SITTING OF NOVEMBER 5<sup>th</sup>, 2019.**

**WHEREAS** Council members have individually reviewed the minutes of the regular sitting of November 5<sup>th</sup>, 2019;

**WHEREAS** Council members renounce to the reading of the minutes;

**IT IS PROPOSED** by Sylvain La France, **SECONDED** by Henri Chamberlain and resolved to adopt the minutes of the regular sitting of November 5<sup>th</sup>, 2019.

**CARRIED**

2019-12-254

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 November 2019 for a total of the following amounts:

Net Salaries	\$ 29,933.67
Provincial Remittances	\$ 10,044.28
Federal Remittances	\$ 4,389.44
Retirement Pension Remittances	\$ 3,949.97

**CARRIED**

2019-12-255

1.7

**ADOPTION OF THE CHEQUE REGISTER**

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

**TO** adopt, as presented, the Cheque Register for the month of November 2019 for a total amount of \$ 30,783.09.

**CARRIED**

2019-12-256

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 November 2019 for a total amount of \$ 65,925.56 including bank withdrawals.

**CARRIED**

2019-12-257  
1.9

**REPORT OF THE DIRECTOR GENERAL EXPENDITURES – DGE (\$ 188.13)**

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2019-12-258  
1.10

**REPORT OF THE DIRECTOR OF FIRE SERVICE EXPENDITURES – DCP (\$ 0.00)**

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***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**

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2019-12-259  
1.11

**DEPOSIT OF THE COMPARATIVE STATEMENTS OF REVENUES AND EXPENSES FOR THE FISCAL YEAR ENDING OCTOBER 30, 2019, FORECAST BY THE PREVIOUS YEAR FOR THE CORRESPONDING PERIOD**

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The comparative statements of revenues and expenses for the fiscal year ending October 30, 2019, as planned by the previous year for the corresponding period, are filed by the Secretary-Treasurer.

2019-12-260  
1.12

**DEPOSIT OF COMPARATIVE INCOME AND EXPENSE STATEMENTS FOR FISCAL YEAR 2019 AS PLANNED BY THE 2019 BUDGET**

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The comparative income and expense statements for fiscal year 2019 as planned by the 2019 budget are filed by the Secretary-Treasurer

2019-12-261  
1.13

**ADOPTION OF THE CALENDAR OF THE ORDINARY COUNCIL MEETINGS FOR THE YEAR 2020**

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**WHEREAS** article 148 of the Municipal Code of Québec provides that the council must establish, before the beginning of each calendar year, the calendar of its ordinary meetings for the next year, by fixing the day and the hour of the beginning of each one;

**THEREFORE**, it is moved by Sylvain La France, seconded by Craig Gabie and unanimously resolved:

**THAT** the following schedule be adopted for the holding of regular council meetings for the year 2020. These sessions will be held on Tuesday's and begins at 7:00 pm at the community center, 26, Begley road in Kazabazua:

- |                     |                   |                        |
|---------------------|-------------------|------------------------|
| • <i>January 14</i> | • <i>May 5</i>    | • <i>September 1st</i> |
| • <i>February 4</i> | • <i>June 2</i>   | • <i>October 6</i>     |
| • <i>March 3</i>    | • <i>July 7</i>   | • <i>November 3</i>    |
| • <i>April 7</i>    | • <i>August 4</i> | • <i>December 1st</i>  |

**THAT** a public notice of the contents of this calendar be published in accordance with the law that governs the municipality.

**CARRIED**

2019-12-262  
1.14

**MEMBERSHIP 2020**

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

**THAT** council renews the membership for the fiscal year 2020 to the following organizations:

**FQM** at a total cost of \$ 1,380.83 including applicable taxes  
**UMQ** at a total cost of \$ 601.48 including applicable taxes  
**COMBEQ** for a total cost of \$ 436.91 including applicable taxes  
**ADMQ** at a total cost of \$ 870 including applicable taxes  
**Regroupment for the Protection de l'eau de la Vallée-de-la-Gatineau**  
for a total cost of \$ 250 including applicable taxes  
**FCM** at a total cost of \$ 356.45 including applicable taxes

Grand total of \$ 3,645.67

CARRIED

2019-12-263  
1.15

**DONATION TO THE BREAKFAST CLUB – QUEEN ELIZABETH SCHOOL**

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

**THAT** council authorizes \$500 donation to Queen Elizabeth School Breakfast Club

CARRIED

2019-12-264  
1.16

**PAYMENT OF THE OVERTIME AND VACATION FOR THE YEAR 2019**

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**WHEREAS** members of council have individually reviewed the calculation report of the overtime and the remaining holidays for the year 2019;

**WHEREAS** council wants to reset these banked times for the year 2020;

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

**THAT** Council authorizes the payment of the overtime and vacation for a total amount of \$ ± \$ 5,457.13.

CARRIED

2019-12-265  
1.17

**CHRISTMAS SUPPER**

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**IT IS PROPOSED** by Lynne Lachapelle  
**SECONDED** by Sylvain La France  
And resolved at the majority

**THAT** the Christmas supper for employees, council, firefighters and their spouses will be held on December 14, 2019 at 6:00 p.m. At the community centre and mandates the director general to organize this party by hiring a caterer and decorations.

**THAT** the Director general has permission to find a hall in the event of the community centre's unavailability as the renovations to the community centre might not be completed.

**Lynn Noël register his dissidence.**

CARRIED

2019-12-266  
1.18

**CERTIFICATE OF AUCTION – NOTARIZED**

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**WHEREAS** the sale of properties for non-payment of taxes took place on October 4, 2018;

**WHEREAS** that the municipality was awarded twelve (12) properties at the time of this sale;

**WHEREAS** that it is necessary to notarize these acts;

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

**THAT** the council authorizes the Director general to notarized these properties assigned to the municipality and that he be allowed to sign these deeds for and on behalf of the municipality.

CARRIED

2019-12-267  
1.19

**BUDGET ITEMS IN DEFICIT**

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

**THAT** Council authorizes the allocation of budget items in deficit to allocate available budgetary and/or extra-budgetary appropriations from surplus revenues, accumulated surpluses, financial reserves, reserved funds or other sources for which expenditures are incurred.

2019-12-268  
1.20

**ASSIGNMENT OF A MANDATE OF LEGAL SERVICES - YEAR 2020**

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**WHEREAS** in anticipation of its next fiscal year, the Municipality of Kazabazua accepts the offer of legal services from the firm Dufresne Hébert Comeau to meet its needs in this area;

**WHEREAS** the offer of services from January 10, 2020 to January 10, 2021 prepared for this purpose by firm Dufresne Hébert Comeau and transmitted to the Mayor on November 27, 2019

**THEREFORE, IT IS PROPOSED** by Sylvain La France, **SECONDED** by Lynne Lachapelle and resolved,

**THAT** this Council retain the offer of legal services submitted by Dufresne Hébert Comeau;

**As described as follows:**

- **Service offered:** Telephone consultation, unlimited hours for \$ 400 plus applicable taxes, this service includes a confirmation of the response by email;
- **Contract duration:** 1 year, from January 10, 2020 to January 10, 2021;
- **For all other mandates requested:** Hourly rate of \$ 140 per hour;
- **Fees for tax collection files:** 9% of the amounts collected.

CARRIED

2019-12-269  
1.21

**PROBATION PERIOD – LABORER – DRIVER - OPERATEUR**

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**WHEREAS** the probation period for the laborer - driver - operator for the road department is for a period of 3 months;

**WHEREAS** the recommendations received from the Director General are insufficient period for the evaluation of these employees;

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

**THAT** the Council extends the probation period by an additional 3 months for the two (2) positions of laborer - driver - operator identified by the employment contract number SDDV1907 and LPDV1907

**Lynn Noël register his dissidence**

CARRIED

2019-12-270  
1.22

**TABLING OF AN EXTRACT FROM THE REGISTER CONTAINING THE DISCLOSURE STATEMENTS THAT CONTAINS THE DECLARATION OF THE GIFTS, HOSPITALITY OR OTHER BENEFIT RECEIVED BY A MEMBER OF COUNCIL OF THE MUNICIPALITY.**

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Dépôt par le secrétaire-trésorier de l'extrait du registre qui contient les déclarations de dons, marques d'hospitalité ou tout autre avantages reçues par un membre du conseil de la municipalité et qu'aucune déclarations a été déclarées dans ce registre.

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**2. PUBLIC SECURITY**

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**3. TRANSPORT**

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2019-12-271  
3.1

**PUBLIC TENDER - SEAO - MUNICIPAL GARAGE**

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**WHEREAS** the municipality wants to construct a municipal garage;

**WHEREAS** a public tender was prepared by the architect Robert Ledoux;

**WHEREAS** the council has been made aware of the cost estimates associated with this project for construction of a municipal garage;

**THEREFORE, IT IS PROPOSED** by Sylvain La France, **SECONDED** by Lynne Lachapelle and resolved;

**THAT** Council mandates the general administration to publish a call for public tender relating to a construction contract, with an expense equal to or above the threshold decreed by the Minister and published in the electronic system of tender approved by the Government for the application of the Act on public contracts (chapter C - 65.1) and in a newspaper that is circulated in the territory of the municipality and to provide any documents to which it refers.

**CARRIED**

**2019-12-272**  
**3.2**

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**SNOW REMOVAL FOR ROBINSON ROAD AND THIBAUT ROAD**

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**IT IS PROPOSED** by Henri Chamberlain  
**SECONDED** by Lynn Noël  
And resolved

**THAT** Council mandates the Director General to inform the road department that Robinson Road, which is a municipal road, is snowplowed during the winter by using the grader and or the Ford truck up to the municipal line and that private roads in the municipality are not snowplowed and maintained by the municipality exception for Thibault Road that has been a municipal road for .3 km will be snowplowed.

**CARRIED**

**2019-12-273**  
**3.3**

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**SNOW SUITS FOR THE ROAD EMPLOYEES**

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

**THAT** Council authorizes the purchase of snowsuits for the road employees with the name of the municipality for employees requiring a snowsuit.

**CARRIED**

**2019-12-274**  
**3.4**

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**SPECIAL IMPROVEMENT PROJECTS (PPA) OF THE LOCAL ROADS ASSISTANCE PROGRAM (PAV)**

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**WHEREAS** the Council of The Municipality of Kazabazua has been informed of the application of the Special Improvement Projects (PPA) component of the Local Road Assistance Program (PAV);

**WHEREAS** the V-0321 accountability form has been duly completed;

**WHEREAS** the work done or the inherent costs are eligible for the PAV;

**WHEREAS** the road network for which an application for financial assistance has been granted and is within municipal jurisdiction and eligible for the PAV;

**FOR THESE MOTIFS**, on the proposal of Henri Chamberlain, seconded by Lynn Noël and is unanimously resolved and adopted

**THAT** the Council of the Municipality of Kazabazua approves the expenditure of \$ 68,475.52 on real improvement works. eligible and inherent costs and expenses listed on Form V-0321, in accordance with the requirements of the Quebec Department of Transportation.

**CARRIED**

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**4. ENVIRONMENTAL HYGIENE & SANITATION**

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**2019-12-275**  
**4.1**

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**MODIFICATION TO RESOLUTION № 2019-11-244 - SEPTIC EMPTYING RENEWAL CONTRACT**

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**WHEREAS** the contract for the emptying of septic tanks with Les Entreprises Septique L.M. wants to increase the rates for the period from January 1<sup>st</sup>, 2018 to December 31<sup>st</sup>, 2021;

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

**THAT** the resolution to no. 2019-11-244 entitled septic emptying renewal contract be amended to replace "same terms" to include "the base rate of \$98 to \$105 and emergencies from \$147 to \$155.

**CARRIED**

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**5 HEALTH AND WELFARE**

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## 6. LAND USE PLANNING AND DEVELOPMENT

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2019-12-276  
6.1

### RULING ON MINOR DEROGATION – ROLL № 4290-36-3509

**WHEREAS** the council of the municipality of Kazabazua receives and takes note of the report of the planning advisory committee (CCU) from the meeting of October 24, 2019;

**WHEREAS** the Council especially takes into account the recommendation of the Committee on two minor derogations to the zoning plan № 201 articles 6.4.1.2 on the front setback;

**WHEREAS** the Council receives favorably the recommendation of the Committee given that there is no impact on the margin for accessory buildings;

**WHEREAS** a public notice was published 15 days before the date to rule on these minor derogations;

**IT IS MOVED** by Lynn Noël, **SECONDED** Sylvain La France and resolved,

- a) To adopt in accordance with the law the report of the Planning Advisory Committee dated October 24, 2019, presented under the signature of its president;
- b) Grant the minor derogation for the 31, St-Pierre road, lot № 5 497 816 to comply with the installation of a garage 9 meters from the front setback while the minimum setback margin is 12 meters, an encroachment of 3 meters;
- c) Confirm with the building and environment inspector that the condition respecting minor exemptions is respected and that it is up to him now to reassure himself of the conformity of the application with the other regulations before issuing the permit or the certificate.

**CARRIED**

2019-12-277  
6.2

### ADOPTION OF BY-LAW 2019-027 RESCINDING BY-LAW NO. 002-2010 PROHIBITION OF BIOSOLID WASTE SPREADING ON THE TERRITORY OF THE MUNICIPALITY OF KAZABAZUA

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

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#### BY-LAW NUMBER 2019-027

#### RESCINDING OF BY-LAW NUMBER 002-2010 CONCERNING PROHIBITION OF BIOSOLID WASTE SPREADING ON THE TERRITORY OF THE MUNICIPALITY OF KAZABAZUA

**WHEREAS** under the *Commission de la Protection du Territoire Agricole Act*, a municipality can regulate and prohibit the spreading of biosolid of up to twelve (12) days per year on its territory;

**WHEREAS** the by-law adopted under No. 002-2010 entitled prohibition of biosolid waste spreading on the territory of the Municipality of Kazabazua is contrary to the *Commission de la Protection du Territoire Agricole Act*;

**WHEREAS** the draft by-law was presented and tabled at the council meeting on November 5<sup>th</sup>, 2019 and that a notice of motion was given on November 5<sup>th</sup>, 2019;

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

**THAT** By-law number 2019-027 be adopted and that, consequently, the council decree:

#### 1. PREAMBLE

The preamble to this Regulation forms part of it as if it were reproduced below.

**2. TITLE**

This by-law is titled By-law number 2019-027 Rescinding By-law number 002-2010 concerning prohibition of biosolid waste spreading on the territory of the municipality of Kazabazua

**3. ABROGATION**

This by-law rescinds article by article By-law 002-2010 concerning prohibition of biosolid waste spreading on the territory of the municipality of Kazabazua

**4. ENTRY INTO FORCE**

This By-Law comes into force in accordance with the Law.

**CARRIED**

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**7. RECREATION AND CULTURE**

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2019-12-278  
7.1

**OPENING OF THE LIBRARY DURING THE HOLIDAYS**

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

**THAT** the library be open between Christmas holidays and New Year's Day on December 26, 27, 28 depending on the availability of one of the replacement employee and that a notice be published to this effect.

**CARRIED**

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**8. MISCELLANEOUS**

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9.

**QUESTION PERIOD**

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10.

**CLOSING OF THE MEETING**


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The agenda being exhausted, the President declares the closing of the meeting at 8:11 pm.

President

Secretary

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Robert Bergeron,  
Mayor

  
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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 ».