

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

**Minutes – Tuesday October 6<sup>th</sup>, 2020**

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), OCTOBER 6<sup>TH</sup>, 2020 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MR. ROBERT BERGERON, MAYOR.

Are present PAUL CHAMBERLAIN  
LYNNE LACHAPELLE  
LYNN NOËL  
HENRI CHAMBERLAIN  
SYLVAIN LA France  
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.

**1.3 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 September 1<sup>st</sup>, 2020
- 1.6 Minutes of the extraordinary sitting of September 8, 2020
- 1.7 Adoption of bank withdrawals
- 1.8 Adoption of the Cheque Register
- 1.9 Adoption of the list of accounts payable
- 1.10 Report of the director general expenditures
- 1.11 Report of the director of fire service expenditures
- 1.12 Act respecting access to documents held by public bodies and the protection of personal information under section 137.1 mandate to our prosecutor
- 1.13 Suspension of interest - Interest and penalty rates of By-Law 2019-028

**2. PUBLIC SECURITY**

- 2.1 Request for financial assistance for training under the Volunteer or Part-Time Firefighter Training Fund Assistance Program
- 2.2 Purchase grant – Bunker suits

**3. TRANSPORT**

- 3.1 Granting the contract of the tender by invitation number AOVPS2020-635 - Stockpile
- 3.2 Purchase of Sterling 2009 snow removal truck from the Municipality of Low
- 3.3 PADF fund project for Bruntland Road

**4. ENVIRONMENTAL HYGIENE & SANITATION**

4.1

**5. HEALTH AND WELFARE**

5.1

**6. LAND USE PLANNING AND DEVELOPMENT**

- 6.1 Deposit for construction, renovation and demolition permits
- 6.2 Notice of motion By-law # 2020-030 Regarding garage sales, outdoor sale of horticulture products, outdoor sale of artistic products, circuses and fair
- 6.3 Offer to purchase a parcel of land
- 6.4 Procedure for taking charge of the maintenance of a private road under the terms of article 70 of the Municipal powers Act

**7. RECREATION AND CULTURAL**

7.1 Appointment of the employee responsible of the municipal library

**8. MISCELLANEOUS**

8.1

**9. QUESTION PERIOD**

**10. CLOSING OF THE MEETING**

2020-10-187  
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:

**3.4 MUNICIPAL GARAGE**

**3.5 GARBAGE TRUCK**

**CARRIED**

2020-10- 188  
1.5

---

**MINUTES OF THE REGULAR SITTING OF SEPTEMBER 1, 2020.**

---

**WHEREAS** Council members have individually reviewed the minutes of the regular sitting of September 1, 2020;

**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 September 1, 2020.

**CARRIED**

2020-10-189  
1.6

---

**MINUTES OF THE EXTRAORDINARY SITTING OF SEPTEMBER 8, 2020.**

---

**WHEREAS** Council members have individually reviewed the minutes of the extraordinary sitting of September 8. 2020;

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

**IT IS PROPOSED** by Henri Chamberlain, **SECONDED** by Craig Gabie and resolved to adopt the minutes of the extraordinary sitting of September 8, 2020.

**CARRIED**

2020-10- 190  
1.7

---

**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 September 2020 for a total of the following amounts:

Net Salaries	\$ 23,398.97
Provincial Remittances	\$ 7,897.65
Federal Remittances	\$ 3,099.27
Retirement Pension Remittances	\$ 2,140.06

**CARRIED**

2020-10-191  
1.8

---

**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 September 2020 for a total amount of \$ 53,036.61.

**CARRIED**

2020-10-192  
1.9

---

**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 September 2020 for a total amount of \$ 85,390.50 including bank withdrawals.

**CARRIED**

2020-10-193  
1.10

**REPORT OF THE DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0,00)**

---

2020-10-194  
1.11

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

---

2020-10-195  
1.12

**ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION UNDER SECTION 137.1 MANDATE TO OUR PROSECUTOR**

---

**WHEREAS** the responsible informed the applicant in the last correspondence that the municipality could ask the Commission to ignore an application pursuant to section 137.1 of the Act respecting access to documents held by public bodies and the protection of personal information;

**WHEREAS** the municipality has made a request to the commission;

**THEREFORE, IT IS PROPOSED** by Sylvain La France, **SECONDED** by Craig Gabie and resolved at the majority;

**THAT** council mandates our lawyer to represent the municipality if the need arises with the commission regarding the application pursuant to section 137.1 of the Act respecting access to documents held by public bodies and the protection of personal information

**Henri Chamberlain registers his dissidence.**

**CARRIED**

2020-10-196  
1.13

**SUSPENSION OF INTEREST - INTEREST AND PENALTY RATES OF BY-LAW 2019-028**

---

**WHEREAS** section 981 of the Quebec Municipal Code provides that municipalities can lower interest rates on unpaid debts;

**WHEREAS** Article 10 of the By-law 2019-028 imposing the rates of taxes for the fiscal year 2020 provides that council may, as many times as it deems appropriate, during the course of the year, decree by resolution a different interest rate than that provided for in the first paragraph of Article 10;

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

**THAT** interest rates and penalties under By-law# 2019-028 imposing the rate of taxes for fiscal year 2020 are suspended and set at "0 per cent" until September 28, 2020;

If this declaration of state of emergency is renewed, the suspension provided for by this resolution will be renewed by resolution for a period determined by the Council.

This resolution has been effective since 1 April 2020.

**CARRIED**

---

**2. PUBLIC SECURITY**

---

2020-10-197  
2.1

**REQUEST FOR FINANCIAL ASSISTANCE FOR TRAINING UNDER THE  
VOLUNTEER OR PART-TIME FIREFIGHTER TRAINING FUND ASSISTANCE  
PROGRAM**

---

**WHEREAS** the Conditions to Practice Regulations within a municipal fire department provides training requirements for firefighters in the fire department to ensure a minimum professional qualification;

**WHEREAS** this regulation is part of a desire to ensure that municipalities have the training of fire crews with the skills and skills to respond effectively to emergencies;

**WHEREAS** in December 2014, the Quebec government established the Financial Assistance Program for the training of volunteer or part-time firefighters;

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

**WHEREAS** this program also aims to promote the development of the basic skills and skills required by volunteer or part-time firefighters working in municipal fire safety services;

**WHEREAS** the municipality of Kazabazua wishes to benefit from the financial assistance offered by this program;

**WHEREAS** the municipality of Kazabazua plans to train four (4) firefighters for the Firefighter I program for The Firefighter II program over the next year to respond effectively and safely to emergencies on its territory;

**WHEREAS** the municipality must submit its application to the Ministry of Public Safety through the MRCVG in accordance with Section 6 of the Program.

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

To apply for financial assistance for the training of these firefighters under the Financial Assistance Program for the training of volunteer or part-time firefighters at the Ministry of Public Safety and to forward this request to the MRCVG.

**CARRIED**

2020-10-198  
2.2

**PURCHASE GRANT – BUNKER SUITS**

---

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

**THAT** council authorizes and incurs the expense for the purchase of two bunker suits as submitted by Arsenal tender #SOUM051755 at a total cost of \$3,846 excluding applicable taxes.

**CARRIED**

---

**3. TRANSPORT**

---

2020-10-199  
3.1

**GRANTING THE CONTRACT OF THE TENDER BY INVITATION NUMBER  
AOVPS2020-635 – STOCKPILE**

---

**WHEREAS** council issued an invitation call for tender dated September 10, 2020 identified under AOVPS2020-635 for stockpile - turnkey;

**WHEREAS** the deadline for closing bids was September 24 at 2:00 p.m. and that the opening of bids was the same day at 2:01 p.m.;

**WHEREAS** two (2) bidders have responded to this invitation and are all compliant;

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

**THAT** council award the contract for the 2020-2021 winter stock pile to André Cousineau Transport-Son at a cost of \$48,634.42, including applicable taxes.

The tenders received were:

Carrière Clément Tremblay & Fils \$ 54,969,58  
André Cousineau Transport & fils \$ 48,634,42

CARRIED

2020-10-200  
3.2

**PURCHASE OF STERLING 2009 SNOW REMOVAL TRUCK FROM THE MUNICIPALITY OF LOW**

---

**WHEREAS** council by its resolution 2020-09-175 is interested in the purchase of the 2009 Sterling snow plow truck and that the municipality has negotiated with the Municipality of Low;

**WHEREAS** a sale price to the municipality of Kazabazua has been accepted by the municipality of Low in the amount of \$40,000;

**THEREFORE, IT IS PROPOSED** by Henri Chamberlain, **SECONDED** by Lynne Lachapelle and resolved at the majority;

**THAT** council accepts the offer to purchase the 2009 Sterling snow plow truck from the Municipality of Low at a cost of \$40,000 excluding applicable taxes and authorizes the mechanical inspection in Maniwaki and mandates the Director General to sign for and on behalf of the municipality any documents relevant to the transaction and transfer of the 2009 Sterling truck.

**Lynn Noël records his dissidence**

CARRIED

2020-10-201  
3.3

**PADF FUND PROJECT FOR BRUNTLAND ROAD**

---

**WHEREAS** under the Sustainable Forest Management Program (PADF), the MRC wants to receive projects to invest more than \$190,000 on multi-use roads in the state domain;

**WHEREAS** the FDP covers 75% of the expenditure for improvement and rehabilitation;

**WHEREAS** a maximum of \$20,000 per municipality is awarded and that the money must be spent by March 31, 2021;

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

**THAT** council mandates the Director General to file an application by sending an email with the following:

Description of work to be carried out

Total budget - requested PADF contribution (max75%) - municipal contribution, min 25%)

Location of project: GPS files or detailed map

CARRIED

2020-10-202  
3.4

**MUNICIPAL GARAGE**

---

**IT IS PROPOSED** by Henri Chamberlain

**SECONDED** by Lynne Lachapelle

And resolved at the majority;

**THAT** council mandates the director general to appoint an engineer to prepare a public tender for the foundation, the installation of the Pioneer 1 municipal building, insulation and the installation of the doors.

**Craig Gabie and Lynn Noël record their dissidence.**

CARRIED

2020-10-203  
3.5

**GARBAGE TRUCK**

---

**IT IS PROPOSED** by Henri Chamberlain

**SECONDED** by Paul Chamberlain

And resolved;

**THAT** council returns the 2009 Sterling truck to the Gendron's garage to ensure that the door and dashboard is repaired.

**CARRIED**

---

**4. ENVIRONMENTAL HYGIENE & SANITATION**

---

**5. HEALTH AND WELFARE**

---

**6. LAND USE PLANNING AND DEVELOPMENT**

---

**2020-10-204  
6.1**

**DEPOSIT FOR BUILDING, RENOVATION AND DEMOLITION PERMITS**

---

**IT IS PROPOSED** by Sylvain La France  
**SECONDED** by Henri Chamberlain  
And resolved at the majority;

**THAT** a minimum-security deposit of \$100 and a maximum of \$300 at the filing of all applications for construction, renovation and demolition permits for waste management and that this amount deposited will be refundable with weigh-in ticket.

**Lynn Noël record his dissidence.**

**CARRIED**

**2020-10-205  
6.2**

**NOTICE OF MOTION BY-LAW # 2020-030 REGARDING GARAGE SALES, OUTDOOR SALE OF HORTICULTURE PRODUCTS, OUTDOOR SALE OF ARTISTIC PRODUCTS, CIRCUSES AND FAIR**

---

Notice of motion is hereby given by Craig Gabie that a By-law bearing number 2020-030 "regarding garage sales, outdoor sale of horticultural products, outdoor sale of artistic products, circuses and fair" will be tabled for adoption at a subsequent meeting.

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

The draft by-law is submitted to Council

**2020-10-206  
6.3**

**OFFER TO PURCHASE A PARCEL OF LAND**

---

**WHEREAS** a request to purchase a parcel of land adjacent to the land at 12 Lebeau Road;

**WHEREAS** the municipality has no future development for this land under the category of municipal road;

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

**THAT** council accept the offer to buy this parcel of land of a superficie of approximately 976.26 m2 at a selling of \$3,000 plus applicable taxes and that the purchaser pay the notary and surveyor fees for a technical description of this part of the road.

**CARRIED**

**2020-10-207  
6.4**

**PROCEDURE FOR TAKING CHARGE OF THE MAINTENANCE OF A PRIVATE ROAD UNDER THE TERMS OF ARTICLE 70 OF THE MUNICIPAL POWERS ACT**

---

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

**THAT** council adopts the following procedure for taking charge of the maintenance of a private road under the terms of article 70 of the municipal powers act

**1- REQUEST**

**Have a request signed by the majority of the owners or occupants who will benefit from the work**

The petition must mention that the **majority of the bordering owners or occupants who will benefit from the work request the municipality to take charge of the**

**annual maintenance of the private road.** The petition will be presented at a municipal council session. The municipality will then submit the request to the Public Works Committee who will also issue its recommendation. If the recommendation is not in favour, a letter will be sent to inform them of the refusal.

If the recommendation is in favour, a resolution is adopted by the municipal council accepting the request, specifying the maintenance work to be done (grading, snow ploughing), the duration of the agreement and requesting that the association have an invitation to tender sent out to obtain the costs to have the road maintained.

## **2- ASSOCIATION'S CHART**

If the recommendation is in favour, the bordering residents or occupants who will benefit from this work must form an association and obtain a provincial chart for non-profitable organizations.

## **3- CHOICE OF THE REPRESENTATIVES IN CHARGE**

The association must name two members that will be in charge of inspecting the maintenance work and of the follow-up with the chosen contractors. The municipality will not assume, at any time, the follow-ups. The two representatives in charge will have to accept that their telephone numbers will be given to the beneficiaries.

## **4- PUBLIC MEETING**

The municipality invites all the owners or occupants who will benefit from this work to a meeting to discuss and decide of the options to divide the maintenance costs. After the municipality has presented the different possible methods, those present are asked to give their opinion.

## **5- AGREEMENT BETWEEN THE MUNICIPALITY AND THE ASSOCIATION**

A resolution is adopted to authorized the signature of an agreement between the municipality and the association that will mention:

- The nature and extent of the work
- Both parties' responsibilities
- The stipulations with respect to billing
- The names of the two representatives of the association in charge of the follow-up with the contractors and with the beneficiaries of the work
- The duration of the agreement.

## **6- ADOPTION OF THE TARIIFICATION BY-LAW UNDER THE TERMS OF ARTICLE 244.1 OF THE LAW ON MUNICIPAL TAXATION**

Council adopts the tariffication by-law. The tariffication clause foresees that a 10% administration fee (minimum of 200\$) is added to the real maintenance costs.

## **7- PAYMENT OF INVOICES**

The municipality will be responsible for the payment of invoices to the contractors directly from the funds received under the terms of the tariffication by-law adopted as stipulated in article 6 hereinabove.

**CARRIED**

---

## **7. RECREATION AND CULTURE**

---

2020-10-208  
7.1

### **APPOINTMENT OF THE EMPLOYEE RESPONSIBLE OF THE MUNICIPAL LIBRARY**

---

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

**THAT** council appoints Guylaine Crites as the employee responsible for the municipal library.

**CARRIED**

---

## **8. MISCELLANEOUS**

---

9. **QUESTION PERIOD**

10. **CLOSING OF THE MEETING**

---

The agenda being exhausted, the President declares the closing of the meeting at 8:10 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 ».