

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

Minutes – Tuesday December 1st, 2020

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF KAZABAZUA HELD AT 26 BEGLEY ROAD (COMMUNITY CENTER), DECEMBER 1ST, 2020 AT 7:04 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.

1.2 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 November 3, 2020
- 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 Adoption of the calendar of the ordinary council meetings for the year 2021
- 1.12 Deposit of the comparative statements of revenues and expenses for the fiscal year ending November 16, 2020, forecast by the previous year for the corresponding period
- 1.13 Deposit of comparative income and expense statements for fiscal year 2020 as planned by the 2020 budget
- 1.14 Renewal of the 2021 memberships
- 1.15 Payment of the overtime and vacation for the year 2020
- 1.16 Budget accounts in deficit
- 1.17 Assignment of a mandate of legal services - year 2021
- 1.18 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
- 1.19 LSM Expedition Financial Assistance Request
- 1.20 Adoption of the 2021 budget date
- 1.21 Donation requests
- 1.22 Advertising proposal for 2021 and 2022 – CHGA
- 1.23 Signatory application for certificate of authorization

2. PUBLIC SECURITY

- 2.1 Purchase of equipment for the fire department
- 2.2 New recruit as volunteer firefighter

3. TRANSPORT

- 3.1 Directives for winter season

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1

5. HEALTH AND WELFARE

- 5.1 Overdose crisis

- 5.2 Allied municipality against domestic violence
- 6. LAND USE PLANNING AND DEVELOPMENT**
- 6.1 Work contract CTGL02 Urbanism and Environment Inspector
- 7. RECREATION AND CULTURAL**
- 7.1 Payment of the exterior skating rink
- 7.2 Skating rink – Chalet – COVID-19
- 8. MISCELLANEOUS**
- 8.1
- 9. QUESTION PERIOD**
- 10. CLOSING OF THE MEETING**

2020-12-227
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 Sylvain La France, **SECONDED** by Henri Chamberlain and resolved to adopt the agenda by adding the following topics:

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

CARRIED

2020-12- 228
1.5

MINUTES OF THE REGULAR SITTING OF NOVEMBER 3, 2020.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of November 3, 2020;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Paul chamberlain, **SECONDED** by Lynne Lachapelle and resolved to adopt the minutes of the regular sitting of November 3, 2020.

CARRIED

2020-12- 229
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 November 2020 for a total of the following amounts:

Net Salaries	\$ 28,044.52
Provincial Remittances	\$ 9,054.93
Federal Remittances	\$ 3,547.54
Retirement Pension Remittances	\$ 2,238.40

CARRIED

2020-12-230
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 2020 for a total amount of \$ 3,468.68.

CARRIED

2020-12-231
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 2020 for a total amount of \$ 79,980.41 including bank withdrawals.

CARRIED

2020-12-232
1.9

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

2020-12-233
1.10

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**

2020-12-234
1.11

ADOPTION OF THE CALENDAR OF THE ORDINARY COUNCIL MEETINGS FOR THE YEAR 2021

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 Lynne Lachapelle, seconded by Craig Gabie and unanimously resolved:

THAT the following schedule be adopted for the holding of regular council meetings for the year 2021. 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 12</i> | <i>May 4</i> | <i>September 7</i> |
| • <i>February 2</i> | <i>June 1st</i> | <i>October 5</i> |
| • <i>March 2</i> | <i>July 6</i> | <i>November 2</i> |
| • <i>April 6</i> | <i>August 3</i> | <i>December 7</i> |

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

CARRIED

2020-12-235
1.12

DEPOSIT OF THE COMPARATIVE STATEMENTS OF REVENUES AND EXPENSES FOR THE FISCAL YEAR ENDING NOVEMBER 16, 2020, FORECAST BY THE PREVIOUS YEAR FOR THE CORRESPONDING PERIOD

The comparative statements of revenues and expenses for the fiscal year ending November 16, 2020, as planned by the previous year for the corresponding period, are filed by the Secretary-Treasurer.

2020-12-236
1.13

DEPOSIT OF COMPARATIVE INCOME AND EXPENSE STATEMENTS FOR FISCAL YEAR 2020 AS PLANNED BY THE 2020 BUDGET

The comparative income and expense statements for fiscal year 2020 as planned by the 2020 budget are filed by the Secretary-Treasurer

2020-12-237
1.14

RENEWAL OF THE 2021 MEMBERSHIP

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

THAT council renews the membership for the fiscal year 2021 to the following organizations:

FQM at a total cost of \$ 1,442.37 including applicable taxes
UMQ at a total cost of \$ 602.71 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
for a grand total of **\$ 2,295.08.**

CARRIED

2020-12-238
1.15

PAYMENT OF THE OVERTIME AND VACATION FOR THE YEAR 2020

WHEREAS members of council have individually reviewed the calculation report of the overtime and the remaining holidays for the year 2020;

WHEREAS council wants to reset these banked times for the year 2021;

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

THAT Council authorizes the payment of the overtime and vacation for a total amount of ± \$ 5,130.10.

CARRIED

2020-12-239
1.16

BUDGET ACCOUNTS IN DEFICIT

IT IS PROPOSED by Sylvain La France
SECONDED by Henri 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.

CARRIED

2020-12-240
1.17

ASSIGNMENT OF A MANDATE OF LEGAL SERVICES - YEAR 2021

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, 2021 to January 10, 2022 prepared for this purpose by firm Dufresne Hébert Comeau;

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

THAT this Council retains 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, 2021 to January 10, 2022;
- **For all other mandates requested:** Hourly rate of \$ 140 per hour;
- **Fees for tax collection files:** 9% of the amounts collected.

CARRIED

2020-12-241
1.18

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

The Secretary-Treasurer files the extract from the register containing declarations of donations, hospitality or other benefits received by a member of the municipal council and that no declarations have been declared in this register.

2020-12-242
1.19

LSM EXPEDITION FINANCIAL ASSISTANCE REQUEST

WHEREAS that LSM Expedition volunteers have maintained the snowmobile trails that have been a life longing for the municipalities of Denholm, Lac-Sainte-Marie and Kazabazua for several years.

WHEREAS that LSM Expedition has requested \$1,500.00 to fund the maintenance of the trails of the 3 municipalities and that they are able to share the costs between them.

THEREFORE, IT IS PROPOSED by Paul Chamberlain, **SECONDED** by Craig Gabie and resolved to give a financial assistance of \$500.00 to LSM Expédition.

CARRIED

2020-12-243
1.20

ADOPTION OF THE 2021 BUDGET DATE

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

THAT an extraordinary session on the adoption of the 2021 Budget is to be held on Tuesday, December 15, 2020 at 7:00 p.m. at the Kazabazua Community Centre, 26 Begley Road, and that at this meeting, the Council's deliberations and question period will focus exclusively on this topic.

CARRIED

2020-12-244
1.21

DONATION REQUESTS

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

THAT council authorizes a donation, financial assistance or scholarship to the following organizations:

Central Gatineau Arena au montant de **6 000 \$**
Scholarship of **100 \$** to Magaly Pilon
Scholarship of **100 \$** to Arianne Major
Aux Goûts du jour (Les œuvres de charité) for an amount of **\$ 500**
Our Lady of Mont Carmel Church of **300 \$**
St-Stephen's Anglican Church of **300 \$**
Trinity United Church of **300 \$**

CARRIED

2020-12-245
1.22

ADVERTISING PROPOSAL FOR 2021 AND 2022 – CHGA

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

THAT council accepts the proposal submitted by CHGA-97.3 for the year 2021 at the amount of \$1,650 plus applicable taxes and \$1,650 plus applicable taxes for the year 2022 and the commercial membership card at a cost of \$35 per year.

CARRIED

2020-12-246
1.23

SIGNATORY APPLICATION FOR CERTIFICATE OF AUTHORIZATION

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

THAT Joel Lacroix, ing. Coordinator and Project Manager of the Municipal Engineering Service of the MRC of La Vallée-de-la-Gatineau be authorized, on behalf of the Municipality of Kazabazua, to sign any application for a certificate of authorization to the Minister of sustainable development, environment and climate change under the Environmental Quality Act and to the Minister of Forests, Wildlife and Parks under the Wildlife Conservation and Development Act and to sign all documents required under section 115.8 of the Environmental Quality Act for the project moving the road on Mulligan Ferry:

THAT a cheque to the Minister of Finance for \$692 be issued.

CARRIED

2. PUBLIC SECURITY

2020-12-247
2.1

PURCHASE OF EQUIPMENT FOR THE FIRE DEPARTMENT

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

THAT council authorizes and incurs the expense for the purchase of equipment for the fire department as submitted by Canadian Safety Equipment Inc. Amount of \$1,537 plus applicable taxes and transportation and as submitted by Battleshield Industries Ltd. At the amount of 1,282.05 including applicable taxes.

CARRIED

2020-12-248
2.2

NEW RECRUIT AS VOLUNTEER FIREFIGHTER

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

THAT the council accepts that Luc Jr. Harper be part of the fire department as a volunteer firefighter.

CARRIED

3. TRANSPORT

2020-12-249
3.1

DIRECTIVES FOR WINTER SEASON

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

THAT council adopts the following directives for the winter season:

WINTER SEASON

1. Winter season is from November 15th to April 15th.
2. Application of budget code 33000 applies to all work related to snow clearing, road sanding and equipment repair and maintenance for the duration of the winter season.
3. Application of budget code 32000 applies in emergency situations such as road repairs due to washouts, culvert repair or replacement, etc.
4. Three employees are assigned to the winter works, plus one spare (back-up) driver:
 - Daniel Lalonde – Lead person – winter works
 - Ken Peck – winter works
 - Michael Fredrick – winter works
 - Luc Jr. Harper – Back-up driver
5. Employees assigned to winter works must be available seven (7) days a week, twenty-four (24) hours a day.
6. The Lead person (under the supervision of the Director General) will:

Set up work schedules for the three employees assigned to winter works. The schedule will include a daily road inspection and call-in of employees, when required.

Track the hours worked by each employee. If the schedule is managed on a rotational basis, should reduce overtime.
7. The three employees assigned to winter works will be paid a standard 40-hour week. The hours worked is not a standard 7 am to 4 pm work day. Rather, it is as and when required for snow clearing, road sanding and equipment repair and maintenance. Hours worked Christmas day and New Year's Day will be entitled to an indemnity or a compensatory leave for each statutory holiday at the employer's choice.
8. Snow removal equipment (blades, sanders) must be installed on the trucks by November 1st

9. The grader (equipped with the scarf blade and wing) is not to be used for regular snow removal. It is to be used only for de-icing road surfaces and rolling back snow banks during the winter thaw (typically in January) and spring run-off.

10. Robinson Road and all municipal parking lots and loading zones for fire trucks (dry hydrants) will be cleared and sanded using the municipal pick-up truck.

11. The work that employees perform when not clearing roads of snow and spreading sand are described as follows:

- Clean, wash (at end of season) and repair equipment, grease equipment (per manufacturer specifications), thaw culverts, push back snow banks to maintain a safe road surface, trim brush and any other tasks and maintenance work.

CARRIED

2020-12-250
3.2

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

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 (PAVL) and is committed to respecting them;

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

WHEREAS the work was carried out in the calendar year in which the Minister authorized it;

WHEREAS work done or inherent costs are eligible for the PAVL;

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

WHEREAS the transfer of project accountability was completed at the end of the work or no later than **December 31st, 2020** of the calendar year in which the Minister authorized them;

WHEREAS the payment is conditional on the Minister accepting accountability for the project;

WHEREAS, if the accountability is found to be compliant, the Minister makes a payment to municipalities based on the list of work he has approved, but does not exceed the maximum amount of assistance as shown in the letter of announcement;

WHEREAS other sources of funding for the work have been declared;

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

THAT Kazabazua Council approves the expenses of \$15,902.04 for improvements completed and eligible inherent costs referred to on Form V-0321, in accordance with the requirements of the Quebec Ministry of Transport, and recognizes that in the event of non-compliance, the financial assistance will be terminated.

CARRIED

4. ENVIRONMENTAL HYGIENE & SANITATION

5. HEALTH AND WELFARE

2020-12-251
5.1

OVERDOSE CRISIS

WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death on average about every two hours and a death toll of over 16,360 since 2016 (January 2016 to March 2020);

WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use. Whereas the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;

WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;

WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests “decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use”, causing the government to indicate that it is now “deliberating” over decriminalization;

WHEREAS the overdose crisis rages, showing few signs of abating;

THEREFORE, IT IS PROPOSED by Sylvain La France, **SECONDED**, by Craig Gabie and resolved:

THAT, the Government of Canada declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately,

BE it also resolved that the Government of Canada immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use.

CARRIED

2020-12-252
5.2

ALLIED MUNICIPALITY AGAINST DOMESTIC VIOLENCE

Proclamation of Kazabazua Municipality as Allied Municipality Against Domestic Violence

WHEREAS the Charter of Human Rights and Freedoms recognizes that every human being has the right to life and to the safety, integrity and freedom of the person;

WHEREAS it is in the private sphere that this right is most threatened for women and, in 2014, Quebec police services recorded 18,746 cases of offences against the person in a marital context;

WHEREAS, since 1995, Quebec has adopted a domestic violence intervention policy;

WHEREAS there is a broad consensus in favour of equality between men and women;

WHEREAS, despite efforts, domestic violence still exists and is a barrier to achieving that equality;

WHEREAS during the 12 days of action for the elimination of violence against women from November 25 to December 6, actions are taking place across Quebec;

WHEREAS, as a local government, the efforts of the Group of Women’s Homes for Victims of Domestic Violence and its member homes should be supported to raise awareness among citizens about domestic violence;

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

TO proclaim Kazabazua allied municipality against domestic violence.

CARRIED

6. LAND USE PLANNING AND DEVELOPMENT

2020-12-253
6.1

WORK CONTRACT CTGL02 URBANISM AND ENVIRONMENT INSPECTOR

WHEREAS Council members have individually reviewed the contract number CTGL02;

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

THAT council hires Georges Jr. Leblanc as Environment and urbanism inspector of the municipality of Kazabazua according to the terms and conditions of work

contract # CTGL02 and mandates the general manager to sign the contract CTGL02 for and on behalf of the municipality.

CARRIED

7. RECREATION AND CULTURE

2020-12-254
7.1

PAYMENT OF THE EXTERIOR SKATING RINK

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

THAT council authorizes the final payment for the purchase and installation of the outdoor skating rink to Distribution Sports loisirs installation invoice number 5056 for an amount of **\$66,829.22** including applicable taxes.

CARRIED

2020-12-255
7.2

SKATING RINK – CHALET – COVID-19

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

THAT council closes the chalet to the public during the use of the outdoor skating rink due to the physical distance that must be respected during the COVID-19 pandemic,

THAT the skating rink will be open during the winter season to the public.

CARRIED

8. MISCELLANEOUS

9.

QUESTION PERIOD

10.


CLOSING OF THE MEETING

The agenda being exhausted, the President declares the closing of the meeting at 7:50 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 ».