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**PROVINCE OF QUÉBEC
MUNICIPALITY OF TOWNSHIP OF LOW**

Minutes of a Regular Meeting of the council of the Municipality of the township of Low held at 4C d'Amour Road (Heritage Hall) on January 9, 2023, at 7:00pm

Chaired by the Mayor Carole Robert

Are present

Joanne Mayer
Maureen Rice
Maureen McEvoy
Luc Thivierge
Lee Angus

Absent

Ghyslain Robert

Also present

Sandra Martineau, Director General and Clerk-Treasurer

	<p><u>Opening of the meeting</u></p> <p>The Mayor, Carole Robert, president of the meeting, having noted that there is a quorum, declares the meeting open; it is 7:00 p.m.</p>
2023-001	<p><u>Adoption of the agenda</u></p> <p>Meeting Agenda:</p> <ol style="list-style-type: none">1. Adoption of the agenda2. Approval of the minutes3. Administration<ol style="list-style-type: none">3.a) List of invoices to be paid3.b) Notice of motion by law 2023-0013.c) Request judicial district Maniwaki3.d) Authorization Revenu Quebec - clicSEQUR3.e) Cancellation of invoice4. Public security<ol style="list-style-type: none">4.a purchase of combat suit - addition5. Public works<ol style="list-style-type: none">5.a) Local Roads Assistance Program - Recovery and Acceleration Components5.b) Request to the Gatineau Valley MRC to proceed with the elaboration of the second generation of the Local Road Infrastructure Intervention Plan "PIIRL"6. Environmental Health7. Urbanism8. Recreation, culture and communication9. Correspondence, documents and information10. Question period11. Closing of the meeting <p>IT IS PROPOSED BY Joanne Mayer SECONDED BY Maureen McEvoy</p> <p>AND RESOLVED that this municipal council adopt the agenda.</p> <p style="text-align: right;">Adopted unanimously</p>

<p>2023-002</p>	<p style="text-align: center;">2. <u>Adoption of the Minutes</u></p> <p>Whereas, each member of Council was provided with a copy of the minutes of the regular meeting of December 5, 2022 at least twenty-four (24) hours prior to this meeting for their review, the Mayor is excused from reading them;</p> <p>Whereas, each member of Council was provided with a copy of the minutes of the Special meetings (2) of December 22, 2022 at least twenty-four (24) hours prior to this meeting for their perusal, the Mayor is excused from reading them;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council adopt the minutes of the regular meeting held December 5, 2022, the special meetings held December 22, 2022 at 6:45 p.m. and December 22, 2022 at 7:00 p.m.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p style="text-align: center;">3. ADMINISTRATION</p>
<p>2023-003</p>	<p><u>3.a) List of invoices to be paid</u></p> <p>Whereas the mayor has analyzed and is satisfied with the list of invoices for the month of December 2022, in the amount of \$ 143 431.16.</p> <p>Whereas it is necessary to authorize the payment of all the invoices on the list of accounts payable.</p> <p>IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that this municipal council approve the list of invoices number 2022-12 in the amount of \$ 143 431.16.</p> <p>Authorizes that the invoices be paid and credited to the concerned departments.</p> <p>Authorizes the Director General and Clerk treasurer to make the payments mentioned on the list.</p> <p style="text-align: right;"><u>Adopted unanimously</u></p>
<p>2023-004</p>	<p><u>3.b) Notice of Motion - By-Law No. 2023-001 to fix the property tax rates and rates for the fiscal year and the conditions for the collection and imposition of the tax for the collection of residual materials for the year 2023</u></p> <p>Mayor Carole Robert gives notice of motion of the adoption, at a future meeting of Council, of By-Law No. 2023-001 to fix the property tax rates and rates for the fiscal year and the conditions of collection as well as the taxation of the tax for the collection of residual materials for the year 2023.</p> <p>Draft By-Law 2023-001 was tabled and presented at this sitting.</p> <p>PROVINCE OF QUEBEC MUNICIPALITY OF THE TOWNSHIP OF LOW</p> <p>BY-LAW NUMBER 23-001</p> <p>to fix the property tax rates and rates for the fiscal year and the conditions of collection as well as the imposition of the tax for the collection of residual materials for the year 2023.</p>

Whereas Article 989 of the Quebec Municipal Code, any local municipality may impose and levy annually, within the limits set by the present code, by way of direct taxation, on all taxable property within the territory of the municipality, any sum of money necessary to meet administrative expenses or for any special purpose within the limits of its attributions

Whereas Council believes it is appropriate and necessary to provide for rules relating to the property tax rate, certain rates and conditions of collection as well as the imposition of a tax for the collection of residual materials.

Whereas notice of motion of this by-law was duly given at a special meeting of council held on January 9, 2023, and the draft by-law was tabled at that same meeting;

The Council of the Municipality of the Township of Low, by this by-law, orders and statutes as follows

ARTICLE 1

The preamble to this by-law is an integral part of this by-law.

ARTICLE 2

This by-law repeals and replaces by-law number 05-2022 and its amendments.

ARTICLE 3 - PROPERTY TAX RATES

That the property tax rates for the 2023 fiscal year be set as follows

- \$0.4535 per hundred dollars of assessment for the residual class.
- \$0.558 per hundred dollars of assessment for the non-residential category
- \$0.4935 per hundred dollars of assessment for the six (6) and above unit class
- \$0.4535 per hundred dollars of assessment for the Registered Agricultural - operation (RAO) class
- \$0.5635 per hundred dollars of assessment for the industrial class
- \$0.4535 per hundred dollars of assessment for the forestry class
- \$0.112 per hundred dollars of assessment for the Gatineau Valley RCM's share of all classes of real property including farm and forestry.

The purpose of these taxes is to provide for budget expenses not otherwise provided for and to service the debt of by-laws that benefit all citizens.

The debt service includes the capital and interest of the following loans:

By-law number and title	Principal	Interet
Lease John Deere grader	58 071.93 \$	5 152.59 \$
Lease Cat Backhoe 2021	36 041.69 \$	5 723.95 \$
Lease two Ford F150 2021	19 151.27 \$	2 699.77 \$
By-Law 07-2020 Martindale Road	4 700.00 \$	863.36 \$
By-Law 02-2012 pumper truck	19 600.00 \$	4 826.28 \$

SECTION 4 - FIRE SAFETY FEES

That the taxation for the fiscal year 2023 shall include the following fees:

98.00\$ per vacant lot (excluding private roads);

98.00\$ per property on the assessment roll on which a building of any kind is located, except non-residential and 4 or more dwelling units;

260.00 per building of 4 or more dwelling units and non-residential.

These rates provide for fire safety expenses.

ARTICLE 5- RATES RELATED TO QUEBEC SECURITY

That the taxation for the fiscal year 2023 includes the following rates

115.00 per vacant lot (excluding private roads);

115.00 per property registered on the evaluation roll on which is located a building of any nature whatsoever, except non-residential and of 4 dwellings or more;
250.00 per building of 4 or more dwelling units and non-residential.

These rates provide for expenses related to the public security service of the Sureté du Québec.

ARTICLE 6 - LOCAL IMPROVEMENT

That for the fiscal year 2023, there be imposed and levied on the properties served by the local improvements mentioned in the following by-laws, a tax at a rate sufficient to provide for the capital and interest of said by-laws and according to their provisions:

By-law number and title	Principal	Interet
By-Law 005-2014 Chemin de la Rive	12 800.00 \$	7 114.06 \$

ARTICLE 7 - FEES FOR THE COLLECTION OF RESIDUAL MATERIALS

That for the fiscal year 2023, an amount is imposed and levied, on all taxable properties located on the territory of the Municipality of the Township of Low, to provide for the collection of residual materials of :

- \$556 per unit, is imposed on all immovables with 5 dwelling units or less and registered on the current assessment roll;
- \$556 per unit, is imposed on all immovables of the class Commerce of category 1 and registered on the assessment roll in force;
- \$1,120 per unit, is imposed on all immovables of the class Commerce of category 2 and registered on the current assessment roll;
- \$1,668 per unit, is imposed on all immovables of the class Commerce of category 3 and registered on the current assessment roll;
- \$2,224 per unit, is imposed on all immovables of the class Commerce of category 4 and registered on the current assessment roll;
- \$2,780 per unit, is imposed on all immovables of the class Commerce of category 5 and registered on the assessment roll;
- \$3,336 per unit, is imposed on all immovables of the class Commerce of category 6 and registered on the assessment roll;
- \$3,892 per unit, is imposed on all immovables of the class Commerce of class 7 and registered on the assessment roll;
- \$4,448 per unit, is imposed on all immovables of the class Commerce 8 and registered on the assessment roll;

ARTICLE 8 - WATER RATES

That for the fiscal year 2023, there is imposed and levied, on all taxable properties served by the waterworks (Low, Venosta, Fieldville) on the territory of the Municipality of the Township of Low, an amount to provide for the supply of drinking water:

- \$500.80 per unit, is imposed on all residential properties served;
- \$321.65 per unit shall be levied on all registered farm buildings
- \$666.10 per unit is imposed on all non-residential properties;
- \$1,166.90 per unit is levied on buildings containing a residence and a business;
- \$3,037.50 per unit is levied on arenas

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- \$240.58 per unit for shut-off valves
 - \$477.72 per dwelling unit; is imposed on all buildings with 6 or more dwellings

ARTICLE 9 - TRAILER FEE

That for the fiscal year 2023, the following fees are imposed and levied on all trailers permanently installed on vacant land

- \$472.60 per trailer for the collection of residual materials;
- \$50.00 per trailer for septic sludge treatment
- \$30 per trailer annual flat fee
- \$10 per month per trailer to a maximum of \$90 annually

SECTION 10 - TERMS OF PAYMENT

Property taxes shall be paid in a single payment.

However, where the amount of the property taxes is equal to or greater than \$300.00, they may be paid, at the option of the debtor, in one (1) payment or in three (3) equal payments.

The single payment or first payment of the property taxes shall be made on or before the thirtieth (30th) day after the account is mailed;

The second (2nd) installment shall be paid on or before the sixtieth (60th) day after the first installment is due;

The third (3rd) instalment shall be paid on or before the sixtieth (60th) day after the second (2nd) instalment is due;

The fourth (4th) instalment must be paid no later than the sixtieth (60th) day following the due date of the third (3rd) instalment;

If an installment is not made within the time specified, the entire balance of the Account shall become immediately due and payable.

ARTICLE 11 - INTEREST RATE ON ARREARS

Unpaid balances shall bear interest at the rate of fifteen percent (15%) per annum from the time they become due.

A penalty of 0.5% of the unpaid principal per full month of delay, to a maximum of 5% per annum, shall be added to the amount of taxes due.

A fee of \$25.00 shall apply for NSF cheques.

ARTICLE 12

The masculine gender is used in the present by-law without discrimination and includes the feminine gender.

ARTICLE 13 - COMING INTO FORCE

This by-law shall come into force in accordance with the Act.

Carole Robert
Mayor

Sandra Martineau
Director General and
Clerk-Treasurer

Notice of Motion:
Adoption of the by-law :
Publication (posting) :
Coming into force :

2023-005

Applications to the Department of Justice - Creation of a judicial district for the Vallée-de-la-Gatineau, designation of the Maniwaki courthouse as the chief-place of this district and designation of concurrent jurisdiction for certain municipalities

Whereas, according to the Ministère de la Justice, the judicial districts result from a geographical division of the territory of Quebec to ensure an efficient administration of justice

Whereas this division should allow the majority of citizens to have access to judicial services without having to travel great distances

Whereas one courthouse is located on the territory of the Gatineau Valley MRC, namely the Maniwaki courthouse

Whereas the population of the Gatineau Valley MRC has the right to be served in the same manner as the entire population of Quebec

Whereas the Gatineau Valley RCM is a geographic territory that belongs to the Outaouais administrative region, both in terms of its values and its socio-economic realities; and

Whereas the Territorial Division Act designates, for each of the judicial districts, a chief town where a courthouse is located

Whereas the territory of the MRC de la Vallée-de-la-Gatineau is under the jurisdiction of the judicial district of Labelle for certain municipalities and under the jurisdiction of the judicial district of Gatineau and the judicial district of Pontiac for other municipalities

Whereas there is a courthouse on the territory of the Gatineau Valley MRC that is available to serve the entire population of the MRC, which should be the capital of this territory;

Whereas the municipalities in the Gatineau district are served by the Gatineau courthouse;

Whereas the realities specific to the territory of the Gatineau Valley MRC, both linguistic and socio-economic, the proximity of the National Capital of Canada, the significant presence of Algonquin communities, the numerous challenges in terms of economic development and the lack of manpower;

Whereas there is a notion of concurrent jurisdiction allowing a court to deal with a case normally under the jurisdiction of a neighbouring court;

Whereas the Maniwaki courthouse has the human and material resources necessary to maintain such concurrent jurisdiction and the quality and availability of its infrastructures meet the needs of the courts

Whereas the situation not only causes great costs and delays for complainants, victims and witnesses residing in the MRC who have to travel to Gatineau rather than to Maniwaki, but also for the Sûreté du Québec and the lawyers having their place of business on the territory of the MRC;

Whereas the situation also obliges the resources offering services to a vulnerable clientele (victims and complainants) to juggle with an obligatory change of interveners;

	<p>Whereas the current division of judicial districts does not allow all citizens of the Gatineau Valley MRC to access judicial services without having to travel long distances and the notion of concurrent jurisdiction would make it possible to achieve this objective</p> <p>Whereas, in addition to the accessibility to local services and the reduction of costs for the interveners concerned, concurrent jurisdiction for these municipalities of our MRC at the Maniwaki courthouse would allow for a reduction in the delays of proceedings before the courts of Gatineau and Campbell's Bay by maximizing the use of the available infrastructures</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that this Municipal Council ask Mr. Simon Jolin-Barrette, Minister of Justice, to put in place the necessary procedures for the creation of a new judicial district that would be named "Maniwaki", corresponding to the limits of the Territory of the MRC of La Vallée-de-la-Gatineau and whose chief town would be in Maniwaki, with concurrent jurisdiction for the municipalities of Kazabazua, Lac-Sainte-Marie, Low and Denholm with the judicial district of Gatineau;</p> <p>To transmit a copy of this resolution to the Minister responsible for the Outaouais region, Mr. Mathieu Lacombe, as well as to the Member of Parliament for Gatineau, Mr. Robert Bussière;</p> <p>To transmit a copy of this resolution to the local municipalities of the Gatineau Valley MRC and to the Conférence des préfets de l'Outaouais for their support.</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-006</p>	<p><u>3.d) Authorization Revenu Québec - clicSÉQR - Companies</u></p> <p>Whereas Mrs. Sandra Martineau was hired in August 2022 as Director General and Clerk-Treasurer</p> <p>Whereas it is necessary to authorize Mrs. Martineau to manage the clicSÉQR file of Revenu Québec;</p> <p>IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize Mrs. Sandra Martineau, Director General and Clerk-Treasurer to</p> <ul style="list-style-type: none"> - register the business in the files of Revenu Québec; - manage the registration of the business in clicSÉQR - Entreprises; - manage the registration of the business in My Business Account and, generally, to do all that is useful and necessary for this purpose; - to fulfill and assume the roles and responsibilities of the person responsible for electronic services described in the terms of use of My Business Account, in particular by giving the company's users, as well as other companies, an authorization or a power of attorney - to consult the company's file and to act in the name of and on behalf of the company, for all tax periods and years (past, current and future), including the power to participate in any negotiations with Revenu Québec with respect to all information that Revenu Québec holds about the company for the application or enforcement of tax laws, the Excise Tax Act and the Act to Facilitate the Payment of Support, by communicating with Revenu Québec by all available means of communication (by telephone, in person, by mail and through online services). <p style="text-align: right;">Adopted unanimously</p>
<p>2023-007</p>	<p><u>3.e) Cancellation of invoice</u></p> <p>Whereas an invoice was sent to the City of Gracefield for a water rescue on July 8, 2022, at 31 Mile Lake.</p>

	<p>Whereas the City of Gracefield assisted us in 2021 and did not charge us for their service;</p> <p>IT IS PROPOSED BY Maureen Rice SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize the cancellation of invoice 1308 to the City of Gracefield dated December 7, 2022 in the amount of \$699.58</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-008</p>	<p><u>PURCHASE OF COMBAT GEAR</u></p> <p>Whereas Mr. Jean-François Patry will be hired as municipal inspector and volunteer firefighter in 2022 Whereas it is necessary to proceed with the purchase of a combat suit for Mr. Patry; Whereas a request for quotation was sent to CSE Incendie et sécurité inc. and the price is \$2230 plus taxes.</p> <p>IT IS PROPOSED BY Maureen Rice SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize the purchase of a firefighting suit from CSE Fire and Security Inc. at a cost of \$2,230 plus taxes. The funds will be taken from the budgetary item 02-220-00-650, firefighters clothing.</p> <p>Adopted unanimously</p>
<p>2023-009</p>	<p><u>5.a) Local Roads Assistance Program - Recovery and Acceleration Components</u></p> <p>Whereas the Municipality of the Township of Low has taken cognizance of and agrees to comply with the terms and conditions of application of the Adjustment and Acceleration components of the Local Road Assistance Program (LRAP)</p> <p>Whereas, only work completed after the date on the letter of announcement is eligible for financial assistance</p> <p>Whereas the work was carried out between September 1 and December 15, 2022</p> <p>Whereas the municipality transmits to the Ministry the following supporting documents</p> <ul style="list-style-type: none"> - the accountability form available on the Ministry's website - Invoices, progress reports and any other document attesting to the amounts spent (direct costs and incidental costs); - this Council-approved municipal resolution certifying the completion of the work - a notice of compliance, a certificate of provisional or final acceptance of the work issued by an engineer, except for crack sealing, mechanized patching and granular resurfacing. - <p>IT IS PROPOSED BY Maureen Rice SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that this municipal council authorizes the presentation of the accounts of the eligible work according to the terms and conditions in force and recognizes that in the event of non-compliance, the financial assistance will be terminated.</p> <p style="text-align: right;">Adopted unanimously</p>

<p>2023-010</p>	<p><u>5.b) Request to the Gatineau Valley MRC to proceed with the elaboration of the second generation of the Local Road Infrastructure Intervention Plan "PIIRL"</u></p> <p>Whereas the municipalities within an MRC must reflect on their own current and future socio-economic profile</p> <p>Whereas the elaboration of local road infrastructure intervention plans, for class 2 and 3 roads, aims to optimize the investments to be made on the local network by prioritizing the infrastructure work</p> <p>Whereas it also aims to allow the Ministry to fulfill its role, which is to ensure mobility and safety in travel throughout the territory of Quebec;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice</p> <p>AND RESOLVED that this municipal council ask the Gatineau Valley MRC to proceed with the elaboration of the Local Road Infrastructure Intervention Plan - second generation for all the municipalities on its territory.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p><u>Documents, correspondence and information</u></p> <p>-S.O.</p>
	<p><u>Question period</u></p> <p>Question period started at 7:24 p.m. and ended at 7:26 p.m.</p>
	<p><u>Closing and adjournment of the regular meeting</u></p> <p>The agenda being exhausted, the President declares the closing of the meeting at 7:26 pm.</p>

Carole Robert
Mayor

Sandra Martineau
General Director and Clerk-Treasurer

"I, Carole Robert, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions contained herein within the meaning of Section 142 (2) of the Quebec Municipal Code.