

**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 **June 5,2023**, at 7:00p.m.

Chaired by the Mayor Carole Robert

Are present.
Joanne Mayer
Maureen Rice
Maureen McEvoy
Luc Thivierge
Lee Angus
Ghyslain Robert

Is Absent.
Joanne Mayer

Also, present.
Sandra Martineau, Director General and Clerk-Treasurer
Valérie Lemieux, Assistant Director General and Assistant 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 7:02 p.m.</p>
<p>2023-083</p>	<p><u>Adoption of the agenda</u></p> <p>Meeting agenda:</p> <ol style="list-style-type: none"> 1. Adoption of the agenda 2. Question period 3. Approval of the minutes 4. Administration <ol style="list-style-type: none"> 4.a) List of bills to be paid. 4.b) Adoption of By-Law 2023-004 - Salary of elected officials 4.c) Adoption of By-Law 2023-008 – Parking 4.d) Appointment of municipal officers to apply by-law 2023-008 concerning parking. 4.e) Notice of Motion - By-Law 2023-009 - Demolition of immovables 4.f) Adoption of First Draft By-law 2023-009 respecting the demolition of immovables. 4.g) Prescribed taxes refund request 4.h) Request to cancel compensation invoice 3472-73-7403 4.i) Cancellation of a transfer right - EAE 4.j) FQM Congress from September 28 to 30, 2023 4.k) Approach to FQM and UMQ - Intervention regarding delays in filing financial statements 4.l) Photocopier rental - Konica Minolta 4.m) Replacement of office air conditioner and 400, route 1055. 5. Public Security N/A 6. Public Works <ol style="list-style-type: none"> 6.a) Call for tenders 2023-320-003 - Supply of bulk materials 2023-2024-2025 6.b) Rescinder resolution 272-12-2021 - Lighting installations 6.c) Crack repair 6.d) Fence post - 643 chemin du Lac-Pike 6.e) Street sweeping – deadline 7. Environmental Health <ol style="list-style-type: none"> 7.a) Request for financial assistance - Municipal Water Infrastructure Program (PRIMEAU) 7.b) Pagan residence - waste collection 8. Urbanism N/A 9. Recreation, culture, and communication <ol style="list-style-type: none"> 9.a) Authorization to sign - Memorandum of understanding Gatineau Centre Arena Association 9.b) Call for tenders 2023-701-001 - Community shelter (gazebo) 9.c) Scholarship Sacré-Coeur de Gracefield high school 9.d) Request for authorization to the Government of Quebec to enter into an agreement with Heritage Canada for Celebrate Canada

	<p>9.e) Evaluation and weighting criteria for service offer, design and construction of a multi-generational exercise field at 400 route 105</p> <p>10. Correspondence, documents and information</p> <ul style="list-style-type: none"> • Comparative financial report April 30, 2023 (C.M. art. 176.4) • Semaine québécoise des personnes handicapées from June 1 to 7 <p>11. 2nd question period</p> <p>12. Closing of the meeting</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Maureen Rice</p> <p>AND RESOLVED that this municipal council adopt the agenda.</p> <p style="text-align: right;">Adopted unanimously.</p>
	<p><u>2. Questions period</u></p> <p>Questions on the topics on the agenda Question period started at 7:05 p.m. and ended at 8:03 p.m.</p>
<p>2023-084</p>	<p><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 May 1, 2023, at least twenty-four (24) hours prior to this meeting for their review, 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 on May 1, 2023.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p>ADMINISTRATION</p>
<p>2023-085</p>	<p><u>List of bills to be paid</u></p> <p>Whereas the Mayor has analyzed the list of invoices for the month of May 2023, in the amount of \$549 232.77 and declares to be satisfied.</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 Maureen McEvoy SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council approve the list of invoices number 2023-05 in the amount of \$549 232.77.</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>Ghyslain Robert abstains, he is employed by Ronald O'Connor construction inc. (Invoices included in the list).</p> <p style="text-align: right;">Adopted by a majority</p>
<p>2023-086</p>	<p><u>Adoption of By-Law 2023-004 concerning the salaries of elected municipal officials</u></p> <p>Whereas at a Council meeting held on February 6, 2023, a notice of motion was given, and a draft by-law was tabled for the adoption of By-law 2023-004 concerning the salaries of elected municipal officials.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Ghyslain Robert</p>

AND RESOLVED that this Municipal Council adopts, By-law 2023-004 relating to the salaries of elected municipal officials.

The vote is requested:

For	Against
Luc Thivierge	Lee Angus
Ghyslain Robert	Maureen McEvoy
Maureen Rice	
Carole Robert	

2/3 of council members including the mayor must vote to adopt this by-law. The 2/3 vote was not reached due to the absence of a council member who was unable to vote.

Rejected on division

**PROVINCE OF QUEBEC
MUNICIPALITY OF TOWNSHIP OF LOW**

BY-LAW 2023-004

RELATING TO THE SALARIES OF ELECTED MUNICIPALS OFFICIALS

Whereas the *Act respecting the remuneration of elected officials* (RLRQ, c.T-11.001) determines the powers of the Council with regards to the determination of remuneration;

Whereas the Council wishes to adopt a by-law regarding salary of elected municipal officials:

Whereas the territory of the municipality of the Township of Low is already governed by a by-law on the remuneration of elected municipal officials, but that, in the opinion of Council, there is a need to update said by-law and to make it more in line with contemporary realities;

Whereas a notice of motion of this by-law was given at a previous meeting of this council held on April 3, 2023;

The Council of the Municipality of the Township of Low, by the present 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 07-2018 and its amendments.

ARTICLE 3

The present by-law establishes an annual basic remuneration for the mayor and for each Councillor of the Municipality, the whole for the fiscal year of 2023 and the following fiscal years.

ARTICLE 4

The annual basic remuneration of the Mayor is set at **\$12 331** and that of each Councillor is set at **\$5 432** for the fiscal year of 2023.

ARTICLE 5

In the event that the Deputy Mayor replaces the mayor for more than thirty days, the Deputy Mayor shall be entitled, from that time until the replacement ceases, to an amount equal to the mayor's remuneration during that period.

ARTICLE 6

In addition to the above-mentioned remuneration, each elected official will be entitled to an expense allowance equal to half the amount of the remuneration, up to the maximum provided for in Article 19 of the Act respecting the remuneration of elected municipal officials.

ARTICLE 7

Subject to sections 31.0.1, 31.0.2, 31.0.4 and 31.1.1 of the Act respecting the salaries of elected municipal officials, a transitional allowance shall be paid to a Mayor who ceases to hold office, if he or she has held that office for at least the twenty-four months preceding the end of his or her term of office, where the Mayor is eligible to receive such an allowance under section 31 of the Act respecting the salaries of elected municipal officials.

The calculation of the transitional allowance shall be made in accordance with the Municipal Elected Officials Salary Act and for the purpose of determining the amount of the transitional allowance, the remuneration used for the calculation shall include the remuneration paid to its members by an agency of the municipality or a supra-municipal body, as those terms are defined in that Act.

In accordance with section 31.0.3 of the Municipal Elected Officials Salary Act, such person is entitled to this allowance if the total annual remuneration to which he or she was entitled as an elected official for the 24 months preceding his or her resignation was more than 20% of his or her remuneration for that same period.

This allowance shall be paid in a lump sum no later than ninety days after the vacancy in the office of Mayor.

ARTICLE 8

The remuneration of the elected officials shall be paid once a month.

ARTICLE 9

The present by-law takes effect as of January 1, 2023.

ARTICLE 10

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

Carole Robert
Mayor

Sandra Martineau
General Director and Clerk-
Treasurer

Notice of motion :
Public notice:
Adoption of the by-law :
Publication :
Effective Date:

April 3, 2023
April 12,2023

2023-087

4.c) Adoption of By-Law 2023-008 concerning parking applicable by the Sureté du Québec and by municipal officers

Whereas at a Council meeting held on April 3, 2023, a notice of motion was given, and a draft by-law was tabled for the adoption of By-law 2023-008 concerning parking applicable by the Sureté du Québec and by municipal officers

IT WAS MOVED BY Ghyslain Robert
SECONDED BY Luc Thivierge

AND RESOLVED that Council adopt By-Law 2023-008 concerning parking applicable by the Sureté du Québec and by municipal officers.

Adopted unanimously

**PROVINCE OF QUEBEC
MUNICIPALITY OF THE TOWNSHIP OF LOW**

BY-LAW NUMBER 2023-008

BY-LAW CONCERNING PARKING APPLICABLE BY THE SURETÉ DU QUÉBEC AND BY MUNICIPAL OFFICERS

Considering that Sections 79 to 81 of the Municipal Powers Act, R.S.Q., c. C-47.1 stipulates that any local municipality may, by by-law, regulate parking;

Considering that the Highway Safety Code grants municipalities various regulatory powers with regard to traffic control.

Considering that the Sureté du Québec as well as municipal officers are responsible for enforcing the present by-law;

Considering that a notice of motion and a draft by-law were presented at the regular Council meeting held on May 1st, 2023;

SECTION 1 – APPLICATION

The present by-law completes and adds to the rules established in the Highway Safety Code (R.S.Q., c. C-24.2) and in certain respects, its purpose is to provide for the rules of conduct and immobilization of road vehicles as well as other rules pertaining to the circulation of vehicles, to provide for particular provisions applicable to the use of public places.

The purpose of this by-law is to regulate parking on a roadway, parking at various locations other than roadways and overnight parking in the Municipality of the Township of Low.

SECTION 2 - PREAMBLE AND SCHEDULES

The preamble and all schedules attached to this by-law form an integral part of this by-law and any standards, requirements or directions contained in the schedules form an integral part of this by-law as if enacted herein. For your information, the following schedules form part of this by-law and may be amended by resolution of Council:

Annex "A": No Parking at Any Time

Annex "B»: No Parking by Hours and Days

Annex "C»: Parking on Municipal Property

SECTION 3 - DEFINITIONS

For the purposes of this by-law, the following words and phrases shall mean:

Public Road: A road in the charge of the Municipality, a government or one of its agencies, and on a portion of which there is one or more roadways open to public vehicular traffic.

Private Road: Private Road or street open to the public by permission of the owner or occupier of the private road and belonging to an individual, a group of individuals, companies, corporations or associations of private roads.

Public place: means parks, roads, municipal lands and other areas of a public nature.

Park: means the parks located within the Municipality and which are within the jurisdiction. It also includes any green space or playground where the public has access for the purpose of rest or relaxation, play or sport, water activities or for any other purpose.

Owner or long-term lessee: A person whose name is entered in the Société de l'assurance automobile du Québec (SAAQ) register.

Vehicle: means bicycles, power-assisted bicycles, mopeds, motorcycles, cabs, motor vehicles, commercial vehicles, road vehicles, as defined in the Highway Safety Code (R.S.Q., c. C-24.2), as well as vehicles to which the Off-Road Vehicles Act (R.S.Q. c. V-1.2.) applies.

SECTION 4 - NO PARKING AT ALL TIMES AND HOURS

The list of areas where parking is prohibited at all times on public roads is provided in **Schedule "A"** to this by-law.

The list of areas where parking is prohibited by day and time is set out in **Schedule "B"** to this by-law.

Private road owners who wish to prohibit parking on their road must notify the municipality. A resolution will be passed, depending on Council's decision.

SECTION 5 - PARKING IN PUBLIC AREAS AND PARKS

The list of public areas and parks where parking is permitted on certain days and times, only in spaces designated as parking spaces, is set out in **Schedule "C"** to this by-law.

SECTION 6 - ENFORCEMENT OFFICERS

The officials designated by the municipality and any agent of the Sureté du Québec are responsible for the enforcement of all or part of the present by-law.

Council authorizes the persons responsible for enforcement and any person designated by the municipal council to undertake penal proceedings against any contravener of any provision of the present by-law and authorizes these persons to issue statements of offence for this purpose pursuant to the Highway Safety Code (R.S.Q., c. C-24.2 Art. 576).

SECTION 7 - SPECIFIC POWERS OF SURETÉ DU QUÉBEC OFFICERS

An officer of the Sureté du Québec may move or cause to be moved a vehicle parked in contravention of this by-law, at the expense of its owner or long-term lessee, pursuant to the Highway Safety Code (R.S.Q., c. C-24.2). Similarly, such removal may be made in the following emergency situations.

- a) The road vehicle is obstructing traffic to the extent that it poses a risk to public safety.
- b) The road vehicle interferes with the work of firefighters, police officers or any other public official during an event involving public safety.

SECTION 8 - SIGNS

The Municipality may erect all appropriate road signs relating to parking, vehicle immobilization and parking meters.

No person shall park or stop a vehicle where a no parking sign is posted.

SECTION 9 - PAVEMENT MARKINGS

Where there are pavement markings on a municipal roadway or parking lot, the vehicle must be parked within the pavement markings.

SECTION 10 - OVERNIGHT PARKING

No person shall stop or park a road vehicle on a roadway between the hours of midnight and 7:00 a.m. from November 15 to April 15.

No person shall stop or park a vehicle in a municipal parking lot or park between the hours of 10:00 p.m. and 7:00 a.m. at any time except for special events.

No person shall leave or park a motorized dwelling or trailer on a road or municipal parking lot between the hours of 10:00 p.m. and 7:00 a.m. on any day.

SECTION 11 - TIME LIMITED PARKING

It is forbidden to park or immobilize a vehicle contrary to the indications of the temporary signs that may be installed by the public works department, the fire department and the public security department of the municipality for the needs of its work.

ARTICLE 12 - PARKING SPECIAL SITUATION

No person shall park or stop a road vehicle in a double line on a municipal road.

No person shall park a road vehicle on the roadway, in front of or in the vicinity of a garage, service station, motor vehicle business or at any other place on the roadway for the purpose of repairing or awaiting such repair, whether before, during or after such repair.

No person shall park a vehicle on a municipal roadway for the purpose of washing.

SECTION 13 - PARKING OF HEAVY VEHICLES - CONTAINERS

No person shall park or stop a heavy vehicle having a net weight of more than 3,000 kg or a trailer at any time on a roadway in a residential zone, except for the purpose of making a delivery or performing work.

No person shall park or stop a heavy vehicle having a net mass of more than 3,000 kg or a trailer at the side of a roadway at any time, other than in a residential zone, for a period of more than 120 minutes, except for the purpose of making a delivery or performing work.

No person shall park or stand a waste container in or beside a roadway at any time.

SECTION 14 - FINES

Any person who contravenes any of the provisions of this by-law is guilty of an offence and is liable, in addition to costs, to a fine of Five hundred dollars (\$500.00).

ARTICLE 15: COMING INTO FORCE

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

Carole Robert
Mairesse

Sandra Martineau
Directrice générale et
Greffière-trésorière

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

May 1st 2023

APPENDIX A
Parking prohibited at all times

Roads	Indications
Brooks	Complete – 2 sides
D'Amour	Complete – 2 sides
Farm	Complete – 2 sides
Martindale (du # 6 au # 87)	Complete – 2 sides
Murdock	Complete – 2 sides
Paugan	Complete – 2 sides
Principal	Complete – 2 sides
River	Complete – 2 sides
Station	Complete – 2 sides

Front dry hydrant ch. Murray	
Front dry hydrant ch. Simon	
Front dry hydrant ch. McDonald	
Front dry hydrant, 904 Rte 105	

APPENDIX B
Prohibited parking by time and day

Roads	Indications
Amour	Complete – 2 sides
Anthony (public : first 700 m.)	Complete – 2 sides
Brennan	Complete – 2 sides
Brown	Complete – 2 sides
Burrough	Complete – 2 sides
Cahill	Complete – 2 sides
Cawood	Complete – 2 sides
Charron	Complete – 2 sides
Cote-Nord (public from chemin Doane)	Complete – 2 sides
Donovan	Complete – 2 sides
Driscoll	Complete – 2 sides
Dusseault	Complete – 2 sides
Fieldville	Complete – 2 sides
Flynn (public : first 750 m.)	Complete – 2 sides
Justin (public : first 625 m. or before 24 chemin Justin)	Complete – 2 sides
Kallala	Complete – 2 sides
Kealey	Complete – 2 sides
Kelly	Complete – 2 sides
Lac-Bernard	Complete – 2 sides
Lac-Pike	Complete – 2 sides
Lacharity	Complete – 2 sides
Lilly	Complete – 2 sides
Lyons	Complete – 2 sides
Mahon	Complete – 2 sides
Martindale	Complete – 2 sides
Mayer (public : first 900 m.)	Complete – 2 sides
McCrank	Complete – 2 sides
McDonald	Complete – 2 sides
McLaughlin (public : up to chemin Miljour)	Complete – 2 sides
Monette	Complete – 2 sides
Montague	Complete – 2 sides
Murray	Complete – 2 sides
Neely	Complete – 2 sides
O'Connor	Complete – 2 sides
O'Rouke	Complete – 2 sides
O'Sullivan	Complete – 2 sides
Paugan	Complete – 2 sides
Principal	Complete – 2 sides
Pritchard	Complete – 2 sides
Simon (public : up to chemin Bernier)	Complete – 2 sides
St-Amour	Complete – 2 sides
Sullivan	Complete – 2 sides
Taylor	Complete – 2 sides
Vimy	Complete – 2 sides
Wiggins	Complete – 2 sides

APPENDIX C
Parking on Municipal property
Parking permitted on certain days and times.

400, route 105
4, chemin d'Amour
Public wharf - chemin Farm
Fire hall, 7 chemin Principal
Venosta community center

Appointment of municipal officers to apply by-law 2023-008 concerning parking

	<p>Whereas Parking By-law 2023-008 authorizes municipal officers to undertake penal proceedings against any contravener of any provision of this by-law and authorizes these persons to issue statements of offence for this purpose, pursuant to the Highway Safety Code (R.S.Q., c. C-24.2, art. 576);</p> <p>Whereas it is necessary to appoint fire department officers to act as municipal officers for the issuance of statements of offence in connection with the parking ban;</p> <p>IT IS PROPOSED BY Maureen Rice SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council adopt the appointment of fire department officers to act as municipal officers for the issuance of statements offence in connection with the parking ban:</p> <ul style="list-style-type: none"> • M. Michel Lemieux • M. Ryan Draper • M. Andrew Wilson • M. Luc Rochon <p style="text-align: right;">Adopted unanimously</p>		
<p>2023-089</p>	<p><u>Notice of Motion - By-Law 2023-009 concerning the demolition of immovable property</u></p> <p>Councillor Maureen McEvoy gives notice of motion of the adoption, at a subsequent meeting of Council, of By-Law No. 2023-009 concerning the demolition of immovables.</p> <p>The 1st draft of by-law 2023-009 was tabled and presented at the meeting.</p>		
<p>2023-090</p>	<p><u>Adoption of First Draft By-law 2023-009 respecting the demolition of immovables</u></p> <p>Whereas the Municipal Council wishes to improve the regulatory framework for the demolition of buildings on its territory as prescribed by the Act respecting land use planning and development.</p> <p>Whereas a notice of motion is given at the present council meeting;</p> <p>IT IS PROPOSED BY Maureen McEvoy SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council adopt the FIRST draft by-law number 2023-009 concerning the demolition of buildings.</p> <p>All members present declare having received a copy of the FIRST draft by-law, having read it and renounced to its reading.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>The vote is requested</p> <p>For</p> <p>Maureen McEvoy Ghyslain Robert Luc Thivierge Carole Robert</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Against</p> <p>Maureen Rice Lee Angus</p> </td> </tr> </table> <p style="text-align: right;">Adopted on division</p>	<p>The vote is requested</p> <p>For</p> <p>Maureen McEvoy Ghyslain Robert Luc Thivierge Carole Robert</p>	<p>Against</p> <p>Maureen Rice Lee Angus</p>
<p>The vote is requested</p> <p>For</p> <p>Maureen McEvoy Ghyslain Robert Luc Thivierge Carole Robert</p>	<p>Against</p> <p>Maureen Rice Lee Angus</p>		
<p>PROVINCE OF QUEBEC MUNICIPALITY OF THE TOWNSHIP OF LOW</p> <p>BY-LAW NUMBER 2023-009 BY-LAW 2023-009 RESPECTING THE DEMOLITION OF BUILDINGS</p>			
<p>EXTRACT FROM THE MAMH WEBSITE</p> <p>When it comes to urban planning, controlling the demolition of buildings is just as important as controlling development, since it determines, which buildings will continue to make up the urban fabric and which will be replaced. It therefore has a direct influence on the population's living environment.</p> <p>A municipality controls the demolition of buildings by pursuing the following objectives:</p> <ul style="list-style-type: none"> - preserve a sufficient inventory of rental housing. - to protect buildings that may be of cultural or heritage value. 			

- encourage the use of existing buildings, with the aim of reducing the consumption of building materials.
- preserve the architectural and urban unity of an area.
- supervise and order the reuse of cleared land (i.e., control the project to replace the demolished building);
- resolve health, nuisance or safety issues.

As of April 1, 2023, all local municipalities must have adopted a demolition by-law. The bylaw must apply to all heritage buildings, i.e. those listed in the regional county municipality's (RCM) inventory of built heritage, and those listed or located in a listed heritage site. It may also apply to any other building or category of building. The by-law stipulates that each demolition request must be analyzed by a demolition committee made up of elected officials, who may impose conditions if they authorize the demolition.

<https://www.mamh.gouv.qc.ca/amenagement-du-territoire/guide-la-prise-de-decision-en-urbanisme/reglementation/demolition-dimmeubles/>

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CHAPTER I:

DECLARATORY, ADMINISTRATIVE AND INTERPRETATIVE PROVISIONS

SECTION I - DECLARATORY PROVISIONS

1. Title of the by-law

The title of this by-law is "By-law concerning the demolition of buildings".

2. Territory and persons subject to the by-law

This by-law applies to the entire territory of the Municipality of Township of Low.

3. Purpose of the by-law

This by-law regulates the demolition of a building within the Municipality of Township of Low. It empowers the Demolition Committee to authorize or deny an application submitted to it.

4. Definitions

Committee: The Demolition Committee set up by the Council in accordance with the provisions of these regulations.

Council: Municipal Council of the Municipality of the Township of Low.

Demolition: Dismantling, moving or complete or partial destruction of a building.

Heritage building: For the purposes of this by-law, a heritage building is considered to be a building that meets at least one of the following criteria:

- built before 1940
- cited in accordance with the Cultural Heritage Act (CQLR, chapter P-9.002), located in a heritage site cited in accordance with this law
- entered in an inventory of immovables with heritage value, in accordance with the first paragraph of section 120 of this Act (CQLR, chapter P-9.002) (Appendix A).

Preliminary program for the reuse of the excavated soils: the intention expressed by the applicant for the construction or development of the land to replace the building which has been authorized by the demolition committee and which will subsequently be the subject of an application for a permit or certificate. If applicable, a completed permit or certificate application in accordance with the Permits and Certificates By-law serves as a preliminary program for the reuse of vacated soils.

Applicant: Owner or person authorized by proxy of the owner.

SECTION II - ADMINISTRATIVE PROVISIONS

5. Enforcement of the by-law

The administration and enforcement of this by-law shall be the responsibility of the designated officer as determined by resolution of Council. The powers and duties of the designated officer are set out in the current Permits and Certificates By-law.

SECTION III - INTERPRETATIVE PROVISIONS

6. Rules of Interpretation

In the event of a conflict between two or more provisions, the following rules of interpretation shall apply to this by-law:

1. The specific provision prevails over the general provision.
2. The more restrictive provision prevails.
3. In the event of a conflict between a table, sketch or heading and the text, the text shall prevail.

CHAPTER II:

DEMOLITION COMMITTEE

7. Duties of Committee

he functions of the Committee are to authorize applications for the demolition of buildings and to exercise any other power conferred by chapter V.0.1 of the Act respecting land use planning and development (CQLR, c.A-19.1).

8. Composition and operation of the committee

(UFA requirement 148.0.3 and 148.0.24)

The Demolition Committee shall consist of three (3) members of Council appointed for a term of one year by Council. They shall be eligible for reappointment.

A Council member who ceases to be a member of the Committee before the end of his or her term, or who is prevented from acting, or who has a direct or indirect personal interest in a matter before the Committee, shall be replaced by another Council member appointed by the Council for the unexpired term of his or her office, or for the duration of his or her impediment, or for the duration of the hearing of the matter in which he or she has an interest, as the case may be.

The chairman is appointed by Council from among the members of the Demolition Committee that it appoints. He presides over committee meetings.

The municipal inspector or the clerk-treasurer acts as secretary to the Committee. He prepares, among other things, the agenda, receives correspondence, draws up the minutes of each meeting and follows up on the decisions of the Committee.

The quorum of the committee is two members. Each member has one vote and cannot abstain from voting. Decisions are taken by majority vote.

The demolition committee meets, as needed, when one or more authorization requests are submitted to the municipality. Applications must be complete in order to be presented to the Committee (payment, form and other required documents).

CHAPTER III:

APPLICATION FOR A CERTIFICATE OF AUTHORIZATION FOR DEMOLITION

SECTION I - OBLIGATION TO OBTAIN AUTHORIZATION FROM THE COMMITTEE

9. Prohibition on demolition of an immovable

No person shall demolish a heritage immovable, in whole or in part, unless the owner has first obtained authorization from the Demolition Committee to do so.

10. SUBJECT INTERVENTIONS

Section 9 does not apply to the following buildings, if they do not qualify as a heritage building:

1. A building that a person demolishes or has demolished to comply with a court order;
2. A burned or damaged building destroyed to more than 50% of its volume excluding its foundations;
3. A building to be demolished to allow the municipality to achieve a municipal purpose;
4. A building used for agricultural use;
5. An accessory or complementary building as defined by the planning regulations of the municipality;
6. A temporary building within the meaning of urban planning regulations.

The fact that an immovable is not subject to this by-law under the first paragraph does not exempt the applicant from the obligation to obtain the necessary certificate of authorization before proceeding with the demolition under the by-law relating to permits and valid certificates.

SECTION II - CONTENTS OF THE APPLICATION

11. Form of application

A demolition authorization request must be sent to the Municipality, accompanied by any document required by this by-law and by the deposit of the amount required by the by-law establishing the rates in force.

12. Required Documents

All requests must be made in writing, on the prescribed form or by letter, and must be accompanied by the documents required for the decision of the Demolition Committee and at least include the following elements:

1. The name, address and telephone number of the applicant or his authorized representative (by proxy);
2. The identification and location of the building or building targeted by the request;
3. Recent photographs of the interior and exterior of the building as well as the land where it is located;
4. A certificate of location of the building to be demolished including any other construction on the building;
5. The current use of the building, including the reasons for the demolition request;

6. If it is a building with housing units, provide the number of dwellings, their occupancy at the time of the request and provide proof of the sending by registered mail of the notice to the tenants (reference section 17) ;
7. A report presenting the condition of the building and its main components, its structural quality and the deterioration observed, produced by a competent professional in the field;
8. A report describing the work required to restore the building and a detailed estimate of their costs, carried out by a competent professional in the field;
9. Details of the preliminary program for the reuse of the vacated land including:
 - i. A layout plan of the planned layout of the building;
 - ii. A brief description of the interventions to be carried out, in terms of construction (height, volume, area, location, etc.), architecture (architectural part, main components, etc.) and land development. One or more preliminary sketches must be submitted to illustrate this description;
 - iii. The construction plans of the planned building(s);
 - iv. The implementation schedule;
10. For a heritage building, a main building built before 1940 or a building with potential heritage value, a heritage study carried out by a competent professional in the field detailing the history of the building, its contribution to local history, its degree of authenticity and integrity, its representativeness of a particular architectural trend, its contribution to an ensemble to be preserved as well as its heritage value.

The request must be signed by the applicant.

3. COMPLIANCE WITH CURRENT REGULATIONS

The preliminary soil reuse program can only be approved if it complies with the regulations in force in terms of town planning and construction.

14. Complete application

An application for demolition authorization is considered complete when all required documents and plans have been filed with the designated officer and **the study fees** have been paid.

15. Verification of the application

The designated officer shall verify the contents of the application. The designated officer may ask the applicant to provide any additional information required to understand the application. Where the plans and documents provided by the applicant are inaccurate, insufficient or non-compliant, the application verification process is discontinued. The designated officer shall notify the applicant to provide corrected and sufficient information, plans and documents.

When the verification of the application is complete, the application shall be forwarded to the Committee.

SECTION III - REVIEW OF APPLICATION

16. Posting and Public Notification (UFA Requirements 148.0.5 and 148.0.7)

As soon as an application for demolition authorization is referred to the Committee, the clerk of the Municipality shall cause a public notice of the application to be published, as provided for in section 148.0.5 of the Land Use Planning and Development Act (R.S.Q., c. A-19.1). At the same time, a notice that is easily visible to passers-by must be posted on the immovable covered by the application.

The poster and public notice must include the following:

1. The date, time and place of the meeting at which the application will be heard by the Committee;
2. The designation of the affected immovable using the thoroughfare and the address of the immovable, or failing that, the cadastral number;
3. The fact that any person wishing to object to the demolition of the immovable must, within 10 days of the publication of the public notice or, failing that, within 10 days of the posting of the notice on the immovable concerned, make known in writing his or her reasoned objection to the clerk of the Municipality.

17. Notice to tenants (mandatory 148.0.6 of the UFA)

Where the application for a demolition permit is for a building containing one or more dwelling units, the applicant shall send a notice of the application to each tenant of the building by registered mail.

18. CONTESTATION (mandatory 148.0.7 of the LAU)

Any person who wishes to oppose the demolition must, within 10 days of the publication of the public notice or, failing that, within 10 days of the posting of the notice on the immovable

concerned, make known by writes his reasoned opposition to the clerk (or clerk-treasurer) of the Municipality.

19. PUBLIC HEARING

Before rendering its decision, the demolition committee must consider the objections received. The committee must hold a public hearing if the demolition request relates to a heritage building. The committee may, in other cases, hold a public hearing if it deems it appropriate in the public interest.

SECTION IV - DECISION OF THE COMMITTEE

20. Decision and Deferral of Committee Decision

(mandatory 148.0.9 of the UFA)

The Demolition Committee renders its decision in a public session. The Committee's decision must be reasoned.

The Committee may decide to defer its decision to a later public meeting if it deems it appropriate. In this case, he must publish a public notice in accordance with article 16 of this by-law.

When the Demolition Committee grants the authorization if it is convinced of the advisability of the demolition taking into account the public interest and the interest of the parties.

The Demolition Committee must consider the following factors when making its decision:

1. The condition of the building covered by the request;
2. The apparent architectural deterioration, the aesthetic character or the quality of life of the neighborhood;
3. The cost of restoration and projected land use;
4. The damage caused to the tenants;
5. Housing needs in the community;
6. The possibility of relocating tenants
7. The heritage value, including the history of the building, its contribution to local history, its degree of authenticity and integrity, its representativeness of a particular architectural trend and its contribution to an ensemble to be preserved.

The committee may, if it deems it appropriate, ask the applicant to provide, at its own expense, any additional clarification, any information or report prepared by a professional.

The committee's decision must be sent to the applicant as soon as possible by registered mail and by email and must include the reasons supporting the decision.

21. Conditions for Demolition or Reuse of Cleared Land

(Mandatory 148.0.12 of the UFA)

When the Demolition Committee grants permission, it may:

1. Impose any conditions relating to the demolition of the building or the reuse of cleared soil ;
2. Determine conditions for the relocation of a tenant, where the building includes one or more dwelling units;
3. Establish the time period within which the demolition work must be undertaken and completed.

The Demolition Committee may require the owner to provide the Municipality, prior to the issuance of a certificate of authorization for demolition, with a financial guarantee to ensure compliance with any condition referred to in the first paragraph. Such financial guarantee shall:

1. Be for an amount representing 10% of the preliminary estimate of program costs, up to a maximum of \$5,000.
2. **2. Be valid for a period of one year from the date of issue of the demolition authorization certificate and the permit or certificate required to carry out the preliminary program for the reuse of the vacated land. It must be renewed at least 30 days before its expiry if the work covered by the permits or certificates has not been completed.**
3. To be reimbursed when all the work covered by the permits or certificates has been carried out in accordance with the recommendation of the Committee adopted by resolution of the municipal council and the permits or certificates issued.

22. REVIEW OF COMMITTEE DECISION

(mandatory 148.0.19 of the LAU)

Any person may, within 30 days of the decision of the Demolition Committee, ask the Council to review this decision. The appeal must be made in writing and include the reasons requesting the review and forwarded to the clerk (clerk-treasurer) of the municipality.

The Council may, on its own initiative, within 30 days of a decision of the Demolition Committee authorizing the demolition of a heritage building, adopt a resolution expressing its intention to review this decision.

Any member of the Council, including a member of the Committee, may sit on the Council to review a decision of the Committee. The Board may confirm the Committee's decision or render any decision that the latter should have taken.

SECTION V - HERITAGE PROPERTY DECISION

23. Notification of decision to MRC and power of disallowance

(mandatory 148.0.20.1 of the UFA)

Where the Committee authorizes the demolition of a heritage immovable and its decision is not reviewed pursuant to section 22, notice of its decision shall be given forthwith to the Gatineau Valley RCM. Notice of the decision of the Council to review a decision of the Committee, where the Committee authorizes such demolition, must also be given to the MRC without delay.

A notice under the first paragraph shall be accompanied by copies of all documents produced by the owner.

The Council of the MRC may, within 90 days of receiving the notice, disallow the decision of the Committee or Council. If the RCM has a local heritage council within the meaning of section 117 of the Cultural Heritage Act (R.S.Q., c. P-9.002), it may consult the council before exercising its power of disallowance.

A resolution taken by the MRC under the third paragraph shall state the reasons and a copy shall be sent without delay to the Municipality and to any party involved, by registered mail.

SECTION VI - ISSUANCE OF CERTIFICATE AND OTHER TERMS

24. Time limit for issuance of certificate of authorization

(mandatory 148.0.21 of the UFA)

No demolition authorization certificate may be issued by the designated official before the expiry of the 30-day review period provided for in article 22 of this by-law or, if there is a review under this article, before Council has rendered a decision authorizing the demolition. When section 23 applies, no demolition authorization certificate may be issued before the earliest of the following dates:

1. The date on which the MRC notifies the Municipality that it does not intend to exercise its power of disallowance.
2. The expiration of the 90-day period provided for in section 23 of this by-law.

25. Amendment of Time Limit and Conditions (mandatory 148.0.15 of the UFA)

The Committee may, for reasonable cause, vary the time within which the demolition work is to be commenced and completed, provided that application is made to the Committee prior to the expiration of such time.

At the request of the owner, the Committee may also vary the conditions for the demolition of the building or the cleared land reuse program.

26. Lapse of authorization (mandatory 148.0.16 of the UFA)

When the demolition work is not undertaken before the expiry of the period determined by the Committee, the demolition authorization is without effect and a new request must be made.

If, on the date of expiry of this period, a tenant continues to occupy his dwelling, the lease is automatically extended and the landlord may, within one month, apply to the Administrative Housing Tribunal to set the rent.

27. Failure to complete work on time

(mandatory 148.0.17 of the UFA)

Where demolition work is not completed within the time specified, Council may cause the work to be carried out and recover the costs from the owner.

Such costs shall constitute a prior claim on the land on which the building was situated, in the same manner and with the same rank as the claims referred to in paragraph 5 of section 2651 of the Civil Code and shall be secured by a legal hypothec on such land.

28. Eviction of a tenant and compensation

(mandatory 148.0.13 and 148.0.14 of the UFA)

A landlord who has been granted permission to demolish may evict a tenant to demolish a dwelling.

However, a tenant cannot be forced out of the dwelling unit until the later of the expiration of the lease or the expiration of three months from the date of issuance of the certificate of authorization to demolish.

The landlord must pay the evicted tenant three months' rent and moving expenses. If the damages resulting from the tenant's loss are greater, the tenant may apply to the Housing Administrative Tribunal to have the amount determined.

The compensation is payable upon the tenant's departure and the moving expenses upon presentation of supporting documents.

CHAPTER IV :

FINAL PROVISIONS

29. Infractions and general penalties

The provisions relating to contraventions, general penalties, legal recourse and the procedure to be followed in the event of an infraction are those set out in the Permits and Certificates By-law in force. Notwithstanding the first paragraph, the specific penalties for demolition without the authorization of the Committee, demolition in contravention of the conditions of the authorization or obstruction of a designated officer shall be as set out in Sections 31 and 32 of this by-law.

30. Demolition of an immovable without authorization, failure to comply with conditions and penalties

(mandatory 148.0.22 of the UFA)

Every person who demolishes or causes to be demolished an immovable other than an immovable cited or situated in a heritage site cited in accordance with the Cultural Heritage Act (R.S.Q., chapter P-9.002) without the authorization of the Committee or contrary to the conditions of authorization commits an offence and is liable to a fine:

1. For a first offence, to a fine of \$25,000 to \$50,000 if the offender is a natural person, and of \$50,000 to \$100,000 if the offender is a legal person.
2. For any subsequent offence, to a fine of \$50,000 to \$250,000 if the offender is a natural person and \$100,000 to \$250,000 if he is a legal person.

Every person who demolishes or causes to be demolished an immovable cited or situated in a heritage site cited in accordance with the Cultural Heritage Act (R.S.Q., chapter P-9.002) without the authorization of the Committee or contrary to the conditions of authorization commits an offence and is liable to a fine:

1. For a first offence, to a fine of \$50,000 to \$190,000 if the offender is a natural person, and \$100,000 to \$1,140,000 if the offender is a legal person.
2. For a second or subsequent offense, to a fine of \$250,000 if the offender is a natural person, and \$1,140,000 if the offender is a corporation.

31. Penalties for visiting the official

(mandatory 148.0.23 of the UTA)

Any person who prevents a designated officer from entering the premises where the demolition is being carried out to verify that the demolition is in compliance with the decision of the Committee is guilty of an offence and is liable to a fine of \$500. In addition, any person in authority responsible for the execution of the demolition work who, on the premises where the demolition work is to be carried out, refuses to produce a copy of the certificate of authorization for the demolition upon the request of a designated officer is guilty of an offence and is liable to a fine of \$500.

32. Coming into Force

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

Carole Robert
Mairesse

Sandra Martineau
Directrice générale et Greffière-trésorière

Notice of motion:
Tabling and adoption of the draft by-law
Public consultation:
Adoption of the by-law:
Coming into force :

2023-091

Prescribed tax refund application - 4382-92-4085

Whereas the new owner has submitted a request for reimbursement of the prescribed taxes paid on the purchase of the property in October 2022.

Whereas the 2012 to 2014 taxes were protected by a legal hypothec and the 2015 to 2019 taxes must be cancelled in the amount of \$9,037.45 principal and interest.

IT IS PROPOSED BY Ghyslain Robert
SECONDED BY Maureen Rice

	<p>AND RESOLVED that this Municipal Council cancel the taxes prescribed from 2015 to 2019 for an amount of \$9,037.45 principal and interest and proceed with the reimbursement.</p> <p>The vote is requested: For Maureen McEvoy Maureen Rice Ghyslain Robert Luc Thivierge Carole Robert</p> <p style="text-align: right;">Against Lee Angus</p> <p style="text-align: right;">Adopted on division.</p>
<p>2023-092</p>	<p><u>Request to cancel compensation invoice 3472-73-7403</u></p> <p>Whereas a compensation invoice in the amount of \$10,190.40 was produced in 2022 for property 3472-73-7403 which holds a recognition for the purposes of exemption from property taxes.</p> <p>Whereas it is necessary to proceed with the cancellation of the invoice given the judgment of September 26, 2013, confirming the recognition for the purposes of exemption from property taxes.</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council cancel invoice 1284 issued on June 9, 2022, in the amount of \$10,190.40.</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-093</p>	<p><u>Cancellation of a transfer tax - EAE</u></p> <p>Whereas a request for cancellation of a transfer tax billed on May 30, 2022, has been filed for property 3982-29-9647 in the amount of \$1,747.32.</p> <p>Whereas in accordance with article 17.1 of chapter D-15.1 - An Act respecting duties on transfers of immovables, which stipulates that the transfer duty is waived when the transferee declares that the immovable will, within one year of the registration of the transfer, form part of a registered agricultural operation (EAE) in his name in accordance with a regulation made under article 36.0.1 of chapter M-14 Act respecting the Ministère de l'Agriculture, des Pêcheries et de l'Alimentation;</p> <p>Whereas a proof of farm registration has been filed for the property mentioned respecting the registration deadline.</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize the cancellation of the transfer tax in the amount of \$1,747.32 for property number 3982-29-9647.</p> <p>Maureen Rice abstains, as it concerns a family member.</p> <p style="text-align: right;">Adopted by majority</p>
<p>2023-094</p>	<p><u>FQM Congress - September 28-30, 2023</u></p> <p>Whereas the annual congress of the Fédération Québécoise des Municipalités (FQM) will be held from September 28 to 30, 2023 at the Centre des congrès de Québec.</p> <p>Whereas the convention offers various workshops and training sessions to develop skills and competencies related to the role of elected officials within the municipality</p> <p>Whereas the registration fee for the convention is \$945.00 per person plus taxes.</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize Mrs. Carole Robert, Mayor, and Mrs. Maureen McEvoy, Councillor, to attend the FQM Congress next September, to pay the registration, accommodation and travel expenses.</p>

That funds will be taken from budget item 02-110-00-310, travel expenses and 02-110-00-454, training.

Adopted unanimously

2023-095

Approach to FQM and UMQ - Intervention regarding delays in filing financial statements

Whereas Quebec municipalities must submit their financial statements and external auditor's report to the Ministère des affaires municipales et de l'habitation by May 15 of each year;

Whereas this reporting is essential for all Quebec municipalities and cities, firstly to their citizens, and secondly to the MAMH, because it is used to establish the amounts to which municipalities are entitled through various programs and/or subsidies;

Whereas a delay in transmitting financial statements is poorly perceived by the government, which may in some cases delay compensation in lieu of taxes or QST refunds, depriving municipalities of liquidity;

Whereas late municipalities are often poorly perceived by financial markets, which could also result in "higher borrowing costs";

Whereas the Commission Municipale du Québec, which tabled a report in March 2022 dedicated to the transmission of financial reports, indicates that the most tardy municipalities have fewer than 1,000 inhabitants;

Whereas the hardest-hit municipalities are going through an unprecedented crisis, with municipal management at the end of its rope, exhausted, with retirements where hiring a replacement becomes a delicate operation;

Whereas the smallest municipalities in the regions often cannot count on competent municipal accounting personnel, and in this context, the work of auditors becomes more complex;

Whereas, of the 216 municipalities deemed non-compliant, over 70 have fewer than 1,000 inhabitants, reflecting this harsh reality;

Whereas certain regions of Quebec seem to be harder hit than others, notably Bas-Saint-Laurent, Gaspésie-Îles-de-la-Madelaine, Estrie, Chaudière-Appalaches, Outaouais and Montérégie;

Whereas, in its March 2022 report, the municipal commission never took into account the availability of auditing firms or their presence in the regions.

Whereas, in addition to the shortcoming related to the presence of accounting firms in rural areas, the latter must currently deal with a shortage of qualified manpower, with the result that they must put an end to many business relationships.

Whereas a number of small municipalities have experienced the replacement of a general manager, which has had an impact on accounting management, and accounting firms are abandoning these municipalities, preferring to concentrate on more populous and stable municipalities.

Whereas, in addition to the shortfall in the presence of accounting firms in rural areas, these firms are currently having to contend with a shortage of qualified manpower, with the result that they are having to terminate many business relationships;

Whereas a number of small municipalities have experienced the replacement of a general manager, which has had an impact on accounting management, and accounting firms are abandoning these municipalities, preferring to concentrate on more populous and stable municipalities.

Whereas the Municipality of Les Méchins is one of the municipalities without an accounting firm, and it is not the only one in this situation;

Whereas, in this context, the MAMH should not penalize municipalities left behind by accounting firms because they are not responsible for the delay;

Whereas, conversely, the majority of municipalities that have been able to produce and transmit their financial statements on time have experienced a marked increase in auditors' fees, often nearly double the costs usually charged.

IT IS PROPOSED BY Luc Thivierge
SECONDED BY Maureen Rice

AND RESOLVED that this municipal council.

- Support the municipality of Les Méchins in their intervention concerning the delays in filing financial statements and forward a copy of this resolution to them;
- Requests the FQM and UMQ to include this major issue on the agenda of the next annual convention;
- Requests that the FQM and UMQ discuss this unprecedented crisis with the MAMH in order to find a solution so that the smallest municipalities receive treatment that corresponds to their situation and reality, so that they are no longer penalized for not finding accounting firms.
- Requests that the FQM and UMQ urgently address this problem affecting rural municipalities by proposing an alternative or appropriate accounting support;
- Transmits this resolution to the Gatineau Valley MRC, so that it may support the FQM and UMQ approach.

Adopted unanimously

2023-096

Photocopier rental - Konica Minolta

Whereas the photocopier rental contract expires on August 25, 2023, and some of the machines are currently defective and cannot be repaired for several months.

Whereas the Municipality has received an offer from Konica Minolta for the rental of two photocopiers in the amount of \$244 per month plus tax for 66 months.

IT IS PROPOSED BY Ghyslain Robert
SECONDED BY Maureen Rice

AND RESOLVED that Council authorize the rental of the photocopiers for a period of 66 months at a cost of \$244 plus tax.

The funds will be taken from budget items 02-130-00-517, Office equipment rental, 02-220-00-517, Office equipment rental and 02-320-00-517, Office equipment rental.

Adopted unanimously

2023-097

Replacement of the air conditioner at the office and 400 route 105

Whereas the Municipality has requested prices for the replacement of air conditioners at the municipal office and at 400, route 105 under the Programme d'aide financière pour les bâtiments municipaux ;(PRABAM)

Whereas the Municipality has received the following bid:

- Raymond Chauffage et climatisation 15 600 \$ plus taxes

Whereas the municipality contacted another contractor, but the price was higher and refused to submit an official offer;

IT IS PROPOSED BY Ghyslain Robert
SECONDED BY Luc Thivierge

AND RESOLVED that Council award the contract for the replacement of the air conditioners to Raymond chauffage et climatisation ventilation in the amount of \$15,600 plus taxes.

Funds will be taken from budget items 23-020-00-722, Building Infrastructure and 23-030-00-722, Building Infrastructure.

The vote is requested:

For	Against
Maureen McEvoy	Lee Angus
Maureen Rice	
Ghyslain Robert	
Luc Thivierge	
Carole Robert	

Adopted on division.

5. PUBLIC SAFETY

N/A

6. PUBLIC WORKS

2023-098

Call for tenders 2023-320-003 - Supply of bulk materials 2023-2024-2025

Whereas the Municipality has issued a call for invitational tenders to 3 contractors for the supply of bulk materials for the years 2023, 2024 and 2025.

Whereas the Municipality has received the following bids:

Price per TM plus taxes

Matériel	Ronald O'Connor construction	Construction DJL	9001-0216 Québec inc. – Site Kazabazua	9001-0216 Québec inc. – Site Blue Sea
Asphalt scrap	8.50 \$	10.00 \$	N/A	Clean : Free Contaminated : 12.50 \$
MG20 – Carrière TV	19.25 \$	13.00 \$	14.95 \$	13.95 \$
MG20 – Gravier TV	11.95 \$	N/A	11.95 \$	10.50 \$
MG56 – Carrière TV	19.15 \$	12.75 \$	14.50 \$	13.95 \$
MG56 – Gravier TV	11.90 \$	N/A	13.95 \$	12.50 \$
Stone 4"- 8"	25.00 \$	18.50 \$	14.25 \$	14.25 \$
Enrobés bitumineux CH-10, Bitume PG58S-28	N/A	150.00 \$	N/A	N/A
Cold patch	24.00 \$ (recycled)	N/A	N/A	159.00 \$

Whereas, following analysis of the tenders received, the bidders are in conformity;

Whereas a formula for calculating the price per km is provided for in the call for tenders and the calculations will be used to determine the successful supplier;

Whereas this amount is in line with the budget forecast for 2023;

IT IS PROPOSED BY Luc Thivierge
SECONDED BY Maureen Rice

AND RESOLVED that Council award the contract for the supply of bulk materials to Construction DJL Inc., 9001-0216 Québec Inc. and Ronald O'Connor Construction Inc. based on the transportation factor for each of the municipality's needs.

Authorizes the Mayor or Acting Mayor and the Director General and Clerk-Treasurer or the Assistant Director General and Assistant Clerk-Treasurer to sign for and in the name of the Municipality of Canton de Low, all documents required to implement this resolution.

Funds will be taken from budget item 23-040-12-721, TECQ - infrastructure.

The vote is requested:

For	Against
Maureen McEvoy	Lee Angus

Maureen Rice

Luc Thivierge

Carole Robert

Ghyslain Robert abstains, he is employed by Ronald O'Connor construction inc.

Adopted on division.

2023-099

Recinder resolution 272-12-2021 - Lighting installations

Whereas resolution 272-12-2021 adopted on December 8, 2021, awarded a contract for the replacement of lights.

Whereas the contractor has not performed the work within an acceptable timeframe and a request has been made to another contractor to perform the work.

Whereas it is necessary to rescind resolution 272-12-2021 considering that a new contract has been awarded.

	<p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Ghyslain Robert</p> <p>AND RESOLVED that the municipal council rescind resolution 272-12-2021 light installations.</p> <p style="text-align: right;">Adopted unanimously.</p>
2023-100	<p><u>Crack repairs - Village of Low, ch. Fieldville, Lac-Pike-Burrough</u></p> <p>Whereas asphalt repairs are required in the Village of Low, Fieldville, Lac-Pike and Burrough roads;</p> <p>Whereas the Municipality has received an offer from Entreprises LPV to carry out the repairs at a cost of \$400.00 per hour plus taxes for hot-mix asphalt;</p> <p>IT IS MOVED BY Ghyslain Robert SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council authorize the awarding of the contract for asphalt repairs in the Village of Low to Entreprises LPV at a cost of \$400 per hour plus taxes.</p> <p>Funds will be taken from the unrestricted accumulated surplus.</p> <p style="text-align: right;">Adopted unanimously</p>
2023-101	<p><u>Fence post repairs - 643 chemin du Lac-Pike</u></p> <p>Whereas work was carried out on chemin du lac-Pike a few years ago and the fence posts were removed;</p> <p>Whereas the fence posts must be reinstalled;</p> <p>IT IS MOVED BY Ghyslain Robert SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council authorize the Public Works Department to reinstall the fence posts at the property located at 643 chemin du Lac-Pike.</p> <p style="text-align: right;">Adopted unanimously</p>
2023-102	<p><u>Street sweeping - deadline</u></p> <p>Whereas Council wishes to have the street sweeping done before the May long weekend;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Ghyslain Robert</p> <p>AND RESOLVED that Council ask the Public Works Department to ensure that street sweeping is completed by the May long weekend each year.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p>ENVIRONMENTAL HYGIENE</p>
2023-103	<p><u>Application for financial assistance for the municipal water infrastructure program (primeau)</u></p> <p>Whereas the municipality has read the guide relative to the primeau 2023 program, that it understands all the terms and conditions of the program that apply to it or to its project and that it has obtained information from the ministry, if necessary</p> <p>Whereas the municipality must respect the terms and conditions of this guide that apply to it in order to obtain financial assistance under the primeau 2023 program and to receive the payment of this financial assistance.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice</p> <p>and resolved that this municipal council</p> <ul style="list-style-type: none"> - Undertakes to comply with all the terms and conditions of this guide that apply to it; - Undertakes to assume full responsibility for the work as well as any modifications that may be made. as such, it is responsible for any damage caused by its

	<p>employees, agents, representatives, subcontractors or by itself, including damage resulting from a breach of an obligation under any contract entered into by the municipality for the performance of the work.</p> <ul style="list-style-type: none"> - Undertakes to carry out the work in accordance with the terms and conditions of the primeau 2023 program and to assume all responsibilities applicable to it in connection with the carrying out and financing of such work. - Agrees to pay its share of eligible costs and ongoing operating costs. - Agrees to pay all expenses incurred if it fails to meet the deadlines set out in the primeau 2023 program. - Agrees to be responsible for all ineligible primeau 2023 costs associated with its project and any cost overruns. - Authorizes the submission of the application for financial assistance to the primeau 2023 program. <p style="text-align: right;">Adopted unanimously</p>
2023-104	<p><u>Résidences Pagan - Collection of residual materials</u></p> <p>Whereas the Board of Directors of the Pagan residence is not satisfied with the collection of residual materials. Whereas the bins are not positioned in an acceptable location and should be installed on the concrete slab provided for this purpose.</p> <p>IT IS MOVED BY Ghyslain Robert SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council ask the Administration to find a mutually acceptable solution for the collection of residual materials.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p>URBAN PLANNING N/A</p>
	<p>RECREATION, CULTURE AND COMMUNICATIONS</p>
2023-105	<p><u>Authorization to sign – Service Agreement Central Gatineau Arena Association</u></p> <p>Whereas the Central Gatineau Arena Association has received financial assistance under the Programme de soutien aux infrastructures sportives et récréatives de petite envergure to update certain arena equipment;</p> <p>Whereas the Ministère de l'Éducation has asked the association to enter into an agreement with the Municipality to share the facilities where the work will be carried out;</p> <p>Whereas a 5-year memorandum of understanding has been drawn up between the municipality and the association to meet the requirements of the Ministère de l'Éducation;</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council support the Association in carrying out the improvements and authorize the signing of the service agreement.</p> <p>Authorizes the Mayor or the Acting Mayor as well as the Director General and Clerk-Treasurer or the Assistant Director General and Assistant Clerk-Treasurer to sign for and in the name of the Municipality of Canton de Low, all documents necessary for the implementation of the present resolution.</p> <p style="text-align: right;">Adopted unanimously.</p>
2023-106	<p><u>Call for tenders 2023-701-001 - Community shelter (gazebo)</u></p> <p>Whereas the Municipality proceeded with a call for tenders by invitation to 4 contractors for the construction of a community shelter.</p> <p>Whereas the Municipality has received no bids;</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge</p> <p>AND RESOLVED that Council cancel call for tenders 2023-701-001 - Community shelter (gazebo).</p>

	Adopted unanimously												
2023-107	<p><u>Scholarship – Sacré-Coeur de Gracefield Highschool</u></p> <p>Whereas Sacré-Coeur de Gracefield High School is requesting financial assistance to award a scholarship to a student from the Municipality who will graduate in June 2023 and who will be enrolled in post-secondary studies for the fall of 2023.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice</p> <p>And resolved that Council authorize the awarding of a \$100 scholarship to a student. Funds will be taken from item 02-701-90-970, recreation - municipal grant.</p> <p style="text-align: right;">Adopted unanimously</p>												
2023-108	<p><u>Request for authorization from the Government du Québec to enter into an agreement with Canadian Heritage for Le Canada en Fête</u></p> <p>Whereas the Municipality has submitted a request for financial assistance for a grant to Heritage Canada within the framework of the Celebrate Canada program.</p> <p>Whereas the Municipality wishes to enter into a grant agreement in the amount of \$5,700 with Heritage Canada for the realization of this project.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy</p> <p>And resolved that Council.</p> <ul style="list-style-type: none"> - approve the proposed subsidy agreement with Canadian Heritage, within the framework of the Celebrations and Commemorations program, for the realization of the Celebrate Canada project; - Requests authorization from the Government of Quebec to enter into this agreement; - Authorizes the Mayor or Acting Mayor, as well as the Director General and Clerk-Treasurer or the Assistant Director General and Assistant Clerk-Treasurer, to sign for and in the name of the Municipality of Canton de Low, all documents required to implement this resolution. <p style="text-align: right;">Adopted unanimously</p>												
2023-109	<p><u>Evaluation and weighting criteria for service offer, design and construction of a multi-generational exercise field at 400 route 105</u></p> <p>Considering that, pursuant to articles 936.0.1 and 936.0.5 of the Municipal Code, the Municipality may avail itself of a system of weighting and evaluation of offers by virtue of which each offer obtains a number of points based, in addition to price, on the quality or quantity of the goods, services or work, on delivery terms, on maintenance services, on the experience and financial capacity required of the insurer, supplier or contractor or on any other criterion directly related to the contract;</p> <p>Considering that, in accordance with the Contract Management By-law, the selection committee is obliged to respect the established procedures for the evaluation and weighting of offers;</p> <p>Considering that evaluation and weighting criteria have been established for service offers;</p> <p>IT IS PROPOSED BY Ghyslain Robert SECONDED BY Maureen McEvoy</p> <p>AND RESOLVED that this Municipal Council approve the evaluation and weighting criteria grid as well as the point allocation scale, for offers of services applicable to design and construction projects of capital assets in the field of parks and green spaces:</p> <p>The vote is requested:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">For</td> <td style="width: 50%;">Against</td> </tr> <tr> <td>Maureen McEvoy</td> <td>Luc Thivierge</td> </tr> <tr> <td>Maureen Rice</td> <td></td> </tr> <tr> <td>Ghyslain Robert</td> <td></td> </tr> <tr> <td>Lee Angus</td> <td></td> </tr> <tr> <td>Carole Robert</td> <td></td> </tr> </table>	For	Against	Maureen McEvoy	Luc Thivierge	Maureen Rice		Ghyslain Robert		Lee Angus		Carole Robert	
For	Against												
Maureen McEvoy	Luc Thivierge												
Maureen Rice													
Ghyslain Robert													
Lee Angus													
Carole Robert													

4.0 SCORING SCALE

NOTES (on 5 or multiples of)			DEFINITION
15	10	5	Excellent Substantially exceeds the required level of compliance in all respects.
12	8	4	More than satisfactory Exceeds the required level of compliance in several important dimensions.
9	6	3	Satisfactory Meets requirements in all respects.
6	4	2	Unsatisfactory Does not achieve the required level of compliance in several important dimensions.
3	2	1	Mediocre Does not achieve the required level of compliance in any respect.
0	0	0	Null When there's nothing in the service offering to evaluate a criterion.

**EVALUATION AND WEIGHTING GRID
WITH EVALUATION CRITERIA**

EXERCISE PARK – 400 RTE 105						
	EVALUATION CRITERIA	NOTE MAX.	NOTE	SUPPLIERS		
				1	2	3
Game value 30%	Structuring elements	15	0 à 15			
	Component values	15	0 à 15			
Design and esthetics aesthetics 50 %	Originality and respect for the theme	15	0 à 15			
	Diversity	15	0 à 15			
	Integration into the space dedicated to the concept plan	5	0 à 5			
	Architecture and dynamism of the structure	10	0 à 10			
	Component mobility	5	0 à 5			
Durability 10 %	Durability	10	0 à 10			
Service 5 %	After-sales service	5	0 à 5			

Price 5 %	Price	5	0 à 5			
TOTAL :		100		/100	/100	/100

For the sake of accuracy, a score between the previously established milestones may be assigned as part of the evaluation.

CORRESPONDANCE

DOCUMENTS, CORRESPONDANCE AND INFORMATION

- Comparative financial report April 30, 2023 (C.M. art. 176.4)
- Semaine québécoise des personnes handicapées from June 1 to 7

2nd question period

Question period starts at 9:17 and end at 9:34

Adjournment

There being no further business, the meeting adjourned at 9:34 p.m.

Carole Robert
Mayor

Sandra Martineau
Director General 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.