

CANADA
PROVINCE OF QUÉBEC
MRC VALLÉE-DE-LA-GATINEAU
MUNICIPALITY OF TOWNSHIP OF LOW

Minutes – Monday June 6, 2022

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE MUNICIPALITY OF TOWNSHIP OF LOW AT 4C CHEMIN D'AMOUR (HERITAGE HALL), ON JUNE 6TH, 2022 AT 7:00 P.M. UNDER THE CHAIRMANSHIP OF MRS. CAROLE ROBERT, MAYOR.

ARE PRESENT, JOANNE MAYER, MAUREEN RICE, MAUREEN MCEVOY, LUC THIVIERGE, LEE ANGUS, GHYSLAIN ROBERT AND THE DIRECTOR GENERAL AND CLERK-TREASURER BY INTERIM, PIERRE VAILLANCOURT.

GENERAL ADMINISTRATION

1.1 OPENING OF THE MEETING

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

1.2 MAYOR'S REPORT

1. GENERAL ADMINISTRATION

- 1.1 Opening of the meeting
- 1.2 Mayor's report
- 1.3 Agenda
- 1.4 Minutes of the regular sitting of May 2nd, 2022
- 1.5 Adoption of bank withdrawals
- 1.6 Adoption of the Cheque Register
- 1.7 Adoption of the list of accounts payable
- 1.8 Report of the director general expenditures
- 1.9 Report of the director of fire service expenditures
- 1.10 Report of the road department expenditures
- 1.11 Administration committee report
- 1.12 Request that the new seniors' home be designated as « Maison Tèrese Gauthier »
- 1.13 Payment of accumulated vacations of volunteer firefighters
- 1.14 Renewal of the Interim Director General's service offer
- 1.15 Consulting service offer for the invoicing of transfers and updates of the MRCVG
- 1.16 Tabling of the mandatory training report for elected officials
- 1.17 Graduate Scholarships
- 1.18 Notice of Filing of a Complaint File No. 700020837 – Labour Standards
- 1.19 Change in mileage rate
- 1.20 Submission of an application for financial assistance from the Municipal Infrastructure Improvement and Construction Program (PRACIM) – Component 1: Municipal Basic Building Projects
- 1.21 Contract amendment number CTSL1702

2. PUBLIC SECURITY

- 2.1 Public security committee report
- 2.2 Application for funding for fiscal year 2022 ASIVG
- 2.3 Renewal of group insurance policy number iF035

3. TRANSPORT

- 3.1 Transport committee report

4. ENVIRONMENTAL HYGIENE & SANITATION

- 4.1 Environmental Hygiene & sanitation committee report

5. HEALTH AND WELFARE

- 5.1 Health and Welfare committee report

6. LAND USE PLANNING AND DEVELOPMENT

- 6.1 Land use planning and development committee report
- 6.2 Filing of permit statistics report
- 6.3 Request to the CPTAQ 2022-06, alienation

7. RECREATION AND CULTURAL

- 7.1 Recreation and cultural committee report
- 7.2 Mandate municipal representative Low arena committee

8. MISCELLANEOUS

8.1

9. QUESTION PERIOD

10. CLOSING OF THE MEETING

2022-06-137
1.3

AGENDA

WHEREAS Council members renounce the reading of the agenda and the availability of documents no later than 72 hours before the time set for the beginning of the meeting;

IT IS PROPOSED by Maureen Rice, **SECONDED** by Joanne Mayer and resolved to adopt the agenda by adding the following topics:

- 1.22 CORRECTION REPORT
- 1.23 PAUGAN RESIDENCE – WASTE AND RECYCLING
- 2.4 FIRE PREVENTION TECHNICIAN (TPI) SERVICE OFFER
- 2.5 GRANTING OF PURCHASE – COMBAT SUIT (BUNKER)
- 4.2 MODIFICATION TO THE COST OF RESIDUAL MATERIALS COLLECTION AND RECYCLING
- 7.3 MODIFICATION OF THE INTERGENERATIONAL PARK PROJECT
- 8.1 SIGN BUDGET ALLOCATION

CARRIED

2022-06-138
1.4

MINUTES OF THE REGULAR SITTING OF MAY 2nd, 2022.

WHEREAS Council members have individually reviewed the minutes of the regular sitting of May 2nd, 2022;

WHEREAS Council members renounce to the reading of the minutes;

IT IS PROPOSED by Gyslain Robert, **SECONDED** by Luc Thivierge and resolved to adopt the minutes of the regular sitting of May 2nd, 2022, as presented.

CARRIED

2022-06-139
1.5

ADOPTION OF BANK WITHDRAWALS

IT IS PROPOSED by Joanne Mayer
SECONDED by Maureen McEvoy
And resolved

TO adopt, as presented, the list of direct debits for the month of May 2022 for a total of the following amounts:

Net Salaries	\$ 33,192.87
Provincial Remittances	\$ 11,801.87.
Federal Remittances	\$ 3,699.07
Retirement Pension Remittances	\$ 2,353.00

For a grand total of \$ **51,046.81**

CARRIED

2022-06-140
1.6

ADOPTION OF THE CHEQUE REGISTER

WHEREAS the accounts have been verified by Carole Robert and Joanne Mayer;

IT IS PROPOSED by Maureen Rice
SECONDED by Maureen McEvoy
And resolved

TO adopt, as presented, the Cheque Register for the month of May 2022 for a total amount of \$ 95,749.24

CARRIED

2022-06-141
1.7

ADOPTION OF THE LIST OF ACCOUNTS PAYABLE

WHEREAS the accounts have been verified by Carole Robert and Joanne Mayer;

IT IS PROPOSED by Joanne Mayer
SECONDED by Luc Thivierge
And resolved

TO adopt, as presented, the payment of the list of accounts payable for the month of May 2022 for a total amount of \$192,932.30 including Provincial and Federal Remittances.

Lee Angus registers his dissent

CARRIED

2022-06-142
1.8 DIRECTOR GENERAL EXPENDITURES – DGE (\$ 0.00)

2022-06-143
1.9 DIRECTOR OF FIRE SERVICE EXPENDITURES – DCP (\$ 0.00)

2022-06-144
1.10 REPORT OF THE ROAD DEPARTMENT EXPENDITURES – DCV (\$ 0.00)

Certificate of availability of funds

I, Pierre Vaillancourt, Director General of the Municipality of Township of Low certify that there are budgetary and/or extra budget available from surplus income, accumulated surplus, financial reserves, reserve funds or other sources for which the above listed expenses are incurred.



Pierre Vaillancourt, DMA
Director general by interim

2022-06-145
1.11 ADMINISTRATION COMMITTEE REPORT.

2022-06-146
1.12 REQUEST THAT THE NEW SENIORS' HOME BE DESIGNATED AS « MAISON TÉRÈSE GAUTHIER »

Whereas the Government of Quebec has announced the construction of the seniors' home in Maniwaki;

Whereas it would be important for the name of this new building to correspond to the history of the region;

Whereas too few public places bear the names of the women who have marked our region and it is high time that their contribution be recognized for the benefit of current and future generations;

Whereas Ms. Térèse Gauthier was the first woman from Maniwaki to become a physician;

Whereas she has greatly contributed to the health of our population through her total devotion to her patients;

Whereas thenumerous testimonies which testify to his great generosity towards the poorest of society and his total availability towards his patients;

Whereas Dr. Térèse Gauthier participated in the founding of the Laurentian Medical Society in 1958;

Whereas Dr. Térèse Gauthier was one of the founding members of foyer père Guinard in 1966;

Whereas she was also involved in the establishment of the current Maniwaki Hospital;

Whereas in 1968 she became the first female coroner in Quebec;

IT WAS MOVED by Maureen Rice , **SECONDED** by Ghyslain Robert and resolved;

THAT the council of the municipality of the Township of Low recommend that the new seniors' home be called « Maison Térèse Gauthier » in order to highlight and recall its contribution to the health of the population of our region.

CARRIED

2022-06-147
1.13 PAYMENT OF ACCUMULATED VACATIONS OF VOLUNTEER FIREFIGHTERS

IT IS PROPOSED by Luc Thivierge
SECONDED by Joanne Mayer
And resolved

THAT Council authorizes the payment of the accumulated vacation of the volunteer firefighters representing a total amount of \$15,029.08 as indicated on the list dated May 30, 2022 bearing the number VACPOM2022 that the Council has individually viewed

CARRIED

2022-06-148
1.14

RENEWAL OF THE INTERIM DIRECTOR GENERAL'S SERVICE OFFER

IT IS PROPOSED by Ghyslain Robert
SECONDED by Maureen Rice
And resolved

THAT Council renews Mr. Pierre Vaillancourt's service offer for 200 hours at \$50.00 per hour all inclusive, upon presentation of an invoice.

CARRIED

2022-06-149
1.15

CONSULTING SERVICE OFFER FOR THE INVOICING OF TRANSFERS AND UPDATES OF THE MRCVG

IT IS PROPOSED by Ghyslain Robert
SECONDED by Maureen McEvoy
And resolved

THAT Council authorizes and accepts the offer of consulting service to assist the municipality in its updates in PG and the billing of transfers at the cost per hour that is equivalent to his salary earned at the municipality of Kazabazua with invoice in support as well as the overtime of the employee at the reception.

CARRIED

2022-06-150
1.16

TABLING OF THE MANDATORY TRAINING REPORT FOR ELECTED OFFICIALS

Deposit by the Clerk-Treasurer of the mandatory training report for elected officials and that this report will be posted on our website at www.lowquebec.ca

2022-06-151
1.17

GRADUATE SCHOLARSHIPS

IT IS PROPOSED by Maureen Rice
SECONDED by Luc Thivierge
And resolved

THAT council authorizes a scholarship of \$100 each to help students pursue their studies at a higher level, this scholarship is offered to a graduate of Sacred Heart High School in Gracefield (1) and St-Micheal School (2).

CARRIED

2022-06-152
1.18

NOTICE OF FILING OF A COMPLAINT FILE NO. 700020837 – LABOUR STANDARDS

Considering that a notice of filing a complaint against the municipality dated May 26, 2022 under their reference number 700020837;

Considering that mediation is offered to us by the CNESST;

THEREFORE, IT IS PROPOSED by Joanne Mayer, **SECONDED** by Ghyslain Robert and resolved;

THAT the Board mandate the Director General to accept the mediation service and that if an agreement is reached between the employer and the mediation, that a discharge transaction be signed by both parties.

Luc Thivierge registers his dissent

CARRIED

2022-06-153
1.19

CHANGE IN MILEAGE RATE

IT IS PROPOSED by Ghyslain Robert
SECONDED by Luc Thivierge
And resolved

THAT the refundable rate per kilometer travelled for members of council as well as for employees of the Municipality of the Township of Low is modified for \$0.56/km.

CARRIED

2022-06-154
1.20

SUBMISSION OF AN APPLICATION FOR FINANCIAL ASSISTANCE FROM THE MUNICIPAL INFRASTRUCTURE IMPROVEMENT AND CONSTRUCTION PROGRAM (PRACIM) – COMPONENT 1: MUNICIPAL BASIC BUILDING PROJECTS

WHEREAS the municipality have individually reviewed the guide relating to the municipal infrastructure improvement and construction program (PRECIM) – component 1: municipal basic building projects;

It is proposed, by Joanne Mayer, **seconded** by Maureen Rice and resolved that:

The municipal council of the municipality of Kazabazua authorizes the application for financial assistance;

The municipality has have individually reviewed the PRACIM guide and undertakes to comply with the terms and conditions of the guide that applies to it;

The municipality undertakes, if it obtains financial assistance for its project, to pay its share of the costs eligible for the project as well as the costs of continuous operation and maintenance of the subsidized building;

The municipality confirms, if it obtains financial assistance for its project, that it will assume all costs not eligible for PRACIM associated with its project, including any additional costs.

CARRIED

2022-06-155
1.21

CONTRACT AMENDMENT NUMBER CTSL170

WHEREAS the employee has held the Position of Reception Clerk since May 2, 2017, and that this position has increased significant duties at the general administration level;

WHEREAS it is necessary to amend its contract.

WHEREAS the members of Council have individually reviewed the contract #CTSL1702.

THEREFORE, IT IS PROPOSED by Luc Thivierge, **SECONDED** by Ghyslaine Robert and resolved;

THAT the Council accepts the amendment of the Contract under number CTSL1702 under the terms as described and submitted to the Council and instructs the General Manager to sign this Contract for and on behalf of the Municipality of Kazabazua.

CARRIED

2022-06-156
1.22

CORRECTION REPORT

In accordance with article 202.1 of the Municipal Code of Québec or 92.1 of the Cities and Towns Act (LCV), the undersigned, clerk-treasurer of the municipality, makes a correction to the minutes of March 7, 2022, resolution # 55-03-2022 of the Municipality of the Township of Low, since an error is obvious when simply reading the documents submitted in support of the decision taken.

The correction is as follows:

At Whereas it is inscribed:

« WHEREAS the owners of 292 Route 105 have applied for a minor variance to be able to build a tourist center;

WHEREAS the property that is the subject of the request for a minor exemption does not have any acquired rights.

WHEREAS the request for a minor variance is admissible under section 10 of Regulation 04-2019;

WHEREAS the application seeks to authorize construction 6m from the front lot line;

WHEREAS the publication of the minor variance states that the application is intended to authorize the encroachment of the eaves at 4.34m from the front lot line on the left side and 4.31m from the right side;

WHEREAS the application seeks to authorize the encroachment of the construction at 16.93m of the public utility corridor of the MRC de la Vallée-de-la-Gatineau instead of the 35m;

WHEREAS the application seeks to authorize the encroachment of the construction at 4.22m from the rear lot line instead of 5m;

WHEREAS the Planning Advisory Committee has taken note of all the documents provided by the applicant »

However, it should read:

« WHEREAS the owners of 292 Route 105 have applied for a minor variance in order to build;

WHEREAS the property that is the subject of the minor variance claim does not enjoy any rights acquired as a result of the demolition of the existing buildings in the summer of 2021;

WHEREAS the request for a minor variance is admissible under section 10 of Regulation 04-2019;

WHEREAS the project under consideration as a whole falls within the parameters of minor derogation;

WHEREAS only part of the property is in an agricultural area and the front margins are different in the urban area compared to other areas;

WHEREAS all the steps for approval with the CPTAQ and for the addition of use in the area concerned have been successfully completed;

WHEREAS the application seeks to authorize the construction of the building 6m from the front lot line when the zoning by-law section 6.2.1.2 mentions that the non-urban area must be 9 metres;

WHEREAS the publication of the minor variance states that the application is intended to authorize the encroachment of the eaves at 4.34m from the front lot line on the left side and 4.31m from the right side our by-law applies only to the walls of the building;

WHEREAS the application seeks to authorize the visual encroachment of the construction at 16.93m of the public utility corridor of the MRC de la Vallée-de-la-Gatineau (Bike Path) instead of the 35m. and that the very nature of the building is for the users of the trail as well; in addition to the fact that the manager of the two entities is the same, the MRCVG;

WHEREAS the application seeks to authorize the encroachment of the construction at 4.22m from the rear lot line instead of 5m. it is noted that the vessel respects setbacks and complies with section 6.2.1.4 of the regulation;

WHEREAS the application has been transferred by the director of the planning department to the members of the CCU, for study of the file and to make a recommendation to the municipal council;

WHEREAS the Planning Advisory Committee has taken note of all the documents provided by the applicant and has made the overall study; »

I have duly amended the Minutes of 7 March 2022 accordingly.

Signed in Low on June 6, 2022.

Pierre Vaillancourt, DMA
Clerk-Treasurer and Acting Director General

2022-06-157
1.23

PAUGAN RESIDENCE – WASTE AND RECYCLING

IT IS PROPOSED by Luc Thivierge

**SECONDED by Maureen McEvoy
And resolved**

THAT Council authorizes a road employee or a volunteer firefighter to move the rolling bins of residual materials and recycling from the Paugan residence as this is a temporary solution.

2. PUBLIC SECURITY

**2022-06-158
2.1**

PUBLIC SECURITY COMMITTEE REPORT

**2022-06-159
2.2**

APPLICATION FOR FUNDING FOR FISCAL YEAR 2022 ASIVG

Whereas the ASIVG is composed of members of each fire department of the MRCVG;

Whereas the ASIVG (Association des gestionnaires en sécurité incendie de la Vallée de la Gatineau) is a non-profit organization registered in the Quebec NEQ enterprise register: 3377664142.

Whereas ASIVG needs funding for the 2022 annual operation;

THEREFORE, IT IS PROPOSED by Luc Thivierge, **SECONDED** by Maureen Rice and resolved;

THAT the municipality of The Township of Low authorize an amount of \$500 for the financing and proper functioning of the ASIVG (Association des gestionnaires en sécurité incendie de la Vallée de la Gatineau) and that an annual report must be filed with the 17 municipalities at the end of November each year.

Ghyslain Robert abstains

CARRIED

**2022-06-160
2.3**

RENEWAL OF GROUP INSURANCE POLICY NUMBER IF035

IT IS PROPOSED by Ghyslain Robert
SECONDED by Luc Thivierge
And resolved

THAT Council confirm the renewal of group insurance policy number 1F035 for the 22 volunteer firefighters and the fire chief in the amount of \$930 excluding applicable taxes.

CARRIED

**2022-06-161
2.4**

FIRE PREVENTION TECHNICIAN (TPI) SERVICE OFFER

Considering that action number 7 of the fire safety risk coverage plan for commercial and industrial inspections (commerce, schools, CPE, RPA, etc.) identifies risks related to safety and fire.

Considering that action number 22 of the fire risk coverage plan provides for the preparation of intervention plans.

Consequently, it is proposed by Ghyslain Robert, **seconded** by Luc Thivierge and resolved.

THAT Council accepts the offer of fire prevention technician service proposed by Mr. Éric Lacaille, TPI as submitted at the price of \$60 per hour, travel at the rate in effect at the municipality per km and \$30 per meal.

ADOPTED

**2022-06-162
2.5**

GRANTING OF PURCHASE – COMBAT SUIT (BUNKER)

IT IS PROPOSED by Joanne Mayer
SECONDED by Luc Thivierge
And resolved

THAT Council authorizes and incurs the expense for the purchase of 2 combat suits (bunker) at a cost of \$4,400 plus applicable taxes.

Ghyslain Robert abstains

ADOPTED

3. TRANSPORT

2022-06-163
3.1

TRANSPORT COMMITTEE REPORT

4. ENVIRONMENTAL HYGIENE & SANITATION

2022-06-164
4.1

ENVIRONMENTAL HYGIENE & SANITATION COMMITTEE REPORT

2022-06-165
4.2

MODIFICATION COST OF WASTE COLLECTION AND RECYCLING

Considering that the call for tenders for the collection of residual materials and recycling did not include Lac McColgan, Legault and Simon roads;

Considering that the council wants that on these roads the collection is door to door;

IT IS PROPOSED by Luc Thivierge, **SECONDED** by Joanne Mayer and resolved;

THAT the Board authorizes and incurs the expense for this collection in the amount of \$4,331.25 including taxes applicable to Location Martin Lalonde Inc.

AND that the Rochon road will not be made door to door due to the facts that the path is not compliant and that there is no diversion.

CARRIED

5. HEALTH AND WELFARE

2022-06-166
5.1

HEALTH AND WELFARE COMMITTEE REPORT

6. LAND USE PLANNING AND DEVELOPMENT

2022-06-167
6.1

LAND USE PLANNING AND DEVELOPMENT COMMITTEE REPORT

2022-06-168
6.2

FILING OF PERMIT STATISTICS REPORT

The permit statistics report for the month of May 2022 is tabled by the director general by interim.

2022-06-169
6.3

REQUEST TO THE CPTAQ 2022-06, ALIENATION

WHEREAS the Commission has taken cognizance of the application to be made to the Commission de protection du territoire agricole du Québec by the municipality of Canton de Low to obtain from that Commission an application for alienation, for cadastres 6 306 845, 6 306 846, 6 306 847, 6 306 848, 6 306 849, 6 306 850, 6 306 860 and 6 306 861 in order to transfer ownership.;

WHEREAS the application concerns only 66.4 hectares out of the 82.11 hectares;

WHEREAS section 58 of the Act respecting the protection of land and activities provides that a person who wishes to perform an act for which a authorization or permit is required in respect of a lot situated in an agricultural zone must apply to the local municipality in whose territory the cadastres 6 306 845, 6 306 846, 6 306 847, 6 306 848, 6 306 849, 6 306 850, 6 306 860 and 6 306 861 are situated;

WHEREAS the application meets the criteria set out in section 62 of the protection of agricultural land and activities.;

WHEREAS this application complies with the zoning by-law of the municipality;

WHEREAS this request has no effect on the protection and the development of agricultural activities;

IT IS PROPOSED by Ghyslain Robert, **SECONDED** by Maureen Rice and resolve

To recommend to the Commission de protection du territoire agricole du Québec to accept this request for alienation for cadastres 6 306 845, 6 306 846, 6 306 847, 6 306 848, 6 306 849, 6 306 850, 6 306 860 and 6 306 861 cadastre officiel du Québec, in the municipality of Township of Low.

Luc Thivierge abstains

CARRIED

7. RECREATION AND CULTURE

2022-06-170
7.1

RECREATION AND CULTURAL COMMITTEE REPORT

2022-06-171
7.2

MANDATE MUNICIPAL REPRESENTATIVE LOW ARENA COMMITTEE

IT IS PROPOSED by Ghyslain Robert
SECONDED by Joanne Mayer
And resolved

THAT council appoints Mrs. Maureen McEvoy as municipal representative for the municipality of Township of Low to be on the arena committee in the Municipality of Low.

CARRIED

2022-06-172
7.3

MODIFICATION OF THE INTERGENERATIONAL PARK PROJECT

Whereas the municipality of Low received a grant from the MRCVG to develop an intergenerational park at 400 Route 105;

Whereas the works on the project have not started yet;

Whereas the municipality plans to develop the site at this location to include municipal offices and a fire station, and to seek other funds for the redevelopment;

Whereas the municipality has developed a project for a pavilion to shelter people behind the community hall (Salle Héritage) with a view of the ball field of St Michael's secondary school, and considering that this site is currently used by a variety of people participating in sporting and recreational events;

It is therefore moved by Luc Thivierge, **seconded** by Maureen Rice **and carried**;

THAT the Director General be mandated to ask the MRC for authorization to reallocate the funds intended for the intergenerational park in order to use them to build the pavilion and meet current needs.

CARRIED

8. MISCELLANEOUS

8.1

ALLOCATION OF A BUDGET FOR SIGNS

IT IS PROPOSED by Ghyslain Robert
SECONDED by Maureen Rice
And resolved

THAT a budget in the amount of \$1,500 be allocated for the purchase of parking signs at the municipal wharf.

CARRIED

9.

QUESTION PERIOD

10.


CLOSING OF THE MEETING

The agenda being exhausted, the President declares the closing of the meeting at 8:39 pm.

President

Clerk

Carole Robert,
Mayor



Pierre Vaillancourt, DMA
Director General by interim

« I, Carole Robert, certify that the signing of these minutes is equivalent to the signature by me of all the resolutions it contains within the meaning of Article 142 (2) of the Municipal Code ».

« However, my signature does not apply to resolution number ____ for which I exercise the right of veto provided for in Article 142 (3) of the Municipal Code ».