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 **November 6, 2023**, at 7:00 p.m.

Chaired by the Mayor Carole Robert

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

Also present.

Sandra Martineau, Director General and Clerk-Treasurer

	Opening of the meeting
	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.
	Adoption of the agenda
2023-163	Meeting agenda:
	 Adoption of the agenda 1st Question Period Adoption of minutes Administration 4.a) List of bills to be paid 4.b) Adoption of the report "VOIR ET FAIRE AUTREMENT" for local employment services of good quality and in sufficient quantity on the territory of the MRC Vallée-de-la-Gatineau 4.c) Maintaining the appointment centre at the maniwaki hospital 4.d) Support mrc de la vallée-de-la-Gatineau - change of responsibility 4.e) Calendar of council meetings for 2024 5. Public safety 5.a) Adoption of by-law 2023-010 amending by-law 003-2009 decreeing the imposition of a Local roads assistance program - Specific large-scale or supramunicipal improvement projects component tax to finance 911 emergency centers 6. Public works 6.a) Four-year mandate to the Union des Municipalités du Québec for the purchase of road de-icing salt (sodium chloride) 0.b) Authorization - Application for financial assistance under Section 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité - Participation in the animal management partnership agreement project 6.c) Local road assistance program – Special improvement projects component (PPA-CE) 7. Environmental hygiene N/A 8. Urban planning 8.a) Request to the ministère des affaires municipales et de l'habitation (mamh) to extend the deadline for the revision of the planning bylaws applicable to the municipality of the township of low 9. Leisure, culture and communication 9.a) Tender - Community shelter (gazebo) 9.b) Contribution Christmas basket 9.c) Sponosrship Paugan Falls Rapids 9.d) Financial assistance program for recreational, sports and outdoor infrastructures (PAFIRSPA) 10. Correspondence, documents and information Financial resport as per artic

	IT IS PROPOSED BY Luc Thivierge SECONDED BY Ghyslain Robert
	AND resolved that this municipal council adopt the agenda.
	Adopted unanimously
	1 st Questions period
	Questions on the topics on the agenda Question period started at 7:04 p.m. and ended at 7:45 p.m.
2023-164	Adoption of the Minutes Whereas each member of Council was provided with a copy of the minutes of the regular meeting of October 2, 2023, at least twenty-four (24) hours prior to this meeting for their review, the mayor is excused from reading them.
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice
	AND RESOLVED that Council adopt the minutes of the regular meeting held on October 2, 2023.
	Ghyslain Robert abstains from voting.because he was not present at the last meeting.
	Adopted by a majority vote
	ADMINISTRATION
2023-165	List of bills to be paid
2020-100	Whereas the Mayor has analyzed the list of invoices for the month of October 2023, in the amount of \$ 370 351.65 and declares to be satisfied.
	Whereas it is necessary to authorize the payment of all the invoices on the list of accounts payable.
	IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge
	AND RESOLVED that Council approve the list of invoices number 2023-10 in the amount of \$ 370 351.65.
	Authorizes that the invoices be paid and credited to the concerned departments.
	Authorizes the Director General and Clerk-Treasurer to make the payments mentioned on the list.
	Vote requestedForAgainstMaureen RiceLee AngusJoanne MayerJoanne McEvoyLuc ThiviergeCarole Robert
	Ghyslain Robert abstains from voting because there's invoices from is employer.
	Adopted on division
2023-166	Adoption of the report "VOIR ET FAIRE AUTREMENT" for local employment services of good quality and in sufficient quantity on the territory of the MRC Vallée-de-la-Gatineau (MRC)
	Whereas the MRC VG council has been working for over 4 years to improve Services Québec services on its territory;
	Whereas the MRC VG has made no gains since then, and year after year has seen an alarming deterioration in services;

	Whereas the vital, strategic and decisive importance of providing local services of good quality and in sufficient quantity for all its citizens and the social and economic development of our territory;
	Whereas Services Québec's primary responsibility in the provision of services is employment assistance, business assistance and social solidarity;
	Whereas the colossal sums of money (over \$2M) returned to Quebec in recent years by Services Québec Outaouais;
	Whereas the MRC VG, in its great determination, has put Services Québec de Maniwaki at fault in its structure, service delivery and approach;
	Whereas the Quebec government defines itself as a "government of the regions", we urge it to "SEE AND DO OTHER THINGS" for the Gatineau Valley MRC by obliging the Ministère de l'Emploi et de la Solidarité sociale and other ministries, if concerned, to implement the well-thought-out action plan that has every reason to ensure a better future, namely :
	 To obtain special attention to make the Gatineau Valley MRC a territory of experimentation to demonstrate that it is possible to "SEE AND DO OTHER THINGS" in terms of public employment services; To set up a territorial consultation and governance structure: the Vallée-de-la-Gatineau Conseil territorial des partenaires du marché du travail (CTPMT); To provide a base budget and reinvestment;
	Whereas the budget required to hire three additional on-site human resources at Services Québec de Maniwaki, i.e. a manager (already part-time) and two agents, and to refurbish the client space, represents an investment of no more than \$250,000 for the government;
	Whereas part of this sum is already provided for in the transfer of civil servants to the regions, and Quebec's new investment is practically nil:
	 Services Québec's local partner organizations are indexed each year. Service purchase agreements are triennial or quinquennial. Unused budgets are reinvested locally; Create a fund endowed with \$500,000 per year, or the modest sum of \$25 per citizen of the VG RCM, and entrust it to the CTPMT to be able to make additional and alternative investments to Services Québec in terms of projects and initiatives; Participate in the deployment of a G20 québécois that brings together the most devitalized MRCs with the ambition of obtaining greater support from the Quebec government and a special status for their social and economic development.
	IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge
	AND RESOLVED that this Municipal Council support the MRC de La Vallée-de-la- Gatineau and that the report " VOIR ET FAIRE AUTREMENT " be adopted and that political representations be led by Chantal Lamarche, Prefect.
	Adopted unanimously
	Maintaining the appointment centre at the Maniwaki Hospital
2023-167	Whereas the Gatineau Valley MRC has been actively involved in the health sector on its territory for several years, continually seeking to meet the needs of its population;
	Whereas multiple MRC Council resolutions have expressed the political will to promote the development and evolution of healthcare services on the territory;
	Whereas the MRCVG Council has been informed of changes concerning the transfer of the appointment center located at the Maniwaki hospital to the Maniwaki CLSC, and that this change will directly affect front-line service when appointments are booked;
	Whereas the majority of the Vallée-de-la-Gatineau territory serves a vulnerable, aging and economically disadvantaged clientele, and nearly sixty percent (60%) of the territory's population has little SCHOOLING.

	Whereas the Observation Report on the Centre intégré de santé et de services sociaux de l'Outaouais for the Vallée-de-la-Gatineau region carried out by Mr. Sylvain Gagnon in January 2019, recommends the need to draw up a plan to consolidate and develop local services, and that the various interviews conducted with users and local partners have clearly highlighted the difficulties in accessing local services, particularly those known as front-line services;
	Whereas this change in operations does not seem to have taken into account the territorial needs specific to the Vallée-de-la-Gatineau;
	Whereas the current service has proven effective in meeting the needs and territorial realities of the Vallée-de-la-Gatineau population;
	Whereas the current service accompanies beneficiaries to the various services within the hospital, thereby saving time;
	Whereas maintaining the current service would enable caregivers to devote themselves fully to their tasks, rather than just to administrative tasks;
	Whereas the current service has already demonstrated its effectiveness;
	IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge
	AND RESOLVED that Council ask the Director of the Réseau Local en Santé de la Vallée-de-la-Gatineau and the President and CEO of CISSSO to maintain the current operation of the Maniwaki Hospital central appointment scheduling service and that a copy of this resolution be forwarded to the MRC Vallée-de-la-Gatineau.
	Adopted unanimously
	Support MRC de la Vallée-de-la-Gatineau - change of responsibility
2023-168	Whereas the MRC de la Vallée-de-la-Gatineau (MRCVG) adopted resolution 2023-R-AG273 to ask Minister Lacombe to accept a change of responsibility for the project to restructure and renovate the Vallée-de-la-Gatineau auditorium at the Centre de service scolaire des Hauts-de-Bois de l'Outaouais ;
	IT IS PROPOSED BY Joanne Mayer SECONDED BY Maureen McEvoy
	AND RESOLVED that Council support the MRC de la Vallée-de-la-Gatineau in its request to Minister Lacombe for a change of responsibility for the project to restructure and renovate the Vallée-de-la-Gatineau auditorium at the Centre de service scolaire des Hauts-de-Bois de l'Outaouais.
	Adopted unanimously
	Calendar of council meetings for 2024
2023-169	Whereas Article 148 of the Quebec Municipal Code provides that Council must establish, before the beginning of each calendar year, the calendar of its regular meetings for the coming year, setting the day and time of the beginning of each;
	IT IS PROPOSED BY Ghyslain Robert SECONDED BY Joanne Mayer
	And resolved that Council authorize the adoption of the following schedule of regular Council meetings for the year 2024, to be held at 7 p.m. in the Salle Héritage located at 4C, chemin D'Amour, on the following dates: - January 8, 2024 - February 5, 2024 - March 4, 2024 - April 2, 2024 (Tuesday) - May 6, 2024 - June 3rd 2024 - July 2, 2024 (Tuesday) - August 5, 2024 - September 3, 2024 (Tuesday)
	- October 7, 2024

	- November 4, 2024 -December 2, 2024
	THAT a public notice of the contents of this calendar be published by the Director General and Clerk-Treasurer in accordance with the Act governing the municipality.
	Adopted unanimously
	PUBLIC SAFETY
2023-170	Adoption of by-law 2023-010 amending by-law 003-2009 decreeing the imposition of a tax to finance 911 emergency centers
	Whereas the Civil Protection Act provides that every local municipality, with the exception of a northern village, must ensure the services of a 911 emergency center in order to respond to emergency calls on its territory;
	Whereas the 9-1-1 municipal tax is one of the sources of funding enabling municipalities to ensure their financing;
	Whereas on September 28, 2023, the By-law amending the By-law governing the 9-1-1 municipal tax enacted by the government came into force, having the effect of :
	 Increase the amount of the municipal tax for 911 to \$0.52 per month, per telephone number, effective January 1, 2024;
	 Introduce an annual indexation mechanism for the amount of the tax, applicable on January 1 of each year, starting in 2025;
	WHEREAS any amendment to the By-law governing the municipal tax for 9-1-1 requires municipalities to adjust their by-law, in accordance with section 244.70 of the Act respecting municipal taxation (LFM);
	WHEREAS section 244.69 of the MLA stipulates that the adoption of such a by-law need not be preceded by a notice of motion and a draft by-law;
	IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge
	And resolved that Council adopt By-law 2023-010 amending By-law 003-2009;
	THAT this by-law be kept in the Municipality's by-law book.
	Adopted unanimously
	PROVINCE OF QUEBEC MUNICIPALITY OF THE TOWNSHIP OF LOW
	EX LAW NUMBER 2022 040
	BY-LAW NUMBER 2023-010 AMENDING BY-LAW 003-2009 DECREEING THE IMPOSITION OF A TAX FOR THE
	PURPOSE OF FINANCING 9-1-1 EMERGENCY CENTERS
	Council decrees as follows
	Article 2 of by-law 003-2009 is replaced by the following:
	As of January 1, 2024, a tax is imposed on the supply of a telephone service, the amount of which is, for each telephone service, \$0.52 per month per telephone number or, in the case of a multiline service other than a Centrex service, per outgoing access line.
	ARTICLE 2
	By-law 003-2009 is amended by inserting the following after article 2:

	according to the rate corresponding to the annual variation in the average Consumer Price Index for Quebec, excluding alcoholic beverages, tobacco products, smokers' articles and recreational cannabis, for the 12-month period ending June 30th of the year preceding that for which the amount of the tax is to be indexed.
	This amount, thus indexed, is decreased to the nearest cent if it includes a fraction of a cent less than \$0.005; it is increased to the nearest cent if it includes a fraction of a cent equal to or greater than \$0.005.
	The result of this indexation corresponds to the amount published by the Minister of Municipal Affairs, Regions and Land Occupancy in Part 1 of the Gazette officielle du Québec, in accordance with article 2.1 of the Règlement encadrant la taxe municipale pour le 9-1-1 (chapter F-2.1, R.14).
	ARTICLE 3
	This by-law comes into force on the date of publication of a notice to this effect by the Minister of Municipal Affairs, Regions and Land Occupancy in the Gazette officielle du Québec.
	Carole Robert Sandra Martineau Mayor General Manager and Clerk-Treasurer
	Adoption of by-law : Publication (posting) : Coming into force :
	PUBLIC WORKS
2023-171	Four-year mandate to the Union des Municipalités du Québec for the purchase of road de-icing salt (sodium chloride)
	Whereas the Municipality has received a proposal from the Union des Municipalités du Québec (UMQ) to prepare, on its behalf and on behalf of several other interested municipalities, a call for tenders document for a group purchase of products used as dust suppressants;
	 Whereas article 14.7.1 of the Municipal Code allows a municipal organization to enter into an agreement with the UMQ for the
	 purchase of materials; specifies that the rules governing the awarding of contracts by a municipality
	apply to contracts awarded under this article, and that the UMQ undertakes to comply with these rules;
	 specifies that the present contractual process is subject to "By-law number 26 on the contractual management of the UMQ for its grouping agreements" adopted by the UMQ Board of Directors;
	Whereas the UMQ's proposal is renewed, on a voluntary basis, at each call for tenders issued by the group;
	Whereas the Municipality wishes to participate in this group purchase in order to obtain solid calcium chloride flakes in the quantities required for its activities;
	IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge
	AND RESOLVED
	• THAT the Municipality confirms its membership in the purchasing group set up by the UMQ for the years 2024, potentially 2025 and 2026, and entrusts the UMQ with the tendering process leading to the awarding of group purchasing contracts for products used as dust suppressants (solid calcium chloride flakes) required for the Municipality's activities;

	• THAT to enable the UMQ to prepare its tender document, the Municipality undertakes to provide the UMQ with the types and quantities of product it will require by completing the registration form on the portal by the set date;
	• THAT the Municipality entrusts the Union des Municipalités du Québec (UMQ) with the responsibility of analyzing the bids submitted. Accordingly, the Municipality accepts that the product to be ordered and delivered will be determined following the comparative analysis of products defined in the call for tenders document;
	• THAT if the UMQ awards a contract, the Municipality undertakes to respect the terms of this contract as if it had contracted directly with the supplier to whom the contract is awarded;
	• THAT the Municipality agrees to abide by the terms of this contract for its entire duration, i.e., from its signing to October 30, 2024, with the possibility of extending it twice, at the discretion of the UMQ, i.e., until October 30, 2025 and then until October 30, 2026;
	• THAT the Municipality acknowledge that the UMQ will receive, directly from the successful bidder, as a management fee, a percentage of the amount invoiced before taxes to each of the participants; said rate is specified in the call for tenders document;
	 That a copy of this resolution be forwarded to the Union des municipalités du Québec.
	• Adopted unanimously
2023-172	Meeting request - MRC for animal management partnership project
	Whereas an animal management project has been presented by the MRC de la Vallée- de-La-Gatineau in partnership with the SPCA;
	Whereas the MRC plans to apply for financial assistance from FARR Volet 4 to cover project costs for the first 3 years.
	IT IS MOVED BY Joanne Mayer SECONDED BY Ghyslain Robert
	 AND RESOLVED that the Municipal Council postponed the decision and request a meeting with the MRC and the SPCA to obtain more information on the project.
	Adopted unanimously
2023-173	Local road assistance program – Special improvement projects component (PPA- CE)
	Whereas the Municipality of the Township of Low has taken cognizance of the terms and conditions for the application of the Specific Improvement Projects component of the Local Road Aid Program (PAVL) and undertakes to respect them;
	Whereas the road network for which a request for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;
	Whereas the work was carried out during the calendar year in which it was authorized by the Minister;
	Whereas the work or inherent costs are eligible under the PAVL;
	Whereas the accountability form V-0321 has been duly completed;
	Whereas the project accounts have been submitted upon completion of the work or no later than December 31, 2023 of the calendar year in which the Minister authorized the work;
	Whereas payment is conditional on the Minister's acceptance of the project's rendering of accounts;
	Whereas, if the statement of account is deemed to be in order, the Minister will make a

	payment to the municipalities based on the list of work he has approved, without exceeding the maximum amount of assistance as set out in the letter of announcement;	
	Whereas other sources of financing for the work have been declared;	
	IT IS MOVED BY Luc Thivierge SECONDED BY Ghyslain Robert	
	AND FURTHER RESOLVED that Council approves expenditures in the amount of \$30,036.52 for the improvement work and related eligible costs mentioned on form V-0321, in accordance with the requirements of the ministère des Transports du Québec, and acknowledges that in the event of non-compliance, the financial assistance will be terminated.	
	Adopted unanimously	
	ENVIRONMENTAL HYGIENE	
	N/A	
	URBANISM	
2023-174	Request to the Ministère des Affaires municipales et de l'Habitation (MAMH) to extend the deadline for the revision of the planning bylaws applicable to the Municipality of the Township of Low	
	Whereas the revised Schéma d'aménagement et de développement of the MRC de la Vallée-de-la-Gatineau (MRCVG) comes into force on November 15, 2021;	
	Whereas, in accordance with article 59 of the LAU, in the case of the revision of a schema, the council of any municipality whose territory is included in that of the regional county municipality must, within two years of the revised schema coming into force, adopt any concordance by-law including, in particular, the zoning, subdivision and construction by-law;	
	Whereas, under article 239 of the LAU, the MAMH may, at the request of the local municipality, extend the deadline for adopting concordance bylaws with respect to the revised RCM plan;	
	Whereas the regulatory drafting process for concordance by-laws remains a process that requires careful thought and several stages, including public consultations;	
	Whereas the revised schema implies several regulatory changes to be made to existing urban planning by-laws applicable to the Municipality;	
	Whereas additional time is required for the proper development of said concordance by- laws applicable to the Municipality;	
	IT IS PROPOSED BY Ghyslain Robert SECONDED BY Joanne Mayer	
	AND RESOLVED that the Municipal Council request the MAMH to extend until November 15, 2024, the deadline for the adoption of planning by-laws applicable to the Municipality in accordance with the revised Land Use Planning and Development Plan in force.	
	Adopted unanimously	
	RECREATION, CULTURE AND COMMUNICATIONS	
2023-175	Tender - Community shelter (gazebo)	
∠UZ3-1/5	Whereas the Municipality proceeded with a call for tenders by invitation in May 2023 for the purchase and installation of a gazebo style community shelter;	

Whereas the Municipality did not receive any bids;

Whereas call for tenders 2023-701-001 was cancelled on June 5, 2023 by resolution 2023-106;

Whereas the Municipality proceeded by mutual agreement to find suppliers interested in submitting bids for the community shelter;

Whereas the Municipality has received offers from the following three suppliers:

Name of supplier	Price (before taxes)
Gazebec	\$ 34 625
Playcore – Poligon Shelters	\$ 71 000
Groupe Somac – Abris Tendal	\$ 45 900

Whereas the Municipality has received financial assistance from the MRC de la Valléede-la-Gatineau within the framework of the Fonds Région et Ruralité Volet 2 ;

Whereas the analysis of the offers received was carried out by the Recreation Committee on September 18, 2023.

Whereas the lowest bidder was selected by the committee.

Whereas the bid respects the budget provided for the realization of this project.

IT IS PROPOSED BY Maureen McEvoy SECONDED BY Joanne Mayer

AND RESOLVED that Council.

- Award the contract for the purchase and installation of a gazebo-style community shelter to the Gazébec company
- Authorize the Municipality to pay for the purchase and installation of the shelter in accordance with the estimate.
- 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 Municipalité du Canton de Low all documents required to implement this resolution.
- That 2/3 of the funds will come from the FARR Volet 2 grant, up to a maximum of \$35,840, and that 1/3 of the funds will be taken from budget item 23 080 00 721 Infrastructures loisirs.

Vote requested For Mureen McEvoy Joanne Mayer Luc Thivierge Lee Angus

Against Maureen Rice Ghyslain Robert

Adopted on division

2023-176

Whereas a request for financial assistance has been received from the Table de Développement Social Vallée-de-la-Gatineau (TDSVG)

IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge

AND RESOLVED that Council authorize the payment of \$250 in financial assistance for the preparation of Christmas baskets.

The funds will be taken from item 02-701-90-970, contribution - organization funding.

Adopted unanimously

0000 477	Sponsorship Paugan Falls Rapids
2023-177	Whereas the new Eastern Ontario Super Hockey League (EOSHL) senior hockey team Paugan Falls Rapids has established its home at the Low arena;
	Whereas infrastructure improvements have been made by team members in recent months; and
	Whereas the games are a hit with the population, with over 500 people turning out to watch the home games;
	Whereas the team is offering various levels of sponsorship to support the team;
	Whereas the bronze package at a cost of \$500 offers to display the municipality's logo on social media, on the website and at the arena during home games;
	IT IS PROPOSED BY Ghyslain Robert SECONDED BY Maureen Rice
	AND RESOLVED that Council authorize a sponsorship of \$500 to the Paugan Falls Rapids senior hockey team.
	Adopted unanimously
2023-178	Financial assistance program for recreational, sports and outdoor infrastructures (PAFIRSPA)
	Whereas the population of the Municipality of the Township of Low (the Municipality) is requesting that a children's playground be installed in the village of Low ;
	Whereas the Municipality wishes to apply for financial assistance from PAFIRSPA for the purchase and installation of a playpen ;
IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy	
	AND RESOLVED that Council
	 Authorize the submission of the project for the purchase and installation of a playpen to the Ministère de l'Éducation under the Programme d'aide financière aux infrastructures récréatives, sportives et de plein air ;
	• Confirms the Municipality's commitment to pay its share of the project's eligible costs and ongoing operating costs, to assume any cost overruns generated by the work, and not to award any contracts for direct costs before obtaining a letter of announcement from the Minister ;
	• 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 Municipalité du Canton de Low all documents required to implement this resolution ;
	Adopted unanimously
	CORRESPONDANCE
	DOCUMENTS, CORRESPONDANCE AND INFORMATION
	• Financial report as per article 176.4 cm
	2 nd question period
	Question period starts at 8:06 pm and end at 8:43 pm
	Adjournment
	There being no further business, the meeting adjourned at 8:43 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.