

**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 **December 4, 2023**, at 7:00 p.m.

Chaired by the Mayor Carole Robert

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

Absent
Ghyslain Robert

Also present.
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 7:00 p.m.</p>
<p>2023-179</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. 1st Question Period 3. Approval of minutes 4. Administration <ol style="list-style-type: none"> 4.a) List of bills to be paid 4.b) Support for the Town of Percé 4.c) Legal hypothec receipt 4.d) Legal Advisor contract renewal 4.e) Replacement of municipal office windows 4.f) Hiring of administrative assistant 4.g) Resignation of Director General and Clerk-Treasurer 4.h) Appointment of Acting Director General and Clerk-Treasurer 4.i) Cancellation and issuance of new credit card 5. Public safety N/A 6. Public works <ol style="list-style-type: none"> 6.a) Local roads assistance program - Accountability 6.b) RIAM budget 2024 6.c) Crossing of roads by snowmobilers 7. Environmental health <ol style="list-style-type: none"> 7.a) Authorization to call for tenders for septic system emptying 7.b) Action plan to detect lead in water 7c) Notice of motion - By-law governing the use of drinking water 8. Urban planning N/A 9. Recreation, culture and communication N/A 10. Correspondence, documents and information 10.a) Declaration of pecuniary interests of Council members 11. 2nd Question Period 12. Adjournment <p>IT IS PROPOSED BY Joanne Mayer 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>1st Questions period</u></p> <p>Questions on the topics on the agenda Question period started at 7:04 p.m. and ended at 7:27 p.m.</p>
<p>2023-180</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 November 6, 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 Joanne Mayer</p> <p>ANDRESOLVED that Council adopts the minutes of the regular meeting held on November 6, 2023.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p>4. ADMINISTRATION</p>
<p>2023-181</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 November 2023, in the amount of \$ 190 121.43 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 Joanne Mayer SECONDED BY Maureen McEvoy</p> <p>AND RESOLVED that Council approves the list of invoices number 2023-11 in the amount of \$ 190 121.43.</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>Luc Thivierge and Lee Angus abstains from voting because of a conflict of interest.</p> <p style="text-align: right;">Adopted by a majority vote</p>
<p>2023-182</p>	<p><u>SUPPORT FOR THE CITY OF PERCÉ - APPEAL OF THE JUDGMENT OF THE QUÉBEC SUPERIOR COURT INVALIDATING ITS BY-LAW IMPOSING A BY-LAW FEE TO CONTRIBUTE TO THE FINANCING OF MUNICIPAL TOURISM INFRASTRUCTURES</u></p> <p>Whereas the Ville de Percé adopted, on September 28, 2021, By-law number 575-2021 imposing a regulatory royalty to contribute to the financing of municipal tourism infrastructures;</p> <p>Whereas By-law number 575-2021 was amended by By-laws number 581-2022, 590-2022 and 600-2022 adopted respectively on February 8, 2022, April 5, 2022 and June 14, 2022;</p> <p>Whereas this by-law was adopted under the new power granted to municipalities by sections 500.6 et seq. of the Cities and Towns Act and 1000.6 et seq. of the Quebec Municipal Code;</p> <p>Whereas By-law number 575-2021 was the subject of an application for nullity (judicial review), which was filed with the Superior Court of Quebec on June 2, 2022;</p> <p>Whereas the said application for nullity was heard by the Superior Court on January 17 and 18, 2023;</p> <p>Whereas the judgment of the Superior Court was rendered on June 16, 2023;</p>

	<p>Whereas, by this judgment, the Court:</p> <p>"[76] DECLARES Bylaw number 575-2021 imposing a regulatory levy to contribute to the financing of municipal tourism infrastructures null and void, in particular from September 28, 2021 to June 14, 2022, for all merchants as defined in the bylaw at section 3(2°) since it is illegal;</p> <p>[77] DECLARE By-law number 600-2022 amending By-law number 571-2021 imposing a regulatory levy to contribute to the financing of municipal tourism infrastructures in order to amend certain provisions null and void for all merchants as defined in the by-law at article 3(2°) since it is illegal;"</p> <p>Whereas this judgment, as drafted, greatly compromises the power of all Quebec municipalities to implement by-law royalties, whatever they may be;</p> <p>Whereas the Ville de Percé has decided to appeal this judgment;</p> <p>Whereas the Union des municipalités du Québec has supported the Ville de Percé, stating: "The case brought by the Ville de Percé is indeed crucial, according to the Union, as its outcome could have significant repercussions on the application of general powers in matters of regulatory fees, for all Quebec municipalities;</p> <p>Whereas the Ville de Percé needs the support of all Quebec municipalities in its efforts to have the validity of its by-law imposing a regulatory fee recognized;</p> <p>Whereas the Municipalité du Canton de Low is also of the opinion that this case presents issues of interest to all Quebec municipalities;</p> <p>IT IS PROPOSED BY Maureen McEvoy SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council support the Ville de Percé in its efforts to recognize the legality of its by-law imposing a tourist royalty.</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-183</p>	<p><u>Discharge and cancellation of a notice of legal hypothec</u></p> <p>Whereas the Municipality had proceeded with the registration of a notice of legal hypothec resulting from a judgment (art. 2730 C.c.Q.), published on February 21, 2017 at the registry office of the land registry of Gatineau under number 22 911 064, against a debt resulting from unpaid taxes on the immovable designated as lot 5 162 381 (209-B chemin McLaughlin, township of Low) having matricule number 4382-92-4085;</p> <p>Whereas all sums due by the owner of lot 5 162 381 have been received in full by the Municipality;</p> <p>Whereas the Municipality no longer has any interest in maintaining its notice of legal hypothec on said property;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council</p> <ul style="list-style-type: none"> - Authorizes the legal cancellation of file 5 162 381; - 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 the Canton of Low all documents relative and necessary to the implementation of the present resolution. <p style="text-align: right;">Adopted unanimously</p>
<p>2023-184</p>	<p><u>Renewal of 2023 legal advisor contract</u></p> <p>Whereas the Municipality currently benefits from a package with the firm DHC Avocats for legal advice by telephone and e-mails;</p> <p>Whereas the Municipality is satisfied with the services of the legal advisor and wishes to renew the contract;</p>

	<p>Whereas the rate remains the same, i.e. \$400 plus taxes for the year 2024 for the telephone package;</p> <p>IT IS PROPOSED BY Joanne Mayer SECONDED BY Maureen Rice</p> <p>AND RESOLVED that Council authorizes the renewal of the telephone contract with DHC Avocats for the year 2024 at a cost of \$400 plus taxes.</p> <p>Vote requested:</p> <table data-bbox="321 540 803 739"> <tr> <td><u>For</u></td> <td><u>Against</u></td> </tr> <tr> <td>Maureen Rice</td> <td>Lee Angus</td> </tr> <tr> <td>Joanne Mayer</td> <td></td> </tr> <tr> <td>Maureen McEvoy</td> <td></td> </tr> <tr> <td>Luc Thivierge</td> <td></td> </tr> <tr> <td>Carole Robert</td> <td></td> </tr> </table> <p style="text-align: right;">Adopted on division</p>	<u>For</u>	<u>Against</u>	Maureen Rice	Lee Angus	Joanne Mayer		Maureen McEvoy		Luc Thivierge		Carole Robert	
<u>For</u>	<u>Against</u>												
Maureen Rice	Lee Angus												
Joanne Mayer													
Maureen McEvoy													
Luc Thivierge													
Carole Robert													
<p>2023-185</p>	<p><u>Purchase and replacement of windows at the municipal office</u></p> <p>Whereas the windows of the municipal office needs to be replaced;</p> <p>Whereas the municipality received a quote from the company Portes et Fenêtres Quali-Pro;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council mandates Portes et Fenêtres Quali-Pro for an estimated amount of \$16,671.37, before taxes, for the purchase and replacement of windows for the municipal office.</p> <p>That 2/3 of the funds will come from the PRABAM grant up to a maximum of \$11,003.11 before taxes and that 1/3 of the funds will be taken from budget item 02-130-00-522, Building maintenance.</p> <p style="text-align: right;">Adopted unanimously</p>												
<p>2023-186</p>	<p><u>Hiring assistant to Director General</u></p> <p>Whereas interviews took place for the position of assistant Director General on November 14 and 23;</p> <p>Whereas following the evaluation process, the committee recommended the hiring of Jessica Aguilar;</p> <p>IT IS PROPOSED BY Joanne Mayer SUPPORTED BY Maureen McEvoy</p> <p>AND resolved that this municipal council</p> <ul style="list-style-type: none"> • Authorizes the hiring of Jessica Aguilar as assistant to the Director General as of December 5, 2023 for a term of one year, according to the terms provided for in her employment contract and upon verification and recommendation of the administration committee • Authorizes the mayor or deputy mayor as well as the director general and secretary-clerk or the deputy director general and assistant clerk-treasurer to sign for and on behalf of the Municipality of Low, all the documents necessary for the implementation of this resolution. <p>Maureen Rice was not part of the evaluation process.</p> <p style="text-align: right;">Adopted unanimously</p>												

2023-187	<p><u>Resignation of Mrs. Sandra Martineau to the position of Director General and Clerk-Treasurer of the Municipality</u></p> <p>Whereas Ms. Sandra Martineau submitted her letter of resignation to the Mayor of the Municipality on November 13, 2023 and that she will leave her position on December 1st, 2023;</p> <p>Whereas Ms. Sandra Martineau wishes to facilitate the transition by working sporadically as a consultant, to end the year 2023 as well as for the year 2024, particularly with regards to:</p> <ul style="list-style-type: none"> • Completion of the budget; • Annual taxation; • The town hall file with the FQM; • Preparation of the 2023 financial statements with the auditor. <p>Whereas the Acting Director General would greatly benefit from this assistance and learning;</p> <p>IT IS PROPOSED BY Luc Thivierge SUPPORTED BY Joanne Mayer</p> <p>AND resolved that this municipal council</p> <ul style="list-style-type: none"> • Accepts the resignation of Ms. Martineau as Director General and Clerk-Treasurer; • Authorizes the on demand sporadic hiring of Ms. Sandra Martineau in order to help and train the Acting General Director and Clerk-Treasurer for the subjects mentioned above. <p style="text-align: right;">Adopted unanimously</p>
2023-188	<p><u>Appointment of Ms. Valérie Lemieux to the position of Acting General Director and Clerk-Treasurer of the Municipality of the Township of Low</u></p> <p>Whereas Ms. Martineau submitted her resignation on November 13, 2023;</p> <p>Whereas it is necessary to appoint a person to the interim general management;</p> <p>Whereas the Deputy Director General and Deputy Clerk-Treasurer Ms. Valérie Lemieux has been in the office since November 22, 2022 and that she could occupy this position;</p> <p>IT IS PROPOSED BY Joanne Mayer SUPPORTED BY Maureen Rice</p> <p>AND resolved that this municipal council appoints Ms. Valérie Lemieux as interim General Director and clerk-treasurer according to the negotiated conditions.</p> <p>Luc Thivierge abstains from voting because of a conflict of interest</p> <p style="text-align: right;">Adopted by a majority vote</p>
2023-189	<p><u>Cancellation and issuance of a new credit card</u></p> <p>Whereas resolution 2023-188 appoints Ms. Valérie Lemieux Acting Director General of the Municipality;</p> <p>Whereas it is appropriate to cancel Ms. Sandra Martineau's card and issue a new card for the interim Director General:</p> <ul style="list-style-type: none"> • Valérie Lemieux \$5,000 <p>IT IS PROPOSED BY Joanne Mayer SUPPORTED BY Maureen McEvoy</p> <p>AND resolved that this municipal council</p> <ul style="list-style-type: none"> • Cancels the credit card issued in the name of Ms. Sandra Martineau; • Authorizes the issuance of the credit card to Ms. Valérie Lemieux with an authorized limit of \$5,000.

	<p>Luc Thivierge abstains from voting because of a conflict of interest.</p> <p style="text-align: right;">Adopted by a majority vote</p>
	<p>5. PUBLIC SAFETY</p>
	<p>N/A</p>
	<p>6. PUBLIC WORKS</p>
<p>2023-190</p>	<p><u>Local Roads Assistance Program - Supramunicipal Specific Improvement Projects Component (PPA-ES) (Lac Bernard Nord 2021)</u></p> <p>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;</p> <p>Whereas the road network for which a request for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL;</p> <p>Whereas the work must be completed no later than the end of the third calendar year from the date of the Minister's letter of announcement;</p> <p>Whereas the work carried out or the inherent costs are eligible under the PAVL;</p> <p>Whereas the accountability form V-0321 has been duly completed;</p> <p>Whereas the submission of project financial statements must be made upon completion of the work, or no later than December 31, 2023, as of the third calendar year from the date of the Minister's letter of announcement;</p> <p>Whereas payment is conditional on the Minister's acceptance of the project report;</p> <p>Whereas, if the rendering of accounts is deemed compliant, the Minister makes a payment to the municipalities based on the list of work he has approved, without however exceeding the maximum amount of assistance as it appears in the letter of announcement;</p> <p>Whereas the financial assistance is allocated over a period of three calendar years, from the date of the announcement letter from the Minister;</p> <p>Whereas financial assistance is divided into three annual instalments corresponding to the total of supporting documents received, up to a maximum of :</p> <ol style="list-style-type: none"> 1) 40% of the financial assistance granted, for the first instalment; 2) 80% of the financial assistance granted, less the first instalment, for the second instalment; 3) 100% of the financial assistance granted, less the first two instalments, for the third instalment; <p>Whereas work carried out after the third anniversary of the letter of announcement is not eligible;</p> <p>Whereas other sources of financing for the work have been declared;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council approves the expenses in the amount of \$ 29 740.11 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 acknowledge that in the event of non-compliance, the financial assistance will be terminated.</p>

Adopted unanimously

2023-191

Adoption of the 2024 budget of the Maniwaki Airport Intermunicipal Authority (RIAM)

Whereas under article 603 of the Municipal Code, the management draws up its budget each year for the next financial year and transmits it for adoption, before October 1, to each municipality whose territory is subject to its jurisdiction;

Whereas the budget must be adopted by at least two thirds of the municipalities;

Whereas the RIAM budget provides for a share for the municipality of \$7,757 for the year 2024, or \$141 less than for the year 2023;

IT IS PROPOSED BY Luc Thivierge
SUPPORTED BY Maureen Rice

AND resolved that this municipal council adopts the 2024 budget of the Intermunicipal Board of Maniwaki Airport, including a share of \$7,757

The funds will be taken from budget item 02-371-00-459, RIAM – Air transport.

Adopted unanimously

2023-192

Crossing municipal roads by snowmobiles

Whereas the Pontiac Snowmobilers Association wishes to cross certain municipal roads during the 2023-2024 winter season:

- McCrank Road and linear corridor
- Burrough Road and linear corridor
- Fieldville Road and linear corridor
- Donovan Road and linear corridor

Whereas the signage for road crossings must be installed by the snowmobile club;

IT IS PROPOSED BY Luc Thivierge
SUPPORTED BY Maureen Rice

AND resolved that this municipal council:

- Authorizes the crossing of municipal roads listed above
- Authorizes the Pontiac snowmobile club to install the required signage for road crossings and to ensure their accuracy.

Adopted unanimously

2023-193

Local Roads Assistance Program - Supramunicipal Specific Improvement Projects Component (PPA-ES) (Fieldville road)

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 must be completed no later than the end of the third calendar year from the date of the Minister's letter of announcement;

Whereas the work carried out or the inherent costs are eligible under the PAVL;

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

Whereas the submission of project financial statements must be made upon completion of the work, or no later than December 31, 2023, as of the third calendar year from the date of the Minister's letter of announcement;

Whereas payment is conditional on the Minister's acceptance of the project report;

	<p>Whereas, if the rendering of accounts is deemed compliant, the Minister makes a payment to the municipalities based on the list of work he has approved, without however exceeding the maximum amount of assistance as it appears in the letter of announcement;</p> <p>Whereas the financial assistance is allocated over a period of three calendar years, from the date of the announcement letter from the Minister;</p> <p>Whereas financial assistance is divided into three annual instalments corresponding to the total of supporting documents received, up to a maximum of :</p> <ol style="list-style-type: none"> 1) 40% of the financial assistance granted, for the first instalment; 2) 80% of the financial assistance granted, less the first instalment, for the second instalment; 3) 100% of the financial assistance granted, less the first two instalments, for the third instalment; <p>Whereas work carried out after the third anniversary of the letter of announcement is not eligible;</p> <p>Whereas other sources of financing for the work have been declared;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council approve the expenses in the amount of \$ 24 614.88 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 acknowledge that in the event of non-compliance, the financial assistance will be terminated.</p> <p style="text-align: right;">Adopted unanimously</p>
	<p>7. ENVIRONMENTAL HYGIENE</p>
<p>2023-194</p>	<p><u>Authorization to go to tender for a septic emptying contract</u></p> <p>Whereas the Municipality wishes to obtain quotes for the services of a septic emptying company;</p> <p>Whereas the Municipality and citizens will benefit from this service;</p> <p>Whereas follow-ups regarding emptying and inspection of septic tanks will be facilitated;</p> <p>IT IS PROPOSED BY Luc Thivierge SUPPORTED BY Maureen McEvoy</p> <p>AND resolved that this municipal council approves the publication of the call for tenders for septic emptying on the SEAO</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-195</p>	<p><u>Action plan to detect lead in water</u></p> <p>Whereas lead was detected during water tests in the Low aqueduct in the summer of 2022;</p> <p>Whereas the regulation on the quality of drinking water stipulates, when excess lead levels in drinking water are detected, that an action plan must be established before March 31 of the following year;</p> <p>Whereas the Municipality received a letter from the Ministry of the Environment, the Fight against Climate Change, Wildlife and Parks requesting a copy of the Action Plan as well as proof of its publication;</p> <p>IT IS PROPOSED BY Luc Thivierge</p>

	<p>SUPPORTED BY Joanne Mayer</p> <p>AND resolved that this municipal council approves the Action Plan submitted to it and approves its publication on the Municipality's website.</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-196</p>	<p><u>Notice of motion – By-law 2023-011 governing the use of drinking water</u></p> <p>Councilor Luc Thivierge gives notice of motion for the adoption, at a future meeting of this council, of by-law 2023-011 governing the use of drinking water. Draft By-Law 2023-002 was tabled and presented at this sitting.</p>
	<p>PROVINCE OF QUEBEC MUNICIPALITY OF LOW TOWNSHIP</p> <p>REGULATION NUMBER 2023-011</p> <p>GOVERNING THE USE OF DRINKING WATER</p> <p>Whereas the provincial government's drinking water strategy requires municipalities to adopt a by-law governing the use of drinking water;</p> <p>Whereas regulation SQ 2017-006 concerning the outdoor use of water from the public aqueduct applicable by the Sureté du Québec does not fully meet the requirements of the ministry;</p> <p>Whereas there is reason to adopt a regulation only for drinking water considering the ministerial requirements in this regard;</p> <p>Whereas a notice of motion was duly given at the council meeting held on December 4, 2023 and the draft by-law was tabled at that same meeting;</p> <p>The council decrees the following:</p> <p>ARTICLE 1 OBJECTIVES OF THE REGULATION</p> <p>The objective of this regulation is to govern the use of drinking water with a view to preserving the quality and quantity of the resource.</p> <p>ARTICLE 2 DEFINITION OF TERMS</p> <p>Automatic watering: any watering device, connected to the distribution network, operated automatically, including electronic or underground devices.</p> <p>Manual watering: watering with a hose, connected to the distribution network, equipped with a hand-held release closure during the period of use. It also includes watering using a container.</p> <p>Mechanical watering: any watering device, connected to the distribution network, which must be started and stopped manually without having to be held by hand during the period of use.</p> <p>Building: any construction used or intended to be used to shelter or receive people, animals or things.</p> <p>Meter or water meter: device used to measure water consumption.</p> <p>Housing: any building intended to house human beings, including, among others, single-family and multi-family dwellings, apartment buildings and intergenerational dwellings.</p> <p>Immovable: the land, buildings and improvements.</p> <p>Accommodation: a suite serving or intended to serve as a residence for one or more people, and which generally includes sanitary facilities as well as facilities for preparing and consuming meals, as well as sleeping.</p> <p>Lot: a piece of land identified and delimited on a cadastre plan, made and deposited in accordance with the requirements of the Civil Code.</p> <p>Municipality: Municipality of the Township of Low.</p>

Person: natural and legal persons, partnerships, trusts and cooperatives.

Owner: in addition to the title owner, the occupant, the user, the tenant, the long-term lease holder, the dependents or any other usufructuary, one not necessarily excluding the others.

Distribution network or Drinking water distribution network: a pipe, a set of pipes or any installation or equipment used to distribute water intended for human consumption, also called a “aqueduct network”. However, in the case of a building connected to a distribution network, any interior piping is excluded.

Shut-off valve: a device installed by the Municipality outside a building on the service connection, used to interrupt the water supply to this building.

Interior piping: installation inside a building, from the interior shut-off valve.

Interior shut-off valve: a device installed inside a building and used to interrupt the water supply to that building.

ARTICLE 3 SCOPE OF APPLICATION

This by-law sets standards for the use of drinking water from the municipality's drinking water distribution system and applies to the entire territory of the municipality.

The present by-law does not limit the use of drinking water for horticultural production activities, which represent all activities required for the production of vegetables, fruits, flowers, ornamental trees or shrubs, for commercial or institutional purposes, including soil preparation, sowing, maintenance, harvesting, storage and marketing.

ARTICLE 4 RESPONSIBILITY FOR ENFORCEMENT

Application of this by-law is the responsibility of the Urban Planning Department.

ARTICLE 5 GENERAL POWERS OF THE MUNICIPALITY

5.1 Impediment to the performance of duties

Any person who prevents an employee of the Municipality or any other person in its service from carrying out repair, reading or verification work, hinders or disturbs him or her in the exercise of his or her powers, or damages in any way whatsoever the distribution system, its equipment or appurtenances, hinders or prevents the operation of the drinking water distribution system, appurtenances or equipment dependent thereon, is liable for damage to the aforementioned equipment as a result of his or her actions, contravenes the present by-law and renders himself or herself liable to the penalties provided for in the present by-law.

5.2 Right of entry

Employees specifically designated by the Municipality have the right to enter at any reasonable time¹, any public or private place, within or outside the limits of the Municipality, and to remain there as long as is necessary in order to carry out a repair or to ascertain whether the provisions of the present by-law have been observed. All necessary cooperation must be given to facilitate their access. These employees must carry and display, when required, a piece of identification issued by the Municipality. In addition, these employees have access to interior shut-off valves inside buildings.

¹ Municipalities governed by the Quebec Municipal Code must normally restrict access between 7 a.m. and 7 p.m. (article 492 of the Municipal Code).

5.3 Closing the water inlet

Authorized municipal employees have the right to shut off the water supply in order to carry out repairs to the distribution system, without the Municipality being held responsible for any damage resulting from such interruptions; employees must, however, warn affected consumers by any reasonable means, except in cases of emergency.

5.4 Water pressure and flow rate

Regardless of the type of connection, the Municipality does not guarantee uninterrupted service or a specific pressure or flow rate; no one may refuse to pay an account in whole or in part because of insufficient water, regardless of the cause.

If it deems it appropriate, the Municipality may require the owner to install a pressure reducer with pressure gauge when the pressure exceeds 550 kPa, which must be maintained in good working order. The Municipality is not liable for damage caused by excessively high or low pressure.

The Municipality is not liable for any loss or damage caused by an interruption or shortage of water supply, whether due to accident, fire, strike, riot, war or any other cause beyond its control. In addition, the Municipality may take the necessary measures to restrict consumption if water supplies become insufficient. In such cases, the Municipality may supply water with preference given to buildings it deems to have priority, before supplying private owners connected to the drinking water distribution system.

5.5 Request for plans

The Municipality may require one or more drawings of a building's internal piping system or details of the operation of an appliance using water from the Municipality's drinking water distribution system.

ARTICLE 6 USE OF WATER INFRASTRUCTURES AND EQUIPMENT

6.1 Plumbing code

The design and execution of all work relating to a plumbing system, carried out as of the coming into force of the present by-law, must comply with the Quebec Construction Code, Chapter III - Plumbing, and the Quebec Safety Code, Chapter I - Plumbing, latest versions.

Amendments to the codes mentioned in the first paragraph will become part of the present by-law by resolution pursuant to Section 6 of the Municipal Powers Act.

6.2 Air conditioning, refrigeration and compressors

It is forbidden to install any air conditioning or refrigeration system that uses drinking water. Any such system installed prior to the coming into force of this by-law must be replaced by March 31, 2025 by a system that does not use potable water.

Notwithstanding the first paragraph of this article, it is permitted to use an air conditioning or refrigeration system when it is connected to a water recirculation loop on which regular maintenance is performed.

It is forbidden to install any compressor using drinking water. Any such compressor installed prior to the coming into force of this by-law must be replaced by March 31, 2025 by a compressor that does not use potable water.

Notwithstanding the third paragraph of this article, it is permitted to use a compressor when it is connected to a water recirculation loop on which regular maintenance is performed.

It is forbidden to connect the piping of a dwelling or building supplied with water by the municipal drinking water distribution system to another dwelling or building located on another lot. It is forbidden for the owner or occupant of a dwelling or building supplied with water by the municipal drinking water distribution system to supply this water to other dwellings or buildings, or to use it otherwise than for the use of the dwelling or building. It is forbidden to connect any private system to a municipal drinking water distribution system or to a plumbing system served by the municipal drinking water distribution system.

6.3 Use of municipal hydrants and valves

Hydrants may only be used by Municipality employees authorized to do so. No other person may open, close, manipulate or operate a hydrant or a valve on a hydrant supply line without authorization from the Municipality.

Hydrants must be opened and closed in accordance with the procedure prescribed by the Municipality. An anti-backflow device must be used to eliminate the possibility of backflow or siphoning.

6.4 Replacing, relocating and disconnecting a service entrance

Anyone wishing to disconnect, replace or relocate a service entrance must notify the person responsible for enforcing the by-law. The person must obtain a permit from the Municipality, pay the cost of excavation and repair of the cut, as well as any other costs incurred by such disconnection, replacement or relocation that the Municipality may establish in a rate-setting by-law.

The same shall apply to service connections supplying an automatic sprinkler system.

6.5 Defective supply pipe

Any occupant of a building must notify the person responsible for enforcing the by-law as soon as he or she hears an abnormal noise or notices any irregularity in the service connection. Municipal employees will then be able to locate and repair the defect. If the defect is located on the private piping between the shut-off valve and the meter, or between the shut-off valve and the building's interior shut-off valve, if there is no meter or if the meter is installed in a chamber near the street line, the Municipality will advise the owner to make the repairs within 15 days.

6.6 Piping and appliances located inside or outside a building

A plumbing installation in a building or in equipment intended for public use must be maintained in good working order and in a safe and healthy condition.

6.7 Connections

a) It is forbidden to connect the piping of a dwelling or building supplied with water by the municipal drinking water distribution system to another dwelling or building located on another lot.

b) It is forbidden for the owner or occupant of a dwelling or building supplied with water by the municipal drinking water distribution system to supply this water to other dwellings or buildings or to use this water other than for the use of the dwelling or building.

c) It is forbidden to connect any private system to a municipal drinking water distribution system or to a plumbing system served by the municipal drinking water distribution system

6.8 Self-flushing urinals with drainage tank

It is prohibited to install any self-flushing urinal equipped with a purge tank that uses potable water. Any urinal of this type installed prior to the coming into force of this by-law must be replaced by March 31, 2025 by a manual flush or presence detection urinal.

ARTICLE 7 INDOOR AND OUTDOOR USES

7.1 Cistern filling

Any person wishing to fill a water cistern from the municipality's drinking water distribution system must do so with the approval of the person in charge of enforcing the by-law and at the location designated by the latter, in accordance with the rules enacted by the latter, according to the tariff in effect. In addition, an anti-backflow device must be used to eliminate the possibility of backflow or siphoning.

7.2 Manual watering of vegetation

Manual watering of gardens, vegetable patches, flower boxes, window boxes, flowerbeds, trees and shrubs is permitted at all times.

7.3 Lawn watering periods

According to the following days, lawn watering is permitted only from 3 a.m. to 6 a.m. if water is distributed by automatic sprinkler systems and only from 8 p.m. to 11 p.m. if water is distributed by mechanical sprinkler systems:

a) Monday for the occupant of a dwelling with an even-numbered address;

b) Tuesday for occupants of odd-numbered dwellings;

- c) Wednesday - Prohibited for all, except as provided in this by-law;
- d) Thursday - for occupants of dwellings with even-numbered addresses;
- e) Friday - For occupants of odd-numbered dwellings;
- f) Saturdays and Sundays - Prohibited for all, except as provided in the present by-law;

7.4 Watering periods for other vegetation

According to the following days, watering of hedges, trees, shrubs or other vegetation is permitted only from 3 a.m. to 6 a.m. if water is distributed by automatic sprinkler systems and only from 8 p.m. to 11 p.m. if water is distributed by mechanical sprinkler systems:

- a) Mondays, Wednesdays and Fridays for the occupant of a dwelling with an even-numbered address;
- b) Tuesday, Thursday and Saturday for occupants of odd-numbered dwellings.

7.5 Automatic watering systems

An automatic watering system must be equipped with the following devices:

- a) An automatic moisture sensor or automatic rain switch, preventing watering cycles when atmospheric precipitation is sufficient or when soil moisture levels are adequate;
- b) A backflow preventer conforming to CSA B64.10 to prevent contamination of the potable water distribution system;
- c) An electric valve designed to be operated by an electric control device and used for automatic control of watering or the watering cycle;
- d) A manually-closable handle or gate valve used exclusively in the event of breakage, malfunction or any other emergency. The handle or gate valve must be accessible from the outside.

However, an automatic sprinkler system installed prior to the coming into force of this by-law and incompatible with the requirements of this article may be used, but must be upgraded, replaced or decommissioned.

7.6 New lawns and landscaping

Notwithstanding articles 7.3 and 7.4, new lawns, tree or shrub plantings and landscaping may be watered daily at the times specified in articles 7.3 and 7.4 for a period of 15 days following the start of seeding, planting or sodding.

Watering of sodded lawns is permitted at any time during the day of installation.

Owners watering a new lawn, tree or shrub planting or landscaping during this period must produce proof of purchase of the plants or seeds concerned upon request from a person responsible for enforcing this by-law.

7.7 Nurseries and golf courses

Notwithstanding articles 7.3 and 7.4, watering is permitted every day during the hours stipulated in articles 7.3 and 7.4, when required for nurseries and golf courses.

7.8 Water runoff

It is forbidden for any person to deliberately use watering equipment in such a way as to cause water to run off into the street or onto neighbouring properties. However, some allowance will be made for the effects of wind.

7.9 Swimming pools and spas

Filling a swimming pool or spa is prohibited from 6 a.m. to 8 p.m.. However, it is permitted to use water from the distribution network when assembling a new pool to maintain the shape of the structure.

7.10 Vehicles, driveways, sidewalks, streets, patios or exterior walls of buildings

Washing of vehicles is permitted at all times on condition that a wash bucket or hose, connected to the distribution system and equipped with a hand-held release closure, is used during the period of use.

Washing of driveways, sidewalks, patios or exterior walls of a building is permitted only from April 1 to May 15 of each year, or during painting, construction, renovation or landscaping work requiring cleaning of driveways, sidewalks, patios or exterior walls of the building, on condition that a hose, connected to the distribution system, equipped with a hand-held release fastener is used during the period of use.

It is strictly forbidden at any time to use drinking water to melt snow or ice on driveways, lots, patios or sidewalks.

7.11 Car wash

All automatic car washes that use water from the distribution network must be equipped with a functional system for recovering, recycling and recirculating the water used to wash vehicles.

The owner or operator of an automatic car wash must comply with the first paragraph before March 31, 2025.

7.12 Landscaped ponds

All landscaped ponds, with or without water jets, waterfalls and fountains, whose initial filling and levelling is ensured by the distribution network, must be equipped with a functional system ensuring water recirculation. Continuous drinking water supply is prohibited.

7.13 Water games

All water features must be equipped with an on-call release system. Continuous potable water supply is prohibited.

7.14 Continuous draining

It is forbidden to allow water to run unless explicitly authorized by the person in charge of enforcing the present by-law, and then only in certain specific cases.

7.15 Agricultural irrigation

It is strictly forbidden to use drinking water for agricultural irrigation, unless a water meter is installed on the supply pipe and authorized by the Municipality.

7.16 Energy sources

It is forbidden to use the pressure or flow of the drinking water distribution system as a source of energy or to power any machine.

7.17 Watering ban

The person responsible for enforcing this by-law may, by public notice, prohibit anyone in a given area from watering lawns, trees and shrubs, filling swimming pools, washing vehicles or using outdoor water, for any reason whatsoever, in the event of drought, major breaks in municipal water mains or when it is necessary to fill municipal reservoirs. However, this prohibition does not apply to the manual watering of vegetable gardens and edible plants, in the ground or in pots, gardens, flowers and other vegetation.

In the case of new lawns, new tree or shrub plantations or the filling of new swimming pools, permission may be obtained from the competent authority if climatic circumstances or water reserves allow.

ARTICLE 8 COSTS, INFRINGEMENTS AND PENALTIES

8.1 Prohibitions

It is forbidden to modify installations, interfere with the operation of all devices and accessories supplied or required by the Municipality, or contaminate water in the

distribution system or reservoirs, failing which offenders will be subject to appropriate criminal prosecution.

8.2 Cost of repair work

If the owner requires that his water inlet be rebuilt or replaced by one of larger diameter, or that it be installed deeper in the ground, the cost of such reconstruction or repair will be assumed by the said owner who must, before the work is undertaken, deposit with the Municipality's treasurer's office the estimated amount of the cost of such work. The actual final cost and charges will be adjusted once the work has been completed.

8.3 Notice

For any notice or complaint concerning one or more of the objects of the present by-law, the consumer or his authorized representative may give verbal or written notice to the person in charge of enforcing the by-law in all matters concerning the distribution and supply of water, and may contact the Municipality's treasurer's office in all matters concerning water billing.

8.4 Penalties

Every person who contravenes a provision of these By-laws is guilty of an offence and is liable to

- (a) in the case of an individual,
 - a fine of \$100 to \$300 for a first offence;
 - a fine of \$300 to \$500 for a first reoffending;
 - a fine of \$500 to \$1,000 for any additional recidivism.

- (b) in the case of a corporation,
 - a fine of \$200 to \$600 for a first offence;
 - a fine of \$600 to \$1,000 for a first reoffending;
 - a fine of \$1,000 to \$2,000 for any additional recidivism.

In all cases, the administration fee is added to the fine.

If the offence is continuous, the offender will be presumed to commit as many offences as there were days in the duration of that offence.

The provisions of the Code of Criminal Procedure shall apply in any proceedings brought under this By-law.

8.5 Issuance of a Statement of Offence

The person responsible for applying this By-law shall be authorized to issue a statement of offence relating to any infringement of this By-law.

8.6 Order

Where a court awards an award in respect of an offence the object of which is contrary to the standards of this By-law, it may, in addition to the fine and costs provided for in Article 8.4, order that such offences be, within the period it fixes, eliminated by the offender and that, if the offender fails to comply within that period, the offence be eliminated by appropriate work performed by the Municipality at the offender's expense.

ARTICLE 9 ENTRY INTO FORCE

These By-laws will come into force on the day of their publication in accordance with the Act.

Carole Robert
Mayor

Valérie Lemieux
Acting Director General and
Clerk-Treasurer

Notice of Motion:
Tabling of Proposed Regulations:
Adoption of the regulation:
Publication (display) of the regulation:
Coming into force of the regulation:

	8. URBANISM
	N/A
	9. RECREATION, CULTURE AND COMMUNICATIONS
	N/A
	10. CORRESPONDANCE
	<u>DOCUMENTS, CORRESPONDANCE AND INFORMATION</u> Declaration of Financial Interests of Board Members: Carole Robert Joanne Mayer Maureen McEvoy Maureen Rice Luc Thivierge Lee Angus Ghyslain Robert
	<u>11. 2nd question period</u> Question period starts at 7:54 pm and end at 8:27 pm
	<u>12. Adjournment</u> There being no further business, the meeting adjourned at 8:27 p.m.

Carole Robert
Mayor

Valérie Lemieux
Acting 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.