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 September 7, 2022, at 7:00pm

Chaired by the Mayor Carole Robert

Are present

Maureen McEvoy Luc Thivierge Lee Angus

Are absent

Joanne Mayer Maureen Rice 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 7:13 p.m.
	Adoption of the agenda
2022-09-231	Agenda of the meeting :
	 Adoption of the agenda Approval of the minutes Documents, correspondance and information List of invoices to pay Membership to Loisir Sport Outaouais Albatros Vallée-de-la-Gatineau Acquisition of server, back-up and firewall Acquisition of computer accessories PG installation and data transfer to new server Renewal of volunteer firefighter insurance 2021-2022 Renewal of volunteer firefighter insurance 2022-2023 Conference on civil security Resignation volunteer firefighter Rhythm Sugarman Hiring volunteer firefighter Jean-Francois Patry Acquisition of compost bins Service offer – plan for the Fieldville pumping station aqueduct Verification of flow meters in the Low sector aqueduct Sand for the 2022-2023 winter season Municipal inspector initiation and training Q-2, R.22 Warrant 2022-8106-50 GAC – Purchase of light vehicules for 2023 Call of tender for the collection of residual materials Request to the Ministère de la Santé et des Services sociaux - Stopping the teleconsultation pilot project in CHSLDs on the territory of the MRC de La Vallée-de-la-Gatineau Prohibition of parking on farm road Question period Closing and adjournment of the regular meeting IT IS PROPOSED BY Luc Thivierge

SECONDED BY Maureen McEvoy

	AND resolved that this municipal council to adopt the agenda of the regular meeting.
	Unanimously adopted
	Adoption of the Minutes
2022-09-232	Whereas each member of Council was given copy of the minutes of the regular meeting of August 1, 2022, at least twenty-four (24) hours prior to this meeting to read them, the mayor is excused from reading them.
	Whereas each member of council has received copy of the minutes of the special meeting of August 17, 2022, at least twenty-four (24) hours prior to this meeting for his or her perusal, the mayor is excused from reading them
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council adopt the minutes of the regular meeting held August 1, 2022, and the special meeting held August 17, 2022.
	Unanimously adopted
	 Documents, correspondance and information N/A
	FINANCES
	List of invoices to be paid
2022-09-233	Whereas the mayor has analyzed and is satisfied with the list of invoices for the month of August 2022, in the amount of \$ 305 082.64;
	Whereas it is necessary to authorize the payment of all the invoices on the list of accounts payable;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council approve the list of invoices number 2022-08 in the amount of \$ 305 082.64;
	Authorizes that the invoices be paid and credited to the concerned departments.
	Authorizes the Director General and Clerk to make the payments mentioned on the list.
	Councillor Lee Angus calls for the vote:ForAgainstMaureen McEvoyLee AngusCarole RobertLuc Thivierge
	Adopted on division
	Membership to Loisir Sport Outaouais
2022-09-234	Whereas the Municipality has requested the assistance of Loisir Sport Outaouais for the project of adding a hebertism circuit and outdoor exercise equipment;
	Whereas the Municipality must become a member of Loisir Sport Outaouais to benefit from their service;

	Whereas the membership fees are \$184.00 plus taxes;
	IT IS PROPOSED BY Maureen McEvoy SECONDED BY Luc Thivierge
	AND RESOLVED that this municipal council authorize the membership to Loisir Sport Outaouais for an amount of \$184.00 plus taxes.
	That the funds will be taken from budget item 02-701-20-494, dues and subscriptions.
	adopted
	Albatros Vallée-de-la-Gatineau
2022-09- 235	Whereas Albatros Gatineau Valley offers free serenity coaching services to people with life-threatening conditions.
	Whereas any financial assistance allows them to cover the costs of travel, training and advertising.
	IT IS MOVED BY Maureen McEvoy SECONDED BY Luc Thivierge
	AND RESOLVED that this municipal council authorize a contribution of \$ 200 to the Albatross, Vallée-de-la-Gatineau.
	That the funds will be taken from budget item 02-110-00-996, grants and donations.
	Unanimously adopted
	Acquisition of server, installation, back-up and firewall
2022-09-236	Whereas the Municipality currently uses the MRC de la Vallée-de-la-Gatineau's server to host its data;
	Whereas the MRC must replace its server and the cost to continue to host the municipalities data is too high;
	Whereas the Municipality must also replace the firewall;
	Whereas the Municipality has requested two prices for the server and the
	firewall: - Groupe DL \$11,133.23 plus taxes - WEPC \$ 4 275.00 plus taxes (approximately)
	Whereas, after analysis of the bids received, WEPC's offer is non-compliant and does not meet the requirements of the Privacy Act;
	Whereas Groupe DL offers "public sector" prices as defined by the Quebec Government's call for tenders and is certified by all the major suppliers of computer products, is authorized to sell their products, provides service, offers the service of certified technicians and can respond to service calls within 24 hours (4 hours in the case of servers);
	Whereas the acquisition of the server can be financed over a period of 36 months for a monthley amount of \$331.17 plus taxes;
	Whereas the server will have to have an antivirus license, a license for the backup and the hosting of the backup for an amount of \$163.45 monthly;
	IT IS PROPOSED BY Maureen McEvoy

	SECONDED BY Luc Thivierge
	AND RESOLVED that this municipal council
	Authorize the purchase, installation and firewall of Groupe DL for an amount of \$11,133.23 plus taxes payable over 36 months for a monthly amount of \$331.17 plus taxes.
	Also authorizes the monthly fee for antivirus, backup and hosting in the amount of \$163.45 per month.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary Clerk, to sign for and in the name of the Municipality of Low, all documents necessary for the implementation of the present resolution.
	That the funds will be taken from budget item 02-130-00-517, rental of office equipment and 02-130-00-414, professional services - computer.
	Unanimously adopted
	Acquisition of computer accessories
2022-09-237	
	Whereas the new Director General needs certain work equipment such as a wireless keyboard and mouse, a desktop printer and a support for the screens;
	Whereas an offer was received from Groupe DL for an amount of \$767.65 for the requested equipment;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council
	Authorize the purchase of the equipment from Groupe DL for an amount of \$767.65 plus taxes.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary-Treasurer, to sign for and in the name of the Municipality of Low, all documents necessary for the implementation of the present resolution
	That the funds will be taken from budget item 02-130-00-670, office supplies.
	Unanimously adopted
	PG installation and data transfer to new server
2022-09-238	Whereas the Municipality currently uses the MRC de la Vallée-de-la-Gatineau's server to host its data;
	Whereas the MRC must replace its server and the cost to continue to host the municipalities data is too high;
	Whereas the Municipality will proceed with the purchase of a new server and the PG solutions software and data will have to be transferred;
	Whereas an offer was received from PG Solutions for the transfer at a cost of \$945.00 plus taxes;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council

	Accepts the offer from PG Solutions for the transfer of software and data at a cost of \$945.00 plus taxes.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary-Treasurer, to sign for and in the name of the Municipality of Low, al documents necessary for the implementation of the present resolution.
	That the funds will be taken from budget item 02-130-00-414, professiona services - computer science.
	Unanimously adopted
	FIRE AND EMERGENCY SERVICES
	Renewal of volunteer firefighter insurance 2021-2022
2022-09-239	Whereas the Mutuelle des Municipalités du Québec (MMQ) via the insurer SSC has sent the invoice for the volunteer firefighters life insurance coverage for the period of June 1st , 2021 to May 31st , 2022 for an amount of \$ 1,776.70 including taxes;
	Whereas the invoice has not been paid in June 2021 and it is necessary to proceed with its payment in order to maintain the volunteer firefighter's life insurance coverage;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council
	Authorize the payment to SSQ Insurance in the amount of \$1,776.70 taxes included for the volunteer firefighters life insurance for the period of June 1 2021, to May 31, 2022.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary-Treasurer, to sign for and in the name of the Municipality of Low, al documents necessary for the implementation of the present resolution.
	That the funds will be taken from budget item 02-220-00-423, Insurance - civi liability.
	Unanimously adopted
	2. Renewal of volunteer firefighter insurance 2022-2023
2022-09-240	Whereas the Mutuelle des Municipalités du Québec (MMQ) via the insurer SSC has sent the invoice for the volunteer firefighters life insurance coverage for the period of June 1, 2022, to May 31, 2023, in the amount of \$2,125.00 plus taxes
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Lee Angus
	AND RESOLVED that this municipal council
	Authorize the payment to SSQ Insurance in the amount of \$2,125.00 plus taxes for the volunteer firefighters life insurance for the period of June 1, 2022, to May 31, 2023.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary Clerk, to sign for and in the name of the Municipality of Low, al documents necessary for the implementation of the present resolution.

	That the funds will be taken from budget item 02-220-00-423, Insurance - civil liability.			
	Unanimously adopted			
	Conference on civil security			
2022-09-241	Whereas the civil security conference organized by the Ministère de la Sécurité Publique (MSP) will be held on October 18 and 19, 2022 at the Quebec City Convention Centre;			
	Whereas this is a good training and networking opportunity for the fire department			
	Whereas the cost of the convention is \$ 475.00 per person and Mr. Michel Lemieux, Director of the Fire Department and Mrs. Maureen Rice, Lieutenant would like to attend;			
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy			
	AND RESOLVED that this municipal council			
	Authorize the registration of Mr. Lemieux and Mrs. Rice to the convention for an amount of \$950.00.			
	Authorizes the reimbursement of accommodation, meals and travel expenses upon presentation of invoices and upon submission of the report of the activities of the symposium;			
	That the funds will be taken from item 02-220-00-454, training and 02-220-00- 310, travel expenses			
	Unanimously adopted			
	Resignation volunteer firefighter Rhythm Sugarman			
2022-09-242	Whereas Rhythm Sugarman has resigned as a volunteer firefighter;			
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy			
	AND RESOLVED that this municipal council accept the resignation as a firefighter of Rhythm Sugarman.			
	Unanimously adopted			
	Hiring firefighter Jean-Francois Patry			
2022-09-243	Whereas Jean-Francois Patry has submitted his application as a volunteer firefighter;			
	Whereas, Mr. Patry is presently working as a municipal inspector and will be available during the day to respond to calls			
	Whereas Mr. Patry is committed to following the training required to hold the position of volunteer firefighter;			
	IT IS MOVED BY Luc Thivierge SECONDED BY Lee Angus			
	AND RESOLVED that this municipal Council accept the hiring of Jean-Francois Patry as a volunteer firefighter.			
	Unanimously adopted			

	PUBLIC WORKS
2022-09-244	Acquisition of compost bins
2022-03-244	Whereas the intermediate objective of the Quebec Residual Material Management Policy is to recycle 60% of the residual putrescible organic matter
	Whereas the strategy of the 2011-2015 Action Plan of the Quebec Residual Materials Management Policy to ban the elimination of putrescible organi matter by 2020;
	Whereas the strategic objective of the 2019-2023 plan which aims to protect the environment and enhance the living environment and more specifically to react the ministerial 2020 targets in the management of residual materials;
	Whereas the Municipality has the obligation to put in place measures to reduce the quantity of residual materials that end up in landfills;
	Whereas by proceeding with the purchase of the bins, we will be able to benef from a partial reimbursement thanks to the grant from the MRC de la Vallée-de la-Gatineau;
	Whereas the Municipality wishes to encourage residential composting in order to reduce the quantity of residual materials buried annually in order to meet the objectives of 2020 of the Ministry of Sustainable Development, Environment and fight against climate change;
	Whereas the Municipality has received an offer from USD Global inc. for th purchase of 150 brown compost bins with a capacity of 120 liters including th 7-litre kitchen bin for an amount of \$10 030.70 plus taxes including transportation;
	IT IS PROPOSED BY Lee Angus SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council
	Abrogate resolution 2022-07-194 granting the purchase contract - brown 120 litre bin - composting.
	Authorizes the purchase of 150 brown compost bins of 120 liters including th 7-litre kitchen bin for an amount of \$ 10 030.70 plus tax including transportatio from USD Global inc.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary-Treasurer, to sign for and in the name of the Municipality of Low, a documents necessary for the implementation of the present resolution.
	That the funds will be taken from item 02-452-30-729, other durable goods other.
	Councillor Luc Thivierge calls for the vote:ForAgainstMaureen McEvoyLuc ThiviergeCarole RobertCarole Robert
	Lee Angus Adopted on divisio
	Service offer – plan for the Fieldville pumping station aqueduct
2022-09-245	Whereas the Municipality needs to do some disinfection work at the Fieldville drinking water plant;

	 Whereas an offer was received for the preparation of the tender documents for Consult eau for an amount of \$9,920.00 plus taxes for a maximum of 80 hours to perform the following steps: Writing the administrative specifications; Review the mechanical process specifications; Reviewing the plans for bidding; Writing the tender documents; Assist the municipality in writing addendums (if required); Filing a copy to the municipality, PDF version; IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy AND RESOLVED that this municipal council Accepts the offer of Consult'eau in the amount of \$9,920.00 plus taxes. Authorizes the Mayor or the Acting Mayor as well as the Director General and
	Secretary-Treasurer, to sign for and in the name of the Municipality of Low, all documents necessary for the implementation of the present resolution.
	That the funds will be taken from the line item 23-050-00-721, Durable Goods - Infrastructure.
	Unanimously adopted <u>Verification of flow meters in the Low sector aqueduct</u>
2022-09-246	Whereas the Municipality must produce an annual report on the saving of drinking water for the Low station;
	Whereas an offer was received for the validation and verification of the flow meter with production of the annual report from AESL Instrumentation inc. for an amount of \$ 2,620.20 plus taxes;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council
	Accept the offer of AESL Instrumentation inc. in the amount of \$2,620.20 plus taxes.
	Authorizes the Mayor or the Acting Mayor as well as the Director General and Secretary-Treasurer, to sign for and in the name of the Municipality of Low, all documents necessary for the implementation of the present resolution.
	That the funds will be taken from item 02-413-10-526, aqueduct - Low - maintenance.
	Sand for the 2022-2023 winter season
2022-09-247	Whereas the Municipality must proceed with the acquisition of sand for the 2022-2023 winter season;
	Whereas an offer was received from Dale Ramsay for 2,000 MT of sand at a cost of \$ 6.62/MT plus taxes for a total amount of \$ 13,240.00 plus taxes
	IT IS PROPOSED BY Lee Angus SECONDED BY Luc Thivierge
	AND RESOLVED that this municipal council accept the offer from Dale Ramsay in the amount of \$13,240.00 plus taxes;
	That the funds will be taken from item 02-330-00-622, winter sand.

	Unanimously Unanimously
	URBAN PLANNING ADVISORY COMMITTEE
	N/A
	RECREATION, CULTURE AND COMMUNITY LIFE
	Municipalities and Social Development Committee
2022-09-248	Whereas the Gatineau Valley MRC has adopted a family policy and a Senior- Friendly Municipality (MADA);
	Whereas the Table de développement social de la Vallée-de-la-Gatineau wishes to set up a Municipalities and Social Development Committee in order to support the municipal milieu with the objective of improving the quality of life of citizens.
	Whereas Carole Robert, Mayor and Maureen McEvoy, Councillor are interested in sitting on the committee;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Lee Angus
	AND RESOLVED that this municipal council appoint Carole Robert and Maureen McEvoy to the Municipalities and Social Development Committee of the Gatineau Valley Social Development Table.
	adopted
	DIRECTOR GENERAL
	ADMQ – zone conference
2022-09-249	Whereas the Association des directeurs municipaux du Québec (ADMQ) Zone 02 Outaouais Annual Conference will be held on September 15 and 16, 2022 at the Doubletree by Hilton;
	Whereas this is a good training and networking opportunity for the new Director General;
	Whereas the cost of the convention is \$50.00 payable to ADMQ Outaouais zone;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council authorize the Director General to attend the conference and to pay the registration fee of \$50.00
	That the funds will be taken from item 02-130-00-454, training. Unanimously
	adopted

2022-09-250	Municipal inspector initiation and training Q-2, R.22
2022-09-230	Whereas the new inspector must follow the training related to the regulation on the evacuation and treatment of wastewater from isolated residences (Q-2, R. 22);
	Whereas the training will take place in October online in two parts: the initiation to the regulation on the evacuation and treatment of wastewater from isolated residences (Q-2, R. 22) at a cost of \$ 304.85 plus taxes and the regulation on the evacuation and treatment of wastewater from isolated residences (Q-2, R. 22) (interpretation and application of the legislation) at a cost of \$ 570.17 plus taxes;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council authorize the Inspector to attend the two Q-2, R. 22 training courses in October and to pay the registration fees for a total of \$875.02 plus taxes.
	That the funds will be taken from item 02-610-00-454, training.
	adopted
	Warrant 2022-8106-50 GAC – Purchase of light vehicules for 2023
2022-09-251	Whereas the Centre d 'acquisitions gouvernemental (CAG) is in the process of collecting data on members' light duty vehicle needs for 2023;
	Whereas the urban planning vehicle is to be replaced shortly as well as a 3/4 ton truck for the public works department;
	Whereas membership in the purchasing mandate allows us to take advantage of the call for tenders from the Government of Quebec and the prices obtained by them;
	Whereas this greatly simplifies the process for the acquisition of light vehicles and also allows for significant savings;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Lee Angus
	AND RESOLVED that this municipal council
	Authorize the adhesion to the 2022-8106-50 mandate of the CAG for the purchase of light vehicles in 2023.
	Authorizes the Mayor or Acting Mayor and the Director General and Secretary Clerk, to sign for and in the name of the Municipality of Low, all documents necessary for the implementation of this resolution.
	adopted
	Call for tenders for the collection of residual materials
2022-09-252	Whereas the contract for the collection of residual materials ends on December 31, 2022;
	Whereas it is necessary to prepare a new call for tenders and to include the collection of compost;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Lee Angus

	AND RESOLVED that this municipal council authorize the publication of a call for tenders for the collection of residual materials and to include composting for three (3) years.
2022-09-253	3. <u>Request to the Ministère de la Santé et des Services sociaux -</u> <u>Stopping the teleconsultation pilot project in CHSLDs on the</u> <u>territory of the MRC de La Vallée-de-la-Gatineau</u>
	Whereas the information received to the effect that the Ministère de la Santé et des Services sociaux (MSSS) as well as the Direction nationale des soins et services infirmiers (DNSSI) wished to set up a pilot project of nursing teleconsultation in certain CHSLDs, in order to compensate for nursing shortages;
	Whereas for this six (6) month project, CHSLDs with 50 beds or less in remote and semi-remote areas were targeted;
	Whereas this project, in which nurses will be able to be on call at a distance during night shifts, could put both patients and care professionals at risk;
	Whereas the existence of a MSSS directive that requires institutions to ensure a 24/7 nursing presence in each CHSLD facility to ensure safe and quality service delivery;
	Whereas other alternatives to teleconsultation could be explored, which could also make it possible to attract, value and retain care professionals working in CHSLDs;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Lee Angus
	AND RESOLVED that this municipal council ask the MSSS and the DNSSI to put an end to the nursing teleconsultation pilot project in certain CHSLDs, due to the possible risks denounced by several organizations with regard to the terms and conditions applicable to this project.
	adopted
2022-09-254	4. Prohibition of parking on Farm Road
	Whereas for some time, the Municipality has been experiencing parking problems along Farm Road due to the public dock for the descent of boats on the Gatineau River;
	Whereas there are a few parking spaces at this location;
	Whereas vehicles parking on Farm Road create a dangerous situation by reducing the roadway to less than one lane and hinder local traffic and emergency services;
	Whereas the Public Works Committee, at its meeting of August 29, 2022, recommended that parking on Farm Road be prohibited for its entire length for reasons of public safety;
	IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy
	AND RESOLVED that this municipal council
	Prohibit parking along the entire length of Farm Road, pursuant to and in accordance with By-law R.M. LOW-01-2017;

	Authorizes to notify the Sureté du Québec of the addition of the parking ban Farm Road. That the funds will be taken from item 02-320-00-646, signage	
	adopted	Unanimously
	Question period	
	Closing and adjournment of the regular meeting	
	The agenda being exhausted, the President declares the cl meeting at 8:43 pm.	osing of the

Carole Robert Mayor Sandra Martineau General Director and Clerk-Treasurer

 \ll 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 of Quebec ».