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 5th, 2022, at 7:00pm

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 7:16 p.m.

Adoption of the agenda

2022-12-300

Meeting Agenda:

- 1. Adoption of the agenda
- 2. Approval of the minutes
- 3. Administration
- 3.a) List of invoices to be paid
 - 3.b) Lease of office Sureté du Québec renewal
 - 3.c) Payment of retroactive salary of elected officials by-law 07-2018
 - 3.d) Adoption of the 2023 budget of the Régie intermunicipale de l'aéroport de Maniwaki (RIAM)
 - 3.e) Contribution Christmas basket
 - 3.f) Assessment roll 2023-2024-2025 request for revision
 - 3.g) Gatineau Valley RCM budget request for revision4. Public security
- 5. Public works
 - 5.a) Local road maintenance assistance program (ERRL-MTQ)
 - 5.b)Local Roads Assistance Program Sub-component Specific Improvement Projects by Electoral District
 - 5.c) Local Roads Assistance Program Sub-component Specific Major or Supramunicipal Improvement Projects
 - 5.d) Preparation of plans and specifications for the rehabilitation of one kilometer of McDonald Road
- 6. Environmental Health
 - 6.a) Repair of Low's pumping station generator
 - 6.b) Awarding of contract Collection of residual materials, call for tender 2022-SOU-451-001
 - 6.c) Awarding of contract Drinking water disinfection at the Fieldville pumping station, tender 2022-SOU-413-001
 - 6.d) Support Commonwealth plywood ltd
- 7. Urbanism
- 8. Recreation, culture and communication
 - 8.a) Establishment of a PFM-MADA follow-up committee
 - 8.b) Contribution Low, Venosta and Brennan's Hill Recreation Association
- 9. Correspondence, documents and information
 - Filing of 2021 Financial Statements

- Declaration of Pecuniary Interests of Board Members
- Comparative statements as at October 31, 2022
- 10. Question period
- 11. Closing of the meeting

IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge

AND RESOLVED that this municipal council adopt the agenda.

Adopted unanimously

Adoption of the Minutes

2022-12-301

Whereas each member of Council was given copy of the minutes of the regular meeting of November 8th, 2022, at least twenty-four (24) hours prior to this meeting to read them, the mayor is excused from reading them.

IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen Rice

AND RESOLVED that this municipal council adopt the minutes of the regular meeting held November 8th, 2022

Adopted unanimously

ADMINISTRATION

List of invoices to be paid

2022-12-302

Whereas the mayor has analyzed and is satisfied with the list of invoices for the month of November 2022, in the amount of \$ 176 072.78.

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 Rice

AND RESOLVED that this municipal council approve the list of invoices number 2022-10 in the amount of \$ 176 072.78

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.

Ghyslain Robert abstains from voting.

Carried by majority vote

Lease for the Sureté du Québec office - renewal

2022-12-303

Whereas the Société québécoise des infrastructures (SQI) has presented a proposal for the renewal of the lease for a 21.56 square meter office located at 400, route 105

Whereas the lease would be renewed for a period of three (3) years from December 1st , 2022 to November 30th , 2025 for an amount of \$ 301.67 plus taxes

Whereas the lease includes an option to renew for an additional period of three (3) years;

IT IS PROPOSED BY Joanne Mayer

SECONDED BY Luc Thivierge

AND RESOLVED that Council authorize the renewal of the lease for the premises located at 400, route 105 under the conditions listed above.

Authorizes the Mayor or the Acting Mayor and 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.

Adopted unanimously

2022-12-304

3.c) payment of retroactive salary of elected officials - by-law 07-218

whereas by-law 07-2018 regarding the salary of elected municipal officials provided for an annual increase equivalent to the consumer price index for quebec

whereas the annual increase provided for has never been calculated nor paid to the members of council

whereas this is a by-law and it must be applied until it is modified by the adoption of a new by-law

whereas the members of council wish to review the by-law concerning the salary of elected officials for the year 2023;

IT IS PROPOSED BY Joanne Mayer SECONDED BY Ghyslain Robert

and resolved that council authorize the payment of the adjusted remuneration for 2022 according to the calculation grid provided;

Vote requested:

For

Against Lee Angus

Joanne Mayer Maureen Rice Luc Thivierge

Ghyslain Robert

Maureen McEvoy

Adopted on division

2022-12-305

Adoption of the 2023 budget of the Régie intermunicipale de l'aéroport de Maniwaki (RIAM)

Whereas, according to article 603 of the Municipal Code, the Régie prepares its budget each year for the next fiscal year and transmits it for adoption, before October 1st, to each municipality whose territory is under 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 Low of \$7,898 for the year 2023

PROPOSED BY Joanne Mayer SECONDED by Ghyslain Robert

AND RESOLVED that this municipal council

- adopt the 2023 budget of the Régie intermunicipale de l'aéroport de Maniwaki including a share of \$7,898
- requests the return of the SOPFEU planes to Maniwaki

The funds will be taken from item 02-371-00-459, RIAM - air transportation.

The vote is requested:

For Joanne Mayer Ghyslain Robert Against Lee Angus Maureen Rice Luc Thivierge Maureen McEvoy

Rejected on division

2022-12-306

Contribution for christmas baskets

Whereas a request for financial assistance has been received from the organization Au gout du jour (Les Œuvres de charité) for the purpose of financing Christmas baskets

PROPOSED BY Ghyslain Robert SECONDED BY Maureen Rice

AND RESOLVED that Council authorize the payment of a financial aid of \$400 for the preparation of Christmas baskets.

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

Adopted unanimously

2022-12-307

Revision of the assessment roll 2023-2024-2025

Whereas the assessment roll for the years 2023-2024-2025 has been deposited with the municipality and we have noted that the assessments were based on the market as of July 1, 2021

Whereas the real estate market is currently in decline and economists are predicting a recession

IT WAS PROPOSED BY Luc Thivierge SECONDED by Ghyslain Robert

AND RESOLVED that this Municipal Council request from the MRC de la Vallée-de-la-Gatineau and the Ministry of Municipal Affairs and Housing a revision of the assessments according to the current and future economic situation.

Adopted unanimously

Budget 2023 Gatineau Valley MRC

2022-12-308

Whereas the MRC de la Vallée-de-la-Gatineau's budget for 2023 presents an increase in expenses of 17%;

Whereas this increase has a direct impact on the tax bill of the citizens of the Municipality

Whereas economists are predicting a short-term recession;

IT WAS PROPOSED BY Ghyslain Robert SECONDED unanimously

AND RESOLVED that this municipal council requests the MRC de la Vallée-de-la-Gatineau to review its budget and to transmit a copy of this resolution to the MRC and to the other member municipalities.

Adopted unanimously

| | FIRE AND EMERGENCY SERVICES | | | | |
|-------------|--|--|--|--|--|
| | S.O | | | | |
| | | | | | |
| | PUBLIC WORKS Local Road Maintenance Assistance Program (ERRL-MTQ) | | | | |
| 2022-12-309 | Whereas the ministère des Transports, de la Mobilité durable et de l'électrification des transports will pay a compensation of \$524,845 for the maintenance of the local road network, for the calendar year 2022. | | | | |
| | Whereas the compensation distributed to the municipality is for the routine and preventive maintenance of local roads 1 and 2 as well as the elements for the bridges located on its roads, for which the municipality is responsible; | | | | |
| | IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge | | | | |
| | AND RESOLVED that Council inform the Ministry of Transportation, Sustainable Mobility and Electrification of the use of the compensation provided for the routine and preventive maintenance of local roads 1 and 2 as well as the elements for the bridges located on its roads, for which the municipality is responsible, in accordance with the objectives of the local road maintenance assistance program. | | | | |
| 2022-12-310 | Adopted unanimously Local Roads Assistance Program - Sub-component - Specific Improvement Projects by Electoral District | | | | |
| | Whereas the Municipality of the Township of Low has read the terms and conditions for the application of the Specific Improvement Projects (SIP) component of the Local Roads Assistance Program (LRAP) and undertakes to respect them | | | | |
| | Whereas the road network for which an application for financial assistance has been granted is under municipal jurisdiction and is eligible for the PAVL | | | | |
| | Whereas the work was completed in the calendar year in which the Minister authorized it; | | | | |
| | Whereas the work or the inherent costs are eligible for the LDAP | | | | |
| | Whereas the accountability form V-0321 has been duly completed | | | | |
| | Whereas the transmission of the accountability of the projects was made at the end of the realization of the work or at the latest on December 31, 2022 of the calendar year in which the Minister authorized it | | | | |
| | Whereas, payment is conditional upon the Minister's acceptance of the project accounting; | | | | |
| | Whereas, if the accounting is found to be in order, the Minister will make a payment to the municipalities based on the list of work that he has approved, but not exceeding the maximum amount of assistance as set out in the letter of announcement; | | | | |
| | Whereas the other sources of financing for the work have been declared; | | | | |
| | IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge | | | | |
| | AND RESOLVED that Council approves the expenditures in the amount of 54 190.87 \$ for the eligible improvement work and related costs mentioned in form V-0321, in accordance with the requirements of the ministère des | | | | |

Transports du Québec, and recognizes that in the event of non-compliance with these requirements, the financial assistance will be terminated.

Adopted unanimously

2022-12-311

Local Roads Assistance Program - Sub-component - Specific Major or Supra-Municipal Improvement Projects

Whereas the Municipality of the Township of Low has taken cognizance of the terms and conditions for the application of the Specific Improvement Projects (SIP) component of the Local Roads Assistance Program (LRAP) and undertakes to respect them

Whereas the road network for which an application 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 announcement letter

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

Whereas the accountability form V-0321 has been duly completed

Whereas the transmission of the accountability of the projects must be done at the end of the realization of the work or at the latest on December 31 as of the third calendar year of the date of the announcement letter of the Minister

Whereas payment is conditional upon the Minister's acceptance of the project accountability.

Whereas, if the report is found to be in order, the Minister will make a payment to the municipalities based on the list of work that he has approved, but not exceeding the maximum amount of assistance as set out in the letter of announcement.

Whereas the financial assistance is allocated over a period of three calendar years, starting from the date of the Minister's letter of announcement

Whereas the financial assistance is divided into three annual instalments corresponding to the total of the supporting documents received, up to a maximum of:

- 1) 40% of the financial assistance granted, for the first installment.
- 2) 80% of the financial assistance granted minus the first instalment, for the second instalment.
- 3) 100% of the financial assistance granted, less the first two instalments, for the third instalment.

Whereas work done after the third anniversary of the letter of announcement is not eligible.

Whereas the other sources of financing for the work have been declared.

IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge

AND RESOLVED that Council approves the expenditures in the amount of 54 190.87 \$ for the improvement work performed and the related eligible costs mentioned in form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and recognizes that in the event of non-compliance with these requirements, the financial assistance will be terminated

Adopted unanimously

2022-12-312

<u>Preparation of plans and specifications for the rehabilitation of one kilometer of McDonald road</u>

Whereas road work must be done in 2023 on McDonald Road over a distance of approximately one kilometer located at the beginning of the slope towards Lyons road

Whereas the Municipality has contacted the firm WSP to obtain a price for the preparation of plans and specifications

Whereas the firm WSP has submitted an offer including a site visit, preliminary design and plans and specifications for tender at a cost of \$20,900 plus taxes.

IT IS PROPOSED BY Ghyslain Robert SECONDED BY Luc Thivierge

AND RESOLVED that Council award the contract for the preparation of plans and specifications for the work to be done in 2023 on McDonald Road at a cost of \$20,900 plus taxes.

The funds will be taken from the Quebec gas tax and contribution (TECQ).

Adopted unanimously

6. ENVIRONMENT

2022-12-313

6.a) Repair of Low's pumping station generator

Whereas by preventive measures, the municipality asked for an inspection of the generator of the pumping station of Low following several power failures in September 2022

Whereas during the visit of the technician on September 28, 2022, certain repairs must be made to ensure the good functioning of the generator such as

- replacement of the pump
- replacement of the radiator
- replacement of the antifreeze hoses
- replacement of the antifreeze
- engine cleaning
- cooling system cleaning

Whereas a quote was received from Drumco Energy to perform the required work at a cost of \$5,817.89 plus taxes

IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge

AND RESOLVED that Council award the contract for the repair of the generator by the firm Drumco Energy at a cost of \$5,817.89 plus taxes.

The funds will be taken from the gasoline tax and the Quebec contribution (TECQ).

2022-12-314

<u>Awarding of contract - Collection of residual materials, call for tenders 2022-SOU-451-001</u>

Whereas a call for tenders for the collection of residual materials was published in October 2022 for the collection of residual materials for a period of three years 2023-2024 and 2025

Whereas the Municipality has received the following tender

• Location Martin Lalonde inc. \$1,655,747.34 plus taxes

Whereas only one bid was received, and a meeting was organized with the bidder to negotiate.

Whereas, following the meeting with the contractor, certain downward adjustments were made, and the price submitted is now \$ 1 352 260.20;

IT IS PROPOSED BY Joanne Mayer SECONDED BY Maureen McEvoy

AND RESOLVED that this municipal council authorizes the awarding of the contract for the collection of residual materials at a cost of \$ 1 352 260.20 to Location Martin Lalonde inc.

The funds will be taken from budget items 02-451-10-446, domestic waste collection, 02-452-10-446, recyclable material collection, 02-452-35-446, organic material collection.

Vote requested:

For Against
Joanne Mayer Maureen Rice
Lee Angus Luc Thivierge
Maureen McEvoy Ghyslain Robert

Carole Robert

Adopted on division

2022-12-315

Awarding of contract - Disinfection of drinking water at the Fieldville pumping station, tender 2022-SOU-413-001

Whereas a call for tenders was issued for the disinfection of the drinking water at the Fieldville pumping station in October 2022

Whereas the Municipality has received the following tender

• Brébeuf mécanique de procédé inc. 127 640.00 \$ plus taxes

Whereas following the analysis of the tender, the latter is in conformity.

IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge

AND RESOLVED that Council authorize the awarding of the contract for the disinfection of the drinking water at the Fieldville pumping station at a cost of \$127,640 plus taxes to the company Brébeuf mécanique de process inc.

The funds will be taken from budget item 23-050-00-725, purchase of durable goods - machinery, tools and equipment.

Adopted unanimously

2022-12-316

Support for Commonwealth Plywood Ltd.

Whereas the company is a leader in operating wood processing plants in eight different regions in the province of Quebec.

Whereas Commonwealth Plywood Ltd. operates a processing plant in the municipality of Low and contributes to the economy of the region by creating jobs

Whereas Commonwealth Plywood Ltd. creates more jobs per cubic meter than any other primary processing plant in Quebec

Whereas, in order to harvest wood today (pine and hardwood) in mixed forests, Commonwealth Plywood Ltd. needs a guarantee of supply (G.S.), a production capacity (needs), the area that can be harvested annually in stands that generate hardwood and pine lumber, the distance to our mill and to third party mills (sepm, pulp, poplar, firewood, etc.) and the loss incurred during harvesting for third parties;

Whereas for several years, Commonwealth Plywood Ltd. has denounced the fact that the number of cubic meters of wood indicated to the GA is, in reality, only 50% harvestable;

Whereas, Commonwealth Plywood Ltd.'s production capacity (requirement) is allocated through an administrative process, which continually changes or is conditional on investment or hiring;

Whereas, recent announcements by the Ministry of Natural Resources and Forestry have resulted in the GA for the period of 2023-2028 being significantly reduced without consultation with Commonwealth Plywood Ltd. and in contradiction with the confirmations already obtained

Whereas a final factor, the Chief Forester, demonstrates the increase in available volumes, but affects Commonwealth Plywood Ltd;

Whereas Commonwealth Plywood Ltd. has recently announced the reopening of one of its mills, another has suffered a disaster and all this with the most unpredictable economic conditions such as inflation, rising interest rates, challenges in recruiting labor, etc;

IT IS PROPOSED BY Ghyslain Robert SECONDED BY Joanne Mayer

AND RESOLVED that this municipal council

- support the requests of Commonwealth Plywood Ltd. for a one-year moratorium on modifications to the current AM and to schedule a meeting as soon as possible with representatives of the Ministry of Natural Resources and Forestry in order to ensure jobs in the regions
- transmit the resolution to the MRC de la Vallée-de-la-Gatineau (MRC) and the municipalities included in the MRC for their support.

Adopted unanimously

URBANISM

S/O

RECREATION, CULTURE AND COMMUNITY LIFE

2022-12-317

Establishment of a PFM-MADA follow-up committee

Whereas the Gatineau Valley MRC is at the heart of a collective approach to family policy and age-friendly municipalities (PFM-MADA) involving 12 municipalities on its territory since 2019

Whereas the municipality is one of the 12 municipalities in the collective PFM-MADA approach of the Gatineau Valley MRC

Whereas in order to complete the final report as well as the accountability requested by the Secrétariat aux Aîées (SA) of the ministère de la Santé et des Services sociaux (MSSS) to the MRC, it is necessary to assess the actions included in the PFM-MADA action plan of all participating municipalities, including the municipality of Low;

Whereas the deadline for sending to the MSSS SA the final report and the accountability of the collective PFM-MADA process of the Gatineau Valley MRC is February 1, 2023

Whereas the mandate of the follow-up committee will be to make an overall assessment of the objectives and actions of the PFM-MADA action plan of the municipality of Low which is now at the end of its 3-year term

Whereas the global assessment will have to confirm whether or not the objectives of the action plan of the Municipality have been achieved and provide the reason for this;

Whereas the assessment of the PFM-MADA action plan will also serve to update and inform the municipal council of the developments achieved for seniors and families in the municipality within the framework of the PFM-MADA process

Whereas the follow-up committee will be chaired by the RQFA elected representative, Mrs. Maureen McEvoy and assisted by Mr. Marc-André Gauthier, resource person responsible for the coordination of the collective PFM-MADA process of the MRC

Whereas the follow-up committee will have in its composition a minimum of two seniors involved in the community, as well as a minimum of one person representing the families;

IT IS PROPOSED BY Maureen McEvoy SECONDED BY Joanne Mayer

And resolved that the municipal council set up the follow-up committee for the municipality in order to produce a global assessment of the PFM-MADA action plan within the framework of the collective PFM-MADA process of the Gatineau Valley MRC, which will be used for the final report to be submitted to the MSSS SA.

Adopted unanimously

<u>Contribution to the Low, Venosta and Brennan's Hill Recreation</u> <u>Association</u>

2022-12-318

Whereas the municipality supports the activities of the members of the Low, Venosta and Brennan's Hill Recreation Association

IT IS PROPOSED BY Ghyslain Robert SECONDED by Joanne Mayer

AND RESOLVED that Council authorize the payment of a contribution for their service in the amount of \$4,750.

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

CORRESPONDENCE

Documents, correspondence and information

- Financial Statements 2021
- Board Member Pecuniary Interest Disclosure:
 Carole Robert, Joanne Mayer, Maureen Rice, Maureen McEvoy Ghyslain Robert, Lee Angus and Luc Thivierge
- Comparative statements as at October 31, 2022 pursuant to 176.4 of the Municipal Code

Question period

Question period started at 8:27 p.m. and ended at 21:07 p.m.

Closing and adjournment of the regular meeting

The agenda being exhausted, the President declares the closing of the meeting at 9:07 pm.

Carole Robert Sandra Martineau
Mayor General Director and Clerk-Treasurer