

**PROVINCE OF QUÉBEC  
COUNTY OF GATINEAU**

Minutes of an extraordinary meeting of the Municipal Council of the Municipality of the Township of Low, held on Monday, September 16, 2024, at 6 p.m., in the Héritage room, located at 4C, chemin d'Amour, Township of Low (Quebec) J0X 2C0, under the Presidency of Mayor Carole Robert.

ALSO PRESENT WERE: Councillors Mrs. Joanne Mayer and Maureen Rice and Mr. Luc Thivierge and Ghyslain Robert.

WERE ABSENTS: Councillors Mrs. Maureen McEvoy and Mr. Lee Angus.

ALSO PRESENT: Madame Myrian Nadon, director general and clerk-treasurer.

Madam Mayor Carole Robert confirming that there is quorum declares the meeting open.

**NOTICE OF MEETING**

September 12<sup>th</sup>, 2024

Madam Mayor Carole Robert  
Councillor Mrs. Joanne Mayer, Maureen Rice and Maureen McEvoy  
Councillor Mr. Luc Thivierge, Lee Angus and Ghyslain Robert

NOTICE OF MEETING is hereby given by the undersigned, Myrian Nadon, that there will be an extraordinary meeting of the Municipal Council on September 16<sup>th</sup>, 2024 convened by the Director general, during which Council will consider the following topics:

1. Opening of the extraordinary meeting of September 16<sup>th</sup>, 2024
2. Adoption of the agenda
3. Receipt of the notice of meeting
4. To retain the services of Mrs. Mireille Bertrand as Municipal inspector – Permanent full-time position – Effective September 17, 2024
5. Closing and adjournment of the extraordinary meeting of September 16<sup>th</sup>, 2024

At this extraordinary meeting, to be held on **Monday, September 16, 2024 at 6:00 p.m.** in Heritage Hall, 4C chemin d'Amour, the deliberations of council shall be confined to the above-mentioned subject.

**Given at Low** this 12<sup>th</sup> day of September 2024

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Myrian Nadon  
Director General and Clerk-Treasurer

**2024-139 TO ADOPT THE AGENDA FOR THE  
EXTRAORDINARY MEETING OF THE  
MUNICIPAL COUNCIL OF  
SEPTEMBER 16, 2024**

**PROPOSED BY COUNCILLOR MRS. JOANNE MAYER  
SUPPORTED BY COUNCILLOR MRS. MAUREEN RICE**

FOR THESE REASONS, this Council adopts the agenda as presented.

**Mrs. Mayor Carole Robert, president of the meeting, asks if the adoption of this resolution is unanimous.**

Adopted unanimously.

**2024-140 TO RETAIN THE SERVICES OF  
MIREILLE BERTRAND AS MUNICIPAL  
INSPECTOR - PERMANENT FULL-TIME  
POSITION - EFFECTIVE SEPTEMBER 17, 2024**

WHEREAS the position of Municipal Inspector became vacant on May 25, 2024, and that the Municipality of the Township of Low adopted, at a special meeting of its Municipal Council held on June 19, 2024, resolution number 2024 095 for the purpose of retaining the services of Ms. Sylvie Roy as a part-time temporary contract employee for an indeterminate period until the position was filled, and that she unfortunately left us a few weeks later;

WHEREAS the Municipality proceeded, on May 14, 2024, to post the position of Municipal Inspector on its website, its Facebook page, its municipal bulletin boards, on the Emploi Québec website, that of the Union des municipalités du Québec and that of the Le Droit newspaper, in the Low Down newspaper as well as with the Cité collégiale and Algonquin College;

WHEREAS the Director General and Clerk-Treasurer made a pre-selection and interviewed the successful candidates on July 9 and September 10, 2024;

WHEREAS the Director General and Clerk-Treasurer recommends that the Municipal Council retain the services of Ms. Mireille Bertrand as Municipal Inspector;

WHEREAS the application of urban planning by-laws (zoning, subdivision, construction, permits and certificates) is entrusted to the official designated for this purpose by Council resolution.

**PROPOSED BY COUNCILLOR MRS. JOANNE MAYER  
SUPPORTED BY COUNCILLOR MR. GHYSLAIN ROBERT**

FOR THESE REASONS, this Council:

1. States that the preamble is an integral part of this resolution.
2. Retains, on the recommendation of the Director General and Clerk-Treasurer, the services of Ms. Mireille Bertrand, as Municipal Inspector, effective September 17, 2024.
3. Underlines, that Ms. Mireille Bertrand will have a probation period of 3 months, beginning on September 17, 2024 and ending on December 16, 2024.
4. Appoints, Mrs. Mireille Bertrand as designated person, for the purposes of applying the urban planning by-laws (zoning, subdivision, building and permit and certificate by-laws), as well as their amendments or repeals, to issue permits and certificates, to undertake penal proceedings against any contravener of any provision of the said by-laws and consequently authorizes her to issue the necessary statements of offence for this purpose.
5. Repeals resolution number 2024-095 for all purposes.
6. Authorizes, hereby, Mrs. Mayor Carole Robert and/or the Director general and Clerk-Treasurer, Mrs, Myrian Nadon, or their replacements, to sign, for and on behalf of the Municipality of the Township of Low, all documents giving effect to this resolution.

**Mrs. Mayor Carole Robert, president of the meeting, asks if the adoption of this resolution is unanimous.**

Adopted unanimously.

2024-141 TO ACCEPT THE CLOSING OF  
THE SESSION

PROPOSED BY COUNCILLOR MRS. JOANNE MAYER  
SUPPORTED BY COUNCILLOR MR. LUC THIVIERGE

FOR THESE REASONS, this meeting is adjourned at 6:03 p.m.

Mrs. Mayor Carole Robert, president of the meeting, asks if the adoption of this resolution is unanimous.

Adopted.

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Myrian Nadon  
Director General  
and Clerk-Treasurer

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Carole Robert  
Mayor