

**BY-LAW NUMBER 2024-003 TO REPEAL AND REPLACE
BY-LAW NUMBER 10-2018 ESTABLISHING
A FEE SCHEDULE FOR THE SUPPLY OF CERTAIN
GOODS AND SERVICES**

WHEREAS rates must be established for the supply of certain goods and services by the Municipality of the Township of Low;

WHEREAS the provisions of sections 244.1 and following the Act respecting municipal taxation stipulate that, to the extent that a government regulation provided for in paragraph 8.2 of section 262 is in force, any Municipality may, by by-law, provide that all or part of its goods, services or activities be financed by means of a fee structure;

WHEREAS notice of motion was given at a regular meeting of this council, on September 3, 2024, to the effect that the present by-law would be submitted for adoption and that the present by-law was tabled at a regular meeting of this council, on September 3, 2024, the whole in accordance with the provisions of article 445 of the Quebec Municipal Code (L.R.Q., c. C 27.1);

THEREFORE, IT IS, it is ordained and decreed by the Municipal Council of the Municipality of the Township of Low and the said Council hereby ordains and decrees as follows, namely :

ARTICLE 1 – PREAMBULE

The preamble to the present by-law forms an integral part thereof.

ARTICLE 2 – PURPOSE

The purpose of this by-law is to establish a pricing policy applicable to the supply of certain goods and services rendered by the Municipality of the Township of Low.

ARTICLE 3 – TARIFICATION

Individuals and legal entities under private or public law who use the goods and services provided by the Municipality will be billed in accordance with the rates set out in the present by-law.

ARTICLE 4 – TRANSCRIPTION AND REPRODUCTION OF A DOCUMENT

The rates for transcription and reproduction of documents are as follows:

4.1	Per page for a black & white copy of one of the following documents: i. Evaluation role and concordance lists; ii. Role summary and index; iii. Règlement municipal; iv. Any other document in 8 ½ x 11, 8 ½ x 14 ou 11 x 17.	\$0.47 / page Maximum of 35 \$ for l'item iii.
4.2	Per page for a color copy 8 ½ x 11 ou 8 ½ x 14	\$1.00 / page
4.3	Per page for a color copy 11 x 17	\$1.50 / page
4.4	For a copy of a general street plan or any other plan	\$4.70 / plan
4.5	For a copy of an extract from the assessment roll	\$0.55 / assessment unit
4.6	For a copy of the financial report	\$3.80 / report
4.7	For a copy of an event or accident report	\$19.00 / report
4.8	Electronic version on USB key or other computer medium. No CD or DVD support.	\$12.00 / document

When a document is reproduced on both sides, the charge is for each side of the paper.

ARTICLE 5 - SENDING A DOCUMENT

The rates for sending a document are as follows:

- 5.1 To send a document by fax: \$3.00 / shipment

ARTICLE 6- SALE OF PROMOTIONAL ITEMS

The fees for the sale of the Municipality's promotional items are as follows:

- 6.1 Pin: \$3.00
6.2 Other promotional items: Price per unit

ARTICLE 7 – PROCESSING OF ALL RESEARCH AND ANALYSIS REQUESTS

Fees for research and technical support are as follows:

- 7.1 Consultation, research or analysis: \$50.75 / hour

ARTICLE 8 – ADMINISTRATION FEES

A 15% administration fee will be charged on all invoices, except billing provided by agreement.

ARTICLE 9 – TAX APPLICATION

When applicable, the goods and services tax (GST) and Quebec sales tax (QST) or any other tax must be added to the rates set out in this by-law at the rates prescribed on the billing date.

ARTICLE 10 – TERMS OF PAYMENT

Amounts due for documents and services are payable on delivery, with the exception of the rates provided for in article 7, which must be paid in advance.

All payments must be made in cash.

ARTICLE 11 – EXCEPTIONAL CASES

Depending on the assessment of the Director General and Clerk-Treasurer, individuals and legal entities under private or public law who have ongoing exchanges of information and documents with the Municipality, the rates payable may not be applicable.

ARTICLE 12 – EXEMPTION

Municipalities on the territory of the MRC de LA VALLÉE-DE-LA-GATINEAU and the MRC de LA VALLÉE-DE-LA-GATINEAU are exempt from the application of fees payable under articles 4 to 10 of the present by-law.

ARTICLE 13 - REPEAL OF BY-LAWS

The present by-law repeals, for all purposes, all by-laws and management policies predating the adoption of the present by-law or any provisions of any by-law or policy that are incompatible with the above enacted by-laws.

ARTICLE 14 - INTERPRETATIVE PROVISIONS

- 14.1 The masculine and singular genders are used in these rules without discrimination and include the feminine and plural to avoid excessive text.

14.2 PARTIAL INVALIDITY OF THE BY-LAWS

Should any part or clause of this by-law be declared invalid by a recognized court, the validity of all other parts or clauses shall not be questioned. The Municipal council hereby declares that it adopts the by-law part by part, regardless of the fact that one or more of these parts may be declared null and void by the Court.

ARTICLE 15 - EFFECTIVE DATE

The present by-law will come into force once the formalities required by law have been completed.

Myrian Nadon
Director general and
Clerk-treasurer

Carole Robert
Mayor