

**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, November 18, 2024, at 7 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, Maureen Rice and Maureen McEvoy and Mr. Luc Thivierge, Lee Angus and Ghyslain Robert.

ALSO PRESENT: Madame Vicky Tremblay-Régimbal, coordinator-finances and administration

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

NOTICE OF MEETING

November 15th, 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 November 18th, 2024 at 7 p.m. convened by the Director general, during which Council will consider the following topics:

1. Opening of the extraordinary meeting of November 18, 2024
2. Adoption of the agenda
3. Receipt of the notice of meeting
4. To appoint Mrs. Vicky Tremblay-Régimbal, coordinator - Finance and Administration, as interim Deputy Clerk-treasurer for the special municipal council meeting of November 18, 2024
5. **NOTICE OF MOTION** : Presentation of draft by-law number 2024-006 to repeal and replace by law number 2023-005 concerning the contractual management by the Municipality of the Township of Low
6. To adopt a specific directive on the use of a language other than the official language
7. Accept a bidder - Snow removal and sanding of roads on the territory of the Municipality of the Township of Low - Public tender number 2024-121 - Order an expenditure in the amount of \$ _____ "taxes not included
8. To authorize the signing of a memorandum of understanding with the MRC de la Vallée-de-la-Gatineau - Interventions d'urgence hors du réseau routier (SUMI).
9. Closing and adjournment of the extraordinary meeting of November 18th, 2024

At this extraordinary meeting, to be held on Monday, November 18, 2024 at 7:00 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 15th day of November 2024

Myrian Nadon
Director General and Clerk-Treasurer

2024-182 TO ADOPT THE AGENDA FOR THE
EXTRAORDINARY MEETING OF THE
MUNICIPAL COUNCIL OF
NOVEMBER 18, 2024

PROPOSED BY COUNCILLOR MR. LUC THIVIERGE
SUPPORTED BY COUNCILLOR MR. GHYSLAIN ROBERT

FOR THESE REASONS, this Council adopts the agenda as modified with the following addition:

5. **NOTICE OF MOTION AND FILING**: Presentation of draft by-law number 2024-006 to repeal and replace by-law number 2023-005 concerning the contractual management by the Municipality of the Township of Low

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

Adopted unanimously.

2024-183 TO APPOINT MRS. VICKY TREMBLAY-RÉGIMBAL,
COORDINATOR - FINANCE AND
ADMINISTRATION, AS INTERIM DEPUTY CLERK-
TREASURER FOR THE EXTRAORDINARY MEETING
OF THE MUNICIPAL COUNCIL OF
NOVEMBER 18, 2024

PROPOSED AND SUPPORTED UNANIMOUSLY

FOR THESE REASONS, this Council:

1. Appoints Mrs. Vicky Tremblay-Régimbal, coordinator - Finance and Administration, as Acting Deputy Clerk-Treasurer for the Extraordinary Council Meeting of November 18, 2024.
2. 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.

Adopted unanimously.

NOTICE OF MOTION AND FILING

I, the undersigned, Carole Robert, the Mayor, in the Municipality of the Township of Low, give notice of the presentation of draft by-law no 2024-006 to repeal and replace by-law no. 2023-005 concerning the contractual management and table said draft by-law at the extraordinary meeting of November 18, 2024.

The by-law will be adopted at a subsequent meeting.

In accordance with Article 445 of the Quebec Municipal Code, the Director General and Clerk-Treasurer informs citizens that the purpose of this by-law is to:

1. To provide measures for the awarding and management of contracts granted by the Municipality, in accordance with article 938.1.2 of the Quebec Municipal Code.
2. To provide rules for the awarding of contracts involving an expenditure of at least \$25,000, but below the threshold requiring a public call for tenders under article 935 of the Quebec Municipal Code.

3. To assure taxpayers that the sums spent on the acquisition of goods and services are spent in a way that seeks the best possible good and service at the best possible price, according to market conditions and needs, while respecting the principles of transparency and sound management that they are entitled to expect from their representatives.

(s)

Carole Robert
Mayor

**2024-184 TO ADOPT A SPECIFIC DIRECTIVE ON THE
USE OF A LANGUAGE OTHER THAN THE
OFFICIAL LANGUAGE**

WHEREAS the assent, on June 1, 2022, of the Act respecting the official and common language of Québec, French (S.Q. 2022, c. 14), amending the Charter of the French Language (RLRQ, c. C-11) (hereinafter the "Charter");

WHEREAS that the Charter establishes a duty of exemplarity for the Administration, requiring municipal bodies in particular to use the French language in an exemplary manner in their activities;

WHEREAS that the State Language Policy, effective June 1, 2023, applies to municipal organizations;

WHEREAS that the Règlement sur la langue de l'Administration (RLRQ, c. C-11, r.8.1) and the Règlement concernant les dérogations au devoir d'exemplarité de l'Administration et les documents rédigés ou utilisés en recherche (RLRQ,c.C-11, r.5.1) complete the legal regime applicable to the Administration with respect to the use of French and provide, in addition to those set out in the Charter, for situations where a language other than French may be used;

WHEREAS that, in accordance with section 29.15 of the Charter, an administrative body to which the State's language policy applies must adopt a directive specifying the nature of the situations in which it intends to use a language other than French in the cases permitted by the Charter and its regulations, and revise it at least every five years;

WHEREAS that an organization recognized under section 29.1 of the Charter may waive the obligation to use French in an exemplary manner when, in accordance with the Charter, it uses the language that its recognition allows it to use;

WHEREAS the obligation to forward this directive, as well as any subsequent revisions, to the Minister of the French Language and to make it public on the Municipality's Web site.

PROPOSED AND SUPPORTED UNANIMOUSLY

FOR THESE REASONS, this Council:

1. States that the preamble is an integral part of this resolution.
2. Adopts, the "Directive on the use of a language other than the official language of the Municipality of the Township of Low" appended hereto (hereinafter the "Directive");
3. Emphasizes that the Directive of the Municipality of the Township of Low replaces the general directive of the Minister of the French Language in effect since June 1, 2023.
4. Mention that this Directive will be :
 - a) Transmitted to the Minister of the French Language.
 - b) Published on the Municipality's website.
 - c) Distributed to municipal staff.
 - d) Revised at least every five years.
5. 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.

Adopted unanimously.

2024-185 TO ACCEPT A BIDDER - SNOW REMOVAL AND SANDING OF ROADS ON THE TERRITORY OF THE MUNICIPALITY OF THE TOWNSHIP OF LOW - PUBLIC TENDER NUMBER 2024-121 - ORDER AN EXPENDITURE IN THE AMOUNT OF \$408 805.10 "TAXES NOT INCLUDED"

WHEREAS the Municipality of the Township of Low has requested, on October 18, 2024, in accordance with contract management by-law number 2023-005, public tenders, number 2024-121, by advertisement published in the Constructo newspaper on October 18, 2024, as well as on the electronic tendering system "SEAO" on October 18, 2024, concerning snow removal and sanding of roads on the territory of the Municipality of the Township of Low;

WHEREAS the following bidder has made their price known, in accordance with the requests and requirements contained in the specifications for public tender number 2024-121, namely:

Bidder	Address	Amount « taxes not included »	Rank
E.R. Legros Construction (6189661 Canada Inc.)	429, chemin Fieldville, Low, Québec, J0X 2C0	\$408 805,10	1

WHEREAS the Coordinator - Finance and Administration recommends acceptance of the lowest compliant bid for snow removal and road sanding within the Municipality of the Township of Low, submitted by E.R. Legros construction (6189661 Canada Inc.), 429, Fieldville Rd., Low, Québec, J0X 2C0, in the amount of \$ 408 805.10, taxes excluded, in accordance with tender document number 2024-121.

PROPOSED AND SUPPORTED UNANIMOUSLY

FOR THESE REASONS, this Council:

1. States that the preamble is an integral part of this resolution.
2. Accepts, on the recommendation of the Coordinator - Finance and Administration and the approval of the Director General office, the bid submitted by E.R. Legros construction (6189661 Canada Inc.), located at 429, chemin Fieldville, Low, Québec, J0X 2C0, in the amount of \$408 805,10 "taxes not included", being the lowest conforming bid received and considered the most advantageous to the Municipality of the Township of Low, and this, for the snow removal and sanding of roads on the territory of the Municipality of the Township of Low for the winters of 2024-2025, 2025-2026 and 2026-2027.
3. Decree an expense in the amount of \$408 805,10 "taxes not included" and authorize the Director General's office to make the payments as and when required, and this, in accordance with the provisions of public tender number 2024-121.
4. Mention that the funds for this purpose will be taken from the available budget for the years 2024 to 2027, in budget item number 02-33000-443.
5. 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.

Adopted unanimously.

Note 1: Councillor Mr. Ghyslain Robert declares his interest, at 7:07 p.m., in accordance with article 4.1.5 of by-law number 2022-008 "Code of Ethics and Professional Conduct for Elected Municipal Officers" and indicates that he will abstain from voting.

2024-186 **TO AUTHORIZE THE SIGNING OF A MEMORANDUM OF UNDERSTANDING WITH THE MRC DE LA VALLÉE-DE-LA-GATINEAU - INTERVENTIONS D'URGENCE HORS DU RÉSEAU ROUTIER (SUMI)**

WHEREAS the MRC de la Vallée-de-la-Gatineau (MRCVG) is committed to covering its entire territory for emergency rescue in isolated areas;

WHEREAS the MRCVG will provide the Municipalities of the MRCVG with all the equipment necessary to offer this service;

WHEREAS the Municipality of the Township of Low undertakes to offer this service with the equipment loaned by the MRCVG (part of the equipment is provided by the fire department e.g.: rope, chain saw, etc.);

WHEREAS the Municipality undertakes to maintain and preserve the equipment according to the provisions contained in this agreement.

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

FOR THESE REASONS, this Council:

1. States that the preamble is an integral part of this resolution.
2. Authorizes, on the recommendation of the Director of the Fire Safety Department and the approval of the Office of the Director General, Mayor Carole Robert and Myrian Nadon, Director General and Clerk-Treasurer, to sign for and in the name of the Municipality of the Township of Low the Memorandum of Understanding to be entered into between the Municipality of the Township of Low and the MRC de la Vallée-de-la-Gatineau concerning the loan and maintenance agreement for emergency rescue equipment in isolated areas, for a period of one year (1 year) with automatic renewal unless the parties agree in writing to terminate it.
3. 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 by the majority.

2024-187 **TO ACCEPT THE CLOSING OF THE SESSION**

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

FOR THESE REASONS, this meeting is adjourned at 7:07 p.m.

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

Adopted.

Vicky Tremblay-Régimbal
Coordinator -
Finances and administration

Carole Robert
Mairesse