

**CANADA  
PROVINCE OF QUÉBEC  
MUNICIPALITY OF LOW**

**MINUTES** of the regular meeting of members of the Council of the Municipality of Low, held this 4th day of March 2013 at 7:00 p.m. in Heritage Hall.

Those present are:

**His Worship the Mayor**            Morris O'Connor

**Councillors**                        Theresa van Erp  
    Albert Kealey (absent)  
    Amanda St. Jean  
    Maureen Rice  
    Carole Robert  
    Charles Kealey

The Director General/Secretary-Treasurer Franceska Gnarowski is also present.

**(1) OPENING**

The meeting is officially opened by his Worship the Mayor, Morris O'Connor.

**(2) MINUTES**

**#18-02-2013**

**BE IT RESOLVED THAT** the minutes of the regular meeting of January 14<sup>th</sup> 2013 be accepted as presented.

**MOVED BY** Councillor Amanda St. Jean  
**SECONDED BY** Councillor Charles Kealey  
**ADOPTED UNANIMOUSLY**

**(3) AGENDA**

**#19-02-2013**

**BE IT RESOLVED THAT** the agenda be adopted as presented, and that it remain open for the duration of the meeting.

**MOVED BY** Councillor Amanda St. Jean  
**SECONDED BY** Councillor Carole Robert  
**ADOPTED UNANIMOUSLY**

**(4) QUESTION PERIOD**

From 7:00 p.m. to 7:30 p.m.

**(5) BILLS TO BE PAID**

**#20-02-2013**

**BE IT RESOLVED THAT** the list of invoices #02-2013, totalling \$96, 471.23 be hereby accepted as presented;

**AND THAT** the Director General/Secretary-Treasurer be authorized to make the necessary budgetary arrangements.

**MOVED BY** Councillor Amanda St-Jean  
**SECONDED BY** Councillor Charles Kealey  
**ADOPTED UNANIMOUSLY**

**CERTIFICATE**

I, undersigned, Director General/Secretary-Treasurer, do hereby certify that funds are available for the expenses mentioned in resolution #04-01-2013, as approved by Council.

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Director General/Secretary-Treasurer

**6.1 ADMINISTRATION**

**(6.1.1) MAYOR'S REPORT**

Mayor's verbal report of January activities.

**(6.1.2) NOTICE OF MOTION**

Notice of motion is given by Charles Kealey, seconded by Theresa van Erp, concerning a bylaw on Rules and procedures of Council.

**(6.1.3) SUMMER STUDENT**

**WHEREAS** the Low Library is usually open every day for six weeks during the summer;

**#21-02-2013**

**BE IT RESOLVED THAT** a student be recruited to the position under the auspices of the federal Summer Employment program.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Theresa van Erp  
**ADOPTED UNANIMOUSLY**

**(6.1.4) GATINEAU VALLEY SKATING CLUB**

**#22-02-2013**

**BE IT RESOLVED THAT** the Municipality of Low offer a \$150 donation to purchase a one-page ad in the Gatineau Valley Skating Club Program.

**MOVED BY** Councillor Amanda St. Jean  
**SECONDED BY** Councillor Maureen Rice  
**ADOPTED UNANIMOUSLY**

**(6.1.5) FEASIBILITY STUDY**

**WHEREAS** the Municipality of Low is the owner of the building at 400, Route 105;

**WHEREAS** the current municipal offices are getting quite crowded and do not have any meeting space;

**WHEREAS** the Fire Department required new administrative offices;

**WHEREAS** the current Library is not considered accessible for seniors or handicapped people;

**WHEREAS** the Library could be relocated in the municipal offices if they were vacant;

**#23-01-2013**

**THEREFORE, BE IT RESOLVED THAT** the Municipality approve a feasibility study concerning the relocation of the municipal offices to 400, Route 105.

**MOVED BY** Councillor Amanda St. Jean  
**SECONDED BY** Councillor Carole Robert  
**ADOPTED UNANIMOUSLY**

**6.2 ROADS**

**(6.2.1) REPORT**

No report.

**(6.2.2) DONOVAN ROAD**

**#24-01-2013**

**THEREFORE, BE IT RESOLVED THAT** the Municipality find a solution to improve the intersection at Donovan Road and route 105.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Maureen Rice  
**ADOPTED UNANIMOUSLY**

**6.3 PUBLIC SAFETY**

**(6.3.1) REPORT**

Councillor Carole Robert gives a report of the Low Fire Department's activities.

**(6.3.2) REPORT 9-1-1**

No report was submitted by the Regional 9-1-1 Service Centre.

**(6.3.3) RESIGNATION**

**WHEREAS** the Municipality of Low received a letter of resignation from Fire Chief, David Fitzpatrick;

**#25-01-2013**

**THEREFORE, BE IT RESOLVED THAT** David Fitzpatrick's resignation be accepted by Council and that a letter of thanks for his services be expedited to his home.

**MOVED BY** Councillor Carole Robert

**SECONDED BY** Councillor Maureen Rice

**ADOPTED UNANIMOUSLY**

**(6.3.4) WORKING CONDITIONS**

**WHEREAS** the Fire Department benefits from having a working conditions policy in place;

**#26-01-2013**

**THEREFORE, BE IT RESOLVED THAT** Council mandate the Public Security Committee to develop a comprehensive policy including job descriptions, procedures, and the roles and responsibilities of each member of the department.

**MOVED BY** Councillor Carole Robert

**SECONDED BY** Councillor Maureen Rice

**ADOPTED UNANIMOUSLY**

**(6.3.5) 1979 TANKER REPAIRS**

**WHEREAS** the municipality of Low could greatly benefit from having a second tanker during an emergency;

**#27-01-2013**

**THEREFORE, BE IT RESOLVED THAT** Council accept the cost of \$5,628.03 for repairs to the 1979 tanker and the cost of \$1250 for ULC certification.

**MOVED BY** Councillor Carole Robert

**SECONDED BY** Councillor Maureen Rice

**ADOPTED UNANIMOUSLY**

**6.4 HYGIENE**

**(6.4.1) REPORT**

No report.

**6.5 URBANIZATION**

**(6.5.1) REPORT**

Councillor St. Jean presents the urbanization activities report for the month of January.

**6.6 RECREATION & CULTURE**

**(6.6.1) REPORT**

Councillor Rice presents the January and February activities of the Library and the Low Cultural Association.

**(6.6.2) INCREASE OF HOURS**

**#28-01-2013**

**BE IT RESOLVED THAT** Council approve the addition of one hour to the total number of hours allocated to the Library Coordinator.

**MOVED BY** Councillor Maureen Rice

**SECONDED BY** Councillor Carole Robert  
**ADOPTED UNANIMOUSLY**

**(6.6.3) NOTICE OF MOTION**

Notice of motion is given by Amanda St. Jean, seconded by Charles Kealey, concerning a Bylaw for Library Operations.

**7.0 VARIA**

**(7) QUESTION PERIOD**

From 8 p.m. to 8:20 p.m.

**(8) ADJOURNMENT**

**#29-01-2013**

**BE IT RESOLVED THAT** the meeting be closed at 8:00 p.m.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Maureen Rice  
**ADOPTED UNANIMOUSLY**

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Mayor

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Director General/Secretary-Treasurer

" I, Morris O'Connor, Mayor, certifies that the signature of these minutes is equivalent to my signature on all resolutions in the above document and this according to article 142 (2) of the Municipal Code. "