

**CANADA
PROVINCE OF QUÉBEC
MUNICIPALITY OF LOW**

MINUTES of the regular meeting of members of the Council of the Municipality of Low, held this 14th day of September, 2015 at 7:00 p.m. in Heritage Hall, 4A d'Amour Rd., Low, Quebec, J0X 2C0 and presided over by Mayor Morris O'Connor.

Those present are: Councillors Lynn Visentin, Amanda St. Jean, Joanne Mayer, Councillor Charles Kealey and Christopher Brownrigg.

Those absent are: Councillor Michèle Logue-Wakeling

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

1) OPENING

Quorum is established and the meeting is officially opened by his Worship the Mayor, Morris O'Connor.

2) BUSINESS ARISING FROM PREVIOUS MEETING

1. Access to information request.
2. Questions plans for the boat launch.
3. Request for action on the boat launch.
4. Request for calcium on Fieldville and Pike Lake Rd.
5. Questions about mower.

3) MINUTES

#131-09-2015

BE IT RESOLVED THAT the minutes of the regular meeting of August 3, 2015 as well as those of the special meetings held on August 11, 17, and 18th be accepted as presented.

MOVED BY Councillor Amanda St-Jean
SECONDED BY Councillor Joanne Mayer
ADOPTED UNANIMOUSLY

4) AGENDA

#132-09-2015

BE IT RESOLVED THAT the agenda be adopted and that it remain open.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Charles Kealey
ADOPTED UNANIMOUSLY

5) BILLS TO BE PAID

#133-09-2015

BE IT RESOLVED THAT the list of expenses #09-2015, from August 4, 2015 to September 14, 2015 totalling \$125,652.72 be hereby accepted as presented;

THAT the net salaries paid for the period covering the 1 of August, 2015 to 31 of August, 2015 totalling the amount of \$28,792.66 be accepted as presented;

AND THAT the Director General/Secretary-Treasurer is authorized to make the necessary budgetary transfers.

MOVED BY Councillor Christopher Brownrigg
SECONDED BY Councillor Lynn Visentin
ADOPTED UNANIMOUSLY

CERTIFICATE

I, undersigned, Director General/Secretary-Treasurer, do hereby certify that funds are available for the expenses mentioned in resolution #133-09-2015, as approved by Council.

Franceska Gnarowski
Director General/Secretary-Treasurer

(6) ADMINISTRATION

(6.1) MAYOR'S REPORT

The Mayor provides a report on his activities for the month of August.

(6.1.1) ADMINISTRATIVE COMMITTEE REPORT

A brief report is presented by Councillor Michèle Logue-Wakeling, Chair of the Executive Committee.

(6.1.2) SIGNATURE

WHEREAS resolution #101-06-2015 authorises the transfer of the Brennan's Hill well through notarized agreement;

WHEREAS the agreement has been prepared by the Notary, Pascale Langevin of Megan Throop Notary in Chelsea;

WHEREAS an authorisation for the DG to sign the said document is required;

#134-09-2015

THEREFORE, BE IT RESOLVED THAT the municipal council of Low authorises the DG to sign the notarized agreement between the municipality and residents Aurèle Fleury and Kathy Guilfoyle for and on behalf of the municipality.

MOVED BY Councillor Amanda St-Jean
SECONDED BY Councillor Lynn Visentin
ADOPTED UNANIMOUSLY

(6.1.3) SECURITY

WHEREAS the entrance to the municipal offices is unsecured;

WHEREAS the obligation to provide a safe workplace for employees;

WHEREAS most neighbouring municipalities have secure door entry systems;

#135-09-2015

THEREFORE, BE IT RESOLVED THAT council authorises the purchase of a secure distance door entry system in the amount of \$1,467.74 from Protectron, the company providing security to the municipality.

MOVED BY Councillor Christopher Brownrigg
SECONDED BY Councillor Amanda St-Jean
ADOPTED UNANIMOUSLY

(6.1.4) RESOLUTION #81-05-2015 - MODIFICATION

WHEREAS resolution #81-05-2015 was passed by council at the regular meeting of Council in May 2015;

WHEREAS there was an adjustment to the price of the public lighting network from \$8,961.49 to \$12,301.93 following improvements by Hydro-QC to the network;

WHEREAS the municipality has committed to purchasing the network in order to meet the criteria of Hydro-QC's Buildings Program;

#136-09-2015

THEREFORE, BE IT RESOLVED THAT council authorises the purchase of the public lighting network at the modified price of \$12,301.93; that resolution #81-05-2015 be hereby modified to reflect the new purchase price.

MOVED BY Councillor Charles Kealey
SECONDED BY Councillor Joanne Mayer
ADOPTED UNANIMOUSLY

(6.1.5) SUPPORT FOR RESOLUTION 2015-09-221 FROM KAZABAZUA

WHEREAS the request from the municipality of Kazabazua to support resolution 2015-09-221 concerning the participation of the FQM in the negotiation of the Fiscal Pact;

WHEREAS council considers that the FQM would represent the interests of smaller rural municipalities at the negotiating table;

WHEREAS it would be preferable to have a new fiscal pact before municipal budgets for 2016;

#137-09-2015

THEREFORE, BE IT RESOLVED THAT council supports resolution 2015-09-221 from the municipality of Kazabazua supporting the FQM participation at the negotiation of the next Fiscal Pact;

TO request that the FQM not sign the Fiscal Pact unless the following measures are included:

- Financial support to reflect the new responsibilities related to more autonomy for municipalities;
- A diversification of revenues to the advantage of all regions of Quebec
- Specific financial levies for rural municipalities and those that are devitalized
- Continued pressure to reduce the burden of financial reporting

AND to send a certified copy to Quebec's Premier Philippe Couillard, to Pierre Moreau, Minister of Municipal Affairs, and to Stéphanie Vallée, Gatineau MNA and Minister of Justice, Women's Affairs and the Outaouais

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Amanda St-Jean

ADOPTED UNANIMOUSLY

(6.1.6) SURPLUS

WHEREAS the 2014 financial report for the Municipality of Low prepared by the auditor, Michel Lacroix, of Piché Lacroix;

WHEREAS there is a surplus of \$207,000;

WHEREAS there are a variety of municipal projects;

#138-09-2015

THEREFORE, BE IT RESOLVED THAT council attributes the surplus in the following manner:

Taxes 2016	45 000 \$
TECQ 2014-2018	40 000 \$
Public lighting network	38 000 \$
Development study	10 000 \$
Mower	16 000 \$
Sander	16 000 \$
Fire Hall	42 000 \$
Total	207 000 \$

MOVED BY Councillor Charles Kealey

SECONDED BY Councillor Lynn Visentin

ADOPTED UNANIMOUSLY

(6.1.7) DONATION

WHEREAS the municipality of Low was the host of the Shaved Head Challenge;

WHEREAS the importance of the benefits that Leucan brings to families whose children have cancer;

WHEREAS Low succeeded in raising over \$3000 for Leucan during the challenge;

#139-09-2015

THEREFORE, BE IT RESOLVED THAT council authorises a donation of \$300 to help defray costs associated with offering light refreshments during the event held September 11th in Heritage Hall in Low.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Amanda St-Jean

ADOPTED UNANIMOUSLY

6.2 ROADS

(6.2.1) REPORT

A brief report is provided by Councillor Charles Kealey, Chair of the Public Works Committee.

(6.2.2) TRAINING

WHEREAS a request by the municipal inspector for training on the application of the law Q-2 R.22 concerning septic treatment;

WHEREAS council has already agreed to training for the inspector when he was hired;

#140-09-2015

THEREFORE, BE IT RESOLVED that council authorises that the inspector attend training on the Q-2 R.22 the 6 and 7 of October in Salaberry-de-Valleyfield and the 27th of October in Gatineau;

THAT the municipal travel policy be applied;

THAT the expenditure not exceed \$1000.

MOVED BY Councillor Amanda St-Jean

SECONDED BY Councillor Lynn Visentin

ADOPTED UNANIMOUSLY

(6.2.3) SANDER

WHEREAS the present sander is no longer viable due to age and use;

WHEREAS the inspector has recommended investing in a replacement;

WHEREAS the winter season is a few weeks away;

#141-09-2015

THEREFORE, BE IT RESOLVED that council authorises the purchase of a new sander;

THAT there should be a request for submissions if the price of the sander exceeds \$20,000;

THAT the total amount of expenditure not exceed \$30,000.

MOVED BY Councillor Charles Kealey

SECONDED BY Councillor Amanda St-Jean

ADOPTED UNANIMOUSLY

(6.2.4) CULVERTS

WHEREAS a request for submissions by invitation for culverts and collars was made;

WHEREAS H' Lafrenière submitted a proposal for \$15,340.25 and Irwin's for \$15,882.12;

#142-09-2015

THEREFORE, BE IT RESOLVED that council authorises the purchase of culverts and collars from H. Lafrenière at a cost of \$15,340.25

MOVED BY Councillor Charles Kealey

SECONDED BY Councillor Amanda St-Jean

ADOPTED UNANIMOUSLY

(6.2.5) FIELDVILLE AQUEDUCT

WHEREAS there are continuing issues with water treatment at the Fieldville well;

WHEREAS the TECQ 2014-2018 priorities concern the viability and sustainability of the municipal water system;

#143-09-2015

THEREFORE, BE IT RESOLVED that council accepts the proposal from CIMA for a study on the potable water treatment needs in the context of the TECQ 2014-2018 work program for a total of \$10,500 plus taxes.

MOVED BY Councillor Christopher Brownrigg
SECONDED BY Councillor Joanne Mayer
ADOPTED UNANIMOUSLY

6.3 PUBLIC SAFETY

(6.3.1) REPORT

A brief report is provided by Amanda St-Jean, Chair of the Public Security Committee.

6.4 ENVIRONMENT

(6.4.1) REPORT

A brief report is provided by Councillor Christopher Brownrigg, Chair of the Environment Committee.

6.5 URBAN PLANNING

(6.5.1) REPORT

A brief report is provided by Councillor Joanne Mayer, Chair of the Urban Planning Committee.

(6.5.2) BYLAW NUMBER LOW-05-2015 GOVERNING THE STANDARDS OF PROPERTY MAINTENANCE IN THE TERRITORY OF THE MUNICIPALITY OF LOW

WHEREAS by virtue of the powers granted by the Municipal Powers Act to the Municipality of Low, the Municipality deems it appropriate and in the public interest to implement standards of property maintenance;

WHEREAS the City Council of the Municipality of Low wishes to implement bylaw number LOW-05-2015 in regards to standards of property maintenance;

WHEREAS this Council deems it appropriate and necessary to adopt the Bylaw;

WHEREAS a notice of motion was given at the regular Council meeting of April 13, 2015 by Councillor Joanne Mayer;

#144-09-2015

THEREFORE, it is proposed by Councillor Joanne Mayer cseconded by Councillor Christopher Brwonrigg and resolved unanimously that Council orders and decrees as follows:

CHAPTER I: ADMINISTRATIVE AND DECLARATORY PROVISIONS

1.1 PREAMBLE

The preamble forms an integral part of this bylaw.

1.2 REPEAL OF PRIOR BYLAWS

This bylaw repeals and replaces for all legal purposes, any bylaw or part of a bylaw concerning the matters contained herein.

1.3 PURPOSE OF THE BYLAW

This bylaw provides a single frame of reference for ensuring the cleanliness, safety and proper maintenance of residential and/or commercial buildings of the Municipality of Low.

It applies to all residents in the municipality in the white zone and the 5,000m² considered as non- agriculture usage in the agricultural zone.

1.4 DEFINITIONS AND TERMS

For the interpretation of this bylaw, unless the context indicates otherwise or unless a declaration is otherwise expressly stated, words, terms or expressions have the meaning and significance given to them in this section.

- 1.4.1 a) Person: owner, renter, any person using the property/lot
- b) Entity : firm, partnership, association, corporation, company or organization of any kind.
- 1.4.2 Vehicle: A motor vehicle, a commercial vehicle, a passenger vehicle, a tool vehicle, a heavy vehicle or a road vehicle under the Highway Safety Code (RSQ, chap. C-24.2) as well as a snowmobile, an ATV or other motorized vehicle intended for use off of public roads under the Act respecting off-highway vehicles (RSQ, chap. V- 1.2).
- 1.4.3 Property: any property which may be considered as immovable such as but not limited to a field or vacant lot or property or a partially constructed building.
- 1.4.4 Building: includes a structure and any part of a building or structure placed in, on or over land whether or not it is so affixed to become transferred without special mention by a transfer or sale.
- 1.4.5 Inoperable: any vehicle which is immobilized and incapable of moving under its own power due to an accident, mechanical breakdown or other situations.
- 1.4.6 Abandoned: any vehicle that is left unattended, whether in disrepair, illegally parked, or for other reason, on private property without the consent of the property owner or person in control of the property, for more than forty eight (48) hours
- 1.4.7 Nuisance: Anything which is harmful and that may cause embarrassment or undermine the health, welfare of the environment or quality of life of the community.
- 1.4.8 White Zone: zone not governed by the Commission de Protection du Territoire Agricole (CPTAQ)
- 1.4.9 Agriculture Zone: zone governed by the Commission de Protection du Territoire Agricole (CPTAQ)

1.5 PROHIBITION

It is considered a nuisance and is prohibited to have, to keep or tolerate:

- 1.5.1 Any excessive accumulation of material, including but not limited to building materials, appliances, household goods, boxes, tires, vehicles or vehicles parts, garbage or refuse, whether of any apparent value or not.
- 1.5.2 Any loose litter, garbage or refuse located on the land.
- 1.5.3 Any parked or stored (whether registered or not) , rusted, wrecked, junked, partly dismantled, inoperable or abandoned vehicles within the Municipality, for more than ten (10) days unless said vehicle is stored within a building and out of sight.
- 1.5.4 Any generally offensive odours, for example but not limited to an improperly maintained compost heap.
- 1.5.5 Unkempt grass or weeds (knee high) 50 feet around dwelling
- 1.5.6 Any tree, shrub or other type of vegetation or any structure that:
 - a. Interferes or could interfere with any first responders, public works or utility
 - b. that obstructs any sidewalk adjacent to the land
 - c. that impairs the visibility required for safe traffic flow at any intersection adjacent to the land

- 1.5.7 Any accessible excavation, ditch, drain or standing water that could pose a danger to the public.
- 1.5.8 Any construction project or activity not completed within the time limit of the municipal permit acquired for the project or activity.
- 1.5.9 For a vacant lot less than 5,000m2 the owner will cut grass weeds, branches and brush at least once a year in the period between June and August. This does not apply to woodlands, to any parcel of property located more than 300 meters from a built property or properties owned by a Nature Conservation organization.

1.6 OBLIGATION

Occupants and owners of any building and/or property in the territory of the Municipality must comply with the requirements of this bylaw as provided herein.

1.7 OTHER LAWS AND BYLAWS

The fact of complying with the requirements of these bylaws shall not have the effect of exempting any person or entity from implementing and enforcing any other Act or applicable bylaw, issued by a competent authority.

1.8 APPLICATION OF THIS BYLAW

Employees of the Municipality of Low that have been given enforcement powers, such as, but not limited to, the Municipal Inspector, are responsible for monitoring and enforcing this bylaw.

1.9 INSPECTION OF PROPERTIES

The officers responsible for implementing this bylaw shall be allowed to visit and examine, between 7am and 7pm, any movable and immovable property, building or structure whatsoever, to ascertain if this bylaw is being enforced, and to compel the occupants of these houses, buildings and structures to allow these inspections and answer any questions regarding the application of this bylaw, all in accordance with the powers granted to municipalities in the Municipal Code (RSQ, c. C-27.1). The occupant must be given reasonable notice of any planned inspection.

FINAL PROVISIONS

2. VIOLATIONS AND FINES

Any person or entity that contravenes any provisions of this bylaw commits an offense. After issuing two prior notices for the same offense, a fine may be issued.

	Offence	Person		Entity	
		minimum	maximum	minimum	maximum
Penalty	1st offence infraction	300.00	1,000.00	350.00	2,000.00
	2nd offence within a 6 month period of the 1st offence	500.00	2,000.00	600.00	4,000.00
	For any subsequent offence within a 12 month period of the same offence	750.00	4,000.00	900.00	8,000.00

If the offense is not corrected within an acceptable time frame and continues, each day will constitute a separate offense and will be fined accordingly.

3. ENTRY INTO FORCE

The present bylaw comes into force in conformity with the law.

Mayor

Director General

Notice of motion: April 13, 2015
Resolution: 145-09-2015
Publication: 15-09-2015
Entry into force: September 14, 2015

(6.5.3) LAND ZONING PLAN

WHEREAS a first draft of the proposed Land Zoning Plan has been submitted for consideration and reflection by members of council;

WHEREAS the project is complex and could have important repercussions for the municipality;

WHEREAS the municipality must respond within 120 days as of September 1, 2015;

#145-09-2015

THEREFORE, BE IT RESOLVED that council authorises the hiring of an urban planner to assist with the analysis of the implications that this plan could have long term on the municipality of Low.

THAT the contract not exceed \$3000.

MOVED BY Councillor Christopher Brownrigg
SECONDED BY Councillor Joanne Mayer
ADOPTED UNANIMOUSLY

6.6 RECREATION & CULTURE

(6.6.1) REPORT

A brief report is provided by Councillor Lynn Visentin, Chair of the Recreation and Culture Committee.

6.7 MISCELLANEOUS

Reminder by Councillor Joanne Mayer that there will be a further 3 meetings for the PDZA.

(7) QUESTION PERIOD

1. Questions about the road works on Flynn Road, the surplus, the budget and the number of construction permits that are refused.
2. Request for more calcium in the budget

(8) ADJOURNMENT

#146-09-2015

BE IT RESOLVED THAT the meeting be closed at 8:30 PM

MOVED BY Councillor Charles Kealey
SECONDED BY Councillor Christopher Brownrigg
ADOPTED UNANIMOUSLY

Morris O'Connor
Mayor

Franceska Gnarowski
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."