

**CANADA
PROVINCE OF QUÉBEC
MUNICIPALITY OF LOW**

MINUTES of the regular meeting of members of the Council of the Municipality of Low, held this 2nd day of November, 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 Michèle Logue-Wakeling, Charles Kealey and Christopher Brownrigg.

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. Questions regarding the Land Zoning Plan, the process, properties for sale for unpaid taxes
2. Questions on ambulance services – do they go to Wakefield or Maniwaki?
3. Request for signs during the hunt.

3) MINUTES

161-11-2015

BE IT RESOLVED that the minutes of the regular meeting of October 5th and the special meeting of October 15th, 2015 be accepted as proposed.

MOVED BY Councillor Michèle Logue-Wakeling
SECONDED BY Councillor Christopher Brownrigg
ADOPTED UNANIMOUSLY

4) AGENDA

162-11-2015

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

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

5) EXPENDITURES AND WAGES

163-11-2015

BE IT RESOLVED THAT the # 11-2015 list of disbursements for the period from October 6, 2015 to November 2, 2015 totalling \$ 218, 678.85;

THAT the net wages paid for the period from October 1, 2015 to October 31, 2015 totaling \$ 38,338.12 are accepted;

THAT the Director General / Secretary-Treasurer is authorized to make the necessary budget allocations for this purpose.

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

CERTIFICATE

I, the undersigned, Director General / Secretary-Treasurer, hereby certify that funds are available for expenses cited in resolution # 163-11-2015, as provided by the Council of the Municipality of Low.

Franceska Gnarowski
Director General / Secretary-Treasurer

(6) MAYOR'S REPORT

The mayor gave a verbal report of activities for the month of September.

6.1 ADMINISTRATION

(6.1.1) REPORT OF THE ADMINISTRATION COMMITTEE

No report was presented by Councillor Michèle-Logue Wakeling, President of the Administration Committee.

(6.1.2) DONATION

WHEREAS the municipality has received a request for support from the Wakefield Hospital Foundation;

WHEREAS residents of the municipality benefit from the proximity of the Wakefield Hospital

164-11-2015

THEREFORE, BE IT RESOLVED by council that the Municipality of Low authorises a donation of \$500 to the Wakefield Hospital Foundation.

MOVED BY Councillor Michèle-Logue Wakeling

SECONDED BY Councillor Joanne Mayer

ADOPTED UNANIMOUSLY

(6.1.3) TELECOMMUNICATIONS

WHEREAS a proposal BRAVAD (retailer Telus) for a VoIP telephony system was introduced;

WHEREAS the new proposal would make the management of telephone calls more efficient;

WHEREAS the current system is very old and the maintenance contract ends in July 2016;

WHEREAS the internet service for the municipality is very powerful therefore can easily support voice over IP;

WHEREAS the new system represents savings for the operations of the municipality (about \$ 2 500/year);

165-11-2015

THEREFORE, BE IT RESOLVED THAT Council authorizes the change to the VoIP system offered by BRAVAD.

MOVED BY Councillor Christopher Brownrigg

SECONDED BY Councillor Amanda St. Jean

ADOPTED UNANIMOUSLY

(6.1.4) RÉUNIONS DE CONSEIL

WHEREAS article 148 of the Municipal Code states that council must fix the dates of the regular sittings of council before the start of the following year;

166-11-2015

THEREFORE, BE IT RESOLVED THAT council authorises the following dates to be reserved for the regular sittings of council in 2016:

Jour/Mois	Time/Heure	Hall/Salle
January 11 janvier	19h00	Salle Héritage
February 1 février	19h00	Salle Héritage
March 7 mars	19h00	Salle Héritage
April 4 avril	19h00	Salle Héritage
May 2 mai	19h00	Salle Héritage
June 6 juin	19h00	Salle Héritage
July 4 juillet	19h00	Salle Héritage
August 1 août	19h00	Salle Héritage

September 12 septembre	19h00	Salle Héritage
October 3 octobre	19h00	Salle Héritage
November 7 novembre	19h00	Salle Héritage
December 5 décembre	19h00	Salle Héritage

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

(6.1.5) HOLIDAY HOURS

167-11-2015

BE IT RESOLVED by council that the Municipality of Low authorises the closing of the municipal office at 4A chemin d'Amour for the holidays from December 24 to January 4, 2016 inclusive.

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

(6.1.6) MAYOR'S REPORT

WHEREAS article 955 of the Municipal Code states that a mayor's report stating the financial status of the municipality must be submitted at least 4 weeks before the following's year's budget is adopted;

168-11-2015

THEREFORE, BE IT RESOLVED by council that the report given by Mayor Morris O'Connor, be accepted;

THAT the report be distributed to residents by post as soon as possible.

MOVED BY Councillor Michèle-Logue Wakeling
SECONDED BY Councillor Charles Kealey
ADOPTED UNANIMOUSLY

(6.1.7) UNPAID TAXES

WHEREAS article 1022 of the Municipal Code states that the secretary treasurer must submit, in November of each year, a report of taxes due to the municipality;

169-11-2015

THEREFORE, BE IT RESOLVED by council that the list submitted by the Director General/Secretary Treasurer, Franceska Gnarowski, be accepted as presented.

MOVED BY Councillor Lynn Visentin
SECONDED BY Councillor Joanne Mayer
ADOPTED UNANIMOUSLY

(6.1.8) LIEN RELEASE

WHEREAS a lien release is necessary for the property identified as 4182-54-0162;

170-11-2015

THEREFORE, BE IT RESOLVED by council that the Mayor and/or the DG/ST be authorized to sign for and on behalf of the Municipality of Low the document entitled "total lien release" for the following liens:

A	Publication date 17 April, 2015 # 21 464 708
B	Publication date du 4 May, 2015 # 21 501 271

MOVED BY Councillor Christopher Brownrigg
SECONDED BY Councillor Michèle Logue-Wakeling
ADOPTED UNANIMOUSLY

6.2 ROADS

(6.2.1) REPORT

A brief report was given by Councillor Charles Kealey, President of the roads committee. Committee.

(6.2.2) PROBATION

WHEREAS the probation period for the new municipal inspector, Roch Courville, which started February 15 and ended August 15, 2015, is now done;

171-11-2015

THEREFORE, BE IT RESOLVED that Council recognizes that Roch Courville has successfully completed the probationary period and that he is hired full time with benefits.

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

(6.3) PUBLIC SECURITY

(6.3.1) REPORT

Report is given by Councillor Amanda St. Jean, Chairperson of the Public Safety Committee.

(6.2.2) RESIGNATION

WHEREAS the fire fighter Sebastien Lalonde submitted his resignation in January of 2015 and since then he is no longer a member of the fire department;

172-11-2015

THEREFORE, BE IT RESOLVED that Council accepts the resignation of Sebastien Laonde retroactive to January 2015.

MOVED BY Councillor Amanda St-Jean
SECONDED BY Councillor Michèle Logue-Wakeling
ADOPTED UNANIMOUSLY

(6.4) ENVIRONMENT

(6.4.1) REPORT

A brief report was given by Councillor Christopher Brownrigg, Chairman of the Environmental Committee.

(6.4.2) DÉBITMÈTRE

WHEREAS the Ministry of Municipal Affairs (MAMOT) requires that municipalities that have municipal water install a water metre with a data recorder in their pumping stations;

WHEREAS the municipality of Low made a request for submissions from three companies;

Lecompte	\$4685.23 taxes included
Endress + Hauser	\$4808.37
Crane	\$4541.51 – no recorder included

173-11-2015

THEREFORE, BE IT RESOLVED that Council accepts the proposal submitted by Lecompte in the amount of \$4,685.23 taxes included.

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

(6.5) PLANNING

(6.5.1) REPORT

A report is given by Councillor Joanne Mayer, President of the Planning Committee.

(6.5.2) DEMANDE CPTAQ

WHEREAS a request to exclude part of a lot from the agricultural zone by the owner of renovated lot number 5557726 in order to annex it to the part of a lot that is currently in the forest zone ;

WHEREAS the nature of the request is not against municipal bylaws;

WHEREAS the part of lot is not conducive to farming, including maple syrup cultivation ;

WHEREAS that the exclusion would have no negative effect on the surrounding current agricultural activities;

174-11-2015

THEREFORE, BE IT RESOLVED that the Council support the exclusion request made by the owner of the renovated lot 5557726 without reservation.

PROPOSED BY Councillor Charles Kealey

SECONDED BY Councillor Michèle - Logue Wakeling

ADOPTED UNANIMOUSLY

(6.6) RECREATION & CULTURE

(6.6.1) REPORT

A report is given by Councillor Lynn Visentin, Chair of the Recreation Committee.

(6.7) MISCELLANEOUS

(7) QUESTION PERIOD

1. Questions on the PDZA and forestry.
2. Questions on ambulance services and the quality of the services at Wakefield Hospital.
3. Questions on the Urban Planner's report regarding the Land Zoning Plan and beaver control.

(8) ADJOURNMENT

175-11-2015

BE IT RESOLVED THAT the meeting ends at 20:00

MOVED BY Councillor Charles Kealey

SECONDED BY Councillor Michèle-Logue Wakeling

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."