

**CANADA  
PROVINCE OF QUÉBEC  
MUNICIPALITY OF LOW**

**MINUTES** of a regular meeting of the Council of the Municipality of Low, held Monday, December 7, 2015 at 19.00 at the Heritage Hall, 4A path of Love, Low (Québec) J0X 2C0 chaired by His Worship the Mayor, Mr. Morris O'Connor.

Also present were: Amanda St. Jean Counsellors, Joanne Mayer, Lynn Visentin Michele Logue-Wakeling and Councillors Charles Kealey and Christopher Brownrigg.

Also present: Franceska Gnarowski, Director General

**1) OPENING**

Noting quorum, the meeting was officially opened by His Worship the Mayor, Mr. Morris O'Connor.

**2) BUSINESS ARISING FROM THE PREVIOUS MEETING**

1. Questions on the action plan PDZA and forestry.
2. Questions on ambulance services and the quality of hospital services at Wakefield.
3. Questions on the date of submission of the report prepared by an Urban Planner regarding the new land zoning plan as well as questions about beavers..

**3) MINUTES**

**#176-12-2015**

**BE IT RESOLVED** that the minutes of the regular meeting of November 2, be accepted as proposed.

**MOVED BY** Councillor Michèle-Logue Wakeling

**SECONDED BY** Councillor Amanda St. Jean

**UNANIMOUS**

**4) AGENDA**

**#177-12-2015**

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

**MOVED BY** Councillor Amanda St. Jean

**SECONDED BY** Councillor Michèle-Logue Wakeling

**UNANIMOUS**

**5) EXPENDITURES AND SALARIES**

**#178-12-2015**

**BE IT RESOLVED THAT** the # 11-2015 list of disbursements for the period from November 3, 2015 to December 8, 2015 totalling \$120,892.56;

**THAT** the net wages paid for the period 1 November 2015 to November 30, 2015 totalling \$22, 756.28 are accepted;

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

**MOVED BY** Councillor Lynn Visentin

**SECONDED BY** Councillor Michèle-Logue Wakeling

**UNANIMOUS**

**CERTIFICATE**

I, the undersigned Director General / Secretary-Treasurer, hereby certify that funds are available for expenses appointed to the resolution # 178-12-2015, 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 its activities for the month of November.

### **6.1 ADMINISTRATION**

#### **(6.1.1) REPORT OF THE ADMINISTRATIVE COMMITTEE**

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

#### **(6.1.2) RENEWAL**

**#179-12-2015**

**BE IT RESOLVED** by Council that the municipality renews its membership in the Quebec Federation of Municipalities in the amount of \$1231.68.

**MOVED BY** Councillor Joanne Mayer  
**SECONDED BY** Councillor Christopher Brownrigg  
**UNANIMOUS**

#### **(6.1.3) CONTRACT DG**

**WHEREAS** Council and the Director General, Franceska Gnarowski, agree on working conditions as set out in the employment contract proposed by Council;

**#180-12-2015**

**THEREFORE, BE IT RESOLVED** that Council authorizes the renewal of the contract from 31 December 2015 until 31 December 2019, adding one week of vacation.

**MOVED BY** Councillor Michèle Logue Wakeling  
**SECONDED BY** Councillor Charles Kealey  
**UNANIMOUS**

#### **(6.1.4) CONTRACT**

**WHEREAS** the employment contract of the person responsible for taxation and administrative support ends December 31, 2015;

**WHEREAS** Council agrees that the position is indeterminate;

**WHEREAS** the working conditions and the job description outlined in the working conditions are accepted by the incumbent;

**#181-12-2015**

**THEREFORE, BE IT RESOLVED THAT** Council authorizes the renewal of the post for an indefinite period;

**THAT** the working conditions be revised every four years.

**MOVED BY** Councillor Joanne Mayer  
**SECONDED BY** Councillor Michèle-Logue Wakeling  
**UNANIMOUS**

#### **(6.1.5) ALLOCATIONS – CELL PHONES**

**WHEREAS** resolution No. 20-02-2015 allocated allowances for mobile phones in December 2015;

**#182-12-2015**

**THEREFORE, BE IT RESOLVED** by council to allocate \$ 540 to the DG, \$ 216 to the chief of the fire department and \$192 at the roads foreman before the holidays.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Amanda St. Jean  
**UNANIMOUS**

#### **(6.1.6) SIGNATURES**

**WHEREAS** a request from the lawyer, Mrs. Mireille Alary, concerning the renovated lot No 5162207 was received by the municipality;

**WHEREAS** the request concerns the signing of a general and final release stating that all outstanding taxes are paid for renovated lot 5162207 as well as the cancellation of the registration of all mortgage rights;

**WHEREAS** all taxes on the renovated lot 5162207 are up to date;

**#183-12-2015**

**THEREFORE, BE IT RESOLVED** that Council authorizes the Director General to sign for and on behalf of the Municipality the above mentioned release.

**MOVED BY** Councillor Amanda St. Jean

**SECONDED BY** Councillor Lynn Visentin

**UNANIMOUS**

**(6.1.7) SIGNATURE**

**WHEREAS** Councillor Charles Kealey is Deputy Mayor since January 2015;

**WHEREAS** signing authorization should be transferred to the current Deputy Mayor;

**WHEREAS** the Deputy Mayor replaces the Mayor in his absence;

**#184-12-2015**

**THEREFORE, BE IT RESOLVED** by Council to grant signing authority to Charles Kealey, Deputy Mayor and that he attend meetings in the absence of the mayor.

**MOVED BY** Councillor Michèle-Logue Wakeling

**SECONDED BY** Councillor Amanda St. Jean

**UNANIMOUS**

**(6.1.8) PICHÉ-LACROIX**

**WHEREAS** a preliminary audit of financial statements by auditors Piché-Lacroix was conducted December 3, 2015;

**#185-12-2015**

**THEREFORE, BE IT RESOLVED** that Council authorize the payment of \$ 8,278.20 to Piché-Lacroix for services rendered.

**MOVED BY** Councillor Joanne Mayer

**SECONDED BY** Councillor Michèle-Logue Wakeling

**UNANIMOUS**

**(6.1.9) BEINGS AND BECOMING**

**WHEREAS** the Municipality of Lac Ste-Marie made a request for support of their resolution 2015-11-305;

**WHEREAS** the movement Being and Becoming intend to coordinate activities and events in all four southern municipalities (Lac Ste-Marie, Denholm, Zazabazua and Low);

**WHEREAS** Being and Becoming received two grants from the Local Employment Centre to hire two people to carry out projects in southern MRCVG;

**#186-12-2015**

**THEREFORE, BE IT RESOLVED** that council supports the initiative proposed by the movement Being and Becoming;

**THAT** the Recreation Committee and the Cultural Association of Low are invited to participate or contribute to the determination of priorities;

**THAT** the financial participation of the Municipality will be established when priorities are identified.

**MOVED BY** Councillor Lynn Visentin

**SECONDED BY** Councillor Michèle-Logue Wakeling

**UNANIMOUS**

**(6.1.10) FESTIVAL ECLIPSE**

**WHEREAS** Council finds that some information is missing regarding the holding of the Festival eclipse AWACAMENJ Mino camp in August 2016;

#187-12-2015

**THEREFORE, BE IT RESOLVED** that Council agrees to postpone the matter to a later meeting;

**THAT** Eclipse Festival will be discussed at a special meeting Thursday, December 17 at 19 hours.

**MOVED BY** Councillor Joanne Mayer  
**SECONDED BY** Councillor Christopher Brownrigg  
**UNANIMOUS**

**(6.1.11) AUTHORIZATION**

**WHEREAS** under section 1038 of the Municipal Code, the municipality may bid for and purchase immovables through the mayor or another person authorized by the council;

**WHEREAS** the sale for taxes via sheriff of buildings 5162253, 5162581 and 5161779 and 5162537 on 15 and 16 December 2015 respectively;

**WHEREAS** the municipality believes that these properties will not be purchased by an interested party;

#188-12-2015

**THEREFORE, BE IT RESOLVED** that Council grants authorization to the Director General to bid on the two properties 5162253 and 5161779 for the approximate amount of \$ 15 000 in total;

**THAT** the amount comes from the unreserved surplus;

**THAT** the Director General also be authorized to sign all documents relevant to the sale of those properties.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Christopher Brownrigg  
**UNANIMOUS**

**6.2 ROADS**

**(6.2.1) REPORT**

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

**(6.2.2) MEMBERSHIP COMBEQ**

#189-12-2015

**BE IT RESOLVED** that Council authorize the renewal of the membership of the COMBEQ on behalf of the Inspector Roch Courville in the amount of \$ 373.67.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Joanne Mayer  
**UNANIMOUS**

**(6.3) PUBLIC SECURITY**

**(6.3.1) REPORT**

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

**(6.4) ENVIRONMENT**

**(6.4.1) REPORT**

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

**(6.5) PLANNING**

**(6.5.1) REPORT**

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

### **(6.5.2) CONTINUITY OF CONSTRUCTION WORK**

**WHEREAS** on 10 July 2015 it was found that construction of a new building on the shore of Lake Murray was taking place on the spot where the original building once stood and for which a permit had been issued for renovation (solidification of the basement and expansion height) March 13, 2015;

**WHEREAS** a work stoppage was served at the beginning of August 2015 to make the necessary checks and allow the property owner to provide relevant information for the analysis of this case;

**WHEREAS** permit 2014-003 was issued in connection with the above mentioned work and which took into account the work previously done (permit C3-01-07) and according to the current bylaw concerning shoreline protection ( RCI 2009-206);

**WHEREAS** the information provided by the owner, August 6, 2015, helped to clarify some ambiguities in the approach initiated several years previously with respect to the building and the municipality;

**WHEREAS** the work performed under the permits issued (2014-003) involved a major change in the existing building (adding a floor and repairing foundations);

**WHEREAS** the reconstruction actually reduced the encroachment on the banks of Lake Murray;

**WHEREAS** the said building is possibly the subject of acquired rights and that the modifications have reduced the environmental impact caused by the presence of a building in the protected bank of the lake;

**#190-12-2015**

**THEREFORE, BE IT RESOLVED** that the Municipality of Low council will allow the continuation of the construction of said building, without other additions or encroachment on the shore of Lake Murray;

**THAT** the decision to allow the continuity of work will result in the reissue of a permit to in conformity with the Municipality of Low's bylaws, the Interim Control Bylaw on the protection of riverbanks and coastlines, and all applicable provisions of the laws and regulations of other departments of the provincial and federal governments;

**THAT** this decision does not deprive the municipality of Low and Gatineau Valley MRC's right to exercise any and criminal remedies available against infringements that have been observed in non-compliance with regulations;

**MOVED BY** Councillor Lynn Visentin

**SECONDED BY** Councillor Joanne Mayer

**UNANIMOUS**

### **(6.5.3) REQUEST CPTAQ**

**WHEREAS** Council has taken note of the request to be presented to the Commission for Protection of Agricultural Land submitted by Hydro-Québec to obtain from this Commission, authorization to use for a purpose other than agriculture, Lots 5 162 830 PTIES, 5 163 440 PTIES, 5 162 831 PTIES, 5 163 419 PTIES, 5 162 839 PTIE, 5 162 603 PTIE, 5 557 726 PTIES, 5 163 628 PTIES, 5 162 621 PTIES, 5 163 627 PTIES, 5 PTIES 163,626, 5,163,625 PTIES, the official cadastre of Québec, Gatineau riding, in the municipality of Low totalling an area of 3.0435 ha;

**WHEREAS** the application meets the criteria of section 62 of the Act on the protection of agricultural land and agricultural activities;

**WHEREAS** the application conforms to the zoning bylaw;

**WHEREAS** Article 58 of the Law on the protection of agricultural land and agricultural activities provides that a person wishing to do something for which an authorization or permit is required with respect to a lot situated in an agricultural area must submit an application to the local municipality in whose territory the lot is located;

**#191-12-2015**

**THEREFORE, BE IT RESOLVED** that Council recommends to the Agricultural Land Protection Commission of Quebec to accept this request for authorization for non-

agricultural purposes for the following lots: 5162830 PTIES 5 163 440 PTIES, 5 162 831 PTIES, 5 163 419 PTIES, 5 162 839 PTIE, 5 162 603 PTIE, 5 557 726 PTIES, 5 163 628 PTIES, 5 162 621 PTIES, 5 163 627 PTIES, 5 163 626 PTIES , 5163625 PTIES, the official cadastre of Québec, Gatineau riding, in the municipality of Low.

**MOVED BY** Councillor Michèle-Logue Wakeling

**SECONDED BY** Councillor Amanda St. Jean

**UNANIMOUS**

**(6.6) RECREATION & CULTURE**

**(6.6.1) REPORT**

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

**(6.6.2) STUDENT**

**#192-12-2015**

**BE IT RESOLVED** that Council authorizes the grant request to the Canada Summer Jobs program for the employment of a student to fill the position of clerk in the Public Library from June 2016 ending in August 2016.

**MOVED BY** Councillor Michèle-Logue Wakeling

**SECONDED BY** Councillor Christopher Brownrigg

**UNANIMOUS**

**(6.7) VARIA**

**(7) QUESTION PERIOD**

1. Questions on holding Eclipse Festival: if zoning and municipal regulations allow.
2. Questions on road maintenance.

**(8) CLOSING**

**#193-12-2015**

**BE IT RESOLVED THAT** the meeting ends at 21:00

**MOVED BY** Councillor Charles Kealey

**SECONDED BY** Councillor Michèle-Logue Wakeling

**UNANIMOUS**

*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."