

**CANADA  
PROVINCE OF QUEBEC  
MUNICIPALITY OF LOW**

**MINUTES** of a regular meeting of the Council of the Municipality of Low, held Monday, June 5, 2017 at 19.00 at the Heritage Hall, 4A d'Amour Rd, Low (Québec) J0X 2C0 chaired by the Mayor, Mr. Morris O'Connor.

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

Being also present: Franceska Gnarowski, Director General

**1) OPENING**

Noting quorum, the meeting was officially declared open by the Mayor, Mr. Morris O'Connor.

**2) QUESTION PERIOD**

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

No business arising.

107-06-2017

**4) MINUTES**

**BE IT RESOLVED** that the minutes of the regular meeting of May 1, 2017 be adopted as presented.

**MOVED BY** Councillor Michèle Logue-Wakeling  
**SECONDED BY** Councillor Lynn Visentin  
**CARRIED**

108-06-2017

**(4A) MINUTES**

**BE IT RESOLVED** that the minutes of the special meeting of May 2, 2017 be adopted as presented.

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

109-06-2017

**(4B) MINUTES**

**BE IT RESOLVED** that the minutes of the special meeting of May 11, 2017 be adopted as presented

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Michèle Logue-Wakeling  
**CARRIED**

110-06-2017

**5) AGENDA**

**BE IT RESOLVED** that the agenda be adopted with the addition of a motion at 7.6.2 and 8.1.2 as well as the retraction of motions 7.1.11 and 7.2.5 and that it remains open.

**MOVED BY** Councillor Amanda St-Jean  
**SECONDED BY** Councillor Joanne Mayer  
**CARRIED**

111-06-2017

**6) ACCOUNTS PAYABLE**

**BE IT RESOLVED THAT** the list # 06-2017 of disbursements for the period from May 1 2017 to May 31, 2017 totalling \$220,445.63;

**THAT** the net wages paid for the period from May 1, 2017 to May 31, 2017 totalling \$ 23,321.05 are accepted;

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

**MOVED BY** Councillor Michèle Logue-Wakeling  
**SECONDED BY** Councillor Charles Kealey  
**CARRIED**

**CERTIFICATE**

I, the undersigned, Director General / Secretary-Treasurer, hereby certify that funds are available for expenses appointed to resolution # 88-06-2017, as provided by the Council of the Municipality of Low.

Franceska Gnorowski  
Director General / Secretary-Treasurer

**7) MAYOR'S REPORT**

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

**7.1) ADMINISTRATION**

**(7.1.1) REPORT OF THE ADMINISTRATIVE COMMITTEE**

The report was presented by Councillor Michèle-Logue Wakeling, President of the Administration Committee.

112-06-2017

**(7.1.2) RENT / DAY CENTRE**

**WHEREAS** that the municipality pays rent for the use of the Heritage Hall for its meetings;

**WHEREAS** that the municipality supports the Day Center for seniors;

**WHEREAS** that the municipality also supports the activities of members of the Low, Venosta and Brennan's Hill Recreation Association;

**THEREFORE BE IT RESOLVED** that the Municipality of Low shall pay \$2,425 for the rental of the Heritage Hall and \$ 900 for the Day Center and \$4250 for local clubs (LVBRA) for a total of \$7,574.

**MOVED BY** Councillor Joanne Mayer  
**SECONDED BY** Councillor Amanda St-Jean  
**CARRIED**

113-06-2017

**(7.1.3) LEASE - TOURIST SEASON 2017**

**WHEREAS** the tourist office of the MRC Vallée-de-la-Gatineau occupies a space at 400 Route 105 as a tourist information office each year;

**WHEREAS** the lease is to be renewed for the year 2017;

**WHEREAS** the period of the lease is for a period of two months and sixteen days from June 19 and ending September 4, 2017;

**WHEREAS** the tenant agrees to pay the sum of \$ 2,786.56 for the period;

**THEREFORE, BE IT RESOLVED** that council authorizes the renewal of the lease between the MRC Vallée-de-la-Gatineau and the municipality of Low for the aforementioned period and the amount of \$ 2,786.56.

**MOVED BY** Councillor Lynn Visentin  
**SECONDED BY** Councillor Joanne Mayer  
**CARRIED**

114-06-2017

**(7.1.4) CAMP KAZ CAN**

**WHEREAS** Camp Kaz Can was created to provide a summer camp experience for children from low-income families;

**WHEREAS** the camp serves several families of the municipality of Low and the environs;

**WHEREAS** the camp is held during the summer at Queen Elizabeth School in Kazabazua;

**WHEREAS** the camp is open to the five southern municipalities of the MRCVG;

**WHEREAS** grants from the government are no longer available;

**WHEREAS** a contribution of \$ 1,500 is requested from each municipality in the south of the MRCVG;

**WHEREAS** the funds are available in the budget;

**WHEREAS** the principal of St. Michael's School is requesting a donation from the municipalities of Alleyn-Cawood, Lac Ste-Marie, Gracefield, Kazabazua and Low to ensure the renewal of the summer camp;

**THEREFORE, BE IT RESOLVED** that council authorizes a donation of \$ 1,500 for the Kaz Can summer camp.

**MOVED BY** Councillor Amanda St-Jean

**SECONDED BY** Councillor Michèle Logue-Wakeling

**CARRIED**

115-06-2017

**(7.1.5) CLEANING OF AIR AND AIR EXCHANGE DUCTS**

**WHEREAS** the last cleaning of the ventilation ducts and air exchanger was done in 2012;

**THEREFORE, BE IT RESOLVED** that council authorizes the cleaning of ducts and air exchanger.

**MOVED BY** Councillor Michèle Logue-Wakeling

**SECONDED BY** Councillor Charles Kealey

**CARRIED**

116-06-2017

**(7.1.6) DONATION CANADA DAY**

**WHEREAS** the request for a donation from the committee responsible for Canada Day activities on July 1, 2017;

**WHEREAS** the activities will be attended by the majority of the population of the municipality;

**WHEREAS** the 150th anniversary of Canada Day;

**THEREFORE BE IT RESOLVED** that council authorizes a donation of \$ 1,500 for Canada Day activities.

**MOVED BY** Councillor Amanda St-Jean

**SECONDED BY** Councillor Joanne Mayer

**CARRIED**

117-06-2017

**(7.1.7) EMPLOI QUÉBEC**

**WHEREAS** the summer season is very busy for the maintenance of the buildings and the parks;

**WHEREAS** the demands of the Heritage Hall are becoming more and more extensive given the number of reservations and the set up required;

**WHEREAS** the possibility of a grant from Emploi Québec for a full-time position;

**WHEREAS** that another maintenance worker could deal exclusively with the Heritage Hall, the cleaning and storage of the basement and other related stains until the arena is opened;

**THEREFORE BE IT RESOLVED** that council authorizes the posting of a full-time position for a maintenance attendant at an hourly rate of \$ 13.50.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Lynn Visentin  
**CARRIED**

118-06-2017

**(7.1.8) WAKEFIELD CLINIC PHYSICIANS**

**WHEREAS** the Wakefield Family Medicine Center has increased the number of physicians lately;

**WHEREAS** the CLSC in Low could welcome family doctors in order to offer services of proximity to a part of their clientele;

**WHEREAS** such a sharing of resources could alleviate visits to the emergency room at the Wakefield Hospital;

**WHEREAS** the lack of proximity services for approximately 3,500 people in the municipalities of Low, Lac Ste-Marie, Kazabazua and Denholm;

**WHEREAS** the costs of such an arrangement would be minimal;

**THEREFORE, BE IT RESOLVED** that, in support of Ms. Colette Boisvert Canavan's resolution, the Council request that the Wakefield Family Medicine Center consider the proposal to use the empty spaces of the CLSC in Low to offer local services in family medicine to the citizens of Low, Lac Ste-Marie, Kazabazua and Denholm.

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

119-06-2017

**(7.1.9) REAL ESTATE EVALUATION**

**WHEREAS** Council is potentially interested in purchasing two acres of land located on River Road cadastral number 5162945;

**WHEREAS** an evaluation of the site was carried out by Marc Céré, Chartered Appraiser from Maniwaki;

**WHEREAS** the final report has been filed and the fees are 574.88 including taxes;

**THEREFORE, BE IT RESOLVED** that council authorizes the expenditure of \$ 574.88.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Michèle Logue-Wakeling  
**CARRIED**

120-06-201

**(7.1.10) BELL CANADA**

**WHEREAS** the maintenance period for the telephone system will soon expire;

**WHEREAS** a renewal proposal for one year from July 27, 2017 to July 26, 2018 for a total cost of \$ 506.16

**THEREFORE BE IT RESOLVED** that Council authorize the renewal of the service contract with Bell

**MOVED BY** Councillor Amanda St-Jean

**SECONDED BY** Councillor Christopher Brownrigg  
**CARRIED**

## **7.2 ROADS**

### **(7.2.1) PUBLIC WORKS**

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

121-06-2017

### **(7.2.2) CELL ALLOCATION**

**WHEREAS** the cellular allowance of Paul Hampsey, maintenance attendant, is \$30 per month;

**WHEREAS** Stephen Kelly's cell phone allowance is currently \$ 16 / month

**THEREFORE, BE IT RESOLVED** that council corrects the foreman's allowance by authorizing an allowance of \$ 40 / month commencing June 1, 2017;

**THAT** the disbursement be made in December of each year.

**MOVED BY** Councillor Charles Kealey  
**SECONDED BY** Councillor Michèle Logue-Wakeling  
**CARRIED**

122-06-2017

### **(7.2.3) AUTHORIZATION SIGNATURE REGISTRATION**

**BE IT RESOLVED** that Council authorizes the Director General, Mrs. Francesca Gnarowski and / or the Inspector, Mr. Roch Courville, to sign for and on behalf of the Municipality all documents relating to the registration of municipal vehicles

**MOVED BY** Councillor Lynn Visentin  
**SECONDED BY** Councillor Amanda St-Jean  
**CARRIED**

123-06-25017

### **(7.2.4) TENDER**

**WHEREAS** the six-wheeled truck, which dates from the year 2000, is obsolete;

**WHEREAS** the truck is essential for road works and snow removal;

**WHEREAS** it is preferable to replace it with a ten-wheeled truck;

**THEREFORE, BE IT RESOLVED** that council authorizes the preparation of a tender for a tandem truck equipped with a sand spreader and snow plough equipment;

**THAT** the estimate be posted on the SEAO web site for at least two weeks;

**THAT** the Mayor and / or the DG be authorized to sign for and on behalf of the Municipality all documents relating to the display of the estimate.

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

## **(7.3) PUBLIC SECURITY**

### **(7.3.1) REPORT**

A report was given by the President of the Public Safety Committee, Councillor Amanda St. Jean.

124-06-2017

### **(7.3.2) HIRING**

**WHEREAS** Jason Emery is a qualified firefighter in Kazabazua;

**WHEREAS** he is an employee of the Municipality of Low;

**WHEREAS** as a firefighter, it would improve the striking force during the day during the week during a fire;

**THEREFORE, BE IT RESOLVED** that council authorizes the hiring of Jason Emery as a firefighter for the fire department of Low.

**MOVED BY** Councillor Amanda St-Jean  
**SECONDED BY** Councillor Christopher Brownrigg  
**CARRIED**

#### **(7.4) ENVIRONMENT**

##### **(7.4.1) REPORT**

A report is given by Councillor Christopher Brownrigg, Chairman of the Environment Committee.

125-06-2017

##### **(7.4.3) RECYCLE BINS**

**WHEREAS** the municipality has no blue recycle bins left and needs to replenish its stock;

**WHEREAS** Loubac provided a quote for 105 of them at 82.50 for 105 for a total of 8662.50 plus taxes;

**THEREFORE, BE IT RESOLVED** that council approves the purchase of 105 new recycle bins at a cost of \$8662.50 plus taxes;

**THAT** the bins be paid from the reserved surplus for the blue bins and the balance from the rectory reserve.

**MOVED BY** Councillor Michèle Logue-Wakeling  
**SECONDED BY** Councillor Christopher Brownrigg  
**CARRIED**

#### **(7.5) PLANNING**

##### **(7.5.1) REPORT**

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

126-06-2017

##### **(7.5.2) CANADA DAY**

**WHEREAS** the activities that are planned for Canada Day 150th on the site of the municipality;

**WHEREAS** that Canada Day will be held on July 1 from 11 am to 11 pm;

**WHEREAS** that there will be noise emanating from activities;

**WHEREAS** by-law LOW-02-2015 concerning nuisances is in force;

**THEREFORE, BE IT RESOLVED** that council authorizes activities, including music, on Canada Day until midnight July 1, 2017.

**MOVED BY** Councillor Joanne Mayer  
**SECONDED BY** Councillor Amanda St-Jean  
**CARRIED**

#### **(7.6) RECREATION & CULTURE**

##### **(7.6.1) REPORT**

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

127-06-2017

**(7.6.2) CENOTAPH**

**WHEREAS** the current state of the cenotaph;

**WHEREAS** the 150<sup>th</sup> anniversary of Canada as a nation;

**WHEREAS** the flag ceremony for Canada Day takes place at the cenotaph;

**THEREFORE, BE IT RESOLVED** that council authorises expenses of up to \$2000 to improve the aesthetics of the cenotaph and to install a bench.

**MOVED BY** Councillor Joanne Mayer

**SECONDED BY** Councillor Michèle Logue-Wakeling

**CARRIED**

**(8) VARIA**

128-06-2017

**(8.1) SURPLUS 2016**

**BE IT RESOLVED THAT** the 2016 financial surplus of \$55,000 of 2016 be reserved as follows:

\$45,000 reserved for the 2018 taxes and \$10,000 reserved for brushing.

**MOVED BY** Councillor Charles Kealey

**SECONDED BY** Councillor Joanne Mayer

**CARRIED**

129-06-2017

**(8.1.2) EMERGENCY VEHICLE**

**WHEREAS** the fire department's emergency vehicle is obsolete;

**WHEREAS** there is an offer to purchase such a vehicle from Battlesfield;

**THEREFORE BE IT RESOLVED** that council authorises that a call for submissions via invitation be made to Battlesfield, Aéro-Feu and Carl Thibault for an emergency vehicle under \$99,000;

**THAT** the deadline for submissions be set for the 15<sup>th</sup> of June at 11AM.

130-06-2017

**(9) CLOSING**

**BE IT RESOLVED THAT** the meeting ends at 22:45

**MOVED BY** Councillor Charles Kealey

**SECONDED BY** Councillor Michèle Logue-Wakeling

**CARRIED**

*Morris O'Connor Franceska Gnarowski*

Mayor Director General / Secretary-Treasurer

"I, Morris O'Connor, Mayor, certify that the signature of this minutes is equivalent to my signature on all resolutions contained within the meaning of Article 142 (2) of the Municipal Code "