

**CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF LOW**

MINUTES of the first of two meetings (one adjournment) meeting of the Council of the Municipality of Low, held Monday, November 13, 2017 at 19.00 at the Heritage Hall, 4A d'Amour Rd, Low (Québec) J0X 2C0 chaired by the Mayor, Mrs. Carole Robert.

Also present: Councillors Lucie Cousineau, Joanne Mayer, Maureen Rice and Councillors Roch Courville, Ghyslain Robert and Luc Thivierge

Being also present: Franceska Gnarowski, Director General

1) OPENING

Noting quorum, the meeting was officially declared open by the Mayor, Mrs. Carole Robert

2) QUESTION PERIOD

3) SWEARING IN

The Director General confirms that all Councillors were sworn in November 13 at 6PM in conformity with article 313 of the Act Respecting Elections and Referendums in Municipalities.

207-11-2017

4) MINUTES

BE IT RESOLVED that the minutes of the regular meeting of October 2, 2017 be considered at the regular meeting of Council Monday, November 20, 2017.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

208-11-2017

5) AGENDA

BE IT RESOLVED that the agenda be accepted with the following additional items: 7.1.8, 7.1.9, 7.1.10, 7.1.11, 7.1.12, 7.4.2 and 7.6.2 and that it remain open.

MOVED BY Councillor Luc Thivierge
SECONDED BY Councillor Joanne Mayer
CARRIED UNANIMOUSLY

209-11-2017

6) ACCOUNTS PAYABLE

BE IT RESOLVED THAT the list # 11-2017 of disbursements for the period from October 1, 2017 to October 31, 2017 totalling \$310,161.74 be deferred to the regular meeting of November 20, 2017;

THAT the net wages paid for the period from October 1, 2017 to October 31, 2017 totalling \$28,378.41 be deferred to the regular meeting of November 20, 2017;

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

CERTIFICATE

I, the undersigned General Manager / Secretary-Treasurer, hereby certify that the funds are available for the expenses mentioned in Resolution # 209-11-2017, as provided by the Low Municipal Council.

Director General / Secretary-Treasurer

Franceska Gnarowski

7) MAYOR'S REPORT

No report.

7.1) ADMINISTRATION

No report

(7.1.1) REPORT OF THE ADMINISTRATIVE COMMITTEE

No report.

(7.1.2) NOTICE OF MOTION

Notice of Motion is hereby given by Councilor Joanne Mayer that By-law 01-2016 governing the Board Procedures will be amended and the said by-law will be tabled and presented at a subsequent meeting for adoption.

210-11-2017

(7.1.3) COUNCIL MEETINGS 2018

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;

THEREFORE, BE IT RESOLVED THAT council authorises the following dates to be reserved for the regular sittings of council in 2018:

Jour/Mois	Time/Heure	Hall/Salle
January 8 janvier	19h00	Salle Héritage
February 5 février	19h00	Salle Héritage
March 5 mars	19h00	Salle Héritage
April 9 avril	19h00	Salle Héritage
May 7 mai	19h00	Salle Héritage
June 4 juin	19h00	Salle Héritage
July 9 juillet	19h00	Salle Héritage
August 6 août	19h00	Salle Héritage
September 10 septembre	19h00	Salle Héritage
October 1 octobre	19h00	Salle Héritage
November 5 novembre	19h00	Salle Héritage
December 3 décembre	19h00	Salle Héritage

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

211-11-2017

(7.1.4) OFFICE CLOSING HOLIDAYS

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 23 to January 3, 2017 inclusive.

MOVED BY Councillor Roch Courville
SECONDED BY Councillor Lucie Cousineau
CARRIED UNANIMOUSLY

212-11-2017

(7.1.5) 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;

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 Roch Courville
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

213-11-2017

(7.1.6) TRAINING

WHEREAS the Municipality of Lac Ste-Marie has offered to host a course for newly elected officials in collaboration with the municipalities of Low and Kazabazua;

WHEREAS the course will be presented by Rino Soucy, Associate partner in the law firm of Dufresne Hébert Comeau and a specialist in municipal law;

WHEREAS costs of \$800 plus applicable taxes shall be shared among the participating municipalities;

WHEREAS the proposed dates are the 12, 19 and 26 of November and December 2;

THEREFORE, BE IT RESOLVED by Council to accept the proposal by Lac Ste-Marie as well as Rino Soucy's proposal;

THAT Council authorises the expense of \$266.66 plus applicable taxes for the training;

THAT Council confirms for November the 26th. 2017

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Roch Courville
CARRIED UNANIMOUSLY

214-11-2017

(7.1.7) SIGNING AUTHORITY

WHEREAS article 142 of the Municipal Code entrusts the responsibility of signing all documents relating to the daily management of the municipality to the head of the Council;

WHEREAS the new head of Council is Mrs. Carole Robert, elected to the post of mayor on November 5, 2017;

THEREFORE BE IT RESOLVED that from this moment on, pursuant to article 142 of the Municipal Code, Mrs. Carole Robert signs, on behalf of the municipality, all by-laws, resolutions, obligations, contracts, agreements or deeds made and passed or ordered by the latter which are presented to her by the secretary-treasurer, after their adoption by the council.

MOVED BY Councillor Ghyslain Robert
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

215-11-2017

(7.1.8) COMPLAINTS REGISTER

BE IT RESOLVED by Council to set up a complaint register in the administrative office of the municipality to ensure control as well as a follow-up of each complaint received in the office.

MOVED BY Councillor Luc Thivierge
SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

(7.1.9) NOTICE OF MOTION

Notice of motion is hereby given by Councilor Joanne Mayer that a draft by-law governing the conduct of the municipal elections will be tabled at a later meeting of Council.

(7.1.10) NOTICE OF MOTION

Notice of motion is hereby given by Councilor Joanne Mayer that By-law 002-2014 on the expansion of the Executive Director's powers will be amended and the said by-law will be tabled and presented at a subsequent meeting for adoption.

216-11-2017

(7.1.1) EMAIL ADDRESSES

BE IT RESOLVED by Council that the administrative office of the municipality obtain municipal email addresses for each member of the city Council.

MOVED BY Councillor Ghyslain Robert
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

217-11-2017

(7.1.12) BUDGET 2018

BE IT RESOLVED that pursuant to section 954 of the municipal Code, Council will deposit the budget (revenues and expenses) for 2018 at a special meeting of the Council on Tuesday, 23 January 2018.

MOVED BY Councillor Roch Courville
SECONDED BY Councillor Joanne Mayer
CARRIED UNANIMOUSLY

7.2 ROADS

(7.2.1) PUBLIC WORKS

No report.

218-11-2017

(7.2.2) RESIGNATION/JOB POSTING

BE IT RESOLVED that Council defer the adoption of a resolution on the acceptance of Mr. John Emery's letter of resignation and on the hiring of a road maintenance worker to fill the vacant position, to the regular meeting on November 20, 2017.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

219-11-2017

(7.2.3) SNOW REMOVAL PROMENADE DU SOLEIL

BE IT RESOLVED that Council defer the adoption of a resolution on the ploughing of promenade du Soleil to the meeting of November 20th, 2017.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

220-11-2017

(7.2.4) GRADER

WHEREAS the municipality has no grader following an accident in July 2017;

WHEREAS the grader is one of the key equipment of public works;

WHEREAS the recommendation of the Municipal inspector, Jonathan Hamel to proceed to the purchase of a new grader as soon as possible

WHEREAS the Municipality's contract Management Policy regarding the Municipality's obligation to initiate a public tendering process (SEAO) for any purchase over \$100,000;

WHEREAS council must authorize the preparation of a tender for the purchase of a grader equal to the previous equipment to that which the municipality had previously.

BE IT RESOLVED that Council defer the adoption of a resolution on the preparation of a call for tender for the purchase of a grader to the meeting of November 20th, 2017.

THAT the bid solicitation be posted on the SEAO website;

THAT the preparation of the tender be done under the supervision of the Municipal inspector, Jonathan Hamel

MOVED BY Councillor Roch Courville
SECONDED BY Councillor Maureen Rice
CARRIED UNANIMOUSLY

(7.3) PUBLIC SECURITY

(7.3.1) REPORT

No report.

(7.4) ENVIRONMENT

(7.4.1) REPORT

No report

221-11-2017

(7.4.2) PAUGAN ROAD CLOSURE

WHEREAS the decision of the municipality of Denholm to close the Paugan road following the damage incurred after heavy downpours;

WHEREAS the closure of the said road causes diversions for the residents of each municipality, for truckers and for the waste recovery service between the municipalities of Low and Denholm;

WHEREAS emergency services provided by the municipality of Low to the municipality of Denholm are more difficult to render putting the residents at risk;

WHEREAS the closure of a major transport route can have serious negative consequences for the local economy;

THEREFORE, BE IT RESOLVED that, for these reasons, Council opposes the closure of the Paugan road without reservation;

THAT this resolution will be shared with the MRC Vallée de la Gatineau as well as the surrounding municipalities to request their support;

THAT the resolution will be sent to Ms. Stéphanie Vallée, Member of the Legislative Assembly for Gatineau, Minister of Justice and Minister responsible for the Outaouais region, and to Mr. Martin Coiteux, Minister of Municipal Affairs and Territorial Occupation, Minister of Public Safety and Minister responsible for the Montreal region and Mr André Fortin, Minister of Transport, Sustainable Mobility and Electrification of Transport.

MOVED BY Councillor Ghyslain Robert
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

(7.5) PLANNING

(7.5.1) REPORT

No report.

(7.6) RECREATION & CULTURE

(7.6.1) REPORT

No report.
(7.6.2) DON

Donation Christmas activities is brought forward to a future meeting, as council would like to receive a written request from the clubs as well as a list of activities offered

(8) VARIA

(9) CLOSING

222-11-2017

BE IT RESOLVED that the meeting be adjourned at 9PM and will re-assemble on November 20th at 7:00PM

MOVED BY Councillor Luc Thivierge
SECONDED BY Councillor Joanne Mayer
CARRIED UNANIMOUSLY

Mayor

Director General / Secretary-Treasurer