

**CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF LOW**

MINUTES of a regular meeting of the Council of the Municipality of Low, held Monday, December 4th, 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) BUSINESS ARISING

234-12-2017

4) MINUTES

WHEREAS the bilingual copies have not been given to all councillors and those given are not identical in French and in English

BE IT IS PROPOSED AND RESOLVED that the minutes of the adjourned meeting of November 13 as well as those of the regular meeting of November 20th, 2017 be adopted at a subsequent meeting of Council.(once corrections are done)

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Maureen Rice
CARRIED UNANIMOUSLY

235-12-2017

5) AGENDA

BE IT RESOLVED that the agenda be adopted with the addition of motions at 7.1.10, 7.1.11, 7.1.12, 7.1.13,7.1.14, 7.1.15, 7.1.6 and at 7.2.3, 7.2.4, 7.2.5, 7.4.2 and that it remain open.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Lucie Cousineau
CARRIED UNANIMOUSLY

236-12-2017

6) ACCOUNTS PAYABLE

BE IT RESOLVED THAT the list # 12-2017 of disbursements for the period from November 1, 2017 to November 30, 2017 totalling \$98,225.45;

THAT the net wages paid for the period from from November 1, 2017 to November 30, 2017 totalling \$11,309.80 are accepted;

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

MOVED BY Councillor Ghyslain Robert
SECONDED BY Councillor Roch Courville
CARRIED UNANIMOUSLY

CERTIFICATE

I, the undersigned, Director General / Secretary-Treasurer, hereby certify that funds are available for expenses appointed to resolution #236-12-2017, as provided by the Council of the Municipality of Low.

Hélène Desjardins for Franceska Gnarowski

Director General / Secretary-Treasurer

7) MAYOR'S REPORT

The Mayor, Ms. Carole Robert, gives her verbal report

7.1) ADMINISTRATION

(7.1.1) REPORT OF THE ADMINISTRATIVE COMMITTEE

No report.

237-12-2017

(7.1.2) CELL PHONE ALLOCATIONS

WHEREAS resolutions Nos. 20-02-2015, 95-05-2017 and 121-06-2017 concerning allowances for cellular services of the Director General, the foreman and the general maintenance employee;

THEREFORE, BE IT RESOLVED by Council to disburse \$540 to the Director general, \$480 for the foreman as well as \$240 for the general maintenance employee.

MOVED BY Councillor Roch Courville
SECONDED BY Councillor Luc Thivierge
CARRIED UNANIMOUSLY

238-12-2017

(7.1.3) HOURLY RATE – AMENDMENT RESOLUTION NO. 217-12-2016

WHEREAS the budget of 2017 included an hourly rate of \$18 for the general maintenance employee, Paul Hampsey;

WHEREAS when the budget was adopted there was no mention of this increase in the hourly rate in resolution 217-12-2016, despite the inclusion of this change in the salary table;

WHEREAS council need more information on these changes;

THEREFORE, BE IT RESOLVED that Council delays the amendment to resolution 217-12-2016 to reflect the increase of one dollar for an hourly rate of \$18 for the General Service employee, to a subsequent meeting of Council.

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

239-12-2017

(7.1.4) CHEMIN DE LA RIVE – AMENDMENT RESOLUTION NO. 213-12-2016
SECTORAL TAX

WHEREAS the calculation of the tax rate for the chemin de la Rive in resolution 213-12-2016 is incorrect;

WHEREAS council need more information on these changes.

THEREFORE, BE IT RESOLVED that Council delays the amendment to resolution No. 213-12-2016 relating to the sectoral tax for the resurfacing of chemin de la Rive to reflect the amount of \$1196 instead of the amount of \$1063 per residence, to a subsequent meeting of Council.

MOVED BY Councillor Maureen Rice
SECONDED BY Councillor Lucie Cousineau
CARRIED UNANIMOUSLY

240-12-2017

(7.1.5) BINS-AMENDMENT RESOLUTION NO. 105-05-2017

WHEREAS resolution No. 105-05-2017 concerning the purchase of plastic waste bins;

WHEREAS the said resolution stated that the municipality of Low would assume the first year's financing costs from the 2016 surplus;

WHEREAS currently the financing costs are coming out of the budget estimates 2017 and not the 2016 surplus;

WHEREAS council need more information on these changes;

THEREFORE, BE IT RESOLVED that Council delays the amendment to resolution 105-05-2017, to a subsequent meeting of Council.

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

241-12-2017

(7.1.6) LIBRARY PHONE

WHEREAS the municipality shares the costs of the telephone line for the library with the recreational Association of Low, Venosta and Brennan Hill (LVBRA);

THEREFORE, BE IT RESOLVED that Council approves a payment of \$ \$400 to the LVBRA to cover half of the costs of the telephone line share with the municipal library for 2017.

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

242-12-2017

(7.1.7) MEMBERSHIP FEDERATION QUÉBÉCOISE DES MUNICIPALITÉS (FQM)

BE IT RESOLVED that Council delays the renewal of the municipality's accession to the FQM in the amount of \$1342.48 to a subsequent meeting.

MOVED BY Councillor Luc Thivierge
SECONDED BY Councillor Maureen Rice
CARRIED UNANIMOUSLY

243-12-2017

(7.1.8) PAYMENT INTERIM AUDIT

WHEREAS the interim audit took place the 21 and 22 of November;

THEREFORE, BE IT RESOLVED that Council approves the payment of \$8048.25 to the accounting firm of Piché Lacroix.

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

244-12-2017

(7.1.9) AMENDMENT RESOLUTION 178-08-2017

WHEREAS when resolution 178-08-2017 was adopted, it was noted that the interest rate on the loan at that time of 2.95% would be subject to a change depending on the delivery date of the truck;

WHEREAS the interest rate is now 3.63% for five years;

WHEREAS the amount of the residual remains the same in the amount of \$112 835;

WHEREAS the monthly amount will be \$3931.97 as compared to the original amount of \$3801.94

WHEREAS the amount represented of 3 801.94\$ is not the same as in the resolution 178-08-2017 of 3 306.75 that was adopted in August 2017

WHEREAS the director general can't explain in session the differences in the numbers

AS A RESULT, IT IS RESOLVED that Council delays the acceptance of the new interest rate of 3.63% for Western Star 2017 truck financing as proposed by the Royal Bank of Canada through Spar Leasing, to a subsequent meeting of Council.

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

245-12-2017

(7.1.10) FINANCE COMMITTEE

WHEREAS Councillor Joanne Mayer, Chair of the Administration Committee, has proposed forming a finance sub-committee;

WHEREAS council wants to put in place policy for budget control and monitoring?

WHEREAS discussions at workshop was moving towards this?

WHEREAS council deem important to understand and mas

WHEREAS the finance sub-committee will be composed of the members of the administration committee, that is Councillors Joanne Mayer, Maureen Rice and Lucie Cousineau;

WHEREAS article 82 of the Municipal Code provides that members of council are responsible for forming committees;

THEREFORE, BE IT RESOLVED that Council accepts the formation of a sub-committee dedicated to finances composed of the members of the Administration Committee.

AND THAT this committee may have access to any document deemed necessary for the purpose of studying existing and future regulations, contracts and / or processes in order to make recommendations and propose changes and / or additions for better functioning and better budget monitoring and ensure that

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Lucie Cousineau
CARRIED UNANIMOUSLY

246-12-2017

(7.1.11) CHANGE OF MEETING DATE JANUARY

BE IT RESOLVED to change the date of the meeting of Council from January 8 to January 15, 2018 to avoid a heavy workload for Councillors.

MOVED BY Councillor Lucie Cousineau
SECONDED BY Councillor Joanne Mayer
OPPOSED BY Councillors Roch Courville, Luc Thivierge and Ghyslaine Robert
REJECTED Mayor Robert having exercised her right to vote

247-12-2017

(7.1.12) LEGAL COUNSEL

WHEREAS the Municipality of Low requires legal counsel;

WHEREAS the Municipality of Low currently retains the services of Mr. Nerio de Candido;

WHEREAS the Administration Committee had been tasked with obtaining information to find another firm;

WHEREAS the recommendation of the Administration Committee is to award the contract for legal services to Mr. Rino Soucy a member of the Dufresne Hébert Comeau firm located at 111 boul. de l'Hôpital in Gatineau;

THEREFORE, BE IT RESOLVED by Council that the firm of Dufresne Hébert Comeau be mandated in all past, present and future legal files;

THAT Mr. Nerio de Candido transmit to Mr. Rino Soucy, all files belonging to the Municipality of Low in his possession including paper, electronic and all other forms following the reception of the present resolution.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Lucie Cousineau

OPPOSED BY Councillors Luc Thivierge and Roch Courville

SUSPENDED Mayor Carole Robert having exercised her right of veto before the vote.

(7.1.13) NOTICE OF MOTION

Notice of motion is hereby given by Councillor Joanne Mayer that bylaw number 05-2009 concerning the wages for elected representatives will be updated and submitted at a subsequent meeting of Council for consideration and adoption.

248-12-2017

(7.1.14) REQUEST FOR INFORMATION FROM PICHÉ LACROIX

WHEREAS motions 238-12-2017, 239-12-2017 and 240-12-2017 were delayed by Council because they concerned amendments to resolutions that were previously adopted, amendments resulting from the mid-year audit;

WHEREAS the auditors from Piché & Lacroix did an interim audit that covered from January 1st to October 31st 2017;

WHEREAS Friday December 1st 2017 council members received a copy of the report of that audit;

WHEREAS the auditors noticed some penalties and interest on government remittance;

WHEREAS council members want a detail report of those interest and penalties and all other observations described in that document from November 27th 2017;

WHEREAS members of Council requested explanations from the accounting firm of Piché Lacroix;

THEREFORE, BE IT RESOLVED that Piché & Lacroix will send a list of the requested details to council members upon reception of this resolution;

MOVED BY Councillor Lucie Cousineau

SECONDED BY Councillor Maureen Rice

CARRIED UNANIMOUSLY

7.2 ROADS

(7.2.1) PUBLIC WORKS

No report.

(7.2.2) HIRING

WHEREAS 227-11-2017 concerning the hiring of a road maintenance worker before the snow begins;

WHEREAS the recommendation of the selection committee to hire Mr. Travis Picard;

THEREFORE, BE IT RESOLVED that Council accepts the recommendation of the selection committee to hire Mr. Travis Picard as a general road maintenance worker, a full-time position at the hourly rate of \$20 and subject to the terms of the policy on human Resources

MOVED BY Councillor Luc Thivierge

SECONDED BY Councillor Roch Courville

CARRIED UNANIMOUSLY

249-12-2017

Councillor Maureen Rice requests that the following be noted in the minutes: there were three resumes missing among those that were consulted.

250-12-2017

(7.2.3) PLOWING PROMENADE DU SOLEIL

WHEREAS adequate security on Promenade du Soleil can't be assured when plowing of the road since there is no turn-around nor proper signage;

THEREFORE, BE IT RESOLVED by Council that the decision to plough the said road via resolution 228-11-2017 on November 20, 2017 be suspended in anticipation of proper signage and the construction of a turn-around for the trucks.

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

251-12-2017

(7.2.4) SUPPORT RESOLUTION FROM MUNICIPALITY OF DENHOLM

WHEREAS, the municipality of Denholm is a municipality classified devitalized of 580 inhabitants on a territory of 177,6kilometers squares and having 63,5 kilometers of road network;

WHEREAS the Paugan Road located in the municipality of Denholm is currently under the responsibility of the municipality and at its edge there are only 24 residences;

WHEREAS Paugan Road is an 18.4 kilometer road linking the Gatineau Valley, the Ottawa and Papineau Hills regions;

WHEREAS, the major fire mutual assistance agreement to respect the fire risk cover scheme is with the Municipality of Low;

WHEREAS school transportation takes Paugan Road for high school students from Denholm to St. Michaels Low School;

WHEREAS school transportation takes Paugan Road for primary school students from Denholm to Poltimore Elementary School;

WHEREAS, health matters the population of Denholm is served by the CLSC de Low and that it must take the path Paugan to go there;

WHEREAS, the majority of the annual road maintenance budget of the Denholm Public Works Department is spent on the maintenance of Paugan Road;

WHEREAS, the municipality each year asks for help from the MP for Gatineau, through the program to help improve the local road network for repairs on Paugan Road;

WHEREAS, most of the Denholm Gas Tax Program and Quebec's contribution is spent to repair Paugan Road;

WHEREAS, the program to help improve the municipal road network has never been indexed since 1993;

WHEREAS, the municipality neglects the other roads and streets of the municipality at the expense of Paugan Road;

WHEREAS the Paugan Road still requires a lot of work, including pruning, signage and installation of guardrails and that this work is not eligible in the various government assistance programs;

WHEREAS, the municipality of Denholm is composed of 84% of public lands and that its taxation power is all the more diminished;

WHEREAS the Paugan road is a very important road and if it meets the standards of the Quebec Ministry of Transport, it would contribute significantly to the economic development not only of the municipality of Denholm, but of all three regions;

WHEREAS the Municipality of Denholm has already asked the Minister of Transport, Sustainable Mobility and Transportation Electrification by resolution number MD AR16-02-039 of the regular council meeting of February 9, 2016 that the Ministère des Transports Sustainable Mobility and Transportation Electrification takes over Paugan Road;

WHEREAS the negative response received on April 25, 2016 from the Regional Director of the Ministry of Transport, Sustainable Mobility and Transport Electrification, Mr. Jacques Henry claiming in particular that the Paugan road meets only essentially local needs;

WHEREAS the preliminary report of the engineer of the MRC Vallée-de-la-Gatineau on the extent of the damage caused to the Paugan road on October 30th, finding damage of \$ 1,000,000 and more;

WHEREAS that the Municipality of Denholm is eligible for financial assistance from the Ministry of Public Security by Decree number 1271-2011 amended by Decree number 1165-2014 which is implemented following the disasters of October 29 and 30, 2017 but that the municipality does not have the funds to qualify;

WHEREAS the extent of damage to the road network of the municipality following the incident of October 30, 2017, the municipality has by resolution MD AS17-11-184 of the special meeting of November 3, 2017 due to close the way Paugan way permed;

WHEREAS Paugan Road divides the municipality and that it must rely on neighboring municipalities to ensure a minimum of security for its citizens located on the west side of the municipality which is clearly insufficient in the eyes of the municipal council;

WHEREAS in order to allow the inter-regional link, some citizens are trying to carry out unapproved work that may endanger their safety and that of others;

WHEREAS the petition filed at the municipal council by the citizens of the West region of the municipality requesting the reopening of Paugan Road;

WHEREAS the municipality has exposed all the issues to a meeting between the municipality of Denholm and Stéphanie Vallée, Minister of Justice and Minister responsible for the Outaouais region, and André Fortin, Minister of Transport, Sustainable Mobility and Transportation Electrification, November 17, 2017;

WHEREAS pursuant to section 3 of the Roads Act, the Government may, by an order published in the Gazette officielle du Québec, determine that a road then under the management of a municipality becomes, from the date of date indicated in the decree, under the management of the Minister;

THEREFORE, BE IT RESOLVED that the Council of the Municipality of Low petition the Minister of Transport, Sustainable Mobility and Transportation Electrification, Mr. André Fortin to repair the Paugan Road and re-evaluate the request of the Municipality of Denholm concerning the management of Paugan Road, either through the complete management by the Ministry of Transport, Sustainable Mobility and Transportation Electrification or a Ministry-Municipality partnership agreement.

THAT the Municipality of Low forward this resolution to Minister André Fortin, Minister of Transport, Sustainable Mobility and Electrification of Transport, to Stéphanie Vallée, Minister of Justice, and Minister responsible for the region of Outaouais, to Mr. Alexandre Iraca, MP for Papineau and President of the Committee on Transport and the Environment and to the Member of Parliament for Pontiac Mr. William Amos mentioning that Paugan Road in Denholm is not just a road that answers that mainly to local needs but rather regional in nature.

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

WHEREAS the petition concerning the opening of a passageway on Paugan Road signed by the residents west of Paugan Road;

WHEREAS the petition was circulated among the municipal councillors in order to obtain their support for the petition;

THEREFORE, BE IT RESOLVED that Council support the petition of residents of the West sector for the opening of a passageway on Paugan Road to ensure the efficient and safe movement of emergency vehicles;

THAT Council agree that the Department of Public Safety conduct a second audit to accommodate temporary transit routes to prevent the potential for prosecution of emergency response time;

THAT council agree that amendments be made to the Engineers Act in order to reduce the tax burden for municipalities.

THAT the present resolution be forwarded to the Municipality of Denholm as well as to Mr. Martin Coiteux, Minister of Public Security and Mrs. Stéphanie Vallée, Minister of Justice, and Minister responsible for the Outaouais region.

MOVED BY Councillor Maureen Rice

SECONDED BY Councillor Ghyslain Robert

CARRIED UNANIMOUSLY

(7.3) PUBLIC SECURITY

(7.3.1) REPORT

A verbal report is presented by Councillor Maureen Rice, Chair of the Public Security Committee.

253-12-2017

(7.3.2) ANNUAL REPORT OF THE LOCAL PLAN OF IMPLEMENTATION OF THE RISK COVERAGE PLAN

WHEREAS The entry into force of the revised Fire Safety risk cover Plan dated 1st November 2017;

WHEREAS in reference to section 35 of the Fire Safety Act, the municipality of Low must annually produce an activity report in connection with the implementation plan listed in the Fire Safety risk coverage plan of the MRC Gatineau Valley;

WHEREAS The director of the Fire Safety Service, Mr. Michel Lemieux, filed the annual activity report for the year 2017 for adoption by the Council;

THEREFORE, BE IT RESOLVED that Council has reviewed the annual report of the local Implementation Plan (6th year) of the municipality of Low Fire safety risk cover scheme for the year 2017 and adopts it as filed;

THAT a copy of this resolution accompanied by the annual report shall be forwarded to the prevention Coordinator of the MRC of the Gatineau Valley, Mr. Louis Gauthier, who will transmit it to the Department of Public Safety.

MOVED BY Councillor Ghyslain Robert

SECONDED BY Councillor Luc Thivierge

CARRIED UNANIMOUSLY

254-12-2017

(7.3.3) FIREFIGHTERS TRAINING

WHEREAS the Fire Department director's recommendation for firefighter training level 1 for the firefighters Imran Hamdad and Shelby Jotoff;

WHEREAS That the municipality is accepted in the financial assistance Program for the voluntary firefighter training of the government of Quebec, which subsidizes 100% of the firefighter training 1;

THEREFORE, BE IT RESOLVED that the members of the Council delay the authorization for the training of the above-mentioned firefighters to a subsequent meeting of Council.

MOVED BY Councillor Luc Thivierge
SECONDED BY Councillor Maureen Rice
CARRIED UNANIMOUSLY

255-12-2017

(7.3.4) MEMBERSHIP ASSOCIATION OF CHIEFS OF FIRE SERVICES OF QUEBEC (ACSIQ)

BE IT RESOLVED by Council to renew the membership of the ACSIQ on behalf of the Director of the Fire Department, Mr. Michel Lemieux, the cost for the year 2018 being \$293.19.

MOVED BY Councillor Maureen Rice
SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

256-12-2017

(7.3.5) REQUEST BYLAWS

BE IT RESOLVED that Council is submitting a formal request that the administrative office send all bylaws concerning the fire department to Councillor Maureen Rice, Chair of the Public Security Committee.

MOVED BY Councillor Maureen Rice
SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

(7.4) ENVIRONMENT

No report

257-12-2017

(7.4.1) WASTE AND RECYCLING BUDGET

WHEREAS Stéphane Hamel, Director General of the Municipality of Denholm, has requested that Council adopt the budgetary provisions for the waste and recycling service as proposed;

WHEREAS the proposed budget is \$5,000 more than the 2017 budget;

WHEREAS document request by the environment committee were not received yet.

WHEREAS the environment committee recommended to postpone the decision until such documentation is received.

THEREFORE, BE IT RESOLVED that Council delay the decision to adopt the proposed budget in anticipation of an examination of the bills related to the service .

MOVED BY Councillor Ghyslain Robert
SECONDED BY Councillor Roch Courville
CARRIED UNANIMOUSLY

(7.5) PLANNING

No report

(7.5.1) REPORT

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

(7.6) RECREATION & CULTURE

(7.6.1) REPORT

A report

258-12-2017

(7.6.2) DONATIONS

BE IT RESOLVED that Council approves a donation of \$125 for the Golden Age group Brennan Hill and \$75 for the Recreative Association of Venosta for Christmas activities upon presentation of their NEQ numbers.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Lucie Cousineau

OPPOSED BY Councillors Roch Courville and Luc Thivierge

CARRIED

(8) VARIA

(8.1.1) SPECIAL MEETING

A special meeting is requested by Councillors Ghyslain Robert and Maureen Rice for Thursday, December 7 at 7PM to consider the motion to retain new legal counsel.

(9) CLOSING

259-12-2017

BE IT RESOLVED that the meeting be adjourned at 9:30PM

MOVED BY Councillor Luc Thivierge

SECONDED BY Councillor Roch Courville

CARRIED UNANIMOUSLY

Carole Robert
Mayor

Hélène Desjardins for Franceska Gnarowski
Director General / Secretary-Treasurer

"I, Carole Robert, 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 "