

**CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF LOW**

MINUTES of a regular meeting of the Council of the Municipality of Low, held Monday, March 5, 2018 at 7:00 pm, at the Heritage Hall, 4A d'Amour Rd, Low (Québec) J0X 2C0 chaired by the Mayor, Mrs. Carole Robert.

Also present: Councillors Joanne Mayer, Lucie Cousineau & Maureen Rice and Councillors Ghyslain Robert, Roch Courville & Luc Thivierge
Assistant Secretary-treasurer, Hélène Desjardins
Being absent: Franceska Gnarowski, Director General

1) OPENING

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

2) QUESTION PERIOD

#158-06-2018

2.1) ADJOURNMENT OF THE REGULAR MEETING OF MARCH 5, 2018

(Not to unbalance the resolution number we choose to continue with the resolutions currently underway)

WHEREAS the municipal code, article 154, allows that any meeting can be adjourned by the council at another time of the same day or a subsequent day, without it being necessary to give notice of the adjournment to the members who do not were not present;

CONSEQUENTLY, it is

proposed by Joanne Mayer,

ADJOURN this meeting for a few moments. 7.5.3 will be read at this time. It is 7:30 pm

UNANIMOUSLY ADOPTED

#092-03-2018

(7.5.3) REQUEST FOR MINOR VARIANCE LOT 5933024

CONSIDERING THAT a request for minor variance filed by the owner of 43 River Road, cadastral designation 5933024, received the approval of the Planning Committee at their meeting of February 12, 2018;

WHEREAS the request specifies that the residence will be located at 3.76 meters from the back line contrary to by-law # 02-93 requiring a margin of 5 meters;

WHEREAS a public notice has been published at least 15 days before the council in accordance with section 145.6 of the Land Use Planning and Development Act;

BE IT RESOLVED that Council approves the minor variance for the property located at 43 River Road.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Roch Courville

CARRIED UNANIMOUSLY

#159-06-2018

RESUMPTION OF THE REGULAR MEETING OF MARCH 5, 2018

WHEREAS the Council wishes to resume the adjourned meeting of March 5, 2018;

CONSEQUENTLY, it is

proposed by Joanne Mayer,

TO RETURN TO the regular meeting of the Council of March 5, 2018. It is 7:34 pm

UNANIMOUSLY ADOPTED

3) BUSINESS ARISING FROM THE PREVIOUS MEETING

#072-03-2018

4) AGENDA

BE IT RESOLVED that the agenda be accepted and that it remain open.

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

#073-03-2018

5) MINUTES

BE IT RESOLVED that the French minutes of the February 5 and 26, 2018 meetings be adopted as presented.

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

#074-03-2018

6) ACCOUNTS PAYABLE

BE IT RESOLVED THAT the list # 03-2018 of disbursements for the period from February 5th to 26, 2018 totalling \$135 306.48, the invoices 142448, 142449 and 142450 of Dufresne, Hébert Comeau in the amount of \$ 3,867.02 will be withdrawn and given to the next meeting be adopted;

THAT the net wages paid for the period from February 1st to 26st, 2018 totalling \$24 447.43 be adopted;

THAT the Director General Secretary Treasurer is authorised to make the necessary budgetary allocations to this effect.

MOVED BY Councillor Joanne Mayer
SECONDED BY Councillor Maureen Rice
REFRAINED Councillor Ghyslain Robert (due invoice Ronald O'Connor Construction)
CARRIED UNANIMOUSLY

CERTIFICATE

I, the undersigned Assistant Secretary-Treasurer, hereby certify that the necessary funds are available for the expenses named in resolution # 074-03-2018, as provided by the Council of the Municipality of Low.

Assistant Secretary-Treasurer

7) MAYOR'S REPORT

A report of the activities for the month is presented by the mayor.

(7.1) ADMINISTRATION

(7.1.1) REPORT OF THE ADMINISTRATIVE COMMITTEE

A report was presented by Councillor Joanne Mayer.

#075-03-2018

(7.1.2) MEETING WITH MEMBERS OF THE LOW, VENOSTA AND BRENNAN'S HILL RECREATION ASSOCIATION

BE IT RESOLVED THAT Council demonstrates its interest in developing a study on municipal services exchanges to reduce costs;

AND THAT this study be done for the following municipalities: Denholm, Kazabazua, Lake St. Mary and Low;

AND THAT the council request a meeting with the council members of the participating municipalities in order to examine what municipal services could be considered in these municipal exchanges and also to see the vision of each municipality before committing themselves monetarily.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

#076-03-2018

(7.1.3) ADVERTISING OFFER

BE IT RESOLVED that the Council of the Municipality of Low accept the "Clé en main" advertising offer offered by CHGA in the amount of \$ 1,550 plus taxes;

AND THAT the Council of the Municipality of Low authorize the advertisements before they are put on the air.

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

#077-03-2018

(7.1.4) CREATION OF A HIRING COMMITTEE

CONSIDERING the current conditions of the municipality of Low it would be better to create a committee to proceed with the hiring of a Director of Road and Municipal Inspector;

THEREFORE, BE IT RESOLVED that the council establish this hiring committee, with at least one member of our council, a director general and an official of the municipality.

AND THAT this committee be established with a discussion of the members of the council of the municipality of Low.

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

(7.1.5) NOTICE OF MOTION

Notice of Motion is hereby given by Councillor Joanne Mayer that by-law No. 05-2016 respecting the standards applicable to the members of the Council of the Municipality of Low - "Code of Ethics and Professional Conduct in Municipal Matters. The amended by-law will be tabled at a later meeting of the Board.

#078-03-2018

(7.1.6) ADOPTION OF BY-LAW #01-2018

BE IT RESOLVED THAT by-law # 01-2018, the by-law decreeing the budget control and monitoring rules, be hereby adopted as presented and that the members acknowledge having received the said by-law at least 48 hours before its adoption and that reads.

The Mayor wishes to emphasize that she is not comfortable with the adoption of this by-law because it has not been reviewed by a Director General, as mentioned by Councilor Ghyslain Robert we could ask our legal adviser to look at it and we make sure everything is compliant.

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

Vote requested:

For Joanne Mayer, Maureen Rice, Luc Thivierge and Robert Ghyslain

Against Roch Courville

Lucie Cousineau abstains (because she did not have time to read it and not enough information)

#079-03-2018

(7.1.7) ADOPTION OF BY-LAW #02-2018

WHEREAS the Council considers it desirable for its members to be able to exercise the powers and functions reserved for it in the Municipal Code;

WHEREAS some of these powers and functions have been delegated to the Director General under by-law # 002-2014 concerning the extension of the powers and obligations of the Director General and Secretary-Treasurer;

WHEREAS it is expedient to repeal by-law # 002-2014 to reclaim them;

BE IT RESOLVED THAT by-law # 02-2018, by-law concerning the repeal of by-law # 02-2014 regarding the expansion of the powers and obligations of the Director General and Secretary-

Treasurer, be hereby adopted as presented and recognized by the members. have received the said by-law at least 48 hours before it was made and read it.

MOVED BY: Councillor Lucie Cousineau
SECONDED BY: Councillor Ghyslain Robert
CARRIED UNANIMOUSLY

#080-03-2018

(7.1.8) REQUEST TO GROUP DL

BE IT RESOLVED THAT a request be made to the DL Group to analyze and verify the computers.

AND these checks are part of a standard procedure.

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

#081-03-2018

(7.1.9) PARTICIPATION IN THE PMVI PROGRAM (Integrated Enhancement Program) OFFERED BY HYDRO QUÉBEC

WHEREAS the Municipality of Low is eligible for the Hydro-Québec Integrated Development Program due to the construction of the Project Name on its territory;

WHEREAS the MRC Vallée-de-la-Gatineau has been allocated by Hydro-Québec, under this program, an amount of \$ 113,000 and that the eligible organizations of the MRC-Vallée-de-la-Gatineau have agreed to share it as follows:

CONSIDERING THAT the Municipality of Low was informed by Hydro-Québec, at a formal meeting held in 2018, of the objective, the general conditions of realization, the eligible areas of activity and the application process of the Program of implementation. in integrated value;

WHEREAS the Municipality of Low wishes to join this program and agrees to use the amount allocated in the bit to carry out initiatives that meet one of the eligible areas of activity and comply with the general terms and conditions of the program;

WHEREAS the municipality of Low undertakes to submit to Hydro-Québec for approval a completed initiative form for each proposed initiative and to report to Hydro-Québec on the use of the sum allocated to it;

BE IT RESOLVED THAT the Municipality of Low adhere to the Integrated Development Program, authorize the General Manager or the Mayor to sign an agreement to this effect with Hydro-Québec to pay its share of the amount allocated.

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

#082-03-2018

(7.1.10) CREATION OF A COMMITTEE FOR THE DEVELOPMENT OF THE PLAN PMVI

WHEREAS the amplitude of the PMVI program;

CONSIDERING the workload involved in developing the PMVI plan;

WHEREAS it would be beneficial for the municipality to have a committee designed for the development of the PMVI plan;

BE IT RESOLVED that Council of the Municipality of Low approve the creation of such a committee.

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

#083-03-2018

(7.1.11) MANDATE TO ÉRIC SAUMURE CONCERNING THE TECQ PROGRAM

WHEREAS the Municipality of Low must complete a request under the program TECQ (tax on gasoline and Quebec's contribution), to receive a portion of the amount allocated to it for the repair of these roads;

CONSIDERING the lack of staff at the municipal office and the urgency of finalizing this file;

BE IT RESOLVED that the council mandate Mr. Éric Saumure from the municipal engineering department of the MRC Vallée-de-la-Gatineau so that he can continue to develop this file and that he can complete and forward the information to from the Ministry of Municipal Affairs and Land Occupancy.

AND THAT the amount does not amount to more than \$ 1000 approximately.

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

#084-03-2018

(7.1.12) CREATION OF COMMITTEE FOR THE HIRING DGI

BE IT RESOLVED that Council of the Municipality of Low establish a committee for the selection and hiring of an Acting Director General.

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

7.2 ROADS

(7.2.1) PUBLIC WORKS

A report was presented by Councillor Luc Thivierge.

#085-03-2018

(7.2.2) IDENTIFICATION OF DETOURMENT ROAD PROPOSED BY THE MTQ

WHEREAS the MTQ has sent the Municipality of Low an operational protocol when setting up a detour path on the municipal network;

WHEREAS some of these detours will affect the maintenance of these roads;

THEREFORE, BE IT RESOLVED that Council accept this protocol but that it be mentioned that the Municipality of Low prohibits access to heavy trucks in summer and winter.

AND THAT mention is also made that Detour 111 can not take place as long as Paugan Road is not accessible.

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

#086-03-2018

(7.2.3) PUBLIC LIGHT

BE IT RESOLVED THAT Council of the Municipality of Low accept the offer of Richard St-Jacques to install a public lighting at the intersection of Simon Road and Fieldville in the amount of \$500 plus taxes

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

#087-03-2018

(7.2.4) CALL FOR TENDER GRADER

WHEREAS tenders received for the acquisition of a grader were not in conformity;

BE IT RESOLVED that Council write a new document for the tender for the purchase of a grader.

Councillor Joanne Mayer asked that we return to the work table to consult the bids received, she proposed a deadline **MOVED** by Councillor Joanne Mayer **SECONDED** by Councillor Maureen Rice.

Request for a vote:

For the deadline: Joanne Mayer, Maureen Rice and Ghyslain Robert

Against the deadline: Roch Courville, Luc Thivierge and Lucie Cousineau

The Mayor decides and votes to return to the tender for a grader

MOVED BY Councillor Roch Courville

SECONDED BY Councillor Luc Thivierge

Vote requested to accept that the Municipality of Low returns to tender

For Luc Thivierge, Roch Courville, Lucie Cousineau and Carole Robert

Against Joanne Mayer, Maureen Rice, Robert Ghyslain

CARRIED

#088-03-2018

(7.2.5) PURCHASE WINTER SAND

WHEREAS a legal opinion was requested at the meeting of December 18th 2017 on the purchase of abrasive that occurred in the fall of 2017 made prior to the municipal election from November 2017.

WHEREAS the new council has learned accidentally about irregularities on this purchase. Such as that this purchase was made without council resolution and without respecting the invitation process for a purchase over \$25,000.00 to follow **article 936 Municipal Code** and, not to mention this amount far exceeds the administrative powers of any municipal official.

WHEREAS the elected officials could be held personally liable toward the municipality for any loss or damage it suffers if the rules stated at article **936 of Municipal Code** applicable to requests invitations tender from at least two contractors are not followed.

WHEREAS being found guilty of such fault an elected official could be declared disqualified, for two years, from office as a member of the council of any municipality 938.4 **du Code Municipal**

WHEREAS the legal opinion received January 10th, 2018 confirmed that the contract and the purchase contravened the Municipal Code Title XXI PUBLIC WORKS OF MUNICIPALITIES AND AWARDING OF CONTRACT BY SUCH MUNICIPALITIES FOR SUPPLY OF EQUIPMENT AND SERVICES.

WHEREAS the legal opinion consequently cleared the elected officials of all blame due to their lack of knowledge of the irregularities in the file before the approval of the payment.

WHEREAS the council must take the necessary measures to remedy the situation

WHEREAS the council realizes that there have been several missed opportunities by municipal manager(s) to regulate and rectify the situation before payment approval.

IT IS PROPOSED that the supplier be met and that the necessary steps be taken to rectify and regulate the situation. And that the necessary administrative **sanctions** and measures be taken.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Luc Thivierge

Roch Courville is against

CARRIED

(7.3) PUBLIC SECURITY

(7.3.1) REPORT

Report was presented by Councillor Maureen Rice.

#089-03-2018

(7.3.2) CREATION OF A COMMITTEE FOR THE PREPARATION OF A STUDY FOR A NEW FIREHALL

BE IT RESOLVED THAT a committee be established to prepare a study for a new barracks construction;

AND THAT this committee be created by Michel Lemieux, Director of the Fire Department, Maureen Rice, Ghyslain Robert, Christopher Brownrigg, Captain and Ryan Draper, Lieutenant.

MOVED BY Councillor Maureen Rice

SECONDED BY Councillor Ghyslain Robert

CARRIED UNANIMOUSLY

(7.4) ENVIRONMENT

(7.4.1) REPORT

A report was presented by Councillor Roch Courville.

#090-03-2018

(7.4.2) MANDATE TO ÉRIC SAUMURE CONCERNING THE TREATMENT OF WATER AT FIELDVILLE PUMPING STATION

WHEREAS the Municipality of Low must complete Phase 2 of the installation of a drinking water treatment system at the Fieldville pumping station;

BE IT RESOLVED that council assigns Eric Saumure to obtain authorization from the MDDELCC.

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

#091-03-2018

(7.4.3) AMENDMENT RESOLUTION # 236-11-2006

BE IT RESOLVED to make an amendment to resolution # 236-11-2006 regarding water management charges;

THAT the municipal inspector in charge oversee this file and that the name of the person is not given on the resolution.

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

(7.5) URBANIZATION

(7.5.1) REPORT

A report was presented by Councillor Joanne Mayer.

(7.5.2) NOTICE OF MOTION

Notice of Motion is hereby given by Councillor Joanne Mayer that By-law #001-2001 pertaining to minor variance be amended. The amended by-law will be tabled at a later meeting of the Board.

#092-03-2018

(7.5.3) REQUEST FOR MINOR VARIANCE LOT 5933024

This item was read and adopted after the adjournment of the meeting at 7:30 pm

(7.6) RECREATION & CULTURE

(7.6.1) REPORT

A report was presented by Councillor Lucie Cousineau.

#093-03-2018

(7.6.2) RESOLUTION SUPPORT

WHEREAS Being and Becoming has an impact on our youth community;

WHEREAS Being and Becoming wants to build a healthy community where young people are supported in all aspects of their lives;

BE IT RESOLVED that the Council of the Municipality of Low support the Project Be and Become 2018-2019.

AN AMENDMENT IS PROPOSED BY Councillor Ghyslain Robert **AND SECONDED** by Councillor Luc Thivierge that this item be postponed to a later meeting, Council members request a meeting with the group Be and Become.

UNANIMOUSLY VOTED by Council members

(9) CLOSING

#094-03-2018

BE IT RESOLVED that the meeting be adjourned at 9h00 pm.

MOVED BY Councillor Joanne Mayer

SECONDED BY Councillor Ghyslain Robert

CARRIED UNANIMOUSLY

Carole Robert, Mayor

Assistant Secretary-treasurer