

**CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF LOW**

MINUTES of a regular meeting of the Council of the Municipality of Low, held Monday, April 9, 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 Roch Courville, Ghyslain Robert & Luc Thivierge

Étant également présent : Monsieur le directeur général, Pierre Gagnon.

1) OPENING

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

2) QUESTION PERIOD

3) BUSINESS ARISING FROM THE PREVIOUS MEETING

No business

#104-04-2018

4) AGENDA

1. Opening;
2. Question period;
3. Business arising from the previous meeting;
4. Adoption of the agenda;
5. Adoption of the minutes;
6. Invoices to pay;
7. Certificate of the Director General;
8. Report of the Mayor;
9. Administration;
10. Meeting with members of the Low, Venosta and Brennan'Hill Recreation Association;
11. Appointment of the DGI to respond to requests for access to information;
12. Authorization of signature;
13. Representative at the Ministry of Revenue;
14. Remuneration for participation;
15. Support to the Municipality of Kazabazua;
16. Repeal of resolution # 075-03-2018;
17. Hiring of the municipal inspector and director of roads;
18. Publications in the media;
19. End of the agreement with Mr. Normand Schnobb;
Highways
20. Report of the Roads Committee;
21. Probationary period completed - Mr. Travis Picard;
22. Support for an application to name a private road Camille Desrosiers;
23. Invitation to tender - supply of fuel and fuel oil;
24. Sale of the 2000 sterling truck;
25. Report of the Civil Security Committee;
Environment
26. Report of the Environment Committee;
27. Water treatment at Fieldville pumping station;
Urbanization
28. Report of the Urbanization Committee;
Leisure and culture
29. Report of the Recreation and Culture Committee;
30. Mandate to Mrs. Maureen Rice for the review of the website of the Municipality;
31. Closing of the regular meeting of April 9, 2018;
32. Adjournment of the regular meeting of April 9, 2018.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Joanne Mayer,
SECONDED BY: Councillor Ghyslain Robert

AND RESOLVED THAT the agenda be adopted with modifications

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#105-04-2018

5) ADOPTION OF MINUTES

MOVED BY Councillor, Joanne Mayer,
SECONDED BY Councillor, Luc Thivierge

AND UNANIMOUSLY RESOLVED THAT the English-language minutes of the meetings held on February 5 and 26, 2018. And that the French-language minutes of the March 26 meetings be adopted as tabled.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#106-04-2018

6) ACCOUNTS PAYABLE

WHEREAS the list 04-2018 disbursements for the period from March 1 to 31 totaling \$ 168 782.33, be adopted;

WHEREAS the net salaries paid for the period from March 1 to March 31, 2018 totaling \$ 24 649.15;

WHEREAS the Assistant Secretary-Treasurer is authorized to make the necessary budgetary allocations for this purpose;

WHEREAS the local newspaper Low Down must explain to the Council on its billing;

WHEREAS the Council must understand billing for the Lac-St-Marie study;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Joanne Mayer,
SECONDED BY: Councillor Luc Thivierge

AND UNANIMOUSLY RESOLVED by the Council members

Page 2 of 12

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present to await an explanation from the Director General before taking a position on the above topics.

To authorize the payment of invoices and disbursements.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

7. CERTIFICATE OF THE DIRECTOR GENERAL

I, the undersigned, Pierre Gagnon Director general, hereby certify that the necessary funds are available for the expenses named in resolution # 106-04-2018, as provided for by the Municipal Code and by the Council of the Municipality of Low.

Pierre Gagnon
Director general

8) MAYOR'S REPORT

No report

9) ADMINISTRATION

No report

#107-04-2018

10. MEETING WITH MEMBERS OF THE LOW, VENOSTA AND BRENNAN'S HILL RECREATION ASSOCIATION

WHEREAS it is important that a meeting be held between Council and the Low Recreation Association, Venosta and Brennan's Hill, to discuss the agreement between these two parties;

CONSEQUENTLY,

IT IS PROPOSED BY: Councillor Roch Courville,
SECONDED BY: Councillor Ghyslain Robert

AND RESOLVED THAT Council mandates the Acting Director General and the Chair of the Administration Committee to meet and discuss the agreement for the rental of the Heritage Room.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#108-04-2018

11. APPOINTMENT OF DGI TO RESPOND TO REQUESTS FOR ACCESS TO INFORMATION

WHEREAS the Mayor, Carole Robert, the highest authority of the Municipality of Low, hereby appoints, Mr. Pierre Gagnon, Oma, Acting Director General as "Responsible for the application within the meaning of Article 8 , the Act respecting access to documents "of the Municipality of Low;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Joanne Mayer,

SECONDED BY: Councillor Luc Thivierge

AND RESOLVED that the Council accept this nomination and that this nomination be posted at the places determined by the Council.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#109-04-2018

12. SIGNATURE AUTHORIZATION

WHEREAS the Acting Director General and Secretary-Treasurer is authorized to sign for and in the name of the Municipality all the documents necessary for the management of the Municipality of Low;

CONSEQUENTLY,

IT IS PROPOSED BY: Councillor Roch Courville,

SECONDED BY: Councillor Luc Thivierge

AND RESOLVED:

THAT Mr. Pierre Gagnon be authorized to sign all the bank bills (60050 ET 70241) and documents necessary for and on behalf of the Municipality of Low.

THAT Mr. Pierre Gagnon be authorized to access the "Accès D Affaires" portal.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#110-04-2018

13. REPRESENTATIVE WITH THE DEPARTMENT OF REVENUE

WHEREAS the municipality authorizes Mr. Pierre Gagnon, Director General and Secretary-Treasurer (appointed representative) to sign, for

Page 4 of 12

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and on behalf of the municipality, the documents required for registration at ClicSÉQR;

WHEREAS the municipality authorizes the Minister of Revenue to communicate to the representative the information available to him which is necessary for registration at ClicSÉQR;

CONSEQUENTLY,

IT IS PROPOSED BY: Councillor Joanne Mayer

SECONDED BY: Councillor Maureen Rice

AND RESOLVED that the present members of Council authorize Mr. Pierre Gagnon, Acting Director General, to act as representative of the municipality to obtain all information concerning ClicSÉQR.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#111-04-2018

14. REMUNERATION FOR PARTICIPATION

WHEREAS Council members participated in November and December 2017 in committees and trainings;

WHEREAS to be compensated for these participations they must have the consent of the Council, as mentioned in By-law # 002-2011 articles 4, 8 and 10;

CONSEQUENTLY,

IT IS PROPOSED BY: Councillor Roch Courville,

SECONDED BY: Councillor Luc Thivierge

AND RESOLVED that the Board approves the compensation for participation in committees and training of all Board members for the period of November 5, 2017 to April 9, 2018.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#112-04-2018

15. SUPPORT TO THE MUNICIPALITY OF KAZABAZUA

WHEREAS the Municipality of Kazabazua wants to participate in the pilot project to evaluate the equipment and to check to what extent the speed cameras can influence the speed of the drivers and

that the pilot project was implemented with the aim of familiarize yourself with this equipment and know how effective it is;

WHEREAS a letter received (January 19, 2018) from the Municipality of Kazabazua from the Ministry of Transport, Sustainable Mobility and Transport Electrification indicating that the project of the educational radars was still being evaluated while a Rotational use of the equipment is foreseen and in this context, no new installation, not included in the project, is currently planned;

WHEREAS the Municipality of Kazabazua would like to install educational radars on the network under the responsibility of the Ministry;

CONSEQUENTLY,

IT IS PROPOSED BY: Councillor Roch Courville,

SECONDED BY: Councillor Luc Thivierge

AND RESOLVED THAT the Council of the municipality of Low supports the municipality of Kazabazua in its application for authorization from the Ministry of Transport, Sustainable Mobility and Transport Electrification for the installation of educational radar panels according to the criteria of the Ministry to remind the user of the speed at which it must travel on the targeted road.

THAT the Municipality of Low also wishes to participate in this project.

AND THAT this resolution be forwarded to the Ministère, à la MRC Vallée-de-la-Gatineau and to the municipalities of this municipality.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#113-04-2018

16. REPEAL RESOLUTION # 075-03-2018

WHEREAS the members of the Council want to withdraw from the offer of participation in the development of a study on the exchange of municipal services;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Ghyslain Robert

SECONDED BY: Councillor Joanne Mayer

AND RESOLVED THAT we repeal resolution # 075-03-2018 regarding the interest of the Municipality of Low in the development of a study on municipal services exchanges.

THAT this resolution be sent to the municipalities of Denholm, Kazabazua and Lac Ste-Marie.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			

Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#114-04-2018

17. HIRING OF THE MUNICIPAL INSPECTOR AND DIRECTOR OF THE ROAD

WHEREAS the hiring committee made up of the mayor, Carole Robert and Councillors Joanne Mayer, Maureen Rice and Luc Thivierge as well as the DGI, Pierre Gagnon, interviewed 7 candidates for the position of municipal inspector;

WHEREAS the hiring committee members recommend that Council approve the hiring of Nicholas A. Tilgner at an annual salary of \$ 50,000 with a probationary period of 6 months, among others, with a start date of May 1 2018;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Joanne Mayer,

SECONDED BY: Councillor Maureen Rice

AND RESOLVED THAT the Council authorizes the hiring of Nicholas A. Tilgner for the position of municipal inspector at an annual salary of \$ 50,000.00 and a probationary period of 6 months among others, with a start date of May 1, 2018.

THAT the Council authorize the DGI, Pierre Gagnon, to sign for and on behalf of the Municipality all documents relating to the hiring of Nicholas A. Tilgner.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#115-04-2018

18. PUBLICATIONS IN THE MEDIA

WHEREAS the Municipality of Low uses various sources of communication to inform the citizens;

WHEREAS these communications should be in the language of the media used;

IT IS MOVED BY: Councillor Luc Thivierge,

SECONDED BY: Councillor Roch Courville

AND RESOLVED that the Council of the Municipality of Low requests that all publications in the media be made in the language of the media used.

AND THAT, an application must be made to municipal Council and approved to otherwise change.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#116-04-2018

19. END OF AGREEMENT WITH NORMAND SCHNOBB

WHEREAS the Council wishes to put an end to the agreement between the Municipality and Mr. Normand Schnobb;

IT IS PROPOSED BY: Councillor Roch Courville,
SECONDED BY: Councillor Lucie Cousineau

AND UNANIMOUSLY RESOLVED by the present members of the Council to terminate the agreement between the Municipality and Mr. Normand Schnobb.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

20. REPORT OF THE ROADSIDE COUNTY

The Councillor Mr. Luc Thivierge, reports to the Council.

#117-04-2018

21. PROBATION PERIOD ENDED - MR. TRAVIS PICARD

WHEREAS the probationary period of Mr. Travis Picard is completed on March 11, 2018;

WHEREAS Mr. Picard performs these functions well;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Joanne Mayer,
SECONDED BY: Councillor Roch Courville

AND RESOLVED by Council to authorize the hiring of Mr. Travis Picard full-time, ie 5 days a week for a total of 40 hours per week and subject to the terms of the municipal policy on human resources.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Johanne Mayer	District # 1	x			
Maureen Rice	District # 2	x			
Lucie Cousineau	District # 3	x			
Luc Thivierge	District # 4	x			
Roch Courville	District # 5	x			
Ghyslain Robert	District # 6	x			

ADOPTED

118-04-2018

22. REQUEST FOR AN APPLICATION TO NAME A PRIVATE ROAD«CAMILLE DESROSIERS»

WHEREAS the request of a citizen to name a private road "Camille Desrosiers";

WHEREAS the private road currently has no name recognized by the Commission de la toponymie;

WHEREAS the request was received on February 16, 2018;

CONSEQUENTLY

IT IS MOVED BY: Councillor Ghyslain Robert,

SECONDED BY: Councillor Maureen Rice

AND RESOLVED that the Council supports the application to the Commission de la toponymie to name the private road "Camille Desrosiers Road".

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#119-04-2018

23. CALL FOR TENDER SUPPLY OF FUEL AND HEATING OIL

WHEREAS the Municipality of Low has a need for fuel and fuel oil for its vehicles and infrastructures;

WHEREAS it would be beneficial for the Municipality to go to tender;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Ghyslain Robert,

SECONDED BY: Councillor Maureen Rice

AND RESOLVED

THAT the Council members ask the municipal inspector and director of highways to draft a tender for the supply of fuel and fuel oil.

THAT in this submission we find a demand for 2 tanks, one with a capacity of 2,000 liters for diesel and the second tank capacity of 4,000 liters for gasoline. As well as a "card lock" system to have a consumption ratio per vehicle.

THAT this call for tenders be approved by the members of the roads and municipal Council Committee before being posted on the SEAO website.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#120-04-2018

24. TRUCK SALE STERLING 2000

WHEREAS the Sterling 2000 truck has been posted for sale;

WHEREAS the Municipality of Low has received 3 bids;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Ghyslain Robert,

SECONDED BY: Councillor Maureen Rice

CONSEQUENTLY,

BE IT RESOLVED that Council members accept the offer of Mr. Jean Legros at \$ 6,200.00 for the Sterling 2000 truck.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

25. REPORT OF THE CIVIL SECURITY COMMITTEE

Councillor Maureen Rice presented her report.

26. REPORT OF THE ENVIRONMENT COMMITTEE

Councillor Roch Courville presents his report.

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#121-04-2018

27. TREATMENT OF WATER AT FIELDVILLE PUMPING STATION

WHEREAS the municipality of Low had mandated Mr. Eric Saumure, engineer of the Department of Municipal Engineering of the MRC Vallée-de-la-Gatineau, to go to seek an offer of service for an authorization with the MDDELCC and for the installation of equipment needed for a chlorination system at the Fieldville pumping station;

Page 10 of 12

En cas de divergence, la version française a préséance sur le texte anglais.
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WHEREAS Mr. Éric Saumure received a service offer from Consult'eau;

WHEREAS Mr. Eric Saumure recommends accepting this offer of service;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Luc Thivierge,
SECONDED BY: Councillor Roch Courville

AND RESOLVED that the Council accepts the offer of service of Consult'eau for:

- a) Get an authorization from the MDDELCC;
- b) Installation of the chlorination system at the Fieldville pumping station.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

28. REPORT OF THE URBANIZATION COMMITTEE

Councillor Joanne Mayer presented her report.

29. REPORT OF THE RECREATION AND CULTURE COMMITTEE

Councillor Lucie Cousineau presents her report.

#122-04-2018

30. MANDATE TO Mrs. MAUREEN RICE FOR THE REVIEW OF THE MUNICIPAL WEBSITE

WHEREAS the Municipality of Low has a website;

WHEREAS the age of electronics, Council members feel the importance of an interactive website with up-to-date information and that it must be used to reach, all citizens including our cottage owners;

WHEREAS the website is not completely up to date since our election on November 5, 2017;

WHEREAS the municipality has a bilingual status;

WHEREAS inconsistencies have been detected;

WHEREAS Council is proud and wants to share information with the public;

WHEREAS the website is a useful public information tool;

WHEREAS the municipality publishes meeting schedules, job offers, tenders, agendas, minutes, messages and announcements;

WHEREAS this Council considers it important that it be functional, up-to-date, useful and professional;

WHEREAS Councillor Rice is a member of the Communications Subcommittee;

IT IS MOVED BY: Councillor Joanne Mayer,
SECONDED BY: Councillor Lucie Cousineau

CONSEQUENTLY

BE IT RESOLVED that Councillor Rice review and make recommendations to Council regarding the website.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

#123-04-2018

31. CLOSURE OF THE REGULAR MEETING OF 9 APRIL 2018

IT IS MOVED BY: Councillor Ghyslain Robert,
SECONDED BY: Councillor Joanne Mayer and unanimously resolved;

THAT Council adjourn the regular meeting of April 9, 2018.

		Yes	No	Abstain	Absent
Carole Robert	Mayor	x			
Joanne Mayer	Seat # 1	x			
Maureen Rice	Seat # 2	x			
Lucie Cousineau	Seat # 3	x			
Luc Thivierge	Seat # 4	x			
Roch Courville	Seat # 5	x			
Ghyslain Robert	Seat # 6	x			

ADOPTED

32. CLOSURE OF THE ORDINARY SITTING OF APRIL 9, 2018

The agenda items being exhausted, Madam Mayor, Carole Robert adjourns the regular meeting of April 9, 2018.

Pierre Gagnon, Ooma
General manager

Carole Robert
mayor