

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on April 7, 2014 at 7pm.
at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Lariviere, councillors Ken O'Leary, Denis Dubeau, Terry Racine, Emile Morin, Joe Belanger and Donald Graveline.

The Interim Director General Julie Bertrand, lead hand Bob Smith and municipal inspector Doug Corrigan and employee Charles Stephens are also present.

Public attendance – Taxpayer Billy Leveris is present

Quorum is met and Mayor Colleen Larivière presides the meeting.

2014-04-66

Adoption of Agenda

It is moved by Emile Morin and unanimously resolved to adopt the agenda for April 7, 2014 as presented.

Carried

2014-04-67

Adoption of Minutes

It is moved by Donald Graveline and unanimously resolved to adopt the minutes of March 3, 2014 as presented.

Carried

Billy Leveris requested that the municipal ditch which is flowing into his field be cleaned out.

Roads

2014-04-68

It is moved by Ken O'Leary and unanimously resolved to resume Charles Stephen's full time schedule starting approx April 21, 2014

Carried

It is noted that lead hand Robert Smith has not made a report on repairs and maintenance required on machines, but says that the backhoe bucket needs repair and the air conditioner on the tractor needs repair.

Municipal Inspector report: civic address confirmation, Mr Styut 66 Crawford Rd, Steve Bond 68 Crawford Rd, Anne Hampel 174 chemin Flood, Nancy Yah 96 Crawford Road.

It is noted that an inspection of 100 River Road was done by the Ministry of Environment Control on April 4th, 2014 and that they will be submitting a report to council regarding the construction on the said property.

2014-04-69

It is moved by Emile Morin and unanimously resolved that Todd Vibert be hired to perform periodic inspections on equipment and trucks to prevent unnecessary breaks and that he submit reports directly to office .

Carried

April 2014

2014-04-70 It is moved by Denis Dubeau and unanimously resolved that the machine Operators organize to park machines overnight at locations when/where multi-day work is required.
Carried

2014-04-71 It is moved by Emile Morin and unanimously resolved to order 4 skids or \$1500 value of "Cold Patch". This expense authorized from budgetary item " Road Repairs" of 2014 provisional budget.
Carried

2014-04-72 It is moved by Emile Morin and unanimously resolved that the Road Committee decide on which roads are to be submitted, by application to the Ministry of Transport, in regards to funding via the Municipal Road Improvement Help Program 2014-2015. A road inspection is to be performed on April 21, 2014. Mayor Larivière will assist the road committee on that day.
Carried

2014-04-73 It is moved by Denis Dubeau and unanimously resolved to continue snow plowing of private driveways for the winter 2014-15. Notices are to be sent to taxpayers advising that council will decide, after inspection, if their driveway is feasible to plow with municipal machinery.
Carried

Urbanism

2014-04- 74

UTEAU-Environment

WHEREAS the UTEAU septage treatment plant is located within the Municipality of Litchfield;

WHEREAS a certificate of authorization was issued on May 17, 2013 by the Quebec department of sustainability, environment, wildlife and parks, *ministère du Développement durable, Environnement, Faune et Parcs du Québec*;

WHEREAS environmental follow-up, registers and information transfers are described in reports to UTEAU and sent annually to the department of sustainability, *ministère du Développement durable, Environnement, Faune et Parcs du Québec*, and summarize the environmental follow-up carried out in the previous year;

WHEREAS such a project has a considerable environmental impact;

It is moved by Donald Graveline and resolved unanimously that the municipality of Litchfield request that inspections of the UTEAU project be carried out more frequently to confirm that UTEAU site operations are in compliance with the certificate of authorization as issued.

It is further resolved that the municipality request a copy of the results of the parameter analyses as performed by a certified laboratory and that such results be automatically forwarded to the Quebec department of sustainable development, *ministère du Développement durable, Environnement, Faune et Parcs du Québec*, to ensure adequate site follow-up.

Carried

April 2014

2014-04-75 It is moved by Joe Belanger and unanimously resolved to extend Roy Bertrand's contract in regards to "beaver control" for 2014 at a rate of \$3600/8months.
Carried

2014-04-76 It is moved by Ken O'Leary and unanimously resolved that the municipality transfer to John Dunning the old colonization road that runs through his property on cadastre lot 4 005 898. Whereas Mr Dunning has already incurred expenses amounting to \$1576.28 for survey and notary fees, this amount will be accepted "in lieu" of payment. It is also resolved that the council authorizes Mayor Lariviere and Interim Director General Julie Bertrand to sign the related documents.
Carried

2014-04-77 It is moved by Emile Morin and unanimously resolved to increase the cost of building permits: \$100 for new construction permits.
Carried

2014-04-78 It is moved by Joe Belanger and unanimously resolved, due to taxpayer inquiries, to ask the municipal inspector to provide an updated list of civic addresses.
Carried

Finance

2014-04-79 It is moved by Terry Racine and unanimously resolved to authorize payment of invoices to be paid and to accept the payment of invoices paid prior to this meeting.
Carried

Monthly Invoices

Invoices paid prior to meeting: 6541.05\$
Invoices to be paid: 109129.26\$
Total amount of invoices: 115670.31\$

Certificate of availability

I, Julie Bertrand, Interim Director General of the Municipality of Litchfield, certify that there are sufficient credits available to pay the approved amount of bills totalling, 115 670.31\$ for the month of April, 2014.

Signed: _____ Date: _____

Julie Bertrand
Interim Director General

2014-04-80 It is moved by Ken O'Leary and unanimously resolved to renew the Chamber of Commerce membership. This expense authorized from the budgetary item "Memberships and Fees"
Carried

April 2014

It is noted that council was presented budget update.

2014-04-81 It is moved by Donald Graveline and unanimously resolved to accept the expense of Road Repairs in the amount of 9607.02\$ for 2013-14 Municipal Road Improvement Help Program.

Whereas the council agrees that the works were performed in conformity with the requirements of the Ministry of Transport.

Whereas the works were executed in conformity with the present expenses submitted for the roads included in the above mentioned program and the said file was verified and certified complete.

Carried

2014-04-82 It is moved by Joe Belanger and unanimously resolved to contribute to the Bourse Pontiac in the amount of \$100. This expense authorized from the budgetary item " Goodwill Gestures and Donations" of the 2014 provisional budget.

Carried

Security

It is noted that work on the burning by-law project is being work on.

Notice of Motion is given by Joe Belanger that at a subsequent meeting of council there will be modifications made to the Hunting By-Law 205.

Notice of Motion is given by Joe Belanger that at a subsequent meeting of council there will modifications made to the Burning By-law 207.

Transfer Site

2014-04-83 It is moved by Joe Belanger and unanimously resolved that the municipality will not, at this time, participate in the Recylc-Fluro program due to stringent management requirements.

Carried

Correspondence

It is noted that the correspondence was read to council.

2014-04-84 It is moved by Terry Racine and unanimously resolved that the municipality not accept responsibility for burning grass or brush on private property .

Carried

2014-04-85 It is moved by Denis Dubeau and unanimously resolved that it is prohibited for taxpayers to pickup sand from the municipal reserve for private use.

Carried

April 2014

- 2014-04-86** It is moved by Emile Morin and unanimously resolved to accept Jim Morin's quote for repairs to backhoe bucket. This expense authorized from the budgetary item "Machine Repair".
Carried
- 2014-04-87** It is moved by Denis Dubeau and unanimously resolved to sponsor a "hole" at the cost of \$250 for the MRC Golf Tournament. This expense authorized from the budgetary item "Goodwill Gestures and Donations"
Carried
- 2014-04-88** **Motion to go In-Camera**
Moved by Donald Graveline to go In-camera at 905pm
- 2014-04-89** **Motion to go Out-of-Camera**
Moved by Ken O'Leary to go Out- of camera at 1035pm.
- 2014-04-90** It is moved by Emile Morin and unanimously resolved to seek legal advice concerning the Director General's leave.
Carried
- 2014-04-91** **Motion to adjourn**
It is moved by Ken O'Leary and unanimously resolved to close the meeting at 10:35 pm.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Interim Director General