

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on February 3, 2014 at 7pm at the municipal office located at 1362 rte 148 Campbells Bay, Quebec, J0X 1K0

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

The office clerk Julie Bertrand and municipal inspector Doug Corrigan are also present.

Public attendance –Gilbert Morin attended to offer his building and property in Vinton for sale as a potential municipal office/building.

Quorum is met and Mayor Colleen Larivière presides the meeting.

Adoption of Agenda

2014-02-220

It is moved by Emile Morin and unanimously resolved to adopt the agenda for February 3, 2014 as presented.

Carried

Adoption of Minutes

2014-02-221

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of January 6 and 9th, 2014 meetings as presented.

Carried

Roads

It is noted to send Paul Emile Ladouceur a letter asking that an official request to open his road be made to the municipality in advance of the winter season.

It is noted to add this to the agenda for October 2014.

Bronwen Hiens Road

2014-02-222

It is moved by Joe Belanger and unanimously resolved that a letter be sent to Brown Heinz stating that the municipality will be responsible for supplying 32 tons of blasted stone to aid in the repair of the embankment as per the work description provided by Blue Heron.

It is also resolved that this being the final agreement of the Municipality’s responsibility regarding this issue.

Carried

Grader Repair

2014-02-223

It is moved by Donald Graveline and unanimously resolved to repair grader leak on the left side of the axle stub. This expense will be allocated from the budgetary account “vehicle maintenance”.

Carried

Use of municipal sand

It is noted to put a bilingual sign at the municipal sand pile that says PRIVATE PROPERTY to avert taking of sand.

February 2014

Finance

2014-02-224

It is moved by Denis Dubeau 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: 5,715.76

Invoices to be paid: 40,440.16

Total amount of invoices: 46,195.92

Certificate of availability

I, Connie Levesque, Interim Director General of the Municipality of Litchfield, certify that there are sufficient credits available to pay the approved amount of bills totalling: 46,195.92 for the month of February, 2014.

Signed: _____

Date: _____

Connie Levesque

Interim Director General

Tax Rate By-Law 2014-003

2014-02-225

It is moved by Emile Morin and unanimously resolved to adopt the Tax Rate By-Law 2014-003.

Carried

It is noted that a copy of the by-law was given to all members of council and therefore, it was agreed that the reading of the by-law be dispensed of. **It is also noted** that the Tax Rate By-Law 2014-003 is available for viewing at the municipal office.

Purchase of a laptop for office

2014-02-226

It is moved by Ken O'Leary and unanimously resolved to purchase a laptop for the office at a price of 375.00\$ This expense is authorised from the budgetary account "office supplies".

Carried

2014-02-227

CHIP Radio 2014 membership renewal

It is moved by Ken O'Leary and unanimously resolved to renew the municipality's membership with CHIP Radio for the year 2014 at the cost of \$120.00." This expense is authorised from the budgetary account "membership fees"

Carried

Security

Civil Security Plan Project

It is noted to add the Civil Security Plan to the agenda of the March 2014 meeting.

February 2014

Municipal employee-fire inspections

It is noted that Mayor Lariviere will clarify with Kevin Kluge on what the requirements of our municipal employee would be, should the municipality agree to help with the fire inspections of residents homes by the fire chief and said employee.

Security System

It is noted that the security system in the garage and office are both working.

Insurance – Promutuel update

It is noted that the content value of the garage and the municipal office were updated. The modification will be sent to Promutuel Insurance, as requested.

Burning by-law

It is noted that Council agrees to work on a project Burning By-law.

Transfer Site

It is noted that the spelling errors to the signage at the transfer site and the municipal Halt on Highway 148 will be corrected.

By-law 2014-002 Project

2014-02-228

Code of ethics and good conduct for elected municipal officers

Whereas a notice of motion has been given;

Whereas the *Municipal Ethics and Good Conduct Act* (the “Act”), which came into force on December 2, 2010, requires that every local municipality or regional county municipality whose warden is elected by its citizens must have a code of ethics and good conduct which applies to its elected municipal officers;

Whereas the municipality must, after any general election and before March 1 of the same year adopt for its elected official a code of ethics and professional conduct that replaces the one in force, with or without modification;

Whereas the formalities contemplated by the Act have been duly complied with; and

Therefore,

It is moved by Ken O’Leary and unanimously resolved to adopt the Project By-law 2014-002 regarding the Code of ethics and good conduct for elected municipal officers.

Carried

2014-02-229 Public Notice By-Law 2014-02
It is moved by Ken O’Leary and unanimously resolved that a public notice regarding the adoption of the Project By-Law 2014-002 will be posted at least 7 days before the adoption of the said By-Law. The notice will be posted at the usual locations specified by council.
Carried

2014-02-230 Special Meeting
It is moved by Ken O’Leary and unanimously resolved that there will be a special meeting on February 24, 2014 in regards to the financing tender for the Borrowing By-Law 2011-10.
Carried

Building Committee update
It is agreed to meet at the office on February 6, 2014 at 4pm to discuss matters concerning a municipal office building.

Correspondence
It is noted that the correspondence was read and discussed with the members of council.

2014-02-231 Bikes in the Bay road closure request
It is moved by Emile Morin and unanimously resolved to close Laforest Road on June 7,2014 from 8am to 11am at the request of the Bikes in the Bay organization.
Carried

It is noted that Mayor Lariviere received a certificate for the Code of Ethics course in which she participated on February 1, 2014.

Miscellaneous

2014-02-232 Website corrections
It is moved by Ken O’Leary and unanimously resolved to accept Emilie Chazelas’ proposal in the amount of \$50. to do corrections to our website information.
Carried

Information regarding snaring and trapping on public and private property
It is noted to follow up on this matter with La Protection de la Faune and the MRC Pontiac .

CN Meeting information
Mayor Lariviere gave update from the meeting in Bristol on January 20, 2013.

CN Rail Opinion

2014-02-233

It is moved by Ken O'Leary and unanimously resolved to obtain an estimate for a legal opinion, in conjunction with the municipalities of Bristol , Clarendon and the MRC, concerning pursuing the case of the CN rail with the understanding that all the municipality's involved will share the cost.

4 in favor

2 against- councillors Denis Dubeau and Terry Racine

Carried

2014-02-234

In-Camera

It is moved by Denis Dubeau and unanimously resolved to go in-camera.

Carried

2014-02-235

Out-of-Camera

It is moved by Denis Dubeau and unanimously resolved to go out- of - camera.

Carried

Office Clerk's-remuneration

2014-02-236

It is moved by Denis Dubeau and unanimously resolved to increase the office clerk's remuneration to \$17/hour retroactive to Jan 6, 2014.

Carried

2014-02-238

Closing of meeting

It is moved by Denis Dubeau and unanimously resolved to close the meeting at 11:45 pm.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Office Clerk