

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on May 2, 2016 at 7pm at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Denis Dubeau, Morin, Joe Belanger, Donald Graveline and Terry Racine

Also present: Interim director general, Julie Bertrand

Quorum is met and Mayor Colleen Larivière presides the meeting.

2016-05-64

Adoption of Agenda

It is moved by Emile Morin and unanimously resolved to adopt the agenda with additions for May 2, 2016 as presented.

Carried

2016-05-65

Adoption of Minutes

It is moved by Donald Graveline and unanimously resolved to adopt the minutes of April 4th, 2016 as presented.

Carried

URBANISM

2016-05-66

It is moved by Denis Dubeau and unanimously resolved to accept the municipal inspectors report as presented and to authorize his expense for kilometers as requested.

Carried

Survey Plans for lot # 5891225

2016-05-67

It is moved by Emile Morin and unanimously resolved to approve the subdivision plans for S.S.P.M. for lot# 5891225 submitted by Jacques Bérubé from his minutes #6992 dated March 24, 2016.

Carried

Survey Plans for lot #3546045

2016-05-68

It is moved by Emile Morin and unanimously resolved to approve the subdivision plans for Andrew Frost and Erica Bearsley for lot # 3546045 submitted by Michel Fortin from his minutes # 27103 dated April 19,2016.

Carried

ROADS

2016 Annual road inspection report

2016-05-69

It is moved by Denis Dubeau and unanimously resolved to accept the 2016 Annual Road inspection report as presented and it is also resolved that the work and repairs on these roads are authorized.

Carried

FINANCE

Purchase of a Sovema grass mower

2016-05-70

It is moved by Terry Racine and unanimously resolved to approve the purchase of a Sovema mower model 180 tdf-hd . This expense of \$10000.00 + taxes is authorized from the budgetary item < equipment purchase> from the 2016 provisional budget. It is also resolved to verify service and warranty and to look for a local provider.

Carried

2016-05-71 Payment of invoices
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: \$6717.06

Invoices to be paid: \$27556.53

Total amount of invoices: \$34 273.59

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 bill totalling, \$ 34273.59 for the month of April 2016.

Signed: _____

Date: _____

Julie Bertrand, Director General

2016-05-72 Endorsement of sign purchase
It is moved by Joe Belanger and unanimously resolved to endorse the purchase of signs. This expense of approx \$750.00 plus taxes and shipping is authorized from the budgetary item "Signs" from the 2016 provisional budget.

Carried

2016-05-73 Purchase of granular calcium
It is moved by Emile Morin and unanimously resolved to authorize the purchase of 10 bags of granular calcium at the cost of \$583.00/bag plus taxes. This expense authorized from the budgetary item "calcium" from the 2016 provisional budget.

Carried

2016-05-74 Purchase of 60,000 litres of liquid calcium
It is moved by Terry Racine and unanimously resolved to authorize The purchase of 60,000 litres of liquid calcium from Multi-Routes, for the cost of .0279/litre plus taxes. This expense authorized from the budgetary item "calcium" from the 2016 provisional budget.

Carried

2016-05-75 Purchase of CB radio for the Champion Grader
It is moved by Denis Dubeau and unanimously resolved to authorize the purchase of a CB radio for the Champion grader. This expense is authorized from the budgetary item "equipment purchase" from the 2016 provisional budget.

Carried

- Inspection of Champion grader**
2016-05-76 It is moved by Denis Dubeau to authorize Strongco to perform an inspection on the Champion Grader. The decision went to a vote.
4- Yes
1- No (councilor Emile Morin was not in favor)
Carried
- Transfer of budgetary funds and purchase of culverts**
2016-05-77 It is moved by Donald Graveline and unanimously resolved to authorize transfer of budgetary funds in the amount of \$3000.from “brushing” and \$4000.00 from “ road maintenance” to “culverts” to cover the cost of the purchase of culverts .
Carried
- Authorization for DG to attend ADMQ annual conference**
2016-05-78 It is moved by Donny Graveline and unanimously resolved to authorize Director General, Julie Bertrand to attend the annual ADMQ congress . This expense of approximately 1300+taxes is authorized from the budgetary item “travel and conventions” from the 2016 provisional budget.
Carried
- Technical support contract**
2016-05-79 It is moved by Joe Belanger and unanimously resolved to authorize the Director General to sign a 1 year contract, with William Fenton, to provide 24 hour technical support for the municipality. This expense of \$125/month is authorized from the budgetary item < office equipment maintenance> from the 2016 provisional budget.
Carried
- Maintenance order for John Deere grader-mold board**
2016-05-80 It is moved by Donald Graveline and unanimously resolved to authorize a maintenance service from Nortrax on the John Deere grader. This expense of approx \$500 is authorized from the budgetary item <equipment repair and maintenance> from the 2016 provisional budget.
Carried
- Authorization to hire a hydraulic shovel**
2016-05-81 It is moved by Denis Dubeau and unanimously resolved to authorize the rental of a hydraulic shovel for repairs to Haley road. This expense authorized from the budgetary item < equipment rental> from the 2016 provisional budget.
Carried

SECURITY

Automatic 911 dispatch for chemin Morrissette

2016-05-82

It is moved by Denis Dubeau and unanimously resolved to request from the Mansfield Fire Department to amend the inter-municipal agreement to include an automatic 911 dispatch for chemin Morrissette.

Carried

Automatic 911 dispatch for chemin Klatt

2016-05-83

It is moved by Denis Dubeau and unanimously resolved to request from the Otter lake Fire Department to amend the inter-municipal agreement to include an automatic 911 dispatch for Klatt road and to request again for written confirmation for the cost for participating in the holding tank located at Leslie Lake.

Carried

Adoption of by-law 2016-016 amending by-law 2009-09-157 for 911 service fees.

2016-05-84

BY-LAW NUMBER 2016-016

AMENDMENT TO BY-LAW NUMBER 2009-09-157:

Concerning a modification to amend By-Law number 2009-09-157: To decree imposing a tax for the financing of 911 emergency centers.

WHEREAS the municipality adopted by-law 2009-09-157 on September 8, 2009;

WHEREAS it is moved by Denis Dubeau and unanimously resolved to modify the following articles 2 and 4 of by-law 2009-09-157 by the following:

Article 2

Effective August 1st, 2016 a tax will be imposed for the supply of an emergency telephone service, of .46 per month per telephone number or, in the case of a multiline service other than a Centrex service, per access line.

Article 4

The present By-law shall come into force on the date that the Minister of Municipal Affairs of Regions and Occupation of the territories publishes it in the Official Gazette of Quebec.

This present by-law was adopted on May 2, 2016

Carried

MISCELLANEOUS

Expenditure for legal advice: integration of fire services

2016-05-85

It is moved by Emile Morin and unanimously resolved to authorize an expense of \$350+taxes (1/5 share of costs) for legal advice from Deveau Avocats in regards to integration of the fire services between Litchfield/Campbell's Bay, Bryson, Portage and Calumet Island. This expense authorized from the budgetary item < legal fees> from the 2016 provisional budget.

Carried

- 2016-05-86** **Authorization of extended sick leave for councillor Ken O’Leary**
It is moved by Donald Graveline and unanimously resolved to authorized the extended sick leave for Councillor Ken O’Leary. The extended sick leave to take effect as of April 2, 2016 to May 2, 2016.
Carried
- 2016-05-87** **Installation of culvert on chemin de la Montagne**
It is moved by Joe Belanger and unanimously resolved to install a culvert on municipal property located on chemin de la montagne and to clean the ditch near #501 chemin de la Montagne. It is also resolved to inform the taxpayer at \$501 in writing that the municipality requires written request and permission in regards to installing a culvert on private property belonging to role #0271-37-0383.
Carried
- 2016-05-88** **Complaint regarding animals on municipal roads**
Whereas the Municipality has received complaints regarding animals on municipal roads;
Whereas the Municipality obtained legal advice;
Whereas the legal advisor stated that the municipality is obliged to inform the taxpayer of the complaints;
Whereas the municipality is obliged to inform the taxpayer that he/she is responsible for containing his/her animals;
Therefore,
It is moved by mayor Larivière and unanimously resolved to send a letter to role number 9474-26-5612 informing him/her that the municipality has received complaints in regards to their animals on municipal roads. It is also resolved that the letter inform the taxpayer that he/she is responsible for containing his/her animals and that they must repair his/her fences and that he/she is responsible for any damages caused by their animals on municipal roads. It is also resolved to include a copy of the SQ Animal control By-law 2011-07.
Carried
- 2016-05-89** **Resolution to authorize the installation of signs on the Regional Tourist Route “Les Chemins d’eau”**
WHEREAS tourist routes are an attractive tool for a region’s economic growth and Quebec currently has 16 of them spread over 9 different administrative regions;
WHEREAS the Outaouais has no official tourist route and the implementation of such would be an asset for the region and the municipality;
WHEREAS the tourist route "Les chemins d’eau" provides a theme that can help to develop and structure the offer in the territory;
WHEREAS the resolution adopted by the MRC Pontiac at the regular meeting of its Mayors Council on March 15, 2016 pledging to contribute financially to the implementation of "Les chemins d’eau" for the next five years, as of 2017;
WHEREAS the tourist route crosses the territory of Litchfield and for signaling purposes of this road, the authorization of each of the municipalities in the trip is necessary to implement the project;

WHEREAS the installation of signs shall be effected by the Ministry of Transport of Quebec, under the current provincial rules of tourist routes signage and the cost will be paid by Tourism Outaouais;

It was moved by Joe Belanger and unanimously resolved;

To authorize the Quebec Transport Ministry to install signs on the regional tourist route "Les chemins d'eau" in the territory of Litchfield according to the planned course within the MRC Pontiac territory and at no cost for the municipality.

Carried

Pontiac Legion Monument

2016-05-90

It is moved my Terry Racine and unanimously resolved to permit the Pontiac Royal Legion to install the Legion Monument on the property at the municipal Halte. It is resolved that the Legion will be responsible for the installation and maintenance of the monument and that the Municipality of Litchfield will not held responsible for the monument at any time.

Carried

Request to clean property of old buildings

2016-05-90

It is moved by Donald Graveline and unanimously resolved to send a letter to the Pembroke Diocese of the Roman Catholic Church requesting that they clean the property at 51 chemin de la Montagne . It is also resolved that this request state that the request is sent in regards to the concern of the safety of taxpayers.

Carried

Correspondence

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

Motion to adjourn

2016-05-91

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 10:00pm.

Carried

**Colleen Larivière
Mayor**

**Julie Bertrand
Director General**