

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on October 2, 2017 at 7pm.at the municipal office located at 1362 rte 148 Campbell's Bay, Quebec.

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

Also present: Director General, Julie Bertrand, Lead hand Gerald Graveline , Linda Davis and Municipal inspector Robert Carle.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2017-10-154

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for October 2, 2017 with additions.

Carried

2017-10-155

Adoption of Minutes

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of September 5th, 2017 as presented.

Carried

URBANSIM

Municipal Inspectors Report

2017-10-156

It is moved by Denis Dubeau and unanimously resolved to approve the municipal inspector's report and to authorize payment for kilometres submitted.

Carried

Approval of subdivision plans

2017-10-157

It is moved by Emile Morin and unanimously resolved to approve the subdivision plans submitted by Richard Fortin, from his minutes dated September 7th, 2017, on behalf of Mr Richard Larocque for lots numbered 6253157, 6153158, 6153159 and 6153160.

Carried

ROADS

Approval of tender for the supply of winter sand

2017-10-158

Whereas the municipality put out a call for the tender for the supply of 3000 m.t. of winter sand;

Whereas the following 3 tenders were submitted;

Brian Stanton Company: \$2.44/m.t. taxes included

Campbell's Bay Ciment: \$2.47/m.t. taxes included

Morin Sand & Gravel: \$2.99/m.t. taxes included

Therefore,

It is moved by Terry Racine and unanimously resolved to accept the tender from Brian Stanton Company at the price of \$2.44/m.t.(taxes included) for 3000 m.t. of winter sand. This expense authorized from the budgetary item "winter sand" from the 20017 provisional budget.

Carried

2017-10-159 **Approval of tender for the supply of winter salt**
Whereas the municipality put out a call for the tender for the supply of 98 m.t. of winter salt;
Whereas the following 3 tenders were submitted;
Somovrac: \$110.00/m.t. plus taxes
Sel Warwick: \$107.85/m.t. plus taxes
Campass Minerals: \$101.71/m.t. plus taxes
Therefore,
It is moved by Donald Graveline and unanimously resolved to accept the tender from Campass Minerals at the price of \$101.71/m.t. (plus taxes) for 98 m.t. of winter salt. This expense authorized from the budgetary item “winter salt” from the 2017 provisional budget.
Carried

2017-10-160 **Cancellation of Offer of Service from WSP**
Whereas the municipality of Litchfield had accepted an offer of service in the amount of \$15,900.00 plus taxes for the project of a culvert replacement on chemin de la Montagne;
Whereas the scope of services required have increased:
Therefore,
It is moved by Denis Dubeau and unanimously resolved to cancel the offer of service from WSP dated June 5th, 2017.
Carried

2017-10-161 **Approval of Offer of Service for engineering fees for ch. de la Montagne**
Whereas the municipality of Litchfield requires engineering services for the project of a culvert replacement on chemin de la montagne;
Whereas the engineering firm WSP has provided an offer of service dated September 29th, 2017;
Therefore,
It is moved by Denis Dubeau and unanimously resolved to accept the offer of service from WSP, dated September 29th, 2017, in the amount of \$20,350.00 plus taxes. This expense authorized from the PAARRM grant.
Carried

2017-10-162 **Request for permission to install a sign on municipal property**
Whereas the Municipality of Litchfield has received a request from the Municipality of Campbell’s Bay to erect a “Welcome” sign on municipal territory at the corner of chemin Hayes and rte 148;
Whereas the Municipality of Litchfield requires that the Municipality of Litchfield follow all municipal and provincial regulations regarding the erection of signs;
Whereas the Municipality of Litchfield will not be held responsible for the installation of the sign or the sign itself;
Therefore,
It is moved by Joe Belanger and unanimously resolved to give perimission to Campbell’s Bay to erect their “Welcome” sign on the Municipality of Litchfield’s territory at the corner of rte 148 and chemin Hayes.
Carried

FINANCE

- 2017-10-163** **Call for tenders for the 2018 supply of clear low sodium diesel fuel**
It is moved by Emile Morin and unanimously resolved to send out a call for tenders, to 3 suppliers ,for the 2018 supply of low sodium diesel fuel.
Carried
- 2017-10-164** **ATTRIBUTION OF A MANDATE FOR PROFESSIONNAL JUDICIAL SERVICES TO DEVEAU AVOCATS – OUTAOUAIS – JANUARY 1, 2018 TO DECEMBER 31, 2019**
WHEREAS in preparation of its budget for the upcoming year, the Municipality of Litchfield as accepted the offer of judicial services from Deveau Avocats – Outaouais in order to be able to have professional support to that effect;
WHEREAS the offer of judicial services dated September18, 2017, prepared to that effect by Deveau Avocats – Outaouais;
Therefore,
It is proposed by Donald Graveline and unanimously resolved that the municipal council accepts the offer of services from Deveau Avocats – Outaouais, which is the following:
Offered service: Telephone consultation for an unlimited number of hours;
People authorised to consult: The Mayor, the General Director and the Municipal inspector;
Duration of contract: 2 years, from January 1st, 2018 to December 31st, 2019;
Fixed sum: \$800 per year plus taxes;
For all other required mandates:
Hourly fee of \$190 per hour;
Fees for municipal tax perception files: 15% of the collected amount, plus taxes and expenses, though not including the execution proceedings if necessary.
This expense authorized from the budgetary item “legal fees” from the 2018 and 2019 provisional budgets.
Carried
- 2017-10-165** **Endorsement of additional paint expense for the front municipal garage**
Whereas the municipality of Litchfield has hired Phillipe Pilon to paint and perform minor repairs the front of the garage at a cost of \$3300.00 plus taxes;
Whereas the council decide to add to the scope of work and to include painting the large door frames;
Whereas the addition cost for the extra work is \$400.00 plus taxes;
Therefore,
It is moved by Donald Graveline and unanimously resolved to endorse the extra cost of \$400.00. This expense authorized from the TECQ funds.
Carried
- 2017-10-166** **Endorsement of sign expense**
It is moved by Emile Morin and unanimously resolved to endorse the expense of a sign for the municipal garage. This expense of \$1000.00 is authorized from the budgetary item “sign expense” from the 2017 provisional budget.
Carried

2017-10-167 Boot purchase expense
It is moved by Terry Racine and unanimously resolved to endorse the purchase of boots, vests and gloves for the employees. This expense of \$767.15 is authorized from the budgetary item “boots and clothing” from the 2017 provisional budget.
Carried

2017-10-168 Purchase of rims for the 2017 International truck
It is moved by Emile Morin and unanimously resolved to authorize the purchase of 4 rims for the 2017 International Truck. This expense of approximately \$800 plus taxes is authorized from the budgetary item “vehicle maintenance and repairs” from the 2017 provisional budget.
Carried

2017-10-169 Tire chain purchase for the 1998 International Truck
It is moved by Emile Morin and unanimously resolved to authorize the purchase of 5 tire chains for the 1998 International Truck. This expense of approximately \$500 is authorized from the budgetary item “vehicle repairs and maintenance” from the 2017 provisional budget.
Carried

2017-10-170 Endorsement of expenses related to the safety inspection
It is moved by Emile Morin and unanimously resolved to endorse the expenses related to the safety inspection of the 1998 International truck.
Carried
*It is noted that the company has advised the municipality that this would be the last year that the 1998 International truck will pass safety inspections due to the aging frame.

FINANCE

2017-10-171 Payment of accounts
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: \$ 8369.45
Invoices to be paid: \$ 70 483.50
Total amount of invoices: \$ 78 852.95

Certificate of availability

I, Julie Bertrand, Director General of the Municipality of Litchfield, certify that there are sufficient credits available to pay the approved amount of bill totalling, \$78 852.95 for the month of October 2017.

Signed: _____ Date: _____

Julie Bertrand, Director General
Carried

Tractor Storage

2017-10-172

It is moved by Denis Dubeau and unanimously resolved that the municipality's tractor will be stored at Chris Sauriol's for the winter and that Chris will drive the tractor to the transfer site when snow removal at the site is required. The cost for storage is as in the last year at the rate of \$100/month.

Carried

Transfer Site – electronics recycling

2017-10-173

It is moved by Joe Belanger and unanimously resolved to accept the services from EPRA Canada for the recycling of the electronics at the transfer site. The company will provide covered containers for the collection of the electronics and will pick up the electronics at no cost to the municipality. It is also agreed to authorize Director General, Julie Bertrand, to sign the contract on behalf of the municipality.

Carried

MISCELLANEOUS

Rescheduling of the November 6th, 2017 monthly meeting

2017-10-174

Whereas the municipal elections will be held on November 5th, 2017:
Whereas the new members of council will only be sworn in on November 10th, 2017;

Therefore,

It is moved Donald Graveline and unanimously resolved to set the date for the November meeting to November 13th, 2017 at 7pm.

Carried

Transfer of budgetary funds

2017-10-175

It is moved by Joe Belanger and unanimously resolved to transfer \$2700.00 from item "vehicle maintenance" to item "Garage maintenance" from the 2017 provisional budget.

Carried

Painting of the east side wall of the garage

2017-10-176

Whereas the municipality has started minor repairs and painting of the municipal garage by painting the front of the building;

Whereas the municipality wishes to paint and perform minor repairs to the east side wall of the garage;

Whereas the municipality has received a price quote in the amount of \$2300.00 plus taxes from Philippe Pilon for the painting and minor repairs to the east side wall of the garage;

Therefore,

It is moved by Joe Belanger and unanimously resolved to authorize the work and the expense of \$2300.00 plus taxes. This expense authorized from the budgetary item "garage maintenance" from the 2017 provisional budget.

Carried

Letter of congratulations to Mr Eric Pilon

2017-10-177

It is moved by Emile Morin and unanimously resolved to
Send a letter of congratulations to Mr. Eric Pilon, Eric Pilon Construction
regarding the recent award he received from the Pontiac Journal
Readers' Choice Awards.

Carried

Canadian Nuclear Laboratories Chalk River Near Surface Disposal Facility Project

2017-10-178

WHEREAS the Near Surface Disposal Facility (NSDF) is a proposed
engineered disposal facility for radioactive waste planned for the Chalk
River Canadian Nuclear Laboratories site (CRL);
WHEREAS the Near Surface Disposal Facility is planned to have an
operating life of at least 50 years and as proposed, would be an
engineered mound built at near-surface level on the CRL site;
WHEREAS the Chalk River site is located in Renfrew County, Ontario, on
the shores of the Ottawa River, approximately 200 kilometres
northwest of Ottawa and upstream from MRC Pontiac;
WHEREAS under the *Nuclear Safety and Control Act*, Canadian Nuclear
Laboratories' proposal requires approval by the Canadian Nuclear
Safety Commission (CNSC) and involves an amendment to the CRL
Nuclear Research and Test Establishment Operating Licence;
WHEREAS an environmental assessment (EA) conducted under
the *Canadian Environmental Assessment Act, 2012* is required, and an
EA decision affirming that the proposed activities will not cause
significant adverse environmental effects, before the CNSC can make a
licensing decision on this proposal;

Therefore,

It is proposed by Donald Graveline and unanimously resolved
to oppose the near surface disposal facility project as it is
currently presented and to request that the CNSC, the competent
authority for this file, address all government, scientific, and public
concerns raised during the public consultation period. The MRC Pontiac
could reconsider its position once all these concerns are addressed.

Carried

Pontiac Quad Club

2017-10-179

Whereas the municipality has received a complaint from a taxpayer in
regards to the Pontiac Quad Club trail access to a municipal road;
Whereas this access on Sand Hill Road is at a junction with a taxpayers
entrance;

Whereas the access point is a security concern;

Therefore,

It is moved by Emile Morin and unanimously resolved that Councilor
Denis Dubeau speak with the President of the Pontiac Quad Club in
regards to moving the access point onto Sand Hill road by 200 meters
further towards the Campbell's Bay dump.

Carried

2017-10-180 **Chemin de la Montagne- drilling expense**
It is moved by Denis Dubeau and unanimously resolved to authorize the expense for services from a drilling company required for the chemin de la Montagne culvert project. This expense of approximately \$3000.00 plus taxes is authorized from the PAARRM grant funds.
Carried

Correspondence

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

2017-10-181 **Motion to adjourn**
It is moved by Joe Belanger and unanimously resolved to close the meeting at 8:05 pm.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General