

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on October 1st, 2018 at 7 p.m.
at the municipal office located at 1362 rte 148 Campbell's Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Denis Dubeau, Donald Graveline, Emile Morin, Joe Belanger, John Stitt and Terry Racine.
Also present: Director General, Julie Bertrand and Gerald Graveline

Quorum is met and Mayor Colleen Larivière presides the meeting.

2018-10-174

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for October 1st, 2018.

Carried

2018-10-175

Adoption of Minutes

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of September 4th, 2018.

Carried

URBANSIM

Municipal Inspectors Report

2018-10-176

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

Carried

Approval of subdivision plans

2018-10-177

It is moved by Emile Morin and unanimously resolved to approve the subdivision plans submitted by Michel from his minutes 28492 for Isadore Massia.

Carried

CPTAQ Request preliminary decision

2018-10-178

Whereas the municipality made request to the CPTAQ for permission to use a portion of agriculture land for the relocation of the Laforet Exit;
Whereas the preliminary decision refused the request;
Whereas a positive response is required to proceed with the project;
Whereas the CPTAQ has given the municipality 30 days to request a consultation regarding the issues on which the decision was based;
Whereas the services of professionals are required in order to prepare reports and studies to challenge the CPTAQ's preliminary decision;
Therefore it is moved by Terry Racine and unanimously resolved to hire the engineering firm WSP, the legal firm Deveau Avocats and an Agronomist to prepare the file for consultation with the CPTAQ. These expenses authorized from the TECQ funds.

Carried

ROADS AND EQUIPMENT

Winter Sand Tender

2018-10-179

Whereas the municipality put out a call for tender to 3 suppliers for the supply of 3000m.t. of winter sand;

Whereas the municipality received the following submissions for the supply of winter sand;

Brian Stanton Enterprises: \$2.41

Morin Sand and Gravel: \$4.14

Therefore it is moved by Denis Dubeau and unanimously resolved to except the tender submitted by Brian Stanton Ent. for the price of \$2.41/m.t. This expense for 3500 m.t. is authorized from the budgetary item “ winter sand” from the 2018 provisional budget.

Carried

2018 Winter Salt Supply

2018-10-180

Whereas the municipality put out a call for tender to 3 suppliers for the supply of the 2018 Winter Salt;

Whereas the municipality received the 3 following submissions for the 2018 supply of winter salt:

Compass Minerals: \$106.79

Sebci: \$126.16

Warick Salt Inc.:\$114.00

Therefore,

It is moved by Denis Dubeau and unanimously resolved to except the submission provided by Compass Minerals. This expense for 115 m.t. is authorized from the budgetary item “winter salt” from the 2018 provisional budget.

Carried

Request to the Toponymie for the correction to the spelling of roads

2018-10-181

Whereas the spelling of the following roads are not correct;

“Chemin Barrette, Chemin Laforêt and Chemin Moorehead”

Whereas the municipality must make a request to the toponymie to have the corrections made and a resolution is require to do so;

Therefore,

It is moved by Donald Graveline and unanimously resolved to request the corrections to be made by the Toponymie.

Carried

Replacement of top boards on the bridge on Bank road

2018-10-182

Whereas some the top boards on the bridge located on Bank road need replacing;

Whereas it has been confirmed with the MTQ that the municipality is responsible for the replacement of the top boards;

Therefore,

It is moved by John Stitt and unanimously resolved to replace the boards required. This expense of \$200.00 isauthorized from the budgetary item “road maintenance” from the 2018 provision budget.

Carried

FINANCE

Payment of accounts

2018-10-183

It is moved by John Stitt 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: \$14 078.09

Invoices to be paid: \$ 71 133.86

Total amount of invoices: \$85 211.95

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, \$85 2311.95 for the month of October 2018.

Signed: _____

Date: _____

Julie Bertrand, Director General

TECQ 2014-2018 – Programming for repairs and improvements to the municipal garage in the amount of \$27,756.

2018-10-184

Attendu que :

La municipalité a pris connaissance du Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du programme de la taxe sur l'essence et de la contribution du Québec (TECQ) pour les années 2014 à 2018;

La municipalité doit respecter les modalités de ce guide qui s'appliquent à elle pour recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire;

Il est proposé par Terry Racine et résolu que :

La municipalité s'engage à respecter les modalités du guide qui s'appliquent à elle;

La municipalité s'engage à être seule responsable et à dégager le Canada et le Québec de même que leurs ministres, hauts fonctionnaires, employés et mandataires de toute responsabilité quant aux réclamations, exigences, pertes, dommages et coûts de toutes sortes ayant comme fondement une blessure infligée à une personne, le décès de celle-ci, des dommages causés à des biens ou la perte de biens attribuable à un acte délibéré ou négligent découlant directement ou indirectement des investissements réalisés au moyen de l'aide financière obtenue dans le cadre du programme de la TECQ 2014-2018;

La municipalité approuve le contenu et autorise l'envoi au ministère des Affaires municipales et de l'Occupation du territoire de la programmation de travaux jointe à la présente et de tous les autres documents exigés par le Ministère en vue de recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire

La municipalité s'engage à réaliser le seuil minimal d'immobilisations en infrastructures municipales fixé à 28 \$ par habitant par année, soit un total de 140 \$ par habitant pour l'ensemble des cinq années du programme;

La municipalité s'engage à informer le ministère des Affaires municipales et de l'Occupation du territoire de toute modification qui sera apportée à la programmation de travaux approuvée par la présente résolution.

Adopté

- Call for tender for the 2019 Supply of clear diesel**
2018-10-185 It is moved by Emile Morin and unanimously resolved to send out a request to tender to 3 suppliers for the 2019 supply of clear diesel.
Carried
- Call for tender for the 2019 supply of propane**
2018-10-186 It is move by Terry Racine and unanimously resolved to send out a request to tender to 3 suppliers for the 2019 supply of propane.
Carried
- Caisse Desjardins Credit Card limit increase**
2018-10-187 It is moved by Joe Belnager to request a limit increase of \$1500.00 on the Director Generals municipal credit card with Caisse Desjardins.
Carried
- PAARRM/PAVL EXPENSES 2018**
2018-10-188 It is moved by Denis Dubeau and unanimously resolved to approve the expenses in the amount of \$59 821.88 for work done on the municipal roads and projects in accordance with the requirements of the PAARRM/PAVL grant.
Carried
- TECQ Expenses for the replacement of the culvert on Mountain Road.**
2018-10-189 **Attendu que :**
La municipalité a pris connaissance du Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du programme de la taxe sur l'essence et de la contribution du Québec (TECQ) pour les années 2014 à 2018;
La municipalité doit respecter les modalités de ce guide qui s'appliquent à elle pour recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire;
Il est proposé par Terry Racine et résolu que :
La municipalité s'engage à respecter les modalités du guide qui s'appliquent à elle;
La municipalité s'engage à être seule responsable et à dégager le Canada et le Québec de même que leurs ministres, hauts fonctionnaires, employés et mandataires de toute responsabilité quant aux réclamations, exigences, pertes, dommages et coûts de toutes sortes ayant comme fondement une blessure infligée à une personne, le décès de celle-ci, des dommages causés à des biens ou la perte de biens attribuable à un acte délibéré ou négligent découlant directement ou indirectement des investissements réalisés au moyen de l'aide financière obtenue dans le cadre du programme de la TECQ 2014-2018;
La municipalité approuve le contenu et autorise l'envoi au ministère des Affaires municipales et de l'Occupation du territoire de la programmation de travaux jointe à la présente et de tous les autres documents exigés par le Ministère en vue de recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire
La municipalité s'engage à réaliser le seuil minimal d'immobilisations en infrastructures municipales fixé à 28 \$ par habitant par année, soit un total de 140 \$ par habitant pour l'ensemble des cinq années du programme;

La municipalité s'engage à informer le ministère des Affaires municipales et de l'Occupation du territoire de toute modification qui sera apportée à la programmation de travaux approuvée par la présente résolution.

La municipalité atteste par la présente résolution que la programmation de travaux ci-jointe comporte des coûts réalisés véridiques.

Adopté

2018-10-190

BY-LAW 2018-238 CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE MUNICIPAL EMPLOYEES OF LITCHFIELD

WHEREAS the Municipality of Litchfield adopted a Code of Ethics and Professional Conduct for municipal employees in conformity with the law (R.L.R.Q., c E-15.1.0.1) of the Code of ethics and professional conduct for municipalities;

WHEREAS project of Law 155, article 16.1 of the Law on Ethics and Professional Conduct for municipalities was modified and will enter into force on October 19, 2018, and will obligate municipalités to provide for rules similar to those for elected official , in the Code of Ethics and Professional Conduct for municipal employees;

WHEREAS this law modifies the Code of Ethics and Professional Conduct for municipalités and requires that the municipality modify its Code of Ethics and Professional Conduct;

WHEREAS a notice of motion for this by-law is given by xxxxxxxx at the regular meeting of Council held on September 4th, 2018;

Whereas the Project by-law 2018-238 was adopted on September 4th 2018, WHEREAS the rules stated by law for the Code of Ethics and Deontology have been respected;

THEREFORE

It is moved by Emile Morin and unanimously resolved to adopt the By-law 2018-238 modifying (by insertion) By-law 2016-019 regarding the Code of Ethics and Deontology for municipal employees as follows

ARTICLE 1: By-law 2016-019 of the Code of Ethics and Deontology for municipal employees is modified by insertion, after article 5.6, of the following:

ARTICLE 5.7 AFTER MANDATE:

It is forbidden for the following municipal employees of the municipality:

1. *Director General and assistant*
2. *Secretary treasurer and assistant*
3. *Treasurer and assistant*
4. *Clerk and assistant*

to hold office as a director or officer of a corporation, employment or other function so that he or any other person derives undue advantage from his or her previous position as an employee of the municipality.

ARTICLE 2: Entry into force

This by-law enters into force according to the law.

Adopted

MISCELLANEOUS

*It is noted that council has decided to continue to use Brian Stanton Enterprises for the removal of steel at the transfer site. It is understand that there will be no compensation for the steel at this time due to low pricing for steel.

Correspondence

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

Motion to adjourn

2018-10-191

It is moved by Joe Belanger and unanimously resolved to close the meeting at 8:05 p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General