

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on December 2nd, 2019 at 7 p.m. at the municipal office located at 1362 Rte 148 Campbell's Bay, QC.

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

Also present: Director General, Julie Bertrand

Visitors: Remi Bertrand, representing the Nova Scotia Company regarding the road at the Industrial Park.

Quorum is met and Mayor Colleen Larivière presides the meeting.

Adoption of Agenda

2019-12-205 It is moved by Terry Racine and unanimously resolved to adopt the agenda, with additions, for December 2nd, 2019.
Carried

Adoption of Minutes

2019-12-206 It is moved by Terry Racine and unanimously resolved to adopt the minutes of November 4th, 2019 regular meeting.
Carried

URBANSIM

Municipal Inspector Report and Expense claim

2019-12-207 It is moved by Terry Racine and unanimously resolved to adopt the municipal inspectors report and to authorize the expenses claimed.
Carried

Approval of request to CPTAQ file # 425215

2019-12-208 Whereas the owner of lot #3 546 104 has submitted a request to the CPTAQ to alienate 4919 square meters from the total surface area of 15.48 hectares of lot # 3 546 104, for use other than agricultural;
Whereas the council determined that it will not have an impact on agricultural activities;
Therefore,
It is moved by Terry Racine and unanimously resolved that the council support Mr. Dubeau's request, file # 425215 to the CPTAQ.
Carried

Approval of subdivision plans for lot 6265 765 for Nova Scotia Company

2019-12-209 It is moved by Denis Dubeau and unanimously resolved to approve the subdivision plans submitted by Jacques Berube from his minutes #7931 dated November 25th, 2019 on behalf of Remi Bertrand/Nova Scotia Co for lot #6 265 765.
Carried

ROADS AND EQUIPMENT

Plowing of seasonal roads for 2019-2020

2019-12-210 It is moved by Denis Dubeau and unanimously resolved to vote on opening the Barney and Bolan roads for the 2019-2020 season.
Carried

December 2019

Inquiry regarding the takeover of a private road

2019-12-211

It is moved by Terry Racine and resolved that a letter will be sent to Nova Scotia Company/Remi Bertrand regarding the inquiry to take over the private road situated in the Industrial Park. The letter will state that the municipality is not in favor of the takeover at this time and that should further develop continue it may be considered in the future.

Carried

PAVL road grant works

2019-12-212

It is unanimously resolved to accept the PAVL financial report as follows:
WHEREAS Transports Quebec has paid \$344 256 as compensation for local road maintenance for the year 2019;
WHEREAS the funds distributed to the Municipality are for the current and preventive maintenance of local roads 1 and 2 as well as for components of the bridges located on these roads for which the Municipality is responsible;
WHEREAS this present resolution is accompanied by Appendix A describing the work done by the Municipality on the above mentioned roads;
WHEREAS an outside auditor shall submit within the prescribed deadlines for submitting the accounting report in Appendix B or a duly executed special external audit report.

IT IS THEREFORE moved by Joe Belanger and unanimously resolved that the municipality of Litchfield inform Transports Québec regarding compensation for the current and preventive maintenance of local roads 1 and 2, as well as for components of bridges located on these roads, for which the Municipality is responsible, in accordance with the objectives of the Local Road Maintenance Assistance Program.

Carried

FINANCE

Payment of accounts

2019-12-213

It is moved by Donald Graveline 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: \$349 525.35

Invoices to be paid: \$14 263.00

Total amount of invoices: \$363 788.35

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 \$363 788.35 for the month of December 2019.

Signed: _____

Date: _____

Julie Bertrand, Director General

*A notice of motion was given by Emile Morin that at a subsequent meeting of council a project by-law for the 2020 Tax rate will be presented.

December 2019

2019-12-214 **Public 2020 Budget Meeting**
It is moved by Denis Dubeau and unanimously resolved that the public 2020 Budget meeting will be held on December 17th, 2019 at 7:0 p.m. at the municipal office. It is agreed that the notice be published 8 days prior to the meeting.
Carried

2019-12-215 **2020 Monthly Meeting Schedule**
It is moved by Terry Racine and unanimously resolved to approve the following 2020 Monthly Meeting Schedule.

| MONTH | DATE | DAY | TIME |
|-----------|------|--------|-----------|
| JANUARY | 13 | MONDAY | 7:00 p.m. |
| FEBRUARY | 3 | MONDAY | 7:00 p.m. |
| MARCH | 2 | MONDAY | 7:00 p.m. |
| APRIL | 6 | MONDAY | 7:00 p.m. |
| MAY | 4 | MONDAY | 7:00 p.m. |
| JUNE | 1 | MONDAY | 7:00 p.m. |
| JULY | 13 | MONDAY | 7:00 p.m. |
| AUGUST | 10 | MONDAY | 7:00 p.m. |
| SEPTEMBER | 14 | MONDAY | 7:00 p.m. |
| OCTOBER | 5 | MONDAY | 7:00 p.m. |
| NOVEMBER | 2 | MONDAY | 7:00 p.m. |
| DECEMBER | 7 | MONDAY | 7:00 p.m. |

Carried

2019-12-216 **Evolu-Tic Outaouais contract renewal**
It is moved by Denis Dubeau and unanimously resolved to authorize the Director general to sign the 2020 recycling contract with Evolu-Tic Outaouais.
Carried

2019-12-217 **Fuel Tender**
It is moved by Terry Racine and unanimously resolved to send out 4 requests to tender for the supply of clear diesel for the years 2020 and 2021. The request to tenders are to be sent to:
Petro Pontiac
MacEwan
Noco Fuels
Ultramar
Carried

2019-12-218 **Collection of tax arrears**
It is moved by Donald Graveline and unanimously resolved to send tax accounts in arrears to the legal firm Deveau Avocats for collection.
Carried

December 2019

Village Center Grant

2019-12-219 It is moved by Donald Graveline and unanimously resolved that the Director General, on behalf of the municipality, apply for the grant in the amount of \$10,000 from the Village Center grant.
Carried

Insulation for municipal garage

2019-12-220 It is moved by Terry Racine and unanimously resolved to accept the quote from Iso-Tech in the amount of 14,428.21 to a maximum of \$24 999.00 for the spray foam insulating of the west and north walls of the municipal garage. This expense authorized from the TECQ 2014-2018 program funds. The works must be completed by December 31, 2019.
Carried

Framing and sheeting of the interior walls of the garage

2019-12-221 It is moved by Terry Racine and unanimously resolved to accept the quote from Eric Pilon Construction in the amount of \$24 949.58 to frame and sheet the west and north interior walls of the municipal garage. This expense authorized from the TECQ 2014-2018 program funds. The works must be completed by December 31, 2019.
Carried

Legal Opinion regarding a request from the taxpayer at 390 Burke road.

2019-12-222 It is moved by Donald Graveline and unanimously resolved to transmit by email information received via the legal opinion obtained from the legal firm Deveau Avocats.
Carried

Modification to work for the Laforest Exit Relocation Project

2019-12-223 Whereas the grass seeding portion of the project is not able to proceed due to weather conditions;
Whereas the engineer has approved modifications to include rip rap in place of grass seeding;
Whereas the funds in the tender estimates will include the related costs to the rip rap:
Therefore,
It is moved by Joe Belanger and unanimously resolved to approve the modifications to include the rip rap.
Carried

PAARRM/PAVL EXPENSES 2019

2019-12-224 It is moved by Denis Dubeau and unanimously resolved to approve the expenses in the amount of \$25,000 for work done on the municipal roads and projects in accordance with the requirements of the PAARRM/PAVL grant.
Carried

ADJOURNMENT

2019-12-225 It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 8:45p.m.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General