

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on February 3rd, 2020 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, Emile Morin, Terry Racine and John Stitt.

Also present: Director General, Julie Bertrand

Visitors:

Quorum is met and Mayor Colleen Larivière presides the meeting.

Adoption of Agenda

2020-02-26 It is moved by Joe Belanger and unanimously resolved to adopt the agenda, with additions, for January 2020.

Carried

Adoption of Minutes

2020-02-27 It is moved by Joe Belanger and unanimously resolved to adopt the minutes of January 13th, 2020 regular meeting.

Carried

URBANSIM

Municipal Inspector Report and Expense claim

2020-02-28 It is moved by Terry Racine and unanimously resolved to adopt the municipal inspectors report and to authorize the expenses claimed.

Carried

Project 2 Tax rate by-law 2020-242

2020-02-29 It is moved by Emile Morin and unanimously resolved to adopt the project 2 as the final Tax Rate By-law 2020-242 as follows:

To determine the tax rate and interest rate on arrears for the 2020 fiscal year.

Whereas the content of article 252 of the Act respecting municipal taxation;

Whereas a notice of motion was given by Emile Morin at a session of council held on December 2, 2020 to the effect that the present by-law would be presented for adoption;

Whereas a project by-law 2020-242 was adopted at a regular meeting of council on January 13th, 2020;

Therefore, it is moved by Emile Morin and unanimously resolved and ruled by the municipal council of the municipality of Litchfield to adopt the present by-law as follows:

SECTION 1 GENERAL TAX RATE 2020

ARTICLE 1-1

That the general mill rate of .70\$ for 100\$ value stated in the evaluation role, be implemented for the 2020 fiscal year on all taxable immovable situated in the municipality of Litchfield.

SECTION 2 INTEREST RATE ON TAX ARREARS 2020

ARTICLE 2-1

From the time that the taxes are in arrears, the unpaid balances will incur interest at the annual rate of 5%.

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To determine the rate for garbage disposal for the 2020 fiscal year

SECTION 3 GARBAGE DISPOSAL RATE 2020

ARTICLE 3-1

The rate for garbage disposal will be a flat rate of 100\$/unit, to include all residences, cottages, camps and/or all domiciles situated within the territory of the Municipality of Litchfield.

SECTION 4 COMING IN TO EFFECT

This By-Law will come into force in conformity with the law.

Carried

2020-02-30

Project 1 By-law 2017-228-1 modifications to zoning by-law 2017-228

WHEREAS the Municipality has adopted Zoning By-law 2017-228;

WHEREAS it is necessary to make certain modifications to Zoning By-law 2017-228;

WHEREAS a notice of motion was given at the January 2020 council meeting, in accordance with article 445 of the Municipal Code;

THEREFORE,

It is motioned by Emile Morin and unanimously resolved that the present 1st draft by-law no. 2017-228-1 be adopted and that it be decided and decreed that as from the entry into force of said by-law no. 2017-228-1, the following modifications are made Zoning By-law 2017-228:

ARTICLE 1 - Preamble

The preamble is an integral part of these regulations.

ARTICLE 2 - Modification of article 18 of Zoning By-law 2017-228

Article 18 of Zoning By-law 2017-228 is amended by adding thereto, after subparagraph 5 of the 1st paragraph, the following paragraph:

6. Warehouses with a maximum area of 1,000 square meters, in areas where such use is permitted according to the specification grid.

ARTICLE 3 - Modification of the definition of the terms "extensive recreation" in Appendix A of Zoning By-law 2017-228

Annex A to Zoning By-law 2017-228 is amended by replacing the definition of terms "extensive recreation" with the following definition:

"Extensive recreation": Category grouping recreational activities and uses (for example, a trail), including non-complex facilities (for example, a shelter). An outfitter is considered as an extensive recreational activity for the purposes of the application of these regulations. This category also includes the commercial campground activity, where such activity is specifically indicated in the specification grid in Appendix C.

ARTICLE 4 - Modification of the zoning plan in Appendix B of the 2017-228

Zoning By-law Schedule B to Zoning By-law 2017-228 is amended to divide zone V-1 into two distinct zones, namely zone V-1 and zone V-2, as it appears in the extract from Amended zoning plan annexed to this by-law as Annex A to form an integral part thereof.

ARTICLE 5 - Modification of the specifications grid of Zoning By-law 2017-228 (Appendix C)

The specification grid in appendix C of Zoning By-law 2017-228 is modified as follows:

a) by inserting zone V-2 and the uses authorized therein, as provided for in section 18 of Zoning By-law 2017-228, including warehouse use with a maximum area of 1,000 meters square;

b) by authorizing, in zone F-9, the use of commercial campsites;

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A copy of the modified specification grid is annexed to this Regulation as Annex B to form an integral part thereof.

ARTICLE 6 - Entry into force

The present by-law will come into force in accordance with the law.

Carried

2020-02-31

Approval of subdivision plans for lot # 3545395

It is moved by Joe Belanger and unanimously resolved to approve subdivision plans on behalf of Harry Ebert submitted by Richard Fortin from his minutes # 10922 dated January 16th, 2020.

Carried

ROADS AND EQUIPMENT

2020-02-32

Laforest Relocation project expenses

It is moved by Denis Dubeau to authorize the amount of \$3600.00 plus taxes for line marking on Laforest road and the amount of \$3699.15 plus taxes for a culvert on Bank road and water line insulation. These expenses authorized from funds from the TECQ 2014-2018 and the MTQ (AIRRL) grants and transfers.

Carried

2020-02-33

PPA-PAVL road grant –File: 00028163-1-84040, 2019-07-19-30

WHEREAS the Municipality of Litchfield has taken note of the terms of application the Particular Improvement Projects (PPA) component of the Local Roadway Assistance Program (PAV);

WHEREAS the reporting form V-0321 has been duly completed;

WHEREAS the work carried out or the inherent costs are eligible for the PAV;

WHEREAS the road network for which a request for financial assistance has been granted is under municipal jurisdiction and eligible for the VAP;

FOR THESE REASONS,

It is moved by Terry Racine and unanimously resolved that the council of Litchfield approves expenses in the amount of \$29 114.92 improvement work carried out and eligible inherent costs mentioned on form V-0321, in accordance with the requirements of the Ministère des Transports du Québec.

Carried

FINANCE

2020-02-34

Payment of accounts

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: \$4858.40

Invoices to be paid: \$22 252.86

Total amount of invoices: \$27 111.26

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 \$27 111.26 for the month of February 2020.

Signed: _____

Date: _____

Julie Bertrand, Director General

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SECURITY

Nautical Water rescue training

Service Agreement with Formarisk SENC

2020-02-35

Management of the water rescue training program

Whereas the MRC Pontiac received an offer of service from Formarisk SENC to receive water rescue training for MRC firefighters;

Whereas this type of training must be managed at the regional level because the training is required for all of the municipalities of the MRC of Pontiac;

Whereas Formarisk SENC is recognized as a trainer in water rescue from a watercraft;

Whereas the Municipality of LITCHFIELD wishes to train 3(three) firefighters in water rescue;

Whereas this training is reimbursable by the financial assistance program for the training of part-time firefighters of the MSP (volet 3);

Whereas only the costs of remuneration and/or travel will be charged to the municipality, and this, according to the municipal policy in force;

Therefore,

It is moved by Denis Dubeau and unanimously resolved that the Municipal Council

- **Authorizes the signing of the offer of service by the director general of the Pontiac MRC for water rescue training for 3 (three) firefighters from the municipality of LITCHFIELD in accordance with the conditions provided for in the agreement.**
- **Authorizes the public and civil safety coordinator of the Pontiac MRC to coordinate training with the municipal fire departments.**

In the event that the Minister of Public Security refuses to reimburse this training through its financial assistance program, the municipality agrees to defray the costs of training to the MRC in proportion to its candidates registered for this training.

Carried

***It is noted that Mayor Larivière and pro-mayor Denis Dubeau made a report regarding fire services integration process.**

***It is noted that an annual report regarding beaver control on the territory was presented.**

***It is noted that Director General, Julie Bertrand reported that the Municipality of Litchfield's Contractual Management Policy has been enforced and there have no official complaints regarding the awarding of contracts for the year 2019. This report being a requirement by the law regarding the awarding of contracts.**

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Fire Services Integration Project – equipment evaluation expense
2020-02-36 Whereas the Municipality of Litchfield is interested and actively participating in the possibility of integrating the municipal fire service with other municipality's;
Whereas it is necessary to have an evaluation performed on the inventory of equipment for all services involved;
Therefore,
It is moved by Joe Belanger and unanimously resolved to approve the offer of evaluation services submitted by Battlesield Industries Ltd and the cost of \$6415.61 will be shared by the municipalities involved.
Carried

Pilon road closure- letter to Hydro Quebec re: hydro lines
2020-02-37 Whereas the Pilon road was damaged by a landslide in the spring of 2019;
Whereas the road was inspected by the MTQ and Ministry of Public technician;
Whereas a portion of the Pilon road was closed due the damages incurred;
Whereas the Ministry of Public Security has refused to provide financial aid to the municipality to repair the damaged section of the Pilon road;
Whereas the municipality has requested a letter of confirmation from Hydro Quebec stating that they will be able to access their hydro lines and posts within the closed section of the road;
Whereas the municipality has not received a response from Hydro Quebec;
Therefore,
It is moved by Denis Dubeau and unanimously resolved that a copy of this resolution be sent to Hydro Quebec.
Carried

Security

HUMAN RESOURCES

Summer Jobs grant application
2020-02-38 It is moved by Denis Dubeau and unanimously resolved to authorize Director General, Julie Bertrand to apply for the Summer Jobs grant for 1 person.
Carried

MISCELLANEOUS

Letter in support of the MRC Pontiac application to Sports et Loisir for improvements to the PPJ
2020-02-39 It is moved by Joe Belanger and unanimously resolved to send a letter of support on behalf of the MRC Pontiac's application for a grant to improve the PPJ.

ADJOURNMENT

2020-02-40 It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 8:10 p.m.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General