

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on January 13th, 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: Gilbert Morin attending to request modifications to the zoning bylaw.

Quorum is met and Mayor Colleen Larivière presides the meeting.

Adoption of Agenda

2020-01-01 It is moved by Donald Graveline and unanimously resolved to adopt the agenda, with additions, for January 2020.
Carried

Adoption of Minutes

2020-01-02 It is moved by Terry Racine and unanimously resolved to adopt the minutes of December 2, 2019 regular meeting.
Carried

URBANSIM

Municipal Inspector Report and Expense claim

2020-01-03 It is moved by Denis Dubeau and unanimously resolved to adopt the municipal inspectors report and to authorize the expenses claimed.
Carried

*A notice of motion was given by Emile Morin that at a subsequent meeting of council a project by-law for modifications to the zoning by-law 2017-228 will be presented

ROADS AND EQUIPMENT

Offer of extension of price for the supply of Calcium for the year of 2020.

2020-01-04 It is moved by Emile Morin and unanimously resolved to accept the offer of price extension of .292/litre from Multi Route for the supply of 70,000 litres of liquid calcium chloride with delivery included.
Carried

Purchase of core chain for sander on 2010 plow truck

2020-01-05 It is moved by Donald Graveline and unanimously resolved to authorize the purchase of a core chain sander for the 2010 plow truck. This expense of \$1000 + taxes is authorized from the budgetary item " equipment repairs and maintenance" from the 2020 provisional budget.

Authentication of expense for the repairs to the 2010 plow truck

2020-01-06 It is moved by Donald Graveline and unanimously resolved to authenticate the expense of \$9254.53 (taxes included) for the repairs to the 2010 plow truck.
Carried

January 2020

FINANCE

Payment of accounts

2020-01-06

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: \$72 799.55

Invoices to be paid: \$40635.76

Total amount of invoices: \$113 435.31

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 \$113 435.31 for the month of January 2020.

Signed: _____

Date: _____

Julie Bertrand, Director General

Project 1 Tax rate by-law 2020-242

2020-01-08

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, 2109 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 December 2, 2019;

Therefore, it is moved by Joe Belanger and unanimously resolved and ruled by the municipal council of the municipality of Litchfield to adopt the present Project by-law 2020-242 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 2019 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%.

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.

January 2020

- Lease agreement for the 2020 Western Star plow truck**
2020-01-09 It is moved by Terry Racine and unanimously resolved to accept the financing offer for the lease of the 2020 Western Star plow truck. The financing provided by Royal Bank is at the rate of 3.89% for a period of 5 years. Mayor Larivière and Director General Julie Bertrand are duly authorized to sign the documents.
Carried
- Red Cross donation 2020**
2020-01-10 It is moved by Joe Belanger unanimously resolved to approve the donation of \$170 to the Red Cross. This expense authorized from the budgetary item “charitable donations” from the 2020 provisional budget.
Carried
- ADMQ 2020 membership**
2020-01-11 It is moved by Joe Belanger and unanimously resolve to approve the ADMQ 2020 membership for the director general. This expense of \$923.43. This expense is authorized from the budgetary item “association fees” from the 2020 provisional budget.
Carried
- Combeq 2020 membership**
2020-01-12 It is moved by Donald Graveline and unanimously resolved to approve the Combeq 2020 membership for the municipal inspector. This expense of \$380 plus taxes is authorized from the budgetary item “ inspector – association fees” from the 2020 provisional budget. This expense is shared with the Municipality of Bryson.
Carried
- Centre de Loisirs des Draveurs 2020**
2020-01-13 It is moved by Terry Racine and unanimously resolved to approve the 2020 advertising fee of \$100. This expense is authorized from the budgetary item “advertising” from the 2020 provisional budget.
Carried
- Tourisme Outaouais 2020 membership**
2020-01-14 It is moved by Emile Morin and unanimously resolved to approve the Tourisme Outaouais 2020 membership . This expense of \$299 is authorized from the budgetry item “ association fees” from the 2020 provisional budget.
Carried
- FQM 2020 membership**
2020-01-15 It is moved by Donald Graveline and unanimously resolved to approve the FQM 2020 membership. This expense of \$970.46 is authorized from the budgetary item “ association fees” from the 2020 provisional budget.
Carried

January 2020

Golden Age Club

2020-01-16 It is moved by Denis Dubeau and unanimously resolved to donate \$1200 to the Campbell's Bay/Litchfield Golden Age Club. This expense authorized from the budgetary item "charitable donations" from the 2020 provisional budget.
Carried

Pontiac Arts

2020-01-17 It is moved by John Stitt and unanimously resolved to donate \$60 to Pontiac Arts. This expense authorized from the budgetary item "charitable donations" from the 2020 provisional budget.
Carried

ATTRIBUTION OF A MANDATE FOR PROFESSIONAL
JUDICIAL SERVICES TO DEVEAU AVOCATS — OUTAOUAIS —
JANUARY 1, 2020 TO DECEMBER 31, 2021

2020-01-18 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 October 7, 2019, prepared to that effect by Deveau Avocats — Outaouais;
THEREFOR,
It is moved by Denis Dubeau 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, 2020 to December 31st, 2021;
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.
Carried

Réseau Biblio

2020-01-19 Whereas the Municipality of Litchfield pays a service fee to Réseau Biblio each year base on a per capita amount;
Whereas the Minicipality of Campbell's Bay has permanently closed their Library;
Therefore,
It is moved by Denis Dubeau and unanimously resolved that the Municipality of Litchfield not renew its membership with the Réseau Biblio for 2020 and until further notice.
Carried

January 2020

Fuel Tender

2020-01-20

Whereas the Municipality put out a call to tender 2019-12-217;
Whereas the Municipality received tenders from the following companies;

<u>Company</u>	<u>Markup price / litre</u>
Petro Pontiac	1.9 cents per litre
MacEwan Petroleum	2.0 cents per litre

Therefore,

It is moved by Emile Morin and unanimously resolved to accept the tender submitted by Petro Pontiac at the markup price of 1.9 cents/litre in addition to the daily rack price plus all taxes and delivery charges.

Carried

Rink and ball field contribution amount to Municipality of Campbell's Bay

2020-01-21

It is moved by Emile Morin and unanimously resolved to approve the financial contribution to the municipality of Campbell's Bay for the use of the services of the rink and the ball field for the 2020 year. This amount authorized from the budgetary item "ball field and rink contribution" from the 2020 provisional budget.

Carried

SECURITY

Policy for the Burning of Buildings for training purposes of the Fire Service

2020-01-22

Whereas the municipality wishes to implement a POLICY for the burning of buildings for training purposes for the municipal fire service;

Whereas the Ministry of Environment has requirements and regulations regarding burning of buildings for training purposes for fire services;

Whereas the municipality of Litchfield wants to ensure that these procedures and regulations are met;

Therefore,

It is moved by Donald Graveline and unanimously resolved that the POLICY prepared according to the recommendation and regulations of the Ministry of Environment of Quebec and presented by Director General Julie Bertrand be adopted. It is also resolved to present this POLICY to the fire chief, Kevin Kluge to ensure that the POLICY is implemented and followed according to its content.

Carried

MISCELLANEOUS

Request to enter into an agreement with the Municipality of Calumet Island for gravel duties collected and transferable

2020-01-23

WHEREAS the Municipality of Calumet Island has requested that the Municipality of Litchfield sign an agreement regarding gravel duties;

WHEREAS the Municipality of Litchfield agrees to enter into an agreement regarding the transfer of gravel duties between municipalities;

THEREFORE,

It is moved by Emile Morin and unanimously resolved that the municipality of Litchfield forward the proposed agreement presented by the Municipality of Calumet Island to the legal firm Deveau Avocats for modifications to adjust the agreement to be applicable to both Municipalities and to protect the Municipality of Litchfield's interests.

Carried

January 2020

POLICY FOR THE BURNING OF BUILDINGS FOR TRAINING

PURPOSES FOR THE MUNICIPAL FIRE SERVICE

2020-01-24

Whereas the municipality wishes to implement a POLICY for the burning of buildings for training purposes for the municipal fire service;

Whereas the Ministry of Environment has requirements and regulations regarding burning of buildings for training purposes for fire services;

Whereas the municipality of Litchfield wants to ensure that these procedures and regulations are met;

Therefore,

It is moved by Donald Graveline and unanimously resolved that the POLICY prepared according to the recommendation and regulations of the Ministry of Environment of Quebec and presented by Director General Julie Bertrand be adopted. It is also resolved to present this POLICY to the fire chief, Kevin Kluge to ensure that the POLICY is implemented and followed according to its content.

Carried

*It is noted that Mayor Larivière made a report regarding fire services.

ADJOURNMENT

2020-01-25

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 8:37p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General