

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on December 10th th, 2018 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, Emile Morin, Joe Belanger and John Stitt.
Councillor Terry Racine motivated his absence.

Also present: Director General, Julie Bertrand
Quorum is met and Mayor Colleen Larivière presides the meeting.

2018-12-211

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for December 10th, 2018.

Carried

2018-12-212

Adoption of Minutes

It is moved by Emile Morin and unanimously resolved to adopt the minutes of November 5th, 2018.

Carried

URBANSIM

Municipal Inspectors Report

2018-12-213

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

Carried

Plowing of Barney, Grace and O'Brien roads

2018-12-214

It is moved by Denis Dubeau and unanimously resolved to plow Barney, Grace and O'Brien roads for the 2019 winter months.

Carried

FINANCE

Payment of accounts

2018-11-215

It is moved by Emile Morin 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: \$2930.49

Invoices to be paid: \$ 110 817.55

Total amount of invoices: \$113 748.04

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 \$ 113 748.04 for the month of December 2018.

Signed: _____

Date: _____

Julie Bertrand, Director General

Authentication of the expenses related Engineering services for the installation of a ventilation system and the tender process for the municipal garage.

2018-12-216

Whereas the municipality is required by law to install a ventilation system in the municipal garage;

Whereas engineering plans are required for such a system;

Whereas the municipality has been given a deadline for the installation of a system;

Whereas the preparation of the engineering plans and the call for tender process is time sensitive in relation to the deadline instilled on the municipality;

Therefore ,

It is moved by Donald Graveline and unanimously resolved to authenticate the expense for the preparation of the plans and the call for tender process for the installation of the ventilation system. This expense of \$4426.54 to LH2 Inc. Services Professionnel for the preparation of the plans is authorized from the TECQ funds.

Carried

Tender process for the refinancing of the Loss of Revenue Grant

2018-12-217

ATTENDU QUE, conformément à l'article 1065 du Code municipal, aucune municipalité ne peut vendre les bons qu'elle est autorisée à émettre en vertu d'un règlement, autrement que par soumission écrite ;

ATTENDU QUE les soumissions sont déposées via le Service d'adjudication et de publication des résultats de titres d'emprunts émis aux fins du financement municipal du ministère des Finances;

ATTENDU QUE l'article 1066 du Code municipal qui prévoit que le conseil d'une municipalité peut, par résolution, mandater le ministre des Finances pour recevoir et ouvrir les soumissions prévues à l'article 1065, pour cette municipalité et au nom de celle-ci;

IL EST PROPOSÉ PAR JOE BELANGER ET RÉSOLUT À L'UNANIMITÉ

QUE, conformément à l'article 1066 du Code municipal, le conseil mandate le ministre des Finances pour recevoir et ouvrir les soumissions prévues à l'article 1065 du Code municipal, pour et au nom de la municipalité.

Apporté

Authentication of Halte Toy purchase

2018-12-218

It is moved by Donald Graveline and unanimously resolved to authenticate the Halte Toy purchase from the Ken O'Leary memorial funds . The balance of the purchase cost (\$611.79) is to be paid by the Litchfield Leisure Committee.

Carried

*It is noted that the office will be closed from December 24th, 2018 to Jan 2, 2019 inclusively and that a notice will be posted.

Correspondence

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

MISCELLANEOUS

2019 Monthly Meeting Calendar

2018-12-219

It is moved by Donald Graveline and unanimously resolved to adopt the following schedule for the 2019 monthly meetings.

MONTH	DATE	DAY	TIME	
JANUARY	9 TH	WEDNESDAY	7:00 p.m.	
FEBRUARY	6 th	WEDNESDAY	7:00 p.m.	
MARCH	6 TH	WEDNESDAY	7:00 p.m.	
APRIL	8 TH	MONDAY	7:00 p.m.	
MAY	6 TH	MONDAY	7:00 p.m.	
JUNE	3 RD	MONDAY	7:00 p.m.	
JULY	8 TH	MONDAY	7:00 p.m.	
AUGUST	12 TH	MONDAY	7:00 p.m.	
SEPTEMBER	9 TH	MONDAY	7:00 p.m.	
OCTOBER	7 TH	MONDAY	7:00 p.m.	
NOVEMBER	4 TH	MONDAY	7:00 p.m.	
DECEMBER	2 ND	MONDAY	7:00 p.m.	

Carried

Purchase -Telematik Security Alert system software

2018-12-220

Whereas the municipality has received funding for the purchase of equipment and the creation of a new public security plan;
 Whereas, in the event of a disaster, the Telematik software will allow immediate contact by phone, cellphone and email to all registered taxpayers;
 Therefore,
 It is moved by Denis Dubeau and unanimously resolved to purchase the Telematik software system at the cost of \$2000 for the first year including setup and the annual cost of \$1500. This expense authorized from the funds received from the 911 grant for public security.
 Carried

Nature Conservancy of Canada

2018-12-221

It is moved by Denis Dubeau and unanimously resolved to respond to an email received from the NCC regarding the request for payment for work done on the NCC property on the mountain road. It is also resolved to remind them of their obligation to maintain water levels at all times on the NCC property and to maintain the beaver dams located on the NCC property as well.
 Carried

December 2018

Renewal of Evolu-Tic contract

2018-12-222

It is moved by Emile Morin and unanimously resolved to authorize the 2019 contract for recycling pickup by Evolu-Tic. It is also authorized that Julie Bertrand, Director General sign all documents related to the contract renewal.

Carried

Dumping of shingles and construction materials

2018-12-223

Whereas the municipality has receive a complaint regarding the illegal dumping of shingles and construction materials on private property;

Whereas the owner of the property may not be aware of the illegal dumping;

Therefore,

It is moved by John Stitt and unanimously resolved to advise the property owner of the illegal dumping of materials on his property. It is also resolved to inform the owner that such practices are against municipal and environmental regulations.

Carried

Motion to adjourn

2018-12-224

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 8:20 p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General