

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the regular council meeting held on November 4<sup>th</sup>, 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, Emile Morin, Joe Belanger, Terry Racine and John Stitt.  
Also present: Director General, Julie Bertrand

Visitors: Charles Moore and Robert Crawford, requesting gravel for Belanger road.

Quorum is met and Mayor Colleen Larivière presides the meeting.

### **Adoption of Agenda**

2019-11-191 It is moved by Donald Graveline and unanimously resolved to adopt the agenda, with additions, for November 4<sup>th</sup>, 2019.  
Carried

### **Adoption of Minutes**

2019-11-192 It is moved by Emile Morin and unanimously resolved to adopt the minutes of October 7<sup>th</sup>, 2019 regular meeting.  
Carried

## **URBANSIM**

### **Municipal Inspector Report and Expense claim**

2019-11-193 It is moved by Terry Racine and unanimously resolved to adopt the municipal inspectors report and to authorize the expenses claimed.  
Carried

### **Notice of non-conformity to municipal by-laws and complaint received**

2019-11-194 It is moved by Denis Dubeau and unanimously resolved to engage Deveau avocats to prepare a notice to the owner of 100 River road advising of non-conformity to municipal zoning by-laws and the receipt of complaints regarding the usage of the property. The expense authorized from "legal fees" from the 2019 provisional budget.  
Carried

## **ROADS AND EQUIPMENT**

### **Plowing of seasonal roads for 2019-2020**

2019-11-195 It is moved by Joe Belanger and unanimously resolved to vote on opening the following seasonal roads for the 2019-2020 season:  
Barney road: 4 against 2 for. Motion not carried  
Grace road: all in favor  
O'Brien road: all in favor  
Bolan road: council will look into the situation and bring it back to the December meeting.

November 2019

- Request to enter into a maintenance agreement with the Nature Conservancy of Canada regarding the water level and beaver control on their property located on Mountain road.**
- 2019-11-196      Whereas the municipality has received a request to enter into a maintenance agreement with the NCC regarding the water level and beaver control on their property located on the Mountain road;  
Whereas council does not agree with the terms of the proposed agreement;  
Whereas beaver control is the responsibility of the property owner;  
Therefore,  
It is moved by Denis Dubeau and unanimously resolved to hire Deveau Avocats to prepare a counter-agreement indicating:  
That the municipality will take partial responsibility for monitoring the water level, on the condition that the NCC installs a water level monitoring system at the culvert. The municipality will notify the NCC should the water level exceed a pre-determined level. The NCC will be fully responsible for all costs of the installation of the system, all actions, repairs and maintenance required to manage the water levels and beaver population on their property.  
Carried
- 2019-11-197      **By-law 2019-241 regarding the speed limit for Keon Road, Litchfield**  
**CONCERNING THE SPEED LIMIT FOR: KEON ROAD, LITCHFIELD QC**  
WHEREAS subparagraph 4 of the first paragraph of section 626 of the Highway Safety Code (L.R.Q., C. C-24.2) allows a municipality to fix by regulation the minimum or maximum speed of road vehicles in its territory;  
WHEREAS notice of motion was given by Terry Racine at a regular meeting of Council of the Municipality of Litchfield held on October 7, 2019;  
WHEREAS it was moved by Emile Morin and unanimously resolved to adopt Project By-law number 2019-241 on October 7<sup>th</sup>, 2019;  
Therefore,  
It is moved by Donald Graveline and unanimously resolve that  
By-law 2019-241 is adopted by and council decrees the following;  
ARTICLE 1  
This by-law is titled By-law 2019-241 regarding the speed limit for Keon Road, Litchfield QC  
ARTICLE 2  
No one may drive a vehicle at a speed;  
A) Exceeding 50 km / hour on Keon Road, Litchfield QC  
ARTICLE 3  
The appropriate signage will be installed by the Municipality of Litchfield  
ARTICLE 4  
Every person who contravenes section 2 of this by-law is guilty of an offense and is liable to a fine under section 516 or 516.1 of the Highway Safety Code.  
ARTICLE 5  
This Regulation comes into according to the law.  
Carried

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**FINANCE**

**Payment of accounts**

2019-11-198

It is moved by Donald Gravline 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: \$ 7511.56

Invoices to be paid: \$115755.06

Total amount of invoices: \$123 266.62

**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 \$123 266.62 for the month of November 2019.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Julie Bertrand, Director General

2019-11-199

**Adoption of the Civil Security Emergency Preparedness Plan 2019**

WHEREAS the local municipalities have, under the Civil Protection Act (CQLR, S 2.3), responsibility for civil security on their territory;

WHEREAS the municipality is exposed to various hazards of natural and anthropogenic origin that can be at the origin of claims;

WHEREAS the municipal council of Litchfield recognizes

that the municipality can be affected by a disaster at any time;

WHEREAS the municipal council sees the importance of preparing for the losses likely to occur in its territory;

WHEREAS this preparation must be kept operational and be regularly monitored by the municipal Council;

WHEREAS the measures put in place by the municipality and recorded in the civil security emergency preparedness plan comply with the provisions of the Regulation on alert and mobilization procedures and minimum means of rescue to protect the safety of persons and property in case claim;

Therefore,

It is moved by Donald Graveline and unanimously resolved:

THAT the municipality's civil security emergency preparedness plan

prepared by Julie Bertrand, director general and civil security coordinator be adopted;

THAT Julie Bertrand be named responsible for the update and the revision of the civil security emergency preparedness plan.

This resolution repeals any civil security emergency preparedness plan previously adopted by the municipality and any previous appointment concerning the person designated to update or revise the plan.

Carried

\*It is noted that the members of council and the mayor have made their declaration of pecuniary interests.

November 2019

**Authentication of payment of overtime for employees in relation to overtime incurred due to the 2019 spring thaw and flood**

2019-11-200

Whereas the municipality of Litchfield has made a claim for financial compensation regarding expenses incurred related to the 2019 spring thaw and flood;

Whereas the public works department incurred hours above the normal work week of 40 hours and have been paid at the rate of 1.5 times the hourly rate for extra hours worked;

Whereas the municipal inspector was paid the normal rate for additional hours worked;

Whereas the director general, Julie Bertrand was paid at a rate of 1.5 for hours exceeding 32.5/work week.

Whereas none of the extra hours have been banked for time off;

Therefore it is moved by Donald Graveline and unanimously resolved to authenticate these payments for the purpose of reimbursement of expenses, related to the 2019 spring thaw and flood, from the Ministry of Public Security.

Carried

**ADJOURNMENT**

2019-11-201

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

Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Director General