

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on January 11th, 2021 at 6:30 p.m. held by video conference.

Present by video conference: Mayor Colleen Larivière, councilors Denis Dubeau, Joe Belanger, Emile Morin, Terry Racine, and John Stitt.

Councillor Graveline motivated his absence.

*A recording of this meeting will be posted on the municipal website.

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Colleen Larivière presides the meeting.

Adoption of Agenda

2021-01-01 It is moved by Denis Dubeau and unanimously resolved to adopt the agenda, with additions, for January 11th, 2021.
Carried

Adoption of Minutes

2021-01-02 It is moved by Terry Racine and unanimously resolved to adopt the minutes of December 7th, 2020 and the 2021 Budget Meeting held on December 17, 2020.
Carried

FINANCE

Payment of accounts

2021-01-03 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:4485.97

Invoices to be paid: \$ 18141.18

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 totaling \$23 627.15 for the month of January 2021.

Signed: _____ Date: _____

Julie Bertrand, Director General

*A Notice of motion is given by councilor Denis Dubeau that the Project 2021 Tax rate By-law will be presented at this meeting of council.

2021-01-04

Project 2021 Tax Rate By-law 2021-244

To determine the tax rate and interest rate on arrears for the 2021 fiscal year.

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

Whereas a notice of motion was given by Denis Dubeau at a session of council held on January 11, 2021 to the effect that the present by-law would be presented for adoption;

Whereas a project by-law 2021-244 is presented at the regular meeting of council on January 11th, 2021;

Therefore, it is moved by Denis Dubeau and unanimously resolved and ruled by the municipal council of the municipality of Litchfield to adopt the project Tax Rate By-law 2021-244 as follows:

SECTION 1 GENERAL TAX RATE 2021

ARTICLE 1-1

That the general mill rate of .70\$ for 100\$ value stated in the evaluation role, be implemented for the 2021 fiscal year on all taxable immovable situated in the municipality of Litchfield.

SECTION 2 INTEREST RATE ON TAX ARREARS 2021

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 2021 fiscal year

SECTION 3 GARBAGE DISPOSAL RATE 2021

ARTICLE 3-1

The rate for garbage disposal will be a flat rate of 120\$/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

2021-01-05

Red Cross Agreement and donation

It is moved by Joe Belanger and unanimously resolved that the municipality enter into the Red Cross agreement for the year 2021 and that we pay the donation request of \$170. This expense is authorized from the budgetary item "donations" from the 2021 provisional budget.

Carried

2021-01-06

Authentication of 2017 International truck repairs

It is moved by Terry Racine and unanimously resolved to authenticate the repairs expense for the 2017 International Truck. This expense of \$3549.39 plus taxes is authorized from budgetary item "equipment repairs" from the 2020 provisional budget.

Carried

Acceptation of extended price for the 2021 supply of liquid calcium
2021-01-07 It is moved by Emile Morin to accept the offer from Multi-Route for the supply of 70,000 liters of liquid calcium at the cost of .297/liter plus taxes. This expense authorized from the budgetary item "calcium" from the 2021 provisional budget.
Carried

Authentication of expense related to the repair of outdoor lighting for the garage and municipal yard
2021-01-08 It is moved by Joe Belanger and unanimously resolved to authenticate the costs of repairs to the outdoor lighting for the municipal garage and yard. This expense of approximately \$400 is authorized from the budgetary item "garage repairs" from the 2021 provisional budget.
Carried

Website design expense
2021-01-09 It is moved by Joe Belanger and unanimously resolved to approve the revamp of the municipal website by Hemlock Hills Inc. This expense of \$1900 plus tax is authorized from the budgetary item "website" from the 2021 provisional budget.
Carried

SECURITY

Purchase of civic # posts and security signs for Crawford
2021-01-10 It is moved by Emile Morin and unanimously resolved to approve the purchase of civic number posts and signs for Crawford Road Bridge. This expense of \$500 plus taxes is authorized from the budgetary item "signs" from the 2021 provisional budget.
Carried

Request from the Pontiac Snowmobiler Association to use .5 kms along the Moorhead road in order to access the PPJ trail.
2021-01-11 It is moved by Terry Racine and unanimously resolved to grant permission to the PSDA to use .5 km of Moorhead road to access the PPJ Trail.
It is also moved that the PSDA must provide proof of liability insurance and that an agreement be signed. The Director General, Julie Bertrand is authorized to sign the agreement.
Carried

ACCEPTANCE OF AMENDMENTS TO THE EMERGENCY ISOLATED ENVIRONMENT RESCUE AGREEMENT TO INCORPORATE WATER RESCUE

2021-01-12

CONSIDERING that 3 fire safety services of the MRC Pontiac will be ready to offer water rescue service on their territory;
CONSIDERING that the MRC Pontiac coordinated water rescue training for all FSS on its territory;
CONSIDERING that the MRC Pontiac wishes to develop a water rescue program for all of its municipalities;
CONSIDERING that the MRC Pontiac has adopted a local protocol for intervention in isolated areas and has been coordinating this rescue service for several years;
CONSIDERING that the municipalities of the MRC Pontiac have an intermunicipal agreement related to this service;
CONSIDERING that the terms of the water rescue program closely resemble those of an isolated rescue;
CONSIDERING that it would be better if the municipalities sign a common intermunicipal agreement to ensure quality service and to standardize work methods during interventions, throughout the territory;
CONSIDERING that it is appropriate to integrate the water rescue terms with that of rescue in an isolated environment;
THEREFORE,
It is moved by Emile Morin and unanimously resolved that the Municipality of Litchfield accepts the modifications proposed by the MRC of Pontiac to the intermunicipal agreement for isolated environment rescue to incorporate water rescue.
IN ADDITION, the municipal council authorizes the mayor to sign any document related to the agreement on behalf of the municipality.
Carried

HUMAN RESOURCES

Summer Student - grant application

2021-01-13

It is moved by Emile Morin and unanimously resolved to authorize the Director General, Julie Bertrand to apply for a grant to hire a summer student for 2021.
Carried

MISCELLANEOUS

Donation request from the Royal Canadian Legion

2021-01-14

It is moved by John Stitt and unanimously resolved to donate \$200 to the Royal Canadian Legion. This expense authorized from the budgetary item "Donations" from the 2021 provisional budget.
Carried

January 2021

SUPPORT OF THE BIO-PARK PROJECT

2021-01-15

CONSIDERING the progress of the feasibility study for an integrated biomass conversion center at the Litchfield industrial- Bio-park;

CONSIDERING a partnership with Fibre Pontiac, Renmatix, Forespect, Abri-Tech, NRC and Canmet ENERGY to evaluate the feasibility of an integrated bio-refinery and a pyrolysis production unit to produce the following bio-products:

- **high quality crystalline cellulose**
- **lignin**
- **pyrolysis oil**
- **biochar**
- **bioenergy**

CONSIDERING the Federal initiatives potential use of forest sector residue as a source of energy for local consumption as well as for the network of federal government buildings in the National Capital Region;

CONSIDERING that “biomass” has been chosen as the key fuel source to replace currently used fossil fuels;

CONSIDERING the NRC and Canmet ENERGY have completed 4 phases of the 7-phase feasibility study;

CONSIDERING that the remaining phases of the feasibility study will be completed in 2021-2022;

CONSIDERING that to date, the Federal government has invested over 500 000\$ in the bio-park project;

THEREFORE,

It motioned by Emile Morin and unanimously resolved to firmly support the Bio-park project at the Regional Industrial Park, which guarantees the sustainable development of forestry throughout the territory of the MRC Pontiac, which will be made possible by the implementation of a solid industrial structure focused on the production of bio products that meet local and global consumption.

Carried

Authentication of expense for the replacement of the sand screen for the 2010 international truck.

2021-01-16

It is moved by Joe Belanger and unanimously resolved to authenticate the expense of \$3000 to replace the sand screen on the 2010 International Truck. This expense is authorized from the budgetary item “equipment repairs” from the 2021 provisional budget.

Carried

January 2021

Revenue Quebec- Clic Secure authorization to Director General

2021-01-17

It is moved by Denis Dubeau and unanimously resolved that:

Director General, Julie Bertrand, be allowed to:

Register the company in Revenue Quebec files;

Manage the registration of the clic secure - My Business File;

Manage the Municipality registration for My Business File and, generally, do whatever is useful and necessary for that purpose;

Fulfill the roles and responsibilities of the head of the electronic services described in the terms of use of My Business File, including giving the Municipality users, as well as other businesses, an authorization or a power of attorney;

Consult the Municipality file and to act on behalf of the Municipality for all periods and years of taxation (past, current and future), including the power to participate in any negotiations with Revenue Quebec, with respect to any information that Revenue Quebec holds about the business for the enforcement or enforcement of tax laws. , the Excise Tax Act and the Support Payment Act, by contacting Revenue Quebec through all available means of communication (by telephone, in person, by mail and through online services).

As a result, the Mayor and the Director General of the Municipality of Litchfield are authorized to sign the resolution mentioned above.

Since all the directors of the Municipality who have the right to vote on the resolution have approved this document, the resolution is adopted and comes into effect on January 11, 2021. A copy of this document is kept in the company's record and is an integral part of it.

Carried

ADJOURNMENT

2021-01-18

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 6:48 p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General