

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on December 4, 2023 at 7:00 p.m. held at the Municipal office located at 1362 route 148, Campbell's Bay, Qc.

Present: Mayor Lariviere, councilors Denis Dubeau, Emile Morin, Rick Frost, John Stitt, Terry Racine and Courtney Harris.

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

Adoption of Agenda

2023-12-631 It is moved by Emile Morin and unanimously resolved to adopt the agenda, with additions, for December 4th, 2023.
Carried

Adoption of Minutes

2023-12-632 It is moved by Terry Racine and unanimously resolved to adopt the meeting minutes from November 6th, 2023.
Carried

*There are no declarations of conflict of interest from members of council.

URBANISM

Municipal Inspector

Director General, as acting municipal inspector, has given a report to council regarding permits, urbanism issues and certificates.

Support of request to use agricultural land for uses other than agriculture

2023-12-633 Whereas the owners of lot number 3552128 are depositing a request to the CPTAQ which requests permission to use 5000 square meters for residential use;
Whereas this lot did have a residence on the lot prior to 1978 and until 2013;
Whereas the residence was destroyed by fire in 2013;
Therefore,
It is moved by Terry Racine and unanimously resolved to support the request that the owners of lot 3552128 use 5000 square meters of the land for purposes other than agriculture and to allow the construction of a residence on lot 3552128.
Carried

ROADS/EQUIPMENT

Authentication of expense for truck repairs

2023-12-634 It is moved by Emile Morin and unanimously resolved to authenticate the repairs to the 2010 Int. truck. This expense of \$4148 + taxes is authorized from the budgetary item "vehicles repair and maintenance" from the 2023 provisional budget.
Carried

PAVL-ERL: 2023-84040 Dossier n : ZHV92444/N de fournisseur :67961

2023-12-635

Il est résolu à l'unanimité d'accepter le rapport financier de PAV/ERL comme suit :

ATTENDU QUE Transports Québec a versé 357 675 \$ à titre de compensation pour l'entretien des chemins locaux pour l'année 2023 ;

ATTENDU QUE les fonds distribués à la municipalité sont destinés à l'entretien courant et préventif des routes locales 1 et 2 ainsi qu'aux composantes des ponts situés sur ces routes dont la municipalité est responsable ;

ATTENDU QUE la présente résolution est accompagnée de l'annexe A décrivant les travaux effectués par la municipalité sur les chemins susmentionnés ;

ATTENDU Qu'un vérificateur externe devra soumettre dans les délais prescrits pour la présentation du rapport comptable de l'annexe B ou d'un rapport spécial de vérification externe dûment signé.

EN CONSÉQUENCE, il est proposé par Courtney Harris et résolu unanimement que la municipalité de Litchfield informe Transports Québec concernant la compensation pour l'entretien courant et préventif des routes locales 1 et 2, ainsi que pour les composantes des ponts situés sur ces routes, dont la municipalité a la responsabilité, conformément aux objectifs du Programme d'aide à l'entretien des routes locales.

Carried

2023-12-636

Purchase of sander chains for 2010 and 2017 plow trucks

It is moved by Courtney Harris and unanimously resolved to authorize the purchase the 2 sanders chains. This expense of \$4215+ taxes is authorized from the budgetary item "vehicle maintenance" from the 2023 provisional budget.

Carried

2023-12-637

Purchase of 2 tires for the 2017 plow truck

It is moved by Courtney Harris and unanimously resolved to authorize the purchase of 2 snow tires for the 2017 plow truck. This expense of \$750+ taxes is authorized from the budgetary item "vehicle maintenance" from the 2023 provisional budget.

Carried

2023-12-638

Authorization to use 4.5 kms of Mountain Road to access the Penguin Snowmobile Club trail

It is moved by Denis Dubeau and unanimously resolved to allow the Penguin Snowmobile to use 4.5 kms of the Mountain Road from Mickey Creek towards the 301 North to access their trail.

Carried

2023-12-639 Transfer of budgetary funds
 It is moved by Courtney Harris and unanimously resolved to transfer the following amounts from the accounts named to the “vehicle maintenance” account of the 2023 provisional budget.

Mayor and council course fees:	\$1000
Conventions and training/travel:	\$2400
Public Notices and advertising:	\$2000
Office maintenance:	\$1500
Goodwill gestures/donations:	\$1000
Roads-professional services:	\$2500
Boots and clothing:	\$1000
<u>Dock maintenance:</u>	<u>\$6000</u>
Total:	\$17 400

Carried

2023-12-640 FINANCE
Payment of accounts
 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: \$37 046.61
 Invoices to be paid: \$28 156.30
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 \$65 202.91 for the month of December 2023.
 Signed: _____ Date: _____
 Julie Bertrand, Director General

2023-12-641 Donation to St John’s Elementary School
 It is moved by Rick Frost and unanimously resolved to donate \$200 to St. John’s Elementary School. This amount authorized from the budgetary item “goodwill donations” from the 2023 provisional budget.
 Carried

2023-12-642 2024 clear diesel supply
 It is moved by Rick Frost and unanimously resolved to request that the current supplier extend the contract for the supply of clear diesel for the year 2024.
 Carried

2023-12-643 TECQ 2019-2024 programming # 8
 Whereas :
 The Municipality of Litchfield has taken cognisance of the Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du Programme de la taxe sur l'essence et de la contribution du Québec (TECQ) for the years 2019 to 2024;

Continued..

The Municipality must comply with the terms and conditions of this guide that apply to it in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing.

Therefore, it is moved by Courtney Haris and unanimously resolved that:

The Municipality undertakes to comply with the terms and conditions of the guide that apply to it;

The municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Québec, as well as their ministers, senior officials, employees and agents, from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property caused by any deliberate or negligent act arising directly or indirectly from investments made using financial assistance obtained under the TECQ 2019-2024 program;

The municipality approves the content and authorizes the sending to the Ministère des Affaires municipales et de l'Habitation of the attached work program no. 8 and all other documents required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

The Municipality undertakes to meet the minimum capital expenditure threshold for all five years of the program;

The Municipality undertakes to inform the Ministère des Affaires municipales et de l'Habitation of any changes made to the program of work approved by this resolution.

The Municipality hereby certifies that the attached program of work no. 8 includes true costs realized and reflects the cost forecasts for eligible work.

Carried

2023-12-644

PAVL-CE File: GPV63866-84040(7) -20230523-018

ATTENDU QUE la Municipalité de Litchfield a pris connaissance des modalités d'application du volet Projets particuliers d'amélioration (PPA) du Programme d'aide à la voirie locale (PAVL) et s'engage à le respecter;

ATTENDU QUE le réseau routier pour lequel une demande d'aide financière a été octroyée est de compétence municipale et est admissible au PAVL;

ATTENDU QUE les travaux ont été réalisés dans l'année civile au cours de laquelle le ministre les a autorisés;

ATTENDU QUE les travaux réalisés ou les frais inhérents sont admissibles au PAVL;

ATTENDU QUE le formulaire de reddition de comptes V-0321 a été dûment rempli;

ATTENDU QUE la transmission de la reddition de comptes des projets a été effectuée à la fin de la réalisation des travaux ou au plus tard le 31 décembre 2023 de l'année civile au cours de laquelle le ministre les a autorisés;

ATTENDU QUE le versement est conditionnel à l'acceptation, par le ministre, de la reddition de comptes relative au projet;

**ATTENDU QUE, si la reddition de comptes est jugée conforme, le ministre fait un versement aux municipalités en fonction de la liste des travaux qu'il a approuvés,
Sans toutefois excéder le montant maximal de l'aide tel qu'il apparaît à la lettre d'annonce;
ATTENDU QUE les autres sources de financement des travaux ont été déclarées;
EN CONSÉQUENCE,
Il est proposé par Émile Morin et résolu à l'unanimité que :
Le conseil de la Municipalité de Litchfield approuve les dépenses d'un montant de 41,146\$ relatives aux travaux d'amélioration réalisés et aux frais inhérents admissibles mentionnés au formulaire V-0321, conformément aux exigences du ministère des Transports du Québec, et reconnaît qu'en cas de non-respect de celles-ci, l'aide financière sera résiliée.
Adopté**

2023-12-645

2024 CALENDAR OF REGULAR COUNCIL MEETINGS

**CONSIDERING THAT article 148 of the Quebec Municipal Code provides that Council must establish, before the beginning of each calendar year, the calendar of its regular meetings for the coming year, setting the day and time of the beginning of each;
THEREFORE,**

**It is moved by Emile Morin and unanimously resolved;
THAT the meetings begin at 7:00 p.m. at the municipal office located at 1362 rte 148 Campbell's Bay, QC;
THAT the following calendar be adopted for the holding of regular meetings of the municipal council for the year 2024:**

- January 8,2024**
- February 5,2024**
- March 4,2024**
- April 1,2024**
- May 6,2024**
- June 3,2024**
- July 8,2024**
- August 12,2024**
- September 9,2024**
- October 7,2024**
- November 4,2024**
- December 2,2024**

THAT public notice of the contents of this calendar be published by the Municipality of Litchfield Office in accordance with the Act governing the municipality.

Carried

***It is noted that a public meeting for the presentation of the 2024 Budget and PTI will be held on December 13, 2023 at 6:00 p.m. and that a public notice be published according to the law.**

SECURITY

FIRE SAFETY SERVICE OFFER WITH THE MUNICIPALITIES OF BRYSON AND ÎLE-DU-GRAND-CALUMET

2023-12-646

WHEREAS the municipalities of Campbell's Bay and Litchfield have offered to enter into an agreement with the municipalities of Bryson and Île-du-Grand-Calumet for the provision of firefighting services, as proposed at the October 5, 2023, meeting at the Campbell's Bay Recreation Centre;

WHEREAS the Municipality of Campbell's Bay would be administrator under this agreement to be signed;

WHEREAS the objective of such agreement shall be to offer a better-quality fire safety service in conformity with the Fire Safety Cover Action Plan at a reduced cost for the taxpayers for all municipalities involved;

Motioned by Rick Frost and resolved that the Municipality of Litchfield enter into an agreement for the provision of fire safety services on the territories of the Municipalities of Bryson and Île-du-Grand-Calumet. It is also resolved that the mutual aid agreement as well as the auto dispatch agreement for structural fires be reinstated temporarily until the new agreement is made and adopted by all municipalities.

Carried

Appointment of 2 committee members from the Municipality of Litchfield for the preparation of the provision of Fires Services agreement between the Municipalities of Campbell's Bay and Litchfield with the Municipalities of Bryson and Calumet Island

2023-12-647

It is moved by Courtney Harris and unanimously resolved to appoint Mayor Lariviere and councillor Terry Racine as members of the committee.

Carried

2024 Annual Red Cross Agreement

2023-12-648

It is moved by Courtney Harris and unanimously resolved to authorize Mayor Colleen Lariviere and Director General, Julie Bertrand to sign the 2024 annual Red Cross agreement.

Carried

RESOLUTION FOR THE NOMINATION OF THE MRC DE PONTIAC AS PROJECT LEADER FOR THE REQUEST FOR FINANCIAL ASSISTANCE WITHIN THE FRAMEWORK OF THE FRR VOLET 4 - SOUTIEN À LA COOPÉRATION INTERMUNICIPALE

2023-12-649

WHEREAS the Municipality has taken note of the Guide intended for organizations concerning Component 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité;

WHEREAS the 18 municipalities of the MRC Pontiac wish to present a project for the implementation of a fit-testing service for the facial piece of SCBAs and respiratory protection masks for employees of the municipalities of the MRC Pontiac within the scope of Component 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité;

Continued..

THEREFORE

It is proposed by Denis Dubeau and unanimously resolved that the present resolution be adopted and that it rules and decree as follows:

The Council of the Municipality of Litchfield undertakes to participate in the project to implement a fit-testing service for the facial piece of SCBAs and respiratory protection masks worn by employees of the municipalities of the Pontiac MRC and to assume part of the costs from its share (no direct financial payment);

Council authorizes the project to be submitted under Component 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité;

The Council appoints the MRC Pontiac as the organization responsible for the project.

Carried

RESOLUTION TO PARTICIPATE IN AN INTERMUNICIPAL AGREEMENT FOR THE PROVISION OF FIT TESTING SERVICES FOR THE FACEPIECES OF SCBA AND RESPIRATORY PROTECTION MASKS FOR EMPLOYEES OF MRC PONTIAC MUNICIPALITIES

2023-12-650

CONSIDERING CSI-2023-09-03 recommendation of the MRC Pontiac fire safety committee (CSI) concerning the implementation of a fit-testing service for the facepieces of SCBAs and respiratory protection masks worn by MRC municipal employees;

CONSIDERING resolution C.M. 2023-11-27 adopted by the regional council of the MRC Pontiac;

CONSIDERING that this request will be the subject of a grant application to the MAMH under Component 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité (FRR);

CONSIDERING the draft agreement has been presented to the municipal council;

It is proposed by Denis Dubeau and unanimously resolved that the Municipality of Litchfield wishes to participate in the intermunicipal agreement for the fit-testing service for the facepieces of its employees' SCBA and respiratory protection masks.

FURTHERMORE, Council authorizes Colleen Lariviere, Mayor, and Julie Bertrand, Director General, to sign all documents related to the agreement on behalf of the Municipality.

Carried

Mayor Lariviere reads the correspondence

ADJOURNMENT

2023-12-651

It is moved by Rick Frost and unanimously resolved to adjourn the meeting at 7:40 p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General

