

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on June 2, 2014 at 7pm.
at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Ken O’Leary, Donald Graveline, Joe Belanger, Denis Dubeau, Emile Morin and Terry Racine

The Interim Director General Julie Bertrand, lead hand Bob Smith and municipal inspector Doug Corrigan and beaver control Roy Bertrand are also present.

Public attendance –Alfred Dubeau, Roy Bertrand, Jeff and Brenda Presley, Charles Stephens

Quorum is met and Mayor Colleen Larivière presides the meeting.

2014-06-112

Adoption of Agenda

It is moved by Emile Morin and unanimously resolved to adopt the agenda for June 2, 2014 as presented.

Carried

2014-06-113

Adoption of Minutes

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of May 5, 2014 as presented.

Carried

Beaver Control-It is noted by Mr Roy Bertrand reports approx 15 beavers caught and that the situation is under control.

Mr Alfred Dubeau attended in regards to a letter sent to him by council.

Letter-Yard Cleanup

2014-06-114

It is moved by Ken O’Leary and unanimously resolved to send to Mr Dubeau a letter stating that council will extend to him an additional 30 days to proceed with the cleaning of his property.

Carried

Mr and Mrs Presley are attending to voice their concerns concerning the event on Wilson road to be held in July.

It is noted that Mayor Larivière suggested that everyone take a step back and give the promoters a chance to prove themselves and it is also noted that the promoters, council and the SQ are taking steps to make it a safe event.

Roads

Addition of new street name: sections 115A-115F Bank road

2014-06-114

It is moved by Ken O’Leary and unanimously resolved to change the name of the 115A-115F sections of Bank road to GRACE LANE road.
Carried

Brushing/Chipping

2014-06-115

It is moved by Denis Dubeau and unanimously resolved to hire Sortie du Bois to chip wood on Payette Road at the cost of \$1500. This expense authorized from the budgetary item “Road Repairs” from the 2014 provisional budget.

Stuart Road Repair

2014-06-116

It is moved by Denis Dubeau and unanimously resolved to hire Sortie du Bois to brush and chip 2 km of road, in total, on Stuart Road at the cost of 2000\$. This expense authorized from the budgetary item “Road Repairs” from the 2014 provisional budget.
Carried

2014 Snowplowing charge – 12 Crawford Road

2014-06-117

It is moved by Donald Graveline and unanimously resolved, at the request of property owners, to assess the situation regarding the snowplowing fees charged and service provided for the 2013-14 season on 12 Crawford road.
Carried

Barney Road Repair

2014-06-118

It is moved by Emile Morin and unanimously resolved to repair Barney road at the cost of \$2600. This expense is authorized from the budgetary item “Road Repairs” from the 2014 provisional budget.
Carried

Haley Road Repair

2014-06-119

It is moved by Emile Morin and unanimously resolved to replace the culvert at Haley road at the cost of \$4100 and shovel work at the cost of \$1000. This expense authorized from the budgetary item “Road Reparis” from the 2014 provisional budget.
Carried

Finance

Payment of Bills

2014-06-120

It is moved by Donald Graveline and unanimously resolved to authorize payment of invoices to be paid and to accept the amount of invoices paid prior to this meeting.

Carried

Monthly Invoices

Invoices paid prior to meeting: 8 516.90\$

Invoices to be paid: 73814.64\$

Total amount of invoices: 82331.54\$

Certificate of availability

I, Julie Bertrand, Interim Director General of the Municipality of Litchfield, certify that there are sufficient credits available to pay the approved amount of bill totalling, 82 331.54\$ for the month of February, 2014.

Signed: _____

Date: _____

Julie Bertrand

Interim Director General

Security

Transports Québec Resolution – Local Road Maintenance Assistance Program – Accountability 2013

2014-06-121

It is unanimously resolved to accept the PAERRL financial report as follows:

WHEREAS Transports Quebec has paid \$195, 551 as compensation for local road maintenance for the year 2013;

WHEREAS the funds distributed to the Municipality are for the current and preventive maintenance of local roads 1 and 2 as well as for components of the bridges located on these roads for which the Municipality is responsible;

WHEREAS this present resolution is accompanied by Appendix A describing the work done by the Municipality on the above mentioned roads;

WHEREAS an outside auditor shall submit within the prescribed deadlines for submitting the accounting report in Appendix B or a duly executed special external audit report.

IT IS THEREFORE moved by Emile Morin and unanimously resolved that the municipality of Litchfield inform Transports Québec regarding compensation for the current and preventive maintenance of local roads 1 and 2, as well as for components of bridges located on these roads, for which the Municipality is responsible, in accordance with the objectives of the Local Road Maintenance Assistance Program.

Carried

June 2014

- 2014-06-122** Outside table purchase
It is moved by Ken O’Leary and unanimously resolved to purchase a picnic table for the office at the cost of approx \$150. This expense authorized from budgetary item “Office Furniture” from the 2014 Provisional Budget.
Carried
- 2014-06-123** Bell Mobility Contract Renewal
It is moved by Ken O’Leary and unanimously resolved to renew the contract with Bell Mobility for a term of 36 months and to receive new phones at no cost for phones, for employees including the Interim Director General. This expense authorized from the item “Communication Expense” in the 2014 provisional budget.
Carried
- 2014-06-124** FQM Congress Registration
It is moved by Denis Dubeau and unanimously resolved to register Mayor Larivière and Interim Director General Julie Bertrand for the FQM Congress in September 2014. This expense authorized from the budgetary items “Travel and Convention Expense” of the 2014 Provisional Budget.
Carried
- 2014-06-125** Recycle Quebec
It is moved by Ken O’Leary and unanimously resolved to renew the agreement with Kari Richardson regarding the Recycle Quebec contract at a cost of 10% commission on the received rebate. This expense authorized from the budgetary item “Professional Fees” from the 2014 provisional budget.
Carried
- 2014-06-126** Employee Policy
It is moved by Ken O’Leary and unanimously resolved to accept the “Employee Policy” with modifications to: Article 7 –“sick days to 1 day per month” and Article 10 – “Flower and Donations in case of death”
Carried
- 2014-06-127** Civil Security Plan – Background software
It is moved by Ken O’Leary and unanimously resolved to support a joint program with the MRC in purchasing the Background software at the cost of \$300/municipality based on 18 municipalities participating.
Carried

June 2014

Burning Permit

2014-06-128 It is moved by Emile Morin and unanimously resolved to approve the format of a **Municipal Burning Permit** as presented.
Carried

Event Permit

2014-06-129 It is moved by Ken O’Leary and unanimously resolved to approve the format of a **Municipal Event Permit** as presented.
Carried

Transfer Site

Days of Operation

2014-06-130 It is moved by Ken O’Leary and unanimously resolved to maintain the Transfer Center hours as set. It is also resolved to designate a specific time to perform maintenance duties at the center.
Carried

Steel Removal

2014-06-131 It is moved by Denis Dubeau and unanimously resolved to accept the offer of service for steel removal from Pontiac Centre de Tri. There will be no cost for bin rental or dumping and the municipality will receive the going rate for steel by the mt. at the time of sale. It is also resolved to authorize Mayor Larivière and Interim Director General Julie Bertrand to sign all documents pertaining to the agreement.
Carried

Correspondance

MRC Golf tournament

2014-06-132 It is moved by Ken O’Leary that Joe Belanger will enter a team on the behalf of the municipality, in the MRC golf tournament to be held on June 12, 2014 at the cost of entry fee and the rental of 2 carts at the cost of \$440.00. This expense authorized from the budgetary item “Goodwill Gestures and Donations” from the 2014 provisional budget.
Carried

June 2014

Performance Trials by the SMDHT-BPC- Power Survey mobile unit

2014-06-133

WHEREAS a request for authorization from the firm Power Survey has been received;

WHEREAS the request states 3 performance trials by the SMDHT-BPC mobile unit;

WHEREAS the trials are to be carried out over a period of 6 weeks on the site of the industrial park located in the municipality of Litchfield;

WHEREAS the municipal council participated in an information meeting with the entrepreneur;

Therefore,

It is moved by Émile Morin and unanimously resolved that the municipal council believes it would be inappropriate to accept the request from Power Survey to conduct 3 performance trials by the SMDHT-BPC mobile unit; the request is therefore refused.

Carried

Miscellaneous

Event Permit-Wilson Road

2014-06-134

It is moved by Emile Morin and unanimously resolved to issue an Event Permit for Valhalla Sound Circus via Chris Falardeau\Paradis on 17 chemin Wilson for July 5,6,7 2014 with the time limit for music to end at 3am.

Carried

Request to dismantle building at Ball Park

2014-06-135

It is moved by Ken O'Leary and unanimously resolved to reply to Mr Graveline that the Ball Park buildings belong to the RA and the Diocese.

Carried

Director General Sick Leave

2014-06-136

It is moved by Ken O'Leary and unanimously resolved to send to Mme Jacqueline Brisebois a letter requesting that she inform the municipality, in writing, of her intentions in regards to returning to her position as Director General of the Municipality.

Carried

June 2014

- 2016-06-137** **Lighting for Garage**
It is moved by Emile Morin and unanimously resolved to purchase trouble lights for the garage cost of approximately \$100. This expense authorized from the budgetary item "Tools and Equipment" from the 2014 provisional budget.
Carried
- 2014-02-138** **Motion to go In-Camera 10:45pm**
- 2014-02-139** **Motion to go Out-of-Camera 10:55pm**
- 2014-06-140** **Interim Director General Wage**
It was moved by Denis Dubeau and Joe Belanger and unanimously resolved to increase the Interim Director Generals' wage to \$20/hour
Carried
- 2014-06-141** **Motion to adjourn**
It is moved by Donald Graveline and unanimously resolved to close the meeting at 11:00 pm.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Interim Director General