

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on July 4, 2016 at 7pm at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Denis Dubeau, Joe Belanger, Donald Graveline and Terry Racine.

Councillors Emile Morin and Ken O'Leary motivated their absences.

Also present: Director general, Julie Bertrand and Municipal inspector Robert Carle.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2016-07-118

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda with additions for July 4, 2016 as presented.

Carried

2016-07-119

Adoption of Minutes

It is moved by Joe Belanger and unanimously resolved to adopt the minutes of June 6, 2016 as presented.

Carried

URBANISM

Municipal Inspectors Report

2016-07-120

It is moved by Denis Dubeau and unanimously resolved to accept the municipal inspectors report as presented and to authorize his expense for kilometers as requested.

Carried

Municipal Lot# 3545517

2016-07-121

It is moved by Denis Dubeau and unanimously resolved to send a letter to property own of lot # 3545551 in regards to her encroachment on the municipal lot#3545517. It is resolved to request that she rectify the situation.

Carried

EQUIPMENT

Champion grader

2016-07-122

It is moved by Terry Racine and unanimously resolved to sell, by call for tender, the 1994 champion grader.

Carried

Case tractor

2016-07-123

It is moved by and unanimously resolved to authorize the purchase of a hydraulic pump for the Case tractor. This expense of approximately \$396.00+ taxes is authorized from the budgetary item "equipment repairs" from the 2016 provisional budget.

Carried

FINANCE

Payment of invoices

2016-07-124

It is moved by Joe Belanger 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: \$ 2816.17

Invoices to be paid: \$79 694.36

Total amount of invoices: \$82 510.53

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, \$82 510.53 for the month of July 2016.

Signed: _____

Date: _____

Julie Bertrand, Director General

SECURITY

Public Tender -lease of fire tanker truck with pump

2016-07-125

WHEREAS the Campbell's Bay and Litchfield fire department requires a new tanker truck with pump to meet objectives described in the Fire Cover Safety Plan for the amount of water when deploying a strike force for the low-risk, medium, high and very high interventions;

WHEREAS in order to meet the recommendation 1142 NFPA set out in the Fire Cover Safety Plan regarding the amount of water required for the initial attack in areas lacking a water system in the case of a low risk of intervention;

WHEREAS the municipalities of Campbell's Bay and Litchfield agree to lease a tanker truck with pump for a period of ten (10) years;

WHEREAS the Municipality of Campbell's Bay shares the fire safety service with the municipality of Litchfield;

WHEREAS the Municipality of Campbell's Bay is the administrator of the shared fire department;

WHEREAS the agreement for the organization of joint fire service will be modified to reflect the new arrangements concerning the joint purchase of the new tanker with pump;

WHEREAS under section 935 of the Municipal Code of Québec, any supply contract of more than \$ 100,000 must be published in the electronic tendering (GETS);

WHEREAS the lease contract is subject to the approval of the credit authority of the Minister of Municipal Affairs, Regions and Land Occupancy;

THEREFORE,

It is proposed by Donald Graveline and unanimously resolved that the municipality of Campbell's Bay launch a public tender for the lease of a tanker truck with pump according to the recommended specifications.

Carried

NEW BUILDING EXPENSES

Purchase of a septic tank

2016-07-126

It is moved by Terry Racine and unanimously resolved to authorize the purchase of new 1000 gallon septic tank and seepage bed supplies for the new office building. This expense of approximately \$2000.00 plus taxes is authorized from the budgetary item "capital expenditures – office building" from the 2016 provisional budget.

Carried

Landscaping

2016-07-127

It is moved by Joe Belanger and unanimously resolved to accept the price quote received from Pure Rock for the landscaping services for the new building. This expense of \$ 18 550.00 plus taxes is authorized from the PIQM and TEQC grants and transfers for the new office building.

Carried

Call for tender 2016-04-62 - sale of the 1998 International Truck and equipment

2016-07-128

WHEREAS the municipality of Litchfield made a call for tender for the sale of the 1998 International Plow truck with box and equipment by resolution #2016-04-62;

WHEREAS the municipality received 1 tender to purchase;

WHEREAS the price offered was \$2550.00;

WHEREAS the municipality reserved the right to not accept the lowest or any tender received;

THEREFORE,

It is moved by Denis Dubeau and unanimously resolved that the municipality not accept the offer to purchase in the amount of \$2550.00.

Carried

HUMAN RESOURCES

Authorization of extended sick leave for councillor Ken O'Leary

2016-07-129

It is moved by Donald Graveline and unanimously resolved to authorize the extended sick leave for Councillor Ken O'Leary. The extended sick leave to take effect as of July, 2016 to August 8, 2016.

Carried

NOTICE OF MOTION is given by councillor Donald Graveline that at a subsequent meeting of council modifications to the Code of Ethics By-laws 2011-09 and 2012-15 will be presented.

CORRESPONDENCE

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

Motion to adjourn

2016-07-130

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 9:25pm.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General