

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on November 13, 2017 at 7pm.at the municipal office located at 1362 rte 148 Campbell's Bay, Quebec.

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

Also present: Director General, Julie Bertrand, Lead hand Gerald Graveline and Municipal inspector Robert Carle.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2017-11-182

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for November 13th, 2017 with additions.

Carried

2017-11-183

Adoption of Minutes

It is moved by Emile Morin and unanimously resolved to adopt the minutes of October 2, 2017 as presented.

Carried

URBANSIM

Municipal Inspectors Report

2017-11-184

It is moved by Denis Dubeau and unanimously resolved to approve the municipal inspector's report and to authorize payment for kilometres submitted.

Carried

EQUIPMENT PURCHASE

2017-11-185

It is moved by Denis Dubeau and unanimously resolved to authorize the purchase of 8 snow tires for the 2010 International truck. This expense of approximately \$3200 plus taxes is authorized from the budgetary item "vehicle maintenance" from the 2017 provisional budget.

Carried

FINANCE

Call for tenders for the 2018 supply of clear low sodium diesel fuel

2017-11-186

Whereas the municipality of Litchfield requested 3 tenders for the supply of low sodium diesel;

Whereas 3 tenders were received;

Petro Pontiac: 2.3 cents /litre markup plus all applicable taxes.

MacEwan Petroleum: 2.0 cents/litre markup plus all applicable taxes.

Noco Fuels/Dunbar: 2.0 cents/litre markup plus all applicable taxes.

Whereas there were 2 lowest prices submitted, each at a markup rate of 2.0 per litre;

Whereas the price of 2.0 cents per litre submitted by a local supplier is favoured;

Therefore it is moved by Donald Graveline and unanimously resolved to accept the tender submitted by MacEwen Petroleum at the price of 2.0 per litre markup plus all applicable taxes.

Carried

2017-11-187 **Bursary to Pontiac High School**
It is moved by Donald Graveline and unanimously resolved to provide a \$100 bursary to Litchfield student, Emma Pilon. This expense authorized from the budgetary item “bursaries” from the 2017 provisional budget.
Carried

FINANCE

2017-11-188 **Payment of accounts**
It is moved by Emil 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 prior to meeting: \$20 071.81
Invoices to be paid: \$ 54 196.85
Total amount of invoices: \$ 74 268.66

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, \$74 268.66 for the month of November 2017.
Signed: _____ Date: _____
Julie Bertrand, Director General
Carried

2017-11-189 **Transfer of budgetary funds**
It is moved by Denis Dubeau and unanimously resolved to transfer \$2000.00 from item “cold patch” to item “vehicle maintenance” from the 2017 provisional budget.
Carried

2017-11-190 **Overtime hours approval**
It is moved by Joe Belanger and unanimously resolved to approve the overtime hours related to the election duties for Julie Bertrand and Connie Levesque. This expense authorized from the budgetary item “election expense” from the 2017 provisional budget.
Carried

2017-11-191 **Beaver dam dismantling expense- chemin de la Montagne**
It is moved by Denis Dubeau and unanimously resolved to authorize the payment of the invoice from Conception Plein Air for the dismantling of the beaver dam on the property of the NCC on chemin de la montagne. This expense authorized from the PAARRM grant funds.
Carried

2017-11-192

ADHÉSION À UN CONTRAT D'ASSURANCE COLLECTIVE

CONSIDÉRANT QUE la Fédération québécoise des municipalités (FQM) a procédé à un appel d'offres et que suite à ce processus, elle est « preneur » d'un contrat d'assurance-collective auprès de La Capitale, lequel s'adresse aux employés des municipalités, MRC et organismes municipaux;

CONSIDÉRANT QUE tant le *Code municipal* que la *Loi sur les cités et villes* permettent à une municipalité (ou MRC ou organisme) d'adhérer à un tel contrat;

CONSIDÉRANT QUE la FQM a transmis à la municipalité les coûts de la prime qui lui sera applicable pour l'année 2018 et qu'en conséquence, la Municipalité (ou MRC ou organisme) désire y adhérer et qu'elle s'engage à en respecter les termes et conditions;

CONSIDÉRANT QUE la date de mise en vigueur du contrat est le 1^{er} janvier 2018 ;

IL EST proposé par Donald Graveline et résolut à l'unanimité;

QUE la Municipalité de Litchfield adhère au contrat d'assurance-collective souscrit par la FQM pour la période prenant effet au 1^{er} janvier 2018 et qu'elle s'engage ensuite à lui donner un préavis d'une année avant de quitter ce regroupement ;

QUE la Municipalité (ou MRC ou organisme) autorise la FQM et ses mandataires FQM Assurance et AON Hewitt à avoir accès à son dossier d'assurance collective auprès de l'assureur dans le respect des règles de protection des renseignements personnels;

(actuellement FQM Assurance et Aon Hewitt), le mandat d'agir à titre d'expert conseil et courtier exclusif en assurance collective et qu'elles soient les seules personnes attitrées et autorisées à représenter celle-ci auprès de l'assureur désigné relativement à l'application du régime d'assurance collective;

QUE la présente résolution ne limite en rien le droit de la FQM de révoquer ses mandataires désignés et y substituer un autre;

QUE la présente résolution soit immédiate et révoque tout autre mandat accordé antérieurement, sans autre avis.

Adopté

Correspondence

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

2017-11-193

MISCELLANEOUS

Chamber of Commerce Business Achievement awards nomination

It is moved by Joe Belanger and unanimously resolved to nominate the Ultramar Gas Bar for the Business Person of the Year award for the Chamber of commerce Awards Gala to be held in February 2018.

Carried

Notice of motion is given by Denis Dubeau that at a subsequent meeting of council a by-law for the 2018 tax rate will be presented.

Notice of motion is given by Denis Dubeau that at a subsequent meeting of council a by-law for the remuneration of council will be presented.

Notice of motion is given by Denis Dubeau that at a subsequent meeting of council a by-law regarding the schedule of monthly meetings will be presented.

November 2017

Christmas Party Committee

It is noted that Mayor Larivière and Donald Graveline have accepted positions on the Christmas Party committee in conjunction with the Municipality of Campbell's Bay. The date for the party is set for December 1, 2017.

2017-11-192

Motion to adjourn

It is moved by Joe Belanger and unanimously resolved to close the meeting at 8:05 pm.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General