

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on September 5th, 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 and Terry Racine.

Also present: Director general, Julie Bertrand, Lead hand Gerald Graveline and Mr Gerard Labelle.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2017-09-135

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for September 5th, 2017 with additions.

Carried

2017-09-136

Adoption of Minutes

It is moved by Joe Belanger and unanimously resolved to adopt the minutes of August 8th, 2017 as presented.

Carried

2017-09-137

URBANSIM

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

ROADS

Call for tender for the supply of winter sand and salt

2017-09-138

It is moved by Emile Morin and unanimously resolved to request 3 tender submissions for the supply of 3000 m.t. of winter sand and 98 m.t. of winter salt.

Carried

Culvert purchases

2017-09-139

It is moved by Emile Morin and unanimously resolved to approve the purchase of 2 culverts. This expense of \$1300.00 plus taxes is authorized from the budgetary item "culverts" from the 2017 provisional budget.

Carried

*It is noted that the municipality of Litchfield has become aware that the north part of Klatt road is not situated in the Municipality of Litchfield. Therefore the municipality will no longer maintain or repair the north part of Klatt Road which is on the territory of the Municipality of Otter Lake.

2017-09-140 **Laforet Exit Project RRRL grant application and TEQC programming**
Whereas the municipality of Litchfield wishes to relocate the Laforet/148 exit;
Whereas the existing exit is considered dangerous;
Whereas the plans and specifications have been prepared and approved;
Whereas the Municipality is admissible to apply for a 50% grant for the cost of the project;
Whereas the balance of the expense will be funded through the TEQC program;
Whereas the Municipality of Litchfield agrees to have the work completed;
Therefore,
It is moved by Denis Dubeau and unanimously resolved to authorize Director General , Julie Bertrand, to complete all necessary documentation and applications and to submit the said documents for the program grant RRRL and to also authorized her to submit the programming documents to the TEQC program.
Carried

2017-09-141 **PROGRAMMATION DES TRAVAUX TECQ 2014 - 2018 – Sortie du chemin Laforet et Route 148**
Attendu que :
La Municipalité de Litchfield a pris connaissance du 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) pour les années 2014 à 2018;
La Municipalité de Litchfield doit respecter les modalités de ce guide qui s'appliquent à elle pour recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire;
En conséquences;
Il est proposé par Terry Racine et résolu à l'unanimité que :
La Municipalité de Litchfield s'engage à respecter les modalités du guide qui s'appliquent à elle;
La Municipalité de Litchfield s'engage à être seule responsable et à dégager le Canada et le Québec de même que leurs ministres, hauts fonctionnaires, employés et mandataires de toute responsabilité quant aux réclamations, exigences, pertes, dommages et tous de toutes sortes ayant comme fondement une blessure infligée à une personne, le décès de celle-ci, des dommages causés à des biens ou la perte de biens attribuable à un acte délibéré ou négligent découlant directement ou indirectement des investissements réalisés au moyen de l'aide financière obtenue dans le cadre du programme de la TECQ 2014-2018;
La Municipalité de Litchfield approuve le contenu et autorise (l'envoi au ministère des Affaires municipales et de l'Occupation du territoire de la programmation de travaux jointe à la présente et de tous les autres documents exigés par le Ministère en vue de recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre du ministre des Affaires municipales et de l'Occupation du territoire
La Municipalité de Litchfield s'engage à réaliser le seuil minimal d'immobilisations en infrastructures municipales fixe à 28 \$ par habitant par année, soit un total de 140 \$ par habitant pour (l'ensemble des cinq années du programme);
La Municipalité de Litchfield s'engage à informer le ministre des Affaires municipales et de l'Occupation du territoire de toute modification qui sera apportée à la programmation de travaux approuvée par la présente résolution.
Adoptée

EQUIPMENT

Rhino repairs

2017-09-142 It is moved by Denis Dubeau and unanimously resolved to approve the repairs to the Rhino brush cutter. This expense of \$1200.00 is authorized from the budgetary item "vehicle repairs and maintenance" from the 2017 provisional budget.
Carried

1998 International Truck safety inspection

2017-09-143 It is moved by Denis Dubeau and unanimously resolved to send the 1998 International truck for a safety inspection and to approve the necessary repairs.
Carried

FINANCE

Payment of accounts

2017-09-144 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 prior to meeting: \$ 6717.70
Invoices to be paid: \$ 68964.97
Total amount of invoices: \$ 75 682.67

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, \$75 682.67 for the month of September 2017.

Signed: _____ Date: _____

Julie Bertrand, Director General

Carried

2016 Financial Statements

2017-09-145 It is moved by Donald Graveline and unanimously resolved to adopt the 2016 Financial Statements prepared by Janique Ethier and presented by Gerard Labelle.
Carried

SECURITY

Intermunicipal agreement with Bristol

2017-09-146 It is moved by Joe Belanger and unanimously resolved to approve the intermunicipal agreement between Litchfield and Bristol as presented.
Carried

HUMAN RESOURCES

Job posting 2017-08-131 for transfer site attendant and grounds maintenance

2017-09-147 Whereas the municipality of Litchfield put out a call for applications for position # 2017-08-131;
Whereas the municipality received 5 applications;
Whereas the municipality reviewed all applications received;
Whereas 1 application was retained;
Therefore,
It is moved by Donald Graveline and unanimously resolved to award the posting 2017-08-131 to Mr. Chris Sauriol.
It is also resolved to prepare a working agreement and authorize Director General, Julie Bertrand, to sign the agreement. The remuneration will be defined in the work agreement as per the pay scale determined by council.
Carried

Additional work hours

2017-09-148 Whereas the municipality has hired Chris Sauriol for the job posting 2017-08-131;
Whereas the municipal work load requires additional manpower;
Whereas the job posting 2017-08-131 is a part time position;
Therefore,
It is moved by Donald Graveline and unanimously resolved to offer the additional hours to Mr Chris Sauriol.
Carried

MISCELLANEOUS

2017 Municipal Elections – remuneration and expenses

2017-09-149 It is moved by Denis Dubeau and unanimously resolved to approve the remuneration for employees of the Election Staff in accordance with the amounts set by the MAMOT and listed in the Official Gazette of Quebec. It is also resolved to authorize all municipal expenses related to the 2017 Municipal Elections.
Carried

Correspondence

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

2017-09-150

Motion to adjourn

It is moved by Joe Belanger and unanimously resolved to close the meeting at 905 pm.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General