

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the Regular Council Meeting on July 5<sup>th</sup>, 2022 at 7:00 p.m. held at the Municipal office located at 1362 route 148, Campbell's Bay, Qc.

Present: Mayor Lariviere, councilors Terry Racine, John Stitt, Rick Frost, Denis Dubeau and Courtney Harris,  
Councilors Emile Morin motivated his absence

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

### **Adoption of Agenda**

2022-07-300 It is moved by Rick Frost and unanimously resolved to adopt the agenda, with additions, for July 5<sup>th</sup>, 2022.  
Carried

### **Adoption of Minutes**

2022-07-301 It is moved by Rick Frost and unanimously resolved to adopt the meeting minutes from June 6<sup>th</sup>, 2022.  
Carried

## **URBANISM**

### **Municipal Inspector's Reports**

2022-07-302 It is moved by Denis Dubeau and unanimously resolved to approve the Municipal Inspector's Report and the related expenses.  
Carried

### **Approval of subdivision plans for Patrick S. Hearty**

2022-07-303 It is moved by Terry Racine and unanimously resolved to approve the subdivision plans submitted by Hubert Carpentier, surveyor, from his minutes #16538, dated June 29<sup>th</sup>, 2022 for lots #6528194 and #6528195 originating from lot # 3552183 on behalf of Patrick S. Hearty.  
Carried

## **ROADS/EQUIPMENT**

### **Authentication of flake calcium expense**

2022-07-304 It is moved by Terry Racine and unanimously resolved to authenticate the purchase of flake calcium. This expense of \$6267.29 tax included, is authorized from the budgetary item "calcium" from the 2022 provisional budget.  
Carried

**FINANCE**

**Payment of accounts**

2022-07-305

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: \$

Invoices to be paid: \$ 129 366.40

**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 \$129 366.40 for the month of July 2022.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Julie Bertrand, Director General

**HUMAN RESOURCES**

**Authentication of the employment of Tim Frost**

2022-07-306

It is moved by Courtney Harris and unanimously resolved to authenticate the employment of Tim Frost for public works/grass cutting along municipal roads. The salary is \$22/hour for 4-5 days per week for 12 weeks.

Carried

**Summer Employment position transfer of grant request refusal**

2022-07-307

Whereas the Municipality of Litchfield and the Municipality of Campbells Bay collaborate and share certain expenses related to the Summer Camp that enables Litchfield citizens to part take; Whereas the Municipality of Campbell's Bay suggests that the Municipality of Litchfield make a request to the Summer Employment Program to allow the summer employment position to be transferred to the Summer Camp Program; Whereas the request for transfer has been refused;

Therefore,

It is moved by John Stitt and unanimously resolved that the Municipality of Litchfield contribute \$2000.00 to the Summer Camp Program with Campbell's Bay.

Carried

**SECURITY**

2022-07-308

**Intermunicipal Agreement for Mutual Assistance in Firefighting with municipalities of Bryson and l'île du Grand Calumet (IDGC)**

WHEREAS as resolved and discussed at the Campbell's Bay Litchfield Fire Safety Committee meeting hold on May 25, 2022, it is understood that if the municipalities of Bryson and IDGC didn't significantly commit to adequately serving their own territory in terms of fire safety, that a formal notice be sent notifying them of the intent to terminate the original mutual aid agreement as of October 5 2022;

WHEREAS as of March 23, 2022, the temporary intermunicipal agreement concerning the automatic dispatch of fire safety services has expired and neither municipality has requested to renew it;

...

WHEREAS since then, each municipality hired a person 1 day a week responsible for the maintenance of the fire safety equipment and infrastructure, however Council does not accept this as a significant commitment to adequately serve their own territory;

WHEREAS a 3-month notice must be sent to each Municipality, therefore formal notice to terminate agreement must be sent no later than July 5 2022;

Motioned by Terry Racine and resolved that the Municipality of Litchfield terminate the agreement for mutual assistance in firefighting with the Municipalities of Bryson and Ile du Grand Calumet as of October 5, 2022.  
Carried

- 2022-07-309 Transfer of budgetary funds  
It is moved by Courtney Harris and unanimously resolved to transfer \$20, 000 from line 402 "grass cutter" from the 2022 provisional budget to the "new firehall project" fund.  
Carried
- 2022-07-310 Authorization for the preparation of a new Joint Fire Service Agreement for the Campbell's Bay/Litchfield Fire Service  
It is moved by Denis Dubeau to approve the offer from Deveau Avocats to prepare a new Joint Fire Service Agreement for the Campbell's Bay/Litchfield Fire Service. This expense of \$2050.00 (50% of \$4100) is authorized from the budgetary item "new firehall project" fund.  
Carried
- 2022-07-311 Authorization for the preparation of a report by Richard Lefebvre regarding the requirements/conformity for a new firehall -required for the PRACIM grant application.  
It is moved by Terry Racine and unanimously resolved to authorize the expense for the preparation of the report by M. Richard Lefebvre. This expense authorized from the budgetary item "new firehall project" fund.  
Carried
- 2022-07-312 Authorization the preparation of a report by CIMA+ regarding the structure of the existing fire hall -required for PRACIM grant application.  
It is moved by Courtney Harris and unanimously resolved to approve the expense of \$9650.00 (50% of \$19,300) for the report provided by CIMA+. This expense authorized from the "new firehall project" fund.  
Carried
- 2022-07-313 HALTE  
Authentication of expense for a "butt disposal unit"  
It is moved by Terry Racine and unanimously resolved to approve the purchase of a "butt disposal unit". This expense of approx.\$300 is authorized from the budgetary item "Halte" from the 2022 provisional budget.  
Carried

**MISCELLANEOUS**

2022-07-314

**2022 Pontiac Chamber of Commerce membership renewal**

It is moved by Courtney Harris and unanimously resolved to authorize the renewal to the Pontiac Chamber of Commerce. This expense of \$86.23 is authorized from the budgetary item "association fees" from the 2022 provisional budget.  
Carried

2021-07-315

**PAVL- Signing authority for Agreement with Ministry of Transport**

It is moved by Courtney Harris and unanimously resolved that Mayor Colleen Lariviere and Director General Julie Bertrand sign the PAVL agreement with the Ministry of Transport for the 2022 PAVL grant.  
Carried

2022-07-316

**Transfer of budgetary funds**

It moved by John Stitt and unanimously resolved to transfer \$2000.00 from line# 407 "wages" to "line 345 "ball field/rink/library" from the 2022 provisional budget. It is also resolved to pay \$2000 to Campbell's Bay to aid in the summer camp expenses for Litchfield residents.  
Carried

**CORRESPONDANCE**

Mayor Lariviere read the correspondence

2022-07-317

**ADJOURNMENT**

It is moved by Terry Racine and unanimously resolved to adjourn the meeting at 8:05 p.m.  
Carried

---

Colleen Larivière  
Mayor

---

Julie Bertrand  
Director General