

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the Regular Council Meeting on October 3<sup>rd</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, Denis Dubeau, Emile Morin, Rick Frost and Courtney Harris

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

### **Adoption of Agenda**

2022-10-350 It is moved by Emile Morin and unanimously resolved to adopt the agenda for October 3<sup>rd</sup>, 2022.  
Carried

### **Adoption of Minutes**

2022-10-351 It is moved by Denis Dubeau and unanimously resolved to adopt the meeting minutes from September 6<sup>th</sup>, 2022.  
Carried

## **URBANISM**

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

2022-10-352 It is moved by Terry Racine and unanimously resolved to approve the Municipal Inspector's Report and the related expenses.  
Carried

### **Approval of subdivision plans for Sandy Dubeau**

2022-10-353 It is moved by Denis Dubeau and unanimously resolved to approve the subdivision plans submitted by Hubert Carpentier surveyor, from his minutes #112952 dated September 12, 2022 for lot # 6540270 replacing lots #4003425 and #4003426 on behalf of Sandy Dubeau.  
Carried

## **ROADS/EQUIPMENT**

### **Call for tender for the supply of winter sand**

2022-10-354 Whereas the municipality put out a call for tender by invitation to 3 suppliers;  
Whereas the municipality received the 2 following tenders;  
Campbell's Bay Cement. \$4.31 / m.t. tax in  
Les Entreprises Brian Stanton Co. \$3.19 / m.t. tax in  
Therefore,  
It is moved by Terry Racine and unanimously resolved to accept the tender price of 3.19/m.t. from Les Entreprises Brian Stanton Co.  
Carried

### **Price quotes for the supply of winter salt**

2022-10-355 Whereas the municipality requested price quotes from 3 suppliers for the supply of 115 m.t. of winter salt;  
Whereas the municipality received the following 2 quotes;  
Compass Minerals \$126.56 delivered  
Sel Warwick \$143.00 delivered

continued..

Therefore,

It is moved by Emile Morin and unanimously resolved to accept the price quote from Compass Minerals for the supply of 115 m.t. of winter salt at the cost of 126.56/m.t. delivered.

Carried

Budgetary transfer

2022-10-356

It is moved by Courtney Harris and unanimously resolved to transfer \$2000 from "halte maintenance" from the 2022 provisional budget to item "signs" of the 2022 provisional budget.

Carried

Purchase of signs

2022-10-357

It is moved by Courtney Harris and unanimously resolved to authenticate the purchase of "Tractor" signs. This expense of \$516.24 is authorized from the budgetary item "signs" from the 2022 provisional budget.

Carried

Purchase of 2 tires for the 2010 plow truck

2022-10-358

It is moved by Emile Morin and unanimously resolved to purchase 2 tires for the 2010 plow truck. This expense of 593.00 each is authorized from the budgetary item "vehicle maintenance" from the 2022 provisional budget.

Carried

Authorization to rent an asphalt saw to cut the bump at the corner of Murtaugh road and Rte. 148.

2022-10-359

It is moved by Terry Racine and unanimously resolved to authorize the rental of an asphalt saw. The expense is authorized from the budgetary item "equipment rental" from the 2022 provisional budget.

Carried

Election expense fund

2022-10-360

It is moved by Courtney Harris that, according to the Election Laws, the municipality appropriate \$10,546 from accumulated surplus of 2022 to "appropriation of election expense".

Carried

Bursary for PHS graduate

2022-10-361

It is moved by John Stitt and unanimously resolved to provide a bursary for Niam Rivest, PHS graduate, in the amount of \$200. This amount is authorized from the budgetary item "donations" from the 2022 provisional budget.

Carried

**FINANCE**

**Payment of accounts**

2022-10-362

It is moved by Rick Frost 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: \$2661.99

Invoices to be paid: \$ 68 811.02

**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 \$71473.01 for the month of October 2022.

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

Julie Bertrand, Director General

**Deposit of the Audit Report from the Commission Municipal du Quebec regarding the transmission of Financial Statements by municipalities in Quebec.**

2022-10-363

It is moved by Emile Morin and unanimously resolved to acknowledge the deposit of the Audit Report from the Commission Municipal du Quebec regarding the transmission of Financial Statements by municipalities in Quebec. The Director General deposited the report at the March 2022 meeting.

Carried

**Authentication of expense for the DG ADMQ workshop**

2022-10-364

It is moved by Terry Racine and unanimously resolved to authenticate the expense of \$300 in order for the Director General to attend the workshop. This expense authorized from the budgetary item "director general-training and travel" from the 2022 provisional budget.

Carried

**TECQ programming for the Repairs and improvements to the municipal garage**

2022-10-365

Whereas the municipality wishes to make repairs and energy efficient improvements to the municipal garage;  
Whereas the repairs and improvements will include the replacement of 6 windows and 3 doors, insulation and repairs to the interior walls, roof insulation and coverings.

Whereas the related expenses are admissible on the TECQ program;

Therefore,

It is moved by Terry Racine and unanimously resolved that the Director General submit a programming #4 for the repairs and improvements to the municipal garage;

The estimate for the repairs is \$100,000;

Whereas:

The municipality has taken cognizance of the Guide to the terms and conditions for the payment of the government contribution under the Gas Tax and Quebec Contribution Program (TECQ) for the years 2019 to 2023;

Continued..

The municipality must respect the terms and conditions of this guide that apply to it in order to receive the government contribution that has been confirmed in a letter from the Minister of Municipal Affairs and Housing.

Be it resolved that:

The municipality undertakes to respect the terms and conditions of the guide that apply to it;

The Municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property due to any deliberate or negligent act arising directly or indirectly from investments made with financial assistance obtained under the TECQ 2019-2023 program;

The municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Housing of the attached Work Program No. 4 and all other documents required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

The Municipality agrees to meet the minimum capital investment threshold for all five years of the program;

The municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any changes that will be made to the work program approved by this resolution.

Carried

**TECQ programming for the installation of guard rails on certain Municipal roads**

2022-10-366

Whereas the Municipality wishes to install guard rails as a safety measure on certain municipal roads;

Whereas the related expenses are admissible on the TECQ program;

Therefore,

It is moved by Courtney Harris and unanimously resolved that the Director General submit a programming #4 for the installation of 2500 ft of guard rails on the following municipal roads;

McGuire, Beauchamp, Pilon, Eight, Murtaugh and Crawford Roads

The estimate for the repairs is \$100 000;

Whereas:

The municipality has taken cognizance of the Guide to the terms and conditions for the payment of the government contribution under the Gas Tax and Quebec Contribution Program (TECQ) for the years 2019 to 2023;

The municipality must respect the terms and conditions of this guide that apply to it in order to receive the government contribution that has been confirmed in a letter from the Minister of Municipal Affairs and Housing.

Be it resolved that:

The municipality undertakes to respect the terms and conditions of the guide that apply to it;

Continued..

The Municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property due to any deliberate or negligent act arising directly or indirectly from investments made with financial assistance obtained under the TECQ 2019-2023 program;

The municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Housing of the attached Work Program No. 5 and all other documents required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

The Municipality agrees to meet the minimum capital investment threshold for all five years of the program;

The municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any changes that will be made to the work program approved by this resolution.

Carried

Remuneration of employee for on call services

2022-10-367

It is moved by Courtney Harris and unanimously resolved to remunerate lead hand Gerald Graveline for 119 hours of on call services between April 6, 2022 and August 8, 2022. This expense is authorized from the accumulated surplus.

Carried

FRR Grant-Committee

2022-10-368

Whereas the municipality wishes to present a future project to the MRC FRR grant program;

Whereas it is necessary to form a committee to work on developing a project;

Whereas this committee will report project ideas to council;

Therefore,

It is moved by Rick Frost that Terry Racine and Courtney Harris be named the committee members and they have accepted.

Carried

SECURITY

2023 Firefighter training-grant request

2022-10-369

Whereas the By-law respecting the conditions to practice within a municipal fire safety service provides for the training requirements for firefighters of fire safety services in order to ensure a minimum professional qualification;

Whereas this by-law is part of a desire to guarantee municipalities the training of firefighting teams with the necessary skills and abilities to respond effectively in emergency situations;

Whereas in December 2014, the Government of Quebec established the Financial Assistance Program for the training of volunteer or part-time firefighters and that it has been renewed in 2019

Continued..

Whereas the main objective of this Program is to provide municipal organizations with financial assistance to enable them to have a sufficient number of qualified firefighters to act effectively and safely in emergency situations;

Whereas this program is also intended to promote the acquisition of the skills and abilities required by volunteer or part-time firefighters who work in municipal fire safety services;

Whereas the Municipality of Litchfield wishes to benefit from the financial assistance offered by this program;

Whereas the municipality of Litchfield plans to train 2 firefighters for the Firefighter I program and/or 0 firefighters for the Firefighter II program during the next year in order to respond efficiently and safely to emergency situations on its territory;

Whereas the municipality must transmit its request to the Ministère de la Sécurité Publique through the MRC Pontiac in accordance with article 6 of the Program.

Therefore,

It is proposed by Terry Racine and unanimously resolved to present a request for financial assistance for the training of these firefighters within the framework of the Financial Assistance Program for the training of volunteer or part-time firefighters to the Ministry of Public Security and to transmit this request to the MRC Pontiac.

Carried

**Child Care Support Program for School Break and the 2023 Summer Season**

2022-10-370

WHEREAS the Ministère de la Famille (Ministère) has developed and implemented the Daycare Project Support Program for the 2023 school break and summer period (Program), which aims to support new projects or to improve the existing daycare offer for school-age children, during the 2023 school break and summer period, in order to promote a better balance of family and professional responsibilities for parents of school-age children

WHEREAS, the Municipality of Litchfield wishes to apply to the Department for financial support in 2022-2023 for a project to increase the supply of child care for school-aged children during the summer and major school breaks;

It was moved by Courtney Harris and unanimously resolved:

To authorize the request for financial support under the Program for a project to increase the supply of daycare for school-aged children during the school break and summer period 2023;

To authorize Mrs. Julie Bertrand, Director General, to act as delegated agent for the follow-up of the request for financial support and to sign the financial support agreement on behalf of the Municipality of Litchfield.

Carried

**HALTE**

**Closing of the splashpad and purchase of antifreeze for the lines**

2022-10-371

It is moved by Courtney Harris and unanimously resolved to proceed with the splashpad closure and to authorize the expense of antifreeze fluid for the lines.

This expense of \$312.73 is authorized from the budgetary item "halte maintenance" from the 2022 provisional budget.

Carried

**CORRESPONDANCE**

Mayor Lariviere read the correspondence

**MISCELLANEOUS**

2022-10- 372

It is moved by Rick Frost and unanimously resolved to send a letter of congratulations to Marie Josée Corriveau for her achievement on Révolution.

Carried

**Installation of Xplornet equipment**

2022-10-373

It is moved by Emile Morin and unanimously resolved to have Xplornet install the fibre equipment for possible future use. The installation is at no charge to the municipality.

Carried

**TERMINATION OF THE AGREEMENT IN MUTUAL FIRE ASSISTANCE**

2022-10-374

**MUNICIPALITIES OF BRYSON AND L'ILE-DU-GRAND-CALUMET**

WHEREAS the Municipalities of Campbell's Bay and Litchfield sent formal notice on June 30, 2022 and July 5, 2022 to the Municipalities of Bryson and L'Ile-du-Grand-Calumet regarding the intention to terminate the agreement in mutual fire assistance as of October 5 2022, ref. 174-06-2022 and 2022-07-308;

WHEREAS the municipalities of Bryson and L'Ile-du-Grand-Calumet each sent a resolution, no 088-2022 on September 20, 2022 and resolution no 2022-09-201 on September 13, 2022 requesting to renew the agreement for mutual assistance in fire;

WHEREAS the fire committee met on September 26, 2022 and studied and discussed the requests to renew the agreement

WHEREAS it is recommended by the Committee to proceed with the termination of the mutual assistance agreement as previously resolved;

THEREFORE:

Motioned by Terry Racine and unanimously resolved to proceed with the termination of agreement in mutual fire assistance with the Municipalities of Bryson and L'Ile-du-Grand-Calumet as of October 5 2022.

Carried

**ADJOURNMENT**

2022-10-375

It is moved by Rick Frost and unanimously resolved to adjourn the meeting at 8:20 p.m.

Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Director General