

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the regular council meeting held on March 5<sup>th</sup>, 2018 at 6pm.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, Gerald Graveline and Robert Carle.

Visitors- Jenna Pilon, LLC

Quorum is met and Mayor Colleen Larivière presides the meeting.

2018-03-42

### **Adoption of Agenda**

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for March 5<sup>th</sup>, 2018 with additions.

Carried

2018-03-43

### **Adoption of Minutes**

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of February 5<sup>th</sup>, 2018 as presented.

Carried

## **URBANSIM**

### **Municipal Inspectors Report**

2018-03-44

It is moved by Donald Graveline and unanimously resolved to approve the municipal inspector's year monthly report and to authorize payment for kilometres submitted.

Carried

### **Approval of subdivision plans – 3303374 Nova Scotia Company**

2018-03-45

It is moved by Donald Graveline and unanimously resolved to approve the subdivision plans submitted by Jacques Bérubé from his minutes #7576 dated February 13, 2018 for lot # 5891226 on behalf of 3303374 Nova Scotia Company.

Carried

## **FINANCE**

### **Payment of accounts**

2018-03-46

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: \$ 15 598.40

Invoices to be paid: \$ 99 103.39

Total amount of invoices: \$ 114 701.79

### **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, \$ 114 701.79 for the month of March 2018.

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

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

Julie Bertrand, Director General

Carried

**Motion to authorize Deveau Avocats to prepare a borrowing by-law for the Laforet Exit project.**

2018-03-47 It is moved by Terry Racine and unanimously resolved to mandate the firm Deveau Avocats to prepare a borrowing by-law for the relocation project of the Laforet/rte 148 exit. This expense is authorized from the TEQC funds.  
Carried

**Call for tender for the Laforet/ret 148 Exit project**

2018-03-48 It is moved by Emile Morin and unanimously resolved to authorize the Director General to proceed with the tendering process on the SEAO for construction of the Laforet/rte 148 Exit relocation project. Plans to be provided by the project engineer.  
Carried

**Call for tender for the 2018 supply of 03/4 gravel**

2018-03-49 It is moved by Emile Morin and unanimously resolved to authorize the Director General to proceed with a call to tender for the 2018 supply of 03/4 gravel. It is also resolved to send a request to tender to 3(three) local suppliers.  
Carried

**Call for tender for the installation of a culvert on chemin de la Montagne.**

2018-03-50 It is moved by Emile Morin and unanimously resolved to send a request to tender to 2 companies for the installation (work only) of a new culvert on Chemin de la Montagne. Plans to be provided by the project engineer.  
Carried

**Call for tender for the supply of a ciment culvert for the replacement project on chemin de la Montagne.**

2018-03-51 It is moved by Emile Morin and unanimously resolved to send a request to tender to 2 companies for the supply of a new culvert on chemin de la Montagne. Specifications to be provided by the project engineer.  
Carried

**TRANSFER SITE**

**Sign in requirements at the transfer site**

2018-03-52 It is moved by Joe Belanger and unanimously resolved to stop requiring taxpayers to sign the registration form upon entering the transfer site.  
Carried

**MISCELLANEOUS**

**Pro-mayor Denis Dubeau to replace Mayor Lariviere at the MRC meeting on March 21, 2018**

2018-03-53 It is moved by Terry Racine and unanimously resolved to authorize, Pro-Mayor Denis Dubeau, to replace Mayor Lariviere at the MRC council meeting to be held on March 21, 2018.  
Carried

**Appointment of Réseau Biblio representative**  
2018-03-54 It is moved by Emile Morin and unanimously resolved to appoint Councilor Emile Morin as the municipality's representative on the board of the CRSBPO.

Carried

**Pumping of the septic tank at the Halte**  
2018-03-55 It is moved by Terry Racine and unanimously resolved to authorize the pumping of the septic tank at the Halte. This expense of approximately \$500.00 authorized from the budgetary item " Halte-maintenance" from the 2018 provisional budget.

Carried

**Purchase of a sand blaster and painting supplies for the truck boxes and plow blades**  
2018-03-56 It is moved by Joe Belanger and unanimously resolved to authorize the purchase of a sand blaster and paint and primer supplies and to prepare and paint the boxes and plow blades of the tandem trucks. These expenses authorized from the budgetary items "tools " and " vehicles-repair and maintenance" from the 2018 provisional budget.

Carried

**Litchfield Leisure Committee**  
2018-03-57 It is moved by Terry Racine and unanimously resolved that the Municipality of Litchfield will continue to support the Litchfield Leisure Committee in their continued recreational development of the municipal Halte and their fundraising activities.

Carried

\*It is noted that Jenna Pilon was present to update council on the status of the LLC and their recreational development plans for the Halte and their fundraising events for 2018.

\*Notice of motion is given by Donald Graveline that at a subsequent meeting of council modifications to the Contractual Management Policy will be presented.

\*Notice of motion is given by Emile Morin that at a subsequent meeting of council a by-law for minor derogations will be presented.

\*Notice of motion is given by Emile Morin that at a subsequent meeting of council a borrowing by-law will be presented.

**Correspondence**

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

**Motion to adjourn**  
2018-03-58 It is moved by Joe Belanger and unanimously resolved to close the meeting at 7:06 pm.

Carried