

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on December 5th, 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

2022-12-393 It is moved by Emile Morin and unanimously resolved to adopt the agenda, with additions, for December 5th, 2022.
Carrie

Adoption of Minutes

2022-12-394 It is moved by Terry Racine and unanimously resolved to adopt the meeting minutes from November 7th, 2022.
Carried

URBANISM

Municipal Inspector's Reports

2022-12-395 It is moved by Rick Frost and unanimously resolved to approve the Municipal Inspector's Report and the related expenses.
Carried

FINANCE

Payment of accounts

2022-12-396 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: \$509.14

Invoices to be paid: \$ 90809.20

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 \$91 318.34 for the month of December 2022.

Signed: _____ Date: _____

Julie Bertrand, Director General

Contract for the replacement of the metal roof on the municipal garage.

2022-12-397 Whereas via resolution #2022-11-382 the municipality had resolved to award the contract for the replacement of the metal roof to Irvcon Limited for the amount of \$103 099.23:
Whereas the contract was not awarded and a new quote was received and the requirements modified;
Whereas the new quote is in the amount of \$98 718.68;

...

Therefore,

It is moved by Rick Frost and unanimously resolved to award the contract to Irvcon Limited on the condition that the work is completed by April 30, 2022.

This expense is authorized from PRABAM and TECQ funds.

Carried

TECQ programming for replacement of lights in the municipal garage with LED energy efficient lighting.

2022-12-398

Whereas the Municipality wishes to replace the old lighting in the municipal garage with energy efficient LED lighting;

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 #5 for the installation of new LED energy efficient lighting for the municipal garage;

The estimate for the replacement is \$20,000;

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;

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

- Request for tender for the supply of propane for 2023-2025**
- 2022-12-399 It is moved by Emile Morin and unanimously resolved to send out a request to tender to 2 suppliers for the 2023-2025 supply of propane.
Carried
- *It is noted that members of council and the DG completed the Audit questionnaire.
*It is noted that members of council completed the declaration of Pecuniary Interests.
- Authentication of ADMQ training expense regarding Loi 96**
- 2022-12-400 It is moved by Courtney Harris and unanimously resolved to authenticate the expense of \$145.00 paid to the ADMQ for DG training regarding the new Loi 96. This expense is authorized from the budgetary item "DG convention/travel" from the 2022 provisional budget.
Carried
- Offer of prolongation from Multi-Routes for the 2023 supply of calcium chloride for dust control**
- 2022-12 401 It is moved by Terry Racine and unanimously resolved to accept the offer from Multi-Route for the 2023 supply of calcium chloride at the rate of .331/litre (+taxes) delivered.
Carried
- HUMAN RESOURCES**
- Summer employment grant**
- 2022-12-402 It is moved by Courtney Harris to authorize Director General, Julie Bertrand, to apply for the Summer Employment grant for the hiring of a Summer Camp animator/assistant for the 2023 shared summer camp with the Maison des Jeunes and the Municipality of Campbell's Bay.
Carried
- Chainsaw operation safety training**
- 2022-12-403 It is moved by Rick Frost and unanimously resolved to authorize the chainsaw operation safety training for 2 employees. This expense of \$1040.00 is authorized from the budgetary item "Overhead expense-training and travel" from the 2022 provisional budget.
Carried
- Purchase of chainsaw safety boots**
- 2022-12-404 It is moved by Rick Frost and unanimously resolved to order 2 pairs of chainsaw safety boots. This expense of \$500 is authorized from the budgetary item "overhead expense-boots and clothing" from the 2022 provisional budget.
Carried

CORRESPONDANCE

Mayor Lariviere read the correspondence

MISCELLANEOUS

Christmas Brunch for council and staff

2022-12-405 It is moved by Emile Morin and unanimously resolved to authorize a Christmas Brunch for council and staff. This expense of \$20/person is authorized from the budgetary item "Christmas Party" from the 2022 provisional budget.
Carried

Gift of recognition for Marie Josée Corriveau for her achievement on Révolution

2022-12-406 It is moved by Terry Racine and unanimously resolved to send a gift of recognition to Marie Josée Corriveau. This expense is authorized from the budgetary item "goodwill gestures/donations" from the 2022 provisional budget.
Carried

Adoption of the 2023 meeting schedule

2022-12-407 It is moved by Denis Dubeau and unanimously resolved to adopt the 2023 Meeting Schedule as follows:

MONTH	DATE	DAY	TIME
JANUARY	9	MONDAY	7:00 P.M.
FEBRUARY	6	MONDAY	7:00 P.M.
MARCH	6	MONDAY	7:00 P.M.
APRIL	3	MONDAY	7:00 P.M.
MAY	1	MONDAY	7:00 P.M.
JUNE	5	MONDAY	7:00 P.M.
JULY	10	MONDAY	7:00 P.M.
AUGUST	8	TUESDAY	7:00 P.M.
SEPTEMBER	5	TUESDAY	7:00 P.M.
OCTOBER	2	MONDAY	7:00 P.M.
NOVEMBER	6	MONDAY	7:00 P.M.
DECEMBER	4	MONDAY	7:00 P.M.

Carried

ADJOURNMENT

2022-12-408 It is moved by Emile Morin and unanimously resolved to adjourn the meeting at 7:50 p.m.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General