

## MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on July 10<sup>th</sup>, 2023 at 7:00 p.m. held at the Municipal office located at 1362 route 148, Campbell's Bay, Qc.

Present: Mayor Lariviere, councilors Denis Dubeau, Emile Morin, Rick Frost, Terry Racine, John Stitt and Courtney Harris.

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

### Adoption of Agenda

2023-07-528 It is moved by Denis Dubeau and unanimously resolved to adopt the agenda, with additions, for July 10<sup>th</sup>, 2023.

Carried

### Adoption of Minutes

2023-07-529 It is moved by Emile Morin and unanimously resolved to adopt the meeting minutes from the June 5<sup>th</sup>, 2023 meeting.

Carried

## URBANISM

2023-07-530

### Municipal Inspector

Director General, as acting municipal inspector, has given a report to council regarding permits and certificates.

Carried

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-01 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-02 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-03 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-04 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-05 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

\*Notice of motion and presentation of draft bylaw no S.Q. 2023-06 is hereby given by Terry Racine at this meeting of council.

A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

**ROADS/EQUIPMENT**

**Awarding of contract for the call for tender 22-Litch-05-paving of Lawless Lake Road**

2023-07-531

Whereas the Municipality of Litchfield posted the public call for tender, 22-Litch-05, on the SEAO website;

Whereas the closing date for submissions was June 26, 2023;

Whereas the following 5 conform tenders were received:

<b><u>Company</u></b>	<b><u>Price (taxes included)</u></b>
GNP Inc.	\$918 118.26
Groupe Pavage CG	\$527 312.77
Eurovia	\$550 893.97
Michel Lacroix Construction	\$489 360.04
Pavage Inter Cite	\$641 019.54

Whereas, Kim Lesage, engineer has verified the tenders received and recommends that the Municipality award the contract to Michel Lacroix Construction for the amount of \$489 360.04;

Therefore,

It is moved by Rick Frost and unanimously resolved to award the contract to Michel Lacroix Construction.

Carried

**Purchase of granular calcium**

2023-07-532

It is moved by Rick Frost and unanimously resolved to purchase \$5000 of granular calcium. This expense is authorized from the budgetary item "calcium" from the 2023 provisional budget.

Carried

**Authentication of repair expense for the 2010 and 2017**

**International trucks**

2023-07-533

It is moved by Terry Racine and unanimously resolved to authenticate the expense of \$2260. This expense authorized from the budgetary item "vehicle maintenance" from the 2023 provisional budget.

Carried

**Purchase of 3 curbs for the municipal parking lot**

2023-07-534

It is moved by Courtney Harris and unanimously resolved to purchase 3 curbs for the municipal parking lot. This expense of \$315 + taxes is authorized from the budgetary item "office maintenance" from the 2023 provisional budget.

Carried

**Authentication of the expense to replace the clutch on the JX85**

**Case tractor**

2023-07-536

It is moved by Emile Morin and unanimously resolved to authenticate the expense of \$1714.58 for the clutch and parts and to authorize the labor for the repairs at the rate of \$80/hour. This expense is authorized from the budgetary item "vehicle maintenance" from the 2023 provisional budget.

Carried

**FINANCE**

**Payment of accounts**

2023-07-537

It is moved by Emile Morin 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: \$6945.91

Invoices to be paid: \$144 391. 15

**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 \$151 337.06 for the month of July 2023.

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

Julie Bertrand, Director General

**\*Notice of motion and presentation** of Draft By-law 2023-251-Contractual Management Policy is hereby given by Emile Morin at this meeting of council. A copy of the by-law was sent to each member of council prior to this meeting. Therefore, the reading of the draft by-law was dispensed of.

**FQM Congress**

2023-07-538

It is moved by Terry Racine and unanimously resolved that Mayor Lariviere and Director General, Julie Bertrand attend the FQM Congress on September 28-30, 2023. This expense is authorized from the budgetary item "mayor and council -travel and conventions" from the 2023 provisional budget.

Carried

**PAVL-ERL: 2023-84040-ZHV92444/67961**

2023-07-539

**PAVL-**

WHEREAS the Municipality of Litchfield has taken cognizance of the terms and conditions of application of the Maintenance component of the Programme d'aide à la voirie locale (PAVL) and undertakes to comply with them;

WHEREAS the Municipality of Litchfield has read the financial assistance agreement, has signed it and agrees to abide by it; THEREFORE,

It is moved by Courtney Harris and unanimously resolved and adopted that the council of the Municipality of Litchfield confirms its commitment to carry out the eligible work in accordance with the terms and conditions in effect, recognizing that failure to do so will result in the termination of financial assistance, and certifies that Mayor Colleen Lariviere and Director General Julie Bertrand are duly authorized or empowered to sign any document or agreement to this effect with the Minister of Transport.

Carried

## HUMAN RESOURCES

2023-07-540

### Additional vacation time for Director General

Whereas the Director General has assumed the temporary position of Municipal Inspector;  
Whereas the temporary position increases the responsibility and work load;  
Therefore,  
It is moved by Rick Frost and unanimously resolved to allocate an additional 2 weeks of vacation and 4 additional days as compensation for the additional responsibility.  
Carried

2023-07-541

### Office Hours Schedule adjustment

It is moved by Rick Frost and unanimously resolved to approve a change in the schedule for the office for the months of July and August 2023. A notice reflecting these changes for Friday hours to be posted.  
Carried

## MISCELLANEOUS

### CORRESPONDANCE

Mayor Lariviere reads the correspondence

2023-07-542

### Request for support- domestic waste land fill

Whereas a technical landfill site accepting construction materials is presently operating at the industrial park in Litchfield;  
Whereas the owner of the site wishes to apply for a certificate of authorisation allowing domestic waste in the technical landfill site;  
Whereas the municipality has received a request from the property owner to support a domestic waste landfill site at the industrial park;  
Whereas the members of council are not in agreement with the practice of land filling of domestic waste;  
Consequently,  
It is moved by Rick Frost and unanimously resolved that the municipality of Litchfield does not support the request which would allow domestic waste in the landfill site at the industrial park situated in Litchfield.  
Carried

2023-07-543

### ADJOURNMENT

It is moved by Rick Frost and unanimously resolved to adjourn the meeting at 8:35 p.m.  
Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Director General

