

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on June 3, 2024 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, John Stitt, Terry Racine, Courtney Harris and Rick Frost.
Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

Adoption of Agenda

2024-06-100 It is moved by Terry Racine and unanimously resolved to adopt the agenda for June 3rd, 2024.
Carried

Adoption of Minutes

2024-06-101 It is moved by Emile Morin and unanimously resolved to adopt the meeting minutes from May 6th, 2024 regular meeting.
Carried

*There are no declarations of conflict of interest from members of council.

URBANISM

Municipal Inspector

Director General, Julie Bertrand, has given a report on behalf of Mr. Carle, to council regarding permits, urbanism issues and certificates.

1st Draft By-law 2017-228-2- Modifications to zoning by-law 2017-228-1

2024-06-102 WHEREAS the Municipality has adopted Zoning By-law 2017-228-1; WHEREAS it is necessary to make certain modifications to Zoning By-law 2017-228-1; WHEREAS a notice of motion was given by Denis Dubeau at the March 4th, 2024 council meeting, in accordance with article 445 of the Municipal Code; THEREFORE,
It is motioned by Denis Dubeau and unanimously resolved that the present 1st draft by-law no. 2017-228-2 be adopted and that it be decided and decreed that as from the entry into force of said by-law no. 2017-228-2, the following modifications are made Zoning By-law 2017-228-1:
ARTICLE 1 - Preamble
The preamble is an integral part of these regulations.
ARTICLE 2 Chapter II Zoning By-Law 2017-228-1
Article 18 of Zoning By-Law 2017-228-1 is modified by adding to the 2nd paragraph the following word "including" instead of "excluding".

ARTICLE 3 - Modification of the specifications grid of Zoning By-law 2017-228 (Appendix C)

The specification grid in appendix C of Zoning By-law 2017-228-1 is modified as follows:

The 2nd paragraph Commerce and local service (includes business and services related to automobiles and all other machinery and vehicles)

A copy of the modified specification grid is annexed to this Regulation as Annex B to form an integral part thereof.

ARTICLE 6 - Entry into force

The present by-law will come into force in accordance with the law.

Carried

ROADS AND EQUIPMENT

Authentication of expenses related to backhoe repairs.

2024-06-103

It is moved by Terry Racine and unanimously resolved to authenticate the cost for the repairs to the backhoe. This amount of \$16 034.80 is authorized from the budgetary item "vehicle repair and maintenance" from the 2024 provisional budget.

Carried

Authentication of repairs to the 2010 International and 2020 Western Star trucks

2024-06-104

It is moved by Rick Frost and unanimously resolved to authenticate the cost for the repairs to the brakes on the trucks. This expense of \$1146.73 is authorized from the budgetary item "vehicle repairs and maintenance" from the 2024 provisional budget.

Carried

Purchase of hydraulic pump for the Case tractor

2024-06-105

It is moved by Denis Dubeau and unanimously resolved to authorize the purchase of a hydraulic pump for the Case tractor. This expense of \$487.97 is authorized from the budgetary item "vehicle repairs and maintenance" from the 2024 provisional budget.

Carried

Authentication of expense for the repairs to the 2017 F150 truck

2024-06-106

It is moved by Rick Frost and unanimously resolved to authenticate the repairs to the 2017 F150 truck. This expense of \$2124.00 is authorized from the budgetary item "vehicle repairs and maintenance" from the 2024 provisional budget.

Carried

Purchase of 4 tires for the F150 truck

2024-06-107

It is moved by Emile Morin and unanimously resolved to authorize the purchase of 4 tires for the F150. This expense authorized from the budgetary item "vehicle repairs and maintenance" from the 2024 provisional budget.

Carried

Approval added costs for the installation of guard rails on chemin Beauchamp

2024-06-108

Whereas the municipality has approved the installation of guard rails on the territory;

Whereas the project has been approved by the TECQ;

Whereas an added expense of \$5200 was incurred for additional set of guard rails to be installed on Beauchamp Road;

Therefore,

It is moved by Emile Morin and unanimously resolved to authenticate the additional expense of \$5200. This expense is authorized from the TECQ funds transfer.

Carried

FINANCE/ADMINISTRATION

Payment of accounts

2024-06-109

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: \$342.40

Invoices to be paid: \$228 763.93

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 \$229,106.33 for the month of June 2024.

Signed: _____ Date: _____

Julie Bertrand, Director General

HUMAN RESOURCES

Start date for Tim Frost-grass cutting along roads

2024-06-110

It is moved by Emile Morin and unanimously resolved that Tim Frost starting the summer position of grass cutting along roads on June 10,2024. The hourly rate will remain as previously determined and allowed for in the 2024 provisional budget.

Carried

Job offer- 2024 #1

2024-06-111

Whereas the Municipality posted Job Offer-2024-#1;

Whereas the members of council have retained 1 of the 4 applications;

Therefore,

It is moved by Emile Morin and resolved to hire

Joan Frost for the Job Offer-2024-#1. The pay rate is established at \$25/hour.

Carried

*It is noted that Councilor Rick Frost abstained from voting due to the potential perception of conflict of interest.

SECURITY

**RESOLUTION AUTHORIZING THE CONCLUSION OF AN
INTERMUNICIPAL MUTUAL SERVICE AGREEMENT FOR FIRE
PROTECTION ON THE TERRITORIES OF THE MUNICIPALITIES OF
CAMPBELL'S BAY AND LITCHFIELD**

2024-06-112

CONSIDERING THAT the participating municipalities wish to avail themselves of articles 569 to 624 of the Quebec Municipal Code (RLRQ, chapter C-27.1) to enter into a fire protection agreement; CONSIDERING THAT the provisions of the Civil Code of Québec also apply to contractual rights and obligations and may complement the rights, powers and obligations of participating municipalities;

CONSIDERING THAT the participating municipalities wish to enter into a new agreement for the organization, operation and administration of a joint fire department;

IT IS THEREFORE PROPOSED by Councilor Denis Dubeau and resolved that the present resolution be adopted and that it rules and decrees as follows:

ARTICLE 1

The Council of the Municipality of Litchfield authorizes the conclusion of an intermunicipal mutual service agreement for fire protection on the territories of the municipalities of Campbell's Bay and Litchfield.

ARTICLE 2

The Mayor and the Director General/Treasurer are authorized to sign said agreement.

Carried

*Mayor Lariviere reads the correspondence.

MISCELLANEOUS

Purchase of 2 new bunker suits for firefighters

2024-06-113

It is moved by Rick Frost and unanimously resolved to authorize the purchase of 2 new bunker suits for fire fighters. This expense is authorized from the 2024 shared fire department budget. A transfer of budgetary funds from firehall and vehicle maintenance accounts.

Carried

Purchase of the Picanoc communications tower

2024-06-114

Whereas the Picanoc communications tower located on the territory of the Municipality of Litchfield is for sale at the cost of \$1;

Whereas the tower will be of use for the Campbell's Bay/Litchfield Fire Department;

Therefore,

It is moved by Terry Racine and unanimously resolved to authorize the purchase of the tower for \$1. This expense is authorized from the 2024 Fire Department shared budget.

Carried

2024-06-115 **Mentorship training for ESSC fire fighters in training**
Whereas ESSC has students enrolled in the FF1 training;
Whereas 3 of the students have expressed interest to join the
CBLFD once they received their FF1 certification;
Whereas it has been requested that the students enter the CBLFD
under a mentorship by senior firefighters;
Therefore,
It is moved by Terry Racine and unanimously resolved to approve
a mentorship for the 3 students.
Carried

2024-06-116 **ADJOURNMENT**
It is moved by Emile Morin and unanimously resolved to adjourn
the meeting at 8:55 p.m.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General and Clerk Treasurer

