

## MUNICIPALITY OF LITCHFIELD

Minutes of the Special Council Meeting of October 28, 2024 at 12:30 p.m. at the municipal office located at 1362 Route 148, Campbell's Bay, QC.

Present: Mayor Larivière, Councillors Denis Dubeau, Emile Morin, Rick Frost and Courtney Harris.

Councillors John Stitt and Terry Racine motivated their absence.

Also present: General Manager, Julie Bertrand

Quorum was reached and Mayor Larivière chaired the meeting.

\*There were no declarations of conflict of interest from Council members.

### Adoption of agenda

2024-10-196

It is moved by Courtney Harris and unanimously resolved to adopt the agenda of October 28, 2024.

Carried

### Application to RECYC-QUÉBEC for financial assistance under the Home and Community Composting Assistance Program(ACDC) and commitment to comply with the requirements.

2024-10-197

CONSIDERING THAT RECYC-QUÉBEC has relaunched the Home and Community Composting Assistance Program (ACDC) (hereinafter the "Program") for which the Municipality of Litchfield wishes to submit a "Domestic Composters" project (hereinafter the "Project");  
CONSIDERING that in order to obtain financial assistance under the Program, all the requirements of the Program's normative framework must be met and all the required information and documents must be submitted to RECYC-QUÉBEC ;

For these reasons,

It was moved by Denis Dubeau AND UNANIMOUSLY RESOLVED:

TO AUTHORIZE the General Manager, Julie Bertrand, to sign and submit, on behalf of the Municipality of Litchfield, a request for financial assistance from RECYC-QUÉBEC for the realization of the project, within the framework of the Program, and to transmit any document or information pertaining thereto;

COMPLY with all the conditions and requirements of the Program's normative framework, as well as the framework in force (laws, regulations, guidelines, etc.) for carrying out the Project, which must be fully completed by June 30, 2025;

OBTAIN the necessary authorizations for the Project, where applicable;

Carry out regular information, awareness and education activities at various stages of the project, some of which will be aimed at the entire target population, at least until the end of the project;

CONFIRM that the project submitted will allow, at a minimum, the recycling of residential plant-based organic materials;

TO REMAIN the owner of the collective equipment (in the case of Component 2 or 3) and ensure its operation, use and maintenance for the duration of the project, as a minimum;

SEND RECYC-QUÉBEC the required accountability report(s), including all required documents, in accordance with program requirements;

**OBTAIN from RECYC-QUÉBEC, no later than September 30, 2025, recognition of the minimum "implementation" level of the ICI ON RECYCLE+ program.**

**TAKE CHARGE of the portion of the project not financed by RECYC-QUÉBEC, if applicable, including in the event of the withdrawal of another financial partner.**

**Adopted**

**CLOSING**

**2024-10-198**

**Moved by Rick Frost and unanimously resolved to adjourn the meeting at 12:50 p.m.**

**Carried**

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**Colleen Larivière  
Mayor**

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**Julie Bertrand  
General Manager and Clerk Treasury**

