

## MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on May 5, 2014 at 7pm.  
at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Lariviere, councillors Denis Dubeau, Ken O'Leary, Joe Belanger, Emile Morin, Donald Graveline and Terry Racine.

The Interim Director General Julie Bertrand and Municipal Inspector Doug Corrigan are also present.

Visitors present: Greg Hunt, Chris Falardeau, Ian Rochon, Wes Hopkins

Quorum is met and Mayor Colleen Larivière presides the meeting.

### Adoption of Agenda

2014-05-92

It is moved by Emile Morin and unanimously resolved to adopt the agenda as presented.

Carried

### Adoption of Minutes

2014-05-93

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of April 7, 2014 as presented.

Carried

It is noted that organizers from Paradis on Wilson road are in attendance to request a permit to hold an event on July 5, 6 and 7<sup>th</sup> 2014 at their location. Mayor Larivière requests that they submit a request in writing detailing their requests and plans. It is also noted that council has concerns in relation to last year's event.

It is noted that Mr Hunt is in attendance regarding repairs to Haley Road.

### Roads

#### Road repair list

Council was presented with a list of road works required which was compiled on the day of the road inspections which took place on April 22, 2014 by Mayor Lariviere, Emile Morin and Bob Smith.

It is noted by Donald Graveline that the removal of a tree on eighth line needs to be added to the road repair list.

### No Dumping Signs

2014-05-94

It is moved by Joe Belanger and unanimously resolved to put up a "No Dumping" sign at the corner of Crawford road. It is also resolved to have 3 signs made. This expense to be authorized from the budgetary item "Road Signs" of the 2014 provisional budget.

Carried

It is noted to put 2 signs on Stitt road: "Attention to our Children" and a speed limit sign.

May 2014

### **Barrette Road**

**2014-05-95**

It is moved by Denis Dubeau and unanimously resolved that council accept to maintain the Barrette road following inspection and approval by the road committee and that the transfer and legal fees will be at the expense of the landowner. It is also resolved that Mayor Larivière and Interim Director General Julie Bertrand sign related documents.  
Carried

It is noted that a meeting was held on May 2, 2014 with employees. Mayor Larivière and Interim Director General discussing plans for repairs to roads and progress reports on operations. There will be a weekly meeting, held every Friday at 3pm at the office.

### **Urbanism**

It is noted that the Municipal Inspector will be available the 1<sup>st</sup> Saturday of each month, at the office at 9am, to meet with taxpayers concerning building permits and questions.

It is noted that a taxpayer requests to operate a business office in their home on Church road in Vinton. The municipal inspector advises council that this is within regulations.

### **Letters regarding visual nuisances**

**2014-05-96**

It is moved by Emile Morin and unanimously resolved to have the municipal inspector send letters requesting clean up of yards that are visual nuisances within the municipality.  
Carried

### **911 Civic address update**

**2014-05-97**

It is moved by Emile Morin and unanimously resolved to have the municipal inspector send an updated civic address log to 911.  
Carried

It is noted that the engineering firm WSP is planning to inspect Laforêt road in the next few days to plan repairs required to complete the project. The road committee is to be notified of the meeting.

### **Transfer Site**

It is noted that council will study the cost of managing the transfer center in preparation of next year's budget.

May 2014

**Finance**

**2014-05-98**

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 prior to meeting:	6 795.36\$
Invoices to be paid:	107 384.37\$
Total amount of invoices:	114 179.73\$

**Certificate of Availability**

I , Julie Bertrand, Interim Director General of the Municipality of Litchfield, certify that there are sufficient credits available to pay the approved amount of bill totalling, 114 179.73\$ for the month of May 2014.

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

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

Julie Bertrand  
Interim Director General

**Employee Pension Plan**

**2014-05-99**

It is moved by Ken O'Leary and unanimously resolved to accept the Simplified Pension Plan program offered and present to council and employees by Desjardins . It is also resolved that the municipality will contribute up to a maximum of 4% of gross salaries contributed by employees.

Carried

**Office Furniture**

**2014-05-100**

It is moved by Ken O'Leary and unanimously resolved to purchase a filing cabinet and a notice board from Pontiac Printshop at the cost of approx \$900. This expense authorized from the budgetary item "Office Supplies" of the 2014 provisional budget.

Carried

**PAARM Grant 2014**

**2014-05-101**

It is moved by Donald Graveline and unanimously resolved to accept the Road Repair list including related expenses as presented to be submitted for the road grant PAARRM.

Carried

May 2014

- 2014-05-102**      **Burning By-law 2014-005**  
It is moved by Donald Graveline and unanimously resolved to adopt the Burning By-law 2014-005.  
Carried  
It is noted that a copy of the by-law will be available for reading in the by-law registry at the municipal office.  
  
It is noted that permits be in printed in triplicate and a copy be sent to the fire department once issued. It is also noted that a copy of the by-law be sent to the fire department and the Surêté du Québec.
- 2014-05-103**      **Hunting ,Snaring and Firearms discharge By-law 2014-006**  
It is moved by Emile Morin and unanimously resolved to adopt Hunting, Snaring and Firearms discharge By-Law 2014-006 .  
Carried
- 2014-05-104**      **Beaver Control**  
It is moved by Denis Dubeau and unanimously resolved to ask the Municipal Beaver Controler to make a monthly report concerning his activities.  
Carried
- 2014-05-105**      **Red Cross Contract**  
It is moved by Ken O’Leary and unanimously resolved to renew the Red Cross contract at the cost of \$150. This expense authorized from the budgetary item “Goodwill Gestures and Donations” of the 2014 provisional budget.  
Carried
- 2014-05-106**      **Transfer Center Building**  
It is moved by Terry Racine and unanimously resolved to paint the building at the transfer center at a cost of approx \$300. This expense authorized from the budgetary item “Domestic Garbage Supplies” of the 2014 provisional budget.  
Carried
- 2014-05-107**      **New Building construction**  
It is moved by Donald Graveline that council wait for results of the grant application, expected in December of 2014, to proceed with plans regarding the construction of a new municipal building.  
4 in favor  
2 against

May 2014

**Dock Lights**

**2014-05-108**

It is moved by Ken O'Leary and unanimously resolved to purchase replacement dock lights at the cost of approx \$300. This expense authorized from the budgetary item "Dock Maintenance" of the 2014 provisional budget.

Carried

**Miscellaneous**

**2014-05-109**

**Golden Age Club donation**

It is moved by Ken O'Leary and unanimously resolved to donate 1200\$ to the Golden Age Club. The expense authorized from the budgetary item " Goodwill Gestures and Donations" of the 2014 provisional budget.

Carried

**Municipal Flag**

**2014-05-110**

It is moved by Ken O'Leary and unanimously resolved to sell to the Municipal Flag for 50\$.

Carried

**2014-05-111**

**Motion to adjourn**

It is moved by Joe Belanger and unanimously resolved to close the meeting at 11 pm.

Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Interim Director General