

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on May 4, 2015 at 7pm.
at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

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

Also present: Interim director general, Julie Bertrand and Municipal inspector Doug Corrigan.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2015-05-317

Adoption of Agenda

It is moved by Ken O'Leary and unanimously resolved to adopt the agenda for May 4, 2015 as presented.

Carried

2015-05-318

Adoption of Minutes

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of April 7, 2015 as presented.

Carried

URBANISM

2015-05-319

Approval of survey plans

It is moved by Donald Graveline and unanimously resolved to accept survey plans prepared by surveyor Michel Fortin from his minutes #25989, dated March 16, on behalf of Mr Victor Brunet, for lots #5676368 and #5676369.

Carried

ROADS

2015-005-320

It is moved by Emile Morin and unanimously resolved to authorize the painting of center lines on ch. Laforet and ch.Church. The expense of \$1400 is authorized from the budgetary item "Road repairs" from the 2015 provisional budget.

Carried

FINANCE

2015-03-321

It is moved by Joe Belanger 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: \$16 166.05

Invoices to be paid: \$20 583.10

Total amount of invoices:\$36 749.15

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, _____ for the month of March 2015.

Signed: _____ Date: _____

Julie Bertrand, Interim Director General

Borrowing By-law 2015-011

2015-05-322

It is moved by Donald Graveline and unanimously resolved to adopt by-law 2015-011 as presented.

Carried

By-law number 2015-011 enacting an expense of \$391,766.41 and a loan in the same amount for the construction of a new building to house the municipal offices

WHEREAS it has become necessary to proceed with the construction of a new building to house the municipal offices;

WHEREAS the services of professionals and entrepreneurs are required to carry out said work;

WHEREAS the total cost of the work is estimated at \$391,766.41, including taxes;

WHEREAS it is necessary to borrow to pay for the cost of said work;

WHEREAS a notice of motion for the present by-law was duly given at the Council meeting held on February 2, 2015;

IT IS THEREFORE moved by Donald Graveline and unanimously resolved to adopt by-law 2015-011.

The Council declares and enacts as follows:

ARTICLE 1.

The preamble forms an integral part of this present by-law.

ARTICLE 2.

Council is authorized to proceed with the construction of a new building to house the municipal offices, in accordance with the detailed estimate including taxes and unforeseen occurrences, prepared by Ms. Julie Bertrand, Interim Director General, dated May 4, 2015, and which forms an integral part of this present by-law.

ARTICLE 3.

Council is authorized to spend a maximum amount of \$391,766.41 for the purposes of this present by-law.

ARTICLE 4.

To pay the expenses covered in this present by-law, Council is authorized to borrow a maximum amount of \$391,766.41 over a maximum term of 10 years.

ARTICLE 5.

To provide for the expenses incurred relative to the interest and reimbursement of the capital of the annual terms of the loan it is, by virtue of this present by-law, required and shall be levied annually during the term of the loan, each owner of a taxable immovable located within the taxation basin as described in the document entitled "Bassin de taxation – Municipalité de Litchfield" prepared by Ms. Julie Bertrand, Interim Director General, dated May 4, 2015, and herein included and forming an integral part of this present by-law, a compensation for each taxable immovable so owned.

The amount of this compensation shall be set annually by dividing the expenses incurred relative to interest and the reimbursement of capital of the annual terms of the loan by the number of taxable immovable's whose owners are subject to the payment of said compensation.

ARTICLE 6.

Should the amount of an allocation authorized by this present by-law exceed the amount actually spent in relation to said allocation, Council is authorized to apply such surplus to pay any other expense covered by this present by-law and for which the allocation should prove to be insufficient.

ARTICLE 7.

Council allocates to the reduction of the loan enacted by this present by-law any and all contributions or grants it may receive for the payment of part or all of the expense enacted by the present by-law.

Council also allocates to the payment of part or all of the debt servicing, all grants payable over several years. The loan reimbursement term corresponding to the amount of the grant shall be automatically adjusted to the term set for the grant instalment payment.

ARTICLE 8.

This present by-law takes effect in accordance with the law.

2015-05-323

Municipal Credit Card

It is moved by Ken O'Leary and unanimously resolved to authorize the Interim Director General, Julie Bertrand, to obtain municipal credit cards for Gerald Graveline and Julie Bertrand.

Carried

It is noted that council appointed a human resources committee to choose a candidate for job posting 2015-05-07.

Miscellaneous

2015-05-324

Temporary relocation of Veteran's monument

It is moved by Ken O'Leary and unanimously resolved to authorize the temporary relocation of the Veteran's monument. The price includes the re-installation after construction of the new building is complete. The expense of \$3500.00 is authorized from the budgetary item 'New Office Expense' from the 2015 provisional budget.

Carried

2015-05-325

Temporary relocation of Office Trailer and electrical supply

It is moved by Emile Morin and unanimously resolved to re-locate the office trailer in preparation for construction of the new office. It is also resolved to authorize the cost of \$1283.00 for re-routing the electrical supply for the trailer. This expense authorized from the budgetary item "New Office Expenses" from the 2015 provisional budget.

Carried

HUMAN RESOURCES

2015-05-326

Appointment of Lead hand

It is moved by Joe Belanger and unanimously resolved to appoint Gerald Graveline to the position of Lead hand effective May 9, 2015. This position will be subject to a 6 month probation. It is also resolved that Mr Graveline will receive remuneration in accordance to the job position.

Carried

Correspondence

It is noted that the correspondence was read and discussed with the members of council.

2015-05-327

Motion to adjourn

It is moved by Joe Belanger and unanimously resolved to close the meeting at 930pm.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Interim Director General