

MUNICIPALITY OF LITCHFIELD

Minutes of the regular council meeting held on March 7, 2016 at 7pm at the municipal office located at 1362 rte 148 Campbells Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Denis Dubeau, Morin, Joe Belanger, Donald Graveline and Terry Racine

Also present: Interim director general, Julie Bertrand and municipal inspector Robert Carle

Visitors: Mr Maurice Morin is present in regards to the tender for the 2016 supply of 03/4 gravel.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2016-03-32

Adoption of Agenda

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for March 7, 2016 as presented.

Carried

2016-03-33

Adoption of Minutes

It is moved by Joe Belanger and unanimously resolved to adopt the minutes of February 1, 2016 as presented.

Carried

2016-03-34

Réseau Biblio

It is moved by Donald Graveline and unanimously resolved to nominate Ken O'Leary as the municipal member for the Réseau Biblio and the library committee.

Carried

FINANCE

2016-03-35

Payment of invoices

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 prior to meeting: \$

Invoices to be paid: \$

Total amount of invoices: \$

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 2016.

Signed: _____ Date: _____

Julie Bertrand, Interim Director General

2016-03-36

Chamber of commerce membership renewal

It is moved by Denis Dubeau and unanimously resolved to renew the Chamber of commerce 2016 membership. This expense of \$143.72 is authorized from the budgetary item "association fees" from the 2016 provisional budget.

Carried

MRC tax arrears land sale –May 2016
2016-03-37 It is moved by Emile Morin and unanimously resolved to authorize the Director General, Julie Bertrand, to represent the Municipality at the MRC land sale in May 2016.

Carried

Donation request- Bourses Pontiac
2016-03-38 It is moved by Joe Belanger and unanimously resolved to donate \$100 to the Bourses Pontiac. This expense of \$100 is authorized from the budgetary item “goodwill gestures and donations” from the 2016 provisional budget.

Carried

Offer of Service – Deveau Avocats
2016-03-39 Whereas the municipality received an offer of service dated October 21, 2015 from m Deveau Avocats for the year 2016 commencing January 1,2016 to December 31, 2017;

Whereas the offer of service provides the following:

Telephone consultation for an unlimited number of hours;

People authorized to consult: the Mayor, Director General and the Municipal Inspector;

Duration of the contract: 2 years from January 1st, 2016 to December 31, 2017;

Fixed sum: \$700/year;

Other mandates: \$180 per hour;

Fees for municipal tax perception files: 10% of the collected amount, plus taxes and expenses, though not including the execution proceedings if necessary;

Therefore,

It is moved by Terry Racine and unanimously resolved to approve the offer of service from Deveau Avocats. This expense of \$700/year is authorized from the budgetary item “legal fees” from the 2016 provisional budget.

Carried

2016 Municipal 03/4 gravel supply – Tender 2016-02-30
2016-03-40 It is moved by Donald Graveline and unanimously resolved to award the contract for the 2016 municipal supply of 03/4 gravel at the price of \$5.44 (plus taxes)/m.t. to Brian Stanton Enterprises Ltd .

Carried

It is noted that councilor Emile Morin abstained from voting

2016-03-41

Appointment of Director General

WHEREAS Mme Jacqueline Brisebois left her post as Director General on December 2, 2013 for reason of illness;
WHEREAS the municipality of Litchfield hired Julie Bertrand Clerk, on January 6, 2014;
WHEREAS the municipality of Litchfield appointed Julie Bertrand Interim Director General on March 3, 2014;
WHEREAS the municipality sent 3 letters of request to Mme Brisebois requesting her intention in regards to her position as Director General;
WHEREAS the municipality of Litchfield has received no response from Mme Brisebois in regards to her intentions concerning her employment;
WHEREAS the municipality of Litchfield has informed Mme Brisebois on January 8, 2016 that it has terminated her employment due to no response to the multiple requests sent to her by registered mail and the abandoning of her position as Director General;

Therefore,

It is moved by Joe Belanger and unanimously resolved to recognize that Julie Bertrand has been performing the duties of Director General since January 6, 2014 and that she be named Director General as per the contract agreement.

Carried

Notice of motion is given by Emile Morin that at a subsequent meeting of council that project by-laws regarding the authorization of expenditures by the lead hand, assistant and Director General will be presented.

Correspondence

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

2016-02-42

Motion to adjourn

It is moved by Joe Belanger and unanimously resolved to close the meeting at 9:45pm.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Interim Director General