

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the regular council meeting held on May 1<sup>st</sup> , 2018 at 7 p.m. at the municipal office located at 1362 rte 148 Campbell's Bay, Quebec.

Present: Mayor Colleen Larivière, councillors Denis Dubeau, Donald Graveline, Emile Morin, Joe Belanger, John Stitt and Terry Racine.  
Also present: Director General, Julie Bertrand and leadhand, Gerald Graveline.

Visitors - Mr. Rene Barrette and Mr. Gilles Boisseault.

Quorum is met and Mayor Colleen Larivière presides the meeting.

2018-05-81

### **Adoption of Agenda**

It is moved by Donald Graveline and unanimously resolved to adopt the agenda for May 1<sup>st</sup> with additions.

Carried

2018-05-82

### **Adoption of Minutes**

It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of April 3<sup>rd</sup> with corrections.

Carried

## **URBANSIM**

### **Municipal Inspectors Report**

2018-05-83

It is moved by Emile Morin and unanimously resolved to approve the municipal inspector's monthly report and to authorize payment for kilometres submitted.

Carried

### **Approval of subdivision plans for lot # 3351767**

2018-05-84

It is moved by Emile Morin and unanimously resolved to accept the subdivision plans submitted by Michel Fortin from his minutes # 28492 for lot #3351767.

Carried

\*It is noted that Mr.Barrette and Boisseault attending to request the grading of their private road. Mayor Lariviere informed them that an hourly charge of \$75/hour will be applied.

\*Notice of motion is given by Emile Morin that at a subsequent meeting of council of project modifying the subdivision by-law 2017-227

### **Submission of new road name to the Toponymie , for the new road resulting from the exit relocation of Laforet road.**

2018-05-85

It is moved by Emile Morin and unanimously resolved to apply to the Toponymie requesting authorization to name the future new road for the Laforet Exit project "Keon Road".

Carried

### **Letter to be sent to property owner of role # 9472-65-8791**

2018-05-86

It is moved by Emile Morin and unanimously resolved to have the municipal inspector send a letter to the owner of the property regarding role #9472-65-8791 requesting a time frame confirmation for the repair or replacement of the septic system.

Carried

**ROADS**

**2018-05-87** **Call for tender for the supply of culverts**  
It is moved by Denis Dubeau and unanimously resolved to send a request to tender to a minimum of 3 suppliers for the supply of culverts as approved by council.  
Carried

**2018-05-88** **Purchase of a "tire cage"**  
It is moved by Emile Morin and unanimously resolved to authorize the purchase of a tire cage (required by the CSST) for changing of tires in the municipal trucks. This expense of \$650.00 + taxes is authorized from the budgetary item "tools" from the 2018 provisional budget.  
Carried

**FINANCE**

**2018-05-89** **Payment of accounts**  
It is moved by Denis Dubeau 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: \$ 35 676.24

Invoices to be paid: \$ 19 558.78

Total amount of invoices: \$55 235.02

**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 totalling, \$ 55 235.02 for the month of May 2018.

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

Julie Bertrand, Director General

Carried

**2018-05-90** **Call for tender 2018-03-50 – installation of a culvert**  
Whereas the municipality put out a call for tender 2018-03-50, to 2 contractors, for the installation of a culvert on Mountain Road;  
Whereas the 2 following contractors submitted tenders:  
1) Art Flemming and Sons: \$ 68 755.05 (taxes included)  
2) Nugent Construction: \$ 202 201.93 (taxes included)  
Whereas the Engineering firm WSP performed an analysis of the 2 submissions for tender 2018-03-50 and recommends the tender submitted from Art Flemming and Sons be accepted;  
Therefore,  
It is moved by Terry Racine and unanimously resolved that the municipality accept the tender submitted by Art Flemming and Sons in the amount of \$68 755.05 taxes included. This expense is authorized from the funds from the TEQC and the PAARRM gants.  
Carried

**Call for tender 2018-03-51- supply of a culvert**

2018-05-91

Whereas the municipality put out a call for tender 2018-03-51 , to 2 suppliers, for the supply of a cement culvert to be installed on Mountain road;

Whereas 1 supplier submitted a tender;

1) Groupe Brunet: \$ 36 872.49 (taxes and delivery included)

Whereas the engineering firm WSP performed an analysis of the tender received and recommends that the tender submitted by Groupe Brunet be accepted;

Therefore,

It is moved by Emile Morin and unanimously resolved that the municipality accept the tender submitted by Groupe Brunet in the amount of \$36 872.49 (taxes and delivery included). This expense is authorized from funds from the TEQC and the PAARRM grants.

Carried

**Purchase of a swing for the physically challenged – request from the LLC**

2018-05-92

It is moved by Joe Belanger and unanimously resolved to authorize the purchase of a swing, for the physically challenged, to be installed at the Halte, at the request from the Litchfield Leisure Committee. This expense of \$2000.00 plus taxes is authorize from the budgetary item “halte improvements” from the 2018 provisional budget.

Carried

**HUMAN RESOURCES**

**Student job posting**

2018-05-93

Whereas the municipality has received funding through a student grant; Whereas the municipality wishes to employ a student for 30 hours/week for 8 weeks;

Therefore,

It is moved Donald Graveline and unanimously resolved to post the job in the Pontiac Journal.

Carried

**MISCELLANEOUS**

**MRC Pontiac Volunteer Award**

2018-05-94

It is moved by Emile Morin and unanimously resolved to enter the Litchfield Leisure Committee as a contestant in the MRC Volunteer Awards .

Carried

**Correspondence**

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

**Motion to adjourn**

It is moved by Joe Belanger and unanimously resolved to close the meeting at 8:25 pm.

Carried