

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the regular council meeting held on July 8<sup>th</sup>, 2019 at 7 p.m. at the municipal office located at 1362 Rte 148 Campbell's Bay, QC.

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

Visitors:

Quorum is met and Mayor Colleen Larivière presides the meeting.

### **Adoption of Agenda**

2019-07-118 It is moved by Donald Graveline and unanimously resolved to adopt the agenda, with additions, for July 8<sup>th</sup>, 2019.  
Carried

### **Adoption of Minutes**

2019-07-119 It is moved by Denis Dubeau and unanimously resolved to adopt the minutes of June 3<sup>rd</sup>, 2019 regular meeting.  
Carried

## **URBANSIM**

### **Municipal Inspectors Report**

2019-07-120 It is moved by Donny Graveline and unanimously resolved to accept the municipal inspectors report and to authorize the payment of expenses claimed.  
Carried

### **Approval of subdivision plans for Daniel Haley – lot #6322 657**

2019-07-121 It is moved by Emile Morin and unanimously resolved to approve the subdivision plans submitted by Michel Fortin from his minutes 10864 dated June 5<sup>th</sup>, 2019, for lot #6322 657 for Daniel Haley.  
Carried

### **Government Flood Decree 2019 –ZIS Map**

2019-07-122 Whereas , as a result of the 2019 spring frechette, the government of Quebec has presented a project by-law for the 2019 Decree –ZIS;  
Whereas the municipality has been asked to review the ZIS Map;  
Whereas the municipality has reviewed the ZIS map and has deemed the zone declaration for the municipal territory erroneous;  
Whereas the municipality responded to the request to consult and the ZIS map on July 2<sup>nd</sup>, 2019 via email;  
Whereas the 2019 Flood Decree project by-law also institutes many constraints on building and repairs within the ZIS:  
Whereas the municipality feels that certain restraints are unfair and may pose to be detrimental to taxpayers and the municipality as a whole;

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Therefore,

It is moved by Denis Dubeau and unanimously resolved to approve the request email to be forwarded by the municipal inspector which states: Since the government does not reimburse cottagers or secondary residents for damages sustained by the spring flood, is it possible that the decree allow owners of cottages and secondary residences to lift, the said cottage, higher than the 100 year mark, at their own expense;

If the decree doesn't not allow for this measure, it is (in our judgement) a disguised expropriation of property which will cause many problems and long term financial loss for numerous Pontiac municipalities situated along the Ottawa River.

Carried

#### ROADS AND EQUIPMENT

##### Additional purchase of 2000 m.t. of 03/4 gravel

2019-07-123

Whereas the municipality put out a call for tender for the supply of a minimum of 5000 m.t. of 03/4 gravel;

Whereas the municipality awarded the tender to Campbell's Bay Cement;

Whereas the municipality has and will purchase the minimum 5000 m.t. amount as agreed in the tender;

Whereas the municipality requires an additional supply of 2000 m.t. of 03/4 gravel;

Whereas the municipality has consulted its legal advisor and is in it's right to purchase and additional supply of gravel from another supplier providing that the amount does not exceed a total of \$25 000 taxes included;

Whereas the additional amount of gravel required will be purchased from the gravel pit closest to the job site from 2 suppliers who provided the lowest price;

Therefore,

It is moved by Terry Racine and unanimously resolved to purchase additional gravel from Brian Stanton Co Ltd and Campbell's Bay Cement.

Carried

##### Purchase of guard rail buffer ends

2019-07-124

It is moved by Emile Morin and unanimously resolved to purchase 2 guard rail buffer ends. This expense authorized from the budgetary item "road repairs and maintenance" from the 2019 provisional budget.

Carried

#### FINANCE

##### Payment of accounts

2019-07-125

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: \$ 3531.41

Invoices to be paid: \$140 227.38

Total amount of invoices: \$143 758.79

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**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 \$143 758.79 for the month of July 2019.

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

Julie Bertrand, Director General

**Authentication of email resolution 2019-06-28**

2019-07-126

It is moved by Emile Morin and unanimously resolved to authenticate the Email Resolution #2019-06-28:

It is moved by Emile Morin and unanimously resolved to approve the plans submitted by Noémie Lebel from her minutes #423 dated May 22, 2018 for lots # 6253264 and #6253265 on behalf of Charles Heaphy and lots # 6253271 and #6253262 and #6253263 on behalf of the Jardin Educatif. It is also resolved to authenticate the costs of 500.00 plus taxes for the medication to the plans. This expense is authorized from the 2014-2018 TECQ funds .

Carried

**Authorization to transfer funds**

2019-07-127

It is moved by Joe Belanger and unanimously resolved to authorize the transfer of \$24000.00 to Notary Jean Pierre Pigeon in Trust for the purchase of lots from Charles Heaphy and the Jardin Educatif for the Laforet Exit Relocation project.

Carried

**Authorization to sign subrogation form in relation to tax collections for role 9177-61-4208**

2019-07-128

It is moved by Emile Morin and unanimously resolved to authorize Director General , Julie Bertrand to sign all document related to the subrogation regarding the tax collection for role 9177-61-4208.

Carried

**Photo copier contract renewal**

2019-07-129

It is moved by Donald Graveline and unanimously resolve to authorize the renewal of the rental contract for the photo copier and that Director General, Julie Bertrand be authorized to sign the required documents.

Carried

**Tender 2019-05-96- Laforet Exit Relocation Project**

2019-07-130

Whereas the municipality put out a call for tender 2019-05-96:

Whereas the municipality received the following 4 tender submissions;

Nugent Construction:	\$761 765.37
Excavatech J.L.	\$566 023.30
130247 Canada Inc/Pavage Inter Cité	\$527 470.81
Construction Edelweiss	\$503 815.51

Whereas engineer, Maxime Philibert, has examined all submissions and has recommended that the municipality except the lowest conform submission from Edelweiss in the amount \$503 815.51 taxes included.

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Whereas the municipality is waiting form approval of subdivision plans from Quebec in order to purchase the lots to realize the project;

Therefore,

It is moved by Terry Racine and unanimously resolved to award the contract to Edelweiss on the condition that the municipality receive the government's approval of the subdivision plans for the purchase of the lots required. The anticipated starting date of the project is August 12<sup>th</sup>, 2019.

Carried

#### SECURITY

##### Purchase and installation of propane lines for the emergency generator

2019-07-131

Whereas the municipality purchased an emergency generator as part of the Public Security Plan required by the Government;

Whereas the cost of the lines and installation are in addition to the cost of the generator that was purchase with 911 grant funds;

Therefore,

It is moved by Terry Racine and unanimously resolved to authorize the purchase and installation of the propane lines for the emergency generator.

Carried

#### RECYCLING

##### Modification to resolution #2019-06-109- Recyle Bin purchase

2019-07-132

Whereas the municipality resolved to purchase 2 recycling bins by resolution 2019-06-131;

Whereas the bins were not in conformity with the criteria for grant funding;

Whereas the deadline for the group grant application by the MRC was July 5<sup>th</sup>, 2019;

Whereas the Director General received email approval from all members of council to modify the equipment purchase to be in conformity with the grant criteria;

Therefore,

It is moved by Emile Morin to authenticate the modification to the type of the equipment for which grant funds are requested to 2 recyling canisters for the municipal Halte. The expense of \$600.00 plus taxes is authorized from the "environmental health" funds from the 2019 provisional budget.

Carried

#### HALTE

##### Cleaning of washrooms

2019-07-133

It is moved by Terry Racine and unanimously resolved to hire Faye McGuire to clean the washrooms at the Municipal Halte for the summer months. This expense authorized from the budgetary item "halte repairs and maintenance" from the 2019 provisional budget.

Carried

\*It is noted that Director General Julie Bertrand will obtain a price quote for the improvement of the interior walls of the washrooms and the fencing at the municipal Halte.

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**MISCELLANEOUS**

**FQM Congress**

2019-07-134

It is moved by Terry Racine and unanimously resolved to authorize Mayor Lariviere and Director General Julie Bertrand to attend the FQM Congress in September. This expense is authorized from the budgetary item “mayor and councillors – travel and convention” from the 2019 provisional budget.

Carried

**Rescheduling of the September meeting**

2019-07-135

It is moved by Denis Dubeau and unanimously resolved to reschedule the September meeting from September 9<sup>th</sup>, 2019 to September 16<sup>th</sup>, 2019. It is also resolved to publish the change on the website and to put out a public notice.

Carried

**Authentication of the purchase of a walkway for the municipal docks.**

2019-07-136

It is moved by Donald Graveline to authenticate the purchase of a walkway for the municipal dock. This expense of \$500.00 is authorized from the budgetary item “dock maintenance” from the provisional budget.

Carried

**Authorization to have plans prepared for repairs of embankment at 68 Crawford road.**

2019-07-137

Whereas the embankment at 68 Crawford Road has failed during the month of April 2019;

Whereas the stability of the embankment was compromised by works performed by the owner of 68 Crawford road in 2014;

Whereas the owner at 68 Crawford Road repaired the embankment previously;

Whereas the MRC engineer has inspected the embankment and confirms that the recent failure is due to the previous repairs not being sufficient;

Therefore,

It is moved by Denis Dubeau and unanimously resolved to have the MRC Engineer, Kim Lesage, prepare plans for the repair of the embankment at 68 Crawford Road. It is also resolved to provide the said plans to the owner at 68 Crawford Road so that he performs the repair/work to the embankment according to the engineer plans, to ensure proper stability of the embankment. In addition, the MRC engineer will perform an inspection of the work to ensure proper execution.

Carried

**ADJOURNMENT**

2019-07-138

It is moved by Joe Belanger and unanimously resolved to adjourn the meeting at 8:31 p.m.

Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Director General