

## **MUNICIPALITY OF LITCHFIELD**

Minutes of the Regular Council Meeting on September 6<sup>th</sup>, 2022 at 7:00 p.m. held at the Municipal office located at 1362 route 148, Campbell's Bay, Qc.

Present: Mayor Lariviere, councilors Terry Racine, John Stitt, Denis Dubeau, Emile Morin and Courtney Harris  
Councilor Rick Frost motivated his absence

Also present: Director General, Julie Bertrand

Quorum is met and Mayor Lariviere presides the meeting.

### **Adoption of Agenda**

2022-09-336 It is moved by Emile Morin and unanimously resolved to adopt the agenda, with additions, for September 6<sup>th</sup>, 2022.  
Carried

### **Adoption of Minutes**

2022-09-337 It is moved by Courtney Harris and unanimously resolved to adopt the meeting minutes from August 8<sup>th</sup>, 2022.  
Carried

## **URBANISM**

### **Municipal Inspector's Reports**

2022-09-338 It is moved by Terry Racine and unanimously resolved to approve the Municipal Inspector's Report and the related expenses.  
Carried

### **Approval of subdivision plans for 3303374 Nova Scotia Company**

2022-09-339 It is moved by Denis Dubeau and unanimously resolved to approve the subdivision plans submitted by Jacques Berube surveyor, from his minutes #8687 dated June 2<sup>nd</sup> 2022 for lots #6522490 and #6522491 originating from lot # 6456747 on behalf of 3303374 Nova Scotia Company.  
Carried

## **ROADS/EQUIPMENT**

### **Call for tender for the supply of winter sand**

2022-09-340 It is moved by Terry Racine and unanimously resolved that the Director General put out a call for tender for the supply of 3000 m.t. of winter sand to 3 local suppliers.  
Carried

### **Price quotes for the supply of winter salt**

2022-09-341 It is moved by Terry Racine and unanimously resolved to authorize the Director General to get price quotes for the supply of 115 m.t. of winter salt.  
Carried

**Purchase of signs**

2022-09-342

It is moved by Emile Morin and unanimously resolved to authorize the purchase of "Boat Washing" signs for Leslie Lake residents. This expense of approximately \$400 is authorized from the budgetary item "signs" from the 2022 provisional budget.

Carried

**Purchase of large impact drill**

2022-09-343

It is moved by Courtney Harris and unanimously resolved to purchase a used commercial grade impact drill from Alain Gauthier. This expense of \$250 is authorized from the budgetary item "tools" from the 2022 provisional budget.

Carried

**FINANCE**

**Payment of accounts**

2022-09-344

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: \$12 417.91

Invoices to be paid: \$ 101 208.35

**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 totaling \$113 626.26 for the month of September 2022.

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

Julie Bertrand, Director General

**Deposit of the 2021 Financial Report**

It is noted that the Director General deposited the 2021 Financial Report.

**Deposit of the 2022 Mayor's Report**

It is noted that Mayor Lariviere deposited the 2022 Mayor's Report.

**Application to the New Horizon Grant for Seniors**

2022-09-345

It is moved by Courtney Harris and unanimously resolved to authorize Director General, Julie Bertrand to apply for the New Horizons Grant for Seniors. The application will request funding for the replacement and installation of a wheel chair accessible walkway at the municipal park which leads to the public washrooms and Seniors Gazebo.

Carried

2022-09-346

**TECQ programming for the Repairs and improvements to the municipal garage**

Whereas the municipality wishes to make repairs and improvements to the municipal garage;

Whereas the repairs and improvements will include the replacement of 6 windows and 2 doors, installation of 2 automatic door openers, repairs to the washroom facility, repairs to the interior walls and the installation of a wash pad and oil separator system for the wash pad.

Whereas the related expenses are admissible on the TECQ program;

Therefore,

It is moved by Terry Racine and unanimously resolved that the Director General submit a programming #4 for the repairs and improvements to the municipal garage;

The estimate for the repairs is \$175,000;

Whereas:

The municipality has taken cognizance of the Guide to the terms and conditions for the payment of the government contribution under the Gas Tax and Quebec Contribution Program (TECQ) for the years 2019 to 2023;

The municipality must respect the terms and conditions of this guide that apply to it in order to receive the government contribution that has been confirmed in a letter from the Minister of Municipal Affairs and Housing.

Be it resolved that:

The municipality undertakes to respect the terms and conditions of the guide that apply to it;

The Municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property due to any deliberate or negligent act arising directly or indirectly from investments made with financial assistance obtained under the TECQ 2019-2023 program;

The municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Housing of the attached Work Program No. 4 and all other documents required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

The Municipality agrees to meet the minimum capital investment threshold for all five years of the program;

The municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any changes that will be made to the work program approved by this resolution.

Carried

2022-09-347

**TECQ programming for the installation of security door systems for the municipal office.**

Whereas the municipality wishes install 2 security door systems for the municipal office;

Whereas the related expenses are admissible on the TECQ program;

Therefore,

It is moved by Courtney Harris and unanimously resolved that the Director General submit a programming #5 for the installation of 2 security door systems for the municipal office;

The estimate for the repairs is \$7000;

Whereas:

The municipality has taken cognizance of the Guide to the terms and conditions for the payment of the government contribution under the Gas Tax and Quebec Contribution Program (TECQ) for the years 2019 to 2023;

The municipality must respect the terms and conditions of this guide that apply to it in order to receive the government contribution that has been confirmed in a letter from the Minister of Municipal Affairs and Housing.

Be it resolved that:

The municipality undertakes to respect the terms and conditions of the guide that apply to it;

The Municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property due to any deliberate or negligent act arising directly or indirectly from investments made with financial assistance obtained under the TECQ 2019-2023 program;

The municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Housing of the attached Work Program No. 5 and all other documents required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

The Municipality agrees to meet the minimum capital investment threshold for all five years of the program;

The municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any changes that will be made to the work program approved by this resolution.

Carried

**Hiring of a consultant to make an application to the Regions and Rurality Fund Component 4 - Support for vitalization**

2022-09-348

Whereas the MRC Pontiac has launched a call for projects for the RRF – component 4;

Whereas the municipality would like to make use of the funds available and wishes to prepare a project depicting areas of culture and heritage on its territory;

Whereas the municipality commits to a 10% financial commitment;  
Whereas the date limit for submitting a project is September 30<sup>th</sup>, 2022;

Whereas the municipality will require the support and expertise of a consultant;

Whereas the municipality has received an offer of service for the preparation of the grant application process from EMC;

Therefore,

It is moved by Courtney Harris and unanimously resolved to accept the offer of service from EMC in the amount of 2250\$. This expense to be authorized from the RRF -component 4 funds.

Carried

**CORRESPONDANCE**

Mayor Lariviere read the correspondence

**ADJOURNMENT**

2022-09-349

It is moved by Emile Morin and unanimously resolved to adjourn the meeting at 8:25 p.m.

Carried

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Colleen Larivière  
Mayor

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Julie Bertrand  
Director General