

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on August 8th, 2023 at 7:00 p.m. held at the Municipal office located at 1362 route 148, Campbell's Bay, Qc.

Present: Mayor Lariviere, councilors Denis Dubeau, Emile Morin, Rick Frost, Terry Racine, John Stitt and Courtney Harris.

Also present: Director General, Julie Bertrand

Visitors: Peter Christie

Quorum is met and Mayor Lariviere presides the meeting.

Adoption of Agenda

2023-08-545 It is moved by Terry Racine and unanimously resolved to adopt the agenda for August 8th, 2023.

Carried

Adoption of Minutes

2023-08-546 It is moved by Emile Morin and unanimously resolved to adopt the meeting minutes from the July 10th, 2023 meeting.

Carried

URBANISM

2023-08-547 **Municipal Inspector**

Director General, as acting municipal inspector, has given a report to council regarding permits and certificates.

Carried

2023-08-548 **SQ By-Law 2023-01 concerning Parking**

Motion by Terry Racine and unanimously resolved that the by-law S.Q. 2023-01 – Concerning Parking will abrogate and replace all previous By-laws relating to parking, as enforceable by the Quebec Provincial Police.

Carried

By-Law S.Q. 2023-02- Concerning Safety, Peace and

Order in public areas

2023-08-549 Motion by Councillor Terry Racine and unanimously resolved that the by-law S.Q. 2023-02 - Concerning Safety, Peace and Order in public areas will abrogate and replace all previous By-laws relating to safety, peace and order, as enforceable by the Quebec Provincial Police.

Carried

By-Law S.Q. 2023-03- Concerning Nuisances

2023-08-5550 Motion by Councillor Terry Racine and unanimously resolved that the by-law S.Q. 2023-03-Concerning nuisance abrogate and replace all previous By-laws relating to nuisances, as enforceable by the Quebec Provincial Police.

Carried

By-Law S.Q. 2023-04-Concerning Peddling

2023-08-551 Motion by Councillor Terry Racine and unanimously resolved that the by-law S.Q. 2023-04 - Concerning Peddling will abrogate and replace all previous by-laws relating to peddling, as enforceable by the Quebec Provincial Police.
Carried

By-Law S.Q. 2023-05- Concerning the outdoor use of water

2023-05-552 Motion by Councillor Terry Racine and unanimously resolved that the by-law S.Q. 2023-05 -Concerning the outdoor use of water will abrogate and replace all previous by-laws relating to the outdoor use of water, as enforceable by the Quebec Provincial Police.
Carried

By-Law S.Q. 2023-06 – Concerning Alarm systems

2023-08-553 Motion by Councillor Terry Racine and unanimously resolved that the by-law S.Q. 2023-06 - Concerning Alarm systems will abrogate and replace all previous by-laws relating to alarm systems, as enforceable by the Quebec Provincial Police.
Carried

It is noted that because all members of council have received a copy of the by-laws S.Q 2023-01, 2023-02,2023-03, 2023-04, 2023-05, 2023-06 and they have agreed to dispense of its reading. (art. 445 C.M.)

ROADS/EQUIPMENT

Repairs for the JX85 tractor transmission

2023-08-554 It is moved by Denis Dubeau and unanimously resolved to authorize the transmission repair on the JX85 tractor. This expense of \$18249.49 is authorized from the budgetary item “Vehicle repairs” from the 2023 provisional budget.
Carried

Purchase of sander parts for the 2010 International truck

2023-08-5555 It is moved by Rick Frost and unanimously resolved to authorize the purchase of parts for the 2010 International truck Sander. This expense of \$550 + taxes is authorized from the budgetary item “vehicle maintenance” from the 2023 provisional budget.
Carried

FINANCE

Transfer of budgetary funds

2023-08-556 It is moved by Courtney Harris and unanimously resolved to transfer \$18249.49 from the budgetary item “Urban Planning-Municipal inspector” to “vehicle maintenance” from the 2023 provisional budget.
Carried

2023-08-557 **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: \$5354.87
Invoices to be paid: \$60606.45
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 \$65961.32 for the month of August 2023.
Signed: _____ Date: _____
Julie Bertrand, Director General

2023-08-558 **By-Law 2023-251 Contract Management**
WHEREAS a Contract Management Policy was adopted by the Municipality on JUNE 15, 2021, in accordance with Article 938.1.2 of the *Municipal Code of Quebec* (hereinafter called "M.C.");
WHEREAS Article 938.1.2 M.C. was replaced on January 1, 2018, obliging municipalities, as of this date, to adopt a by-law regarding contract management;
WHEREAS the Municipality wishes, as permitted by Article 938.1.2 M.C., to provide contracting rules that involve an expenditure of at least \$ 25,000 and below the expenditure threshold of a contract that can be awarded only after a public bid in accordance with Article 935 M.C.;
WHEREAS consequently, Article 936 M.C. no longer applies to these contracts as from the entry into force of this by-law.
WHEREAS this by-law meets the objective of transparency and sound management of public funds;
WHEREAS a notice of motion has been given and a draft by-law was presented at the meeting of July 10, 2023;
WHEREAS the Director General states that the purpose of this by-law is to provide for contract management measures for any contract to be concluded by the Municipality, including certain contracting rules for contracts involving an expense of at least \$ 25,000 and below the threshold requiring a public call for tenders;
THEREFORE,
It is moved by Emile Morin and unanimously resolved that By-Law 2023-251 Contract Management be adopted and enacted according to the law.
Carried

2023-08-559 **FRR Project Volet 4 -consultant fees**
It is moved by Courtney Harris and unanimously resolved to approve and additional 6 hours of pay for EC Consultant for the FRR Volet 4 grant application preparation. This expense of \$810 is authorized from the FRR funds.
Carried

2023-08-560 **FRR-Volet 4 Grant submission and financial responsibility**
It is moved by Courtney Harris and unanimously resolved that EC Consultants and Director General, Julie Bertrand, are authorized to proceed with the FRR Volet 4 Grant application on behalf of the municipality of Litchfield.
In addition, the municipality confirms its financial responsibility for 10% of the cost of the FRR Volet 4 project.
Carried

2023-08-561 **Authentication of Email Resolution #2023-07-544**
It is moved by Terry Racine and unanimously resolved to authenticate the following email resolution Temporary Loan for TECQ 2019-2023:
Authorization for the Municipality of Litchfield to request a temporary loan from the Caisse Desjardins des Rivières de Pontiac.
Whereas the Municipality of Litchfield has received written confirmation of a transfer of funds/grant from the MAMH for the TECQ program 2019-2023.
Whereas the amount of the transfer/grant is \$868 444;
Whereas the programming for these funds and projects have been approved by the MAMH;
Whereas a temporary loan of \$800,000 is required to pay the TECQ programmed projects cost until the Municipality receives the grant funds;
Whereas the loan of \$800,000 will be repaid when the municipality receives the funds related to the TECQ program;
Therefore,
It is moved by Terry Racine and resolved to authorize the signatories, Mayor Colleen Lariviere and Director General, Julie Bertrand to apply and sign for the temporary loan in the amount of \$800,000 at the Caisse Desjardins des Rivières de Pontiac.
Carried

SECURITY

2023-08-562 **Adoption of the Fire Safety Cover Plan**
Whereas the regional council, in its resolution C.M. 2016-02-07, mandated the public security and emergency preparedness coordinator (coordinator) of the Pontiac MRC to prepare a revised fire safety cover plan (revised plan);
Whereas revised plan was prepared and presented to the fire safety committee (CSI);
Whereas the CSI recommended that the regional council approve the revised plan as presented;
Whereas the implementation plan was presented to the members of council.
Therefore,
It is proposed by Denis Dubeau and unanimously resolved to adopt the implementation plan.
Carried

CORRESPONDANCE

Mayor Lariviere reads the correspondence

Transportation expense for the Campbell's Bay/Litchfield Summer Camp

2023-08-563 It is moved by Courtney Harris and unanimously resolved to donate \$300 to the Campbell's Bay/Litchfield Summer Camp for transportation expenses. This expense is authorized from the budgetary item "goodwill donations" from the 2023 provisional budget.
Carried

Donation to the Debbie Smith Scholarship Fund

2023-08-564 It is moved by Emile Morin and unanimously resolved to donate \$200 to the Debbie Smith Scholarship Fund. This expense authorized from the budgetary item "good will donations" from the 2023 provisional budget.
Carried

MISCELLANEOUS

Request for support for the "Energy from Waste" project

2023-08-565 Whereas the Municipality of Litchfield has been asked to support the "Energy from Waste" project;
Whereas the Municipal Council members do not feel that they have sufficient information to make an informed decision;
Therefore,
It is moved by Emile Morin and unanimously resolved that the Municipality of Litchfield will not support the project at this time.
Carried

ADJOURNMENT

2023-08-566 It is moved by Rick Frost and unanimously resolved to adjourn the meeting at 8:05 p.m.
Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General

