

MUNICIPALITY OF LITCHFIELD

Minutes of the Regular Council Meeting on January 10th, 2022 at 7:00 p.m. held by video conference as required by Decree number 2021-090 of December 20, 2021.

Present by video conference: Mayor Colleen Larivière, councilors Denis Dubeau, Emile Morin, Terry Racine, John Stitt, Rick Frost and Courtney Harris. Also present: Director General, Julie Bertrand
Quorum is met and Mayor Colleen Larivière presides the meeting.

Covid-19 Decree 177-2020- holding of council meetings

2022-01-191

WHEREAS Decree number 177-2020 of March 13, 2020 declared a state of health emergency throughout Quebec for an initial period of ten days, in accordance with the Public Health Act;
WHEREAS the state of health emergency has been extended by various decrees and is still effective to this day;
CONSIDERING THAT since December 20, 2021, the members of the municipal council must, as much as possible, hold their meetings by any means allowing them to communicate directly with each other and to vote in person, according to the terms provided for by the ministerial decree of 4 July 2020 (2020-049);
WHEREAS, in accordance with decree 2020-049 of July 4, 2020, any municipality has the obligation to allow the transmission of written questions to council members at any time before the holding of the meeting which, by law, must include a question period;
WHEREAS it is in the public interest and to protect the health of the population, members of council and municipal officers, that this meeting be, as required, held without the presence of the public, the members of council and the municipal officers being authorized, by the ministerial decrees and orders currently in force, to be present, to take part, to deliberate and to vote at this meeting by videoconference.
THEREFORE, it is moved by Terry Racine and carried unanimously of the councillors present:
That the council confirms that this meeting and any subsequent meeting, until the sanitary situation permits, taking into account the rules set by the Minister of Health, be held without the presence of the public and that the members of the council and municipal officers can participate by video and tele conference.
That the meeting be publicized, as soon as possible, in accordance with the legal rules applicable by one or the other of the applicable ministerial orders, on the municipal website.
Carried

Adoption of Agenda

2022-01-192

It is moved by Emile Morin and unanimously resolved to adopt the agenda with additions for January 10th, 2022.
Carried

Adoption of Minutes

2022-01-193

It is moved by Courtney Harris and unanimously resolved to adopt the meeting minutes from December 6th, 2021 and December 29th, 2021.
Carried

ROADS AND EQUIPMENT

Winter plowing of Barney Road

2022-01-194 It is moved by Emile Morin and unanimously resolved, upon recommendation of the road committee, to extend the distance of the plowing the Barney Road to meet the entrance of Matt Hearty's property. This on the condition that the plow truck can turn around with no obstructions or damage to the plow truck and equipment.
Carried

Plowing of Cleary Road

2022-01-195 Whereas the owner of a new home construction has requested that the municipality plow the Cleary Road during the winter; Whereas the plowing of this road is a matter of public security; Therefore,
It is moved by John Stitt and unanimously resolved to plow the Cleary Road on the condition that the plow truck can turn around with no obstructions or damage to the truck and equipment.
Carried

FINANCE

Authorization to purchase LED lights for the 3 plow trucks

2022-01-196 It is moved by Denis Dubeau and unanimously resolved to authorize the purchase and installation of LED lights for the 3 plow trucks. This expense of \$1500 plus taxes is authorized from the budgetary item "repair and maintenance –vehicles" from the 2022 provisional budget.
Carried

Authorization to purchase safety winter jackets

2022-01-197 It is moved Courtney Harris to authenticate the purchase of winter safety jackets for the employees. This expense of \$800 + taxes is authorized the budgetary item "clothing -boots and gloves" from the 2022 provisional budget.
Carried

ATTRIBUTION OF A MANDATE FOR PROFESSIONAL JUDICIAL SERVICES TO DEVEAU AVOCATS – OUTAOUAIS – JANUARY 1, 2022 TO DECEMBER 31, 2023

2022-01-198 WHEREAS in preparation of its budget for the upcoming year, the Municipality of Litchfield has accepted the offer of judicial services from Deveau Avocats – Outaouais in order to be able to have professional support to that effect;
WHEREAS the offer of judicial services dated October 13, 2021, prepared to that effect by Deveau Avocats – Outaouais;
Therefore,
It is moved by Emile Morin and unanimously resolved that the municipal council accepts the offer of services from Deveau Avocats – Outaouais, which is the following:
Offered service: Telephone consultation for an unlimited number of hours;

Continued..

People authorised to consult: The Mayor, the General director and the Municipal inspector;

Duration of contract: 2 years, from January 1st, 2022 to December 31st, 2023;

Fixed sum: \$800 per year plus taxes;

For all other required mandates: Hourly fee of \$205 per hour;

Fees for municipal tax perception files: 15% of the collected amount, plus taxes and expenses, though not including the execution proceedings if necessary.

Carried

2022-01-199

2022 Public Budget Meeting - to be held by video conference

Whereas, due to Covid-19 regulations put forth by the Government of Quebec, the municipality will hold the 2022 Public Budget Meeting via video conference on January 27th, 2022 at 5:30 p.m.

Therefore,

It is moved by John Stitt and unanimously resolved that the director general post a notice advising taxpayers that they may forward questions or requests in writing via email or by regular mail and that these will be addressed at the meeting.

Carried

2022-01-200

Payment of accounts

It is moved by Rick Frost 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: \$

Invoices to be paid: \$

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 \$ for the month of January 2022.

Signed: _____ Date: _____

Julie Bertrand, Director General

2022-01-201

2022 Recycling- contract renewal

It is moved by John Stitt and unanimously resolved to authorize the renewal of the 2022 Recycling Contract with 9828745 Canada Inc./McGrimmon Cartage which includes an increase of \$10/m.t. for the year 2022.

It is also resolved that Director General, Julie Bertrand, be authorized to sign the contract.

Carried

*A Notice of motion is given by Courtney Harris that at a subsequent meeting of council a project tax rate 2022 by-law and final tax rate 2022 by-law will be presented and adopted.

HUMAN RESOURCES

Summer Jobs Program

2022-01-202

It is moved by Denis Dubeau and unanimously resolved to authorize Director General, Julie Bertrand, to apply for the Summer Jobs Program to subsidize a summer employee. It is also resolved to post the job as of March 1, 2022.

Carried

*It is noted that the members of council will participate in the obligatory Code of Ethics course for elected officials on March 12, 2022

MISCELLANEOUS

Plans for the construction of a truck shelter

20200-01-203

Whereas the municipality has enquired on cost estimates for the preparation of construction plans for a truck shelter;

Whereas the least costly quote is from Dessins Drummond at the cost of \$5000;

Therefore,

It is moved by John Stitt and unanimously resolved to hire the firm, Dessins Drummond to prepare the construction plans for a truck shelter. This expense is authorized from the PRABAMM grant funds.

Carried

Purchase of a lap top computer

2022-01-204

Whereas the Covid-19 health measures for the workplace include distance working;

Whereas distance working requires an additional lap top;

Therefore,

It is move by Courtney Harris and unanimously resolved to authorize the purchase of a lap top computer. This expense of approximately \$1000 plus taxes is authorized from the budgetary item "office equipment" from the 2022 provisional budget.

Carried

ADJOURNMENT

2022-02-205

It is moved by Emile Morin and unanimously resolved to adjourn the meeting at 7:28 p.m.

Carried

Colleen Larivière
Mayor

Julie Bertrand
Director General