

Minutes of an ordinary meeting of the Litchfield Municipal Council for the month of December, held on Monday, December 2nd, 2013 at 7:00 p.m. at the Litchfield Municipal Office.

Present: Mayor Colleen Larivière and Councilors: Emile Morin, Ken O’Leary, Joe Belanger, Donny Graveline and Terry Racine.

Also present: Robert Smith, Lead hand and Doug Corrigan, Building Inspector.

Agenda

2013-12-174 Moved by Ken O’Leary and unanimously resolved to adopt the agenda.

Carried

Appointment of Clerk

2013-12-175 Moved by Ken O’Leary and unanimously resolved to appoint Kerrie Hearty as clerk for the December 2nd 2013 meeting of council.

Carried

Minutes

2013-12-176 Moved by Donny Graveline and unanimously resolved to adopt the minutes of the meeting of November 12th, 2013

Carried

Medical Leave – Director General

It is noted that Council received a doctor’s slip stating that Director General, Ms. Jacqueline Brisebois will be on medical leave until December 13th, 2013.

Simply Accounting et PG

2013-12-177 Moved by Joe Belanger and unanimously resolved to authorize Gerry Labelle to proceed with the Upgrading of the Simply Accounting and PG software Programs.

Carried

Leadhand Report

2013-12-178 Moved by Joe Belanger and unanimously resolved to authorize the purchasing of blades from Valley Blades.

Carried

Winter Hours

2013-12-179 Moved by Emile Morin and unanimously resolved to advise the blue collar workers that winter hours will commence as of December 1st, 2013.

Carried

Plowing of 8th Line

2013-12-180 Moved by Donny Graveline and unanimously resolved to plow all of the 8th Line this winter.

Carried

Snowplowing of private laneways

- 2013-12-181 Moved by Emile Morin and unanimously resolved to review the snowplowing policy for private laneways in early spring.

Carried

Letter – Genivar

- 2013-12-182 Moved by Emile Morin and unanimously resolved to send a letter to Genivar expressing council's dissatisfaction regarding the work done on Church Road and Lafôret Road. A copy of the letter will be forwarded to Municipal Affairs and Inter-Cité.

Carried

Nomination of Pro-Mayor

- 2013-12-183 Moved by Emile Morin and unanimously resolved that Denis Dubeau be named pro-mayor for the municipality of Litchfield.

Carried

Industrial Park Visit

Discussion was held regarding a visit to the Industrial Park.

Registration for Code of Ethics Training

- 2013-12-184 Moved by Ken O'Leary and unanimously resolved that all councillors register for the English Code of Ethics Training to be held on March 29th, 2014 in Shawville.

Carried

NOTICE OF MOTION

Notice of motion is given by Emile Morin that at a subsequent meeting of council a By-Law regarding the Code of Ethics will be presented.

Budget 2014

- 2013-12-185 Moved by Donny Graveline and unanimously resolved that the public budget meeting be held on January 9th, 2014 at 7:00 p.m.

Carried

Monthly Bills

- 2013-12-186 Moved by Joe Belanger and unanimously resolved to accept the monthly bills.

Carried

Translation of Minutes

- 2013-12-187 Moved by Ken O'Leary and unanimously resolved to accept the estimate from Louise Donaldson for the translation of the minutes for the last four years. The cost will be provided for at the 2014 Budget Meeting.

Carried

Tax Arrears

2013-12-188 Moved by Ken O'Leary and unanimously resolved to send registered letters to all delinquent tax accounts.

Carried

Director General Agreement

2013-12-189 Moved by Emile Morin and unanimously resolved to accept the contract between the Director General and the Municipality. Colleen Larivière is authorized to sign said agreement.

Carried

Hiring of Assistant/Director by Interim

2013-12-190 Moved by Ken O'Leary that Connie Levesque be hired as Interim Director General during Mrs. Jacqueline Brisebois' medical leave. The hourly rate will be \$20/hour.

Carried

Signing Authority – Laurentian Bank

2013-12-191 Moved by Emile Morin and unanimously resolved that Denis Dubeau, Colleen Larivière, Jacqueline Brisebois and Connie Levesque have signing authority on all accounts at the Laurentian Bank.

Carried

Remuneration – Clerk

2013-12-192 Moved by Emile Morin and unanimously resolved to compensate Kerrie Hearty for acting as clerk at the December 2nd, 2013 council meeting at the rate of \$20/hr.

Carried

Responsable des questions familiales

2013-12-193 Moved by Joe Belanger and unanimously resolved that Ken O'Leary be named Municipal Representative for the RQF.

Carried

Closing

2013-12-194 Moved by Donny Graveline to close the meeting at 10:30 p.m.

Colleen Larivière
Mayor

Kerry Hearty
Clerk