



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès verbal / Minutes

Tuesday January 14, 2014

At the regular meeting of the Council of the Municipality of Otter Lake, held on the above date at 7:00PM, at 15 Palmer Avenue (Municipal Office), and which were present His Worship the Mayor Mr. GRAHAM HAWLEY, Councilors JENNIFER VADNEAU, VICKY DUBEAU, MAURICE LAFLEUR, JACQUE GAUTHIER, CLAUDE PICHÉ all forming quorum under the chairmanship of the Mayor.

ABSENT: Councilor NANCY DAGENAIS (Motivated)

The Director General ANDREA LAFLEUR is also present.

01-01-2014

The Mayor welcomes those present, after establishing a quorum opens the session.

02-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

Adoption of the agenda with the additions to « **Varia** »

1. Mayor M. Graham Hawley :
2. Seat #1 M. Maurice Lafleur:
3. Seat #2 Mme Nancy Dagenais:
4. Seat #3 Mme Jennifer Vadneau:
5. Seat #4 Mme Vicky Dubeau:
6. Seat #5 M. Claude Piché:
7. Seat #6 M. Jacque Gauthier: YES

Director General Andrea Lafleur :

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03-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JENNIFER VADNEAU

THAT the Minutes of the regular council meeting December 3rd, 2013 be accepted as written.

Carried

04-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

CLAUDE PICHE

THAT the Minutes of the extra ordinary budget council meeting December 17th, 2013 be accepted as written.

Carried

05-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Municipality of Otter Lake increases the remuneration of elected officials as follows:

Councillors: from \$445.00 to \$495.00 (increase of 50.00\$)

Mayor: from \$1,335.00 to \$1,485.00 (increase of \$150.00)

Members of the road committee: \$25.00 per month to help with the cost of gas

Carried

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06-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

CLAUDE PICHÉ

THAT the Municipality of Otter Lake increases the remuneration of employees as follows:

Hourly rate / salary: increase of 2%, cost of living allowance

Pension: increase from 3% to 5% of their salary contributed by both the employee and employer

Carried

07-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT we authorize Rémi Bertrand to apply on behalf of the Municipality of Otter Lake in the regional demand to the Ministère Développement durable Environnement et Parcs for authorization to install three dry hydrants in Otter Lake.

Carried

08-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JENNIFER VADNEAU

THAT the Municipality of Otter Lake renews our annual membership with the FQM for 2014 at a cost of \$1045.29 taxes included.

Carried

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09-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Municipality of Otter Lake give Andrea Lafleur the authorization to sign the agreement with Guy Gravelle for the position at the skating rink for the winter season at a cost of \$500.00 per week. (Annex A)

Carried

Notice of Motion is hereby given by CLAUDE PICHÉ to modify By-Law 031-05-2003, Administration and Interpretation of planning by-laws.

10-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Municipality of Otter Lake gives Andrea Lafleur the authorization to contact the FQM to add our three new councillors to the mandatory municipal code of ethics training. The english training will be held in Shawville March 29, 2014 at a cost of \$215.00 each plus tax.

Carried

11-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Municipality of Otter Lake names Mr. Claude Piché as pro-mayor of the Municipality of Otter Lake.

Carried

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12-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Municipality of Otter Lake adds Mr. Claude Piché to the signature card for the Laurentienne Bank (Account number 380033-3). The three signatures on the account will be Mr. Graham Hawley, Mrs. Andrea Lafleur and Mr. Claude Piché. Mrs. Nancy Dagenais will be removed from the list.

Carried

13-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

VICKY DUBEAU

THAT the Municipality of Otter Lake appoints to the Urban Planning Committee for a term of no more than two (2) years from the date;

Mr. Richard Lavigne, Mrs. Helene Boulet, Mr. Denis Gravelle and Mr. Kenneth Dubeau

By virtue of the Loi sur l'Amenagement et l'Urbanisme, chapter V, art. 147.

Carried

14-01-2014

By-Law 01-01-2014 repealing and amending all previous By-Laws that provide for taxation for the year 2014 of the Municipality of Otter Lake.

Whereas a notice of motion was given December 17, 2013;

Whereas it is expedient to revise the tax rate and service rate for 2014

For these reasons,

It is proposed by MAURICE LAFLEUR and resolved unanimously to adopt the By-Law 01-01-2014 repealing and amending all previous By-Laws that provide for taxation for the year 2014 the

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Municipality of Otter Lake.

CANADA
PROVINCE OF QUEBEC
TOWN OF OTTER LAKE

Article 1 - General Tax Rates

Section 1.1 Rate of \$ 0.69 per \$ 100 of Roll Assessment

Section 1.2 18% interest on late payments

Section 1.3 Payment of tax bill in 3 installments – if amount is more than \$ 300.00

1st payment of 40% due date April 1, 2014

2nd 30% payment due date 1 July 2014

3rd payment 30% due date 1 September 2014

Article 2 The distribution rate for water service to users:

Residential	\$ 150.00
Residential with attached business	\$ 225.00
Duplex	\$ 300.00
Triplex	\$ 450.00
Quadruple	\$ 600.00
7 units	\$ 1,050.00
Hotel/Motel/Bar	\$ 450.00
Restaurant	\$ 450.00
Seasonal	\$ 75.00
Laundromat	\$ 450.00

Article 3 Rate for the reception site for the residential waste

Fixed \$ 100.00

Section 3.1 Additional Costs

Sofa	100-150 lbs	\$ 20.00
Loveseat	30-50 lbs	\$ 10.00
Kitchen chair	10-15 lbs	\$ 5.00
Mattress (regular)	100 lbs	\$ 10.00
Mattress (King)	150 lbs	\$ 20.00
Box springs	40-50 lbs	\$ 10.00
Carpets, carpet underlay		\$ 0.20 per pound
Dresser (small)		\$ 10.00
Dresser (large)		\$ 20.00

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Recycling	No charge
Metal	No charge
Brush less than 4 inches	No charge
Tires	No charge
Batteries	No charge
Appliances	No charge

Article 4 **Rate to defray the costs of purchasing a fire truck.**

Fixed \$ 50.00 per units of all taxable property

Article 5 **Rate for the upgrading of drinking water infrastructure borrowing bylaw # 005-11-2009**

Article 5.1 To provide 25% of expenditures incurred for interest and capital repayment of annual payments on the loan, is hereby imposed and levied annually, during the term of the loan, all taxable immovables in the territory of the municipality, a special tax at a rate sufficient to its value as it appears on the assessment roll in force each year.

Rate of \$ 8.00

Article 5.2 To provide for 75% of expenses incurred for interest and capital repayment of annual payments on the loan, it is required by this Regulation and shall be appropriated annually during the term of the loan, each owner a taxable property located within the basin of taxation described in schedule "A" attached to this by law to form an integral part of compensation in respect of each taxable property owned.

The amount of this compensation will be determined annually by multiplying the number of units assigned the following table an below each property taxable by the value assigned to each unit. This value is determined by dividing the expenses incurred for interest and capital repayment of annual payments on the loan by the number of units of all taxable property located within the basin.

ANNEXE - A	Building Categories	Number of units	
A	<u>Residential</u>		
	Residential building housing	1	\$ 142.00
	Residential building with commercial	1.5	\$ 209.00
	Seasonal Building	1	\$ 142.00
B	<u>Commercial</u>		
	a) Convenience	1.5	\$ 209.00
	b) Convenience store	1.5	\$ 209.00

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c) Hairdresser	1.5	\$ 209.00
d) Restaurant/Hotel/Bar/Lounge	1.5	\$ 209.00
e) Utility	2	\$ 276.00
f) Gas Station	1.5	\$ 209.00
g) Potato Chips stand	1.5	\$ 209.00
h) General Store & a variety of items	1	\$ 142.00
i) Nonprofit Business	1	\$ 142.00
j) Bakery	1.5	\$ 209.00
k) Bed & Breakfasts	1.5	\$ 209.00

C Other commercial building

a) Professional Office	1.5	\$ 209.00
b) Post Office	1.5	\$ 209.00
c) Government Offices - Private	1.5	\$ 209.00

D Vacant building land .5 \$ 75.00

Article 6 Trailers

A charge of \$10.00 per month for a temporary removable trailer.

Article 7 By-Law comes into force in accordance with the law.

Varia

Mayor M. Graham Hawley:

Seat #1 M. Maurice Lafleur:

Seat #2 Mme Nancy Dagenais:

Seat #3 Mme Jennifer Vadneau :

Seat #4 Mme Vicky Dubeau:

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Seat #5 M. Claude Piché:

Seat #6 M. Jacque Gauthier: Stones in the sand on the Picanoc Road

Information for Council Members

- Building Inspector report
 - Mayor's report
 - Firechief's report
-

Correspondence

- | | |
|------------------------------|--------------------------|
| 1. Municipality of Shawville | Arena |
| 2. Jerry & Joanne Dubeau | Heritage tax credit |
| 3. Otter Lake Fire Dept. | Fishing Derby - Donation |
| 4. Gouvernement Québec | Amie des Aînés |
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15-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

That the accounts be paid

Carried

CERTIFICATES OF FUNDS AVAILABLE FOR ACCOUNTS:

I, Andrea Lafleur, Director General, hereby certify that there are funds available for the purposes for which expenditures to total \$67,356.21 have been proposed.

Signed in Otter Lake, Quebec
This 14th day of January 2014.

Andrea Lafleur, Director General

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Accounts payables :	67,356.21 \$
Prepaid Invoices :	47,944.91 \$
Elected and Employees Salary :	25,500.82 \$
Total :	140,801.94 \$

Question Period 30 minutes

16-01-2014

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

THAT the meeting be adjourned at 7:23PM.

Carried

GRAHAM HAWLEY, Mayor

ANDREA LAFLEUR, Director General