



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès verbal / Minutes

Tuesday May 5th, 2015

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 NANCY DAGENAI, JENNIFER VADNEAU, VICKY DUBEAU, MAURICE LAFLEUR, JACQUE GAUTHIER, CLAUDE PICHÉ all forming quorum under the chairmanship of the Mayor.

The Director General ANDREA LAFLEUR is also present.

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

44-05-2015

IT WAS MOVED BY COUNCILOR CLAUDE PICHÉ
AND UNANIMOUSLY RESOLVED

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: YES
5. Seat #4 Mme Vicky Dubeau:
6. Seat #5 M. Claude Piché:
7. Seat #6 M. Jacque Gauthier: YES

Director General Andrea Lafleur :

45-05-2015

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IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the Minutes of the regular council meeting April 8th, 2015 be accepted as written.

Carried

46-05-2015

WHEREAS the Municipality of Otter Lake passed a resolution bearing the number 39-04-2015 at their April 8th, 2015 meeting to close a portion of Polish Hills road designated as Lot 5 667 390 as of April 8, 2015, and to sell that portion to Brian McMahon, owner of 534 Polish Hills road, for the sum of \$1, as prescribed in article 6.1 of the Municipal Code of Quebec. The new owner is responsible for all transfer fees and any notary cost for the publication of the sale.

WHEREAS in order to complete the transaction someone from the Municipality must sign at the notary's office

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JENNIFER VADNEAU

THAT the Municipality of Otter Lake names Andrea Lafleur, Director General, to sign all necessary documents at the notary's office in order to proceed with the sale

Carried

47-05-2015

WHEREAS the RA Committee, the Golden Age Club and the Fire Department worked together to put on a Murder Mystery night at the RA May 2, 2015 to raise funds for the maintenance of the RA building

WHEREAS the event was a great success and monies were raised

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

NANCY DAGENAIS

THAT the Municipality of Otter Lake accepts the \$2,179.20 that was given to the municipality to help offset some of the operational costs of the RA building. The Municipality will also send out letters of thanks to these organizations thanking them for their contribution.

Carried

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48-05-2015

WHEREAS: The Municipality received monies in the 2014-2018 TECQ program to ditch and gravel Mountview road

WHEREAS: The Municipality has chosen four truckers to do the hauling:

Herbie Zacharias	2 trucks	Max. \$3000.00 tax included
Larry Kluge	1 truck	Max. \$1500.00 tax included
Morin Sand & Gravel	1 truck	Max. \$6000.00 tax included
Doug Zacharias Ltd	2 trucks	Max. \$7500.00 tax included

**IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED**

JACQUE GAUTHIER

AND RESOLVED THAT: The Municipality approve trucking of \$18,000.00 tax included to haul the materials required for the work on Mountview. (Suppliers will be paid according to the rates established by the Quebec Ministry of Transport)

Carried

49-05-2015

**IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED**

CLAUDE PICHE

THAT the Municipality of Otter Lake purchase culverts from Dale's Home Hardware at a cost of \$19,818.40 tax included to complete the projects included in the 2014-2018 TECQ program.

Carried

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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50-05-2015

WHEREAS: The Municipality received monies in the 2014-2018 TECQ program to ditch 1.3 kilometres of Mountview road, both sides of the road

WHEREAS: The Municipality asked two contractors, Doug Zacharias Trucking and Maurice Morin Transport to provide a price on the job (Tender number 01-2015)

WHEREAS: The Municipality received the following bids (before tax):

Doug Zacharias Trucking:	\$3000.00
Maurice Morin Transport :	\$2565.00

**IT WAS MOVED BY COUNCILOR VICKY DUBEAU
AND UNANIMOUSLY RESOLVED**

AND RESOLVED THAT: The Municipality of Otter Lake hires Maurice Morin Transport to complete the job.

Carried

51-05-2015

WHEREAS: The Municipality received monies in the 2014-2018 TECQ program to gravel 1.3 kilometres of Mountview road (approx.1325 tonnes)

WHEREAS: The Municipality asked two contractors, Campbell's Bay Cement and Morin Sand & Gravel to provide a price on the material (Tender number 02-2015)

WHEREAS: The Municipality received the following bids (before tax):

Campbell's Bay Cement:	\$6.90 per tonne
Morin Sand & Gravel:	\$6.55 per tonne

**IT WAS MOVED BY COUNCILOR MAURICE LAFLEUR
AND UNANIMOUSLY RESOLVED**

AND RESOLVED THAT: The Municipality of Otter Lake purchases the gravel for Mountview Road from Morin Sand & Gravel.

Carried

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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52-05-2015

WHEREAS: The Municipality received monies in the 2014-2018 TECQ program to replace two culverts on Beaudoin Road (16 inch by 30 feet and 24 inch by 30 feet)

WHEREAS: The Municipality asked two contractors, Herbert Zacharias and Larry Kluke to provide a price on the job (Tender number 03-2015)

WHEREAS: The Municipality received the following bids (before tax):

Herbert Zacharias:	\$1920.00
Larry Kluke:	NO BID RECEIVED

**IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED**

JENNIFER VADNEAU

AND RESOLVED THAT: The Municipality of Otter Lake hires Herbert Zacharias to complete the work on Beaudoin Road.

Carried

53-05-2015

WHEREAS: The Municipality decided to hire a new seasonal employee

WHEREAS: The Municipality interviewed candidates on April 30, 2015

WHEREAS: The Municipality with the help of the Road Foreman chose the best candidate for the position

**IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED**

JACQUE GAUTHIER

AND RESOLVED THAT: The Municipality of Otter Lake hires Mr. Jamie Kluke to fill the new seasonal position. The employee will start May 11, 2015 for a period of 6 months with a 3 month probationary period. Rate of pay \$16.00 per hour, 40 hours per week.

Carried

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54-05-2015

WHEREAS:

- The municipality is aware of the guide related to the terms of payment of the government contribution in the gasoline tax program and the contribution of Quebec (TECQ) for the years 2014 to 2018;
- The municipality should respect the terms 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, Regions and Land Occupancy;

IT WAS MOVED BY COUNCILOR MAURICE LAFLEUR
AND UNANIMOUSLY RESOLVED

THAT:

- The municipality agrees to respect the terms of this guide which apply to it;
- The municipality agrees to be the only one responsible and to release Canada and Quebec as well as their Ministers, high officials, employees and agents of all responsibilities, claims, requirements, losses, damages and costs of any kind related to an injury inflicted to a person or the death of this person, damages on the property or the loss of property caused deliberately or due to negligence arising directly or indirectly from investments realized through financial aid obtained in the TECQ 2014-2018 program;
- The municipality approves the contents and authorizes that it be sent to the Minister of Municipal Affairs, Regions and Land Occupancy, the programming and all the necessary documents required by the Minister to receive the government contribution that has been confirmed in a letter from the Minister of Municipal Affairs, Regions and Land Occupancy;
- The municipality agrees to the minimum capital required in municipal infrastructures fixed at \$28 per resident per year, a total of \$140 per resident for the 5 years of the program;
- The municipality agrees to inform the Minister of Municipal Affairs, Regions and Land Occupancy of all modifications that will be done to the programming hereby approved by the present resolution.

Carried

Varia

Mayor M. Graham Hawley:

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Seat #1 M. Maurice Lafleur:

Seat #2 Mme Nancy Dagenais:

Seat #3 Mme Jennifer Vadneau : MADA grant application
Letter for grant Agri-Spirit

Seat #4 Mme Vicky Dubeau:

Seat #5 M. Claude Piché:

Seat #6 M. Jacque Gauthier: Quad Club

Information for Council Members

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

Correspondence

- | | |
|--------------------|-------------------------|
| 1. Gaston Larouche | Water charges |
| 2. Vince Accardi | 4 wheelers Stephens Rd. |
| 3. Jerry Dubeau | Water 475 Prince Arthur |
| 4. Rhonda Morrison | Bikes in the Bay |
| 5. Emily Quaille | Water 26 Farrell |

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JACQUE GAUTHIER

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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 \$76,846.83 have been proposed.

Signed in Otter Lake, Quebec
This 5th day of May 2015.

Andrea Lafleur, Director General

Accounts payables :	76,846.83 \$
Prepaid Invoices :	0.00 \$
Elected and Employees Salary :	25,101.91 \$
Total :	101,948.74 \$

Question Period 30 minutes

56-05-2015

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the meeting be adjourned at 7:38PM.

Carried

GRAHAM HAWLEY, Mayor

ANDREA LAFLEUR, Director General

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