



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Ordre du jour / Agenda

Tuesday October 4th, 2016

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 the Mayor Mrs. KIM CARTIER VILLENEUVE, Councilors NANCY DAGENAI, JENNIFER VADNEAU, VICKY DUBEAU, MAURICE LAFLEUR, IVAN LEBLANC, JACQUE GAUTHIER 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.

118-10-2016

Minor derogation request

201 ave. Martineau, Otter Lake, QC.
5 056 207

Request:

The owner is requesting 2 minor derogations for constructions approved by municipal construction permits, #2004-035 for the garage and #2007-137 for the solarium. Both constructions are non-conforming with Municipal Zoning By-Law #032-05-2003

Considerations:

- Lateral set back is 2 meters according to zoning by-law #032-05-2003, actual setback is 0.81 meters for the garage;
- Forward set back is 8 meters according to zoning by-law #032-05-2003, actual setback is 5.87 meters for the solarium

Urban Planning Committee recommendation:

The committee recommends that council approve the request for minor derogation considering the owner acted in good faith by obtaining the necessary construction permits for both projects.

IT WAS MOVED BY COUNCILOR NANCY DAGENAI
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake accepts the recommendation of the Urban Planning Committee granting the minor derogation for both projects.

Carried

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119-10-2016

Minor derogation request

92 ch. Du Lac de la Ferme, Otter Lake, QC.
5 055 546

Request:

The owner of 92 ch. Du Lac de la Ferme is requesting a minor derogation for the garage situated on lot 5 055 546, which was built with a municipal construction permit in April 2002. The garage is situated within the lateral set back margins.

Considerations:

- Lateral set back is 2 meters according to zoning by-law #032-05-2003, actual setback is 1.29 and 1.61 meters back to front for the garage;

Urban Planning Committee recommendation:

The committee recommends that council grant the request for minor derogation considering the owner acted in good faith by obtaining the necessary construction permit.

IT WAS MOVED BY COUNCILOR MAURICE LAFLEUR
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake accepts the recommendation of the Urban Planning Committee granting the minor derogation.

Carried

120-10-2016

IT WAS MOVED BY COUNCILOR IVAN LEBLANC
AND UNANIMOUSLY RESOLVED

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

1. Mayor Mme Kim Cartier-Villeneuve:
2. Seat #1 M. Maurice Lafleur:

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3. Seat #2 Mme Nancy Dagenais:
4. Seat #3 Mme Jennifer Vadneau: YES
5. Seat #4 Mme Vicky Dubeau: YES
6. Seat #5 M Ivan Leblanc : YES
7. Seat #6 M Jacque Gauthier : YES

Director General Andrea Lafleur :

121-10-2016

IT WAS MOVED BY COUNCILOR VICKY DUBEAU
AND UNANIMOUSLY RESOLVED

THAT the Minutes of the regular council meeting September 7th, 2016 be accepted as written.

Carried

122-10-2016

IT WAS MOVED BY COUNCILOR NANCY DAGENAIIS
AND UNANIMOUSLY RESOLVED

THAT the Minutes of the extra ordinary council meeting September 20th, 2016 be accepted as written.

Carried

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123-10-2016

WHEREAS: The Municipality of Otter Lake went out for bids on the 2016-2017, 2017-2018 and 2018-2019 snow plow contract, 78.68kms of road

WHEREAS: The Municipality of Otter Lake only received 1 bid by the September 6th deadline:

Doug Zacharias Trucking Ltd
2016-2017 \$2908.87 per KM
2017-2018 \$2908.87 per KM
2018-2019 \$2908.87 per KM

WHEREAS: Doug Zacharias Trucking Ltd was in conformity with the requirements of the contract

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

JACQUE GAUTHIER

AND RESOLVED THAT: the Municipality of Otter Lake gives the three year snow plow contract to Doug Zacharias Trucking Ltd.

Carried

124-10-2016

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

VICKY DUBEAU

THAT the Municipality of Otter Lake makes a donation of \$100.00 to the Fort Coulonge High School for a bursary at their 2016 graduation ceremony.

Carried

125-10-2016

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

NANCY DAGENAIS

THAT the Municipality of Otter Lake purchases 4 tires from Vaughn Bastien for the grader at a cost of \$5,060.00 before tax which includes installation.

Carried

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126-10-2016

WHEREAS the Code of Ethics and professional conduct Act for municipal material creates the obligation for all local municipalities and MRCs to adopt a Code of Ethics which sets out the core values of these ethics and rules that should guide the conduct of the elected officials and employees.

WHEREAS the Act modifying various municipal legislative provisions concerning political financing was sanctioned on June 10, 2016;

WHEREAS a new requirement by this Act in accordance with articles 101 and 102 requires that municipalities modify their codes of ethics to include the prohibition in article 7 of said Act;

WHEREAS a notice of motion was given September 7 at our regular meeting amending and repealing the current by-laws;

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

THAT the Municipality of Otter Lake adopts the Code of Ethics and Professional Conduct for the employees of Otter Lake By-law number 03-10-2016 amending and repealing By-law number 11-04-2012 and the Code of Ethics and Conduct of the elected members of the Municipality of Otter Lake By-law number 02-10-2016 repealing and amending By-law number 02-03-2014. (Annex A & B)

Carried

127-10-2016

WHEREAS the *Regulation respecting the conditions governing the exercise of functions within a municipal fire safety service* provides training requirements for firefighters of the fire safety services to ensure a minimum professional qualification;

WHEREAS this regulation is part of a desire to ensure municipalities forming fire crews with the skills and abilities necessary to respond effectively to emergencies;

WHEREAS in December 2014 the Quebec government established the financial assistance program for the training of volunteer and part-time firefighters;

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- WHEREAS** the programs main objective is to provide municipal organizations financial assistance to enable them to have a sufficient number of trained firefighters to act effectively and safely in an emergency;
- WHEREAS** this program also aims to promote the acquisition of basic skills required by volunteer firefighters and part-time practicing in municipal fire safety services;
- WHEREAS** the municipality of Otter Lake wishes to benefit from the financial support offered by the program;
- WHEREAS** the municipality of Otter Lake predicts the training of 4 firefighters in the Firefighter 1 program, 4 in the Self Rescue program and 2 in the Non Urban Officer program during the next year to respond effectively and safely in emergency situations on its territory;
- WHEREAS** the municipality must send this resolution to the Ministry of public security through the Pontiac MRC in accordance with article 6 of the program;

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

JENNIFER VADNEAU

THAT the Municipality of Otter Lake apply for the financial assistance under the financial assistance program for volunteer or part-time firefighter training at the Ministry of public security and forward this request to the Pontiac MRC.

Carried

128-10-2016

- 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 Regional council, in its resolution C.M. 2016-08-05, accepted the revised plan as presented and that the council mandated the coordinator to make a presentation to the municipalities for adoption of the implementation plan;
- Whereas** the implementation plan was presented to the members of council.

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

IVAN LEBLANC

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THAT the Municipality of Otter Lake adopts the implementation plan.

Carried

129-10-2016

Considering that municipalities must provide the services of a 9-1-1 emergency center to their citizens;

Considering the group CLR (CLR) currently provides service to the municipality;

Considering that the contract with CLR ends on December 31, 2017;

Considering the municipality must give 90 days notice before renewing the CLR contract;

Considering that currently the fire division for the municipality is provided by the MRC des Collines;

Considering that the municipality pays for the services of a 9-1-1 emergency center with the 9-1-1 fee and pays a supplementary amount for the fire division to the MRC des Collines;

Considering the MRC des Collines is offering to provide the municipality the services of a 9-1-1 emergency center and fire dispatch for the amount of 9-1-1 tax;

Considering that the Municipality intends on renewing the services of a 9-1-1 emergency center with the MRC des Collines for cost savings and local services.

Consequently,

It is proposed by JENNIFER VADNEAU and resolved not to renew the agreement at maturity with Group CLR for the services of a 9-1-1 emergency center.

Carried

Varia

Mayor Mme Kim Cartier Villeneuve:

Seat #1 M Maurice Lafleur:

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Seat #2 Mme Nancy Dagenais:

Seat #3 Mme Jennifer Vadneau : Installation of surveillance cameras at the RA Center

Seat #4 Mme Vicky Dubeau: Vandalism at the RA

Seat #5 M Ivan Leblanc: FQM Congress info. – Police services, Importance of physical activity, Waste management

Seat #6 M Jacque Gauthier: Vandalism at the RA
Snow plowing Murray Lake road – Mr. Harris

Information for Council Members

Mayor's report

Lease lots on Crooked Lake, 10 lots, register before October 30, 2016, call 1-800-665-6527, cost of \$31.04 to register

Study on universal suffrage for the warden of the MRC Pontiac

Study on Fire Safety Services and ways of reducing costs

FDT (Territorial Development Fund) now available, contact Christine Kluge at 819-648-5689 ext. 210

Boat launch at Lac Dumont completed

Bus service from Fort Coulonge to Ottawa has been changed from Thom bus lines to Campeau bus lines

Drylands dog racing, Bristol, QC

Study on the PPG trail still not received

Activity at the library November 2nd from 1-2PM

Look for volunteers for the library

Will Amos – Forum in Maniwaki – Economic development – Minister for rural regions

Information received at the FQM: Access to information, Conflicts of interest, By-law sand & Gravel, nuisances, Working as a team, TECQ grant, Potable water, FEPTEU grant, Code of ethics and professional conduct, Importance of high speed internet, Women in politics, Legislative updates

Building Inspector report

Firechief's report

Road Foreman's report

Leslie Park report

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Correspondence

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|-------------------------------|-----------------------------|
| 1. Julien Gagnon | Radar panel |
| 2. Margaret B.Barker (Harris) | Snowplowing Polish Hills rd |
| 3. MMQ | Inspection report |
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130-10-2016

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JENNIFER VADNEAU

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 \$ 125,137.02 have been proposed.

Signed in Otter Lake, Quebec
This 4th day of October 2016.

Andrea Lafleur, Director General

Accounts payables :	125,137.02 \$
Prepaid Invoices :	0.00 \$
Elected and Employees Salary :	33,064.99 \$
Total :	158,202.01 \$

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Question Period 30 minutes

131-10-2016

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

THAT the meeting be adjourned at 9:01PM.

Carried

KIM CARTIER VILLENEUVE, Mayor

ANDREA LAFLEUR, Director General