



# MUNICIPALITÉ D' OTTER-LAKE MUNICIPALITY

## Procès-verbal / Minutes

### Tuesday December 6, 2011

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, Councillors NANCY DAGENAI, LÉON LANCE, VICTOR BISSON, all forming quorum under the chairmanship of the Mayor.

The Director General ANDREA LAFLEUR is also present.

**ABSENT:** Councillor Claude Piché (Motivated), Councillor Claudia Dubeau (Motivated) and Councillor Jacque Gauthier (Motivated)

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#### 142-12-2011

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

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#### 143-12-2011

IT WAS MOVED BY COUNCILOR NANCY DAGENAI  
AND UNANIMOUSLY RESOLVED

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

1. Mayor M. Graham Hawley :
2. Seat #1 M. Victor Bisson: Picanoc Parking Lot  
Notary and survey fees
3. Seat #2 Mme Nancy Dagenais:
4. Seat #3 M. Léon Lance : Meeting Family Policy
5. Director General Andrea Lafleur :

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#### 144-12-2011

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Minutes of the regular council meeting November 1st, 2011 be accepted as written.

Carried

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### 145-12-2011

IT WAS MOVED BY COUNCILOR LÉON LANCE  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake contributes \$100.00 towards the Christmas dinner that is being put on for the students of St.Marie's School at the Otter Lake Recreation Association December 19, 2011.

Carried

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### 146-12-2011

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake renews our annual membership with the FQM for 2012 at a cost of \$976.37 taxes included.

Carried

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### 147-12-2011

IT WAS MOVED BY COUNCILOR NANCY DAGENAIS  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake accept the 2010 Financial Statements that were deposited in our municipal office October 18, 2011 and completed by Piché Ethier Lacroix CA inc.

Carried

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### 148-12-2011

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake give Andrea Lafleur the authorization to sign the agreement with Patricia Kluge for the position at the skating rink for the winter season at a cost of \$375.00 per week.

Carried

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### 149-12-2011

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake makes required correction to resolution 231-12-2010 concerning the purchase of land on Martineau Street from Mr. Hervé Wolfe, the cadastre should be C01R02-P31E and not C01R02-31-E-2.

Carried

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### 150-12-2011

IT WAS MOVED BY COUNCILOR LÉON LANCE  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake adopt the FQM's Code of Ethics and Conduct for the elected members of the Municipal Council. (Annexe 1)

Carried

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### 151-12-2011

IT WAS MOVED BY COUNCILOR NANCY DAGENAIS  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake to give Kegan Keon, our Family Policy Coordinator, the authority to make the request to MADA for \$30,000.00 for the picnic area and new entrance signs at the Otter Lake Recreation Association.

Carried

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### 152-12-2011

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake accept the offer made by the Laurentienne Bank for the loan on December 13, 2011 in the amount of 1 459 600 \$ by bank note under the borrowing By-law number 005-11-2009, at par, applicable for five (5) years as follows:

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<b>85 900 \$</b>	<b>2.08 %</b>	<b>December 13, 2012</b>
<b>88 800 \$</b>	<b>2.47 %</b>	<b>December 13, 2013</b>
<b>91 700 \$</b>	<b>2.61 %</b>	<b>December 13, 2014</b>
<b>94 800 \$</b>	<b>2.77 %</b>	<b>December 13, 2015</b>
<b>1 098 400 \$</b>	<b>2.94 %</b>	<b>December 13, 2016</b>

THAT the notes, principal and interest are payable by check to the registered holder or by pre-authorized debit to it;

Carried

### 153-12-2011

**WHEREAS** in accordance to borrowing By-law number 005-11-2009, the Municipality of Otter Lake wishes to borrow an amount by bank note totaling \$1 459 600;

**WHEREAS** for this purpose, it becomes necessary to modify the borrowing By-law under which these bank notes are issued;

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICTOR BISSON

**THAT** the preamble of this resolution is an integral part as if it were here reproduced throughout;

**THAT** the bank note for a loan in the amount of \$ 1 459 600 under borrowing By-law 005-11-2009 is achieved;

**THAT** the bank notes are signed by the Mayor and the director general or secretary treasurer;

**THAT** the bank notes are dated for December 13, 2011;

**THAT** the interest on the bank notes are payable semi-annually;

**THAT** the bank notes, as to capital, are reimbursed as follows:

*La version française est la version officielle - The French version is the official version*

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<b>2012.</b>	<b>85 900 \$</b>
<b>2013.</b>	<b>88 800 \$</b>
<b>2014.</b>	<b>91 700 \$</b>
<b>2015.</b>	<b>94 800 \$</b>
<b>2016.</b>	<b>97 800 \$ (to pay in 2016)</b>
<b>2016.</b>	<b>1 000 600 \$ (to renew)</b>

**THAT** to achieve this loan the Municipality of Otter Lake issues for a shorter term than the term provided for in the borrowing by-law, that is to say, for a term of five (5) years (as of December 13, 2011), in regards to the annual depreciation of capital planned for 2017 and beyond, instead of the term limit for such amortization for borrowing By-law 005-11-2009, each subsequent loan must be for the balance or part of the balance due on the loan;

Carried

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**Notice of Motion** is hereby given by Councillor NANCY DAGENAIS to modify Public Nuisance By-Law 001-07-2007.

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**Notice of Motion** is hereby given by Councillor LÉON LANCE to adopt By-Law S.Q. 2011-01 concerning parking enforceable by the Quebec Provincial Police.

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### Varia

Mayor M. Graham Hawley:

Seat #1 M. Victor Bisson

Resolution Picanoc Parking lot

Resolution to pay both survey costs and notary fees for the purchase of land for the water tower.

Seat #2 Mme Nancy Dagenais:

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Seat #3 M. Léon Lance :

Family Policy meeting at Municipal Hall Dec.8th at 7PM

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### **154-12-2011**

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake hire a contractor to complete the work on the Picanoc Parking lot project not to exceed \$500.00.

Carried

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### **155-12-2011**

IT WAS MOVED BY COUNCILOR VICTOR BISSON  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake pay the survey fees and the notary fees associated with the purchase of land on Martineau Avenue where the water tower is situated from 6166113 Canada Inc (Hélène Boulet).

Carried

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### **Information for Council Members**

- Mayors Report
  - Road Foremans Report
  - Building Inspectors Report
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### **Correspondence**

- |                                     |                      |
|-------------------------------------|----------------------|
| 1. André Lemay                      | Snowplowing          |
| 2. Parents Committee École St-Marie | Donation Xmas dinner |
| 3. GORA                             | 2011 Highlights      |
| 4. Sherri Lasalle                   | Water shut-off       |
| 5. Helene Cousineau                 | \$9 water charge     |
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**156-12-2011**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

NANCY DAGENAIS

**That** the accounts be paid

Carried

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### **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 \$163,750.94 have been proposed.

Signed in Otter Lake, Quebec  
This 6th day of December 2011.

Andrea Lafleur, Director General

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Accounts payables :	56,944.50 \$
Prepaid Invoices :	83,910.56 \$
Elected and Employees Salary :	22,895.88 \$
<b>Total :</b>	<b>163,750.94 \$</b>

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**Question Period 30 minutes**

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**157-12-2011**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICTOR BISSON

**THAT** the meeting be adjourned at 7:28PM.

Carried

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GRAHAM HAWLEY, Mayor

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ANDREA LAFLEUR, Director General