



# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

## Procès verbal / Minutes

### **Tuesday November 6, 2012**

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 LÉON LANCE, VICTOR BISSON, CLAUDIA DUBEAU, JACQUE GAUTHIER, CLAUDE PICHE and NANCY DAGENAIIS all forming quorum under the chairmanship of the Mayor.

The Director General ANDREA LAFLEUR is also present.

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#### **140-11-2012**

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

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#### **141-11-2012**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

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

1. Mayor M. Graham Hawley:
2. Seat #1 M. Victor Bisson: YES
3. Seat #2 Mme Nancy Dagenais:
4. Seat #3 M. Léon Lance : YES
5. Seat #4 Mme Claudia Dubeau:
6. Seat #5 M. Claude Piché:
7. Seat #6 M. Jacque Gauthier: YES

Director General Andrea Lafleur

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## Procès verbal / Minutes

### 142-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

CLAUDIA DUBEAU

**THAT** the Minutes of the regular council meeting October 2, 2012 be accepted with modification to resolution 135-10-2012.

Carried

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### 143-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

NANCY DAGENAIS

**THAT** the Municipality of Otter Lake appoints Terry Lafleur as our Municipal By-Law Enforcement Officer.

Carried

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### 144-11-2012

**Whereas** the *Municipal Ethics and Good Conduct Act*, which came into effect on December 2, 2010, obliges local and regional municipalities to adopt a code of ethics and professional conduct for municipal employees;

**Whereas** the council of any municipality that does not have such a code that meets the requirements of the *Municipal Ethics and Good Conduct Act* must adopt one by by-law no later than December 2, 2012;

**Whereas** the formalities set out under the *Municipal Ethics and Good Conduct Act* have been respected;

**Whereas** a notice of motion has been given by Claudia Dubeau on the 2<sup>nd</sup> of October 2012;

**It is moved by Victor Bisson and resolved to** adopt By-Law 11-04-2012 Code of Ethics and Professional conduct for the Employees of the Municipality of Otter Lake.

Carried

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### 145-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

CLAUDE PICHÉ

**THAT** the Municipality of Otter Lake accepts the 2011 Financial Statements that were deposited in our municipal office October 29, 2012 and completed by Piché Ethier Lacroix CA inc.

Carried

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### 146-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

LÉON LANCE

**THAT** the Municipality of Otter Lake grants authorization to Escapade Eskimo to conduct Commercial recreational tourist and craft activities (C2) and commercial camping (C6) on the following lots: Rang 01 4B, 5B, Rang 2 5A-P, P-6 and 6A-1.

Carried

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### 147-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICTOR BISSON

**THAT** the Municipality of Otter Lake to renew our annual membership with the FQM for 2013 at a cost of \$1,044.49 taxes included.

Carried

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# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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## Procès verbal / Minutes

### Varia

Mayor M. Graham Hawley: Resolution to hire Piché Ethier Lacroix

Seat #1 M. Victor Bisson: Resolution to request used guard rails from MTQ

Seat #2 Mme Nancy Dagenais:

Seat #3 M. Léon Lance : Vaccines at the RA November 13, 2012

Seat #4 Mme Claudia Dubeau:

Seat #5 M. Claude Piché:

Seat #6 M. Jacque Gauthier: Fire Dept and the sign that was posted October 31, 2012

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### **148-11-2012**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

NANCY DAGENAI

**THAT** the Municipality of Otter Lake hire Piché Ethier Lacroix CA inc to complete the audit for 2012 and prepare the 2012 Financial Statement.

Carried

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# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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## Procès verbal / Minutes

### 149-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICTOR BISSON

**THAT** the Municipality of Otter Lake requests used guardrails from the MTQ when they become available.

Carried

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### Information for Council Members

- Building Inspectors Report
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### Correspondence

- |                        |                             |
|------------------------|-----------------------------|
| 1. GORA                | Highlights                  |
| 2. Pierette Graveline  | Meeting                     |
| 3. Patricia Kluge      | Xmas meal Ste-Maries school |
| 4. Evolu-TIC Outaouais | Contract 2013-2015          |
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### 150-11-2012

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICTOR BISSON

**THAT** the Municipality of Otter Lake makes a donation of \$100.00 towards Ste-Maries school annual Christmas meal and provides the RA hall free of charge.

Carried

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## Procès verbal / Minutes

**151-11-2012**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

**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 \$100,645.66 have been proposed.

Signed in Otter Lake, Quebec  
This 6th day of November 2012.

Andrea Lafleur, Director General

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Accounts payables :	100,645.66 \$
Prepaid Invoices :	22,393.90 \$
Elected and Employees Salary :	23,360.73 \$
<b>Total :</b>	<b>146,400.29\$</b>

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**Question Period 30 minutes**

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## Procès verbal / Minutes

**152-11-2012**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

**THAT** the meeting be adjourned at 7:50pm.

Adopté / Carried

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GRAHAM HAWLEY, Mayor

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ANDREA LAFLEUR, Director General