



# MUNICIPALITÉ D' OTTER-LAKE MUNICIPALITY

## Procès-verbal / Minutes

### Tuesday October 4, 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, CLAUDIA DUBEAU, JACQUE GAUTHIER, CLAUDE PICHÉ, LÉON LANCE, VICTOR BISSON, all forming quorum under the chairmanship of the Mayor.

The Director General ANDREA LAFLEUR is also present.

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#### 113-10-2011

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

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**Presentation:** Mr. Lachance provides an update on his project at Lake Dumont.

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#### 114-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      NANCY DAGENAI

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

1. Mayor M. Graham Hawley :
2. Seat #1 M. Victor Bisson:                      FQM convention
3. Seat #2 Mme Nancy Dagenais:              FSTD Program
4. Seat #3 M. Léon Lance Flu shot clinic
5. Seat #4 Mme Claudia Dubeau:
6. Seat #5 M. Claude Piché:                      RA Hall
7. Seat #6 M. Jacque Gauthier:
8. Director General Andrea Lafleur :

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### 115-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED JACQUE GAUTHIER

**THAT** the Minutes of the regular council meeting September 6th, 2011 be accepted as written.

carried

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### 116-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED VICTOR BISSON

**THAT** the Municipality of Otter Lake authorize Mayor Hawley and Director General, Andrea Lafleur, to sign inter-municipal agreements for the Provision of Services for Mutual Assistance in Fire Safety with the Municipalities of Campbells Bay, Litchfield, Thorne and Alleyn-et-Cawood.

Carried

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### 117-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED CLAUDIA DUBEAU

**THAT** the Municipality of Otter Lake pay the five successful firefighters that have completed their Pompier 1 course an amount of \$3780.00 each (315hoursX\$12.00). The newly certified members are Mr. Cody Presley, Mr. Cory Presley, Mr. Jean-Paul Lafleur, Mr. Louis Lafleur Ann Mrs. Josée Gravelle.

Carried

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### 118-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      VICTOR BISSON

**THAT** the Municipality of Otter Lake mandates Nancy Dagenais, councilor, to complete and file the request for financial assistance to the FSTD Program. The request is for grant monies available in order to continue with improvements to the Otter Lake RA grounds.

Carried

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### 119-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      CLAUDE PICHE

**THAT** the Municipality of Otter Lake purchases a bunker suit from CMP Mayer in the amount of \$2974.50 before taxes for the Otter Lake Fire Department.

Carried

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### 120-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      CLAUDE PICHE

**THAT** the Municipality of Otter Lake accepts Mr. Denis Chaussé as a member of the Otter Lake Fire Department.

Carried

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### 121-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      VICTOR BISSON

**THAT** the Municipality of Otter Lake register Mr. Denis Chaussé in the Pompier 1 course being offered in Waltham mid-October at a cost of approximately \$11,000.00 including transportation for 18 months, course fees and hourly pay.

Carried

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### 122-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      LÉON LANCE

**THAT** the Municipality of Otter Lake ratify and adopt that all inter-municipal agreements will have a minimum two (2) hour call-out fee for manpower.

Carried

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### 123-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      VICTOR BISSON

**THAT** the Municipality of Otter Lake adopt a wage of \$15/hour plus 20% administration fee for a total of \$18/hour per firefighter in accordance with the inter-municipal agreements.

Carried

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### 124-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      CLAUDIA DUBEAU

**THAT** the Municipality of Otter Lake ratify and adopt the template presented to the MRC Pontiac CSI committee for the equipment tariff and the document "mode of tariffication for the fire safety services".

Carried

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### 125-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      VICTOR BISSON

**THAT** the Municipality of Otter Lake accept the quote from Sortir du Bois to cut the trees necessary to complete the parking lot on the Picanoc at a cost of \$925.00 plus tax. Upon completion the MRC will reimburse the Municipality \$1000.00.

Carried

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

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### 126-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED                      NANCY DAGENAIS

**THAT** the Municipality of Otter Lake proceeds with the follow-up study on the Otter Lake RA Hall to get a better idea of the buildings condition. The cost will be \$12,150.00 plus tax which will be covered by the monies received through the FSTD Program grant.

Carried

**Notice of motion** is hereby given by Councillor Nancy Dagenais  
That at the next council meeting she will present the Code of Ethics and Deontology.

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### **Varia**

Mayor M. Graham Hawley:

Seat #1 M. Victor Bisson:

Potable water consumption discussed at FQM Convention  
Picanoc Parking lot project

Seat #2 Mme Nancy Dagenais:

FSTD Program – received \$35,000.00 in grant monies

Seat #3 M. Léon Lance :

Flu shot Clinic Nov. 8th 2011

Seat #4 Mme Claudia Dubeau:

Seat #5 M. Claude Piché:

RA Hall worse condition

Seat #6 M. Jacque Gauthier:

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### Information for Council Members

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

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|------------------------|--|
| 1. Pontiac High School | Letter for bursary                     |
| 2. C-Fer               | Contract renewal                       |
| 3. Julie Gratton       | Dump fees                              |
| 4. Barbara Duford      | Streetlight Pine/303 and Rueckwald/303 |
| 5. Claudette Jeurond   | Old Bridge road                        |
| 6. Yves Leblanc        | Winter road maintenance                |
| 7. Nancy Thompson      | Civic numbers Little Murray            |
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127-10-2011

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

CLAUDIA DUBEAU

**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 \$195,614.23 have been proposed.

Signed in Otter Lake, Quebec  
This 4th day of October 2011.

Andrea Lafleur, Director General

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Accounts payables :	138,355.83 \$
Prepaid Invoices :	35,545.87 \$
Elected and Employees Salary :	21,712.53 \$
<b>Total :</b>	<b>195,614.23 \$</b>

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**Question Period 30 minutes**

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**128-10-2011**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

JACQUE GAUTHIER

**THAT** the meeting be adjourned at 8:10PM.

Carried

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GRAHAM HAWLEY, Mayor

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ANDREA LAFLEUR, Director General