



# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

## Procès-verbal / Minutes

**Tuesday January 11, 2022**

At the regular meeting of the Council of the Municipality of Otter Lake, held on the above date at 5:00PM, on ZOOM, and which were present the Mayor TERRY LAFLEUR, Councilors KATHLEEN GAUTHIER, ROBIN ZACHARIAS, SERGE SABOURIN, DARREN KNOX, PENNY DUBEAU, JENNIFER QUAILE 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

### **Declaration of any conflict of interest with the agenda.**

#### **01-01-2022**

IT WAS MOVED BY COUNCILOR                      DARREN KNOX  
AND UNANIMOUSLY RESOLVED

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

1. Mayor M Terry Lafleur:
2. Seat #1 M Darren Knox:
3. Seat #2: Mme Jennifer Quaille :
4. Seat #3 Mme Kathleen Gauthier:
5. Seat #4 Mme Penny Dubeau:
6. Seat #5: M Serge Sabourin :                      YES
7. Seat #6 M Robin Zacharias:                      YES

Director General Andrea Lafleur :

#### **02-01-2022**

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## Procès-verbal / Minutes

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

JENNIFER QUAILE

**THAT** the Minutes of the extra ordinary council meeting December 1st, 2021 be accepted as written.

Carried

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### 03-01-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

PENNY DUBEAU

**THAT** the Minutes of the regular council meeting December 7th, 2021 be accepted as written.

Carried

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### 04-01-2022

**WHEREAS:** The Municipality of Otter Lake does a lot of maintenance on our roads during both the winter and the summer;

**WHEREAS:** The Municipality of Otter Lake requires a truck that will allow the maintenance crew to complete their work;

**WHEREAS:** the Municipality of Otter Lake has obtained two quotes:

Shawville Ford: \$101,844.00 plus tax (2022 Ford F550, includes steel box, in inventory and available right away)

Olivier Ford: \$102,741.00 plus tax (2021 Ford F550(NEW) in inventory  
\$85,984.00, must purchase a steel box from TWIN Equipment  
\$16,757.00 plus tax)

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## Procès-verbal / Minutes

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

SERGE SABOURIN

**THAT** the Municipality of Otter Lake purchases a 2022 Ford F550 4X4 truck. The cost of the truck is \$101,844 plus tax. The truck will be purchased from Shawville Ford. (Annex A)

Carried

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### 05-01-2022

**WHEREAS:** The Municipality of Otter Lake does a lot of maintenance on our roads during both the winter and the summer;

**WHEREAS:** The Municipality of Otter Lake requires a truck that will allow the maintenance crew to complete their work;

**WHEREAS:** the Municipality of Otter Lake has obtained two quotes:

Urban Ford: \$53,043.00 plus tax and fees (2022 Ford F250 XL 4X4, in inventory)

Mont Bleu Ford: \$58,695.00 plus tax and fees (2022 Ford F250 XLT 4X4, must order truck)

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

KATHLEEN GAUTHIER

**THAT** the Municipality of Otter Lake purchases a 2022 Ford F250 XL 4X4 truck. The cost of the truck is \$53,043 plus tax and fees. The truck will be purchased from Urban Ford. (Annex B)

Carried

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### 06-01-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

KATHLEEN GAUTHIER

**THAT** the Municipality of Otter Lake orders 135,240 liters of 35% liquid calcium from the company MultiRoutes at a cost of 0,298 a litre, total cost of \$40,301.52 before taxes. The volume ordered will allow for two complete applications of calcium in 2022.

Carried

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## Procès-verbal / Minutes

**07-01-2022**

Attendu que le Règlement sur les conditions pour exercer au sein d'un service de sécurité incendie municipal prévoit les exigences de formation pour les pompiers des services de sécurité incendie afin d'assurer une qualification professionnelle minimale;

Attendu que ce règlement s'inscrit dans une volonté de garantir aux municipalités la formation d'équipes de pompiers possédant les compétences et les habiletés nécessaires pour intervenir efficacement en situation d'urgence;

Attendu qu'en décembre 2014, le gouvernement du Québec a établi le Programme d'aide financière pour la formation des pompiers volontaires ou à temps partiel et qu'il a été reconduit en 2019;

Attendu que ce Programme a pour objectif principal d'apporter aux organisations municipales une aide financière leur permettant de disposer d'un nombre suffisant de pompiers qualifiés pour agir efficacement et de manière sécuritaire en situation d'urgence;

Attendu que ce Programme vise également à favoriser l'acquisition des compétences et des habiletés requises par les pompiers volontaires ou à temps partiel qui exercent au sein des services de sécurité incendie municipaux;

Attendu que la municipalité d'Otter Lake désire bénéficier de l'aide financière offerte par ce programme;

Attendu que la municipalité d'Otter Lake prévoit la formation de deux pompiers pour le programme Pompier I au cours de la prochaine année pour répondre efficacement et de manière sécuritaire à des situations d'urgence sur son territoire;

Attendu que la municipalité doit transmettre sa demande au ministère de la Sécurité publique par l'intermédiaire de la MRC Pontiac en conformité avec l'article 6 du Programme.

Il est proposé par ROBIN ZACHARIAS et appuyé par SERGE SABOURIN et résolu de présenter une demande d'aide financière pour la formation de ces pompiers dans le cadre du Programme d'aide financière pour la formation des pompiers volontaires ou à temps partiel au ministère de la Sécurité publique et de transmettre cette demande à la MRC Pontiac.

Adopté

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## Procès-verbal / Minutes

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**08-01-2022**

RESOLUTION FOR THE MUNICIPALITY OF OTTER LAKE

ADOPTION OF THE ANNUAL REPORT FOR YEAR 4 – REVISED FIRE SAFETY COVER PLAN

WHEREAS the revised fire safety cover plan came into effect on May 1st 2017;

WHEREAS year 4 of the revised fire safety cover plan ended on April 30th 2021;

WHEREAS article 35 of the Fire safety act states that an activity report for the previous year must be prepared, adopted by resolution and sent to the minister each year.

It is moved by SERGE SABOURIN and resolved to adopt the annual report for year 4 of the revised fire safety cover plan and to transmit this report to the minister.

Carried

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**09-01-2022**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

JENNIFER QUAILE

**THAT** the Municipality of Otter Lake give Andrea Lafleur the authorization to apply for three summer students in the Canada Summer Jobs 2022 federal program. The program covers a at least 50% of the students' wages.

Carried

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### **Varia**

Mayor M Terry Lafleur:

Pontiac MRC Youth council

50+ Club Are the member numbers down?

Seat #1 M Darren Knox:

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Seat #2 Mme Jennifer Quaille:

Seat #3 Mme Kathleen Gauthier:

Seat #4 Mme Penny Dubeau:

Seat #5 M Serge Sabourin: Composting in winter

Seat #6 M Robin Zacharias: Improvements to the sign at the RA entrance

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### **10-01-2022**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

DARREN KNOX

**THAT** the Municipality of Otter Lake names Alex Burke to the MRC Pontiac youth council to represent the Municipality of Otter Lake.

Carried

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### **Information for Council Members**

Building Inspector report

Mayor's report

Land use planning meeting

Meeting regarding the evaluation department at the Pontiac MRC

Private roads and cadastral reform

Firechief's report

Road Foreman's Report

Leslie Park report

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### **Correspondence**

1. Emplois d'été

Applications

2. Alex Burke

Youth council

3. Martine Gaudet (CNESST)

Permitted activities

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|----------------------------|---------------------|
| 4. H&H Construction        | Crushing            |
| 5. TRGIRTO                 | Forestry activities |
| 6. CDC Pontiac             | Pontiac Vaccination |
| 7. Carriere Tremblay       | Crushing            |
| 8. RPGL                    | Update              |
| 9. Ricky & Monique Lavigne | 61 Mitchell road    |

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### **11-01-2022**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**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 \$257,562.82 have been proposed.

Signed in Otter Lake, Quebec  
This 11th day of January 2022.

Andrea Lafleur, Director General

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Accounts payables :	257,562.82 \$
Prepaid Invoices :	45,290.32 \$
Elected and Employees Salary :	61,398.17 \$
<b>Total :</b>	<b>364,251.31 \$</b>

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### **12-01-2021**

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IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

KATHLEEN GAUTHIER

**THAT** the meeting be adjourned at 5:54PM.

Carried

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TERRY LAFLEUR, Mayor

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ANDREA LAFLEUR, Director General