



# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

## Procès-verbal / Minutes

### **Tuesday March 2nd, 2021**

At the regular meeting of the Council of the Municipality of Otter Lake, held on the above date at 5:45PM, on ZOOM, and which were present the Mayor KIM CARTIER-VILLENEUVE, Councilors KATHLEEN GAUTHIER, CARLEN LAFLEUR, VICKY DUBEAU, DESIREE TREMBLAY, ROBIN ZACHARIAS, IVAN LEBLANC 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

#### **24-03-2021**

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 Mme Carlen Lafleur: YES
3. Seat #2 Mme Desiree Tremblay:
4. Seat #3 Mme Kathleen Gauthier:
5. Seat #4 Mme Vicky Dubeau:
6. Seat #5 M Ivan Leblanc:
7. Seat #6 M Robin Zacharias: YES

Director General Andrea Lafleur :

#### **25-03-2021**

IT WAS MOVED BY COUNCILOR DESIREE TREMBLAY

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# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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## Procès-verbal / Minutes

AND UNANIMOUSLY RESOLVED

**THAT** the Minutes of the regular council meeting February 2nd, 2021 be accepted as written.

Carried

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### 26-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

CARLEN LAFLEUR

**THAT** the Minutes of the extra ordinary council meeting February 15th, 2021 be accepted as written.

Carried

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### 27-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICKY DUBEAU

**THAT** the Municipality of Otter Lake purchases additional parts to fix our Firetruck number 225 at a cost of approximately \$1000.00 plus tax. (alternator and batteries)

Carried

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### 28-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**THAT** the Municipality of Otter Lake purchases part to fix our white International truck at a cost of approximately \$3000.00 plus tax. (EGR valve)

Carried

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### 29-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICKY DUBEAU

**THAT** the Municipality of Otter Lake purchases seven recycle bins for the transfer station from Hayes Manufacturing at a cost of \$2500.00 each plus tax.

Carried

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### 30-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

IVAN LEBLANC

**THAT** the Municipality of Otter Lake renews our membership with the FQM, annual membership for 2021 is \$1623.46 taxes included.

Carried

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### 31-03-2021

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

VICKY DUBEAU

**THAT** the Municipality of Otter Lake renews the membership to the ADMQ (Association des directeurs municipaux du Québec) for 2021 at a cost of \$959.13 tax included. (includes insurance)

Carried

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### **Varia**

Mayor Mme Kim Cartier Villeneuve:

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Seat #1 Mme Carlen Lafleur: Mural at Millenium Park

Seat #2 Mme Desiree Tremblay:

Seat #3 Mme Kathleen Gauthier:

Seat #4 Mme Vicky Dubeau: Employee policy

Seat #5 M Ivan Leblanc:

Seat #6 M Robin Zacharias: Laptop purchase  
New front door - Municipal office  
Installation of glass at the front desk

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### **32-03-2021**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**THAT** the Municipality of Otter Lake purchases a laptop computer to be used by Sarah Kluge on the days she works from home. Laptop to be purchased from WEPC at a cost of \$699.00 plus tax. Cost covered by monies received for COVID-19 related expenses.

Carried

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### **33-03-2021**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

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# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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## Procès-verbal / Minutes

**THAT** the Municipality of Otter Lake purchases a new front door for the municipal office which will include a mail slot from Murdock glass at a cost of \$960.00 plus tax. (Installation included) Cost covered by monies received for COVID-19 related expenses.

Carried

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### **34-03-2021**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**THAT** the Municipality of Otter Lake purchases a piece of tempered glass to be installed at the front reception desk at the municipal office which will include a mail slot from Murdock glass at a cost of \$2101.54.00 plus tax. (Installation included) Cost covered by monies received for COVID-19 related expenses.

Carried

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### **Information for Council Members**

Building Inspector report

Mayor's report

Phase 2 of FARR Project

SQ – Municipal priorities

TNO mobile boat wash

Fire fighters green lights

Agreement between the MRC and the National Fire fighters School

Grant available for someone looking to open a daycare in the Pontiac

Firechief's report

Road Foreman's Report

Leslie Park report

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### **Correspondence**

1. MSP

Green lights Firefighters

2. Alex Savoie-Perron

Self-Service Bicycles

3. Colleen Jones

Vaccination Centres

4. Sophie Leblanc

Potable water course

5. Remo Pasteris

Federal Election

6. Stephane Durocher

MDJ Activity

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7. Lisette Blaskie

Speed bumps

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### **35-03-2021**

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 \$111,824.99 have been proposed.

Signed in Otter Lake, Quebec  
This 2nd day of March 2021.

Andrea Lafleur, Director General

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Accounts payables :	111,824.99 \$
Prepaid Invoices :	9,811.93 \$
Elected and Employees Salary :	35,070.13 \$
<b>Total :</b>	<b>156,707.05 \$</b>

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### **36-03-2021**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

KATHLEEN GAUTHIER

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**THAT** the meeting be adjourned at 6:30PM.

Carried

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KIM CARTIER VILLENEUVE, Mayor

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ANDREA LAFLEUR, Director General