



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Tuesday May 9, 2023

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 the Mayor TERRY LAFLEUR, Councilors ROBIN ZACHARIAS, JENNIFER QUAILE, SERGE SABOURIN, DARREN KNOX, PENNY DUBEAU, DANIEL LAMARCHE 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.

52-05-2023

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS
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 Quaile :
4. Seat #3: M Daniel Lamarche:
5. Seat #4 Mme Penny Dubeau:
6. Seat #5: M Serge Sabourin :
7. Seat #6 M Robin Zacharias: YES

Director General Andrea Lafleur :

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53-05-2023

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

THAT the Minutes of the extra ordinary council meeting April 3rd, 2023 be accepted as written.

Carried

54-05-2023

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DANIEL LAMARCHE

THAT the Minutes of the regular council meeting April 11th, 2023 be accepted as written.

Carried

55-05-2023

Major road improvements – MTQ announcement

WHEREAS the MTQ made an announcement in 2017 promising the asphaltting of Highway 301 between Highway 366 and Stephens road;

WHEREAS the Municipality has received several complaints from citizens about the condition of this section of Highway 301;

WHEREAS the MTQ has delayed the work for many years now;

WHEREAS the MTQ reassured us in 2022 that the work would be completed in 2023;

WHEREAS the MTQ removed the work from their program at the last minute and has not provided us with any details as to when the work will be reinstated;

CONSEQUENTLY, it is moved by SERGE SABOURIN and resolved that the Municipality would like to have a confirmation from the MTQ stating when the work will be completed and why it was removed from the programming after waiting so many years for completion. A copy of our resolution will be forwarded to the MP for Pontiac André Fortin, the Minister of Transport Genevieve Guilbault,

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MP responsible for Outaouais Mathieu Lacombe and DG of the Outaouais MTQ M Francois Asselin.

Carried

56-05-2023

IT WAS MOVED BY COUNCILOR SERGE SABOURIN
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake authorizes Mr. Denis Chaussé, Fire Chief, to take on Mr. Dylan Portner and Mr. Martin Perrier to the Otter Lake Fire Department. The new members will be on probation for 6 months.

Carried

57-05-2023

Whereas the regional council, in its resolution C.M. 2016-02-07, mandated the public security and emergency preparedness coordinator (coordinator) of the Pontiac MRC to prepare a revised fire safety cover plan (revised plan);

Whereas revised plan was prepared and presented to the fire safety committee (CSI);

Whereas the CSI recommended that the Regional council approve the revised plan as presented;

Whereas the implementation plan was presented to the members of council.

It is proposed by ROBIN ZACHARIAS and resolved to adopt the implementation plan

Carried

58-05-2023

WHEREAS the Municipality of Otter Lake advertised for a fulltime Grader Operator and accepted applications until April 21st 2023

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WHEREAS three individuals were selected for interviews

WHEREAS the position was offered to Mr. Sylvain Dubeau and his acceptance of the position was received

IT WAS MOVED BY COUNCILOR JENNIFER QUAILE
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake names Mr. Sylvain Dubeau as Grader Operator starting full-time (40 hours per week, 52 weeks a year) on May 10th 2023.

Carried

59-05-2023

IT WAS MOVED BY COUNCILOR DARREN KNOX
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake accepts the following private road names which will be sent to Toponymie Québec as per their guidelines:

Lac Weller road (private)
Fougères road (private)
Sage Avenue (private)

Carried

60-05-2023

WHEREAS the Municipality of Otter Lake installed a Generac generator at the municipal hall and the recreation center (RA) several years ago to increase our ability to better serve our citizens during power outages

WHEREAS the municipality only installed one large 420 liter propane tank with each generator

WHEREAS the municipality now realizes we need to have a greater volume of propane on hand for emergencies that can last several days

IT WAS MOVED BY COUNCILOR DARREN KNOX
AND UNANIMOUSLY RESOLVED

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THAT the Municipality of Otter Lake purchases 2 additional 420 liter tanks from Petro Pontiac at a cost of \$1285.00 each plus \$100 for installation. Petro Pontiac will also become our new propane supplier.

Carried

Notice of motion given by ROBIN ZACHARIAS to modify by-law 031-05-2003 Administration and interpretation of planning by-laws, chapter 5, Costs of permits and certificates, 5.1 List of prices annexed.

61-05-2023

MODÈLE DE RÉOLUTION À ADOPTER PAR LE CONSEIL

CONTRAT D'ASSURANCES COLLECTIVES - ACHAT REGROUPÉ - SOLUTION UMQ

REGROUPEMENT QUÉBEC-BEAUCE-PORTNEUF-MAURICIE-LAURENTIDES-OUTAOUAIS

1ER JANVIER 2024-AU 31 DÉCEMBRE 2028

Attendu que conformément à la Loi sur les cités / au Code municipal et à la Solution UMQ, la municipalité d'Otter Lake et ce conseil souhaitent autoriser le lancement d'un appel d'offres public pour obtenir des produits d'assurances collectives pour ses employés et, lorsqu'applicable, pour ses élus, pour la période du 1er janvier 2024 au 31 décembre 2028 ;

Attendu que Mallette actuaires inc. s'est déjà vu octroyer le mandat, à la suite d'un appel d'offres public, pour les services de consultant indépendant requis par l'Union des municipalités du Québec (UMQ) dans l'application de la Solution UMQ;

Attendu que la rémunération prévue au contrat – Solution UMQ - à octroyer est de 0,65 % au consultant Mallette actuaires Inc. et les frais de gestion prévus pour l'UMQ sont de 1.15 %;

Attendu que la municipalité d'Otter Lake souhaite maintenant confirmer son adhésion à la solution des groupements en assurances collectives de l'UMQ et le mandat à Mallette actuaires inc. en conséquence ;

IL EST

PROPOSÉ PAR : DANIEL LAMARCHE

APPUYÉ PAR : SERGE SABOURIN

ET RÉSOLU :

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QUE le préambule fait partie intégrante des présentes comme si récité au long ;

QUE ce Conseil confirme ainsi par les présentes son adhésion à la Solution UMQ en matière d'assurances collectives pour ses employés et/ou élus, au choix de la municipalité;

QUE l'adhésion au regroupement - Solution UMQ - sera d'une durée maximale de cinq ans, soit pour la durée du 1er janvier 2024 au 31 décembre 2028 ;

QUE la municipalité d'Otter Lake mandate l'UMQ pour agir à titre de mandataire pour la représenter au contrat d'assurances collectives à octroyer à la suite de l'application des présentes ainsi que son renouvellement, de même que pour l'accès à son dossier d'assurances collectives auprès de l'assureur, dans le respect des règles de protection des renseignements personnels ;

QUE la municipalité s'engage à payer à l'UMQ des frais de gestion de 1.15 % des primes totales versées par la municipalité d'Otter Lake durant le contrat et une rémunération de 0,65 % des primes totales versées par la municipalité au consultant Mallette actuaires Inc., dont la municipalité d'Otter Lake joint aussi le mandat obtenu pour le regroupement, à la suite d'un appel d'offres public;

QUE la municipalité d'Otter Lake s'engage à respecter les termes et conditions du contrat à intervenir avec la société d'assurances à qui le contrat sera octroyé à la suite de l'application des présentes ainsi que les conditions du mandat du consultant.

ADOPTÉ

Varia

Mayor M Terry Lafleur:

Seat #1 M Darren Knox:

Seat #2 Mme Jennifer Quaille:

Seat #3: M Daniel Lamarche:

Seat #4 Mme Penny Dubeau:

Seat #5 M Serge Sabourin:

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Seat #6 M Robin Zacharias: Boat wash surveillance

Sign to be repaired

Information for Council Members

Building Inspector report

Mayor's report

Presentation of plans for 394 and 408 Tessier at the RA on May 13th at 10AM

Firechief's report

Road Foreman's Report

Leslie Park report

Waste Management Committee

Correspondence

- | | |
|-----------------------|----------------------|
| 1. Dean & Donna White | Thank you |
| 2. MTQ | Route 301 road work |
| 3. Colleen Jones | Commonwealth Plywood |
| 4. Jon Stewart | Forum and website |
| 5. Canada Summer Jobs | Student |
| 6. Thierry Raimbault | Composters |
| 7. Leo Lee | Beavers |
| 8. Amanda Yakabuskie | Food truck |
| 9. Lisa Gervais | 2023 Flooding |
| 10. TECQ 2019-2024 | Extension |
| 11. Deborah Beauchamp | Bus strike |
| 12. Kari Richardson | Water testing |
| 13. Lubomyr Chabursky | Road names |

62-05-2023

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

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 \$134,406.59 have been proposed.

Signed in Otter Lake, Quebec
This 9th day of May 2023.

Andrea Lafleur, Director General

| | |
|-------------------------------|----------------------|
| Accounts payables : | 134,406.59 \$ |
| Prepaid Invoices: | 46,200.30 \$ |
| Elected and Employees Salary: | 52,793.51 \$ |
| Total: | 233,400.40 \$ |

QUESTION PERIOD

63-05-2023

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the meeting be adjourned at 7:50PM.

Carried

TERRY LAFLEUR, Mayor

ANDREA LAFLEUR, Director General

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