



# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

## Procès-verbal / Minutes

**Tuesday September 6, 2022**

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, DARREN KNOX, PENNY DUBEAU, JENNIFER QUAILE all forming quorum under the chairmanship of the Mayor.

**ABSENT:** Councilor SERGE SABOURIN (motivated) et Councilor DANIEL LAMARCHE (motivated)

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.**

**128-09-2022**

IT WAS MOVED BY COUNCILOR PENNY DUBEAU  
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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### 129-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**THAT** the Minutes of the regular council meeting August 2nd, 2022 be accepted as written.

Carried

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### 130-09-2022

**WHEREAS** the Municipality of Otter Lake put out a tender for winter sand 2022-2023;

**WHEREAS** the municipality decided to have the sand delivered to the municipal yard and stockpiled.  
(Municipality will provide the 3% salt)

#### The following tenders were received:

<b>Doug Zacharias Trucking:</b>	No bid
<b>Entreprises Brian Stanton:</b>	\$9.77 per MT plus tax
<b>McGrimmon :</b>	No bid
<b>Jerry Dubeau :</b>	No bid
<b>Morin Sable et Gravier :</b>	No bid
<b>Carp Custom Topsoil :</b>	No bid

IT WAS MOVED BY COUNCILOR  
AND RESOLVED

DARREN KNOX

**THAT** the Municipality of Otter Lake purchases their sand from Brian Stanton Enterprise for the 2022-2023 winter season, 6000 tons at \$9.77 per MT plus tax, material will be delivered to our yard, mixed with salt and stockpiled.

Carried

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### 131-09-2022

**WHEREAS** the Municipality of Otter Lake put out a tender for winter salt 2022-2023;

**WHEREAS** the municipality decided to have the salt delivered to the municipal yard. (200 MT)

#### The following tenders were received:

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**Compass Minerals Canada Corp.:** \$113.75 per MT plus tax  
**Sel Warwick:** \$133.00 per MT plus tax  
**RM Lang:** \$120.00 per MT plus tax

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS  
AND RESOLVED

**THAT** the Municipality of Otter Lake purchases their salt from Compass Minerals for the 2022-2023 winter season, 200 tons at \$113.75 per MT plus tax, material will be delivered to our yard.

Carried

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### 132-09-2022

IT WAS MOVED BY COUNCILOR JENNIFER QUAILE  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake approves the filing of an application for financial assistance from the Regions and Rurality Fund Component 2(FRR Component 2) of the MRC Pontiac as part of the Improvements to Otter Lake recreational grounds Phase 1 (Splashpad), situated at 394 & 408 Tessier. The municipality authorizes the Director General, Andrea Lafleur, to sign all documentation relating to the grant application.

It is further resolved that the Municipality of Otter Lake contribute a minimum of 20%.

Carried

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### 133-09-2022

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS  
AND UNANIMOUSLY RESOLVED

**THAT** the Municipality of Otter Lake approves the filing of an application for financial assistance from the Regions and Rurality Fund Component 4(FRR Component 4) of the MRC Pontiac as part of the Improvements to Otter Lake recreational grounds Phase 2, situated at 394 & 408 Tessier. The municipality authorizes the Director General, Andrea Lafleur, to sign all documentation relating to the grant application.

It is further resolved that the Municipality of Otter Lake contribute a minimum of 10%.

Carried

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## Procès-verbal / Minutes

### 134-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

PENNY DUBEAU

**THAT** the Municipality of Otter Lake approves the filing of an application for financial assistance from the Regions and Rurality Fund Component 4(FRR Component 4) of the MRC Pontiac as part of the Improvements to Otter Lake recreational grounds Phase 3, situated at 394 & 408 Tessier. The municipality authorizes the Director General, Andrea Lafleur, to sign all documentation relating to the grant application.

It is further resolved that the Municipality of Otter Lake contribute a minimum of 10%.

Carried

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### 135-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

**THAT** the Municipality of Otter Lake authorizes the Director General, Andrea Lafleur, to sign the documents at the notary Lisa Gallinaro for the sale of property to Mr. Douglas Gauthier according to resolutions 45-04-2022 and 82-06-2022. (Lots 5515907, 5636877, 5636878, 5636879, 5515904 and 5636925)

Carried

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### 136-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

DARREN KNOX

**THAT** the Municipality of Otter Lake hires JRT Automation to install the upgraded water program on our new computer and provide necessary training. The cost of the programming and training is \$3800.00 plus tax.

Carried

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# MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

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## Procès-verbal / Minutes

### 137-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

PENNY DUBEAU

**THAT** the Municipality of Otter Lake purchases a Fisher plow for the new 2022 FORD F550 from Trucks Plus. The cost is \$13,400.00 plus tax, price includes installation.

Carried

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### 138-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

DARREN KNOX

**THAT** the Municipality of Otter Lake purchases a 9 foot side wing for our 2022 FORD F550. The cost is \$8,500.00 plus tax. The supplier is Pro-Fit.

Carried

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### 139-09-2022

## **TECQ 2019-2023**

### **Attendu que :**

- La municipalité a pris connaissance du Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du Programme de la taxe sur l'essence et de la contribution du Québec (TECQ) pour les années 2019 à 2023;
- La municipalité doit respecter les modalités de ce guide qui s'appliquent à elle pour recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre de la ministre des Affaires municipales et de l'Habitation.

IL EST PROPOSÉ PAR CONSEILLÈRE JENNIFER QUAILE  
ET RÉSOLU À L'UNANIMITÉ

### **Que :**

- La municipalité s'engage à respecter les modalités du guide qui s'appliquent à elle;
- La municipalité s'engage à être la seule responsable et à dégager le gouvernement du Canada et le gouvernement du Québec de même que leurs ministres, hauts fonctionnaires, employés et mandataires de toute responsabilité quant aux réclamations, exigences, pertes, dommages et coûts

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de toutes sortes ayant comme fondement une blessure infligée à une personne, le décès de celle-ci, des dommages causés à des biens ou la perte de biens attribuable à un acte délibéré ou négligent découlant directement ou indirectement des investissements réalisés au moyen de l'aide financière obtenue dans le cadre du programme de la TECQ 2019-2023;

- La municipalité approuve le contenu et autorise l'envoi au ministère des Affaires municipales et de l'Habitation de la programmation de travaux n° 2 ci-jointe et de tous les autres documents exigés par le Ministère en vue de recevoir la contribution gouvernementale qui lui a été confirmée dans une lettre de la ministre des Affaires municipales et de l'Habitation;
- La municipalité s'engage à atteindre le seuil minimal d'immobilisations qui lui est imposé pour l'ensemble des cinq années du programme;
- La municipalité s'engage à informer le ministère des Affaires municipales et de l'Habitation de toute modification qui sera apportée à la programmation de travaux approuvée par la présente résolution.
- La municipalité atteste par la présente résolution que la programmation de travaux n° 2 ci-jointe comporte des coûts réalisés véridiques et reflète les prévisions de coûts des travaux admissibles.

Carried

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### 140-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

DARREN KNOX

**THAT** the Municipality of Otter Lake purchases an inventory of water supply parts from Crane Supply to replenish our parts inventory and replace items borrowed from neighbouring municipalities. The cost is \$8790.50 plus tax.

Carried

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### 141-09-2022

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

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

Rodrigue Street (private)

Carried

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### **Varia**

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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:

Seat #6 M Robin Zacharias: 50 Plus party a success

135 Pickleball players

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### **Information for Council Members**

- Building Inspector report
  - Mayor's report
  - Master Plan first draft end of the year
  - Clark Lake Association BBQ
  - Firechief's report
  - Road Foreman's Report
  - Leslie Park report
  - Waste Management Committee
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### **Correspondence**

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|--------------------------------|---------------------|
| 1. Pontiac Chamber of Commerce | Membership          |
| 2. Nancy Sanders               | Visit               |
| 3. Signel                      | Radat               |
| 4. FLO                         | 4500 chargers grant |
| 5. Genevieve Has               | FRR2                |
| 6. Martine Gaudet              | Covid 19            |

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7. Colleen Jones	FRR4
8. MTQ	301 Road work
9. Carrefour Jeunesse	Job fair
10. Jason & Nicholas	Potable water
11. RPGL	St-Pierre file
12. Municipalité Litchfield	Signs boat wash
13. Jon Stewart	Clark lake Association
14. Evo-lutic	Recycling
15. Collen Jones	Citizens group
16. Charlerick Bergeron	2019-2023 TECQ
17. Pontiac Journal	Readers choice
18. Transports Québec	2019-2023 TECQ

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### 142-09-2022

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 \$339,901.91 have been proposed.

Signed in Otter Lake, Quebec  
This 6th day of September 2022.

Andrea Lafleur, Director General

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Accounts payables :	339,901.91 \$
Prepaid Invoices:	37,661.50 \$
Elected and Employees Salary:	57,771.22 \$
<b>Total:</b>	<b>435,334.63 \$</b>

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**QUESTION PERIOD**

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**143-09-2022**

IT WAS MOVED BY COUNCILOR  
AND UNANIMOUSLY RESOLVED

DARREN KNOX

**THAT** the meeting be adjourned at 8:07PM.

/ Carried

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TERRY LAFLEUR, Mayor

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ANDREA LAFLEUR, Director General