



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Tuesday June 10, 2025

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 JENNIFER QUAILE, Councilors ROBIN ZACHARIAS, DARREN KNOX, DANIEL LAMARCHE all forming quorum under the chairmanship of the Mayor.

ABSENT: Councilor PENNY DUBEAU (motivated), Councilor SERGE SABOURIN (motivated)

Director General ANDREA LAFLEUR is also present.

DECLARATION – USE OF THE LANGUAGE OF YOUR CHOICE

I'd like to reiterate the importance for Municipal Council members and other participants in the sitting to express themselves freely in the language of their choice. If necessary, a resource of the Municipality will be available to ensure translation.

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

Declaration of any conflict of interest with the agenda.

41-06-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DANIEL LAMARCHE

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

1. Mayor Jennifer Quaile :
2. Seat #1 M Darren Knox:
3. Seat #2: Vacant
4. Seat #3: M Daniel Lamarche:

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5. Seat #4 Mme Penny Dubeau: ABSENT
6. Seat #5: M Serge Sabourin : ABSENT
7. Seat #6 M Robin Zacharias:

Director General Andrea Lafleur :

42-06-2025

IT WAS MOVED BY COUNCILOR DANIEL LAMARCHE
AND UNANIMOUSLY RESOLVED

THAT the Minutes of the regular council meeting May 13th, 2025 be accepted as written.

Carried

43-06-2025

IT WAS MOVED BY COUNCILOR DARREN KNOX
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake approves the new schedule of permit rates with the addition of the late fees. (Annex A)

Carried

44-06-2025

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake acknowledges receipt of letter from the Municipality of Thorne for the termination of the agreement for fire services dated May 30th, 2025. As per the agreement this letter fulfills the 30-day written notice, the fire service agreement will end effective June 30th, 2025. (Annex B)

Carried

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45-06-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

THAT the Municipality of Otter Lake approves Josh Pasch Construction's quote to complete the cement slab for the extension on the fuel tank storage shed at the garage. Cost is \$8,462.00 plus tax.

Carried

46-06-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the Municipality of Otter Lake approves the purchase of 2 Seacans for additional storage for the garage and the fire department. The cost is not to exceed \$2,500.00 plus tax and transport.

Carried

47-06-2025

MINOR DEROGATION REQUEST TO ALLOW CONSTRUCTION WITHIN THE SETBACK MARGINS OF A PRIVATE ROAD AT 5 055 333 – RECOMMENDATION NOT TO APPROVE FOLLOWING SITE VISIT BY THE PLANNING COMMITTEE

WHEREAS the owner of the property located at 456 Lac-Murray legally described as 5 055 333, has submitted a request for a minor derogation to allow construction within the required setback margins of the private road Lac-Murray, in accordance with the provisions of the Zoning By-law 032-05-2003;

WHEREAS the request seeks to reduce the required setback from the private road Lac-Murray from 8 meters to 0 meters in order to allow the construction of a cottage.

WHEREAS the Planning Advisory Committee, after conducting a site visit, has issued an **unfavorable recommendation**, stating that:

- The request does not align with the overall intent of the zoning by-law, which aims to maintain sufficient distance from private roads to ensure safe access, circulation, and harmonious development;
- No compelling justification has been provided to explain why the construction cannot take place elsewhere on the property while respecting the setback requirements and urban planning principles;

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- The Planning Advisory committee feels the construction could be positioned where an existing trailer is installed, where the gazebo is located, or even between the gazebo and the lake respecting the setback for the protected shoreline.

WHEREAS public notice was given in accordance with legal requirements, and a public hearing was held on June 10, 2025 allowing concerned parties to present their views;

WHEREAS the Municipal Council has reviewed the report from the Planning Advisory Committee, including the findings of the site visit, and considered public input;

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

1. The Municipal Council of Otter Lake **denies** the minor derogation request submitted by the owner of the property located at 456 Lac-Murray concerning the reduction of the required setback from the private road Lac-Murray.
2. The Council agrees with the Planning Advisory Committee's recommendation that the proposed construction can reasonably be accommodated elsewhere on the property while adhering to the required setbacks;

Carried

Varia

Mayor Mme Jennifer Quaile:

Seat #1 M Darren Knox:

Seat #2 : VACANT

Seat #3: M Daniel Lamarche:

Seat #4 Mme Penny Dubeau: ABSENT

Seat #5 M Serge Sabourin:

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Seat #6 M Robin Zacharias:

Web site updates

Invasive species signs, buoys, etc.

Information for Council Members

☒ Building Inspector report

☒ Mayor's report

Successful information session

Tree month

Call for interest compost platform and collection

☒ Firechief's report

☒ Road Foreman's Report

☒ Leslie Park report

Changes in banking process

Emergency road

☒ Waste Management Committee

Reduced garbage tonnage

☒ Invasive Species Committee

Meeting coming up shortly

Correspondence

- | | | |
|-----|------------------------|--------------------|
| 1. | SADC Pontiac | 40th Anniversary |
| 2. | Kari Richardson | MAMH Projects |
| 3. | Fierté Pontiac | Flag |
| 4. | Francis Beausoleil | Car wash |
| 5. | Bornes Québec | Payment terminal |
| 6. | Municipalité de Thorne | First Responders |
| 7. | Municipalité de Thorne | Fire services |
| 8. | Danelle Bourque | Sporting Equipment |
| 9. | LL & Associés | Brisebois road |
| 10. | Jessica Nilsson | Radon analysis |
| 11. | Pierre Masse | Paving |
| 12. | Jon Stewart | Updates |
| 13. | Transports Québec | Road investments |

48-06-2025

IT WAS MOVED BY COUNCILOR
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ROBIN ZACHARIAS

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That the accounts be paid

Carried

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 \$236,854.81 have been proposed.

Signed in Otter Lake, Quebec
This 10th day of June 2025.

Andrea Lafleur, Director General

Accounts payables :	236,854.81\$
Prepaid Invoices:	44,671.55 \$
Elected and Employees Salary:	51,926.70 \$
Total:	333,453.06 \$

QUESTION PERIOD

49-06-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the meeting be adjourned at 8:20PM.

Adopté / Carried

JENNIFER QUAILE, Mayor

ANDREA LAFLEUR, Director General

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