



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Tuesday February 11, 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, PENNY DUBEAU, DARREN KNOX, SERGE SABOURIN all forming quorum under the chairmanship of the Mayor.

ABSENT: Councilor DANIEL LAMARCHE (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.

10-02-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

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:
6. Seat #5: M Serge Sabourin :
7. Seat #6 M Robin Zacharias: OUI / YES

Director General Andrea Lafleur :

11-02-2025

IT WAS MOVED BY COUNCILOR PENNY DUBEAU
AND UNANIMOUSLY RESOLVED

THAT the Minutes of the regular council meeting January 14th, 2025 be accepted as written.

Carried

12-02-2025

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS
AND UNANIMOUSLY RESOLVED

By-Law 01-02-2025 repealing and amending all previous By-Laws that provide for taxation for the year 2025 of the Municipality of Otter Lake.

Whereas a notice of motion was given January 14, 2025;

Whereas it is expedient to revise the tax rate and service rate for 2025

For these reasons,

It is proposed by ROBIN ZACHARIAS and resolved unanimously to adopt the By-Law 01-02-2025 repealing and amending all previous By-Laws that provide for taxation for the year 2025 for the Municipality of Otter Lake.

CANADA
PROVINCE OF QUEBEC
TOWN OF OTTER LAKE

Article 1 - General Tax Rates

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Section 1.1 Rate of \$ 0.43 per \$ 100 of Roll Assessment

Section 1.2 18% interest on late payments

Section 1.3 Payment of tax bill in 3 installments – if amount is more than \$ 300.00

1st payment of 40% due date April 1, 2025

2nd 30% payment due date 1 July 2025

3rd payment 30% due date 1 September 2025

Article 2 The distribution rate for water service to users:

Residential	\$ 150.00
Residential with attached business	\$ 225.00
Duplex	\$ 300.00
Triplex	\$ 450.00
Quadruple	\$ 600.00
7 units	\$ 1,050.00
Bar	\$ 300.00
Restaurant	\$ 300.00
Motel/Restaurant	\$ 450.00
Seasonal	\$ 75.00
Laundromat	\$ 450.00
Garage	\$ 300.00
Convenience store	\$ 150.00

Article 3 Rate for the reception site for the residual waste

Fixed \$ 125.00

Section 3.1 Additional Costs

Sofa	100-150 lbs	\$ 20.00
Loveseat	30-50 lbs	\$ 10.00
Kitchen chair	10-15 lbs	\$ 5.00
Mattress (regular)	100 lbs	\$ 10.00
Mattress (King)	150 lbs	\$ 20.00
Box springs	40-50 lbs	\$ 10.00
Carpets, carpet underlay		\$ 0.20 per pound
Dresser (small)		\$ 10.00
Dresser (large)		\$ 20.00
Construction materials		Cost established at reception site
Recycling	No charge	
Metal	No charge	
Brush less than 4 inches	No charge	
Tires	No charge	
Batteries	No charge	

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Appliances No charge
Compost No charge

Article 4 Rate for the upgrading of drinking water infrastructure borrowing bylaw # 005-11-2009

Article 4.1 To provide 25% of expenditures incurred for interest and capital repayment of annual payments on the loan, is hereby imposed and levied annually, during the term of the loan, all taxable immovables in the territory of the municipality, a special tax at a rate sufficient to its value as it appears on the assessment roll in force each year.

Rate of \$ 8.00

Article 4.2 To provide for 75% of expenses incurred for interest and capital repayment of annual payments on the loan, it is required by this Regulation and shall be appropriated annually during the term of the loan, each owner a taxable property located within the basin of taxation described in schedule "A" attached to this by law to form an integral part of compensation in respect of each taxable property owned.

The amount of this compensation will be determined annually by multiplying the number of units assigned the following table an below each property taxable by the value assigned to each unit. This value is determined by dividing the expenses incurred for interest and capital repayment of annual payments on the loan by the number of units of all taxable property located within the basin.

ANNEXE - A Building Categories

Number of units

A Residential

Residential building housing	1	\$ 142.00
Residential building with commercial	1.5	\$ 209.00
Seasonal Building	1	\$ 142.00

B Commercial

a) Convenience	1.5	\$ 209.00
b) Convenience store	1.5	\$ 209.00
c) Hairdresser	1.5	\$ 209.00
d) Bar	1.5	\$ 209.00
e) Utility	2	\$ 276.00
f) Gas Station	1.5	\$ 209.00
g) Chip stand	1.5	\$ 209.00
h) General Store & a variety of items	1	\$ 142.00
i) Non-profit Business	1	\$ 142.00
j) Bakery	1.5	\$ 209.00
k) Bed & Breakfasts	1.5	\$ 209.00
l) Restaurant	1.5	\$ 209.00
m) Motel/Restaurant	2.0	\$ 276.00
n) Garage	1.5	\$ 209.00

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C Other commercial building

a) Professional Office	1.5	\$ 209.00
b) Post Office	1.5	\$ 209.00
c) Government Offices - Private	1.5	\$ 209.00

D Vacant building land	.5	\$ 75.00
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Article 5 Trailers

Permanent installation: Twelve month installation of a trailer outside a commercial campground - \$150.00

Temporary installation: Trailer installation outside a commercial campground for a period exceeding 15 days between May 1st and October 31st - \$ 100.00

Article 6 By-Law comes into force in accordance with the law.

Carried

13-02-2025

TECQ 2019-2024

Whereas:

- The municipality has taken cognizance of the Guide relating to the terms and conditions for payment of the government contribution under the Gas Tax and Quebec Contribution Program (TECQ) for the years 2019 to 2024;
- The municipality must comply with the terms and conditions of this guide that apply to it in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing.

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

- The municipality undertakes to comply with the terms and conditions of the guide that apply to it;
- The Municipality agrees to be solely responsible for and to hold harmless the Government of Canada and the Government of Quebec, as well as their ministers, senior officials, employees and agents, from and against any and all claims, demands, losses, damages and costs of any kind based on injury to or death of any person, damage to or loss of property caused by any deliberate or negligent act arising directly or indirectly from investments made using financial assistance obtained under the TECQ 2019-2024 program;
- The municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Housing of the attached work program no. 5 (final program) and all other documents

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required by the Ministry in order to receive the government contribution confirmed to it in a letter from the Minister of Municipal Affairs and Housing;

- The municipality undertakes to meet the minimum capital expenditure threshold imposed on it for all five years of the program;
- The municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any changes made to the program of work approved by this resolution.
- The municipality hereby certifies that the attached program of work no. 5 (final program) includes true costs and reflects the cost forecasts for eligible work.

Carried

14-02-2025

Resolution for a portrait of recreation issues

Moved by SERGE SABOURIN and seconded by ROBIN ZACHARIAS, it is proposed that the Municipality of Otter Lake mandate Loisir sport Outaouais and the Outaouais Public Health Department to carry out the portrait of leisure issues. The municipality mandates Andrea Lafleur as the person representing the municipality.

Carried

15-02-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

PENNY DUBEAU

THAT the Municipality of Otter Lake orders a heat pump (Comfort Aire VMH24SV) for the municipal office from Stewart Oil Burner Service at a cost of \$6850.00 plus tax, the price includes installation.

Carried

Varia

Mayor Mme Jennifer Quaille:

Seat #1 M Darren Knox:

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Seat #2 : VACANT

Seat #3: M Daniel Lamarche: ABSENT / ABSENT

Seat #4 Mme Penny Dubeau:

Seat #5 M Serge Sabourin:

Seat #6 M Robin Zacharias: 8-1-1 Medical Service

Information for Council Members

- ☒ Building Inspector report
 - ☒ Mayor's report
 - Radon detectors
 - Volunteers to organize our 150th anniversary
 - MRC recycling guidelines
 - Boxes for battery collection
 - Communication and the Telmatik system
 - Pontiac MRC going to court with Alleyn-Cawood
 - ☒ Firechief's report
 - ☒ Road Foreman's Report
 - ☒ Leslie Park report
 - ☒ Waste Management Committee
 - ☒ Invasive Species Committee
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Correspondence

- | | | |
|----|--------------------|-----------------------------|
| 1. | Rachel Soar-Flandé | SHQ |
| 2. | Gisele Laprise | Walking Club |
| 3. | Colin Lachance | Lac Dumont |
| 4. | Rachel Soar-Flandé | Differentiated zoning |
| 5. | Jon Stewart | Congratulations & Complaint |
| 6. | Jason Durand | Meeting with MAMH |
| 7. | MOBI-O | St-Marie's School plans |

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8.	Luc Périard	Certificate completed
9.	Sophie Chatel	2024 Review
10.	Lynn Blazek	Alley-et-Cawood
11.	Annick Lance	Arena user fees
12.	Thomas Villeneuve	Information session
13.	Nicole Boucher-Larivière	8-1-1 Information
14.	Arpe Québec	Electronics pick-up
15.	Rachel Soar-Flandé	Energy systems

16-02-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

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 \$70,679.56 have been proposed.

Signed in Otter Lake, Quebec
This 11th day of February 2025.

Andrea Lafleur, Director General

Accounts payables :	70,679.56 \$
Prepaid Invoices:	46,452.70 \$
Elected and Employees Salary:	50,088.91 \$
Total:	167,221.17 \$

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QUESTION PERIOD

17-02-2025

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the meeting be adjourned at 8:05PM.

Carried

JENNIFER QUAILE, Mayor

ANDREA LAFLEUR, Director General