



MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Tuesday October 8, 2024

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 Pro-Mayor JENNIFER QUAILE, Councilors ROBIN ZACHARIAS, SERGE SABOURIN, DANIEL LAMARCHE, PENNY DUBEAU, DARREN KNOX all forming quorum under the chairmanship of the Mayor.

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.

89-10-2024

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

ROBIN ZACHARIAS

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

1. Mayor : VACANT / VACANT
2. Seat #1 M Darren Knox:
3. Seat #2: Mairesse par intérim Mme Jennifer Quaile :
4. Seat #3: M Daniel Lamarche:

La version française est la version officielle - The French version is the official version

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

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

Director General Andrea Lafleur :

90-10-2024

IT WAS MOVED BY COUNCILOR DANIEL LAMARCHE
AND UNANIMOUSLY RESOLVED

THAT the Minutes of the regular council meeting September 10th, 2024 be accepted as written.

Carried

91-10-2024

APPOINTMENT OF A REPRESENTATIVE OF THE MUNICIPALITY OF OTTER LAKE TO THE MADA COLLECTIVE APPROACH

Considering that the MRC Pontiac wishes to update its MADA policy which was adopted in 2012;

Considering that the Municipality of Otter Lake is committed to improving the living conditions of seniors and promoting their inclusion in the social life of the community;

Considering that the person to be appointed will represent the municipality in terms of senior's issues on the steering committee;

It is moved by DANIEL LAMARCHE and resolved that ROBIN ZACHARIAS be appointed municipal representative for the MADA initiative on the steering committee.

Carried

92-10-2024

APPOINTMENT OF A REPRESENTATIVE OF THE MUNICIPALITY OF OTTER LAKE TO THE MUNICIPAL FAMILY POLICY

Considering that the MRC Pontiac wishes to update its MADA policy which was adopted in 2012;

La version française est la version officielle - The French version is the official version

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Considering that Municipality of Otter Lake is committed to acting in favor of families, and that the wellbeing of family and their concerns are an integral part of municipal priorities;

Considering that the person to be appointed will represent the municipality in terms of families issues on the steering committee;

It is moved by PENNY DUBEAU and resolved that ROBIN ZACHARIAS be appointed municipal representative for the MADA initiative on the steering committee.

Carried

93-10-2024

MUNICIPALITY OF OTTER LAKE COMMITMENT TO THE MADA COLLECTIVE APPROACH AND FINANCIAL CONTRIBUTION

Considering that the Municipality of Otter Lake wishes to update its MADA policy which was adopted in 2012;

Considering that the Municipality of Otter Lake is committed to improving the living conditions of seniors and fostering their inclusion in the social life of the community;

Considering that this is a collective initiative, the Municipality of Otter Lake is committed to contributing **CAD 1 000 \$** to the implementation of the initiative;

It is moved by SERGE SABOURIN and resolved that the Municipality of Otter Lake confirms its interest and commitment to partner with other municipalities to undertake and carry out its collective MADA approach and contribute financially.

Carried

94-10-2024

MUNICIPALITY OF OTTER LAKE COMMITMENT TO THE COLLECTIVE FAMILY POLICY APPROACH AND FINANCIAL CONTRIBUTION

Considering that municipality of Otter Lake wishes to update its family policy and action plan which was adopted in 2012;

Considering that Municipality of Otter Lake is committed to acting in favor of families, and that the wellbeing of families and their concerns are an integral part of municipal priorities;

La version française est la version officielle - The French version is the official version

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Considering that this is a collective approach, the Municipality of Otter Lake undertakes to contribute financially up to **CAD 1 000 \$** for the implementation of the policy;

It is moved by DANIEL LAMARCHE and resolved that Municipality of Otter Lake confirms its interest and commitment to join with other municipalities to undertake and implement the PFM collective approach, and to contribute financially.

Carried

95-10-2024

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the Municipality of Otter Lake adds Mrs. Jennifer Quaille to the signature card for the Royal Bank. The four signatures on the account will be Mrs. Jennifer Quaille, Mrs. Andrea Lafleur, Mrs. Sarah Kluge and Mr. Robin Zacharias. Mr. Terry Lafleur will be removed from the list.

Carried

96-10-2024

Whereas the owners of lot 5056806, 10 Farrell, requested a minor derogation to extend the existing shed, which is located 3m from the municipal road.

Whereas the owners of the two lots across from the shed have confirmed the extension of the shed will not affect the enjoyment of their own properties.

Whereas the planning committee met on September 4, 2024 and recommended the approval of the minor derogation only if legal counsel confirms that the municipality cannot be held liable to any damage caused to the structure from snow plowing or road maintenance efforts.

Whereas legal counsel stated that allowing the minor derogation will not engage the civil liability of the Municipality for future damages caused to the garage due to "road hazards" since it is the owner of the property who is requesting the garage to be built in a derogatory location.

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Whereas the public notice was given on September 9, 2024 and published September 11, 2024 for the October 8, 2024 council meeting.

It is moved by councilor ROBIN ZACHARIAS and unanimously resolved that the Municipality of Otter Lake accepts the Planning Committee's recommendation to allow the minor derogation request for 10 Farrell, given that the existing location of the shed is already derogatory and it does not cause a nuisance to the neighboring lot.

Carried

97-10-2024

Whereas several citizens have expressed their concerns about the speed vehicles travel when they are heading out of the village on route 303 towards Thorne

Whereas the speed limit goes from 50km per hour to 90km per hour

Whereas the municipality would like to see a 70km per hour zone added to route 303 between the 50km per hour zone and 90km per hour zone

Whereas we would like to add the 70km/h zone where the 90km/h is located (approximately address 72 Route 303) and start the 90km/h around address 177 Route 303

IT WAS MOVED BY COUNCILOR PENNY DUBEAU
AND UNANIMOUSLY RESOLVED

THAT the municipality of Otter Lake makes a request to the Ministry of Transport to have the 70KM zone added to Highway 303 when heading out of the village towards Thorne.

Carried

98-10-2024

IT WAS MOVED BY COUNCILOR ROBIN ZACHARIAS
AND UNANIMOUSLY RESOLVED

THAT the Municipality of Otter Lake accepts the newly formed committees to work on various topics under the municipality's jurisdiction. (Annex A)

Carried

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

99-10-2024

THAT the Municipality of Otter Lake appoints to the Urban Planning Committee for a term of no more than two (2) years from the date;

Mr. Daniel Lamarche

THAT the Municipality of Otter Lake removes from the Urban Planning Committee;

Mrs. Jennifer Quaile

By virtue of the Loi sur l'Amenagement et l'Urbanisme, chapter V, art. 147.

Carried

100-10-2024

WHEREAS everyone has the right to work in an environment that protects their health, safety and dignity;

WHEREAS the *Act respecting labour standards* requires all employers to adopt and make available a policy for the prevention and management of harassment situations, including a component dealing with conduct of a sexual nature;

WHEREAS the Municipality of Otter Lake is committed to adopting proactive and preventive behaviours with respect to any situation resembling harassment, violence or incivility in the workplace, and to making the entire organization accountable in this regard;

WHEREAS the Municipality of Otter Lake does not tolerate or condone any form of harassment, violence or incivility in its workplace;

WHEREAS it is the responsibility of each member of the municipal organization to contribute to and promote the maintenance of a healthy work environment;

THEREFORE, it is proposed by DANIEL LAMARCHE and unanimously resolved to:

THAT the Municipality of Otter Lake adopt the Policy for preventing and dealing with situations of harassment, violence or incivility in the workplace. (Annex B)

Carried

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

101-10-2024

Resolution for the Re-adoption of the Implementation Plan (PMO)

Whereas the municipal council of the Municipality of Otter Lake previously adopted the proposed Implementation Plan of the MRC Pontiac Fire Safety Cover Plan;

Whereas significant changes have been made to the plan since its first draft, including updates to the responsibilities of individual municipalities and various other actions;

Whereas the regional council of the MRC de Pontiac has adopted a resolution to suspend the filing of the Fire Safety Cover Plan to allow for its re-adoption by local municipalities;

Whereas the revised Implementation Plan (PMO) has been presented to the members of the municipal council for their review and consideration;

It is proposed by ROBIN ZACHARIAS and resolved that the council hereby adopts the revised Implementation Plan (PMO) as presented, and agrees to implement it as part of its fire safety measures. (Annex C)

Carried

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:

La version française est la version officielle - The French version is the official version

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Seat #5 M Serge Sabourin:

Seat #6 M Robin Zacharias: Street lighting

Information for Council Members

- Building Inspector report
 - Mayor's report
 - Firechief's report
 - Road Foreman's Report
 - Leslie Park report
 - Waste Management Committee
 - Invasive Species Committee
-

Correspondence

- | | | |
|-----|------------------------|-------------------------|
| 1. | Lisa Avis | Speeding Farm Lake road |
| 2. | Shawn Myrick | Emergency road |
| 3. | Pontiac High | 2024 Bursary |
| 4. | Marc Lauzon | Tourism accommodations |
| 5. | Justin Lenczewski | Composters |
| 6. | MRC Pontiac | Centraide breakfast |
| 7. | Céline Ethier | New roll |
| 8. | Nina Digoacchino | Recycling contract |
| 9. | Vince Accardi | New roll |
| 10. | Colin Lachance | Lake Dumont |
| 11. | Sabrina Ayres | Fund for festivals |
| 12. | Severine Didden | Sign |
| 13. | Municipality of Thorne | Resolution of support |
| 14. | Terry Lafleur | Letter of resignation |
-

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

102-10-2024

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 \$219,705.86 have been proposed.

Signed in Otter Lake, Quebec
This 8th day of October 2024.

Andrea Lafleur, Director General

Accounts payables :	219,705.86 \$
Prepaid Invoices:	43,787.04 \$
Elected and Employees Salary:	68,645.61 \$
Total:	332,138.51 \$

QUESTION PERIOD

103-10-2024

IT WAS MOVED BY COUNCILOR
AND UNANIMOUSLY RESOLVED

DARREN KNOX

THAT the meeting be adjourned at 8:12PM.

La version française est la version officielle - The French version is the official version

MUNICIPALITÉ D'OTTER-LAKE MUNICIPALITY

Procès-verbal / Minutes

Carried

JENNIFER QUAILE, Pro-Mayor

ANDREA LAFLEUR, Director General