

Minutes of the ordinary meeting of council of the Municipality of the Township of Arundel held at the municipal office located at 2 Village Street, Arundel on the 12th day of December 2017 at 7:00 p.m.

Present were councillors: Jonathan Morgan, Hervey William Howe, Paul Pepin, Dale Rathwell, Thomas Bates and the mayor Pascale Blais.

The director general France Bellefleur and the administrative assistant Carole Brandt are present.

Agenda

1. Question period

2. Adoption of the Agenda

3. Consultation on requests for minor variances

3.1 Application for minor variances - Deer Haven Road - Roll number 1893-97-0626

4. Request for minor variances

4.1 Request for minor variances - Deer Haven Road - Roll number 1893-97-0626

5. Adoption of minutes

5.1 Ordinary meeting of November 21st 2017

6. Financial and administrative management

6.1 List of accounts payable as of November 30th 2017

6.2 Budgetary transfers

6.3 Local fund for the repair and maintenance of certain public roads - Allocation of sums received and to be received for operating expenses

6.4 Filing of pecuniary interests declarations

6.5 Dates for council meetings - Year 2018

6.6 Filing - Register of statements made by a council member or employee under the Municipal ethics and good conduct Act - Donation, hospitality and other benefits

6.7 Vote by mail - By-election of February 25th 2018

6.8 Setting up a suggestion box at the municipal office

6.9 Change of location for January 2018 council meetings (regular meeting of January 23rd, 2018 and extraordinary meetings of January 23rd and January 26th, 2018)

7. Public work

7.1 Construction of the municipal garage - Groupe Laverdure
Construction inc - Progressive count #11

7.2 Payment authorization - De la Rouge road - Gilbert P. Miller & fils
- 2017 work

7.3 Payment authorization - De la Rouge road - Gilbert P. Miller & fils
- Final acceptance of work 2016

7.4 Purchase of calcium chloride 35% - Multi Routes inc. – Season
2018

8. Urban planning and environmental hygiene

8.1 Agreement on the collection and transportation of residual materials
in the territory of the municipality of Arundel

9. Loisirs and culture

9.1 Nomination - Municipal Representative - Réseau BIBLIO des
Laurentides

9.2 Agreement - Common Resource for Loisir

10. Mayor and councillors report

11. Question period

12. Termination of meeting

1. Question period

2017-0208

2. Adoption of the Agenda

It is moved by councillor Jonathan Morgan

And carried that the Agenda be adopted with the following
modification: the removal of point 7.1 Construction of the municipal
garage - Groupe Laverdure Construction inc - Progressive count #11.

ADOPTED UNANIMOUSLY

3. Consultation on requests for minor variances

3.1 Application for minor variances - Deer Haven Road - Roll number 1893-97-0626

The Mayor invites the audience to submit their comments or objections
to this application for conditional use.

Citizens are asking questions about this request and Mrs. France

Bellefleur, director general, answers their questions.

No objections have been filed with respect to this application for a minor variance.

Councillor Dale Rathwell withdrew from the discussion for the point 4.1 Request for minor variances – Deer Haven Road – Roll number 1893-97-0626.

4. Request for minor variances

2017-0209

4.1 Request for minor variances - Deer Haven Road - Roll number 1893-97-0626

WHEREAS the application for minor variances filed by the owner of the vacant lot located on Deer Haven Road, roll number 1893-97-0626;

WHEREAS the request for minor variances is intended to authorize the subdivision of land with only 55.09 meters of length on the front line while the required minimum is 60 meters;

WHEREAS that the effects on the neighborhood will be minimal since the property to the right of the site consists of a field in cultivation and that the regulatory margin of five (5) meters will be respected with the property on the left;

WHEREAS the Mayor invited the assistance to make their comments or their opposition on this request for minor variances;

WHEREAS no objections have been made to this application for minor variances;

WHEREAS the planning advisory Committee's recommendation to accept this request;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried:

THAT the council approves this request for minor variances for the Deer Haven property, roll number 1893-97-0626, and authorizes the subdivision of the lot with only 55.09 meters of length on the front line while the required minimum is 60 meters.

ADOPTED UNANIMOUSLY

5. Adoption of the minutes

2017-0210

5.1 Ordinary meeting of November 21st 2017

TAKE NOTICE that a copy of the minutes was given to each member of the municipal council;

It is moved by the mayor Pascale Blais

And carried to adopt the minutes of the ordinary meeting of council held on November 21st 2017, as presented.

ADOPTED UNANIMOUSLY

6. Financial and administrative management

2017-0211

6.1 List of accounts payable as of November 30th 2017

It is moved by councillor Paul Pepin and carried to approve the list of bills to pay as presented:

Bell Canada (fax lign)	79.92 \$
Bell Mobilité (road dept. cell.)	39.00 \$
Central Sécurité*(garage alarm programming)	1 480.88 \$
Chalifoux électrique*(repair apartment)	226.85 \$
Creighton Rock Drill*(sander parts 10 wheeler)	297.33
\$	
Demix Béton*(garage cement block)	367.92 \$
Distribution Humpaco* (water)	35.50 \$
Énergie Sonic* (fuel, diesel)	3 055.17 \$
Excavation RB Gauthier* (stone ¼ net)	1 084.77
\$	
Formules municipales*(election)	2 316.87 \$
Fournitures de bureau Denis*(office supplies)	347.07 \$
Gilbert P. Miller & fils ltée*(grader, gravel)	2 245.20 \$
Gouttières 2000* (repair gutter post office)	339.18 \$
Groupe Yves Gagnon BMR* (batteries fire detector)	34.45 \$
Hydro-Québec (electricity)	3 979.23 \$
Jones Frances (library salary)	375.00 \$
Juteau Ruel (copies - copier)	103.08 \$
Les Carrosserie M. St-Louis* (FR vehicle repair)	1 875.10 \$
Machineries St-Jovite*(parts sander Ford)	64.85 \$
Marc Marier (dog catcher)	130.00 \$
Matériaux R McLaughlin*(supplies building)	64.26 \$
Mécanique Benoit Pépin*(Ford tires)	1 173.25 \$
Nault Christian (tax reimb.)	111.09 \$
Outils Tremblant* (aerial work platform rental)	410.67 \$
Paysage Net* (housekeeping)	474.28 \$
Petty cash* (varied expenses)	47.10 \$
Régie Incendie Nord-Ouest* (verification dry hydrant)	80.64 \$
Robidoux, Jean-Philippe* (water test)	43.69 \$
Rona Forget* (library - molding)	23.90 \$
Serres Arundel* (Christmas trees, decorations garage)	1 079.62 \$
Services d'entretien St-Jovite* (parts 10 wheeler)	27.13 \$
Shaw direct (music multifunctional terrain)	38.50 \$
Thomas, Clare *(library lectures)	134.00 \$
Tigre Géant* (road department uniforms)	86.25 \$
Ville de Sainte-Agathe (opening file municipal court)	172.46 \$
Visa Desjardins*(library books, stamps, election, christ.cards)	1062.71\$

Desjardins Assurances (collective insurance)	2 794.07 \$
Salaries and employer contributions	35 662.77 \$
Bank fees	91.64 \$

List of checks issued:

4922 Brandt, Lee Ann (tax reimb.)	104.55\$
4923 SCFP local 4852 (union fees)	657.98\$

* Report in virtue of by-law #171 delegation of power

That the municipal council acknowledges receipt of the report in virtue of by-law #171 delegating power for the period of the month of November 2017, transmitted December 8th 2017.

I, the undersigned, certify that the Municipality of the Township of Arundel has the necessary available funds for the expenses listed above.

France Bellefleur, CPA, CA
Director general

ADOPTED UNANIMOUSLY

2017-0212

6.2 Budgetary transfers

WHEREAS it is necessary to make some modifications to the current budget, with the aim of encouraging better monitoring of expenditure and reallocating certain budgets;

It is moved by the councillor Dale Rathwell

And carried that council authorize the following budgetary transfers:

From (credit) (-):

02-130-00-670 Office supplies	150
02-140-00-340 Publicity and information	355
02-320-00-529 Maintenance and repair - grass	750
02-320-10-631 Diesel	75
02-330-00-141 Regular salaries - Snow removal	5 000
02-330-00-200 Social charges - Snow removal	750
02-610-00-412 Legal services	110

To (debit) (+):

02-130-00-527 Maintenance and repair office equip.	150
02-140-00-141 Remuneration - Elections	120
02-140-00-670 Office supplies - Elections	235
02-320-00-141 Salaries - Public work	4 000
02-320-00-200 Social charges - Public work	750
02-320-00-681 Electricity	1 750

02-320-10-525 Maintenance and rep - Ford	75
02-610-00-411 Scientific services	45
02-630-00-522 Maintenance and repair - post office	65

ADOPTED UNANIMOUSLY

2017-0213

6.3 Local fund for the repair and maintenance of certain public roads - Allocation of sums received and to be received for operating expenses

WHEREAS when the 2017 budget was adopted, the amounts received for the 2017 fiscal year for the local fund reserved for the repair and maintenance of certain roads were allocated to the general fund to cover the costs of maintenance of public roads;

CONSEQUENTLY,

It is moved by the mayor Pascale Blais

And carried to allocate the amounts received and to be received in 2017 for the local fund reserved for the repair and maintenance of certain roads to the general fund to cover the road maintenance costs included in the operating expenses.

ADOPTED UNANIMOUSLY

6.4 Filing of pecuniary interests declarations

IN CONFORMITY with section 358 of the *Law on elections and referendums in municipalities*, the director general proceeds with the filing of the pecuniary interests' declarations received from the following members of council:

Pascale Blais, mayor
Jonathan Morgan, councillor seat 1
Dale Rathwell, councillor seat 5

2017-0214

6.5 Dates for council meetings - Year 2018

WHEREAS article 148 of the *Municipal Code of Québec* provides that the council must establish, before the beginning of each calendar year, the calendar of its ordinary meetings for the next year, by fixing the day and the hour of the beginning of each one;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried to adopt the following calendar regarding the holding of regular council meetings for the year 2018, which will begin at 7 pm:

Tuesday January 23rd 2018
Tuesday February 20th 2018
Tuesday March 20th 2018
Tuesday April 17th 2018
Tuesday May 15th 2018
Tuesday June 19th 2018
Tuesday July 10th 2018
Tuesday August 21st 2018
Tuesday September 18th 2018
Tuesday October 16th 2018
Tuesday November 20th 2018
Tuesday December 11th 2018

And publish the contents of this resolution by public notice, in accordance with the law that governs the municipality.

ADOPTED UNANIMOUSLY

6.6 Filing - Register of statements made by a council member or employee under the Municipal ethics and good conduct Act - Donation, hospitality and other benefits

IN CONFORMITY with the a *Municipal ethics and good conduct Act* and the codes of ethics and deontology in effect, the director general declares that there has been no statement in the register of statements made by a member of council or a municipal employee.

ADOPTED UNANIMOUSLY

2017-0215

6.7 Vote by mail – By-election of February 25th 2018

WHEREAS that pursuant to the provisions of section 582.1 of the *Act respecting elections and referendums in municipalities*, the Minister may, by regulation, establish the conditions under which may be exercised, by mail, the right to vote by a person who is registered as an elector or person qualified to vote on the list of electors or referendum in a title other than that of a person domiciled;

WHEREAS under the provisions of section 659.4 of the *Act respecting elections and referendums in municipalities*, a resolution must be made no later than July 1st of the calendar year in which a general election is to be held or, in the case of a by-election, not later than the fifteenth day after the day on which the council was notified of the day fixed for the poll;

CONSEQUENTLY,

It is moved by councillor Thomas Bates

And carried to use voting by mail for any person registered on the electoral list or referendum as a voter or a person qualified to vote in any other title than that of a person domiciled in any poll.

ADOPTED UNANIMOUSLY

2017-0216

6.8 Setting up a suggestion box at the municipal office

WHEREAS the council's desire to offer quality municipal services and to be more attentive to its population;

WHEREAS it would be in the municipality's interest to allow the public to express themselves through a suggestion box, which would be permanently available and which would preserve anonymity;

CONSEQUENTLY,

It is moved by the councillor Jonathan Morgan

And carried to put in place a suggestion box allowing anyone to submit their suggestions to the municipality anonymously to improve its services to the public, and which would be open only by the mayor, accompanied by the councillor Thomas Bates, or another councillor in their absence.

ADOPTED UNANIMOUSLY

2017-0217

6.9 Change of location for January 2018 council meetings (regular meeting of January 23rd, 2018 and extraordinary meetings of January 23rd and January 26th, 2018)

WHEREAS at the last council meeting, many citizens attended the deliberations;

WHEREAS the municipal hall located at the Town Hall did not allow to accommodate as many citizens;

WHEREAS the council's desire to hold its regular meeting of January 23rd, 2018 in a larger room and at the same place as will be held its special meetings of January 23rd, 2018 and January 26th, 2018 relating to the budget and the taxation 2018;

CONSEQUENTLY,

It is moved by councillor Dale Rathwell

And carried that the regular council meeting of January 23rd, 2018 (7:00 pm) and the special meetings of January 23rd, 2018 (6:00 pm) and January 26th, 2018 (5:30 pm) be held at the community hall of the municipal garage located at 2, White's Road.

ADOPTED UNANIMOUSLY

7. Public work

7.1 Construction of the municipal garage - Groupe Laverdure Construction inc - Progressive count #11 - Point removed

Councilor Thomas Bates withdrew from the discussion for items 7.2 Payment Authorization – De la Rouge road - Gilbert Miller & fils – 2017 work and 7.3 Payment authorization - De la Rouge road - Gilbert P. Miller & Fils - Final acceptance of work 2016.

2017-0218

7.2 Payment authorization - De la Rouge road - Gilbert P. Miller & fils - 2017 work

WHEREAS the contractor Gilbert P. Miller et fils Ltd. has completed the work in accordance with the tender documents;

WHEREAS the firm Équipe Laurence, in charge of the work supervision recommended the provisional acceptance of the work and the payment to the contractor Gilbert P. Miller & fils Ltd. of the sum of \$45,939.65, taxes included, this amount including a deduction of 5% or \$2,417.88 taxes included, applicable to the contractor for a period of one year from November 10th, 2017;

WHEREAS this amount is payable conditionally to the statutory declaration of the contractor proving that his subcontractors and his suppliers were paid for the work performed, the services rendered or the materials supplied;

CONSEQUENTLY,

Is is moved by councillor Hervey William Howe

And carried that council approves the provisional acceptance of the corrective work on de la Rouge road and authorizes the payment of the sum of \$45,939.65 taxes included.

ADOPTED UNANIMOUSLY

2017-0219

7.3 Payment authorization - De la Rouge road - Gilbert P. Miller & Fils - Final acceptance of work 2016

WHEREAS the contractor Gilbert P. Miller et fils Ltd. has completed the work in accordance with the tender documents;

WHEREAS the firm Équipe Laurence, in charge of the supervision of the work, recommended the final acceptance of the work as well as the payment to the contractor Gilbert P. Miller & fils Ltée of the sum of \$2,143.35 taxes included;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried that the council approves the final acceptance of the corrective work on de la Rouge road of the year 2016 and authorizes the payment of the sum of \$2,143.35 taxes included.

ADOPTED UNANIMOUSLY

2017-0220

7.4 Purchase of calcium chloride 35% - Multi Routes inc. – Season 2018

WHEREAS the municipality must renew its contract for the purchase and application of calcium chloride 35% for 44,000 liters, with the option of adding additional spreads for the year 2018;

WHEREAS the municipality had made a request for a quote by invitation at the beginning of 2017 and that the results, before applicable taxes, were as follows:

Bourget Enterprises Inc.	\$0.3048/liter
Somavrac	\$0.3550/liter
Multi Routes inc.	\$0.2799/liter

WHEREAS the firm Multi Routes inc. provided the best price at \$0.2799/liter and proposes to maintain the same price for the year 2018;

CONSEQUENTLY,

It is moved by the mayor Pascale Blais

And carried:

THAT the council award a contract at a unit price to Multi Routes inc. for the purchase and application of an estimated volume of 44,000 liters of calcium chloride 35% in the amount of \$0.2799/liter plus applicable taxes for an estimated total amount of \$14 159.86, taxes included;

THAT all additional spreading be granted at the same amount, being \$0.2799/liter plus applicable taxes, if required.

ADOPTED UNANIMOUSLY

2017-0221

8. Urban planning and environmental hygiene

8.1 Agreement on the collection and transportation of residual materials in the territory of the municipality of Arundel

WHEREAS the MRC des Laurentides has declared its jurisdiction over all local municipalities whose territory is included in its territory, for the entire area of residual materials management under by-law number 219-2007 adopted on May 10th, 2007 and as amended by by-laws 249-2011 and 310-2015;

WHEREAS the local municipalities in its territory currently wish to

take charge directly of the collection and transportation of residual materials;

WHEREAS to do this, the said declaration of competence of the MRC des Laurentides will be replaced to remove the collection and transportation of residual materials from its jurisdiction;

WHEREAS however, that a contract between the MRC des Laurentides and the Les entreprises RC Miller, concerning the collection and transportation of residual materials in the territory of the Municipality of Arundel is currently in force, which contract will end on December 31st, 2018, with an option year for the year 2019;

WHEREAS it is necessary that during the transitional period, this contract be maintained, until its expiry on December 31st, 2018 or December 31st, 2019 if the option year is retained;

WHEREAS to this end, the parties consider it appropriate to subscribe to an intermunicipal services agreement by which the MRC des Laurentides undertakes to provide the services of collection and transportation of residual materials to the municipality of Arundel;

WHEREAS the legal provisions applicable to municipalities with regard to an intermunicipal agreement (section 569 and following of the *Municipal Code of Quebec*);

CONSEQUENTLY,

It is moved by councillor Paul Pépin

And carried that the Municipality of Arundel ratifies and authorizes the mayor, Pascale Blais and the director general, France Bellefleur, to sign the intermunicipal agreement of services relating to the collection and the transport of the residual materials of the territory of the Municipality of Arundel on behalf of the Municipality of the Township of Arundel.

ADOPTED UNANIMOUSLY

2017-0222

9. Loisirs and culture

9.1 Nomination - Municipal Representative – Réseau BIBLIO des Laurentides

WHEREAS the municipality has signed an affiliation agreement with Réseau BIBLIO des Laurentides and has committed to appoint a representative to this organization to ensure the proper development of its municipal library and the application of the affiliation agreement;

WHEREAS this representative is also the person who sees the interests of the library on the municipal council and provides the link between the municipal library;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried that council appoint councillor Dale Rathwell as representative of the municipal library and councillor Paul Pepin as alternate representative, effective December 12th, 2017.

ADOPTED UNANIMOUSLY

2017-0223

9.2 Agreement - Common Resource for Loisir

WHEREAS the municipalities of Arundel, Brébeuf and Montcalm have agreed on a sharing agreement for a loisir technician in 2016 (by resolution number 2016-0223 adopted on December 13th, 2016) and that it is renewed in September of each year except for the withdrawal of a party, which the municipality did not do in September 2017;

WHEREAS the Municipality of Arundel is satisfied with the services obtained by this resource and that the other municipalities wish to continue this agreement to share this resource;

WHEREAS the costs for the year 2018 will be distributed according to the agreement signed by each municipality;

WHEREAS the municipalities have obtained financial assistance from Fondation Tremblant in the amount of \$9 000 to reduce the cost of this resource;

CONSEQUENTLY,

It is moved by councillor Thomas Bates

And carried that the council confirms its participation for the year 2018 in the agreement concerning the hiring of a common resource in loisir.

ADOPTED UNANIMOUSLY

2017-0224

Termination of meeting

It is moved by councillor Hervey William Howe and carried that the meeting be terminated at 9:49 p.m.

ADOPTED UNANIMOUSLY

Pascale Blais, LL.B., B.A.
Mayor

France Bellefleur, CPA, CA
Director general