

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 19<sup>th</sup> day of June 2018 at 7:00 p.m.

Present were councillors: Jonathan Morgan, Hervey William Howe, Paul Pepin, Dale Rathwell, Thomas Bates, Marc Poirier 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 the request for minor variances**

3.1 Request for minor variances – 1 Barkmere Road – 1894-75-6235

#### **4. Request for minor variances**

4.1 Request for minor variances – 1 Barkmere Road – 1894-75-6235

#### **5. Adoption of the minutes**

5.1 Ordinary meeting of May 15<sup>th</sup> 2018

5.2 Extraordinary meeting of May 25<sup>th</sup> 2018

5.3 Extraordinary meeting of May 26<sup>th</sup> 2018

5.4 Extraordinary meeting of June 8<sup>th</sup> 2018

#### **6. Financial and administrative management**

6.1 List of accounts payable as of May 31st, 2018

6.2 Mayor's report on the highlights of the financial report and the report of the external auditor

6.3 Formation of a committee for the creation of a municipal services policy

6.4 Confirmation – Municipality's main lawyer – Dubé Guyot (point added at the adoption of the agenda)

6.5 Accompaniment request from the Ministère des Affaires municipales et de l'occupation du territoire (point added at the adoption of the agenda)

6.6 Mandates – Dubé Guyot (point added at the adoption of the agenda)

#### **7. Public security**

7.1 Filing under the delegation of authority to authorize the hiring of temporary staff on behalf of the municipality

7.2 Nomination of Johanne Morin as First Responder

## **8. Public work**

8.1 Construction of the municipal garage - Groupe Laverdure Construction inc - Request for payment of the amount withheld for the heat pump

8.2 Local Road Assistance Program - Component - Accelerating Investments in the Local Road Network - AIRRL Project 2016-228

8.3 Local Road Assistance Program - Component - Recovery of local road infrastructures - RIRL Project 2017-636

8.4 Local Road Assistance Program - Component - Recovery of local road infrastructures - RIRL Project 2017-637

## **9. Urban planning and environmental hygiene**

9.1 PIIA – 1, Barkmere road – 1894-75-6235 – Construction of a garage and exterior siding of the main residence

9.2 Support to the MRC des Laurentides regarding its memorandum on the operational integrated forest management Plan

## **10. Loisirs and culture**

10.1 Financial aid program – Day camp – Summer 2018

## **11. Mayor and councillors report**

## **12. Question period**

## **13. Termination of meeting**

## **1. Question period**

## **2. Adoption of the Agenda**

It is moved by councillor Marc Poirier

And carried that the Agenda be adopted with the addition of the following points:

6.4 Confirmation – Municipality's main lawyer – Dubé Guyot

6.5 Accompaniment request from the Ministère des Affaires municipales et de l'occupation du territoire

6.6 Mandates – Dubé Guyot

**ADOPTED IN MAJORITY**

2018-0105

**Councillors Jonathan Morgan, Paul Pepin, Hervey William Howe and Marc Poirier vote in favor of the resolution.**

**The mayor, Pascale Blais, as well as councillors Thomas Bates and Dale Rathwell voted against the resolution.**

### **3. Consultation on the request for minor variances**

#### **3.1 Request for minor variances – 1 Barkmere Road – 1894-75-6235**

The Mayor invites the audience to submit their comments or objections to this request for minor variances.

Citizens ask questions about this request and Mrs. France Bellefleur, director general, answers their questions.

No comments or objections were made regarding the request for minor variances.

### **4. Request for minor variances**

**2018-0106**

#### **4.1 Request for minor variances – 1 Barkmere Road – 1894-75-6235**

**WHEREAS** the request for minor variances filed by the owner of 1, Barkmere road, roll number 1894-75-6235;

**WHEREAS** the request for minor variances is to authorize the construction of a garage with an area of 115 square meters, which is greater than the area of the main residence in the case of a detached private garage and greater than 100 square meters for a garage for heavy additional residential use on a residential site as prescribed in sections 7.4.3 and 8.2.2 of Zoning By-law # 115;

**WHEREAS** the request for minor variances is also intended to authorize the construction of a garage with a height of 6.7 meters whereas the maximum prescribed in section 8.2.2 of Zoning By-law # 115 is 6 meters;

**WHEREAS** the owner needs this space to store his belongings, to repair his machinery related to the maintenance of his farm located on another property and to work on different personal projects while ensuring to circulate around vehicles safely;

**WHEREAS** no inconvenience on the neighborhood is anticipated;

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

**WHEREAS** no comments or 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 Jonathan Morgan

And carried:

**THAT** council approves this request for minor variances for the property of 1 Barkmere Road and authorizes:

- the construction of a garage with an area of 115 square meters, which is greater than the area of the main residence in the case of a detached private garage and greater than 100 square meters for a garage relating to additional heavy-duty use on a residential location as prescribed in sections 7.4.3 and 8.2.2 of zoning By-law # 115;

- the construction of a garage with a height of 6.7 meters while the maximum prescribed in section 8.2.2 of Zoning By-law # 115 is 6 meters.

**ADOPTED UNANIMOUSLY**

**5. Adoption of the minutes**

**2018-0107**

**5.1 Ordinary meeting of May 15<sup>th</sup> 2018**

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

It is moved by councillor Marc Poirier

And carried to adopt the minutes of the ordinary meeting of council held on May 15<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

**2018-0108**

**5.2 Extraordinary meeting of May 25<sup>th</sup> 2018**

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

It is moved by councillor Hervey William Howe

And carried to adopt the minutes of the extraordinary meeting of council held on May 25<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

**2018-0109**

**5.3 Extraordinary meeting of May 26<sup>th</sup> 2018**

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

It is moved by councillor Paul Pepin

And carried to adopt the minutes of the extraordinary meeting of council held on May 26<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

**2018-0110**

**5.4 Extraordinary meeting of June 8<sup>th</sup> 2018**

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

It is moved by councillor Jonathan Morgan

And carried to adopt the minutes of the ordinary meeting of council held on June 8<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

**6. Financial and administrative management**

**2018-0111**

**6.1 List of accounts payable as of May 31<sup>st</sup> 2018**

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

Amyot Gélinas	126.47 \$
Bell Canada (fax line)	89.51 \$
Bell Mobilité (voirie cellphones)	39.00 \$
Carpell Surface (synthetic ground maintenance)	1 124.76 \$
Distribution Hunpaco* (water)	58.50 \$
Équipement Medi-Sécur* (gloves, blankets)	45.88 \$
Formulaire municipal* (minute books)	435.84 \$
Fournitures de bureau Denis* (paper and stationery)	381.55 \$
Gilbert P. Miller & fils* (gravel, leveling machine)	5 970.12 \$
Grandchamps Chapiteaux* (tent rental)	1 267.60 \$
Hydro-Québec (electricity)	1 456.31 \$
Juteau Ruel (copies copier)	122.77 \$
La Capital (group insurance)	2 655.36 \$
Les Machineries St-Jovite* (plate, ventrac parts)	59.39
\$	
Les 4 fers en l'air* (inflatable game)	316.18 \$
L'information du Nord* (public consultation)	264.44 \$
Local 4852 SCFP (union dues)	626.31
\$	
Loisirs Arundel* (music Canada Day)	1 800.00
\$	
Marc Marier (animal care costs)	150.00 \$

Matériaux R McLaughlin*(cement, sonotube)	224.43 \$
Mécanique Benoit Pépin*(Ford and ambulance repair)	1 944.27 \$
Ministre des finances (QPP)	40 250.00 \$
MRC des Laurentides * (telephony, share, bins)	68 265.40
\$	
Multi Routes (calcium)	7 079.93 \$
Outils Tremblant* (cement mixer)	48.02
\$	
Paysage Net* (housekeeping)	689.85 \$
Pièces d'auto P&B Gareau * (bottle rental)	217.13 \$
Pneu Lavoie* (tire repair 10 wheeler)	238.00 \$
Régie incendie Nord Ouest (share)	14 477.57 \$
Roberge, Karine*(clown)	517.39 \$
Saya Production* (percussion workshop)	688.70 \$
Les Serres Arundel* (flowers)	610.37 \$
Serrurier Magic* (lock repair)	517.39 \$
Services informatiques Laurentides*(technician)	460.76 \$
Shaw direct (music multifunctional field)	38.50 \$
Signalisation Lévis*(pannels motorcycles and swimming)	1 757.34
\$	
Toromont Cat *(backhoe repair)	1 801.49
\$	
Visa Desjardins*(coffee, stamps, software)	372.00 \$
Salaries and employer contributions	40 890.93 \$
Bank fees	124.57 \$

List of checks issued:

5127 Amélie Labrosse	500.00 \$
5128 Masonic Lodge	150.00 \$
5130 Légion Royale Canadienne	150.00 \$

\* 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 May 2018, transmitted June 12<sup>th</sup> 2018.

I, the undersigned, director general secretary treasurer, 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**

## **6.2 Mayor's report on the highlights of the financial report and the report of the external auditor**

The Mayor, Pascale Blais presents and submits the Mayor's report on the highlights of the financial report and the report of the external auditor.

2018-0112

**6.3 Formation of a committee for the creation of a municipal services policy**

**WHEREAS** the council's desire to put in place a municipal services policy in order to prioritize the quality of its services, which would be adapted, as much as possible, to the expectations and needs of the population;

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried to appoint a committee for the development of a municipal services policy composed of the mayor Pascale Blais and councillors Jonathan Morgan, Thomas Bates and Dale Rathwell, to study and examine the expectations and needs of the population with respect to the quality of the municipality's services, and then report to the council with a view to informing it in the development of a municipal services policy.

**ADOPTED IN MAJORITY**

**The mayor Pascale Blais as well as councillors Jonathan Morgan, Thomas Bates, Dale Rathwell vote in favor of the resolution.**

**Councillors Paul Pepin, Hervey William Howe and Marc Poirier vote against the resolution.**

2018-0113

**6.4 Confirmation – Municipality's main lawyer – Dubé Guyot**

**WHEREAS** it is essential that the municipal council and the municipal employees have access to a legal adviser and lawyer;

**WHEREAS** no council member has the power to act as legal adviser and advocate of the municipality;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried that the council mandates the firm Dubé Guyot as lead counsel for the municipality of Arundel.

**ADOPTED IN MAJORITY**

**Councillors Jonathan Morgan, Paul Pepin, Hervey William Howe and Marc Poirier vote in favor of the resolution.**

**The mayor, Pascale Blais as well as councillor Thomas Bates vote against the resolution.**

**Councillor Dale Rathwell abstains from voting on the resolution.**

**2018-0114**

**6.5 Accompaniment request from the Ministère des Affaires municipales et de l'occupation du territoire**

**WHEREAS** the municipality adopted a code of ethics and deontology for municipal elected officials in January 2018 mentioning values and rules of conduct;

**WHEREAS** there is currently a problem in the respect of this code of ethics by certain elected officials;

**WHEREAS** in addition to the problems relating to the code of ethics, other issues must be resolved;

**WHEREAS** the current situation is unacceptable and cannot continue;

**CONSEQUENTLY,**

It is moved by councilor Hervey William Howe

And carried that the municipal council ask the Ministère des Affaires municipales et de l'occupation du territoire for assistance in order to help it in the current problematic.

**ADOPTED IN MAJORITY**

**Councillors Jonathan Morgan, Paul Pepin, Hervey William Howe and Marc Poirier vote in favor of the resolution.**

**The mayor Pascale Blais as well as councillors Thomas Bates and Dale Rathwell vote against the resolution.**

**2018-0115**

**6.6 Mandates – Dubé Guyot**

**WHEREAS** the municipality adopted a code of ethics and deontology for municipal elected officials in January 2018 mentioning values and rules of conduct;

**WHEREAS** the council has received training and has more experience and it is considered to review the code of ethics;

**WHEREAS** it is also necessary to establish rules for the holding of council meetings to resolve certain issues;



**CONSEQUENTLY,**

It is moved by councilor Paul Pepin

And carried to mandate the firm Dubé Guyot to assist the council in the preparation of draft by-laws on the code of ethics and conduct of elected officials and the holding of council meetings.

**ADOPTED IN MAJORITY**

**Councillors Jonathan Morgan, Paul Pepin, Hervey William Howe and Marc Poirier vote in favor of the resolution.**

**The mayor Pascale Blais as well as councillors Thomas Bates and Dale Rathwell vote against the resolution**

**7. Public security**

**7.1 Filing under the delegation of authority to  
of**

**authorize the hiring  
temporary staff on behalf of the municipality**

The director general France Bellefleur files the list of persons hired under by-law # 205 concerning the hiring of temporary staff:

Johanne Morin: : First responder – Temporary

**2018-0116**

**7.2 Appointment of Johanne Morin as First Responder**

**WHEREAS** the Municipality of Arundel operates a first responder service, integrated into the network of pre-hospital emergency services in the Laurentian region;

**WHEREAS** it is necessary to ensure the front-line interventions for medical emergencies on the territory of the municipalities of Barkmere, Huberdeau, Montcalm and Arundel and this, under an intermunicipal agreement;

**WHEREAS** the first responder service must remain accessible and available 24 hours a day, 7 days a week and the service must have qualified personnel and recertified periodically and submit to the quality assurance process in accordance with the standards and procedures defined by clinical intervention protocols;

**WHEREAS** there is a need to fill one of the first responder positions;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried that the municipality appoints Ms. Johanne Morin as first responder on June 19<sup>th</sup>, 2018

**ADOPTED UNANIMOUSLY**

**8. Public work**

**2018-0117**

**8.1 Construction of the municipal garage - Groupe Laverdure Construction inc - Request for payment of the amount withheld for the heat pump**

**WHEREAS** the contractor Groupe Laverdure Construction inc. submitted a claim for payment of the amount withheld for the heat pump (\$ 25,000) and the adjustment of the civil slip to the actual (\$ 1,868.90);

**WHEREAS** the firm Jean Damecour, architect, in charge of the supervision of the work recommended an amount withheld of \$ 10,000 for the problem of water infiltration;

**WHEREAS** the municipality has imposed an additional amount withheld of \$ 15,000 to cover the major damages and inconveniences suffered by the municipality including among others the loss of use of the municipal garage and the community hall following the persistent problems of the fire alarm, infiltration of water, heating and control, since the provisional acceptance of the municipal garage on August 21<sup>st</sup>, 2017;

**CONSEQUENTLY,**

It is moved by the mayor Pascale Blais

And carried that the council authorize the payment to Groupe Laverdure Construction inc. in the amount of \$ 26,868.90 plus applicable taxes (\$ 30,892.52 taxes included).

**ADOPTED UNANIMOUSLY**

**2018-0118**

**8.2 Local Road Assistance Program - Component - Accelerating investments in the local road network - AIRRL Project 2016-228**

**WHEREAS** the Municipality of Arundel has become aware of the terms of application of the Accelerated investments in local road network (AIRRL) component of the local road assistance Program (VLA);

**WHEREAS** the Municipality of Arundel wishes to submit an application for financial assistance to the Ministry of Transport, Sustainable Mobility and Transportation Electrification (MINISTRY) for the performance of eligible work under the AIRRL component of

the PAVL;

**WHEREAS** the Municipality of Arundel is committed to obtaining the necessary funding to carry out the entire project, including the part of the MINISTRY;

**WHEREAS** only work done after the date appearing on the letter of announcement is eligible for financial assistance;

**WHEREAS** the Municipality of Arundel chooses to establish the source of calculation of the financial assistance according to the following option: the detailed estimate of the cost of the work;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried that the council of the Municipality of Arundel authorizes the presentation of a request for financial assistance for eligible work (AIRRL 2016-228), confirms its commitment to have the work carried out according to the established procedures and recognizes that cases of non-compliance with these, the financial assistance will be terminated.

**ADOPTED UNANIMOUSLY**

**Councillor Jonathan Morgan leaves the meeting.**

**2018-0119**

**8.3 Local Road Assistance Program - Component - Recovery of local road infrastructures - RIRL Project 2017-636**

**WHEREAS** the Municipality of Arundel has become aware of the terms and conditions of the local road improvement (RIRL) component of the local road assistance Program (VLA);

**WHEREAS** the interventions referred to in the application for financial assistance are included in an intervention plan for which the MRC des Laurentides has obtained a favorable opinion from the Ministry of Transport, Sustainable Mobility and Electrification transport (MINISTRY);

**WHEREAS** the Municipality of Arundel wishes to submit a request for financial assistance to the MINISTRY for the execution of eligible work under the RIRL component of the PAVL;

**WHEREAS** only work done after the date appearing on the letter of announcement is eligible for financial assistance;

**WHEREAS** the Municipality of Arundel is committed to obtaining the necessary funding to carry out the entire project, including the part of the MINISTRY;

**WHEREAS** the Municipality of Arundel chooses to establish the

source of calculation of the financial assistance according to the following option: the detailed estimate of the cost of the work;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried that the council of the Municipality of Arundel authorizes the submission of a request for financial assistance for eligible work (RIRL 2017-636), confirms its commitment to have the work carried out in accordance with application rules and recognizes that in the event of non-compliance with these, the financial assistance will be terminated.

**ADOPTED UNANIMOUSLY**

**Councillor Jonathan Morgan reinstates the session.**

**2018-0120**

**8.4 Local Road Assistance Program - Component - Recovery of local road infrastructures - RIRL Project 2017-637**

**WHEREAS** the Municipality of Arundel has become aware of the terms and conditions of the Local Road Improvement (RIRL) component of the Local Road Assistance Program (VLA);

**WHEREAS** the interventions referred to in the application for financial assistance are included in an intervention plan for which the MRC des Laurentides has obtained a favorable opinion from the Ministry of Transport, Sustainable Mobility and Electrification transport (MINISTRY);

**WHEREAS** the Municipality of Arundel wishes to submit a request for financial assistance to the DEPARTMENT for the performance of eligible work under the RIRL component of the PAVL;

**WHEREAS** only work done after the date appearing on the letter of announcement is eligible for financial assistance;

**WHEREAS** the Municipality of Arundel is committed to obtaining the necessary funding to carry out the entire project, including the part of the MINISTRY;

**WHEREAS** the Municipality of Arundel chooses to establish the source of calculation of the financial assistance according to the following option: the detailed estimate of the cost of the work;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried that the council of the Municipality of Arundel authorizes the presentation of a request for financial assistance for the eligible

works (RIRL 2017-637), confirms its commitment to carry out the works according to the modes of application in force and recognizes that in the event of non-compliance with these, the financial assistance will be terminated.

**ADOPTED UNANIMOUSLY**

**9. Urban planning and environmental hygiene**

**2018-0121**

**9.1 PIIA – 1, Barkmere road – 1894-75-6235 – Construction of a garage and exterior siding of the main residence**

**WHEREAS** a request under the PIIA has been submitted for the property located at 1, Barkmere road and which is identified by the roll number 1894-75-6235 and is for the construction of a garage and the exterior siding of the main residence;

**WHEREAS** the request of the owners is subject to the criteria of By-law # 168 concerning the Site Planning and Architectural Integration Program (PIIA);

**WHEREAS** the project of construction of the detached garage respects all the provisions of urban planning by-laws;

**WHEREAS** the garage will have the same architectural style as the residence: exterior cladding in the same color gray-green (Taiga) with white framing, charcoal roof, white window and red barn door;

**WHEREAS** the projected architecture meets all the criteria of By-law # 168 concerning the Site Planning and Architectural Integration Program;

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

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried that council accepts the application submitted under the PIIA for the property located at 1 Barkmere Road and which is identified by the roll number 1894-75-6235 and is aimed at the construction of a garage and the exterior cladding of the main residence.

**ADOPTED UNANIMOUSLY**

**2018-0122**

**management**

**9.2 Support to the MRC des Laurentides regarding its memorandum on the operational integrated forest Plan**

**WHEREAS** the resolution number 2018.04.7455 adopted by the MRC des Laurentides for the filing of a memorandum on the operational integrated forest management Plan of the ministry of Forests, Wildlife and Parks (MFFP);

**WHEREAS** the pillars of the economic development of the MRC are the tourism industry and resorts;

**WHEREAS** the public lands covered by the PAFIO presented by the MFFP represent more than one fifth of the territory of the MRC des Laurentides;

**WHEREAS** the proximity of public lands to municipalized territories;

**WHEREAS** forest interventions on public lands have direct impacts on communities and on the natural and visual environment of the territory, on the safety and quality of life of citizens and on municipal road infrastructures;

**WHEREAS** the major problem raised by several municipalities of the MRC concerning the environmental and financial impacts of forest transportation on local infrastructures;

**WHEREAS** the recommendations of the MRC des Laurentides internal committee for the analysis of dual purpose roads and the impacts of forest transportation on local roads;

**WHEREAS** the expertise developed by the MRC des Laurentides in terms of sustainable management of the forest within the framework of the management of intramunicipal public lands;

**WHEREAS** the observations observed on public lands by the MRC des Laurentides, over the past few years, as to the respect of sound environmental forest management practices and at the level of supervision of the various interventions by the MFFP;

**WHEREAS** the Municipality of Arundel wants them to be favored on the lands of the State domain the development and the optimal use of the various resources of the forest within the framework of a sustainable exploitation, in respect with the expectations and the needs of the community;

**CONSEQUENLTY,**

It is moved by the mayor Pascale Blais

And carried:

**THAT** the Municipality of Arundel support the MRC des Laurentides in the filing with government authorities of its brief on the operational integrated forest management Plan (2018-2023);

**AND**

**THAT** this resolution be forwarded to the regional directorates of the MFFP, the MTMDET and the MDDLCC, to the ministers of these

ministries, to the Minister delegate of the Laurentides region, as well as to the members of Argenteuil, Bertrand and Labelle.

**ADOPTED UNANIMOUSLY**

**2018-0123**

**10. Loisirs and culture**

**10.1 Financial aid program – Day camp – Summer 2018**

**WHEREAS** the owner of the roll number 2095-49-8499 has submitted an application for assistance under the financial aid program - Day Camp - Summer 2018;

**WHEREAS** this request for assistance meets certain criteria established by the municipality and that adjustments are required to promote access to the financial assistance program;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried that council authorize the owner of the roll number 2095-49-8499 has applied for financial assistance to the program Day Camp - Summer 2018 and authorizes the payment of 50% of the financial assistance provided, under presentation of supporting evidence.

**ADOPTED UNANIMOUSLY**

**2018-0124**

**Termination of meeting**

It is moved by councillor Jonathan Morgan and carried that the meeting be terminated at 9:42 p.m.

**ADOPTED UNANIMOUSLY**

---

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

---

France Bellefleur, CPA, CA  
Director general