

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 19th day of September 2017 at 7:00 p.m.

Present were councillors: Marlene Séguin, Julia Stuart, Bernard Bazinet, Hervey William Howe, Daniel L. Fournier and the mayor Guylaine Berlinguette.

Councillor Joanna Nash is absent.

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

Agenda

1. Adoption of the Agenda

2. Adoption of the minutes

2.1 Ordinary meeting of August 15th 2017

2.2 Extraordinary meeting of August 24th 2017

3. Notice of motion and by-laws

3.1 Notice of motion - By-law #233 amending by-law #177 establishing the remuneration of election staff

3.2 Adoption - By-law project #233 amending by-law #177 establishing the remuneration of election staff

3.3 Adoption – Second project – By-law #231 amending zoning by-law #112 and aimed at authorizing the use of intensive outdoor recreation as a primary or complementary use to the dwelling in zone VI-33 and to repeal by-law # 156

4. Financial and administrative management

4.1 List of accounts payable as of August 31st 2017

4.2 Paperless council – iPad purchase

4.3 Adherence – Cyberrisk insurance – Groupe Ultima

5. Public security

5.1 Approval of the 2018 budget of the Régie Incendie Nord Ouest Laurentides

5.2 Resignation - First responder - Johanne Morin

6. Transport

6.1 Construction of the municipal garage – Groupe Laverdure Construction inc. – Cancellation of change order #18

6.2 Corrective work 2017 – De la Rouge road – Gilbert P. Miller & fils Ltée

6.3 Municipal garage - Provisional acceptance – Groupe Laverdure construction inc

7. Urban planning and environmental hygiene

7.1 Renovation Quebec – Signature authorization - Ratification of the agreement for the management of habitat improvement programs and the information security agreement

8. Loisirs and culture

8.1 Loan of the community hall - List of authorized organizations

8.2 Financial aid – Loisirs technician – Tremblant Foundation

9. Mayor and councillors report

10. Question period

11. Termination of meeting

2017-0147

1. Adoption of the Agenda

It is moved by councillor Julia Stuart

that the Agenda be adopted as presented.

ADOPTED UNANIMOUSLY

2. Adoption of the minutes

2017-0148

2.1 Ordinary meeting of August 15th 2017

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

It is moved by councillor Daniel L. Fournier

And carried to adopt the minutes of the ordinary meeting of council held on August 15th 2017, as presented.

ADOPTED UNANIMOUSLY

2017-0149

2.2 Extraordinary meeting of August 24th 2017

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

It is moved by councillor Marlene Séguin

And carried to adopt the minutes of the extraordinary meeting of council held on August 24th 2017, as presented.

ADOPTED UNANIMOUSLY

3. Notice of motion and by-laws

3.1 Notice of motion - By-law #233 amending by-law #177 establishing the remuneration of election staff

Notice of motion is given by councillor Julia Stuart that at a subsequent meeting of council, she would move or cause to be moved the adoption of a by-law amending by-law #177 establishing the remuneration of election staff.

2017-0150

3.2 Adoption – By-law project #233 amending by-law #177 establishing the remuneration of election staff

WHEREAS that section 88 of the *Act respecting elections and referendums in municipalities* provides that the council of the municipality may establish a rate of remuneration or allowance;

WHEREAS that the members of the municipal council deem it advisable to update the rate of the remuneration payable for certain positions in elections;

WHEREAS that the notice of motion of this by-law was duly given at the meeting of September 19th, 2017;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that council adopt by-law project #233 amending by-law #177 establishing the remuneration of electoral personnel.

ADOPTED UNANIMOUSLY

2017-0151

3.3 Adoption – Second project – By-law #231 amending zoning by-law #112 and aimed at authorizing the use of intensive outdoor recreation as a primary or complementary use to the dwelling in zone VI-33 and to repeal by-law # 156

WHEREAS that an urban planning by-law has been in force in the territory of the municipality of the Township of Arundel since the issue of the certificate of compliance of the MRC des Laurentides on June 4th, 2003;

WHEREAS the Municipality of the Township of Arundel wishes to develop the recreational potential of the Beaven River;

WHEREAS that intensive Recreation -1 use is compatible with the rural use areas of the MRC des Laurentides development plan in which zone VI-33 is located;

WHEREAS that Recreation 1 use: intensive recreation is a use compatible with the Village Planning assignment in which zone VI-33 is located;

WHEREAS that a notice of motion was given at the council meeting held on August 15th, 2017;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council adopt the second by-law project #231 amending zoning by-law #112 and authorizing the use of intensive outdoor recreation as a main or complementary use to the dwelling in zone VI-33 and to repeal the by-law #156.

ADOPTED UNANIMOUSLY

4. Financial and administrative management

2017-0152

4.1 List of accounts payable as of August 31st 2017

It is moved by councillor Daniel L. Fournier and carried to approve the list of bills to pay as presented:

| | |
|--------------------------------|-------------|
| ADMQ* | 447.25 \$ |
| Bell Canada | 79.92 \$ |
| Bell Mobilité | 39.00 \$ |
| Berlinguette, Guylaine | 76.88 \$ |
| Boulay, Christian* | 800.00 \$ |
| Boulet Barbe* | 189.60 \$ |
| Canoe Kayak Arundel* | 100.00 \$ |
| Distribution Huanpaco* | 6.00 \$ |
| Fleurant, Thérèse* | 300.00 \$ |
| Fournitures de bureau Denis* | 298.92 \$ |
| Gilbert P. Miller & fils Itée* | 6 378.36 \$ |
| Groupe ABS* | 984.77 \$ |
| Groupe Ultima* | 373.00 \$ |
| Howard, Brenda* | 50.00 \$ |
| Hydro-Québec | 1 391.85 \$ |
| Imprimerie Léonard* | 160.97 \$ |
| Jones, Frances* | 105.02 \$ |
| Juteau Ruel inc. | 57.36 \$ |

| | |
|-------------------------------------|--------------|
| Machineries St-Jovite* | 36.45 \$ |
| Marc Marier | 130.00 \$ |
| Mécanique Benoit Pépin* | 293.62 \$ |
| Média Transcontinental* | 287.43 \$ |
| Paysage Net* | 459.90 \$ |
| Petite caisse – Carole Brandt* | 96.68 \$ |
| Rona Forget* | 42.29 \$ |
| Séguin, Réal* | 25.00 \$ |
| Services d’entretien St-Jovite* | 720.04 \$ |
| Serrurier Magic* | 1 247.48 \$ |
| Shaw direct | 38.50 \$ |
| Signal Services inc* | 404.25 \$ |
| Visa Desjardins* | 13 134.59 \$ |
| Williams L. Diane* | 25.00 \$ |
| Salaries and employer contributions | 52 079.51 \$ |
| Bank fees | 150.08 \$ |

List of checks issued

| | |
|---|--------------|
| 4778 Groupe Laverdure construction inc. | 42 228.11 \$ |
| 4779 Laurentian Regional High | 100.00 \$ |
| 4780 Municipalité du Canton de Ristigouche Partie Sud-Est | 200.00 \$ |
| 4781 Downie Doreen | 107.63 \$ |
| 4782 Chapiteau Grandschamps | 770.33 \$ |

* 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 August 2017, transmitted September 15th 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

2017-0153

4.2 Paperless council – iPad purchase

WHEREAS that since June 2011, the council has elected to hold the council meeting without paper;

WHEREAS that the iPads have exceeded their useful life and must be replaced;

WHEREAS that the mayor uses a laptop in the course of her duties;

WHEREAS that the purchase of the new iPads was foreseen in the 2017 budget;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that the council authorize the purchase of six (6) new iPads for the councillors who will enter into office in November 2017 and that this purchase is payable by the working capital and refundable by the administration fund over a period of 4 years.

ADOPTED UNANIMOUSLY

2017-0154

4.3 Adherence – Cyberrisk insurance – Groupe Ultima

WHEREAS that the municipality wishes to reduce its cyberrisk by subscribing to an insurance policy proposed by the Mutuelle des Municipalités du Québec;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that council accept the cyberrisk insurance proposition of Ultima Group Inc. and of the Mutuelle des Municipalités du Québec, option A, and add this current contract insurance policy for an amount of \$ 500 plus applicable taxes.

ADOPTED UNANIMOUSLY

5. Public security

2017-0155

5.1 Approval of the 2018 budget of the Régie Incendie Nord Ouest Laurentides

WHEREAS that the following municipalities are parties to a public safety and fire protection agreement providing for the establishment of an intermunicipal board, namely, the municipality of Amherst, the municipality of Arundel, the municipality of Huberdeau, the municipality of La Conception, the municipality of Lac-Supérieur, the municipality of La Minerve, the municipality of Montcalm and the municipality of Saint-Faustin-Lac-Carré;

WHEREAS that according to article 12 of this agreement, the annual budget must be approved and adopted by resolution by each municipal council participating in the agreement;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that the council confirm its approval and the adoption of

the 2018 budget of the Régie incendie Nord Ouest Laurentides for an amount of \$ 1,815,875.99 serving as the basis of distribution for the year 2018, the Arundel share being \$ 57,910.28.

ADOPTED UNANIMOUSLY

2017-0156

5.2 Resignation - First responder - Johanne Morin

WHEREAS that, by resolution number 2016-0140 adopted on September 20th 2016, the council authorized the hiring of Joanne Morin as first responder;

WHEREAS Mrs. Joanne Morin has filed her letter of resignation on August 28th 2017;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council accept the resignation of Mrs. Joanne Morin as first responder, and this, as of August 28th, 2017.

ADOPTED UNANIMOUSLY

6. Transport

2017-0157

6.1 Construction of the municipal garage – Groupe Laverdure Construction inc. – Cancellation of change order #18

WHEREAS that this change order is no longer required and that the work has not commenced;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried that the council cancel the change order 18 under the construction contract of Groupe Laverdure Construction inc in the amount of \$2,055.75 \$ taxes included.

ADOPTED UNANIMOUSLY

2017-0158

6.2 Corrective work 2017 – De la Rouge road – Gilbert P. Miller & fils Itée

WHEREAS that the municipality wishes to carry out corrective work on de la Rouge road, all as described in the invitation to tender

document 71.00.17;

WHEREAS that the municipality has carried out a request for tenders by invitation and that the results are as follows:

| | |
|-------------------------------|--------------|
| Gilbert P. Miller & fils Ltd. | \$ 48 588.43 |
| Inter Chantiers inc. | \$ 89 680.50 |

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council accept the lowest compliant tender, that of the company Gilbert P. Miller & fils Ltée for the amount of \$ 48 588.43 taxes included, for the corrective work on de la Rouge Road, all in accordance with the tender documents 71.00.17.

ADOPTED UNANIMOUSLY

2017-0159

6.3 Municipal garage - Provisional acceptance – Groupe Laverdure construction inc

WHEREAS that the contractor Groupe Laverdure construction inc has satisfactorily completed the construction of the municipal garage;

WHEREAS that the architect Jean Damecour, in charge of supervision of the work, recommended the provisional acceptance of the work and that this provisional acceptance does not relieve the general contractor of his responsibilities during the guarantee period;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried that council accept the provisional acceptance of the construction of the municipal garage on August 21st, 2017, the date of the certificate of substantial completion of the work issued by the architect Jean Damecour.

ADOPTED UNANIMOUSLY

7. Urban planning

2017-0160

7.1 Renovation Quebec – Signature authorization - Ratification of the agreement for the management of habitat improvement programs and the information security agreement

WHEREAS the Municipality of the Township of Arundel wishes to join the Rénovation Québec program which provides financial support to municipalities wishing to improve housing in targeted residential areas of their territory;

WHEREAS that the Société d'Habitation du Québec has reserved an amount for the year 2017-2018 in respect to the Rénovation Québec program;

It is moved by councillor Julia Stuart

And carried that the council approve the agreement concerning the management of the program of improvement of the habitat and the agreement concerning the security of the information and authorizes the director general, France Bellefleur to sign the agreements.

ADOPTED UNANIMOUSLY

8. Loisirs and culture

2017-0161

8.1 Loan of the community hall - List of authorized organizations

WHEREAS that the community hall will be available for rental;

WHEREAS that the fees by-law provides for the loan of the community hall free of charge to the organizations and persons recognized by the municipality;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried:

THAT the following recognized organizations and individuals be authorized to rent the community hall as part of the organization of planned events and activities:

Arundel Elementary School
United Church of Arundel
Anglican Church of Arundel
The Royal Canadian Legion
Arundel Loisirs
Masonic Lodge
Municipality of Montcalm
Victoria's Quilt

THAT the non-profit organizations from the municipalities of Montcalm, Huberdeau and Barkmere benefit from a free rental for a first rental within one year;

THAT no rental fee will apply for events organized by recreation organizations or committees from the municipalities of Montcalm, Huberdeau and Barkmere, open to all;

THAT no rental charge will apply for courses previously approved by resolution of the municipal council following a written request.

ADOPTED UNANIMOUSLY

2017-0162

8.2 Financial aid – Loisirs technician – Tremblant Foundation

WHEREAS that the municipalities of Brébeuf, Montcalm and Arundel wish to renew the mandate of the loisirs technician;

WHEREAS that the purpose of the loisirs technician is to organize activities for young Arundelites;

WHEREAS that the municipality welcomes on its territory several families with limited financial resources;

WHEREAS the loisirs technician makes it possible to offer an essential service to underprivileged children and the possibility of fully realizing leisure activities without constraints of accessibility and limiting the displacements;

WHEREAS that leisure affects the quality of life of individuals and communities;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried to submit an application for financial assistance to the Tremblant Foundation to help organize activities for the Arundelite youth and the region and to appoint the loisirs technician as a resource person for the Municipality of Arundel.

ADOPTED UNANIMOUSLY

2017-0163

Termination of meeting

It is moved by councillor Hervey William Howe and carried that the meeting be terminated at 7:30 p.m.

ADOPTED UNANIMOUSLY

Guylaine Berlinguette
Mayor

France Bellefleur, CPA, CA
Director general