

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 20th day of September 2016 at 7:00 p.m.

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

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

Agenda

1. Adoption of the Agenda

2. Consultation on requests for minor variances

2.1 Request for minor variances – 254 de la Rouge road – roll # 1488-72-2391

3. Request for minor variances

3.1 Request for minor variances – 254 de la Rouge road – roll # 1488-72-2391

4. Adoption of the minutes

4.1 Ordinary meeting of August 16th 2016

5. Notice of motion and by-laws

5.1 Notice of motion - Loan by-law # 220 decreeing an expense and a loan for the construction of the municipal garage and the environmental rehabilitation of the soil

5.2 Notice of Motion – By-law # 221 - Drain septic tanks

5.3 Adoption – By-law # 217 on the code of conduct and ethics for municipal employees

5.4 Adoption – By-law # 218 on the code of conduct and ethics of elected officials

5.5 Adoption – By-law # 219 - Delegation of the power to appoint members of the selection committees

6. Financial and administrative management

6.1 List of accounts payable as of August 31st 2016

6.2 Budgetary transfers

6.3 Purchase and installation of a generator – Town Hall

6.4 Zone Symposium – Laurentian Region - Association of municipal directors of Quebec

7. Public security

7.1 Hiring – First responders – Denis Cuillerier, Peter Grou, Carole Anne Michaelsen and Johanne Morin

7.2 Approval of the 2016 budget of the Régie incendie Nord Ouest Laurentides

8. Transport

8.1 Intermunicipal agreement for the snow removal of Beaven Lake Road in Montcalm by the Municipality of the Township of Arundel

8.2 Abrogation - resolution 2016-0092 – modification of the name of Thomson Road East by Thomson road

8.3 Abrogation – resolution 2016-0093 – modification of the name of Thomson Road West by Graham road

8.4 Modification of the name Thomson West Road by Thomson road

9. Culture and Leisure

9.1 The retention payment authorization - Synthetic grass coating installation – Les Surfaces Sécuritaires Carpell inc.

9.2 Financial aid – Association Clair Soleil

9.3 Financial aid – Centraide Gatineau – Labelle – Hautes Laurentides

9.4 Authorization – Community art program – 2016-2017 school year

10. Mayor’s and councillors report

11. Question period

12. Termination of meeting

2016-0130

1. Adoption of the Agenda

It is moved by councillor Julia Stuart

And carried that the Agenda be adopted as read.

ADOPTED UNANIMOUSLY

2. Consultation on requests for minor variances

2.1 Request for minor variances – 254 de la Rouge road – roll # 1488-72-2391

The mayor invites the audience to state their comments or opposition regarding this minor variances request.

Citizens ask no question regarding this request.

No comments or objections have been presented with regard to this minor variances request.

3. Request for minor variances

2016-0131

3.1 Request for minor variances – 254 de la Rouge road – roll # 1488-72-2391

WHEREAS the request for minor variances filed by the owner of 254, de la Rouge road, roll number 1488-72-2391;

WHEREAS the request for minor variances is to authorize the construction of a garage in the front yard while they are only allowed in the side yard and rear yard;

WHEREAS that the topography in the back yard and right side is very steep and consists of surface rocks;

WHEREAS that the location chosen by the owner for the construction of the garage is the only suitable location on the property;

WHEREAS the existing spruce hedge will effectively reduce the impact of the building in the front yard;

WHEREAS the impacts on the neighbors will be minimal;

WHEREAS the Mayor invited the audience to make their comments or opposition in relation to this request for minor variances;

WHEREAS no comment or no opposition was presented with regard to this request for minor variances;

WHEREAS the recommendation of the planning advisory Committee to accept this request;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that council approve this request for minor variances and authorizes the construction of a garage in the yard and the front margin, or nine (9) meters from the boundary of the Rouge road, while garages are only allowed in the side yard and rear yard to the property of 254, de la Rouge road, roll number 1488-72-2391, with the following conditions:

THAT no embankment or excavation work be carried out at the foot of the slope or the slope behind the projected Garage;

THAT the area of land where the spruce hedge is (protection area), located directly between the street and the proposed garage is maintained at all times in its natural state (without human intervention and without cutting branches);

THAT the protective strip must contain at least one tree every five (5) linear meters over a length greater than the projected garage;

THAT any dead tree, located in the protective strip be replaced within two (2) months in season by a resinous with a minimum height of 1.5 meters, with the goal of always having a tree every five (5) linear meters over a length greater than the projected parking;

THAT the wood coating on the garage be installed horizontally as that of the residence;

THAT the color of the coating be the same as that of the residence and a sample of that color to be presented before the issuance of the building permit;

THAT the residence be repainted before the end of the garage building permit, within a period of 1 year, all to make sure to preserve existing buildings in good condition, in accordance with the Article 8.5.4 of the zoning by-law # 112 which requires a surface treatment to the siding, except cedar wood coatings.

ADOPTED UNANIMOUSLY

4. Adoption of the minutes

2016-0132

4.1 Ordinary meeting of August 16th 2016

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 16th 2016 with the correction in the English minutes that councillor Daniel L. Fournier was absent.

ADOPTED UNANIMOUSLY

5. Notice of motion and by-laws

5.1 Notice of motion - Loan by-law # 220 decreeing an expense and a loan for the construction of the municipal garage and the environmental rehabilitation of the soil

Notice of motion is given by councillor Julia Stuart that at a subsequent meeting of council that she will move or cause to be moved the adoption of a loan by-law # 220 decreeing an expense and a loan for the construction of the municipal garage and the environmental rehabilitation of the soil.

5.2 Notice of Motion – By-law # 221 - Drain septic tanks

Notice of motion is given by councillor Marlene Séguin that at a subsequent meeting of council that she will move or cause to be moved the adoption of by-law #221 to regulate the emptying of septic tanks.

2016-0133

5.3 Adoption – By-law # 217 on the code of conduct and ethics for municipal employees

WHEREAS that the *Law on conduct and ethics in municipal affairs*, came into force on December 2nd 2010, requires local municipalities to adopt a code of ethics and professional conduct applicable to municipal employees;

WHEREAS that the *Law on conduct and ethics in municipal affairs*, was amended by the adoption on June 10th, 2016 of law Project 83 (*A Law to amend various legislative provisions concerning municipal affairs including political financing, 2016, c. 17*) law sanctioned the same day;

WHEREAS it is necessary to revise the code of conduct and ethics of the municipal employees of the Township of Arundel to comply with the new provisions of the ethics and conduct in municipal matters Act;

WHEREAS a notice of motion was duly given at the Council meeting held on August 16th, 2016;

CONSEQUENTLY,

It is moved by councillor Joanna Nash

And carried that the municipal council adopt by-law # 217 on the code of conduct and ethics for municipal employees.

ADOPTED UNANIMOUSLY

2016- 0134

5.4 Adoption – By-law # 218 on the code of conduct and ethics of elected officials

WHEREAS that the *Law on conduct and ethics in municipal affairs*, came into force on December 2nd 2010, requires local municipalities to adopt a code of ethics and professional conduct applicable to elected officials;

WHEREAS that the *Law on conduct and ethics in municipal affairs*, was amended by the adoption, on June 10th, 2016 of law Project 83 (*An Act to amend various legislative provisions concerning municipal affairs including political financing, 2016, c. 17*) law sanctioned the same day;

WHEREAS it is necessary to revise the code of conduct and ethics of elected representatives of the Municipality of the Township of Arundel to comply with the new provisions of the ethics and conduct in municipal matters Act;

WHEREAS a notice of motion was duly given at the council meeting held on August 16th, 2016;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried that the Town council adopt by-law # 218 on the code of conduct and ethics of elected officials.

ADOPTED UNANIMOUSLY

2016-0135

5.5 Adoption – By-law # 219 - Delegation of the power to appoint members of the selection committees

WHEREAS the Municipality of the Township of Arundel has adopted a contract management policy;

WHEREAS under section 936.0.1.1, the *Quebec Municipal Code* grants local municipalities the power to adopt by-laws to delegate to any officer or employee of the municipality the power to form a selection committee and set the terms and conditions of the power delegated;

WHEREAS notice of motion of this by-law was duly given at the meeting of August 16th, 2016;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that the Town council adopt by-law # 219 - Delegation of power to appoint members of the selection committees.

ADOPTED UNANIMOUSLY

6. Financial and administrative management

2016-0136

6.1 List of accounts payable as of August 31st 2016

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

Bell Mobilité	39.00\$
Bell Canada	73.98\$
Les Surfaces sécuritaires Carpell	8,623.12\$
CRSBP des Laurentides	30.47\$
Consumer Reports	68.00\$
Distribution Hunpaco*	97.50\$
D. Tassé Devillers	2,400.67\$
DWB Consultants	2,171.26\$
Équipements Médi-Sécur	204.80\$
Formulaires Municipales	97.44\$
Fournitures de bureau Denis*	276.91\$
Garage Jean Brosseau	149.47\$
Great West	2,701.00\$
Hydro-Québec	1,212.39\$
Imprimerie Léonard	45.99\$
Jones Frances	500.00\$
Juteau Ruel	30.45\$
Laboratoire Bio-Services	157.64\$
Matériaux Rona Forget	143.72\$
Marc Marier	205.00\$
Mécanique Benoit Pépin	861.60\$
Médias Transcontinental*	563.38\$
Ministre des Finances	37,806.00\$

MRC des Laurentides	2,325.96\$
Outils Tremblant*	305.02\$
Pièces d'auto P & B Gareau	77.61\$
Rénovation Yves Robidoux & Fils	10,520.73\$
Réparation Jean-Pierre Maillé	127.92\$
Rouge Marketing	273.07\$
Sakilab	919.78\$
Serrurier Magic	114.98\$
Services d'entretien St-Jovite	1,037.65\$
Services Informatiques des Laurentides*	154.93\$
Shaw Direct	38.50\$
Station Pierre Brosseau	204.35\$
Visa Desjardins	1,541.97\$
Visa Desjardins*	277.69\$
Salaries and employer contributions	41,408.55\$
Bank fees	118.44\$

List of checks issued

#4270 Hydro Québec 432.08\$

* 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 2016, transmitted September 16th 2016.

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

2016-0137

6.2 Budgetary transfers

WHEREAS it is necessary to make some changes to the current budget, and that, in order to promote better monitoring of spending and to reallocate some budgets;

It is moved by councillor Daniel L. Fournier

And carried that council authorize the following budgetary transfers:

From (credit):

02-110-00-419 Training and Development	2778
02-130-00-200 Social charges	812
02-230-00-320 Post and transportation	500
02-230-00-310 Travel expenses	500
02-230-00-421 Insurance	200
02-320-00-141 Salaries	7500
02-320-00-632 Heating oil	1000
02-320-10-631 Gasoline and diesel fuel	2500
02-610-00-411 Scientific Services	500
02-701-00-970 Day Camp	850
02-701-50-141 Wages - Playgrounds	2250

02-701-50-200 Social charges - Playgrounds 250

To (dt):

02-130-00-252 CSST - Administration	812
02-230-00-414 Computers	1200
02-320-00-635 Chemicals	7500
02-320-00-649 Signaling	1000
02-320-10-525 Maintenance and repair - Ford	2500
02-451-10-649 Bins	2326
02-610-00-340 Advertising and information	500
02-701-50-419 Courses - Leisure	2552
02-701-50-522 Interview - Park	1000
02-702-90-970 Donations - Other organizations	250

ADOPTED UNANIMOUSLY

2016-0138

6.3 Purchase and installation of a generator – Town Hall

WHEREAS the Municipality is the administrator of the town hall since January 1st 2016, following the non-renewal of the lease between Arundel Citizens' Home inc. and the Municipality of Arundel;

WHEREAS the town hall offers apartments for senior citizens on the second floor and wishes to increase the security level of its tenants;

WHEREAS that in case of an electrical failure, the current generator cannot be used because the current facility does not meet standards;

WHEREAS the Municipality wishes to improve and increase its capacity to intervene in case of emergency;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried:

THAT council authorizes the director general to proceed with the purchase and installation of a propane generator with a tank for the town hall for an amount of \$19 000.00 taxes included.

ADOPTED UNANIMOUSLY

2016-0139

6.4 Zone Symposium – Laurentian Region - Association of municipal directors of Quebec

WHEREAS the zone Symposium for the Laurentian region of the Association of municipal directors of Quebec will take place on October 27th and 28th 2016;

WHEREAS this annual conference is the only event that brings together all municipal directors of the Laurentian region and allows them to discuss various common issues specific to our region;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that council authorizes the director general to participate in the zone Symposium - Laurentian Region of the Association of municipal directors of Quebec on October 27th and 28th 2016, and to reimburse the expenses incurred on presentation of receipts.

ADOPTED UNANIMOUSLY

7. Public security

2016- 0140

7.1 Hiring – First responders – Denis Cuillerier, Peter Grou, Johanne Morin and Carole Anne Michaelsen

WHEREAS the need to ensure frontline interventions for medical emergencies in the territory of the municipalities of Barkmere, Huberdeau, Montcalm and Arundel and, under an inter-municipal agreement;

WHEREAS that there is a need to fill first responder positions;

WHEREAS Mrs. Carole Anne Michaelsen, Mrs. Johanne Morin, Mr. Denis Cuillerier and Mr. Peter Grou have expressed interest and are able to meet the hiring criteria for the position of first responder;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that the municipality proceed with the hiring of Mrs. Carole Anne Michaelsen, Mrs. Johanne Morin, Mr. Denis Cuillerier and Mr. Peter Grou for the positions of first responder and this, with the conditions currently in force for first responders, dated October 3rd 2016.

ADOPTED UNANIMOUSLY

2016-0141

7.2 Approval of the 2016 budget of the Régie incendie Nord Ouest Laurentides

WHEREAS the following municipalities are parties to an agreement relating to public safety and protection against fire and providing for the establishment of an inter-municipal organization are: the Municipality of Amherst, the municipality of Arundel, the municipality of Huberdeau, the municipality of La Conception, the municipality of Lake Superior, the municipality of La Minerve, the municipality of Montcalm and the municipality of Saint-Faustin-Lac-Carré;

WHEREAS under Section 12 of the agreement, the annual budget must be approved and adopted by resolution of each municipal council participating in the agreement;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that the council confirms its approval and adoption of the 2016 budget of the Régie incendie Nord Ouest Laurentides in the amount of \$ 248 934.37 serving as a distribution base for the year 2016, the share of the Municipality of Arundel will be \$9 559.08.

ADOPTED UNANIMOUSLY

8. Transport

2016-0142

8.1 Intermunicipal agreement for the snow removal of Beaven Lake Road in Montcalm by the Municipality of the Township of Arundel

WHEREAS section 14.3 of the Quebec Municipal Code (chapter C-27.1 R.S.Q.) allows a municipality to enter into an agreement with another municipality in order to jointly perform the execution of road work;

WHEREAS Beaven Lake Road in Montcalm is adjacent to our territory;

CONSEQUENTLY,

It is moved by councillor Joanna Nash

And carried:

THAT council authorizes the intermunicipal agreement for snow removal of Beaven Lake road in Montcalm by the Municipality of the Township of Arundel 2016-2020;

THAT council authorizes the Mayor Guylaine Berlinguette and the director general, France Bellefleur, to sign the agreement on behalf of the Township of the Municipality of Arundel.

ADOPTED UNANIMOUSLY

2016-0143

8.2 Abrogation - resolution 2016-0092 – modification of the name of Thomson Road East by Thomson road

It is moved by councillor William Hervey Howe

And carried to abrogate resolution 2016-0092 – Modification of the name of Thomson Road east by Thomson road.

ADOPTED UNANIMOUSLY

2016-0144

8.3 Abrogation – resolution 2016-0093 – modification of the name of Thomson Road West by Graham road

Is is moved by councillor Daniel L. Fournier

And carried to abrogate resolution 2016-0093 – modification of the name of Thomson Road West by Graham road.

ADOPTED UNANIMOUSLY

2016-0145

8.4 Modification of the name Thomson West Road by Thomson road

WHEREAS that on the territory of the Municipality of Arundel there is a road with the name Thomson West and a road named Thomson West;

WHEREAS that this situation may involve confusion when processing emergency calls;

WHEREAS the Municipality wishes to replace the name Thomson West by Thomson road, adding the direction "West" is no longer required following the projected change of Thomson east by rue des Pommiers;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried to replace the identification of "Thomson Road West" by "Thomson Road."

ADOPTED UNANIMOUSLY

9. Culture and Leisure

2016-0146

9.1 The retention payment authorization - Synthetic grass coating installation – Les Surfaces Sécuritaires Carpell inc.

WHEREAS the contractor Les Surfaces Sécuritaires Carpell inc. completed installation of the coating synthetic turf on the multipurpose field Beaven Creek Park, according to the tender documents, as well as the corrective work for shaping the granular base;

CONSEQUENTLY,

It is moved by councilor Daniel L. Fournier

And carried that council approve the final acceptance of the work of installation of the synthetic turf coating of Beaven Creek Park and authorizes the payment in the amount of \$ 8,623.12 taxes included.

ADOPTED UNANIMOUSLY

2016-0147

9.2 Financial aid – Association Clair Soleil

WHEREAS the Association of People with Disabilities Clair Soleil offers a day camp for children with disabilities physical and / or intellectual aged 5 to 17 years of the MRC des Laurentides;

WHEREAS this camp allows us to offer disadvantaged children the opportunity to fully realize leisure activities and the ability to move freely in a park with no constraint accessibility;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that council authorize a 100\$ donation to the organization Clair Soleil to support its day camp in 2017 and that this amount be paid in 2017 from funds available in the budget 2016.

ADOPTED UNANIMOUSLY

2016-0148

9.3 Financial aid – Centraide Gatineau – Labelle – Hautes Laurentides

WHEREAS the request for support by the Centraide Gatineau organization – Labelle – Hautes Laurentides for its 2016;

WHEREAS Centraide supports a network of eleven (17) community organizations, who, in their turn, offer services to vulnerable people in our community allowing them to find solutions to conquer poverty, exclusion and to surmount their personal difficulties;

WHEREAS the benefits of this campaign will return to our community through social investments;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried

That council authorize a donation of 100\$ to the organization Centraide Gatineau – Labelle – Hautes Laurentides in order to support their 2016 campaign.

ADOPTED UNANIMOUSLY

2016-0149

9.4 Authorization – Community art program – 2016-2017 school year

It is moved by councillor Marlene Séguin

And carried that Ms. Erin McCarthy be authorized to request the use of an area at the Arundel elementary school to offer an art program during

the school year 2016-2017 as part of the agreement between the Sir Wilfrid Laurier School Board and the municipality.

ADOPTED UNANIMOUSLY

2016-0150

Termination of the meeting

It is moved by councillor Julia Stuart that the meeting be terminated at 7:48 p.m.

ADOPTED UNANIMOUSLY

Guylaine Berlinguette
Mayor

France Bellefleur CPA, CA
Director general