

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 13th day of February 2014 at 7:26 p.m.

Present were councillors: Joanna Nash, Julia Stuart, Marlene Séguin and the mayor Guylaine Berlinguette.

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

Councillors Anne Poirier, Bernard Bazinet and Daniel L. Fournier are absent.

## **Agenda**

### **1. Adoption of the Agenda**

### **2. Adoption of minutes**

2.1 Ordinary meeting of January 14<sup>th</sup> 2014

2.2 Special meeting of January 31<sup>st</sup> 2014

### **3. Notice of motion and by-laws**

3.1 Notice of motion – by-law #186 modifying zoning by-law #112 aimed at modifying authorized usage in zone RU-23

3.2 Notice of motion – By-law #187 regarding the code of ethics and conduct of elected municipal officials

3.3 Adoption – By-law #185 regarding the treatment of elected officials

### **4. Financial and administrative management**

4.1 List of bills to pay up to January 31<sup>st</sup> 2014

4.2 By-law #141 – Acceptance of the loan offer of 120 100\$

4.3 By-law #141 – Loan by bank notes of 120 100\$

4.4 Increase of the credit margin- Administration fund

4.5 Deposit of financial reports – Election 2013

### **5. Public security**

5.1 Inter-municipal agreement regarding protection against fire – Budget 2014

### **6. Public work**

6.1 Aid program for the improvement of municipal roads (PAARRM) 2013

### **7. Urbanism**

7.1 Overhaul of planning by-laws- Mandate to the firm Urba+ consultants

**8. Leisure and culture**

8.1 Financial aid – Summer camp 2014

8.2 4 Village Carnival – Reimbursement of expenses

8.3 I pARTicipate – 2014 edition

8.4 Donation to the University of Laval foundation

8.5 Membership – FADOQ des Laurentides

**9. Acceptance of the correspondence**

**10. Councillors' report**

**11. Question period**

**12. Termination of the meeting**

**2014-0022**

**1. Adoption of the Agenda**

It is moved by councillor Julia Stuart

And carried that the Agenda be adopted as presented.

**ADOPTED UNANIMOUSLY**

**2. Adoption of the minutes**

**2014-0023**

**2.1 Ordinary meeting of January 14<sup>th</sup> 2014**

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

It is moved by councillor Joanna Nash

And resolved to adopt the minutes of the Ordinary meeting of council held on January 14<sup>th</sup> 2014.

**ADOPTED UNANIMOUSLY**

**2014-0024**

**2.2 Special meeting of January 31<sup>st</sup> 2014**

**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 resolved to adopt the minutes of the special meeting of council held on January 31<sup>st</sup> 2014.

**ADOPTED UNANIMOUSLY**

**3. Notice of motion and by-laws**

**3.1 Notice of motion – By-law #186 modifying zoning by-law #112 and aimed at modifying authorized usage in the zone RU-23**

A notice of motion is given by councillor Marlene Séguin that at a subsequent meeting of council she/he would move or cause to be moved the adoption of a by-law modifying zoning by-law #112 and aimed at modifying the authorized usage in zone RU-23 in order to remove “light industry” usage, “medium industry” as well as “heavy public utility”.

**3.2 Notice of motion – By-law #187 regarding the code of ethics and conduct of elected municipal officials**

Notice of motion is given by councillor Joanna Nash that at a subsequent meeting of council, the code of ethics and conduct applicable to elected municipal officials be revised

2014-0025

**3.3 Adoption – by-law #185 regarding the treatment of elected officials**

**WHEREAS** the Act respecting the remuneration of elected municipal officials (CRQ, chapter T-11.001) determines the powers of the Council in regards to the determination of remuneration;

**WHEREAS** that, in accordance with Article 2 of the Act on the treatment of municipal officials, the Town Council may, by by-law, fix the remuneration of council members and that Article 5 of the same Act provides that compensation may be indexed on the rise;

**WHEREAS** a notice of motion has been duly given at the Council meeting held on 10 December 2013;

**CONSEQUENTLY,**

It is moved by councillor Julia Stuart

And carried that the municipal council adopt by-law #185 regarding the treatment of elected officials.

	Mayor	Councillor
Annual remuneration	6 000\$	2 000\$
Allocation for expenses	3 000\$	1 000\$

Annual treatment 9 000\$ 3 000\$

**ADOPTED UNANIMOUSLY**

**4. Financial management and administration**

2014-0026

**4.1 List of bills to pay up to January 31<sup>st</sup> 2014**

It is moved by councillor Julia Stuart and carried that the following bills be paid:

Bell Mobilité Inc.	56.13\$
Bell Canada	319.29\$
C.R.S.B.P. des Laurentides*	3 505.94\$
Centre local de développement Laurentides	312.50\$
Énergies Sonic RN S.E.C*	6 185.25\$
Excavation R.B. Gauthier Inc.*	1 549.22\$
Fournitures de bureau Denis*	256.78\$
France Bellefleur	30.51\$
Hydro-Québec	15 003.77\$
Juteau Ruel Inc.	76.26\$
Matériaux R McLaughlin inc.*	31.61\$
Ministère du Revenu du Québec	538.51\$
MRC des Laurentides*	198.74\$
Municipalité d'Huberdeau	681.50\$
PG Solutions Inc*	9 734.07\$
Plomberie Saint-Jovite Inc*	91.41\$
Pompage Sanitaire Mont-Tremblant*	155.22 \$
Ronald Carrière	1 176.30\$
Services d'entretien St-Jovite*	25.17\$
Station Pierre Brosseau*	116.75\$
Visa Desjardins*	183.81\$
GreatWest	851.18\$
Salaries and employers contributions	30 751.66\$
Bank fees	183.44\$

- Report in view of by-law number 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 January 2014, sent February 13th 2014.

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  
Secretary-Treasurer

**ADOPTED UNANIMOUSLY**

2014-0027

**4.2 By-law #141 Acceptance of the loan offer of 120 100\$**

It is moved by councillor Joanna Nash

And carried

**THAT** the Township of Arundel accept the offer of Financière Banque Nationale Inc. for a loan by bank notes as of February 20<sup>th</sup> 2014 in the amount of 120 100\$ done in virtue of by-law number 141. This note is issued at the price of 98.00100\$ CAN for each 100,00\$, nominal value of notes, applicable in series (5) years as follows:

22 600\$	1.8 %	February 20, 2015
23 300\$	2.0%	February 20, 2016
24 000\$	2.2%	February 20, 2017
24 700\$	2.5%	February 20, 2018
25 500\$	3.0%	February 20, 2019

**THAT**, the notes, capital and interest, be payable by check to the registered holder or by pre-authorized bank withdrawal.

**ADOPTED UNANIMOUSLY**

2014-0028

**4.3 By-law #141 – Loan by bank notes of 120 100\$**

**WHEREAS** that, in conformity with the following loan by-laws and for the amounts indicated in regards to each, the Township of Arundel wishes to borrow by bank notes a total amount of 120 100\$:

By-law number	for an amount of
141	20 100\$

**WHEREAS** such purposes, it is necessary to modify the loan by-law whereby bank notes are emitted;

**CONSEQUENTLY,**

It is moved by councillor Julia Stuart

And carried

**THAT** the preamble of this resolution is an integral part as if reproduced in its entirety;

**WHEREAS** a loan by bank note in the amount of \$ 120,100 under by-law number 141 is achieved;

**THAT** the bank notes be signed by the Mayor and the Secretary-Treasurer or Administrative Assistant;

**THAT** the notes be dated February 20, 2014;

**THAT** the interest on the bank notes be payable semi-annually;

**THAT** the bank notes, as to capital, be reimbursed as follows:

2015	22 600\$
2016	23 300\$
2017	24 000\$

2018	24 700\$
2019	25 500\$

**ADOPTED UNANIMOUSLY**

**2014-0029**

**4.4 Increase of the credit margin- Administration fund**

**WHEREAS** in 2014, the municipality will undertake renovations of the Beaven Creek Park and rehabilitation of the municipal garage ;

**WHEREAS** the municipality must amend by resolution the line of credit at the Caisse Populaire Desjardins des Trois Vallées;

**WHEREAS** this line of credit is necessary to cover current operating expenses till tax revenues come in;

**CONSEQUENTLY,**

It was moved by councillor Joanna Nash

**and resolved**

**THAT** the Municipality of the Township of Arundel be authorized to borrow from the Caisse populaire Desjardins des Trois Vallées, a sum not exceeding \$ 600,000 to defray the operating expenses until tax revenues come in;

**THAT** the Mayor and the Director General or the Administrative Assistant be authorized to sign for and on behalf of the Municipality of the Township of Arundel , the documents relating thereto.

**ADOPTED UNANIMOUSLY**

**4.5 Deposit of financial reports – Election 2013**

In conformity with the Law on elections and referendums within municipalities, the director general must deposit section 2 of forms DGE-1038 – List of donators received to the municipal council. The director general confirms that the forms DGE-1038 were given to the director general of elections. The list of donators will be put on the Director General of elections website.

**5. Public security**

**2014-0030**

**5.1 Inter-municipal agreement regarding fire protection- Budget 2014**

**WHEREAS** Article 4 of the inter-municipal agreement on protection against fire and for the provision of service, signed by the municipalities of Huberdeau, Arundel, Montcalm and the Town of Barkmere, as amended, stipulates that the base budget will be established by the inter-municipal committee;

**WHEREAS** the budget must be approved by resolution of each

municipal council and a copy sent to each of the municipalities participating in the agreement;

**CONSEQUENTLY,**

It is moved by councillor Marlene Séguin

And carried that the council confirms its approval of the budget for basic allocation for 2014, which was set at 173,000\$.

**ADOPTED UNANIMOUSLY**

**2014-0031**

**6. Public works ADOPTED UNANIMOUSLY**

**6.1 Assistance program to improve the municipal road network (PAARRM) 2013**

**WHEREAS** the municipality has received a grant under the program of aid to the improvement of the municipal road network for the improvement of certain roads;

**WHEREAS** it is appropriate to confirm that the eligible work has been done and completed and, under the aid program;

**CONSEQUENTLY,**

It is moved by councillor Julia Stuart

and carried

**THAT** council approve the expenditures for work performed on the roads in the amount of 7,880\$ funded in accordance with the requirements of the Ministry of Transport;

**THAT** the work was performed in accordance with these expenditures on roads under the management of the municipality and the audit done.

**ADOPTED UNANIMOUSLY**

**2014-0032**

**7. Town Planning**

**7.1 Overhaul of Town Planning by-laws - Mandate to Urba+ consultants**

**WHEREAS** the Municipality wishes to overhaul its development plan as well as its by-laws, all in accordance with the revised development plan of the MRC, the orientations and objectives for the strategic planning, recent norms to sustainable development standards and

elements of jurisprudence planning;

**WHEREAS** the service offer received by the firm Urba + consultants;

**CONSEQUENTLY,**

It is moved by councillor Marlene Séguin

And carried that council grant a mandate to overhaul its urban plan and its by-laws to the firm Urba + consultants for a total of 17 246.25\$ including taxes.

**ADOPTED UNANIMOUSLY**

## **8. Culture and leisure**

**2014-0033**

### **8.1 Financial aid – 2014 summer camp**

**WHEREAS** the Municipality wishes to provide an opportunity for all children attending primary schools in Huberdeau and Arundel to participate in a quality day camp , safe and accessible and offers exciting attractions;

**WHEREAS** the request for financial assistance from the Huberdeau Loisirs Inc. and the limited amount of the budget of the municipality;

**CONSEQUENTLY,**

It is moved by councillor Joanna Nash

And carried that council agrees to pay a contribution of 2,500\$ to Huberdeau Loisirs Inc. for organizing the day camp Le Tout Camp for the 2014 summer season.

**ADOPTED UNANIMOUSLY**

**2014- 0034**

### **8.2 4 Village Carnival- Reimbursement of expenses**

**WHEREAS** the 4 Village Carnival is an event that involves citizens of the four communities of Montcalm, Huberdeau, Arundel and Barkmere;

**WHEREAS** the carnival organizes a schedule of diverse activities for the whole family;

**WHEREAS** the request for financial assistance received by the organizing committee;

**CONSEQUENTLY,**

It is moved by councillor Marlene Séguin



And carried that council authorizes the reimbursement of expenses, to a maximum of five hundred dollars ( 500\$), upon presentation of receipts.

**ADOPTED UNANIMOUSLY**

**2014-0035**

**8.3 I pARTicipate – Edition 2014**

**WHEREAS** the MRC des Laurentides renews its "I participate" for a second year;

**WHEREAS** "I participate" is a project that brings together the municipal administration and the skills and knowledge of local artists, with the aim to put a twist in public places and communities, with collaboration with citizens;

**WHEREAS** the Municipality wishes to submit an application under this cultural project;

**CONSEQUENTLY,**

It is moved by councillor Julia Stuart

And carried that council authorizes the director general to submit the candidature of the municipality to the project "I participate" for the year 2014.

**ADOPTED UNANIMOUSLY**

**2014-0036**

**8.4 Donation to the University of Laval foundation**

**WHEREAS** the death of Mr. Jean-Pierre Fournier, father of Councillor Daniel L. Fournier;

**WHEREAS** the members of council and the municipal staff wish to express their sincere condolences to the family;

**CONSEQUENTLY,**

It is moved by councillor Marlene Séguin

And carried by council members to forward this resolution of condolence to Mr. Daniel L Fournier and In Memoriam donate 100\$ to the University of Laval Foundation.

**ADOPTED UNANIMOUSLY**

**2014-0037**

**8.5 Membership – FADOQ – Laurentian region**

**WHEREAS** Laurentian FADOQ adheres to objectives similar to those pursued by our municipality which is to promote active aging through the practice of physical, intellectual , social, cultural, leisure and outdoor activities that allow people of 50 years and older , to maintain their independence and involvement in the community;

**WHEREAS** that municipal members may obtain support from the regional secretariat FADOQ Laurentian Regions to develop and promote programs and services designed for citizens 50 years and over the municipality and this, in order to improve their quality of life;

**WHEREAS** the Municipality wishes to become an associate municipal FADOQ Laurentides Region member ;

**CONSEQUENTLY,**

It is moved by councillor Julia Stuart

And carried that the municipality adheres to the FADOQ Laurentides Region as a member municipal partner for the year 2014 for an amount of 75\$

**ADOPTED UNANIMOUSLY**

**2014-0038**

**Termination of the meeting**

It is moved by councillor Julia Stuart that the meeting be terminated at 8:47 p.m.

**ADOPTED UNANIMOUSLY**

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Guylaine Berlinguette,  
Mayor

\_\_\_\_\_  
France Bellefleur CPA, CA  
Director General