

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 9th day of July 2013 at 7:00 p.m.

Present were councillors: Guylaine Berlinguette, Lee Ann Brandt, Joanna Nash, Bernard Bazinet, Gregory Widdison and the mayor Julia Stuart.

The director general, Mrs. France Bellefleur and the administrative assistant Carole Brandt were also present.

Councillor Anne Poirier is absent.

**2013-2060**

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

It is moved by councillor Joanna Nash

**AND CARRIED** that the Agenda be adopted unanimously as presented.

**ADOPTED**

### **2. Minutes**

**2013-2061**

#### **2.1 Ordinary meeting of June 11<sup>th</sup> 2013**

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

It is moved by councillor Guylaine Berlinguette

And resolved unanimously to adopt the minutes of the ordinary meeting of council held on June 11<sup>th</sup> 2013 as presented.

**ADOPTED**

**2013-2062**

#### **2.2 Extraordinary meeting of June 25<sup>th</sup> 2013**

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

It is moved by councillor Gregory Widdison

And resolved unanimously to adopt the minutes of the extraordinary meeting of council held on June 25<sup>th</sup> 2013 as presented.

Councillor Lee Ann Brandt was absent for this meeting and abstained to vote.

**ADOPTED**

Councillor Guylaine Berlinguette leaves the meeting.

#### **Consultation – request for minor variances – 24, Village road – roll number 1892 36 1951**

The mayor invites the audience to make their comments or opposition in relation to this minor variance request.

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

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

**2013-2063**

**3. Request for minor variances – 24 Village street – roll number 1892 36 1951**

**WHEREAS** the requests for minor variances filed by the owner of 24 Village street, roll number 1892 36 1951;

**WHEREAS** these requests aim at:

1- Authorizing the subdivision of lot 12A-29 having acquired rights. Lot 12A-29 presently has a frontage of 9,14 meters on Village street whereas the two new lots created will each have a frontage of 4,57 meters. The objective of this cadastral operation is the creation of two lots which the dimensions and area are superior to the present derogatory areas of the existing seven small lots. Therefore there will be a decrease in the derogatory nature of the lots thus created.

2- Regularize the position of the main building on the projected lot 12A-39 at a distance of 8,82 meters of the rear line whereas the minimum required is of 10 meters in the zone Vi-33.

3- Authorize the enlargement of the main building on lot 12A-39 beyond the permitted area. The maximum dimension for a business in the category “light industry” in the zone Vi-33 is of 200 square meters. The owners wish to enlarge their welding shop up to an area of 225 square meters.

**WHEREAS** that the mayor invited the audience to make their comments or opposition related to the following request for minor variances;

**WHEREAS** that no comments or opposition were presented in regards to the present request for a minor variance;

**WHEREAS** the recommendation of the planning advisory committee to accept said request;

**CONSEQUENTLY,**

It is moved by councillor Bernard Bazinet

And carried unanimously

That the council authorize the subdivision of lot 12A-29, in order for the two new lots created to each have a frontage of 4,57 meters.

That the council approve the location of the main building on the projected lot 12A-39 at a distance of 8,82 meters of the rear set-back when the minimum required is of 10 meters in zone Vi-33.

That the council authorize the enlargement of the main building on lot 12A-39 up to an area of 225 square meters when the maximum dimension for a commerce of the category “light industry” in zone Vi-33 is of 200 square meters.

**ADOPTED**

Councillor Guylaine Berlinguette returns to the meeting.

#### **4. By-laws**

##### **4.1 Notice of motion – By-law delegating certain powers to authorize expenses and to pass contracts**

Notice of motion is hereby given by councillor Guylaine Berlinguette that at a subsequent meeting of council she would move or cause to be moved the adoption of project by-law number 171 to delegate some municipal officials the power to authorize expenditures and to pass contracts.

##### **4.2 Notice of motion – By-law in order to contract a long term loan to establish an operating fund**

Notice of motion is hereby given by councillor Guylaine Berlinguette that at a subsequent meeting of council she would move or cause to be moved the adoption of by-law project number 172 in order to contract a long term loan to establish an operating fund.

##### **4.3 Notice of motion – loan By-law - municipal garage repair**

Notice of motion is hereby given by councillor Gregory Widdison that at a subsequent meeting of council he would move or cause to be moved the adoption of project by-law number 173 decreeing a loan for the execution of repairs to the municipal garage.

##### **4.4 Notice of motion – By-law concerning the incorporation of a local fund reserved for the repair and maintenance of certain public roads**

Notice of motion is hereby given by councillor Bernard Bazinet that at a subsequent meeting of council he would move or cause to be moved the adoption of project by-law 174 for the incorporation of a local fund reserved for the repair and maintenance of certain public roads.

#### **5. Administration**

**2013-2064**

##### **5.1 Authorization – Director general – signing of checks and bank documents and modification of the name on the credit card**

**WHEREAS** the hiring of the new director general;

It is moved by councillor Gregory Widdison

And carried unanimously to authorize the director general, Mrs. France Bellefleur to sign, in the name of the municipality, checks and bank documents and to modify the holder of the municipality's credit card in order for her to be the new holder.

**ADOPTED**

**2013-2065**

##### **5.2 Purchase of a laptop**

It is moved by councillor Bernard Bazinet

And carried unanimously that the municipal council approve the purchase of a laptop with software and accessories for the director general for a maximum amount of 2 000\$ tax included.

**ADOPTED**

2013-2066

### **5.3 Purchase of an ergonomic chair**

It is moved by councillor Guylaine Berlinguette

And carried on division that the municipal council approve the purchase of an ergonomic chair from Fournitures de Bureau Denis Inc. for a maximum amount of 670\$ tax included for the urbanism department.

Councillors Lee Ann Brandt and Joanna Nash voted against this resolution.

**ADOPTED ON DIVISION**

2013-2067

### **5.4 Authorization – Independent expert report – repairs to the municipal garage building**

**WHEREAS** the Ministry of Municipal Affairs, Regions and Occupation of the territory requires a report from an independent expert showing the importance of problems to the municipal garage building and that said report is required to obtain definite authorization for the repair project of the municipal garage building;

It is moved by councillor Bernard Bazinet

And carried unanimously that the council authorize the director general to award a contract for the production of an independent expert report on the repairs needed to the municipal garage building to Évaluation André Charbonneau for a maximum amount of 1 000\$ tax included.

**ADOPTED**

2013-2068

### **5.5 Certificate of location – Municipality of Arundel garage**

**WHEREAS** the Municipality has filed a request for a grant for a repair project of the municipal garage building;

**WHEREAS** the Municipality must file a declaration according to article 32 of the law on the protection of the territory and agricultural activities to the Commission de protection du territoire agricole du Québec;

**WHEREAS** an up-dated certificate of location must be sent along with the application, to identify the area of acquired rights that the municipality wishes to recognize;

**CONSEQUENTLY,**

It is moved by councillor Gregory Widdison

And carried unanimously that the council mandate the firm Murray Patenaude Maltais, surveyors, to prepare the certificate of location of the municipal garage in the amount of 1 400\$ plus applicable taxes.

**ADOPTED**

## **6. Human resources**

2013-2069

### **6.1 Authorization – Election president training session – France Bellefleur**

**WHEREAS** there will be elections next November;

It is moved by councillor Guylaine Berlinguette

And carried unanimously that the council authorize Mrs. France Bellefleur to attend a training session offered by the Director General of Elections of Quebec and to reimburse her the cost upon presentation of supporting documents.

**ADOPTED**

## **7. Financial management**

**2013-2070**

### **7.1 Deposit – Trial balance**

It is moved by councillor Guylaine Berlinguette

And carried unanimously that the municipal council acknowledge receipt of the trial balance of June 30<sup>th</sup> 2013, sent July 5<sup>th</sup> 2013.

**ADOPTED**

**2013-2071**

### **7.2 List of bills to pay**

It is moved by councillor Guylaine Berlinguette and carried unanimously that the following bills be paid:

2947 Aéro Feu	58.76
2948 Bell Canada	329.88
2949 Bell Mobilité	61.88
2950 Bernice Goulet	2 340.00
Pay Carole Brandt	6.99
2951 C.R.S.B.P. des Laurentides	106.92
2952 Dubé Guyot Inc.	597.76
2953 Équipe Laurence	7 818.30
2954 Gilbert P. Miller & Fils Ltée	5 201.88
BS Great West	1 729.94
2955 Groupe Virage	6 826.94
2956 Guylaine Berlinguette	132.51
2957 Hydro Québec	402.11
Pay Jean-Philippe Robidoux	36.45
2958 La Salle Villeneuve	1 195.26
2959 Le Réseau Mobilité Plus	415.52
2960 Les Serres Arundel	131.01
2961 Matériaux McLaughlin Inc.	823.49
2962 Municipalité d'Huberdeau	4 687.50
2963 Photocopies Mont-Tremblant	55.01
2964 Pièces d'Auto P & B Gareau Inc.	74.21
Pay Premiers Répondants	1 560.93
2965 Remorque des Monts	3 342.68
2966 Services Œil de Faucon	1 165.85
2967 Somavrac	6 576.57
2968 Stuart Meyer	70.92
2969 Vélo Québec	10 876.64
2970 Visa Desjardins	508.82
Pay Salaries and employer's contributions	20 051.10
BS Bank fees	152.39

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**

**2013-2072**

**7.3 Pacte rural – Transfer of sums not used for the citizens mobilization project for the children’s corner**

**WHEREAS** there is an amount not used of 6 217\$ for the citizens mobilization of the Pacte rural;

**WHEREAS** it is timely to transfer that amount to the Children’s corner project;

**CONSEQUENTLY,**

It is moved by councillor Guylaine Berlinguette

And carried unanimously

That the council transfer the amount not used of 6 217\$ of the Citizens mobilization program to the Children’s corner program.

That the council agrees to adjust its share to the Children’s corner project based on the new amount transferred.

And that resolution 2013-2051 be cancelled.

**ADOPTED**

**8. Urbanism**

**8.1 Recommendation of the planning advisory committee**

**2013-2073**

**8.1.1 PIIA – 36 Doctor-Henry road – roll number 1792-64-2045 – Request for the reconstruction of an accessory building (shed)**

**WHEREAS** an application was submitted within the PIIA for the property located at 36 Doctor Henry and identified by the roll number 1792-64-2045;

**WHEREAS** the request is for the reconstruction of an accessory building, more precisely a shed;

**WHEREAS** the recommendation of the planning advisory committee to accept the request under certain conditions;

**CONSEQUENTLY,**

It is moved by councillor Bernard Bazinet

And carried unanimously that the council accept the plans as presented under the following conditions: the owner must provide details on the exterior cladding used, type of wood, width of the finishing wood used and the color. Also, he will have to supply a sample of the cladding used and have it approved by the municipal inspector to ensure that it meets the various requirements requested.

**ADOPTED**

**2013-2074**

**8.2 Authorization to purchase – Aerial photos**

It is moved by councillor Guylaine Berlinguette

And carried unanimously that the council authorize the municipal inspector to purchase aerial photos of the various cases pending for a maximum amount of 500\$ tax included.

**ADOPTED**

**2013-2075**

**8.3 Request for authorization under the law on the protection of the territory and agricultural activities – Municipal garage**

**WHEREAS** the municipality has made a request for a grant for the project of repairing the municipal garage;

**WHEREAS** the municipality must produce a declaration according to article 32 for recognition of acquired rights on the Law on the protection of the territory and agricultural activities at la Commission de protection du territoire agricole du Québec;

**CONSEQUENTLY,**

It is moved by councillor Bernard Bazinet

And carried unanimously that the council authorize sending the declaration according to article 32 on the Law on the protection of the territory and agricultural activities to the Commission de protection du territoire agricole du Québec and to authorize the payment of duties required, an amount of 68\$.

**ADOPTED**

**9. Recreation and culture**

**2013-2076**

**9.1 Dance course – Marie-Pierre Dion – school year 2013-2014**

It is moved by councillor Gregory Widdison

And carried unanimously that Mrs. Marie-Pierre Dion be authorized to make a request for the use of the gymnasium at the Arundel elementary school to offer an after school program in dance during the 2013-2014 school year within the agreement between the Sir Wilfrid Laurier School Board and the municipality.

**ADOPTED**

**10. Councillor's report**

**2013-2077**

**10.1 Ministry of transport**

It is moved by councillor Bernard Bazinet

And carried unanimously that a complaint be filed to the Ministry of Transport to advise them of:

That the work done during the summer of 2011 on Village street, at the center of the village core, was never completed and is still pending.

The shoulders were never paved, on both sides of the road between the addresses 17 and 47 the risk is high for pedestrians, cyclists and drivers travelling that busy section because it is very narrow.

Early intervention is necessary to restore road safety and tranquility of the place.

Several residences are experiencing drainage problems after major reconstruction of the Village street by the Ministry of Transport of Quebec, civic addresses 123 to 131.

At each rain or thaw in winter or spring, the entries are flooded or damaged.

Despite several complaints already filed, no remedial work has been carried out; a fast response is required to address this situation.

**ADOPTED**

**2013-2078**

**Termination of the meeting**

It is moved by councillor Lee Ann Brandt and carried unanimously that the meeting be terminated at 8:30 p.m.

**ADOPTED**

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Julia Stuart  
Mayor

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France Bellefleur, CPA-CA  
Director general