

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 12th day of November 2013 at 7:00 p.m.

Present were councillors: Bernard Bazinet, Anne Poirier, Joanna Nash, Marlene Seguin, Julia Stuart, Daniel L. Fournier and the mayor Guylaine Berlinguette.

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

Agenda

1. Adoption of the Agenda

2. Adoption of minutes

2.1 Adoption of the minutes of October 1st 2013

3. Notice of motion and by-laws

3.1 Adoption – By-law #182 – Heavy vehicle traffic on White’s road

4. Financial and administrative management

4.1 List of bills to pay up to October 31st 2013

4.2 Acknowledgement of receipt – Trial balance up to October 31st 2013

4.3 Budgetary transfers

4.4 Signature authorization – Guylaine Berlinguette and Anne Poirier

4.5 Annulment – Resolution 2009-1022

5. Public work

5.1 Authorization for payment – White’s road – Gilbert P. Miller & Fils Ltée

5.2 Authorization for payment – De la Montagne road – Gilbert P. Miller & fils Ltée

6. Urbanism and environment

6.1 Nomination of members of council to the Planning advisory committee

7. Leisure and culture

7.1 Request for financial aid – Prevention towards the elderly

7.2 Nomination – Municipal representative – BIBLIO des Laurentides network

8. Human resources

8.1 Training – Building construction code – Municipal inspector

8.2 Training – PG – Director general

8.3 Premium – Road department - Team leader

9. Acceptance of the correspondence

10. Councillors report

11. Question period

12. Termination of meeting

2013-2155

1. Adoption of the Agenda

It is moved by councillor Anne Poirier

And carried that the Agenda be adopted as presented

ADOPTED UNANIMOUSLY

2. Adoption of minutes

2012-2156

2.1 Ordinary meeting of October 1st 2013

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

It is moved by councillor Julia Stuart

And resolved to adopt the minutes of the ordinary meeting of council held on October 1st 2013 with the modification that Joanna Nash was absent.

ADOPTED UNANIMOUSLY

3. Notice of motion and by-laws

2013-2157

3.1 By-law #182 – Heavy vehicle traffic on White’s road

WHEREAS paragraph 5 of article 626 of the Road security code (L.R.Q., c. C-24.2) allows the municipality to adopt a by-law to prohibit

all vehicular traffic on the roads it says as long as the prohibition is indicated by appropriate signs;

WHEREAS article 291.1 of the Road security code (L.R.Q., c. C-24.2) allows the municipality to restrict or prohibit access to a path, which is responsible for the maintenance, operation of all or certain heavy vehicles;

WHEREAS article 291.1 of the Road security code (L.R.Q., c. c-24.2) the article states that the restriction or prohibition of movement under Article 291 can be partially lifted by an appropriate sign to be able to go to a place where you can access the prohibited zone, to take or to deliver a good, to supply a service, to execute a job, to repair the vehicle or lead it to its point of attachment;

WHEREAS it is necessary to regulate truck traffic on public roads whose maintenance is the responsibility of the municipality to protect the road network, public safety and tranquility of the residential areas;

WHEREAS the municipal council wishes to regulate circulation of heavy vehicles on White's road;

WHEREAS White's road is an inter municipal road shared between the Municipality of Harrington and the Municipality of the Township of Arundel;

WHEREAS the Municipality of Harrington has been consulted and confirmed their support of said by-law by giving a notice of motion during their council meeting held on September 9th 2013 announcing the intention to regulate the movement of heavy trucks on White's road on the section under their management;

WHEREAS a notice of motion of this by-law was given at a municipal council meeting held on October 1st 2013;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that the municipal council adopt by-law #182 – Heavy vehicle traffic on White's road.

CARRIED UNANIMOUSLY

4. Financial and administrative management

2013-2158

4.1 List of bills to pay up to October 31st 2013

It is moved by councillor Anne Poirier and carried that the following bills be paid:

Bell Mobilité Inc	61.88\$
Bell Canada	329.96\$
Brenda Cater	489.50\$
Broderie Mont-Tremblant*	1 692.25\$
Carquest Canada Ltée*	12.34\$
Énergies Sonic RN S.E.C*	2 933.72\$
Équipe Laurence	10 405.24 \$

Excavation R.B. Gauthier Inc.*	403.44\$
Formules municipales*	2 606.57\$
Luc Fournier*	240.00\$
Fournitures de bureau Denis*	660.02\$
Garage Jean Brosseau*	474.80\$
Gilbert P. Miller & Fils Ltée*	138 720.09\$
Gloria Staniforth	195.00\$
Grace Church ACW*	120.00\$
Groupe VL Informatique*	63.24\$
Hydro-Québec	2 004.97\$
Frances Jones	556.05\$
Juteau Ruel Inc.	184.10\$
Le réseau Mobilités Plus	207.76\$
SCFP, local 4852	933.03\$
Magaret Cooke	220.00\$
Matériaux R McLaughlin Inc*	198.10\$
Mike Boyd*	340.00\$
MRC des Laurentides	217.12\$
Municipalité d'Huberdeau	4 687.50\$
Municipalité de Montcalm	4 687.50\$
Pièces d'auto P&B Gareau Inc*	94.28\$
Robitaille Équipement Inc*	218.80\$
Réparation Jean-Pierre Maillé*	89.11\$
SEAO – Médias transcontinental	27.38\$
Services d'entretien Saint-Jovite*	54.40\$
Services informatiques des Laurentides*	2 036.50\$
Station Pierre Brosseau*	234.93\$
Corporation Sun Media*	586.38\$
United Rentals of Canada Inc*	329.23\$
Ville Sainte-Agathe-des-Monts	84.23\$
Great West	1 729.94\$
Visa Desjardins*	681.75\$
Salaries et employer contributions	72 911.36\$
Bank fees	134.88\$

- Report in view of by-law number 171 delegation of power

That the following checks be approved:

Royal Canadian Legion Branch 192	53.00\$
Ministre des finances (SQ)	45 094.00\$

That the municipal council acknowledge receipt of the report in virtue of by-law #171 delegating power for the period of the month of October 2013, sent November 11th 2013.

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

2013-2159

4.2 Acknowledgment of receipt – Trial balance October 31st 2013

It is moved by councillor Anne Poirier

And resolved that the municipal council acknowledge receipt of the trial balance of October 31st 2013 sent November 11th 2013.

ADOPTED UNANIMOUSLY

2013-2160

4.3 Budgetary transfers

WHEREAS it is necessary to do certain modifications to the actual budget and that, in order to promote better monitoring of expenditures and reallocate some budgets;

It is moved by councillor Julia Stuart

And resolved that council authorize the following budgetary transfers:

CT		DT
From:		
02-610-00-412	Consultation – lawyer- urbanism	2 800\$
To :		
02-130-00-419	Training – administration	1 200\$
02-130-00-670	Office supplies – adm	1 000\$
02-610-00-419	Training – urbanism	600\$

ADOPTED UNANIMOUSLY

2013-2161

4.4 Signature authorization – Guylaine Berlinguette and Anne Poirier

WHEREAS it is important to authorize the new mayor, Mrs. Guylaine Berlinguette to sign checks, bank effects and all documents in relation to bank accounts;

WHEREAS it is important to confirm that councillor Anne Poirier remains as authorized signatory and is authorized to sign checks, bank effects and all documents in relation to bank accounts;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that the council authorize the mayor Guylaine Berlinguette as well as the councillor Anne Poirier to sign checks, bank effects and

all documents in relation to bank accounts in the name of the Municipality of the Township of Arundel.

ADOPTED UNANIMOUSLY

2013-2162

4.5 Annulment – Resolution 2009-1022

WHEREAS the municipality adopted by-law number 171 delegating certain powers to authorize expenditures and enter into contracts and a new contract management policy;

WHEREAS resolution 2009-1022 entitled “Expenses” is no longer relevant and should be repealed;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council cancel resolution 2009-1022 entitled “Expenses”

ADOPTED UNANIMOUSLY

2013-2163

4.6 Nomination of pro mayor

WHEREAS it is appropriate that council designate one member as pro mayor for a period determined by the council;

WHEREAS the law on municipal territorial organization provides that in case of absence, incapacity or refusal from the acting mayor, or vacancy, be replaced at the MRC council by a substitute that the council of the municipality designates;

CONSEQUENTLY,

It is moved by councillor Marlene Séquin

And carried that councillor Anne Poirier be designated as pro mayor of the Municipality of the Township of Arundel and as substitute for the mayor at the MRC council starting November 12th 2013 and as long as a replacement is made by resolution of council.

ADOPTED UNANIMOUSLY

5. PUBLIC WORK

2013-2164

5.1 Authorization for payment – White’s road – Gilbert P. Miller & fils ltée

WHEREAS the contractor Gilbert P. Miller & fils ltée completed part of the work, in conformity with bidding documents;

WHEREAS the firm Équipe Laurence, in charge of surveillance of the work, recommended provisional acceptance of the work and the payment to the contractor Gilbert P. Miller, the sum of 73 147.35\$ tax included, including a retainer of 5% applicable to the contractor for a period of one year from October 25th 2013;

WHEREAS this amount is payable contingent upon statutory declaration from the contractor showing that subcontractors and suppliers have been paid for work done, services rendered or materials supplied;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that council approve the provisional acceptance of the work of resurfacing on White road and authorize the payment of 73 147.37\$ tax included.

ADOPTED UNANIMOUSLY

2013-2165

5.2 Authorization for payment – De la Montagne road – Gilbert P. Miller & fils ltée

WHEREAS the contractor Gilbert P. Miller & fils ltée completed part of the work, in conformity with bidding documents;

WHEREAS the firm Équipe Laurence, in charge of surveillance of the work, recommended payment of the progressive count number 1, for work done up to October 11th 2013 to the contractor Gilbert P. Miller & fils Ltée for an amount of 48 967.07\$, tax included, including a 10% retainer applicable to the contractor;

WHEREAS this amount is payable contingent upon statutory declaration from the contractor showing that subcontractors and suppliers have been paid for work done, services rendered or materials supplied;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council approve payment of the progressive count number 1, for rehabilitation work of de la Montagne road done up to October 11th 2013 to the contractor Gilbert P. Miller & fils Ltée for an amount of 48 967.07\$, tax included.

ADOPTED UNANIMOUSLY

6. Urbanism

2013-2166

6.1 Nomination of council members to the Planning advisory committee

WHEREAS council must name two councillors as members of the Planning advisory committee;

CONSEQUENTLY,

It is moved by councillor Daniel Fournier

And carried to name councillor Anne Poirier as well as councillor Joanna Nash as members of the Planning advisory committee, effective november 12th 2013.

ADOPTED UNANIMOUSLY

7. Leisure and culture

2013-2167

7.1 Request for financial aid – Prevention for the elderly – Year 2014

WHEREAS the municipality received a request for financial aid from Prévoyance envers les aînés for the year 2014;

WHEREAS this organization listens, guides and reassures hundreds of vulnerable elderly citizens of the MRC des Laurentides each year via the program PAIR and the Sentinelles network;

CONSEQUENTLY,

It is moved by councillor Joanna Nash

And carried that council authorize a donation of 100\$ to the organization Prévoyance envers les aînés des Laurentides Inc. in order to support its 2014 financial campaign. That the amount approved be given in 2014, funds available from the 2014 budget.

ADOPTED UNANIMOUSLY

2013-2168

7.2 Nomination – Municipal representative – BIBLIO des Laurentides network

WHEREAS the municipality signed an affiliation agreement with the BIBLIO des Laurentides network and that it committed to name a representative to the organization in order to ensure the development of the municipal library and the application of the affiliation agreement;

WHEREAS the representative is equally the person that sees to the interests of the library within the municipal council and provides the link to the municipal library;

CONSEQUENTLY,

It is moved by councillor Anne Poirier

And carried that the council name councillor Marlene Seguin as representative of the municipal library effective November 12th 2013.

ADOPTED UNANIMOUSLY

8. HUMAN RESOURCES

2013-2169

8.1 Training – Building construction code – Municipal inspector

WHEREAS the Corporation of municipal officers in building and environment of Quebec offers training on part 9 of the Quebec construction code;

WHEREAS this course aims at permitting participants to acquire and deepen their knowledge on all requirements of part 9 of the chapter of the Quebec construction code and of the new part 10 that the Régie modified;

WHEREAS it is important that the municipal inspector be able to maintain to date his training, and that, for the benefit of the municipality;

CONSEQUENTLY,

It is move by councillor Anne Poirier

And carried that council authorize Jean-Philippe Robidoux to assist at the Part 9 training of the Quebec construction code, offered by the municipal officers in building and environment corporation of Quebec from November 26th to November 28th 2013 for an amount of 880\$ plus applicable tax and to reimburse him the costs upon receipt of vouchers.

ADOPTED UNANIMOUSLY

2013-2170

8.2 Training – PG – Director general

WHEREAS PG Solutions offers training by distance, on the municipal software MégaGest;

WHEREAS these courses are designed to enable participants to acquire and deepen their knowledge of software used by the municipality for all of its operations;

WHEREAS it is important that the director general maintain to date the training, and that, for the benefit of the municipality;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council authorize the director general, France Bellefleur, to participate in the program offered by PG Solutions, for a maximum amount of 900\$ plus applicable tax.

ADOPTED UNANIMOUSLY

2013-2171

8.3 Premium – Road department team leader

WHEREAS it is appropriate to confirm the acceptance of payment of the premium of the team leader of the Public Works Department, retroactive to November 16th 2011 to November 12th 2013;

WHEREAS that no monetary adjustment will be made retroactively to amounts already paid by the municipality to the employee in relation to the premium of the team leader for the period between November 16th 2011 to November 12th 2013;

CONSEQUENTLY,

It is moved by councillor Daniel Fournier

And carried that council accept the payment already made for the premium of the public work department team leader for the period between November 16th 2011 and November 12th 2013, and that, without any monetary adjustment done to amounts already paid by the municipality.

ADOPTED UNANIMOUSLY

2013-2172

Termination of the meeting

It is moved by councillor Anne Poirier that the meeting be terminated at 8:06 p.m.

ADOPTED UNANIMOUSLY

Guylaine Berlinguette,

Mayor

France Bellefleur CPA, CA

Director general