

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 16<sup>th</sup> of October 2018 at 7:00 p.m.

Present were councillors: Hervey William Howe, Paul Pepin, Dale Rathwell, Thomas Bates and the mayor Pascale Blais.

Councillor Jonathan Morgan joined the meeting at 7.15 am, during item 4.1 - Notice of motion - By-law # 240 - Code of ethics and conduct of elected officials.

Councillor Marc Poirier is absent.

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

### **Agenda**

#### **1. Question period**

#### **2. Adoption of the Agenda**

#### **3. Adoption of the minutes**

3.1 Ordinary meeting of September 18<sup>th</sup> 2018

3.2 Extraordinary meeting of September 26<sup>th</sup> 2018

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

4.1 Notice of motion - By-law #240 - Code of ethics and conduct of elected municipal officers

4.2 Filing - By-law project #240 - Code of ethics and conduct of elected municipal officers

#### **5. Financial and administrative management**

5.1 List of accounts payable as of September 30<sup>th</sup>, 2018

5.2 Training – Association des directeurs municipaux du Québec

5.3 Budgetary transfers

5.4 Service contract renewal – Canon IRA C3330 photocopier

#### **6. Public security**

6.1 Approval of the credit / lease acquisition of the used pumper-ladder truck - Régie incendie Nord Ouest Laurentides

6.2 Approval of by-law # 011-2018 - Loan by-law for the acquisition of a commercial vehicle and equipment for an amount of \$ 95,000 and authorizing a loan for this purpose for an amount not exceeding \$ 95,000 - Régie incendie Nord Ouest Laurentides

6.3 Approval of the 2019 budget - Régie incendie Nord Ouest  
Laurentides

6.4 Request for political support from the Municipality of the Township  
of Harrington for the infrastructure works at the Beaven Lake road  
bridge in Harrington

6.5 Request for financial support from the Municipality of the  
Township of Harrington for a hydrological study of Beaven Creek

**7. Public work**

7.1 Purchase of abrasive sand and granulate for roads - Winter 2018-  
2019

**8. Urban planning and environmental hygiene**

8.1 Appointment to the planning advisory Committee - Céline  
Villeneuve

**9. Loisirs and culture**

9.1 Request for financial assistance – Citizen walk for l’Envolée de La  
Traversée

9.2 Non-resident reimbursement program for certain out-of-territory  
sport activities - Addition Quebec Games

9.3 Christmas activity – Loisirs Arundel

**10. Mayor and councillors report**

**11. Question period**

**12. Termination of meeting**

**1. Question period**

**2018-0194**

**2. Adoption of the Agenda**

It is moved by councillor Hervey William Howe

And carried that the Agenda be adopted as presented.

**ADOPTED UNANIMOUSLY**

**3. Adoption of the minutes**

**2018-0195**

**3.1 Ordinary meeting of September 18<sup>th</sup> 2018**

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

It is moved by councillor Dale Rathwell

And carried to adopt the minutes of the ordinary meeting of council held on September 18<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

**2018-0196**

### **3.2 Extraordinary meeting of September 26<sup>th</sup> 2018**

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

It is moved by councillor Paul Pepin

And carried to adopt the minutes of the extraordinary meeting of council held on September 26<sup>th</sup> 2018, as presented.

**ADOPTED UNANIMOUSLY**

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

### **4.1 Notice of motion - By-law #240 - Code of ethics and conduct of elected municipal officers**

**IN CONFORMITY** with section 445 of the *Municipal Code of Québec*, councillor Hervey William Howe gives a notice of motion of the presentation, at a next meeting of the council, of a by-law concerning the code of ethics and conduct of the elected municipal officers in the Municipality of the Township of Arundel;

**IN CONFORMITY** with section 445 of the *Municipal Code of Québec*, copies of the draft by-law are made available to the public at this meeting of the council;

**IN CONFORMITY** with section 445 of the *Municipal Code of Québec*, the person responsible of access to documents of the municipality will provide a copy of the draft by-law to any person who requests it within two (2) calendar days before the date of the meeting, the session at which it will be adopted;

**IN CONFORMITY** with section 445 of the *Municipal Code of Québec*, the director general mentions that there is no cost associated with the implementation of this by-law.

**Councillor Jonathan Morgan arrives at 7:15 p.m.**

**France Bellefleur presents the code of ethics in French. Jonathan Morgan presents the code of ethics in English.**

**4.2 Filing - By-law project #240 - Code of ethics and conduct of elected municipal officers**

The by-law project #240 – Code of ethics and conduct of the elected municipal officers is filed.

**5. Financial and administrative management**

**2018-0197**

**5.1 List of accounts payable as of September 30<sup>th</sup>, 2018**

It is moved by councillor Jonathan Morgan and carried to approve the list of bills to pay as presented:

Bell Canada (fax line)	89.51 \$
Bell Mobilité (voirie cells)	90.74 \$
Broderie Mont-Tremblant*(flag, FR plate)	456.45 \$
Canadian Tire*(cleaning products, coffee)	52.59 \$
Central Sécurité* (service call)	195.46 \$
Cloutier, Line (reimb non-resident fees)	100.00 \$
Courte, Johanne (reimb non-resident fees)	300.00 \$
DD Création* (trophee Beautify Arundel)	171.11 \$
Dubé Guyot*(perception, professional fees)	110.68 \$
Énergie Sonic*(diesel, gas)	1 856.71 \$
Gilbert P. Miller & fils*(grader)	862.31
\$	
Hydro-Québec (electricity)	789.31 \$
Information du Nord*(filing evaluation roll)	364.44 \$
Juteau Ruel (copies photocopiers)	62.77 \$
La Capital (group insurance)	2 655.36 \$
Leblanc, Julien (reimb taxes)	348.01 \$
Les Machineries St-Jovite inc* (parts backhoe, garage)	255.56 \$
Local 4852 SCFP (union fees)	489.61
\$	
Marc Marier (dog catcher)	150.00 \$
Matériaux R McLaughlin*(paint)	18.92 \$
Metcalf, Simon (reimb taxes)	205.01 \$
Ministre des finances (QPP)	40 250.00 \$
Municipalité de Brébeuf (loisirs techician)	4 071.88 \$
Norquay, Astrid (reimb non-résident fees)	28.00 \$
Paquette, Sébastien* (trapper)	190.00 \$
Paysage Net* (cleaning maintenance)	790.46 \$
Petite caisse*(book, coffee cream)	101.25 \$
Pièces d’auto P&B Gareau* (oxygen)	39.70 \$
Rona Forget*(bulbs, lamp municipality)	86.21 \$
Shaw direct (music multifunctional area)	39.27 \$
Urba + consultant* (urbanist fees)	836.01 \$
Ville de Ste-Agathe (opening files)	86.23 \$
Visa Desjardins*(books, accommodation)	202.95 \$
Salaries and employer contributions	30 795.17 \$
Bank fees	91.93 \$

List of checks issued:

5282 ADMQ (seminar)	195.00 \$
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\* 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 September 2018, transmitted October 12<sup>th</sup> 2018.

I, the undersigned, director general secretary treasurer, certify that the Municipality of the Township of Arundel has the necessary available funds for the expenses listed above.

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France Bellefleur, CPA, CA  
Director general

**ADOPTED UNANIMOUSLY**

**2018-0198**

**5.2 Training – Association des directeurs municipaux du Québec**

**WHEREAS** the magnitude of the changes resulting from Bills 122, 155 and 108, the Association des directeurs municipaux du Québec is organizing a professional development course entitled "Municipal contracts in the wake of the adoption of project by-laws 122, 155 and 108" ;

**WHEREAS** this course will address all that is necessary to know about municipal contracts;

**CONSEQUENTLY,**

It is moved by councillor Hervey William Howe

And carried that the council authorizes Mrs. France Bellefleur to enroll in the training "Municipal contracts in the wake of the adoption of project by-laws 122, 155 and 108" offered by the Association des directeurs municipaux du Québec and to reimburse the expenses incurred on presentation of supporting documents.

**ADOPTED UNANIMOUSLY**

**2018-0199**

**5.3 Budgetary transfers**

**WHEREAS** it is necessary to make some modifications to the current budget, with the aim of encouraging better monitoring of expenditures and reallocating certain budgets;

It is moved by councillor Dale Rathwell

And carried that council authorizes the following budgetary transfers:

From (credit) (-):

02-120-01-412 Legal fees	20
02-130-00-454 Training	500
02-320-00-635 Chemical products	1 570
02-320-20-631 Gas	1 280
02-701-00-970 Day camp	1 000

To (debit) (+):

02-120-02-412 Legal fees	20
02-130-00-496 Bank fees	500
02-320-00-331 Telephony	350
02-320-00-681 Electricity	2 500
02-701-50-522 Maintenance and repair - park	1 000

**ADOPTED UNANIMOUSLY**

**2018-0200**

**5.4 Service contract renewal – Canon IRA C3330 photocopier**

**WHEREAS** the service contract for the maintenance of the photocopier must be renewed;

**WHEREAS** the service agreement includes all original Canon parts and supplies, preventive maintenance, service calls and powder;

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried that the council renews the service contract including all original Canon parts and supplies, preventive maintenance, service calls and powder for this copier to Juteau Ruel Inc. for \$ 0.008 per black / white copy and \$ 0.07 per color copy plus applicable taxes.

**ADOPTED UNANIMOUSLY**

**2018-0201**

**6. Public security**

**6.1 Approval of the credit / lease acquisition of the used pumper-ladder truck - Régie incendie Nord Ouest Laurentides**

**WHEREAS** the following municipalities are parties to an agreement relating to public safety and fire protection and 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** the board of directors of the Régie incendie Nord Ouest Laurentides is subject to articles 569 and following of the *Municipal Code of Québec*;

**WHEREAS** the Régie incendie Nord Ouest Laurentides is subject to article 620 of the *Municipal Code of Québec*;

**WHEREAS** the Régie incendie Nord Ouest Laurentides is subject to sections 573 to 573.3.4 of the *Cities and Towns Act* concerning the awarding of contracts;

**WHEREAS** the Régie incendie Nord Ouest Laurentides wants to acquire in credit / lease with residual a used pumper-ladder truck;

**WHEREAS** this lease will be financed at 50% of the value over a term of 5 years (60 months) with residual;

**WHEREAS** the Régie incendie Nord Ouest Laurentides has proceeded as required by law to a call for tenders on SEO bearing number A-2018-002;

**WHEREAS** the opening of tenders took place as required by law;

**WHEREAS** that the only tender received is the company "Techno Feu inc" in the amount of \$411 374 plus taxes for the acquisition by credit / lease with residual of a used pumper-ladder truck with all the equipment mentioned in the specifications and that this submission is compliant;

**WHEREAS** the term is sixty (60) months with a residual value of \$ 205,687;

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried:

**THAT** the council of the Municipality of Arundel approves the acquisition by credit / lease with residual of the used pumper-ladder truck by the Régie incendie Nord Ouest Laurentides from Techno Feu Inc.

**ADOPTED UNANIMOUSLY**

<b>2018-0202</b>	<b>6.2 Approval of by-law # 011-2018 - Loan By-law for the acquisition of a commercial vehicle and authorizing a</b>
<b>equipment for an amount of \$ 95,000</b>	<b>and authorizing a</b>
<b>loan for this purpose for an amount not exceeding</b>	
<b>\$ 95,000 - Régie Incendie Nord Ouest Laurentides</b>	

**WHEREAS** the following municipalities are parties to a fire protection agreement under the constitution 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** the board of directors of the Régie incendie Nord Ouest Laurentides is subject to articles 579 and following of the *Municipal Code of Québec* to conclude an agreement for the establishment of a fire service throughout the territory;

**WHEREAS** the Régie Incendie Nord Ouest Laurentides may, through section 606 of the *Municipal Code of Québec*, borrow money for the purposes of its jurisdiction;

**WHEREAS** the Régie incendie Nord Ouest Laurentides has adopted by-law # 011-2018 - Loan by-law for the acquisition of a commercial vehicle and equipment for an amount of \$ 95,000 and authorizing a loan for this purpose for a fee not exceeding \$ 95,000 at its meeting of September 25<sup>th</sup>, 2018;

**WHEREAS** each municipality of the Régie incendie Nord Ouest Laurentides must approve or reject the said by-law as set out in article 607 of the *Municipal Code of Québec*;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried that the Council of the Municipality of Arundel approve the loan by-law 011-2018 in the amount of \$ 95,000 for the acquisition of a commercial vehicle and equipment and authorizing a loan for this purpose for an amount not to exceed \$ 95,000.

**ADOPTED UNANIMOUSLY**

2018-0203

### **6.3 Approval of the 2019 budget - Régie incendie Nord Ouest Laurentides**

**WHEREAS** the following municipalities are parties to an agreement relating to public safety and fire protection and 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** according to article 12 of this agreement, the annual budget must be approved and adopted by resolution of each of the municipal councils participating in the agreement;

**CONSEQUENTLY,**



It is moved by councillor Paul Pepin

And carried that the council confirms its approval and the adoption of the 2019 budget of the Régie incendie Nord Ouest Laurentides for an amount of \$ 2,312,306 used as the basis of allocation for the year 2019, the municipality's share of Arundel being \$ 73,972.

**ADOPTED UNANIMOUSLY**

**2018-0204**

**6.4 Request for political support from the Municipality of the Township of Harrington for the infrastructure works at the Beaven Lake road bridge in Harrington**

**WHEREAS** that significant annual flooding caused by Beaven Creek, on Beaven Lake Road, through the municipalities of the Township of Harrington, Montcalm and Arundel, cause serious inconveniences to the citizens of these municipalities, mainly enclosing many temporary and permanent residents, by preventing local and intermunicipal traffic as well as public safety vehicles during these periods;

**WHEREAS** the bridge over Beaven Creek, at Beaven Lake Road, included in this flood problem, must be rebuilt by the Ministry of Transport, Sustainable Mobility and Transportation Electrification in the short term or in the medium term, and that in the meantime public safety vehicles, in particular, cannot circulate there;

**WHEREAS** that the Municipality of the Township of Harrington is asking the Municipality of Arundel for political support to get the Ministry of Transport, Sustainable Mobility and Transportation Electrification to enter quickly into its programming, the necessary infrastructure work at the Beaven Lake road bridge;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried to give its political support to the Municipality of the Township of Harrington in order to get the Ministry of Transport, Sustainable Mobility and Transportation Electrification to quickly include in its programming the necessary infrastructure work at the Beaven Lake Road Bridge.

**ADOPTED UNANIMOUSLY**

**2018-0205**

**6.5 Request for financial support from the Municipality of the Township of Harrington for a hydrological study of Beaven creek**

**WHEREAS** that significant annual flooding caused by Beaven Creek, on Beaven Lake Road, through the municipalities of the Township of Harrington, Montcalm and Arundel, cause serious inconveniences to the citizens of these municipalities, mainly enclosing many temporary and

permanent residents, by preventing local and intermunicipal traffic as well as public safety vehicles during these periods;

**WHEREAS** the bridge over Beaven Creek, at Beaven Lake Road, included in this flood problem, must be rebuilt by the Ministry of Transport, Sustainable Mobility and Transportation Electrification in the short term or in the medium term, and that in the meantime public safety vehicles, in particular, cannot circulate there;

**WHEREAS** the Municipality of the Township of Harrington has granted J.F. Sabourin and Associés Inc., an engineering consultant, a mandate to perform a water level instrumentation on Beaven creek, upstream and downstream of Beaven Lake, in the municipalities of the Township of Harrington, Montcalm and Arundel as well as hydrometric data collection (hydrological study) at a cost of \$ 5,000, plus taxes;

**WHEREAS** the Municipality of the Township of Harrington is asking the Municipality of Arundel for financial support for the cost of the Beaven Creek hydrological study;

**WHEREAS** the hydrological study is useful, especially for the municipality of Arundel, to find an ideal solution to this problem of floods and intermunicipal mobility and to support grant applications from the competent authorities;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried to give financial support to the Municipality of the Township of Harrington in the amount of \$ 750 for the Beaven Creek hydrological study.

**The mayor Pascale Blais and councillors Dale Rathwell and Thomas Bates voted for this resolution**

**Councillors Jonathan Morgan, Paul Pepin and Hervey William Howe voted against this resolution**

**REJECTED**

**7. Public work**

**2018-0206**

**7.1 Purchase of abrasive sand and granulate for roads - Winter 2018-2019**

**WHEREAS** the municipality wishes to proceed with the purchase of one thousand five hundred (1,500) metric tons of sifted sand with a concentration of three percent (3%) sodium chloride (winter sand), for the 2018-2019 season, including transportation and stacking;

**WHEREAS** the municipality also wishes to provide for the optional purchase of 500 additional tons in the event that winter conditions are more difficult;

**WHEREAS** the municipality has proceeded to a request for tenders by invitation and that the results are the following ones:

<b>Tenders</b>	<b>Price per ton* Total price** 1500 tons</b>	<b>Option per ton* Total price** 500 tons</b>
David Riddell Excavation/Transport	\$ 22.15 \$ 38 200.44	\$ 23.65 \$ 13 595.79
Gilbert P. Miller & Fils Ltée	\$ 16.98 \$ 29 284.13	\$ 20.98 \$ 12 060.88
Excavation R.B. Gauthier	\$ 19.20 \$ 33 112.80	\$ 19.20 \$ 11 037.60

\*Price per metric ton before taxes

\*\*Total price including taxes

**WHEREAS** Gilbert P. Miller & fils Ltée submitted the lowest compliant bid;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried to accept the bid of Gilbert P. Miller & fils Ltée in the amount of \$ 16.98 per metric ton, plus applicable taxes, for the purchase of 1500 metric tons of winter sand for the 2018-2019 season for an estimated total amount of \$ 29,284.13 taxes included;

**THAT** any additional purchase for the 2018-2019 season be granted in the amount of \$ 20.98 per metric ton, plus applicable taxes, for the purchase of 500 metric tons of winter sand for an estimated total amount of \$ 12,060.88 taxes included, if required.

**ADOPTED UNANIMOUSLY**

**8. Urban planning and environmental hygiene**

**2018-0207**

**8.1 Appointment to the planning advisory Committee - Céline Villeneuve**

**WHEREAS** the mandate of Mr. Réjean Villeneuve as a member of the planning advisory Committee has now been completed and that it is necessary to replace him on the Committee;

**WHEREAS** Mrs. Céline Villeneuve has applied and wishes to become a member of the Planning Advisory Committee;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried:

**THAT** council nominate Mrs. Céline Villeneuve as a member of the planning advisory Committee, for a period of two (2) years beginning October 17<sup>th</sup>, 2018 until October 16<sup>th</sup>, 2020;

And

**THAT** council warmly thanks Mr. Réjean Villeneuve for his involvement and conscientious work as a member of the planning advisory Committee in recent years.

**ADOPTED UNANIMOUSLY**

**9. Loisirs and culture**

**2018-0208**

**9.1 Request for Financial Assistance - Citizen walk for l'Envolée de La Traversée**

**WHEREAS** the Fondation La Traversée is a non-profit organization whose mission is to raise funds to set up and operate a palliative care home that will welcome people at the end of their life in the MRC des Laurentides, Antoine- Labelle and Pays-d'en-Haut, as well as the municipalities of Saint-Donat and Notre-Dame-de-la-Merci;

**WHEREAS** October 13<sup>th</sup>, 2018 will be held the 4<sup>th</sup> edition of the Citizen Walk for L'Envolée de La Traversée for the benefit of the palliative care home;

**WHEREAS** the free services offered there will benefit the citizens of our community and have a positive impact for many families;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried to give \$ 200 in financial assistance to the Fondation La Traversée for the profit of the Palliative Care Home La Traversée.

**ADOPTED UNANIMOUSLY**

**Councillor Dale Rathwell declares his interest in item 9.2 and leaves the meeting.**

2018-0209

**9.2 Non-resident reimbursement program for certain out-of-territory sport activities - Addition Quebec Games**

**WHEREAS** the importance of healthy lifestyles and physical activity among young people aged 18 and under as well as adults;

**WHEREAS** the Quebec Games is a unique and enriching team experience in the development of athletes and contributes to the promotion of sport of excellence throughout the province;

**WHEREAS** the municipality wishes to encourage and support the athletes of Arundel by integrating the reimbursement of expenses related to transportation and registration to the Provincial Finale of the Quebec Games for all sports to the program of reimbursement of non-resident fees for certain sports activities outside the territory;

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried:

**TO AMEND** the non-resident expense rebate program for certain out-of-territory sports activities to include the reimbursement of transportation and registration fees to the Provincial Finale of the Quebec Games for all sports for a maximum of \$ 250 per year per child, upon presentation of vouchers;

**THAT** this amount be paid separately and not considered in the maximum allowable per child and per family.

**ADOPTED BY MAJORITY**

**Mayor Pascale Blais and Councillors Jonathan Morgan, Thomas Bates and Paul Pepin vote in favor of the resolution.**

**Councillor Hervey William Howe votes against the resolution.**

**Councillor Dale Rathwell returns to the meeting.**

2018-0210

**9.3 Christmas activity – Loisirs Arundel**

**WHEREAS** the Christmas event, organized by Loisirs Arundel, will take place in December 2018;

**WHEREAS** Loisirs Arundel has asked for the municipality's support for the supply of gingerbread house kits for the children participating in this activity and that last year, these houses were very popular with children;

**WHEREAS** budgets are planned and available for this activity;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried that the council authorize the purchase of gingerbread house kits for children as part of the Christmas event organized by Loisirs Arundel for an amount not exceeding \$ 475 taxes included.

**ADOPTED UNANIMOUSLY**

**2018-0211**

**Termination of the meeting**

It is moved by councillor Hervey William Howe and carried that the meeting be terminated at 21:52 p.m.

**ADOPTED UNANIMOUSLY**

\_\_\_\_\_  
Pascale Blais, LL. B., B.A.  
Mayor

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