

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 18th day of October 2016 at 7:08 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. Adoption of the minutes,

2.1 Ordinary meeting of September 20th 2016

2.2 Extraordinary meeting of September 23rd 2016

2.3 Extraordinary meeting of October 11th 2016

3. Notice of motion and by-laws

3.1 Adoption – By-law #221 concerning emptying of septic tanks, holding tanks and cesspools

4. Financial and administrative management

4.1 List of accounts payable as of September 30th 2016

4.2 Budgetary transfers

4.3 Temporary financing – Loan by-law #220 for the construction work of the municipal garage and the environmental rehabilitation of the soil

4.4 Increase of the credit limit – Visa Desjardins

4.5 Rental of a Canon copier IRC3330I and awarding of a service contract - Juteau Ruel Inc

4.6 Rental of apartment #4 – Mr. Joseph Brecka

5. Public security

5.1 Approval of the 2017 budget for the Régie incendie Nord Ouest Laurentides

6. Transport

6.1 Corrective work – Chemin de la Rouge – Gilbert P. Miller et fils ltée

6.2 Purchase of winter sand 2016-2017

6.3 Additional work – Jean Damecour architect

7. Loisirs and culture

7.1 Donation to the Anglican Church – Death of Mr. James David Flanagan

7.2 Request for financial aid – Loisirs technician – Tremblant foundation

7.3 Remembrance day – Donation to the Royal Canadian legion

7.4 Community centre – Municipality of Montcalm

8. Mayor's and councillors report

9. Question period

10. Termination of meeting

2016-0159

1. Adoption of the Agenda

It is moved by councillor Bernard Bazinet that the Agenda be adopted as presented.

ADOPTED UNANIMOUSLY

2. Adoption of the minutes,

2016-0160

2.1 Ordinary meeting of September 20th 2016

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 carried to adopt the minutes of the ordinary meeting of council held on September 20th 2016.

ADOPTED UNANIMOUSLY

2016-0161

2.2 Extraordinary meeting of September 23rd 2016

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 carried to adopt the minutes of the extraordinary meeting of council held on September 23rd 2016.

ADOPTED UNANIMOUSLY

2016-0162

2.3 Extraordinary meeting of October 11th 2016

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

It is moved by councillor Hervey William Howe

And carried to adopt the minutes of the extraordinary meeting of council held on October 11th 2016.

ADOPTED UNANIMOUSLY

3. Notice of motion and by-laws

2016-0163

3.1 Adoption – By-law #221 concerning emptying of septic tanks, holding tanks and cesspools.

WHEREAS the council of the municipality of the Township of Arundel considers it important to protect the environment and maintain the quality of lakes, rivers, wetlands and groundwater;

WHEREAS the municipality is responsible for applying *the Regulation respecting waste water disposal systems for isolated dwellings* (Q-2, r. 22);

WHEREAS the town council wants to introduce a control system for the emptying of septic tanks, holding tanks and cesspools in its territory;

WHEREAS the *Municipal powers Act* allows a municipality to adopt by-laws in matters of safety and nuisances;

WHEREAS a notice of motion was duly given at the council meeting held September 20th, 2016;

CONSEQUENTLY,

It is moved by councillor Joanna Nash

And carried that the town council adopt by-law # 221 concerning the emptying of septic tanks, holding tanks and cesspools.

ADOPTED UNANIMOUSLY

4. Financial and administrative management

2016-0164

4.1 List of accounts payable as of September 30th 2016

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

Alliance Ford*	54.59 \$
Arundel Provision*	173.80 \$

Bell Mobilité	39.00 \$
Bell Canada	76.18 \$
Berlinguette, Guylaine	374.40 \$
Caouette, Patricia*	74.91
\$	
Carquest*	100.21 \$
Central de Sécurité*	229.95 \$
Couvre Planchers Perreault*	1 941.49 \$
Cuillerier, Denis*	76.20 \$
Croix-Rouge*	150.00 \$
D.Chalifoux Électricien*	1 257.44 \$
Distribution Hunpaco*	71.88
\$	
Énergie Sonic*	933.47 \$
Entreprises Bourget	7 165.43
\$	
Équipements Médi-Sécur*	589.41 \$
Fournitures de bureau Denis*	264.38 \$
Garage Jean Brosseau*	149.47 \$
GDLC Excavation*	1 519.17
\$	
Great West	2 701.00 \$
Gilbert P. Miller & fils inc*	2 780.01 \$
Hydro-Québec	164.27 \$
Imprimerie Léonard*	114.98 \$
Jean Damecour architecte	1 724.63
\$	
Jones Frances*	576.59 \$
Juteau Ruel	64.33 \$
Loisirs Arundel	1 000.00 \$
Matériaux McLaughlin*	185.86
\$	
Matériaux Rona Forget*	39.88 \$
Marc Marier	130.00 \$
Mécanique Benoit Pépin*	591.56 \$
Médias Transcontinental*	281.69 \$
Petite caisse*	87.20
\$	
Photocopies Illico*	293.13
\$	
Plomberie Roger Labonté*	1 314.29
\$	
Rénovation Yves Robidoux & Fils*	3 3391.76 \$
Serres Arundel	72.55 \$
Services Informatiques des Laurentides*	1 054.03 \$
Shaw Direct	39.27 \$
9109-0266 Québec inc*	1 974.70
\$	
Trophées Mont-Tremblant*	180.00
\$	
Visa Desjardins*	831.88 \$
Salaries and employer contributions	27 713.66 \$
Bank fees	81.41 \$

List of checks issued

#4307 ADMQ	195.00 \$
#4308 Centraide Gatineau-Labelle	100.00 \$
#4309 Régie Incendie Nord Ouest	9 559.08 \$
#4311 Thérèse Fleurant	150.00 \$
#4312 Joanna Nash	100.00 \$
#4315 Christian Lafortune	50.00 \$

#4317 Jean Rathwell	25.00 \$
#4318 Kimberly Deblock	50.00 \$

* 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 2016, transmitted October 14th 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

2016-0165

4.2 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):

02-130-00-421	Insurance	1 300
02-230-00-526	Maintenance and repair –equipment	500
02-320-00-630	Chemical products	922
02-320-00-643	Small tools	78
02-921-00-882	Interest on loan	3 113

To (dt):

02-130-00-609	Other non-durable goods	300
02-130-00-670	Office supplies	1 000
02-230-00-675	Medicine and supplies	500
02-320-10-525	Maintenance and repair – Ford	1 000
02-701-50-419	Course – Loisirs	1 803
02-701-90-349	Loisirs and culture	910
02-702-90-970	Donations – other organizations	400

ADOPTED UNANIMOUSLY

2016-0166

4.3 Temporary financing – Loan by-law #220 for the construction work of the municipal garage and the environmental rehabilitation of the soil

WHEREAS the municipality has received approval from the Ministry of Municipal Affairs, Regions and Land Occupancy for its loan by-law 220 to decree an expense of \$2 133 100 and a loan of \$2 026 445 for the construction of a municipal Garage and environmental soil rehabilitation;

WHEREAS the temporary financing offer received from the Caisse Desjardins des Trois Vallées for the construction of the municipal garage and environmental soil rehabilitation;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried:

THAT council accept the temporary financing offer received from the Caisse Desjardins des Trois Vallées in regards to the loan by-law # 220 for the construction of the municipal garage and environmental soil rehabilitation;

THAT the mayor and the director general be authorized to sign for and on behalf of the Township of the Municipality of Arundel the related documents.

ADOPTED UNANIMOUSLY

2016-0167

4.4 Increase of the credit limit – Visa Desjardins

WHEREAS it is necessary to revise the credit limit to facilitate the payment of certain credit card purchases;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council authorizes the increase in the credit limit of the Visa Desjardins card in the amount of \$5,000.

ADOPTED UNANIMOUSLY

2016-0168

4.5 Rental of a Canon copier IRC3330I and granting of a service contract - Juteau Ruel Inc

WHEREAS the municipality must produce several documents in colour and the printing cost of traditional printers is very high;

WHEREAS leasing a copier generates savings and facilitates the production of documents in-house, and without recourse to external suppliers;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried:

THAT council approve the rental of a multifunction copier Canon IRC3330I for \$135 per month plus applicable taxes for a period of sixty (60) months from the company Juteau Ruel Inc;

THAT council grant a service contract including all parts and supplies of Canon origins, preventive maintenance, service calls and powder for the copier Juteau Ruel Inc. for an amount of \$0.0073 for the black and white copy and 0.065 \$ for colour copying, plus applicable taxes.

ADOPTED UNANIMOUSLY

2016-0169

4.6 Rental of apartment #4 – Mr. Joseph Brecka

It is moved by councillor Julia Stuart

And carried to authorize the rental of the apartment # 4 to Mr. Joseph Brecka from November 1st 2016, as provided in the lease and to authorize the Director General, France Bellefleur, to sign all documents necessary for the implementation of this resolution.

ADOPTED UNANIMOUSLY

5. Public security

2016-0170

5.1 Approval of the 2017 budget for 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 intermunicipal board namely: 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 by each municipal council participating in the agreement;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried that the council confirms its approval and adoption of the Régie incendie Nord Ouest Laurentides 2017 budget in the amount of \$1 801 197.12 as a distribution base for the year 2017, the share of the Municipality of Arundel being \$54 618.75.

ADOPTED UNANIMOUSLY

6. Transport

2016-0171

6.1 Corrective work – Chemin de la Rouge – Gilbert P. Miller et fils Itée

WHEREAS the municipality wishes to carry out remedial work on the chemin de la Rouge, the whole as described in the tender invitation document 71.00.00;

WHEREAS the municipality has made a call for tenders by invitation and the results are:

Gilbert P. Miller & fils Itée	\$ 31 949.25
David Riddell Excavation/Transport	\$ 46 555.68
Excavation R. B. Gauthier inc.	\$ 45 791.06
Inter Chantiers inc.	\$ 97 824.27

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council accept the lowest compliant bid or that of the company Gilbert P. Miller & fils Itée. in the amount of \$31 949.25 taxes included, for corrective work on the chemin de la Rouge, all in accordance with the tender invitation document 71.00.00.

ADOPTED UNANIMOUSLY

2016-0172

6.2 Purchase of winter sand 2016-2017

WHEREAS the Municipality wishes to proceed with the purchase of about 1500 (1500) metric tons of sifted sand with a concentration of three percent (3%) sodium chloride (winter sand) for the season 2016-2017, including transportation and the pile-up;

WHEREAS the bid received from Gilbert P. Miller & fils Itée. in the amount of \$13.50 per metric ton, plus taxes and royalties;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried to accept the submission of the company Gilbert P. Miller & fils Itée in the amount of \$13.50 per metric ton, plus taxes and royalties for the purchase of approximately 1500 (1500) metric tons of sifted sand with a concentration of three percent (3%) sodium chloride

(winter sand) for the 2016-2017 season, including transportation and the pile-up.

ADOPTED UNANIMOUSLY

2016-0173

6.3 Additional work – Jean Damecour architect

WHEREAS that in August 2013, the municipality had made a call for tenders for the services of an architect to prepare plans and specifications and monitoring the construction project of the municipal garage project;

WHEREAS following the call for tenders, the municipality awarded the architectural contract for the preparation of plans and specifications and construction supervision for the rehabilitation project of the municipal garage and its infrastructure to the firm Jean Damecour architect by resolution # 2013-2118 - Granting the architectural contract - Municipal Garage;

WHEREAS that the plans and specifications have been made by the firm Jean Damecour to conduct a first tender on SEAO in March 2014, and to respect the letter of the requirements of the Ministry of Municipal Affairs for obtaining a grant under section 5.1 of the Quebec Municipal infrastructure Program;

WHEREAS from March 20th, 2014 to April 15th, 2014, the Municipality had published on the website SEAO, a tender for the construction of a municipal garage and community center;

WHEREAS, however, that the construction project was subject and conditional upon the approval of a loan by-law in the amount of \$1 600 000 by the qualified voters of the Municipality and thereafter, subject to the approval of the Minister of Municipal Affairs and Land occupancy;

WHEREAS that the project was also subject to the approval by the Municipality of a grant in the amount of \$1 058 310 from the Ministry of Municipal Affairs and Land Occupancy;

WHEREAS that it was essential for the execution of construction works of the municipal garage that the debt settlement be not only approved by the qualified voters, but also by the Minister of Municipal Affairs and Land Occupancy of the territory;

WHEREAS without the adoption and approval of the loan by-law in the amount of \$1.6 million and obtaining the grant from the Ministry of Municipal Affairs in the amount of \$1 058 310, which the Municipality did not have in its general fund amounts required and the availability of credit for carrying out such work;

WHEREAS that on July 22nd 2014, the Municipality held a register of qualified voters demanding the holding of a referendum;

WHEREAS 158 qualified voters signed the register, or 192% of the

minimum number required;

WHEREAS the opposition of a majority of citizens to the project as proposed by the Town council;

WHEREAS the council considered that the loan by-law project in the amount of \$1 600 000 will not receive a majority response in the event of a referendum;

WHEREAS the costs for holding such a referendum;

WHEREAS that during the month of August 2014, the Municipality had discovered the presence of two (2) underground reservoirs and contamination on the planned construction site of the municipal garage;

WHEREAS the costs necessary for the decontamination of the site were not included in the original project;

WHEREAS that in July 2014, following the course of the procedure for registration of qualified voters to hold a referendum on the loan by-law # 193 decreeing a loan of \$1.6 million for the construction of a new municipal garage, the council suspended the project to conduct a comprehensive review of the project;

WHEREAS the town council decided to revise the project to build the municipal garage and look for other sources of funding in order to reduce the financial impact on its citizens;

WHEREAS the municipality has finalized the revision of the project in September 2015;

WHEREAS the municipality has received from the Ministry of Municipal Affairs and Land Occupancy, the acceptance of the programming of work, presented April 26th, 2016, under the program of the gas tax and the Quebec contribution (TECQ) for the years 2014-2018, providing for the use of up to \$561 821 for the construction of the municipal garage, putting in place some of the funding required for the project;

WHEREAS in order to obtain approval from the Minister of Municipal Affairs and Land Occupancy for obtaining the grant under section 5.1 of the Quebec-City Infrastructure Program, the municipality had to mandate the architect to update plans and specifications to ensure their compliance with laws and regulations;

WHEREAS from August 17th 2016 to September 7th 2016, the Municipality has published on the website SEAO, a tender for the construction of a municipal garage and for environmental soil rehabilitation and the dismantling of two (2) underground tanks;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council authorize the payment of invoice # P13033FC03 from the firm Jean Damecour architect in the amount of \$1 724.63 taxes included for the additional architectural work.

ADOPTED UNANIMOUSLY

7. Loisirs and culture

2016-0174

7.1 Donation to the Anglican Church – Death of Mr. James David Flanagan

WHEREAS Mr. James David Flanagan was mayor of the Municipality of the Township of Arundel from 1993 to 2005;

WHEREAS Mr. Flanagan was a model of life and a man devoted to his community;

WHEREAS Mr. Flanagan will leave a lasting memory in the heart of all citizens;

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

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried to forward this resolution of condolence to the family of Mr. Flanagan and make a donation in memoriam of \$100 to the Anglican church in tribute to Mr. James David Flanagan.

ADOPTED UNANIMOUSLY

2016-0175

7.2 Request for financial aid – Loisirs technician – Tremblant foundation

WHEREAS the municipalities of Brébeuf, Montcalm and Arundel wish to renew the mandate of the loisir technician;

WHEREAS the loisir technician aims to organize activities for young Arundelites;

WHEREAS the municipality hosts on its territory a number of families with limited financial resources;

WHEREAS the loisir technician can offer a vital service to disadvantaged children and the opportunity to fully realize leisure activities without stress accessibility and limiting movements;

WHEREAS that leisure promotes quality of life of individuals and communities;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried to apply for financial assistance to the Tremblant Foundation to help in organizing activities for Arundelite youths and youths of the region and to name the loisir technician that will be engaged, as a resource person for the Municipality of Arundel.

ADOPTED UNANIMOUSLY

2016-0176

7.3 Remembrance day – Donation to the Royal Canadian legion

WHEREAS the Royal Canadian Legion organized on the occasion of Remembrance Day, a ceremony to honour the contributions and valour of our veterans and military;

WHEREAS the mission of the Royal Canadian Legion is to help veterans and their dependents, to promote Remembrance, support service members and get involved in all local and regional communities across Canada;

WHEREAS the Municipality wishes to support this organization by laying a wreath at the Cenotaph during the Remembrance Day;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council authorize a donation of 53\$ to the Royal Canadian Legion to mark Remembrance Day, to honour our veterans and military and file, in their memory, a wreath at the Cenotaph.

ADOPTED UNANIMOUSLY

2016-0177

7.4 Community centre – Municipality of Montcalm

WHEREAS the Municipality of Montcalm adopted the resolution 16-09-161 at its meeting of August 8th 2016 concerning the pricing for renting the community center;

WHEREAS now, citizens and organizations of the Municipality of the Township of Arundel granted the same preferential rates and conditions as citizens and organizations of the Municipality of Montcalm to rent the community center;

WHEREAS that it is now essential that neighbouring municipalities working together to provide their citizens with equipment and utilities of interest or serve the population of more than one municipality, and this, to act responsibly and promote the optimal use of infrastructure;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that council warmly thanks the Municipality of Montcalm for its openness and partnership pledge.

ADOPTED UNANIMOUSLY

2016-0178

Termination of meeting

It is moved by councillor Daniel L. Fournier that the meeting be terminated at 7:54 p.m.

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ADOPTED UNANIMOUSLY

Guylaine Berlinguette
Mairesse

France Bellefleur
Directrice générale