

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 10<sup>th</sup> day of September 2013 at 7:00 p.m.

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

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

## **Agenda**

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

### **2. Consultation on requests for minor variances**

2.1 Request for a minor variances – 5, Grace Road – Roll number 1892-20-9476

### **3. Request for a minor variances**

3.1 Request for a minor variances – 5, Grace Road – Roll number 1892-20-9476

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

4.1 Notice of motion – By-law #177 establishing the remuneration of the electoral staff

4.2 By-law #172 – Deposit of certificate – Result of the registration procedure for persons entitled to vote

4.3 Adoption of the second by-law project #170 modifying zoning by-law #112 on various provisions

4.4 Adoption of by-law #175 modifying the by-law of urbanism plan #110 concerning the integration of unstructured islands

4.5 Adoption of by-law #176 modifying zoning by-law #112 concerning the integration of unstructured islands

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

5.1 List of bills to pay up to August 31<sup>st</sup> 2013

5.2 Acknowledgement of receipt – Trial balance up to August 31<sup>st</sup> 2013

5.3 Budgetary transfers

5.4 Caisse Populaire Desjardins des Trois-Vallées – Rate agreement

### **6. Public security**

6.1 Indemnity for cell phone use – First responders

### **7. Public work**

7.1 Awarding of the architectural contract – Municipal garage

7.2 Payment authorization – Preliminary architectural work – Jean Damecour

## **8. Urbanism**

8.1 PIIA – 21 Village street – Roll number 1892-15-8693 – Exterior siding

8.2 PIIA - 5 Grace road – Roll number 1892-20-9476 – Construction of a new accessory building

8.3 PIIA – 25 Village street – Roll number 1892-16-6536 – Changing windows

8.4 PIIA – 1, Deer Haven road – Roll number 1893-32-7557 – Exterior siding

8.5 PIIA – 2 Village street – Roll number 1893-33-0647- Construction of an accessory building

8.6 Nomination to the Planning Advisory Committee – Brenda Cater

## **9. Culture and recreation**

9.1 Donation – Centraide Gatineau – Labelle – Hautes-Laurentides

9.2 Municipal park - Rugby

## **10. Acceptance of correspondence**

## **11. Councillors report**

## **12. Question period**

## **13. Termination of meeting**

**2013-2108**

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

It is moved by councillor Anne Poirier

And carried that the Agenda be adopted as presented with the addition of 9.2 Municipal park – Rugby

**ADOPTED UNANIMOUSLY**

## **2. Consultation on requests for minor variances**

### **2.1 Request for minor variances – 5 Grace Road – Roll number 1892-20-9476**

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

### **3. Requests for minor variances**

2013-2109

#### **3.1 Request for minor variances – 5 Grace Road – Roll number 1892-20-9476**

**WHEREAS** the request for minor variances filed by the owner of the property of 5 Grace Road, roll number 1892 20 9476;

**WHEREAS** the request for a minor variance aims at authorizing the construction of a garage in the front yard of the site at a distance of 11.96 meters. The house is located at 17.09 meters of Grace road whereas the front margin is of 7.5 meters;

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

**WHEREAS** 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 Anne Poirier

And carried

That the council authorizes the construction of a garage in the front yard of the site at a distance of 11.96 meters when the house is located at 17.09 meters of Grace road.

#### **ADOPTED UNANIMOUSLY**

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

#### **4.1 Notice of motion – By-law #177 establishing the compensation of the election officials**

Notice of motion is given by councillor Gregory Widdison that he would move or cause to be moved the adoption of project by-law number 177 establishing the compensation of the election officials.

#### **4.2 By-law #172 – Certificate of deposit – Result of the procedure for registration of qualified voters**

In conformity with article 557 of the Law on Elections and referendums in municipalities, the director general deposits the certificate concerning the result of the registration procedure of qualified voters for by-law

#172 in view of obtaining a long term loan to establish an operating fund.

2013-2110

**4.3 Adoption of the second by-law project #170 modifying zoning by-law #112 regarding various dispositions**

**WHEREAS** an urbanism by-law is in force in the territory of the municipality of the township of Arundel, since the date of issue of the certificate of conformity of the MRC des Laurentides;

**WHEREAS** the following by-law aims to ease the interpretation of the by-law in respect to the calculation of the coefficient of land;

**WHEREAS** the following by-law aims at reducing the lateral and back margins while constructing an accessory building;

**WHEREAS** the following by-law aims to establish norms for construction of fences and hedges;

**WHEREAS** a copy of the following by-law was given to each member of the municipal council before the meeting and that each member present declares having read it and waves the reading of it;

**WHEREAS** a notice of motion was given at the meeting of August 13<sup>th</sup> 2013;

**CONSEQUENTLY,**

It is moved by councillor Guylaine Berlinguette

And resolved to adopt the second by-law project #170 modifying zoning by-law #112 regarding various dispositions.

**ADOPTED UNANIMOUSLY**

2013-2111

**4.4 Adoption of by-law #175 modifying urbanism by-law #110 concerning the integration of unstructured islands**

**WHEREAS** planning regulations are in force in the territory of the Municipality of the Township of Arundel, from the date of issue of the certificate of conformity of the MRC des Laurentides;

**WHEREAS** the following by-law is adopted in accordance with by-law 276-2013 adopted by the MRC des Laurentides and came into force on March 28<sup>th</sup> 2013;

**WHEREAS** the following by-law is aimed at permitting the construction of a residence within the unstructured islands identified by decision 370030 of the CPTAQ;

**WHEREAS** a copy of this by-law was given to each member of the municipal council before the meeting and that each member present declares having read it and waves the reading of it;

**WHEREAS** a notice of motion of the following by-law was given at the August 13<sup>th</sup> 2013 meeting;

**CONSEQUENTLY,**

It is moved by councillor Gregory Widdison

And resolved to adopt by-law #175 modifying urbanism by-law #110 concerning the integration of unstructured islands

**ADOPTED UNANIMOUSLY**

2013-2112

**4.5 Adoption of by-law #176 modifying zoning by-law #112 concerning the integration of unstructured islands.**

**WHEREAS** planning regulations are in force in the territory of the Municipality of the Township of Arundel, from the date of issue of the certificate of conformity of the MRC des Laurentides;

**WHEREAS** the following by-law is adopted in accordance with by-law 276-2013 adopted by the MRC des Laurentides and came into force on March 28<sup>th</sup> 2013;

**WHEREAS** the following by-law is aimed at permitting the construction of a residence within the unstructured islands identified by decision 370030 of the CPTAQ;

**WHEREAS** a copy of this by-law was given to each member of the municipal council before the meeting and that each member present declares having read it and waves the reading of it;

**WHEREAS** a notice of motion of the following by-law was given at the August 13<sup>th</sup> 2013 meeting;

**CONSEQUENTLY,**

It is moved by councillor Joanna Nash

And resolved to adopt by-law #176 modifying zoning by-law #112 and aimed at allowing the construction of residences on unstructured islands identified by the CPTAQ.

**ADOPTED UNANIMOUSLY**

**5. Financial and administrative management**

2013-2113

**5.1 List of bills to pay up to August 31<sup>st</sup> 2013**

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

Bell Mobilité Inc	61.88\$
Bell Canada	326.42\$
C.R.S.B.P. des Laurentides	23.00\$
Dubé Guyot Inc	4 536.95\$
Fournitures de bureau Denis*	1 098.18\$
Gilbert P. Miller & Fils Ltée	10 307.51\$
Hydro-Québec	509.82\$
Jean Damecour Architecte	1 063.52\$

Frances Jones	60.87\$
Julia Stuart	435.00\$
Juteau Ruel Inc*	4 081.30\$
Réseau Mobilité Plus	103.88\$
Matériaux R McLaughlin Inc*	226.51\$
MPMAG Inc	1 609.65\$
Plomberie St-Jovite Inc*	121.82\$
Sabin Provost*	86.23\$
Serrurier Magic Senc*	132.22\$
Les Serres d'Arundel, senc*	22.95\$
Services d'entretien St-Jovite*	104.38\$
Somavrac Inc	6 576.57\$
SRAD Communications Inc	343.78\$
Station Pierre Brosseau	146.00\$
Corporation Sun Média	740.44\$
Great West	1 729.94\$
Visa Desjardins	795.85\$
Salaries and employer's contributions	27 486.75\$
Bank fees	130.42\$

\*Report in virtue of by-law #171 delegating power

That the following checks be approved:

Gilbert P. Miller & Fils	5 395.13\$
MRC des Laurentides	55.00\$

That the municipal council acknowledge receipt of the report in virtue of by-law #171 delegating power for the period of the month of august 2013, sent September 9<sup>th</sup> 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**

**2013-2114**

**5.2 Acknowledgment of receipt – Trial balance August 31<sup>st</sup> 2013**

It is moved by councillor Anne Poirier

And resolved that the municipal council acknowledge receipt of the trial balance of August 31<sup>st</sup> 2013 sent September 9<sup>th</sup> 2013.

**ADOPTED UNANIMOUSLY**

**2013-2115**

**5.3 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 Guylaine Berlinguette

And resolved that council authorizes the following budgetary transfers:

	DT	CT
From :		
02-130-00-413		1 700\$
02-110-00-494		450\$
02-130-00-419		500\$
02-130-01-419		4 800\$
To:		
02-110-00-310	544\$	
02-110-00-346	753\$	
02-130-00-412	208\$	
02-130-00-416	1 539\$	
02-610-00-339	428\$	
02-610-00-349	478\$	
02-610-00-412	3 500\$	

**ADOPTED UNANIMOUSLY**

2013-2116

**5.4 Caisse Populaire Desjardins des Trois Vallées - Bank agreement**

**WHEREAS** the banking agreement with the Caisse Populaire Desjardins des Trois Vallées must be renewed;

**WHEREAS** certain additional services are necessary to facilitate banking management;

**WHEREAS** modifications to the rating agreement are advantageous to the municipality;

**CONSEQUENTLY,**

It is moved by councillor Joanna Nash

**AND CARRIED**

That the municipal council authorizes the renewal of the banking agreement with Caisse Populaire Desjardins des Trois Vallées.

That the mayor, Julia Stuart and the director general, France Bellefleur, be authorized to sign, for and in the name of the Municipality, all useful and necessary documents in order to give full effect to the above.

**ADOPTED UNANIMOUSLY**

**6. Public security**

2013-2117

**6.1 Compensation for cell phone use – First responders**

**WHEREAS** the first responders use their personal cell phones to receive urgent calls and that the municipality wishes to compensate them for this use;

It is moved by councillor Gregory Widdison

And resolved:

That the council authorizes an amount of six dollars (6\$) per month, taxes included for first responders in active service, and that, retroactively to January 1<sup>st</sup> 2013. First responders will have had to be available during the month to be eligible for a repayment.

That the amount be payable in the month of December of each year to first responders in active service or upon termination, pro rata for months passed.

**ADOPTED UNANIMOUSLY**

**7. Public work**

**2013-2118**

**7.1 Awarding of the architectural contract – Municipal garage**

**WHEREAS** the municipality wishes to proceed with the repair of the municipal garage and its infrastructure;

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

**WHEREAS** the municipality has conducted a tender for the services of an architect to prepare plans and specifications as well as supervision of the rehabilitation of the municipal garage;

**WHEREAS** the selection committee has proceeded with the evaluation of the offers and that the firm Jean Damecour, architect, obtained the highest grade;

**CONSEQUENTLY,**

It is moved by councillor Guylaine Berlinguette

And resolved that council award the architectural contract for the preparation of plans and specifications as well as supervision of the rehabilitation project of the municipal garage and its infrastructure to the firm Jean Damecour, architect, for an amount of 29 893.50\$ taxes included.

**ADOPTED UNANIMOUSLY**

**2013-2119**

**7.2 Payment authorization - Preliminary architectural work – Jean Damecour**

**WHEREAS** certain preliminary planning and architectural work were done for the repair project of the municipal garage and its infrastructure by the firm Jean Damecour, architect;

It is moved by councillor Bernard Bazinet

And resolved that the council authorize payment of invoice #P13025FC01 of the firm Jean Damecour, architect in the amount of 1 063.52\$ taxes included for architectural preliminary work.



**ADOPTED UNANIMOUSLY**

**8. Urbanism**

**2013-2120**

**8.1 PIIA – 21 Village road – Roll #1892-15-8693 – Exterior siding**

**WHEREAS** a request within the PIIA was presented for the property located at 21, Village road and identified by roll #1892-15-8693;

**WHEREAS** the owner's request was subject to the criterias of By-law #168 concerning the site planning and architectural integration (PIIA);

**WHEREAS** the proposed material for the exterior siding of the façade and the south wall of the residence is wood of the Maibec make, a similar color to the other walls of the house;

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

**CONSEQUENTLY,**

It is moved by councillor Anne Poirier

And resolved that the council accept the request presented within the PIIA for the property located at 21 Village road, identified by roll #1892-15-8693 to use the wood of the Maibec make, of a similar color to the other walls of the house, as exterior siding for the façade and south wall of the residence.

**ADOPTED UNANIMOUSLY**

**2013-2121**

**8.2 PIIA – 5 Grace road – Roll 1892-20-9476 – Construction of a new accessory building**

**WHEREAS** a request within the PIIA was made for the property located at 5 Grace road and is identified by the roll #1892-20-9476;

**WHEREAS** the owner's request was subject to the criterias of By-law #168 concerning the site planning and architectural integration (PIIA);

**WHEREAS** the owner wishes to build a new garage on the property;

**WHEREAS** the material presented for the exterior siding of the garage is a clapboard of similar color and width to the residence and that the owner wishes to install it in the same way, vertically;

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

**CONSEQUENTLY,**

It is moved by councillor Gregory Widdison

And resolved that council accept the construction of a garage for the property located at 5 Grace Road, identified by roll # 1892-20-9476. The material used will be a clapboard of similar color and width as the one installed on the residence and, must be installed vertically.

**ADOPTED UNANIMOUSLY**

**2013-2122**

**8.3 PIIA – 25 Village Road – Roll # 1892-16-6536 – Change of windows**

**WHEREAS** a request within the PIIA was presented for the property located at 25 Village, and is identified by roll #1892-16-6536;

**WHEREAS** the owner's request was subject to the criterias of By-law #168 concerning the site planning and architectural integration (PIIA);

**WHEREAS** the owner wishes to change three (3) windows that do not have a heritage architectural value;

**WHEREAS** the new windows presented by the owner will be identical to the window already installed on the façade of the residence and that the new windows will enhance the architectural quality of the residence;

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

**CONSEQUENTLY,**

It is moved by councillor Gregory Widdison

And resolved that council accept the owner's request to change three (3) windows, according to the specifications presented.

**ADOPTED UNANIMOUSLY**

**2013-2123**

**8.4 PIIA – 1 Deer Haven road –Roll #1893-32-7557 – Exterior siding**

**WHEREAS** a request within the PIIA was presented for the property located at 1 Deer Haven road and identified by roll #1893-32-7557;

**WHEREAS** the owner's request was subject to the criterias of By-law #168 concerning the site planning and architectural integration (PIIA);

**WHEREAS** the façade of the building is presently covered by masonite and that the proposed material for the new exterior siding is canexel of similar color;

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

**CONSEQUENTLY,**

It is moved by councillor Guylaine Berlinguette

And resolved that council accept the request presented within the PIIA for the property located at 1 Deer Haven, identified by roll # 1893-32-7557 to use canexel of a similar color of the exterior siding of the residence.

**ADOPTED UNANIMOUSLY**

2013-2124

**8.5 PIIA – 2 Village road – Roll #1892 33 0647 – Construction of an accessory building**

**WHEREAS** a request within the PIIA was presented for the property located at 2 Village road and identified by roll #1892-33-0647 property of the municipality;

**WHEREAS** this request was subject to the criterias of By-law #168 concerning the site planning and architectural integration (PIIA);

**WHEREAS** the municipality wishes to build a utility building to serve users of the various activities offered on the site, in summer as well as in the winter;

**WHEREAS** the architecture and dimensions of the building were presented and that the exterior siding projected is of Maibec wood and cedar shingles and that the colors remain to be determined;

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

**CONSEQUENTLY,**

It is moved by councillor Guylaine Berlinguette

And resolved

That council accept the request for the construction of a utility building, presented within the PIIA for the property located at 2 Village road, identified by roll #1892-33-0647, as presented in the plans prepared by Jean-François Parent, architect.

That the colors of the siding materials be the object of a study at a later meeting of the planning advisory committee and that a recommendation be given to council for approval before the installation.

**ADOPTED UNANIMOUSLY**

Councillor Gregory Widdison leaves the meeting

2013-2125

**8.6 Mandate renewal for the planning advisory committee – Mrs. Brenda Cater**

**WHEREAS** Mrs. Brenda Cater's mandate as a member of the planning advisory committee is now completed and it is necessary to renew its mandate for a period of two (2) years;

**WHEREAS** Mrs. Cater wishes to prolong her involvement as a member of the planning advisory committee;

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

**CONSEQUENTLY,**

It is moved by councillor Anne Poirier

And resolved that council renew the mandate of Mrs. Brenda Cater as member of the planning advisory committee and that, for a period of two (2) years beginning September 15<sup>th</sup> 2013 to September 14<sup>th</sup> 2015.

**ADOPTED UNANIMOUSLY**

Councillor Gregory Widdison returns to the meeting.

**9. Culture and recreation**

**2013-2126**

**9.1 Donation to Centraide**

**WHEREAS** the request for support by the Centraide Gatineau organization – Labelle – Hautes Laurentides for its 2013 campaign aimed at collecting 400 000\$;

**WHEREAS** Centraide supports a network of eleven (11) community organizations, who, in their turn, offer services to vulnerable people in our community allowing them to find solutions to conquer poverty, exclusion and to surmount their personal difficulties;

**WHEREAS** the benefits of this campaign will return to our community through social investments;

**CONSEQUENTLY,**

It is moved by councillor Gregory Widdison

And resolved

That council authorize a donation of 250\$ to the organization Centraide Gatineau – Labelle – Hautes Laurentides in order to support their 2013 campaign.

**ADOPTED UNANIMOUSLY**

**2013-2127**

**9.2 Rugby**

**WHEREAS** council wishes to encourage the Rugby teams;

It is moved by councillor Lee Ann Brandt

And resolved

That council authorizes the rugby teams to use the municipal park on September 15<sup>th</sup> 2013 and on September 22<sup>nd</sup> 2013 for their activities. All the facilities will be needed (kitchen, tents and field).

Council also authorizes the first responders to use their vehicle on site, their time being given voluntarily.

**ADOPTED UNANIMOUSLY**

**2013-2128**

**Termination of meeting**

It is moved by councillor Anne Poirier and resolved that the meeting terminate at 8:20 p.m.

**ADOPTED UNANIMOUSLY**

---

**Julia Stuart**  
Mayor

---

**France Bellefleur, CPA-CA**  
Director general