

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 of September 2018 at 7:00 p.m.

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

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

Agenda

1. Question period

2. Adoption of the Agenda

3. Consultation on requests for minor variances

3.1 Request for minor variances – 12 Moss Road – Roll number 2000-78-5651

4. Requests for minor variances

4.1 Request for minor variances – 12 Moss Road – Roll number 2000-78-5651

5. Adoption of the minutes

5.1 Ordinary meeting of August 21st 2018

6. Notice of motion and by-laws

6.1 Notice of motion - By-law # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel

6.2 Filing - By-law project # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel

6.3 Adoption – By-law # 239 on the code of ethics and conduct of employees of the Municipality of the Township of Arundel

7. Financial and administrative management

7.1 List of accounts payable as of August 31st, 2018

7.2 Budgetary transfers

7.3 Zone seminar - Laurentian Region – Association des directeurs municipaux du Québec

8. Public security

8.1 Committee - Emergency Measures Plan

8.2 Authorization to submit an application for financial assistance under the financial assistance program for the pooling of municipal equipment, infrastructures, services or activities 2018–2019 - Feasibility study of a regional or intermunicipal park on the Rouge River

9. Public work

9.1 Rehabilitation of the pavement of School Street - Mandate to Équipe Laurence

9.2 Local Road assistance program - Specific improvement Component – De la Rouge Road

10. Urban planning and environmental hygiene

10.1 Nominations – Régie intermunicipale des matières résiduelles de l'ouest

10.2 Replacement for the building and environmental inspector – Barbe Robidoux

11. Loisirs and culture

11.1 Renewal – Intermunicipal agreement – Hiring a loisir resource for rural areas - Year 2019

11.2 Municipal family policy support program

11.3 Loan of the community hall – Various courses

12. Mayor and councillors report

13. Question period

14. Termination of meeting

1. Question period

2018-0173

2. Adoption of the Agenda

It is moved by councillor Marc Poirier

And carried that the Agenda be adopted as presented.

ADOPTED UNANIMOUSLY

3. Consultation on requests for minor variances

3.1 Request for minor variances – 12 Moss Road – Roll number 2000-78-5651

The Mayor invites the audience to submit their comments or objections to this request for minor variances.

The citizens present ask questions.

No comments or objections were made regarding the request for minor variances.

4. Requests for minor variances

2018-0174

4.1 Request for minor variances – 12 Moss Road – Roll number 2000-78-5651

WHEREAS the request for minor variances filed by the owner of 12 Moss Road, roll number 2000-78-5651;

WHEREAS the request for minor variances is to authorize the construction of a garage in the front yard line and the front margin, at a distance of ten (10) meters from the front line, while these are only allowed in the side and rear yards;

WHEREAS the effects on the neighborhood will be almost non-existent since it is the last residence on Moss Road;

WHEREAS the Mayor invited the assistance to make their comments or their opposition on this request for minor variances;

WHEREAS no comments or objections have been made to this application for minor variances;

WHEREAS the planning advisory Committee's recommendation to accept this request;

CONSEQUENTLY,

It is moved by councillor Paul Pepin

And carried:

THAT the council approves this request for minor variances for the property at 12 Moss Road, roll number 2000-78-5651 and authorizes the construction of a garage in the front yard line and the front margin, at a distance of ten (10) meters from the front line, while these are only allowed in the side and rear yards under the following conditions:

- That a strip of wood in the natural state (without human intervention) of a minimum width of five (5) meters, on the front line, from the existing vehicular access to the junction of lot 10A- 9 (at the front of the projected garage) is kept at all times and that any sick, damaged or dead tree in this band is replaced by a conifer with a minimum height of 1.5 meters at the time of planting, the selected tree to reach a minimum height of six (6) meters at maturity.

ADOPTED UNANIMOUSLY

5. Adoption of the minutes

2018-0175

5.1 Ordinary meeting of August 21st 2018

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 ordinary meeting of council held on August 21st 2018, as presented.

ADOPTED UNANIMOUSLY

6. Notice of motion and by-laws

6.1 Notice of motion - By-law # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel

IN CONFORMITY with section 445 of the *Municipal Code of Québec*, councillor Jonathan Morgan gives a notice of motion of the presentation, at a next meeting of the council, of a by-law concerning the establishment of the Rénovation Québec program 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 the costs associated with the implementation of this by-law will be financed out of the general administration fund and provided for when the annual budget is adopted, if applicable (\$10,000 for the fiscal year 2018).

6.2 Filing - By-law project # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel

The By-law project #232 concerning the establishment of Rénovation Québec program in the Municipality of the Township of Arundel is filed.

Prior to the adoption of by-law # 239, the director general and secretary-treasurer France Bellefleur mentioned that there had been an amendment to the draft by-law and that in article 6.10 Obligations following the termination of his employment, the building and environment inspector has been removed from the list.

2018-0176

6.3 Adoption – By-law # 239 on the code of ethics and conduct of employees of the Municipality of the Township of Arundel

WHEREAS the *Municipal Ethics and Good Conduct Act*, which came into force on December 2nd, 2010, requires local municipalities to adopt a code of ethics and good conduct applicable to municipal employees;

WHEREAS Bill project 155, passed on April 19th, 2018, amends section 16.1 of the *Municipal Ethics and Good Conduct Act* to provide, in the *Code of Ethics and Good Conduct of Municipal Employees*, “Post-employment” rules;

WHEREAS these new rules come into effect as of October 19th, 2018;

WHEREAS a notice of motion was regularly given at the council meeting held on August 21st, 2018;

WHEREAS, pursuant to section 12 of the said Act, a public notice containing a summary of the draft by-law was published on September 6th, 2018;

WHEREAS the adoption was preceded by the presentation and filling of a draft by-law dated August 21st, 2018 and by a consultation of the employees on the draft by-law, which was held on August 27th, 2018 and September 11th, 2018;

CONSEQUENTLY,

It is moved by councillor Marc Poirier

And carried that the municipal council adopts by-law # 239 concerning the code of ethics and good conduct of employees of the Municipality of the Township of Arundel.

ADOPTED UNANIMOUSLY

7. Financial and administrative management

2018-0177

7.1 List of accounts payable as of August 31st, 2018

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

Bell Canada (fax line)	86.82\$
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Bell Mobilité (cellphone voirie)	96.48 \$
Brenie, Eric* (Beautify Arundel)	200.00\$
Canadian Tire*(cleaning products)	35.11\$
Canoe Kayak Arundel* (Beautify Arundel)	100.00 \$
Carquest* (maintenance part)	30.38 \$
CRSBP biblio*(supplies)	18.98 \$
Dicom*(mailing médi-sécur)	11.64 \$
Dubé Guyot (professional fees)	3 640.25
\$	
Équipement Médi-Sécur* (medical supplies)	85.90
\$	
Fournitures de bureau Denis*(office supplies)	180.45 \$
Goulding, Tanya*(Beautify Arundel)	50.00 \$
Groupe Signalisation*(signs)	962.34 \$
Hydro-Québec (electricity)	1 407.74 \$
Jones, Jessica (reimb day camp)	250.00 \$
Jones, Frances* (travel expense)	75.70 \$
Juteau Ruel (copies copier)	62.85 \$
La Capitale (group insurance)	2 655.36 \$
Marc Marier (dog catcher)	150.00 \$
Mécanique Benoit Pépin*(PR vehicle repair)	540.87 \$
MRC des Laurentides (fines)	30.00 \$
Paquette, Sébastien* (trapper)	150.00 \$
Paysage Net* (maintenance)	632.36 \$
Pneus Lavoie* (tire installation)	297.79 \$
Prévost Déneigement*(mowing)	1 075.02 \$
Prévo911tech* (installation radio PR vehicle)	241.45 \$
Réparation J-P Maillé*(repair border cutting)	115.96 \$
Shaw direct (music multifunctional area)	38.50 \$
Visa Desjardins*(convention, stamps, books)	2 071.03 \$
Vitrierie Pilon * (pavilion repair)	367.11\$
Salaries and employer contributions	33 626.80\$
Bank fees	93.72 \$

List of checks issued:

5249 Katherine Larose (reimb. day camp)	250.00 \$
5250 OBV RPNS	100.00 \$
5251 Laurentian Regional High School	100.00 \$
5252 Everingham Kay (reimb taxes)	40.93 \$

* 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 August 2018, transmitted September 14th 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.

France Bellefleur, CPA, CA
Director general

ADOPTED UNANIMOUSLY

2018-0178

7.2 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 Jonathan Morgan

And carried that council authorizes the following budgetary transfers:

From (credit):

02-120-00-412 Legal fees	2 000
02-320-00-459 Trapper	235
02-610-00-141 Regular salary - urbanism	3 500

To (debit):

02-120-02-412 Legal fees	2 000
02-320-00-649 Signs	235
02-320-50-525 Maintenance 10 wheeler	2 500
02-701-20-522 Maintenance community room	1 000

ADOPTED UNANIMOUSLY

2018-0179

7.3 Zone Seminar - Laurentian Region - Association des directeurs municipaux du Québec

WHEREAS the Laurentian region zone seminar of the Association des directeurs municipaux du Québec will take place on October 18th and 19th, 2018;

WHEREAS this annual seminar is the only event that brings together all the municipal directors of the Laurentian sector and allows them to discuss various common issues specific to our region;

CONSEQUENTLY,

It is moved by councillor Dale Rathwell

And carried that the municipal council authorizes the director general to participate in the Laurentian region zone seminar of the Association des directeurs municipaux du Québec on October 18th and 19th, 2018 and to reimburse her the expenses incurred upon presentation of supporting documents.

ADOPTED UNANIMOUSLY

8. Public security

2018-0180

8.1 Committee - Emergency Measures Plan

WHEREAS the municipality must put in place all actions and means to know the risks, to prevent disasters and to limit the negative consequences on the population, property and the environment;

WHEREAS civil security is based on a clear division of responsibilities between citizens, businesses, municipalities and the government of Quebec;

WHEREAS the municipality must record the measures of disaster preparedness in a civil security plan adopted by the municipal council and ensure its updating or its revision at regular intervals;

WHEREAS the Regulation respecting the procedures for warning and mobilization and the minimum means of assistance to protect the security of persons and property in the event of a disaster must come into force on November 9th, 2019;

CONSEQUENTLY,

It is moved by councillor Paul Pepin

And carried to:

CREATE a Plan and emergency measures committee, to document disaster preparedness measures in a civil security plan;

APPOINT councillors Marc Poirier, Hervey William Howe, Dale Rathwell, the mayor Pascale Blais as well as the director general as members of this committee.

ADOPTED UNANIMOUSLY

2018-0181

8.2 Authorization to submit an application for financial assistance under the financial assistance program for the pooling of municipal equipment, infrastructures, services or activities 2018–2019 - Feasibility study of a regional or intermunicipal park on the Rouge River

WHEREAS there is a problem of public safety on the lands bordering the Rouge River during the summer period;

WHEREAS the need to obtain an objective and distinct feasibility study of the scenarios available for land development in this sector and the sharing of equipment, infrastructures and services;

WHEREAS the Municipality of Huberdeau wishes to participate in the realization of this feasibility study of a regional or intermunicipal park on the Rouge River;

CONSEQUENTLY,

It is moved by councillor Dale Rathwell

THAT the municipal council authorizes the filing of the application for joint financial assistance with the Municipality of Huberdeau, within the framework of the financial assistance program for the pooling of equipment, infrastructures, services or activities in the municipal sector 2018-2019 of the Ministry of Municipal Affairs and Land Occupancy (MAMOT) for a feasibility study of a regional or intermunicipal park on the Rouge River;

THAT the Municipality of Arundel be designated as regional manager of the project and accept the mandate of the organization responsible for this financial request:

And

THAT council authorizes the Mayor Pascale Blais to file and sign, for and on behalf of the Municipality of Arundel, all the documents required for the application for financial assistance.

ADOPTED IN MAJORITY

The mayor Pascale Blais and councillors Dale Rathwell, Marc Poirier and Hervey William Howe voted in favour of this resolution.

Councillors Paul Pepin, Thomas Bates and Jonathan Morgan voted against this resolution.

9. Public work

2018-0182

9.1 Rehabilitation of the pavement of School Street - Mandate to Équipe Laurence

WHEREAS School Street requires rehabilitation of the roadway;

WHEREAS the amount available to make this investment in the gas tax program and the Québec contribution 2014–2018;

WHEREAS the service offer received from Équipe Laurence;

CONSEQUENTLY,

It is moved by councillor Thomas Bates

And carried that the firm Équipe Laurence be mandated to prepare the plans and specifications and the tender documents for the roadway rehabilitation work for School Street for an amount of \$2,800 plus applicable taxes.

ADOPTED UNANIMOUSLY

2018-0183

9.2 Local Road assistance program - Specific improvement Component – De la Rouge Road

WHEREAS the municipality has received a grant of \$10,000 under the local road assistance program – Specific improvement projects Component for the year 2018;

WHEREAS improvement work is needed on chemin de la Rouge;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried to authorize the improvement work on chemin de la Rouge for an amount of \$10,000 plus applicable taxes.

ADOPTED UNANIMOUSLY

10. Urban planning and environmental hygiene

2018-0184

10.1 Nominations – Régie intermunicipale des matières résiduelles de l'ouest

WHEREAS the following municipalities are parties to an agreement concerning the collection and transportation of residual materials under the constitution of an intermunicipal management, namely: the municipality of the Township of Amherst, the municipality of the Township of Arundel, the municipality of Brébeuf, the municipality of Huberdeau and the municipality of Montcalm;

WHEREAS under section 4.2 of this agreement, the municipality must appoint a delegate to sit on the board of directors of the Régie intermunicipale des matières résiduelles de l'ouest and a substitute, in case of absence of the delegate;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried that council appoint councillor Hervey William Howe, as delegate representing the Municipality of Arundel on the board of directors of the Régie intermunicipale des matières résiduelles de l'ouest and that councillor Marc Poirier, be substitute and this, as of September 18th, 2018.,

ADOPTED UNANIMOUSLY

2018-0185

10.2 Replacement for the building and environmental inspector – Barbe Robidoux

WHEREAS the building and environmental inspector is absent for an indefinite period and that it is necessary to appoint a replacement during this absence;

WHEREAS the offer of services received by the firm Barbe Robidoux;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried that council accepts Barbe Robidoux’s offer of service and names Mr. Mathieu Payette as interim building and environmental inspector.

ADOPTED UNANIMOUSLY

11. Loisirs and culture

2018-0186

11.1 Renewal – Intermunicipal agreement – Hiring a loisir resource for rural areas - Year 2019

WHEREAS the agreement reached between the municipality of Brébeuf, the municipality of Montcalm and the municipality of Arundel concerning the hiring of a common loisir resource in May 2017;

WHEREAS the costs for the year 2019 will be distributed according to the agreement signed by each municipality;

WHEREAS the municipalities have obtained financial assistance from the Tremblant Foundation in the amount of \$9,000 to reduce the cost of this resource in 2018 and a new application for financial assistance will be filed for 2019;

WHEREAS if a municipality wishes to withdraw from the agreement, it must inform the management committee by September 30th of each year;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried that council confirms its participation for the year 2019 in the agreement concerning the hiring of a common loisir resource.

ADOPTED UNANIMOUSLY

2018-0187

11.2 Municipal family policy support program

WHEREAS the ministère de la Famille has developed and implemented the municipal family policy support Program which aims to:

- increase the proportion of the population living in a municipality with a municipal family policy and a family action plan;
- support municipalities that have adopted a family policy and wish to update it;

WHEREAS the Municipality wishes to submit a request for financial and technical support for the development of a family policy within the framework of the municipal family policy support Program for the year 2018–2019;

CONSEQUENTLY,

It is moved by councillor Thomas Bates

And carried:

TO AUTHORIZE Mrs. France Bellefleur, to submit a request for financial and technical support for the development of a family policy and to sign on behalf of the Municipality of Arundel all the documents relating to the project presented as part of the municipal family policy support Program 2018–2019;

TO CONFIRM that Mr. Thomas Bates is the elected official responsible for family matters.

ADOPTED UNANIMOUSLY

2018-0188

11.3 Loan of the community hall – Various courses

WHEREAS by-law # 223 decreeing the pricing of municipal activities, goods and services, the municipality has established the pricing terms for the provision of municipal services, including the rental of the community hall;

WHEREAS this by-law provides for the loan of the community hall free of charge to organizations and persons recognized by the municipality for courses approved by resolution of the municipal council following a written request;

WHEREAS the community hall is available for rental;

WHEREAS the loan of the room will serve to offer the population different courses open to all;

CONSEQUENTLY,

It is moved by the mayor Pascale Blais

And carried that the following businesses and persons be authorized to use the community hall of the municipal garage without rental fees to offer workshops and courses open to all until December 31st, 2018:

- Élin’eau greenhouses
- Bio-Sauvage
- Terra Perma
- Kirsten Schrankel
- Robert Gravelle.

ADOPTED UNANIMOUSLY

2018-0189

Termination of the meeting

It is moved by councillor Marc Poirier and carried that the meeting be terminated at 9:45 p.m.

ADOPTED UNANIMOUSLY

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

France Bellefleur, CPA, CA
Director general