

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 2015 at 7:00 p.m.

Present were councillors: Marlene Séguin, Bernard Bazinet, Daniel L. Fournier, Julia Stuart, Joanna Nash, Hervey William Howe and the mayor Guylaine Berlinguette.

The director general France Bellefleur and the assistant secretary-treasurer, Carole Brandt, are present.

Agenda

1. Adoption of the Agenda

2. Adoption of the minutes

2.1 Ordinary meeting of October 8th 2015

3. Notice of motion and by-law

3.1 Notice of motion - By-law decreeing the levying of taxes for the year 2016

3.2 Notice of motion - By-law decreeing pricing activities, municipal goods and services

3.3 Notice of motion – By-law #205 concerning hiring temporary staff

4. Financial and administrative management

4.1 List of bills to pay up to October 31st 2015

4.2 Budgetary transfers

4.3 Filing of the financial statements up to October 31st 2015

4.4 Filing – Mayor’s report

4.5 Filing – List of contracts in conformity with section 955 of the Quebec municipal Code

4.6 Filing of declarations of pecuniary interests

4.7 Dates of council meetings – Year 2016

4.8 2016 annual contribution – Quebec Federation of municipalities

4.9 Renewal - Maintenance contract and application support – PG Solutions

4.10 List of taxes to receive as of October 31st 2015

5. Urbanism

5.1 PIIA - 23, Village road – Roll number 1892-26-0717 – Demolition of a residence

5.2 PIIA – 93, Village road – Roll number 1893-37-9550 – Reconstruction of an exterior chimney

6. Leisure and culture

6.1 Arundel Loisirs – Christmas holiday 2015 and purchase of equipment

6.2 Cégep de Mont-Tremblant – Fundraising dinner - Club Richelieu de Mont-Tremblant

6.3 Request for financial aid – L’Ombre-Elle

6.4 Annual fundraising campaign – Palliaco

7. Human resources

7.1 Hiring authorization - Temporary Driver

8. Correspondence received

9. Mayor’s and councillors report

10. Question period

11. Termination of meeting

2015-0153

1. Adoption of the Agenda

It is moved by councillor Julia Stuart

And carried that the Agenda be adopted as presented.

ADOPTED UNANIMOUSLY

2. Adoption of the minutes

2015-0154

2.1 Ordinary meeting of October 8th 2015

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

It is moved by councillor Joanna Nash

And carried to adopt the minutes of the ordinary meeting of council held on October 8th 2015.

ADOPTED UNANIMOUSLY

3. Notice of motion and by-law

3.1 Notice of motion – By-law decreeing the levying of taxes for the year 2016

Notice of motion is given by councillor Daniel L. Fournier that at a subsequent meeting of council, he would move or cause to be moved the adoption of a by-law decreeing the levying of taxes for the year 2016.

3.2 Notice of Motion – By-law decreeing pricing activities, municipal goods and services

Notice of motion is given by councillor Hervey William Howe that at a subsequent meeting of council, he would move or cause to be

moved the adoption of a by-law decreeing pricing activities, municipal goods and services.

3.3 Notice of motion – By-law #205 concerning hiring temporary staff

Notice of motion is given by councillor Julia Stuart that at a subsequent meeting of council, she would move or cause to be moved the adoption of a by-law concerning hiring temporary staff.

4. Financial and administrative management

2015-0155

4.1 List of bills to pay up to October 31st 2015

It is moved by councillor Daniel L. Fournier and carried that the following bills be paid:

Arundel Citizens Home	315.00 \$
Bell Canada	64.68 \$
Bell Mobilité	41.82 \$
Berlinguette, Guylaine	140.25 \$
Carquest Canada*.	25.56 \$
Chauffage Laurentien*	112.62 \$
Commission scolaire Sir Wilfrid Laurier*	72.10 \$
Dicom*	21.19 \$
Distribution Michel Dion*	24.00 \$
Energie Sonic*	72.18 \$
Gilbert P. Miller & fils inc*	23 980.93 \$
Great West	2 515.45 \$
Hydro-Québec	270.81 \$
Juteau Ruel Inc.	37.96 \$
Kalitec Signalisation*	3 624.47 \$
Local SCFP 4852	735.00 \$
Les Machineries Saint-Jovite inc.*	962.09 \$
Pierre Marcil*	175.50 \$
Marc Marier	130.00 \$
Matériaux McLaughlin inc.*	1 794.78 \$
Mécanique Benoit Pépin*	647.99 \$
MPMAG Inc*	4 231.59 \$
MRC des Laurentides	527.01 \$
Municipalité d'Huberdeau	5 406.25 \$
Municipalité de Montcalm	10 812.50 \$
Outils Tremblant*	233.53 \$
Pièces d'auto P & B Gareau*	94.28 \$
Paquin, Sylvain*	85.93 \$
PG Solution*	99.43 \$
Photocopies Illico*	30.47 \$
Polar Média*	754.52 \$
Santinel Inc*	119.57 \$
Shaw direct	38.50 \$
Station Pierre Brosseau*	166.95 \$
Union des Municipalités du Québec*	74.73 \$
Urba Consultants	2 586.94 \$
Ville de Barkmere	1 411.16 \$
Ville de Mont-Tremblant*	269.00 \$
Ville de Sainte-Agathe-des-Monts	431.16 \$
Visa Desjardins*	611.00 \$
Salaries and employers contributions	37 620.17 \$
Bank fees	78.45 \$

List of checks issued:

3882	Neil Swail	695.77 \$
3883	Jeanne Thomas	53.27 \$
3884	Visa Desjardins	242.77 \$
3885	Hydro-Québec	403.05 \$
3886	Royal Légion	53.00 \$

* 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 October 2015, transmitted November 10th 2015.

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

ADOPTED UNANIMOUSLY

2015-0156

4.2 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 Bernard Bazinet

And carried that council authorize the following budgetary transfers:

From (ct):

02-110-00-131 Council – Remuneration	1 645 \$
02-110-00-494 Council – Association and subscription	104 \$
02-120-00-412 General admin – Legal services	2 041 \$
02-230-00-494 FR – Association and subscription	500 \$
02-230-00-691 FR – Drugs and supplies	200 \$
02-230-00-643 FR – Small tools	200 \$
02-330-00-141 Salaries – Snow removal	5 000 \$

To (dt):

02-110-00-200 Council – Social charges	73 \$
02-110-00-454 Training and improvement	637 \$
02-130-00-331 General admin – Phone	500 \$
02-130-00-522 General admin – Repair and maintenance	1 500 \$
02-230-00-310 FR – Communication	700 \$
02-230-00-451 FR – Repair and maintenance	200 \$
02-320-50-523 Public work – Maintenance 10 wheeler	1 000 \$
02-701-30-141 Salaries – Rink	4 500 \$
02-701-30-200 Social charges – Rink	500 \$
02-701-90-349 Loisirs and culture – Other	80 \$

ADOPTED UNANIMOUSLY

4.3 Filing of the financial statements up to October 31st 2015

The director general, France Bellefleur, deposits the biannual financial reports in accordance with section 176.4 of the Quebec Municipal Code.

4.4 Filing – Mayor’s report

The mayor, Guylaine Berlinguette, files the mayor’s report on the financial situation of the municipality for the year 2015.

4.5 Filing – List of contracts in conformity with section 955 of the Quebec municipal code

The mayor, Guylaine Berlinguette, files the list of contracts in conformity with section 955 of the Quebec municipal code.

4.6 Filing of declarations of pecuniary interests

IN CONFORMITY with section 358 of the Law on elections and referendums in Municipalities, the director general proceeds with the filing of declarations of pecuniary interests received from the following members of council:

Guylaine Berlinguette, mayor
Bernard Bazinet, councillor seat #1
Marlene Séguin, councillor seat #2
Joanna Nash, councillor seat #3
Julia Stuart, councillor seat #4
Daniel L. Fournier, councillor seat #6

2015-0157

4.7 Dates of council meetings – Year 2016

WHEREAS section 148 of the Quebec municipal code provides that council shall, before the start of each calendar year, present the schedule of its regular sessions for the next year, setting the date and time of the start of each;

It is moved by councillor Marlene Séguin

And carried to adopt the following schedule regarding the holding of regular council meetings for 2016, which will begin at 7:00 p.m.:

Tuesday, January 19th 2016
Tuesday, February 16th 2015
Tuesday, March 15th 2015
Tuesday, April 19th 2015
Tuesday, May 17th 2015
Tuesday, June 21st 2015

Tuesday, July 12th 2015
Tuesday, August 16th 2015
Tuesday, September 20th 2015
Tuesday, October 18th 2015
Tuesday, November 15th 2015
Tuesday, December 13th 2015

And to publish the content of this resolution by public notice, in conformity with the law governing the municipality.

ADOPTED UNANIMOUSLY

2015-0158

4.8 2016 annual contribution – Quebec Federation of municipalities

WHEREAS the Quebec Federation of Municipalities represents the interests of local and regional municipalities assuming a political and strategic leadership while the reference source and key contact for municipal issues, and, in cohesion with the interests of its members and the diversity of territories;

WHEREAS the Quebec Federation of Municipalities supports municipalities in their current and future jurisdiction;

WHEREAS it is important to combine the strengths of rural and urban areas to ensure the sustainable development of the regions of Quebec and the Quebec Federation of Municipalities fulfills that role;

WHEREAS the Quebec Federation of Municipalities has the same values as our municipality or dialogue in action, respect for territorial diversity and quality of interventions and services;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried that council adheres to the Quebec Federation of Municipalities for 2016 and authorizes payment of the annual contribution in the amount of 1021.59\$ including taxes. That this amount be paid in 2016 with funds available from the 2016 budget.

ADOPTED UNANIMOUSLY

2015-0159

4.9 Renewal - Maintenance contract and application support – PG Solutions

WHEREAS the maintenance contract and application support for the software Megagest and Accès Cité Territoire with the firm PG Solutions must be renewed for the year 2016;

It is moved by councillor Julia Stuart

And carried to renew the maintenance contract and application support for the software Megagest and Accès Cité Territoire with the firm PG

Solutions for the period of January 1st 2016 to December 31st 2016 in the amount of 10 198.31\$ including taxes and that the amount be paid in 2016 from the funds available in the 2016 budget.

ADOPTED UNANIMOUSLY

2015-0160

4.10 List of taxes to receive as of October 31st 2015

WHEREAS that under Article 1022 of the Quebec Municipal Code, the director general shall deposit the list of accounts receivable;

WHEREAS that, in fairness, the Municipality must ensure the collection of all taxes before prescribing these fees provided for in the law;

WHEREAS by the resolution 2015-0022, the town council has given the firm of lawyers Dubé Guyot the mandate to conduct tax collection accounts;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

and carried

THAT council accept the list of taxes to receive as of October 31st 2015, prepared by the director general and mandates Dubé Guyot, lawyers, to carry out the collection of taxes in all cases where arrears for 2014 or earlier are due;

THAT council mandate the lawyers Dubé, Guyot to proceed with the tax collection of all accounts due for the previous year after the expiry of the last payment of taxes of the present year.

ADOPTED UNANIMOUSLY

5. Urbanism

2015-0161

5.1 PIIA - 23, Village Street – Roll number 1892-26-0717 – Demolition of a residence

WHEREAS a request within the PIIA was submitted for the property located at 23, Village Street, which is identified by the roll number 1892-26-0717;

WHEREAS that this request is subject to the requirements of by-law #168 on the Site Planning and Architectural Integration Program (PIIA);

WHEREAS that the residence has already lost its essential value after an irreversible deterioration due to a general lack of maintenance and that the first criterion of article 4.1.1 of the PIIA by-law allows the demolition of a building in such circumstances;

WHEREAS the demolition will clean the area by reducing the number

of residences and reduce the pressure on groundwater from wastewater and reduce the risk of contamination of neighboring wells;

WHEREAS the recommendation of the planning advisory Committee to accept this request;

CONSEQUENTLY,

It is moved by councillor Joanna Nash

And carried that council accept the application for demolition of a residence presented in the PIIA for the property located at 23, Village street, identified by the roll number 1892-26-0717 with the following conditions:

- That the oil tank which was used to heat the residence is drained by an accredited and recognized company, approved by the building inspector and this, before the work begins and before moving the tank. The inspector must be present when emptying the tank;
- That the private water inlet be closed and properly plugged by a plumber before the start of the demolition work;
- That the demolition work be carried out by a contractor who has the required licence from the Régie du Bâtiment du Québec;
- That no building material be buried in the foundation;
- That the foundation be completely removed or broken on itself, filled with inert material and covered with at least fifteen centimeters (15 cm) of topsoil and seeded in the shortest possible time to restore plant cover.

ADOPTED UNANIMOUSLY

2015-0162

5.2 PIIA – 93, Village road – Roll number 1893-37-9550 – Reconstruction of an exterior chimney

WHEREAS a request within the PIIA was submitted for the property located at 93, Village Street, which is identified by the roll number 1893-37-9550;

WHEREAS this request is subject to the requirements of by-law #168 on the Site Planning and Architectural Integration Program (PIIA);

WHEREAS the work consists of the demolition of the existing chimney, currently in brick, and rebuilding a new chimney to the same dimensions but will be covered with a Canoxel siding in the same color as that of the main residence;

WHEREAS the proposed work will comply with the third (3rd) criterion of Article 4.1.1 of the PIIA by-law which states: "The specific qualities and, in general, the character of a building must be protected";

WHEREAS the work is needed to ensure the security of the building and its occupants;

WHEREAS the recommendation of the Planning Advisory Committee to accept this request;

CONSEQUENTLY,

It is moved by councillor Marlene Séguin

And carried that council accept the application within the PIA for the property located at 93, Village street, identified by the roll number 1893-37-9550 concerning the reconstruction of a fireplace with a Canoxel siding of the same color as the main residence.

ADOPTED UNANIMOUSLY

6. Leisure and culture

2015-0163

6.1 Arundel Loisirs – Christmas holiday 2015 and purchase of equipment

WHEREAS the Arundel Loisirs filed an application for financial assistance for its project "Christmas Party 2015" and for the purchase of a bingo machine;

WHEREAS that the municipality wishes to get involved in the project "Christmas party 2015" because this project strengthens the sense of belonging of the people to its municipality in addition to promoting the family;

WHEREAS that buying a bingo machine will allow Arundel Loisirs to finance part of its activities while providing entertainment for the citizens of Arundel;

CONSEQUENTLY,

It is moved by councillor Bernard Bazinet

And carried that the council grants an amount of 400\$ to the Arundel Loisirs for its "Christmas Party 2015" as well as an amount of 157.48\$ as financial aid for the purchase of a bingo machine.

ADOPTED UNANIMOUSLY

2015-0164

6.2 Cégep de Mont-Tremblant – Fundraising dinner - Club Richelieu de Mont-Tremblant

WHEREAS the Centre d'études collégiales de Mont Tremblant facilitates access to higher education by promoting the graduation of students in their region;

WHEREAS that in each region of Quebec, the colleges are major centers of economic, social and cultural development while stimulating communities of all sizes;

WHEREAS since its creation in 2008, the college gives a positive assessment and that after abandoning the experimental status, the project continues to receive the support of many community partners, both economic, academic and social;

WHEREAS that young people and their parents are more likely to respond to the call of their region and to show, in respect of the college, a trusted brand;

WHEREAS the Club Richelieu de Mont-Tremblant is organizing an oyster evening to benefit the Fondation du Cégep de Saint-Jérôme, for students of the Mont-Tremblant Center;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried to authorize the purchase of two (2) tickets for the Oyster evening, to benefit the Fondation du Cégep de Saint-Jérôme, for students of the Mont-Tremblant Center, organized by the Club Richelieu de Mont-Tremblant, in the amount of 110\$ each.

ADOPTED UNANIMOUSLY

2015-0165

6.3 Request for financial aid – L’Ombre-Elle

WHEREAS that women and their children have the right to live safely in their homes;

WHEREAS that every child has the right to develop in a healthy environment, free from violence;

WHEREAS that when women come out of their silence, they have a great need for resources to help them start from scratch;

WHEREAS L’Ombre-Elle has for the last thirty years (30 years), been a Shelter in the Laurentians offering them their help and accommodations at any time of day or night so they can resume control of their lives and rebuild the esteem of themselves;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried that council authorizes a donation of 100\$ to the organization L’Ombre-Elle to support it in its 2015-2016 fundraising campaign.

ADOPTED UNANIMOUSLY

2015-0166

6.4 Annual fundraising campaign - Palliaco

WHEREAS Palliaco is an organization that provides support services, respite and support to people with cancer, to patients at end of life, the caregivers and the bereaved, for free, in French and English to residents of the MRC des Laurentides;

WHEREAS Palliaco organizes the 4th Hike under the stars, a pleasant winter and unifying event which was designed to raise money to fund the services offered;

CONSEQUENTLY,

It is moved by councillor Julia Stuart

And carried that council authorizes a donation of 400\$ to Palliaco for registration of four (4) participants in the team of the Fellowship to support the organization in its annual fund-raising campaign 2016.

ADOPTED UNANIMOUSLY

7. Human resources

2015-0167

7.1 Authorization to hire

WHEREAS the Municipality has two (2) employees assigned to public works and to ensure continuity of service, it is necessary to authorize the director general to hire a temporary employee in this department to replace an absent employee or meet an increased workload;

CONSEQUENTLY,

It is moved by councillor Daniel L. Fournier

And carried:

THAT council authorizes the director general to hire a temporary employee for the public works department in the case of replacing an absent employee or to meet an increased workload and to endorse this hiring at the first sitting of the next council.

ADOPTED UNANIMOUSLY

2015-0168

Termination of the meeting

It is moved by councillor Marlene Séguin that the meeting be terminated at 8:41 p.m.

Guylaine Berlinguette
Mayor

France Bellefleur, CPA, CA
Director general