

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 April 2019 at 7:00 p.m.

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

Councillor Jonathan Morgan 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. Consultation on a request for minor variances**

3.1 Request for minor variances – 4 Doctor Henry road – Roll # 1892-15-2708

#### **4. Request of minor variances**

4.1 Request of minor variances – 4, Doctor Henry – Roll # 1892-15-2708

#### **5. Adoption of the minutes**

5.1 Ordinary meeting of March 19<sup>th</sup> 2019

#### **6. Financial and administrative management**

6.1 List of accounts payable as of March 31<sup>st</sup>, 2019

6.2 Acceptance of the financial report for the year ending December 31<sup>st</sup>, 2018 and the report of the external auditors

6.3 Rental of apartment # 4 - Mrs. Josée Routhier

6.4 Consultation Mandate - PFD Attorneys – Councillors on ethics and professional conduct

#### **7. Public security**

7.1 Hiring – First responder – Ariane Trudel

#### **8. Public work**

8.1 Terms of payment of the TECQ Program

8.2 Local road maintenance assistance Program 2018 (PAERRL)

8.3 Mandate of expertise in architecture - PLA architects inc

#### **9. Urban planning and environmental hygiene**

9.1 PIIA - 78, Village Street – Roll number 1893-32-8088 - Exterior cladding

9.2 Participation in the Renovation Québec (PRQ) program 2019-2020

9.3 Joining the MRC des Laurentides in order to submit tenders and award contracts for the management of residual materials

**10. Loisirs and culture**

10.1 Traffic Authorization – Une route sans fin

10.2 Financial aid – Royal Canadian Legion – Sign

10.3 Commitment to participate in funding for the enhancement of the cultural leisure offer to integrate cultural or literary workshops at the day camp

**11. Mayor and councillors report**

**12. Question period**

**13. Termination of meeting**

**1. Question period**

**2019-0051**

**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 a request for minor variances**

**3.1 Request for minor variances – 4 Doctor Henry road – Roll # 1892-15-2708**

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

No comments or objections were made to this application for minor variances

**4. Request of minor variances**

**2019-0052**

**4.1 Request of minor variances – 4, Doctor Henry – Roll # 1892-15-2708**

**WHEREAS** the request for minor variances filed by the owner of 4, Doctor-Henry road, roll number 1892-15-2708;

**WHEREAS** the request for minor variances aims to regularize the existing 0.23 meter encroachment in the front margin whereas zoning by-law # 112 prescribes a front margin of 7.5 meters to the standards and practices grid for zone V1-33;

**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 Marc Poirier

And carried:

**THAT** the council approves this request for minor variances for the property of 4, Doctor-Henry Road, roll number 1892-15-2708 and authorizes the existing 0.23 meter encroachment in the front margin, while zoning by-law # 112 prescribes a margin before 7.5 meters to the grid of the norms and uses of the zone V1-33.

**ADOPTED UNANIMOUSLY**

**5. Adoption of the minutes**

**2019-0053**

**5.1 Ordinary meeting of March 19<sup>th</sup> 2019**

**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 March 19<sup>th</sup> 2019, as presented.

**ADOPTED UNANIMOUSLY**

**6. Financial and administrative management**

**2019-0054**

**6.1 List of accounts payable as of March 31<sup>st</sup> 2019**

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

Amyot Gélinas (audit)	2 874.38 \$
Bell Mobilité (cell voirie)	73.49 \$
Canadian Tire* (cleaning products)	26.38 \$
Carquest Canada* (parts, supplies)	156.77 \$
Central sécurité*(surveillance contract garage)	229.95 \$

Croix-Rouge (claim agreement)	160.00 \$
Dicom* (transport FR)	18.85 \$
Distribution Hunpaco* (water)	27.00 \$
Énergies Sonic Inc* (gas, diesel)	2 077.87 \$
Entreprises Dobie Inc*(parts 10 wheeler)	149.47 \$
Fournitures de bureau Denis* (office supplies)	270.02 \$
Gilbert P. Miller & Fils ltée (winter sand)	11 777.68 \$
L'information du Nord*(posting for inspector)	1 828.10 \$
Jones, Frances* (reimb expenses)	84.62 \$
Juteau Ruel (copies copier)	274.53 \$
La Capitale (group insurance)	2 147.45 \$
Les Machineries St-Jovite* (parts)	498.24 \$
Marc Marier (dog control)	400.00 \$
MRC des Laurentides (second payment)	12 283.00 \$
Municipalité d'Amherst*(start-up RIMRO)	1 571.05 \$
Outils Tremblant Inc.* (nacelle)	333.59 \$
Paysage Net* (Housekeeping)	790.46 \$
Régie incendie Nord Ouest Laurentides (share)	18 492.90 \$
Rona Forget Mont-Tremblant* (stain)	46.54 \$
SCFP, local 4852	575.65 \$
Services informatiques* (computer repair insp/biblio)	1 434.89 \$
Tenaquip* (cleaning products)	535.96 \$
Urba + (urbanism)	1 583.21 \$
Visa Desjardins* (contribution, survey, credit)	1 411.58 \$
Salaries and employer contributions	34 130.04 \$
Bank fees	145.27 \$

#### List of checks issued:

5509 Fondation Tremblant	190.00 \$
5510 Pethel Consultant inc (market study)	3 391.76 \$
5511 Bell Canada (fax)	89.48 \$
5512 Hydro-Québec (garage)	1 903.14 \$
5513 Shaw direct (music)	39.27 \$

\* 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 March 2019, transmitted April 11<sup>th</sup> 2019.

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**

**2019-0058**

**6.2 Acceptance of the financial report for the year ending  
December 31<sup>st</sup>, 2018 and the report of the external auditors**

**WHEREAS** the director general submits the financial report and the report of the external auditors for the fiscal year ended December 31<sup>st</sup>, 2018 in accordance with the provisions of the Municipal Code of Québec;

**WHEREAS** the director general certifies having given at least five (5) days before the date of this meeting, in accordance with the law, a public notice of the filing of these reports;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried to accept the filing of the financial report for the fiscal year ended December 31<sup>st</sup>, 2018 and the report of the external auditors Amyot Gélinas.

**ADOPTED UNANIMOUSLY**

**2019-0056**

**6.3 Rental of apartment # 4 - Mrs. Josée Routhier**

It is moved by councillor Paul Pepin

And carried to authorize the rental of apartment # 4 to Mrs. Josée Routhier from May 1<sup>st</sup>, 2019, according to the terms and conditions provided for in the lease and to authorize the director general, France Bellefleur, to sign all the documents necessary for the application of this resolution.

**ADOPTED UNANIMOUSLY**

**2019-0057**

**6.4 Consultation Mandate - PFD Attorneys – Councillors on ethics and professional conduct**

**WHEREAS** on December 2<sup>nd</sup>, 2010, *the municipal ethics and professional conduct Act* came into force and, following its adoption, all municipalities in Quebec had to adopt a code of ethics and professional conduct applicable to municipal elected officials and a code of ethics and professional conduct applicable to municipal employees;

**WHEREAS** the municipal council is a local government because it exercises the democratic power closest to the citizen;

**WHEREAS** you are a member of the municipal council of a large or small municipality, you are held to the same obligations without always being able to benefit from the same resources;

**WHEREAS** that for several years, the government, municipal elected officials and municipal associations have contributed to the establishment of best practices aimed at restoring the confidence of citizens in their institutions and that in this field, practices have improved thanks to the desire of all contributors;

**WHEREAS** it is often very difficult to recognize a situation of conflict of interest, real, apparent or potential;

**WHEREAS** it is essential that the members of the municipal council be able to obtain answers regarding their obligations related to ethics and professional conduct;

**WHEREAS** it is essential that the members of the municipal council be able to obtain answers regarding their obligations related to ethics and professional conduct;

**WHEREAS** the firm PFD avocats, more particularly Me Johanne Côté and Me Daniel Goupil are recognized by the Commission municipale du Québec as councillors on ethics and professional conduct;

**WHEREAS** the offer of service received from the firm PFD avocat for a mandate of consultation in ethics and municipal conduct;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried:

**TO MANDATE** PFD Avocats as ethics and municipal conduct councillors to provide a consulting service to members of the municipal council to assist them in their ethics and conduct obligations for a maximum amount \$ 5,000 per financial year;

**THAT** the members of council wishing to avail themselves of the consultation mandate should address the general director to assist them in this process.

**ADOPTED UNANIMOUSLY**

## **7. Public security**

**2019-0055**

### **7.1 Hiring – First responder – Ariane Trudel**

**WHEREAS** it is necessary to ensure the front line interventions for medical emergencies on the territory of the municipalities of Barkmere, Huberdeau, Montcalm and Arundel, and this, under an intermunicipal agreement;

**WHEREAS** there is a need to fill a position of first responder;

**WHEREAS** Mrs. Ariane Trudel has expressed her interest and is able to fulfill the hiring criteria for the position of first responder;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried that the municipality proceed to the hiring of Mrs. Ariane Trudel and this, under the conditions currently in force for the first responders.

**ADOPTED UNANIMOUSLY**

**8. Public work**

**2019-0059**

**8.1 Terms of payment of the TECQ Program**

**WHEREAS** the gas tax Program and the Québec contribution (TECQ) is renewed for the 2019-2023 period;

**WHEREAS** the payment terms of this program lead municipalities to support the financing for too long a period (October to March);

**CONSEQUENTLY,**

It is moved by councillor Hervey William Howe

And carried that the Municipality of Arundel ask the Quebec government:

**TO SUPPORT** the municipalities of Lac-Saguay and Ivry-sur-le-Lac in their request to the Quebec government to modify the payment terms of the TECQ Program;

**TO** modify the terms of payment in the following way, in order to avoid the too long periods of time between the end of the work and the refunds:

- that a payment of 50% of the subsidy provided for each year be paid during the month of June and that the other payment of 50% of the subsidy be paid before the end of the fiscal year of the municipality;
- that payments subsequent to the first year may be withheld if reporting of costs related to the Program does not appear in the financial statements for the year.

**ADOPTED UNANIMOUSLY**

**2019-0060**

**8.2 Local road maintenance assistance Program 2018 (PAERRL)**

**WHEREAS** the ministry of Transport, sustainable Mobility and transportation Electrification paid a compensation of \$ 75,373 for the maintenance of the local road network for the calendar year 2018;

**WHEREAS** the compensations distributed to the municipality concern the routine and preventive maintenance of local roads 1 and 2 as well as the elements of the bridges, located on these roads, for which the municipality is responsible;

**CONSEQUENTLY,**

It is moved by councillor Hervey William Howe

And carried:

**THAT** the Municipality of Arundel inform the ministry of Transport, sustainable Mobility and transportation Electrification of the use of compensations for the routine and preventive maintenance of local roads 1 and 2 as well as the elements of the bridges, located on these roads, which are the responsibility of the municipality, in accordance with the objectives of the local road maintenance assistance Program.

**ADOPTED UNANIMOUSLY**

**2019-0061**

### **8.3 Mandate of expertise in architecture - PLA architects inc**

**WHEREAS** a mandate of expertise in architecture would be desirable to identify and help solve some deficiencies of the municipal garage;

**WHEREAS** the offer of services received from the firm PLA architects inc;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried to mandate the firm PLA architects inc to assist the municipality to identify and help solve some deficiencies of the municipal garage.

**ADOPTED UNANIMOUSLY**

## **9. Urban planning and environmental hygiene**

**2019-0062**

### **9.1 PIIA - 78, Village Street – Roll number 1893-32-8088 - Exterior cladding**

**WHEREAS** a request under the PIIA has been submitted for the property located at 78, Village street and identified by the roll number 1893-32-8088;

**WHEREAS** the application concerns the use of vinyl as exterior cladding material on the residence whereas this type of cladding is not recommended and is prohibited in the PIIA;

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

**CONSEQUENTLY,**

It is moved by councillor Hervey William Howe



And carried that council deny the application submitted under the PIIA for the property located at 78,Village street, identified by the roll number 1893-32-8088.

**ADOPTED UNANIMOUSLY**

**2019-0063**

**9.2 Participation in the Renovation Québec (PRQ) program 2019-2020**

**WHEREAS** the Municipality of the Township of Arundel wishes to join the Rénovation Québec Program

It is moved by the mayor Pascale Blais

And carried:

**THAT** the Municipality of the Township of Arundel request the Société d'Habitation du Québec to participate in the Rénovation Québec program. The Municipality wishes to adhere to:

- Component II - Residential renovation and requesting a budget in the amount of \$ 20,000 (SHQ: \$ 10,000 and Municipality of Arundel: \$ 10,000), the total amount of financial assistance paid to the beneficiary will be assumed in equal shares by the Société d'Habitation du Québec and the municipality;

**THAT** the Mayor, Pascale Blais, and the director general, France Bellefleur be authorized to sign the documents necessary to carry out this resolution. The municipality will grant the amount of financial assistance to the project, in accordance with By-law # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel.

**ADOPTED UNANIMOUSLY**

**2019-0064**

**9.3 Joining the MRC des Laurentides in order to submit tenders and award contracts for the management of residual materials**

**WHEREAS** the Municipality of Arundel has received a proposal from the MRC des Laurentides to form, on behalf of itself and other interested municipalities, a group to request bids for the management of residual materials;

**WHEREAS** articles 14.3 and following of the Municipal Code of Québec allow a municipality to conclude such an agreement;

**WHEREAS** it is in the interest of the Municipality of Arundel to join this group to request bids for the purchase of the following items:

- Rolling bins with a capacity of 240 liters;
- Rolling bins with a capacity of 360 liters;
- Steel containers (2,3,4,6,8,10 cubic yards)
- Polyethylene containers (2.3.4 cubic yards)

**WHEREAS** that in accordance with the law, the MRC des Laurentides will proceed with calls for tenders on invitation or public tenders to award these contracts;

**WHEREAS** that following this delegation, the acceptance of tenders and the management of them will be the responsibility of the MRC des Laurentides;

**WHEREAS** this grouping of purchases is planned for a period of three (3) years, for the years 2019, 2020 and 2021;

**CONSEQUENLTY,**

It is moved by councillor Paul Pepin

And carried:

**THAT** the Municipality of Arundel confirms its adhesion to the grouping of the MRC des Laurentides in order to request bids for the purchase of rolling bins with a capacity of 240 and 360 liters and steel and polyethylene containers;

**THAT** the municipality of Arundel entrusts to the MRC des Laurentides the process leading to the awarding of the contract;

**THAT** the Municipality of Arundel undertakes to provide the MRC des Laurentides, within the prescribed time, the list of its needs and the information required for the call for tenders;

**THAT** the Municipality of Arundel agrees to respect the terms and conditions of this contract as if it had contracted directly with the supplier to whom the contract will be awarded.

**ADOPTED UNANIMOUSLY**

**10. Loisirs and culture**

**2019-0065**

**10.1 Traffic Authorization – Une route sans fin**

**WHEREAS** the Laurentian Youth Center organizes the 15<sup>th</sup> edition of the "Une route sans fin" bike ride on June 7<sup>th</sup> 2019;

**WHEREAS** this bike ride is designed to give young people a 67 kilometer bike ride to develop their self-esteem, to meet a new challenge and to promote the importance of physical activity;

**WHEREAS** the municipality wishes to support this event;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried that the municipal council approves the holding of the 15<sup>th</sup> edition of the event "Une route sans fin" on June 7<sup>th</sup> 2019, and authorizes, conditionally to the authorizations required by the Sûreté du Québec and the Minister of Transport, Sustainable Mobility and Transport Electrification, the circulation of participating cyclists at this event on the roads of the municipality.

**ADOPTED UNANIMOUSLY**

**2019-0066**

**10.2 Financial aid – Royal Canadian Legion – Sign**

**WHEREAS** the mission of the Royal Canadian Legion is to assist veterans and their dependents, to promote Remembrance, to support serving members and to involve themselves in all local and regional communities, throughout Canada;

**WHEREAS** the Royal Canadian Legion 192 has requested the support of the municipality for the installation of a new outdoor sign;

**CONSEQUENTLY,**

It is moved by councillor Dale Rathwell

And carried that council authorizes the payment of a \$ 150 donation to the Royal Canadian Legion 192 for the installation of their new outdoor sign.

**ADOPTED UNANIMOUSLY**

**2019-0067**

**10.3 Commitment to participate in funding for the enhancement of the cultural leisure offer to integrate cultural or literary workshops at the day camp**

**WHEREAS** the MRC des Laurentides proposes to the Municipality, within the framework of the cultural development Agreement (DEC) to improve the offer in cultural leisure by integrating cultural or literary workshops in day camps;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried to confirm to the MRC des Laurentides the intention of the Municipality to participate, for an amount of \$ 500, in the improvement of the cultural leisure offer in the day camps as part of the cultural development Agreement.

**ADOPTED UNANIMOUSLY**

**2019-0068**

**Termination of the meeting**

It is moved by councillor Marc Poirier and carried that the meeting be terminated at 8:42 p.m.

**ADOPTED UNANIMOUSLY**

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Pascale Blais, LL. B., B.A.	France Bellefleur, CPA, CA
Mayor	Director general