

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 19<sup>th</sup> of March 2019 at 7:00 p.m.

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

Councillor Dale Rathwell is absent.

The director general, France Bellefleur is present.

### **Agenda**

#### **1. Question period**

#### **2. Adoption of the Agenda**

#### **3. Adoption of the minutes**

3.1 Extraordinary meeting of February 12<sup>th</sup> 2019

3.2 Ordinary meeting of February 19<sup>th</sup> 2019

#### **4 Financial and administrative management**

4.1 List of accounts payable as of February 28<sup>th</sup>, 2019

4.2 A resolution of concordance for a loan by note in the amount of \$ 107,900 to be achieved on March 25<sup>th</sup>, 2019

4.3 By-law # 172 - Submission for the ticket issue - Acceptance of the loan offer in the amount of \$107,900

#### **5. Public security**

5.1 Appointment of the person responsible for the preparation of claims

5.2 Constitution of the municipal organization of public security

5.3 Civil Security - Request for Financial Assistance – Volet 2

5.4 Appointment - Intermunicipal Committee or First Responders of Montcalm, Huberdeau, Arundel and Barkmere

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

6.1 Rénovation Québec program – Approval of the preliminary list of admissible work – 27 Village Street – Role number 1892-16-9855

6.2 Authorization to participate in planning advisory Committee meetings by telephone or videoconference

#### **7. Loisirs and culture**

7.1 Fundraising – Fondation Tremblant

7.2 Sharing of the loisir resource with the Municipality of Amherst

7.3 Traffic authorization - Gran Fondo

**8. Mayor and councillors report**

**9. Question period**

**10. Termination of meeting**

**1. Question period**

**2019-0035**

**2. Adoption of the Agenda**

It is moved by councillor Marc Poirier

And carried that the Agenda be adopted as presented.

**ADOPTED UNANIMOUSLY**

**3. Adoption of the minutes**

**2019-0036**

**3.1 Extraordinary meeting of February 12<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 Marc Poirier

And carried to adopt the minutes of the extraordinary meeting of council held on February 12<sup>th</sup> 2019, as presented.

**ADOPTED UNANIMOUSLY**

**2019-0037**

**3.2 Ordinary meeting of February 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 Jonathan Morgan

And carried to adopt the minutes of the ordinary meeting of council held on February 19<sup>th</sup> 2019, as presented.

**ADOPTED UNANIMOUSLY**

#### 4. Financial and administrative management

2019-0038

##### 4.1 List of accounts payable as of February 28<sup>th</sup> 2019

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

ADMQ (convention)	619.72\$
Bell Canada (fax)	89.48\$
Bell Mobilité (voirie cell)	73.49\$
Canadian Tire* (parts steamer)	12.15\$
Carquest Canada* (parts loader)	72.92\$
CFL Performance* (FR truck repair)	304.65\$
Chalifoux Électrique Inc.*(emergency battery exchange)	366.52\$
DBO Expert * (maintenance contract septic installation)	86.67\$
Distribution Hunpaco* (water)	64.07\$
Dubé Guyot Inc*(professional fees)	42.08\$
Énergies Sonic Inc* (gas, diesel)	5,584.31\$
Équipements Médi-Sécur* (medical supplies)	71.36\$
Financière Banque Nationale (interest and capital)	27,253.13\$
Formules municipales* (office supplies)	526.41\$
Fournitures de bureau Denis* (office supplies)	115.98\$
Gilbert P. Miller & Fils ltée* (grader)	137.97\$
Juteau Ruel (photocopier copies)	358.20\$
La Capitale (group insurance)	400.99\$
Les Machineries St-Jovite* (parts)	22.15\$
Marc Marier (animal care)	150.00\$
Matériaux R. McLaughlin* (defroster)	11.48\$
MRC des Laurentides (quote-part 1st installment)	38,117.49\$
O.J. Compagnie* (parts ventrac)	102.75\$
Outils Tremblant Inc.* (nacelle)	315.90\$
Paysage Net* (cleaning)	632.36\$
Portes de garage Mont-Tremblant* (maint. Garage doors)	258.69\$
Réparation Jean-Pierre Maillé*(steamer repair)	202.09\$
RIMRO (quote-part 1st installment)	19,280.00\$
Rona Forget Mont-Tremblant*(Ford parts)	45.84\$
SAAQ (registration)	3,180.81\$
Serrurier Magic* (safe repair)	129.92\$
Services d'entretien St-Jovite* (truck repair)	3,424.71\$
Shaw Direct (music multifunctional play area)	38.50\$
Urba + * (urbanism)	1,100.31\$
Visa Desjardins* (stamps, filing cabinet, inspection FR)	423.20\$
Salaries and employer contributions	32,326.71\$
Bank fees	74.36\$

List of checks issued:

5470 Financière Banque Nationale (interest)	\$382.50
5471 Hydro Québec	\$7,026.73

\* 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 February 2019, transmitted March 15<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.

France Bellefleur, CPA, CA  
Director general

ADOPTED UNANIMOUSLY

2019-0039                      4.2 A resolution of concordance for a loan by note in the amount of \$ 107,900 to be achieved on March 25<sup>th</sup>, 2019

WHEREAS in accordance with the following by-law and for the amount indicated, the Township of Arundel wishes to borrow by notes for a total amount of \$ 107,900 which will be realized on March 25<sup>th</sup>, 2019, distributed as follows:

Loan by-law #	For an amount of
172	107 900 \$

WHEREAS it is expedient to amend the loan by-law accordingly;

CONSEQUENTLY,

It is moved by councillor Jonathan Morgan

And carried that the loan by-law mentioned in the first paragraph of the preamble be financed by notes, in accordance with the following:

- 1. the notes will be dated March 25<sup>th</sup>, 2019;
- 2. Interest will be payable semi-annually on March 25<sup>th</sup> and September 25<sup>th</sup> of each year;
- 3. The notes will be signed by the acting mayor and the secretary treasurer;
- 4. The notes, in respect of the principal amount, will be repaid as follows:

2020.	20 300 \$	
2021.	20 900 \$	
2022.	21 600 \$	
2023.	22 200 \$	
2024.	22 900 \$	(to pay in 2024)
2024.	0 \$	(to renew)

ADOPTED UNANIMOUSLY

4.3 By-law # 172 - Submission for the ticket issue - Acceptance of the loan offer in the amount of \$107,900

Date d'ouverture :	19 mars 2019	Nombre de soumissions :	2
Heure d'ouverture :	10 h	Échéance moyenne :	3 ans et 1 mois
Lieu d'ouverture :	Ministère des Finances du Québec	Date d'émission :	25 mars 2019
Montant :	107 900 \$		

**WHEREAS** the Municipality of the Township of Arundel has requested, in this regard, through the electronic system “Tendering and Publication Service of the results of debt securities issued for municipal financing”, tenders for the sale of an issue of notes, dated March 25<sup>th</sup> 2019, in the amount of \$107 900;

**WHEREAS** that following the public call for tenders for the sale of the designated issue above, the Ministère des Finances received three compliant bids, all according to article 1066 of the *Municipal Code of Québec* (RLRQ), chapter C 27.1) and the resolution adopted under this section:

1- CAISSE DESJARDINS DE MONT-TREMBLANT

\$ 20 300	3,25500 %	2020
\$ 20 900	3,25500 %	2021
\$ 21 600	3,25500 %	2022
\$ 22 200	3,25500 %	2023
\$ 22 900	3,25500 %	2024

Price: 100,00000                      Real cost: 3,25500%

2- FINANCIÈRE BANQUE NATIONALE INC.

20 300 \$	2,40000 %	2020
20 900 \$	2,50000 %	2021
21 600 \$	2,60000 %	2022
22 200 \$	2,75000 %	2023
22 900 \$	3,00000 %	2024

Price: 98,01100                      Real cost: 3,44778 %

**WHEREAS** the result of the calculation of actual costs indicates that the bid submitted by CAISSE DESJARDINS DE MONT-TREMBLANT is the most advantageous;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried:

**THAT** the preamble to this resolution be an integral part of it as if it were here reproduced in full;

**THAT** the Municipality of the Township of Arundel accepts the offer made to it from the CAISSE DESJARDINS DE MONT-TREMBLANT for its loan by notes dated March 25<sup>th</sup> 2019 in the amount of \$ 107 900 made under loan by-law 172. These notes are issued at a price of \$100,00000 for each \$100.00 per value of notes maturing in series of five (5) years;

**THAT** the notes, principal and interest, be payable by check to the order of the registered holder or by pre-authorized bank debits to the latter.

## **ADOPTED UNANIMOUSLY**

### **5. Public security**

**2019-0041**

#### **5.1 Appointment of the person responsible for the preparation of claims**

**WHEREAS** the local municipalities have, under the *Civil protection Act* (L.R.Q., S 2.3), responsibility for civil security on their territory;

**WHEREAS** the municipality is exposed to various hazards of natural and anthropogenic origins that can be the source of claims;

**WHEREAS** the municipal council of the Municipality of Arundel recognizes that the municipality can be affected by a disaster at any time;

**WHEREAS** the municipal council sees the importance of preparing for the losses likely to occur in its territory;

**WHEREAS** the municipal council of the Municipality of Arundel wishes to provide the municipality with a preparation allowing it to respond to any type of disaster that may occur in its territory;

**WHEREAS** the disaster preparedness measures that will be put in place should be recorded in a civil security plan;

**WHEREAS** the implementation of disaster preparedness measures and the development of a civil security plan require the participation of several municipal services, including fire safety, public works and administration;

**WHEREAS** this preparation and this plan must be kept operational and be regularly monitored by the municipal council;

### **CONSEQUENTLY,**

It is moved by councillor Hervey William Howe

And carried:

**THAT** the director general France Bellefleur be appointed responsible for establishing disaster preparedness measures and developing the municipality's civil security plan;

**THAT** this person be mandated to:

- ensure the implementation of disaster preparedness measures;
- develop, in consultation with the various departments of the municipality, the municipality's civil protection plan;
- develop a procedure for updating and revising the civil protection plan;
- propose ways to inform the population about the safety instructions to be followed during disasters;
- monitor training and exercise needs;
- evaluate the resources needed to make disaster preparedness measures work and propose ways to meet additional needs;
- prepare an annual report on the evolution of civil security in the territory of the municipality;

**THAT** the various municipal services concerned and that the necessary resources be made available to this head so that he can carry out his mandates;

**THAT** this resolution repeal all previous appointments concerning the person in charge of the establishment of the measures of preparation for disasters and the elaboration of the civil security plan of the municipality.

**ADOPTED UNANIMOUSLY**

**2019-0042**

## **5.2 Constitution of the municipal organization of public security**

**WHEREAS** the local municipalities have, under the civil protection Act, the responsibility for civil security on their territory;

**WHEREAS** the municipality is exposed to various hazards of natural and anthropogenic origin that can be the source of claims;

**WHEREAS** the municipal council of the Municipality of Arundel recognizes that the municipality can be affected by a disaster at any time;

**CONSEQUENTLY,**

It is moved by councillor Marc Poirier

And carried:

**THAT** a municipal organization of civil security be created in order to coordinate the resources and the measures deployed at the time and following the disasters and to ensure the cooperation of the contributors;

**THAT** the following persons be designated members of the municipal organization of civil security and that they perform the duties described below:

FUNCTION AND NAME

Municipal coordinator of civil security: France Bellefleur

Municipal coordinator of civil security substitute: Claudine Léveillé

Responsible of mission Administration: Claudine Léveillé

Responsible 1<sup>st</sup> substitute of the mission Administration: Carole Brandt

Responsible 2<sup>nd</sup> substitute of the mission Administration: Building and environment Inspector

Responsible Communication mission - Communication preparation function: Pascale Blais

Responsible 1<sup>st</sup> substitute of the Communication mission - Communication preparation function: France Bellefleur

Responsible Communication mission - Spokesperson function: Pascale Blais

Responsible 1<sup>st</sup> substitute of Communication mission – Spokesperson function: Hervey William Howe

Responsible of the mission Rescue for people and protection of property: Sonia Larrivée

Responsible 1<sup>st</sup> substitute of the mission Rescue for people and protection of property: Alexandre Larrivée-Plante

Responsible 2<sup>nd</sup> substitute of the mission Rescue for people and protection of property: Neil Swail

Responsible 3<sup>rd</sup> substitute of the mission Rescue for people and protection of property: Éric de Bellefeuille

Police Service: Sûreté du Québec

Fire Department: Régie incendie Nord Ouest Laurentides

Responsible of the mission Service to victims: Carole Brandt

Responsible 1<sup>st</sup> substitute of the mission Services to victims: Building and environment inspector

Responsible 2<sup>nd</sup> substitute for mission Service to victims: Sandy Duncan



Responsible mission of Technical Services and Transportation: Stuart Meyer

Responsible 1<sup>st</sup> substitute of mission Technical Services and Transportation: Paul Williams

Responsible 2<sup>nd</sup> substitute of the mission Technical Services and Transportation: building and environment inspector

**THAT** this resolution repeal all previous appointments concerning the municipal security organization of the municipality.

**ADOPTED UNANIMOUSLY**

2019-0043

**5.3 Civil Security - Request for Financial Assistance – Volet 2**

**WHEREAS** *the By-law respecting the procedures of alert and mobilization and the minimum means of relief to protect the security of persons and property in the event of a disaster* was enacted by the minister of public Security on April 20<sup>th</sup>, 2018, and will come into force on November 9<sup>th</sup>, 2019;

**WHEREAS** the municipality wishes to avail itself of Volet 2 of the financial assistance program offered by the Quebec Municipal Agency 9-1-1 in order to support the claims preparation actions, whose priority measures to comply with this new regulation;

**WHEREAS** the municipality attests that it has now completed the self-diagnosis tool provided by the ministère de la Sécurité publique in May 2018 and that it deems it necessary to improve its state of disaster preparedness;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried:

**THAT** the municipality submit a request for financial assistance to the Municipal Agency 9-1-1 of Quebec in the amount of \$ 12 000, under Volet 2 of the program mentioned in the preamble and undertakes to respect the conditions, to carry out the actions described in the form attached to this resolution to form an integral part of it, totaling \$ 14,000, and confirming that the municipality's contribution will be worth at least \$ 2,000;

**THAT** the municipality hereby certifies that it will merge with the local municipalities of Montcalm, Huberdeau and Amherst for Volet 2, and that it requests the additional financial assistance of \$ 2,000 provided for in the program in this case;

**THAT** the municipality authorizes the director general, France Bellefleur, to sign for and on her behalf the application form for

financial assistance and certify that the information it contains is accurate.

**ADOPTED UNANIMOUSLY**

**2019-0044**

**5.4 Appointment - Intermunicipal Committee of First Responders of Montcalm, Huberdeau, Arundel and Barkmere**

**WHEREAS** under article 3 of the inter-municipal agreement concerning the first responders service, the municipality must appoint a member of the council to sit on the Intermunicipal Committee of First Responders of Montcalm, Huberdeau, Arundel and Barkmere;

**CONSEQUENTLY,**

It is moved by councillor Jonathan Morgan

And carried that council appoint councillor Marc Poirier, as a member of the council representing the Municipality of Arundel on the Intermunicipal Committee of First Responders of Montcalm, Huberdeau, Arundel and Barkmere and councillor Hervey William Howe, as a substitute, as of March 19<sup>th</sup>, 2019.

**ADOPTED UNANIMOUSLY**

**6. Urban planning and environmental hygiene**

**2019-0045**

**6.1 Rénovation Québec program – Approval of the preliminary list of admissible work – 27 Village Street – Role number 1892-16-9855**

**WHEREAS** the Société d'habitation du Québec (SHQ) has established a framework program designed to encourage the Municipality to implement measures to stimulate the revitalization of the declining residential vocation in one or more restricted areas of his territory ;

**WHEREAS** the SHQ participates in the overall budget of this program in a proportion of 50%;

**WHEREAS** the Municipality of Arundel has adopted By-law # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel;

**WHEREAS** the owners of 27, rue du Village, number 1892-16-9855 have applied for financial assistance for renovations that meet the eligibility criteria set out in the program;

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

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried that the municipal council approves this request for financial assistance provided that the owners meet all the conditions provided for in the Rénovation Québec Program and the by-law # 232 concerning the establishment of the Rénovation Québec program in the Municipality of the Township of Arundel.

**ADOPTED UNANIMOUSLY**

**2019-0046**

**6.2 Authorization to participate in planning advisory Committee meetings by telephone or videoconference**

**WHEREAS** today's technology allows participation by telephone or videoconference in meetings;

**WHEREAS** this could facilitate participation in town planning advisory Committee meetings;

**CONSEQUENTLY,**

It is moved by councillor Hervey William Howe

And carried to allow members of the planning advisory Committee to participate, by telephone or videoconferences at planning advisory Committee meetings.

**ADOPTED UNANIMOUSLY**

**7. Loisirs and culture**

**2019-0047**

**7.1 Fundraising – Fondation Tremblant**

**WHEREAS** the Fondation Tremblant is organizing, for the 23<sup>rd</sup> consecutive year, a major fundraiser to be held on Saturday, April 20<sup>th</sup>, 2019;

**WHEREAS** since its creation 22 years ago and thanks to the generous participation and support of partners and sponsors, Fondation Tremblant has distributed more than \$ 4,740,000 to disadvantaged young people in the territory of the MRC des Laurentides so that it can achieve a better quality of life and develop their full potential in sports, education, arts or cultural activities;

**WHEREAS** the Municipality of Arundel benefits from the financial assistance of the Fondation Tremblant and wishes to contribute to the fundraising;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried that council authorize the purchase of two (2) fundraising tickets from the Fondation Tremblant for its event of April 20<sup>th</sup>, 2019 to support the organization in its 2019 annual fundraising campaign.

**ADOPTED UNANIMOUSLY**

**2019-0048**

**7.2 Sharing of the loisir resource with the Municipality of Amherst**

**WHEREAS** the Municipality of Amherst has shown interest in sharing the recreational resource currently shared between Brébeuf, Montcalm and Arundel;

**WHEREAS** the municipalities of Arundel, Brébeuf and Montcalm discussed this possibility in the fall of 2018 and agree with the sharing of the recreational resource with Amherst;

**WHEREAS** in the fall of 2019, the sharing of recreational resources in four (4) municipalities will be evaluated in order to see the effectiveness of the project and continuity;

**CONSEQUENTLY,**

It is moved by councillor Paul Pepin

And carried that the agreement be amended so that the Municipality of Amherst can adhere to the project.

**ADOPTED UNANIMOUSLY**

**2019-0049**

**7.3 Traffic authorization - Gran Fondo**

**WHEREAS** the Gran Fondo Mont-Tremblant is the perfect opportunity to ride for pleasure and for health while being an opportunity to excel on a panoramic course in a safe environment;

**WHEREAS** the municipality wishes to support this event which offers the possibility for cyclists to discover our municipality;

**CONSEQUENTLY,**

It is moved by councillor Thomas Bates

And carried that the municipal council approves the holding of the sixth edition of the Gran Fondo Mont-Tremblant cycling event on May 25<sup>th</sup>, 2019 and authorizes, subject to the authorizations required by the Sûreté du Québec and the Ministère des Transports, de la Mobilité durable et de l'Électrification des Transports du Québec, the circulation of

participating cyclists at this event on the roads of the municipality on May 25<sup>th</sup>, 2019.

**ADOPTED UNANIMOUSLY**

**2019-0050**

**Termination of the meeting**

It is moved by councillor Jonathan Morgan and carried that the meeting be terminated at 7:47 p.m.

**ADOPTED UNANIMOUSLY**

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

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France Bellefleur, CPA, CA  
Director general