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 21st of May 2019 at 7:00 p.m.

Present were councillors: Jonathan Morgan, Hervey William Howe, Paul Pepin, Thomas Bates, Marc Poirier, Dale Rathwell 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.** Adoption of the minutes
- 3.1 Ordinary meeting of April 16th 2019

4. Notice of motion and by-law

4.1 Notice of motion - By-law #243 - Delegation of authority concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract

4.2 Filing - By-law project #243 - Delegation of authority concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract

5. Financial and administrative management

5.1 List of accounts payable as of April 30th, 2019

5.2 Policy for dealing with complaints regarding invitations to tender and awarding of a contract

5.3 Filing by delegation of authority to authorize the hiring of temporary staff on behalf of the municipality

5.4 ClicSéQUR - Business and my file - France Bellefleur

5.5 ClicSéQUR - Business and my file - Claudine Léveillé

5.6 ClicSéQUR - Business and my file - Carole Brandt

5.7 Nomination of the acting mayor

5.8 Signature authorization - Item removed

5.9 Rental of apartment # 4 - Mrs. Nayanka Judick

6. Public work

6.1 Hiring - Maintenance attendant and laborer - Student employment

6.2 Short term rental of a grader - JMV inc

7. Urban planning and environmental hygiene

7.1 PIIA – 4, Doctor Henry street - Roll # 1892-15-2708 - Renovation of the residence

7.2 Adoption - Report of the selection committee on the hiring of the municipal inspector

7.3 Hiring - Municipal inspector - Nayanka Judick

7.4 Modification to the application to the CPTAQ for the alienation of agricultural land - 73, de la Rouge road – Roll number 1692-60-4021

7.5 Treatment of organic matter - Régie intermunicipale des déchets de la Rouge

8. Loisirs and culture

8.1 Call for proposals - Activity related to the conservation, preservation and presentation of heritage

8.2 Financial aid - Masonic Lodge #81 - Golf tournament

8.3 Canada Day 2019

8.4 Withdrawal of the grant application for the sport and recreation facilities support Program - Phase IV - Municipal garage park project

9. Points added when adopting the agenda

- 9.1 5, Church road Item postponed
- 9.2 Duties of the council and information Item postponed
- 9.3 Filing of the Gas Station Study

10. Mayor and councillors report

11. Question period

12. Termination of meeting

1. Question period

2019-00692. Adoption of the Agenda

It is moved by the mayor Pascale Blais that the agenda be adopted with the following additions:

9.1 5, Church road9.2 Duties of the council and information9.3 Filing of the Gas Station Study

ADOPTED UNANIMOUSLY

3. Adoption of the minutes 2019-0070 3.1 Ordinary meeting of April 16th 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 ordinary meeting of council held on April 16th 2019, as presented. **ADOPTED UNANIMOUSLY** 4. Notice of motion and by-law 4.1 Notice of motion - By-law #243 - Delegation of authority concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract **IN CONFORMITY** with article 445 of the *Municipal Code of Quebec*, the mayor Pascale Blais gives a notice of motion of the presentation, at a future meeting of council, of a delegation of power by-law concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract; **IN CONFORMITY** with article 445 of the *Municipal Code of Quebec*, copies of the by-law are made available to the public at this meeting of council; **IN CONFORMITY** with article 445 of the *Municipal Code of Quebec*, the person responsible for access to document in the municipality will provide a copy of the draft by-law to any person who requests it within two (2) calendar days prior to the meeting at which it will be adopted; **IN CONFORMITY** with article 445 of the *Municipal Code of Quebec*, the mayor Pascale Blais mentions that the purpose of the by-law is to delegate the functions devolved under the Act to promote the supervision of the contracts of public bodies and to establish the Authority of public markets. The project by-law # 243 - Delegation of authority regarding the policy of dealing with complaints regarding invitations to tender and awarding of a contract is presented by the mayor Pascale Blais to the citizens

present.

4.2 Filing – By-law project #243 – Delegation of authority concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract

The project by-law #243 – Delegation of authority concerning the Policy of dealing with complaints regarding invitations to tender and awarding of a contract is filled.

5. Financial and administrative management

5.1 List of accounts payable as of April 30th 2019

2019-0071

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

Bertucci, Frank (check reimb.)	644.00 \$
Canadian Tire* (gloves – spring cleaning)	13.78 \$
Carquest Canada* (parts)	156.77 \$
Centre du camion Gallant* (mechanical verification)	123.83 \$
CFL Performance*(tire change)	82.78 \$
Cooke, Margaret Ann* (dog license reimb.)	25.00 \$
Couvre-Plancher Perreault* (carpet – apt.)	1 899.11 \$
Dépanneur Au Petit Centre* (flooding)	124.77 \$
Distribution Hunpaco* (water)	27.00 \$
Énergies Sonic Inc* (diezel)	725.73 \$
Équipe Laurence (School street)	919.80 \$
Gestion Mark Pedicelli (dog license reimb.)	25.00 \$
Gilbert P. Miller & Fils Itée* (grader, gravel, sand)	9 159.49 \$
Juteau Ruel (copies)	82.83 \$
La Capitale (group insurance)	2 203.39 \$
La Coop Fermes du Nord* (flooding - bags)	2 042.88 \$
Léveillé, Claudine*(reimb. flooding - bags)	2 184.53 \$
Librairie Carcajou* (books)	318.45 \$
Marc Marier (dog control)	150.00 \$
Matériaux McLaughlin* (flooding – bags, material)	230.05 \$
MRC des Laurentides (quote-part 2 ^e payment)	1 256.59 \$
Municipalité de Brébeuf (loisirs technician)	260.25 \$
Paysage Net* (cleaning)	689.85 \$
Petite caisse*	84.90 \$
Plomberie Roger Labonté inc*(post office repair)	235.82 \$
Prévost 911 Tech* (arrow installation)	580.62 \$
Rona Forget Mont-Tremblant* (apt #4 repair)	322.06 \$
Société mutuelle de prévention	512.45 \$
Toromont Cat* (backhoe parts)	397.35 \$
Urba + (urbanism)	3 234.25 \$
Toromont Cat* (backhow parts)	307.47 \$
Visa Desjardins* (stamps, filing cabinet, insp mécanical)	359.67 \$
Vitrerie Pilon* (repair apt 8)	301.67 \$
Zone technologie Électronique* (arrow)	3 573.05 \$
Salaries and employer contributions	41 000.89 \$
Bank fees	169.13 \$

List of checks issued:

5568 Légion Royale Canadienne	150.00 \$
5569 Bell Mobilité (cell phone road dpt)	146.98 \$
5570 Bell Canada (fax)	89.48 \$
5571 Hydro-Québec	2 008.52 \$
5572 Shaw direct (music park)	38.50 \$

* 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 April 2019, transmitted May 17th 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

2019-0072 5.2 Policy for dealing with complaints regarding invitations to tender and awarding of a contract WHEREAS the Act to facilitate oversight of public bodies' contracts and to establish the Autorité des marchés publics (hereinafter "the Act") came into force on December 1st, 2017; WHEREAS that under the terms of this Law the Autorité des marchés publics (hereafter "AMP") is established, whose mandate includes, among other things, the examination of complaints made in the context of a public tendering process or the award of a contract of a municipality; WHEREAS the complaints made must, before the examination of the AMP, be treated by the municipality; WHEREAS that article 938.1.2.1 of the Municipal Code of Quebec requires that a procedure for the receipt and examination of complaints formulated be adopted by the municipality before May 25th 2019; CONSEQUENTLY, It is moved by councillor Marc Poirier And carried to adopt the Policy for dealing with complaints regarding invitations to tender and awarding of a contract. **ADOPTED UNANIMOUSLY** 5.3 Filing by delegation of authority to authorize the hiring of temporary staff on behalf of the municipality The director general France Bellefleur presents the list of persons hired

Nayanka Judick: Municipal Inspector - Temporary.

under by-law # 205 concerning the hiring of temporary staff:

5.4 ClicSéQUR – Business and my file – France Bellefleur

2019-0073

It is moved by councillor Jonathan Morgan And carried that: Bellefleur, France Director general and secretary-treasurer Be authorized to: - to register the business (municipality) with the Revenu Québec files; - manage the registration of the company (municipality) at ClicSÉQUR Entreprises; - manage the registration of the company (municipality) in My business account and, generally, do all that is useful and necessary for this purpose; - to fulfill the roles and responsibilities of the electronic services manager as described in the My business application terms and conditions, including giving business users (municipality), and other businesses, an authorization or power of attorney; - consult the company's file (municipality) and act in the name and on behalf of the enterprise (municipality), for all periods and all taxation years (past, current and future), which includes the power to participate in any negotiations with Revenu Québec, with respect to any information that Revenu Québec holds about the business (municipality) for the application or enforcement of tax laws, the Tax Excise Act and the Act to facilitate the payment of support, by contacting Revenu Québec by all means of communication (telephone, in person, by mail and using online services). **ADOPTED UNANIMOUSLY** 2019-0074 5.5 ClicSéQUR – Business and my file – Claudine Léveillé

It is moved by councillor Paul Pepin

And carried that:

Léveillé, Claudine Treasury director

Be authorized to:

- to register the business (municipality) with the Revenu Québec files;

- manage the registration of the company (municipality) at ClicSÉQUR Entreprises;

- manage the registration of the company (municipality) in My business account and, generally, do all that is useful and necessary for this purpose;

- to fulfill the roles and responsibilities of the electronic services manager as described in the My business application terms and conditions, including giving business users (municipality), and other businesses, an authorization or power of attorney;

- consult the company's file (municipality) and act in the name and on behalf of the enterprise (municipality), for all periods and all taxation years (past, current and future), which includes the power to participate in any negotiations with Revenu Québec, with respect to any information that Revenu Québec holds about the business (municipality) for the application or enforcement of tax laws, the Tax Excise Act and the Act to facilitate the payment of support, by contacting Revenu Québec by all means of communication (telephone, in person, by mail and using online services).

ADOPTED UNANIMOUSLY

2019-0075

5.6 ClicSéQUR – Business and my file – Carole Brandt

It is moved by councillor Hervey William Howe

And carried that:

Brandt, Carole Assistant secretary-treasurer

Be authorized to:

- to register the business (municipality) with the Revenu Québec files;

- manage the registration of the company (municipality) at ClicSÉQUR Entreprises;

- manage the registration of the company (municipality) in My business account and, generally, do all that is useful and necessary for this purpose;

- to fulfill the roles and responsibilities of the electronic services manager as described in the My business application terms and conditions, including giving business users (municipality), and other businesses, an authorization or power of attorney;

- consult the company's file (municipality) and act in the name and on behalf of the enterprise (municipality), for all periods and all taxation years (past, current and future), which includes the power to participate in any negotiations with Revenu Québec, with respect to any information that Revenu Québec holds about the business (municipality) for the application or enforcement of tax laws, the Tax Excise Act and the Act to facilitate the payment of support, by contacting Revenu Québec by all means of communication (telephone, in person, by mail and using online services).

ADOPTED UNANIMOUSLY

2019-0076	5.7 Nomination of the acting mayor
	WHEREAS it is appropriate for the council to appoint a member of the council as acting mayor for a period determined by the council;
	CONSEQUENTLY,
	It is moved by councillor Paul Pepin
	And carried that Hervey William Howe be appointed as acting mayor of the Municipality of the Township of Arundel from May 21 st , 2019, for a period of six months.
	ADOPTED UNANIMOUSLY
	5.8 Signature authorization
	This item is withdrawn from the meeting.
2019-0077	5.9 Rental of apartment # 4 - Mrs. Nayanka Judick
	It is moved by councillor Paul Pepin
	And carried to authorize the rental of apartment # 4 to Mrs. Nayanka Judick from June 1 st , 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
	6. Public work
2019-0078	6.1 Hiring - Maintenance attendant and Laborer - Student Employment
	WHEREAS the Municipality wishes to hire a student during the summer period to fill the position of maintenance attendant and laborer;
	It is moved by councillor Marc Poirier
	And carried to proceed with the hiring of Jordan Jolicoeur to the position of maintenance attendant and laborer for the summer season, from May 27 th to August 31 st , 2019 and that this expense be taken from the accumulated surplus.

ADOPTED UNANIMOUSLY

2019-0079 6.2 Short Term Rental of a Grader - JMV inc

WHEREAS the municipality wishes to improve the maintenance of its unpaved roads and to carry out some improvement work there;

WHEREAS the offer of JMV inc for the lease of a 2009 Volvo motor grader, model G960 for \$ 3,000 per month plus \$ 1,000 for transportation of the equipment, there and back, all plus applicable taxes;

CONSEQUENTLY,

It is moved by councillor Hervey William Howe

And carried:

2019-0080

THAT council authorize the rental of the 2009 Volvo grader, model G960, from JMV Inc. for a period of five (5) months in the amount of \$ 3 000 per month, plus two-way transportation costs of \$ 1 000, for a total amount of \$ 18 396 taxes included;

THAT an amount of \$ 8 000 of this expense be taken from the accumulated surplus;

THAT France Bellefleur, director general, be authorized to sign any document relative to the present.

ADOPTED IN MAJORITY

Councillors Paul Pepin, Hervey William Howe, Marc Poirier, Jonathan Morgan, Dale Rathwell as well as the mayor Pascale Blais vote in favor of the resolution.

Councillor Thomas Bates votes against the resolution.

7. Urban planning and environmental hygiene

7.1 PIIA – 4, Doctor Henry Street – Roll # 1892-15-2708 – Renovation of the residence

WHEREAS a request under the PIIA has been submitted for the property located at 4, Doctor-Henry Street and which is identified by the roll number 1892-15-2708;

WHEREAS the request of the owners is subject to the criteria of *Bylaw* # 168 *concerning the site Planning and architectural integration program (PIIA);* **WHEREAS** the application concerns the renovation of the residence with the following work: change of exterior cladding, change of windows and a door, installation of ramps and stairs and removal of a shed;

WHEREAS the projected exterior cladding is in misty gray CanExcel with the outline of the windows in Woodland green and that these colors are in harmony with the nature and built environment in the PIIA sector and respect the ancient and agricultural character of the village;

WHEREAS the project preserves the number of windows, the dimensions and the original layout of the window openings, as privileged in the PIIA;

WHEREAS the planning advisory Committee's recommendation to accept this request as presented with the suggestion to the owner to use a less contrasting color for the corners of the residence, in order to create more harmony;

CONSEQUENTLY,

It is moved by councillor Paul Pepin

And carried that council accepts the request submitted under the PIIA for the property located at 4, Doctor-Henry road, identified by the roll number 1892-15-2708 and to suggest to the owner to use a less contrasting color for the corners of the residence, in order to create more harmony.

ADOPTED UNANIMOUSLY

2019-00817.2 Adoption - Report of the selection committee on the hiring of
the municipal inspector

WHEREAS the municipal council has set up a selection committee concerning the hiring of the municipal inspector whose objective is to evaluate the submitted candidatures and to report and recommend them to the council;

CONSEQUENTLY,

It is moved by councillor Marc Poirier

And carried to adopt the recommendation report of the selection committee concerning the hiring of the municipal inspector.

ADOPTED UNANIMOUSLY

2019-0082 7.3 Hiring – Municipal inspector – Nayanka Judick

	WHEREAS the municipal inspector position is currently vacant;
	WHEREAS the selection committee for the hiring of the municipal inspector position recommended the hiring of Mrs. Nayanka Judick;
	CONSEQUENTLY,
	It is moved by councillor Hervey William Howe
	And carried to proceed with the hiring of Mrs. Nayanka Judick as municipal inspector as of May 22 nd , 2019.
	ADOPTED UNANIMOUSLY
2019-0083	7.4 Modification to the application to the CPTAQ for the alienation of agricultural land - 73, de la Rouge road – Roll # 1692-60-4021
	WHEREAS the owner wishes to sell to her son a portion of the land that she owns so that the latter can engage in agricultural activities;
	WHEREAS the municipal council has already voted in favor of the applicant's first proposal to the CPTAQ in its resolution 2018-0022;
	WHEREAS under the recommendation of Hélène Lupien, vice- president of the CPTAQ, the owner decided to modify her original request to better group agricultural entities and thus to respond to concerns raised in a preliminary manner by the CPTAQ;
	WHEREAS a plan has been provided to the Municipality of Arundel demonstrating the new proposal from the owner, using the Rouge Road rather than the aerobic corridor as a delimitation line and providing for a total area of approximately 17.15 hectares intended for the alienation, thus retaining approximately 20.32 hectares on the land of the owner;
	WHEREAS the Municipality of Arundel does not see any objection to the new land consolidation proposed by the owner;
	CONSEQUENTLY,
	It is moved by councillor Thomas Bates
	And carried to approve the new proposal for the alienation of agricultural lands for the property of 73, de la Rouge Road, roll number 1692-60-4021.
	ADOPTED UNANIMOUSLY
2019-0084	7.5 Treatment of Organic Matter - Régie intermunicipale des

déchets de la Rouge

WHEREAS the Rouge Environmental Complex operates a composting site for organic materials, the infrastructure of which belongs to ten municipalities and cities;

WHEREAS the Rouge environmental complex has an excess organic matter processing capacity and the owners of the infrastructure have decided to offer the member municipalities of the Complex the opportunity to join as owners or customers;
WHEREAS the municipality must inform the MRC des Laurentides of the place where the organic materials will be transported for their treatment;
CONSEQUENTLY,
It is moved by councillor Paul Pepin
And carried to inform the MRC des Laurentides:

THAT the municipality wishes to transport the organic materials for their treatment to the Rouge Environmental Complex as a client for a period of one year and that it will re-evaluate its position thereafter.

ADOPTED UNANIMOUSLY

8. Loisirs and culture

2019-00858.1 Call for proposals - Activity related to the conservation,
preservation and enhancement of heritage

WHEREAS the MRC des Laurentides offers municipalities a call for proposals for activities related to the conservation, preservation and enhancement of heritage;

CONSEQUENTLY,

It is moved by councillor Paul Pepin

And carried to confirm to the MRC des Laurentides the intention of the Municipality to participate in the call for proposals for an activity related to the conservation, preservation and enhancement of heritage with its project of intergenerational album "Bulles de vies à Arundel" and that Mrs. France Bellefleur, director general, be authorized to sign any document relating to this.

ADOPTED UNANIMOUSLY

8.2 Financial aid – Masonic Lodge #81 – Golf tournament

2019-0086

	WHEREAS the Masonic Lodge # 81 organizes a golf tournament to finance its activities;
	WHEREAS this request for assistance meets the criteria established by the municipality;
	CONSEQUENTLY,
	It is moved by councillor Jonathan Morgan
	And carried that council authorize the payment of a \$ 150 donation to the Masonic Lodge # 81 organization for the financing of its activities and asks the Lodge that the Municipality's participation in the financing of the golf tournament be seen at the event.
	ADOPTED UNANIMOUSLY
2019-0087	8.3 Canada Day 2019
	WHEREAS the municipality wishes to participate actively in the celebrations of the 2019 Confederation and wishes that this Canada Day remains engraved long in the collective memory;
	WHEREAS these festive Canadian celebrations will allow our citizens to come together in our communities to discover and appreciate the richness and diversity of Canadian society and to show our commitment to Canada and our pride in being Canadian;
	WHEREAS this event will bring significant visibility to the municipality of Arundel and that the municipality is favorable to this type of event;
	WHEREAS the economic benefits generated by this event;
	WHEREAS citizens will be invited to participate in this annual event;
	WHEREAS this project will increase the feeling of belonging of the community and will demonstrate the dynamism and health of our community;
	CONSEQUENTLY,
	It is moved by councillor Jonathan Morgan
	And carried that council authorize an additional budget of \$ 5,500 for the organization of Canada Day, which will take place on July 1^{st} , 2019, and that this investment amount be taken from the accumulated surplus.
	ADOPTED IN MAJORITY

	Councillors Paul Pepin, Hervey William Howe, MarcPoirier, Jonathan Morgan, Dale Rathell as well as the mayor Pascale Blais voted in favor of the resolution.
	Thomas Bates voted against the resolution.
	A vote was requested so that the draft resolution 8.4 Withdrawal of the Sport and Recreation Facility Support Program - Phase IV - Municipal Garage Park Project Grant be postponed to a subsequent meeting.
	Councillor Dale Rathwell and the mayor Pascale Blais vote in favor of postponing the resolution.
	Councillors Paul Pepin, Hervey William Howe, Marc Poirier, Jonathan Morgan and Thomas Bates vote against the postponement of the resolution.
2019-0088	8.4 Withdrawal of the grant application for the sport and recreation facilities support Program - Phase IV - Municipal garage park project
	WHEREAS the grant application under the sport and recreation facilities support Program - Phase IV - Municipal garage park Project was accepted in July 2018 by the Ministry of Education, Recreation and Sport:
	WHEREAS the municipal council wishes to prioritize investments in the local road network and that the amounts from the park and road funds are insufficient to allow the investments required in the municipal garage park project;
	CONSEQUENTLY,
	It is moved by councillor Thomas Bates
	And carried to inform the Ministry of Education and Higher Education of the withdrawal of its application for financial assistance under the sport and recreation facilities support Program - Phase IV - Municipal Garage Park Project.
	ADOPTED IN MAJORITY
	Councillors Paul Pepin, Hervey William Howe, Marc Poirier, Jonathan Morgan and Thomas Bates vote in favor of the resolution.
	Councillor Dale Rathwell as well as the mayor Pascale Blais vote against the resolution.
	9. Points added when adopting the agenda

	Mr. Dale Rathwell declares his interest in item 9.1 5, Church Road and leaves the meeting.
	9.1 5, Church road
	This item is postponed to a subsequent meeting.
	Councillor Dale Rathwell returns to the meeting.
	Councillor Dale Rathwell leaves the meeting at 9:38 pm
	9.2 Duties of the council and information
	This item is postponed to a subsequent meeting.
2019-0089	9.3 Filing of the Gas Station Study
	It is moved by councillor Marc Poirier
	And carried to file the report of the study for the service station.
	ADOPTED IN MAJORITY
	Councillors Paul Pepin, Hervey William Howe, Marc Poirier and Jonathan Morgan vote in favor of the resolution.
	Councillor Thomas Bates as well as the mayor Pascale Blais vote against the resolution.
	Councillor Jonathan Morgan leaves the meeting at 9:49 p.m.
2019-0090	Termination of the meeting
	It is moved by councillor Thomas Bates and carried that the meeting be terminated at 9:50 p.m.
	ADOPTED UNANIMOUSLY

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