Minutes of the ordinary meeting of the council of the Municipality of the Township of Arundel held by teleconference this 18th day of January 2022 at 7:16 p.m., as required by decree 2021-090 of December 20th, 2021.

Present by teleconference and having quorum, were councillors: Tamara Rathwell, Stéphane Carrière, Richard E Dubeau, Danny Paré, Simon Laforest, Dale Rathwell and the mayor Pascale Blais.

The director general France Bellefleur is present by teleconference.

Agenda

- 1. Establishment of a quorum and opening of the meeting
- 2. Authorization for closed session and recording
- 3. Question period
- 4. Adoption of the Agenda
- 5. Approval of the minutes of the previous meetings
- 5.1 Extraordinary meeting of December 14th 2021
- 5.2 Ordinary meeting of December 14th, 2021

6. Notice of motion and by-law

- 6.1 Notice of motion By-law #266 Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel
- 6.2 Notice of motion By-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel
- 6.3 Filing By-law #266 Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel
- 6.4 Filing By-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel
- 6.5 Adoption Project by-law #265 revising the By-law concerning minor variances to urban planning by-laws number 115
- 6.6 Public consultation By-law #265 revising the By-law concerning minor variances to urban planning by-laws number 115

7. Financial and administrative management

- 7.1 List of accounts payable as of December 31st 2021
- 7.2 Vacation Pay 2021 Employees

7.3 Adoption of the council's six (6) major orientations for 2022

8. Public Safety

8.1 Application for financial assistance - Section 4- Support for intermunicipal cooperation from the Regions and Rurality Fund – Purchase of fire vehicles and equipment

9. Urban planning and environmental health

- 9.1 Mandate in urban planning Urba +
- 9.2 Request for minor variance 285, Crystal Falls road Roll number 1899-89-7010 Superior Court file no. 700-17-018225-218

10. Loisirs and culture

- 10.1 Financial assistance program Day camp Summer 2022
- 10.2 Non-resident fees reimbursement program for certain activities outside the territory $-\,2022$
- 10.3 Adoption of the first Arundel Municipal Family Policy 2021–2025
- 10.4 Appointment of a loisirs and culture committee
- 11. Communication from the mayor to the public
- 12. Communications from councillors to the public
- 13. Termination of meeting
- 1. Establishment of a quorum and opening of the meeting
- 2. Authorization to hold the closed session and to record

WHEREAS decree number 177-2020 of March 13th, 2020 declared a state of health emergency throughout Quebec for an initial period of ten days, in accordance with the Public Health Act;

WHEREAS the state of health emergency has been extended by various decrees and is still in effect to this day;

WHEREAS since December 20th, 2021, the members of the municipal council must, as much as possible, hold their meetings by any means allowing them to communicate directly with each other and to vote orally, according to the procedures provided for by the ministerial decree of July 4th 2020 (2020-049);

WHEREAS, in accordance with order 2020-049 of July 4th, 2020, every municipality has the obligation to allow the transmission of written questions to members of council at any time before the holding of the meeting which, under the law, must include a question period;

WHEREAS it is in the public interest and to protect the health of the population, members of council and municipal officers, that this

2022-0001

meeting be, as required, held without the presence of the public, the members of council and the municipal officers being authorized, by the ministerial decrees and orders currently in force, to be present, to take part, to deliberate and to vote at this meeting by teleconference;

CONSEQUENTLY,

It is moved by councillor Stéphane Carrière

And carried:

THAT council confirms that this meeting and any subsequent meeting, until the health situation allows it, taking into account the rules set by the Minister of Health, be held without the presence of the public and that the members of council and municipal officers can participate by teleconference;

THAT the meeting be publicized, as soon as possible, according to the legal rules applicable by one or other of the applicable ministerial decrees, either on the municipality's website.

ADOPTED UNANIMOUSLY

3. Question period

2022-0002

4. Adoption of the Agenda

It is moved by councillor Dale Rathwell

And carried that the agenda be adopted as presented.

ADOPTED UNANIMOUSLY

5. Approval of the minutes of the previous meetings

2022-0003

5.1 Extraordinary meeting of December 14th 2021

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

It is moved by councillor Dale Rathwell

And carried to adopt the minutes of the extraordinary meeting of council held on December 14th 2021.

ADOPTED UNANIMOUSLY

2022-0004

5.2 Ordinary meeting of December 14th 2021

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

It is moved by councillor Stéphane Carrière

And carried to adopt the minutes of the ordinary meeting of council held on December 14th 2021.

ADOPTED UNANIMOUSLY

- 6. Notice of motion and by-law
- 6.1 Notice of motion By-law #266 Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, mayor Pascale Blais gives a notice of motion for the presentation, at a next council meeting, of a by-law concerning the code of ethics and professional conduct for elected officials;

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, copies of the project by-law are made available to the public during this current council meeting on the municipality's website;

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, the person in charge of access to documents of the Municipality will deliver a copy of the project by-law to any person who requests it within two (2) calendar days preceding the holding of the session at which it will be adopted;

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, the director general mentions that there is no cost associated with the implementation of this by-law.

The project by-law concerning the code of ethics and professional conduct of elected officials is presented by the mayor Pascale Blais.

6.2 Notice of motion – By-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, councillor Tamara Rathwell gives a notice of motion that at a future meeting of the municipal council, a by-law concerning the revision of the *By-law #257 concerning the internal management of meetings of the municipal council of the Municipality of Arundel* will be presented for adoption;

IN ACCORDANCE with Article 445 of the *Municipal Code of Quebec*, councillor Tamara Rathwell specifies that the purpose of the by-law is to revise *By-law #257 concerning the internal management of meetings of the municipal council of the municipality of Arundel*, in order to lighten and clarify the content, ensure a better conduct of the sessions and facilitate its application, as well as update it following the assent of Bill 49 by the Government of Quebec, dated November 5th, 2021, regarding the recording of meetings of the municipal council so that the use of technological devices does not interfere with the smooth running of meetings.

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, copies of the project by-law are made available to the public during this current council meeting on the municipality's website;

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, the person in charge of access to documents of the Municipality will deliver a copy of the project by-law to any person who requests it within two (2) calendar days preceding the holding of the session at which it will be adopted;

IN ACCORDANCE with article 445 of the *Municipal Code of Quebec*, the director general mentions that there is no cost associated with the implementation of this by-law.

The project by-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel is presented by the mayor Pascale Blais.

6.3 Filing – By-law #266 – Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel

Project by-law #266 – Code of ethics and professional conduct for elected officials of the Municipality of the Township of Arundel is filed.

6.4 Filing - By-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel

The project by-law #267 concerning the revision of the internal management by-law of the meetings of the municipal council of the Municipality of Arundel is filed.

6.5 Adoption - Project by-law number #265 revising the By-law concerning minor variances to urban planning by-laws number 115 in order to update it and clarify its scope

2022-0005

WHEREAS Bill 67 of the Government of Quebec was assented to on March 25th, 2021 and that the relevant provisions herein came into force on the same date;

WHEREAS that Bill 67 notably establishes new criterias for the admissibility, evaluation and processing of requests for minor variances, relating to a place where land use is subject to specific constraints for security or public health, environmental protection or general welfare, or if the request has the effect of aggravating risks to public safety or health or of impairing the quality of the environment or the general well-being;

WHEREAS that it is necessary to update the By-law concerning minor variances to urban planning by-laws number 115, including its amendments, in order to comply with these new requirements enshrined in the *Act respecting land use planning and development*, CQLR C A-19.1 (LAU) regarding minor variances;

WHEREAS that it is also necessary to adjust the provisions of this bylaw in order to specify its scope and the details of the request, in order to ensure greater regulatory clarity and understanding;

WHEREAS a notice of motion relating to this by-law was given at the meeting of December 14th, 2021;

WHEREAS in accordance with article 445 of the *Municipal Code of Quebec* and articles 109.1 and 110.3.1 of the *Act respecting land use planning and development*, the council of the municipality must, to begin the process of modifying or revising the urban plan, submit and adopt a project by-law, and that as soon as possible, the person in charge of access to municipal documents, copies of the project by-law will be made available to the public;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried to adopt project by-law number #265 revising the By-law concerning minor variances to urban planning by-laws number 115 in order to update it and clarify its scope.

ADOPTED UNANIMOUSLY

6.6 Public consultation - By-law #265 revising the By-law concerning minor variances to urban planning by-laws number 115

Due to decree 885-2021 of December 20th, 2021 which strongly recommends that essential public meetings be held remotely, the public consultation meeting concerning project by-law #265 revising the By-law concerning minor variances to urban planning by-laws number 115 is replaced by a written consultation lasting 15 days.

Any interested person can submit comments or observations in writing from January 24th to February 8th, 2022.

7. Financial and administrative management

2022-0006

7.1 List of accounts payable as of December 31st 2021

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

Bell Mobilité (cellular)	73.49 \$
Bell Canada (fax)	96.48 \$
Carquest Canada Ltée* (parts)	34.38 \$
Central Sécurité* (annual contract)	413.92 \$
Chalifoux Électrique* (heating and lighting)	2 060.14 \$
Dépaneur au Petit Centre* (election)	55.45 \$
Dicom -GLS Logistics*(transport)	26.99 \$
Énergies Sonic* (diesel and gaz)	1 074.68 \$
Excavation R & B Gauthier* (stone)	1 110.84 \$
Fournitures de bureau Denis* (office supplies)	255.16 \$
Gilbert P. Miller* (machinery, road work)	25 615.15 \$
Hydro Québec	9 268.53 \$
J. M. Léonard* (lights rink)	806.16\$
Juteau Ruel (copies copier)	206.56\$
Lalonde, Geraghty, Riendeau (professional fees)	1 448.69 \$
Librairie Carcajou* (books library)	1 045.38 \$
Local 4852, SCFP (das)	1 084.83 \$
Machinerie Forget* (parts)	178.71 \$
Marc Marier (dog control)	150.00 \$
Matériaux McLaughlin* (supplies)	1 551.23 \$
MRC des Laurentides (ecocenter)	3 886.00 \$
Municipalité d'Amherst (reimb grant tech loisirs)	20 000.00 \$
Outils Mont-Tremblant* (rental)	948.34 \$
Secur C.J.* (extinguishers)	42.23 \$
Serrurier Magic* (maintenance and repair - lock)	446.10 \$
Service d'entretien ménager M.C.* (town hall maintenance)	908.30 \$
Shaw Direct (music pavillion)	40.09 \$
Ville de Sainte-Agathe-des-Monts (file opening)	86.23 \$
Visa Desjardins* (zoom, election, stamp, gift cert)	2 825.03 \$
Salaries and employer contribution	42 514.19 \$
Bank fees	98.67 \$

^{*} 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 December 2021, transmitted January 17th 2021.

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

2022-0007

7.2 Vacation Pay 2021 – Employees

It is moved by councillor Stéphane Carrière

And carried that the council accepts that the vacation balance for the year 2021 of the employees be paid in vacation indemnity or transferred to their vacation bank in 2022, according to their choice.

ADOPTED UNANIMOUSLY

2022-0008

7.3 Adoption of the council's six (6) major orientations for 2022

WHEREAS it is appropriate to establish guidelines to guide the council during the year;

WHEREAS six (6) major orientations stand out as major priorities for action, values and principles to be pursued during the year 2022;

WHEREAS it is important to move forward in the same direction and in a clear and more predictable way for all;

CONSEQUENTLY,

It is moved by councillor Richard E Dubeau

And carried that to the extent of its powers and of the law, here are the six (6) main orientations which will guide, one in relation to the other, the municipal council of Arundel in the framework of its analysis, actions and decisions, during the year 2022:

ORIENTATION 1 - FINANCIAL MANAGEMENT

Better financial management focused on optimizing municipal resources.

To be an economical municipality that manages its expenses efficiently, sustainably and realistically (aware of the economic context and the various unforeseen events), favoring alternative means of financing and collaboration, in order to ensure the optimization of its financial, human and material resources, throughout the year.

ORIENTATION 2 - MUNICIPAL SERVICES

Improve municipal services in general, prioritizing the quality of certain services and aiming for greater harmony between citizens and the municipality.

To offer quality municipal services on a human scale, aimed at better meeting the needs of citizens and greater harmony between citizens and the municipality, by prioritizing local road works and customer service, while taking into account the current labour shortage context.

ORIENTATION 3 - WELLNESS, HEALTH AND SAFETY

Better respond to the challenges and needs of community life, prioritizing the most vulnerable.

Promote actions and decisions that contribute to the well-being, health (physical and mental) and safety of citizens of all age groups and all sectors of the municipality, giving priority to those who are the most vulnerable (seniors, isolated people, children, people with physical or psychological limitations, people with very low incomes, etc.) and collaboration with/between local organizations (school, churches, legion, post office, OBNL, etc.) and networks.

ORIENTATION 4 - LOISIRS AND CULTURE

Have loisirs and cultural activities that are more representative of the citizens and of the various sectors of the territory.

Promote loisirs and cultural activities and events that are meant to bring people together and represent the interests, history and culture of the various members and age groups of the community and the sectors, that promote healthy lifestyle habits, the discovery and appreciation of the territory and its local artistic, artisanal and sports talents, in order to develop a greater sense of belonging and a sustainable intergenerational community dynamism in the municipality.

Encourage collaboration and linkage between loisirs and community organizations and local businesses.

ORIENTATION 5 - ENVIRONMENT, TERRITORY DEVELOPMENT AND NATURAL AND ARCHITECTURAL HERITAGE

Preserve the uniqueness of the territory in terms of its natural and architectural heritage, and improve the quality of life by prioritizing the beautification of places.

Ensure that citizens live in a beautiful, healthy and pleasant environment, favouring a development of the territory that preserves its natural heritage (nature, wilderness and landscapes) and its architectural heritage, especially ancestral, such as by setting up incentive measures (beautification, conservation, prevention and restoration policy for the natural environment and buildings), organizing information sessions and technical assistance, setting up discussion tables (concertation) and establishing normative frameworks.

ORIENTATION 6 - LOCAL ECONOMIC DEVELOPMENT

Boost local economic development and collaboration between local businesses and organizations

Promote actions and decisions that contribute to local economic development, particularly to sustainable development and to the next generation of agriculture and forestry, by prioritizing collaboration, information, education and attractiveness respectful of the territory.

ADOPTED UNANIMOUSLY

8. Public Safety

2022-0009

8.1 Application for financial assistance - Section 4 - Support for intermunicipal cooperation from the Regions and Rurality Fund – Purchase of fire vehicles and equipment

WHEREAS given the dissolution of RINOL, the municipalities of Arundel, Barkmere, Huberdeau and Montcalm (district 3), must proceed with the purchase of RINOL, the vehicles and the equipment necessary for the proper functioning of the Montcalm fire station, which must serve district 3:

WHEREAS the municipality has taken note of the Guide for organizations concerning section 4 – Support for intermunicipal cooperation of the Regions and Rurality Fund;

WHEREAS the municipalities of Arundel, Barkmere, Huberdeau and Montcalm wish to present a project to acquire fire equipment and vehicles as part of the financial assistance;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried:

THAT the council of the Municipality of Arundel undertakes to participate in the project to acquire equipment and fire vehicles and to assume part of the costs;

THAT the council of the Municipality of Arundel authorizes the submission of the project within the framework of section 4 – Support for intermunicipal cooperation of the Regions and Rurality Fund;

THAT the council of the Municipality of Arundel appoint the Municipality of Montcalm as the organization responsible for the project.

ADOPTED UNANIMOUSLY

9. Urban planning and environmental health

9.1 Mandate in urban planning – Urba +

WHEREAS the position of building and environment inspector has been vacant since December 15th, 2021 and that it is necessary to appoint a replacement until replaced;

CONSEQUENTLY,

It is moved by councillor Simon Laforest

And carried that council accept the service offer of Urba + and appoint the firm Urba + as interim building and environment inspector.

2022-0010

ADOPTED UNANIMOUSLY

2022-0011

9.2 Request for minor variance – 285, Crystal Falls road – Roll number 1899-89-7010 - Superior Court file no. 700-17-018225-218

WHEREAS resolution number 2021-0122 rendered on September 21th, 2021, which refuses the request for a minor variance from the applicants of 285, Crystal Falls road – Roll number 1899-89-7010;

WHEREAS the application for judicial review and mandamus number 700-17-018225-218 filed by the plaintiffs against the Municipality, dated October 19th, 2021, in relation to this resolution and presentable on January 14th, 2022, requesting to the Superior Court of Quebec the cancellation of this resolution and the granting of the requested minor variance, with costs;

WHEREAS the municipal council is of the opinion, after reassessment, that the said minor variance request meets the four (4) conditions required to grant the minor variance according to article 20.4 of By-law number 115, and that it considers it minor;

WHEREAS also the will of the new council to promote the prevention and, as it happens, the conciliation and peaceful resolution of legal or other conflicts with its citizens, and to avoid legal proceedings as much as possible, to incur legal costs and expensive lawyers' fees;

WHEREAS the absence of contestation of this request by the neighbors of the applicants;

WHEREAS the Transaction-acquittance entered into between the plaintiffs' attorneys (Roll number 1899-89-7010) and those of the Municipality;

CONSEQUENTLY,

It is moved by councillor Danny Paré

And carried:

TO AUTHORIZE the mayor, Pascale Blais, to sign the Transaction-acquittance, as well as the partial acquiescence to judgment, which are attached to this resolution, when said Transaction-acquittance has been signed by the plaintiffs and the documents returned to the Municipal prosecutor, all so that the acquiescence in judgment is filed with the Court on January 28th, 2022.

ADOPTED UNANIMOUSLY

10. Loisirs and culture

2022-0012

10.1 Financial assistance program – Day camp – Summer 2022

WHEREAS the municipality wishes to promote access to a day camp during the summer season for all children in Arundel, despite the fact that the municipality does not offer this service;

WHEREAS the municipality wishes to support parents financially by reimbursing a portion of the fees for registering a child for a day camp;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried:

THAT council grant financial assistance to cover a portion of the registration fees for a long-term day camp (3 weeks or more) for the 2022 summer season:

- For a camp of three (3) or four (4) weeks: a maximum of \$150 per child aged 5 to 15;
- For a camp of five (5) weeks or more: a maximum of \$300 per child aged 5 to 15;

THAT the registered child must be a resident of the Municipality of Arundel;

THAT travel expenses and expenses for the purchase of equipment, materials, costumes and uniforms are not eligible;

THAT the reimbursement request must be made on the form provided for this purpose and available at the office of the municipality;

THAT the parent must also provide the following documents with their application:

- Proof of residence
- Official receipt of the amount paid for registration and issued by the organization;
- Proof showing that the registration is for a long-term day camp (promotional leaflet, excerpt from the website, etc.)

THAT refund requests must be submitted no later than September 30th, 2022. No retroactive payment will be made after this date.

ADOPTED UNANIMOUSLY

2022-0013

10.2 Non-resident fees reimbursement program for certain activities outside the territory $-\,2022$

WHEREAS the importance of healthy lifestyle habits and physical activity for young people aged 18 and under as well as for adults;

WHEREAS the difficulty of small municipalities in offering a wide range of organized sports activities, due to the lack of infrastructure and the low number of young people residing in their territory;

WHEREAS the municipality wishes to promote accessibility to sports facilities and activities for all, in an equitable manner and according to the available budgets;

WHEREAS the municipality wishes to grant financial assistance for community school trips;

WHEREAS the municipality wishes to improve its offer of activities by adding cross-country ski clubs (for training) as well as adjusting upwards the maximum limit of reimbursed expenses to \$200 per adult (18 years and over) and the amount maximum reimbursed per family at \$600;

CONSEQUENTLY,

It is moved by councillor Danny Paré

And carried:

THAT the council adopt the reimbursement program for non-resident expenses for certain activities outside the territory for the year 2022.

ADOPTED UNANIMOUSLY

2022-0014

10.3 Adoption of the first Arundel Municipal Family Policy 2021–2025

WHEREAS the municipality wishes to act and offer its leadership in the community to improve the well-being of families in its territory over the next few years;

WHEREAS the process of carrying out a municipal family policy (MFP), within the framework of the program set up by the Ministère de la Famille du Québec and for which it obtained a grant, would allow the municipality to better plan and adjust the offer of municipal services to the expectations and needs of families;

WHEREAS the process of carrying out the MFP of Arundel, within the framework of this program, has given rise to significant and enthusiastic citizen mobilization from the start of the call for citizen participation by the municipality, in November 2020 until September 2021, testifying to the desire and need for a concerted municipal family policy in Arundel;

WHEREAS that this mobilization through the creation of a steering committee and during the subsequent citizen consultation processes (survey, focus group) implemented by this committee mainly composed mainly of citizens and coordinated by an independent consultant, constitutes a good indicator of representativeness of such an approach and of the actions proposed by the steering committee in its final report in the form of a family policy project;

WHEREAS council also promotes an inclusive vision of the concept of family, and also wishes to emphasize the needs of seniors in its territory as part of a family policy;

WHEREAS that it is necessary, after pre-budget verification and in accordance with its main orientations for 2022, to retain the proposal for a municipal family policy submitted by the steering committee, subject mainly to a few adjustments relating to seniors as well as clarifications and feasibility of certain actions;

CONSEQUENTLY,

It is moved by councillor Stéphane Carrière

And carried that council adopt the Arundel Municipal Family Policy 2021–2025.

ADOPTED UNANIMOUSLY

2022-0015

10.4 Appointment of a loisirs and culture committee

WHEREAS the adoption on January 18th, 2022 of the major orientation 4 concerning loisirs and culture and the important issues to be taken up for its realization in 2022 as well as all issues related to these matters over the next four (4) years;

WHEREAS it would be appropriate to create a loisirs and culture committee in charge of studying and examining all issues related to loisirs and culture, particularly through the study, consultation of citizens from various sectors of the territory, actors and organizations, taking information, preparing projects, the search for subsidies and other alternative means of financing, and then report and make recommendations to council, all in order to ensure better realization of the major orientation 4 in synergy with the other major orientations of council, as well as on all other points and issues related to recreation and culture:

CONSEQUENTLY,

It is moved by councillor Simon Laforest

And carried that a loisirs and culture committee composed of councillors Danny Paré, Tamara Rathwell and of mayor Pascale Blais, be appointed for this purpose, namely to examine and study all questions relating to leisure and culture, especially by studying, consulting citizens from the various sectors of the territory, actors and organizations, taking information, preparing projects, the search for subsidies and other alternative means of financing, to then report and make recommendations to the council, all in order to ensure a better realization of the major orientation 4 in synergy with the other major orientations of the council, as well as on all other points and issues related to loisirs and culture.

2022-0016

Termination of the meeting

It is moved by councillor Stéphane Carrière and carried that the meeting be terminated at 21:35 p.m.

ADOPTED UNANIMOUSLY

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

Mayor

France Bellefleur, CPA, CA Director general