

Minutes of the ordinary meeting of the council of the Municipality of the Township of Arundel held by teleconference this 15th day of February 2022 at 7:26 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 and the assistant secretary-treasurer Carole Brandt are present by teleconference.

Agenda

1. Establishment of a quorum and opening of the meeting

2. Question period

3. Adoption of the Agenda

4. Approval of the minutes of the previous meetings

4.1 Ordinary meeting of January 18th 2022

4.2 Extraordinary meeting of January 31st, 2021

5. Notice of motion and by-law

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

5.2 Adoption - 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. Financial and administrative management

6.1 List of accounts payable as of January 31st 2022

6.2 Resignation – Director general and secretary treasurer – France Bellefleur

6.3 Filing of declarations of candidates and lists of donors and expense reports – DGE 1038 - Election 2021

6.4 Modernization of financial software - PG Solutions

6.5 Appointment of a selection committee for the position of Director General - Clerk - Treasurer

6.6 Appointment of a selection committee for the position of building and environment inspector (municipal inspector)

6.7 Date of adoption – Budget 2022

6.8 By-law #204 - Acceptance of loan renewal offer

7. Urban planning and environmental health

7.1 Authorization of a request for a minor variance following judgment – 285 Crystal Falls – Roll number 1899-89-7010 - Superior court file, number 700-17-018225-218

7.2 Participation in the Rénovation Québec program (PRQ) 2022-2023

8. Loisirs and culture

8.1 Creation of a monitoring committee - Arundel municipal family policy 2021-2025

8.2 Region and Rurality Fund - Component 2 - Support for local and regional development skills of MRC's

8.3 Region and Rurality Fund - Component 4 - Support for revitalization and intermunicipal cooperation - Financial assistance for local revitalization projects

8.4 Proclamation of the first national day for the promotion of positive mental health - March 13th, 2022

9. Communication from the mayor to the public

10. Communications from councillors to the public

11. Termination of meeting

1. Establishment of a quorum and opening of the meeting

2. Question period

2022-0020

3. Adoption of the Agenda

It is moved by councillor Dale Rathwell

And carried that the agenda be adopted as presented.

ADOPTED UNANIMOUSLY

4. Approval of the minutes of the previous meetings

2022-0021

4.1 Ordinary meeting of January 18th 2021

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

It is moved by councillor Simon Laforest

And carried to adopt the minutes of the ordinary meeting of council held on January 18th 2021.

ADOPTED UNANIMOUSLY

2022-0022

4.2 Extraordinary meeting of January 18th, 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 January 18th 2021.

ADOPTED UNANIMOUSLY

2022-0023

5. Notice of motion and by-law

5.1 Adoption- By-law #266 - Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel

WHEREAS the council of the Municipality adopted, on January 15th, 2019, By-law #240 - Code of Ethics and Professional Conduct for Elected Officials;

WHEREAS under section 13 of the Municipal Ethics and Professional Conduct Act (RLRQ, c. E-15.1.0.1, hereinafter: the "LEDMM"), every municipality must, before March 1st following any general election, adopt a revised code of ethics and professional conduct that replaces the one in force, with or without modification;

WHEREAS a general election was held on November 7th, 2021;

WHEREAS the coming into force, on November 5th, 2021, of the *Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions* (LQ, 2021, c. 31), which modifies the mandatory content of the Code of ethics and professional conduct for elected officials;

WHEREAS it is therefore necessary to adopt a revised code of ethics and professional conduct for elected officials;

WHEREAS the formalities provided for in the LEDMM, for the adoption of such a revised code, have been complied with;

WHEREAS the mayor Pascale Blais mentions that the purpose of this by-law is to provide for the main values of the Municipality in terms of ethics and the ethical rules that must guide the conduct of a person as a member of the council, of a committee or commission of the Municipality or, in his capacity as a member of the council of the Municipality, of another body;

WHEREAS the Municipality, which includes the members of its council, explicitly adheres to the ethical values and rules of conduct provided for in the LEDMM as well as in this Code;

WHEREAS ethics and professional conduct in municipal matters are essential in order to maintain the bond of trust between the Municipality and the citizens;

WHEREAS conduct consistent with municipal ethics and professional conduct must remain a constant concern of council members in order to ensure transparent, prudent, diligent and honest management of the Municipality, including its public funds;

WHEREAS that by applying the values in terms of ethics and respecting the ethical rules provided for in this Code, each member of council is able to properly fulfill his role as an elected municipal official, to assume the responsibilities inherent in this function and meet the expectations of citizens;

WHEREAS this Code contains the obligations as well as the guidelines to guide the conduct of each member of the council, while leaving it to the latter to use their judgment according to the values provided for therein;

WHEREAS this Code aims to identify, prevent and avoid situations of conflict of interest;

WHEREAS any breach of the Code can lead to serious consequences for the Municipality and the members of council;

WHEREAS it is the responsibility of each member of council to respect this Code to ensure that they meet high standards of ethics and professional conduct in municipal matters;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried that council adopt By-law #266 - Code of ethics and professional conduct for elected municipal officials of the Municipality of the Township of Arundel.

ADOPTED UNANIMOUSLY

2022-0024

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

WHEREAS article 491 (2) of the Municipal Code of Quebec (LR c. 27.1) allows the adoption of by-laws to "regulate the conduct of council debates and the maintenance of good order and decorum during council meetings »;

WHEREAS that it is necessary 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 its content, ensure better conduct of meetings and facilitate its application;

WHEREAS since November 5th, 2021, under Bill 49, new rules relating to the recording of council meetings have come into force and that it is appropriate to frame this exercise on the regulatory level so that the use of technological devices do not interfere with the smooth running of the sessions;

WHEREAS a notice of motion for this by-law was given at the meeting of January 18th, 2022;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried that council adopt By-law #267 concerning the revision of the by-laws of the municipal council meetings of the Municipality of Arundel.

ADOPTED UNANIMOUSLY

6. Financial and administrative management

2022-0025

6.1 List of accounts payable as of January 31st 2022

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

| ADMQ | (contribution) |
|-------------------------------------------------|----------------|
| 964.13\$ | |
| Arundel Provisions *(certificate) | 60.00\$ |
| Avocats Le Core & Ass.* (professional fees) | 600.17\$ |
| Bell Mobilité (cells) | 81.23\$ |
| Bell Canada (fax) | 96.53\$ |
| Canadian Tire *(kleenex) | 20.68\$ |
| Carquest* (various parts) | 25.27\$ |
| C.R.S.B.P des Laurentides (contribution) | 3 158.65\$ |
| Centre du camion Galland *(inspection) | 104.63\$ |
| Centre d'hygiène *(products) | 158.92\$ |
| Creighton Rock Drill * (parts) | 795.81\$ |
| La Croix Rouge (contribution) | 170.00\$ |
| Dicom * | 42.20\$ |
| Distribution V/G *(water) | 82.00\$ |
| Dubé Guyot *(legal services) | 184.26\$ |
| Énergies Sonic * (gas and diesel) | 3 004.38\$ |
| Équiparc Manufacturier * (park equipment) | 9 449.80\$ |
| Équipements Médi-Sécur Inc.* (medical supplies) | 32.14\$ |
| Expertbâtiment * (expertise) | 4 541.51\$ |
| Fournitures de bureau Denis* (stationary) | 172.41\$ |
| FQM Assurances | 405.48\$ |
| FQM *(training and contribution) | 1 900.00\$ |
| Génératrice Norco *(maintenance) | 344.93\$ |
| Hydro Québec | 173.77\$ |
| Information du Nord * (publicity) | 335.73\$ |
| Juteau Ruel (copies copier) | 122.85\$ |
| Isabelle Labelle *(soutien administratif) | 1 141.00\$ |
| Marc Marier (dog control fees) | 150.00\$ |

| | |
|------------------------------------------------|-------------|
| Matériaux R. Mclaughlin* (materials) | 26.99\$ |
| Médial conseil santé | 640.68\$ |
| MRC des Laurentides (téléphonie, collection) | 1 662.10\$ |
| PG Solutions (annual contracts) | 13 369.30\$ |
| Québec municipal * (serv. Internet) | 206.96\$ |
| RINOL (quote-part) | 9 888.33\$ |
| Service d'entretien St-Jovite * (repairs) | 749.16\$ |
| Service d'entretien ménager M.C. (maintenance) | 908.30\$ |
| Shaw Direct (musique pavillon) | 39.32\$ |
| Tramweb * (site internet) | 186.72\$ |
| Ville de Ste-Agathe-des-Monts | 86.23\$ |
| Visa Desjardins* (zoom, coffee machine) | 435.26\$ |
| Salaires et contributions d'employeur | 49 613.62\$ |
| Frais de banque | 218.08\$ |

* 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 January 2022, transmitted February 11th 2022.

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

2022-0026

6.2 Resignation – Director general and secretary treasurer – France Bellefleur

WHEREAS Mrs. France Bellefleur filed her letter of resignation on February 4th, 2022 with the effective date of March 6th, 2022;

CONSEQUENTLY,

It is moved by councillor Simon Laforest

And carried that council accepts the resignation of Mrs. France Bellefleur as director general and clerk-treasurer, dated March 6th, 2022 and warmly thank her for the work done.

ADOPTED UNANIMOUSLY

6.3 Filing of declarations of candidates and lists of donors and expense reports – DGE 1038 - Election 2021

In accordance with the Act respecting elections and referendums in municipalities, the director general submits the candidate's declarations (section 2 of form DGE-1038) and the lists of donors and expense reports (sections 3 and 4 of forms DGE-1038) before the town council.

The director general confirms that the DGE-1038 forms have been sent to the chief electoral officer.

2022-0027

6.4 Modernization of financial software – PG Solutions

WHEREAS PG Solutions is modernizing the financial software;

WHEREAS PG Solutions offers different membership options;

WHEREAS among the options proposed, the 20% increase in the service contract as of 2022 is the most advantageous and the least costly for the municipality;

CONSEQUENTLY,

It is moved by councillor Stéphane Carrière

And carried to accept PG Solution's proposal for the modernization of the financial software with a 20% increase in the 2022 service contract, for an amount of \$1,172.75 taxes included.

ADOPTED UNANIMOUSLY

2022-0028

6.5 Appointment of a selection committee for the position of director general – clerk – treasurer

WHEREAS the municipality is taking steps to fill the position of director general - clerk – treasurer, whose position will become vacant as of March 7th, 2022;

WHEREAS it is appropriate to ensure an efficient selection process for candidates for this position in order to better meet the needs of the municipality and ensure the optimization of its resources, in accordance with orientation # 1 of the Major orientations 2022 advice;

WHEREAS it is necessary to appoint a selection committee to analyze the applications and conduct the interviews for the selection of candidates for this position, to then report and make selection recommendations to council;

CONSEQUENTLY,

It is moved by councillor Richard Dubeau

And carried to appoint a selection committee for the position of director general – clerk – treasurer composed of councillors Tammy Rathwell, Dale Rathwell and Richard Dubeau as well as the mayor Pascale Blais.

ADOPTED UNANIMOUSLY

2022-0029

6.6 Appointment of a selection committee for the position of building and environment inspector (municipal inspector)

WHEREAS the municipality is taking steps to fill the position of building and environment inspector (municipal inspector) whose internal position is currently vacant;

WHEREAS it is appropriate to ensure an efficient selection process for candidates for this position in order to better meet the needs of the municipality and ensure the optimization of its resources, in accordance with orientation # 1 of the Major orientations 2022 advice;

WHEREAS it is necessary to appoint a selection committee to analyze the applications and conduct the interviews for the selection of candidates for this position, to then report and make selection recommendations to council;

CONSEQUENTLY,

It is moved by councillor Simon Laforest

And carried to appoint a selection committee for the position of building and environment inspector (municipal inspector) composed of councillors Stéphane Carrière and Simon Laforest as well as the mayor Pascale Blais.

ADOPTED UNANIMOUSLY

2022-0030

6.7 Date of adoption – Budget 2022

It is moved by councillor Dale Rathwell

And carried that the 2022 budget be adopted at a special meeting on March 1st, 2022 at 7:00 p.m.

ADOPTED UNANIMOUSLY

2022-0031

6.8 By-law #204 - Acceptance of loan renewal offer

WHEREAS loan by-law #204 is coming to an end and must be renewed;

WHEREAS the renewal offer received by the Caisse populaire de Mont-Tremblant;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried:

THAT the Municipality of the Township of Arundel accepts the offer made to it by Caisse populaire Desjardins de Mont-Tremblant for the renewal of its loan;

THAT the mayor as well as the director general or the assistant clerk-treasurer be authorized to sign the documents necessary for the realization of this resolution.

ADOPTED UNANIMOUSLY

7. Urban planning and environmental health

2022-0032

7.1 Authorization of a request for a minor variance following judgment – 285 Crystal Falls –Roll number 1899-89-7010 - Superior court file, number 700-17-018225-218

WHEREAS the acquiescence to the partial request and the discharge transaction, authorized by resolution on January 18th, 2022 for a request for a minor variance relating to the height of a private garage, in superior Court file 700-17-018225-218;

WHEREAS judgment was rendered on this request by Judge Jean-François Michaud, J.C.S. of the superior Court in this same file, dated January 28th, 2022, ordering the municipality of Arundel to grant, no later than February 15th, 2022, the minor variance relating to the construction of this garage of a maximum height of 27 feet and 6 ¾ inches (8.4 meters) on lot number 6 214 749 of the Quebec cadastre;

WHEREAS the conditions for granting the minor variance are met.

CONSEQUENTLY,

It is moved by councillor Richard Dubeau

And carried:

TO GRANT the minor variance regarding the construction of a garage with a maximum height of 27 feet and 6 ¾ inches (8.4 meters) on lot number 6 214 749 of the cadastre of Quebec.

ADOPTED UNANIMOUSLY

2022-0033

7.2 Participation in the Rénovation Québec program (PRQ) 2022-2023

WHEREAS the Municipality of the Township of Arundel wishes to join the Rénovation Québec program;

It is moved by councillor Simon Laforest

And carried:

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

- Part II - Residential renovation and requesting a budget of around \$20,000 (SHQ: \$10,000 and Municipality of Arundel: \$10,000), the

total amount of the total 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, as well as the director general or the assistant clerk-treasurer Carole Brandt, be authorized to sign the documents necessary for the realization of this resolution. The municipality will grant the amount in 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 or a new by-law to be adopted by the municipal council and approved by the Société d'Housing of Quebec.

ADOPTED UNANIMOUSLY

8. Loisirs and culture

2022-0034

8.1 Creation of a monitoring committee - Arundel municipal family policy 2021-2025

WHEREAS a monitoring committee must be formed to ensure the proper implementation of the actions identified in the 2021-2025 action plan;

CONSEQUENTLY,

It is moved by councillor Stéphane Carrière

And carried that council authorizes the creation of a follow-up committee for the Arundel municipal family policy 2021-2025 and that the following persons be appointed as members of this committee:

- Madame Patti Flanagan, citizen
- Madame Adriana Pace, citizen
- Madame Pascale Blais, mayor
- Monsieur Daniel Forest, loisir technician

ADOPTED UNANIMOUSLY

2022-0035

8.2 Region and Rurality Fund – Component 2 - Support for local and regional development skills of the MRC's

WHEREAS the Municipality of Arundel has taken note of the Guide concerning component 2 – Support for the competence of local and regional development of the MRC's;

WHEREAS the Municipality of Arundel wishes to present a project for the acquisition of marquees as part of component 2 – Support for the local and regional development competence of the MRC's;

CONSEQUENTLY,

It is moved by councillor Dale Rathwell

And carried that the council of the Municipality of Arundel:

COMMITTS to participating in the project for the acquisition of tents and to assume part of the costs;

AUTHORIZES the filing of the project under component 2 – Support for the local and regional development competence of the MRC;

AND

AUTHORIZES Daniel Forest to sign any document relating to this request.

ADOPTED UNANIMOUSLY

2022-0036

8.3 Region and Rurality Fund – Component 4 – Support for revitalization and intermunicipal cooperation – Financial assistance for local revitalization projects

WHEREAS the Municipality of Arundel has read the Guide concerning section 4 – Support for revitalization and intermunicipal cooperation of the regions and rurality Fund – Financial assistance for local revitalization projects;

WHEREAS the Municipality of Arundel wishes to present a project for the organization of a neighbor's party as part of component 4 – Support for vitalization and intermunicipal cooperation of the region and rurality Fund;

CONSEQUENTLY,

It is moved by councillor Tamara Rathwell

And carried that the council of the Municipality of Arundel:

COMMITTS to participating in the project for the organization of a neighbor's party and to assume part of the costs;

AUTHORIZES the submission of the project within the framework of section 4 – Support for revitalization and intermunicipal cooperation of the Regions and Rurality Fund – Financial assistance for local revitalization projects;

AND

AUTHORIZES Daniel Forest to sign any document relating to this request.

ADOPTED UNANIMOUSLY

2022-0037

8.4 Proclamation of the first national day for the promotion of positive mental health – March 13th, 2022

WHEREAS March 13th, 2022 is the first *National Day for the Promotion of Positive Mental Health*;

WHEREAS March 13th, 2020 – the date of the declaration of a state of health emergency in Quebec due to the serious threat to the health of the population posed by the COVID 19 pandemic – represents a key moment in the decision to awareness by Quebec society of the importance of positive mental health and its continued support;

WHEREAS the promotion of positive mental health aims to increase and maintain the individual and collective well-being of the population and to foster resilience;

WHEREAS it has been shown that through their various initiatives, municipalities can play a leading role in promoting the positive mental health of their fellow citizens;

WHEREAS the Mouvement Santé Mentale Québec and its member organizations are launching their annual **mental health promotion Campaign** on March 13th, 2022 under the theme **TO CHOOSE IS TO OPEN A DOOR**;

WHEREAS the Mouvement Santé mentale Québec offers many tools during the Campaign that promote the strengthening of the mental health of the population of Quebec and can be used throughout the year;

WHEREAS in the context of the pandemic, individuals, organizations and communities need, more than ever, to equip themselves to promote mental health;

CONSEQUENTLY,

It is moved by councillor Stéphane Carrière

To proclaim the national Day for the promotion of positive Mental Health and invite all citizens and all organizations and institutions of our municipality to make known the tools of the Annual Campaign for the Promotion of Mental Health under the theme **TO CHOOSE IS TO OPEN A DOOR**.

2022-0038

Termination of the meeting

It is moved by councillor Danny Paré and carried that the meeting be terminated at 9:05 p.m.

ADOPTED UNANIMOUSLY

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

France Bellefleur, CPA, CA
Director general