

Minutes of the **regular session** of the Council of the Municipality of Arundel, held in the Community Room of the Municipal Garage, 60 Morrison Road, Arundel, this **18th day of October 2022**, at 7:00 p.m.

Present and forming quorum under the chairmanship of Mayor Pascale Blais, Councillor Tamara Rathwell, Councillors Stéphane Carrière, Richard E. Dubeau, Danny Paré, Simon Laforest and Dale Rathwell.

The Director General and Clerk-Treasurer, Mrs. Nicole Trudeau, is also present.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mrs. Pascale Blais, Mayor, states the quorum, welcomes those present and opens the regular session. It is now 7:00 p.m.

2. QUESTION PERIOD

3. ADOPTION OF THE AGENDA

It is proposed by Dale Rathwell and unanimously resolved by the members present:

THAT the agenda be adopted as presented below:

- 1. Establishment of Quorum And Opening Of The Meeting**
- 2. question period**
- 3. Adoption of the Agenda**
- 4. Current Business - Announcements**
- 5. Approval of the Minutes of the Previous Meetings**
 - 5.1 Regular meeting of September 20, 2022
- 6. Notice of Motion and By-Law**
 - 6.1 Notice of Motion - By-law #282 amending section 7 of By-law #268 decreeing the imposition of taxes and compensations for the year 2022 with respect to the rate applicable to borrowing by-law #204 - Grace road sector
 - 6.2 Presentation and deposit - Draft by-law # 282 modifying article 7 of by-law #268 decreeing the imposition of taxes and compensations for the year 2022 with regard to the rate applicable to borrowing by-law #204 - Grace road sector
 - 6.3 Adoption of By-law #274 enacting a revised Code of Ethics for Employees of the Municipality of the Township of Arundel
 - 6.4 Adoption - By-law #277 regarding nuisances
 - 6.5 Adoption - By-law # 278 regarding safety, peace and order in public places
 - 6.6 Adoption - By-law # 279 regarding parking and traffic
 - 6.7 Adoption – By-law # 281 regarding alarm systems
- 7. Financial and Administrative Management**
 - 7.1 List of accounts payable as of September 30, 2022

7.2 Adoption of a Telework Policy for Municipal Employees

7.3 Authorization for the Director General to register for training offered by the ADMQ - Adjudication of municipal contracts: foundations, obligations and controls

7.4 Awarding of a contract for professional services - Legal Services and Human Resources and Labour Relations Department of the Fédération Québécoise des Municipalités

8. Public Works and Municipal Facilities

8.1 Provisional acceptance of work - Granular recharging / White Road N/A 71.00.27 - Settlement # 1

9. Urban Planning and Environment

9.1 Designation of the officer responsible for the application of harmonized by-laws # 277 to # 279 and # 281

10. Recreation and Culture

10.1 Authorization to Sign the Memorandum of Understanding for the Route des Belles-Histoires

10.2 Remembrance Day - Donation to The Royal Canadian Legion

11. Mayor's Communication To The Public

12. Councillors' Communication To The Public

13. question Period

14. Adjournment Of The Meeting

4. CURRENT BUSINESS - ANNOUNCEMENTS

5. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS

5.1 Regular meeting of September 20, 2022

GIVEN that a copy of the minutes has been provided to each member of Council;

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO ADOPT the minutes of the regular meeting of Council held on September 20, 2022 as deposited.

CARRIED UNANIMOUSLY

6. NOTICE OF MOTION AND BY-LAW

6.1 Notice of Motion - By-law #282 amending section 7 of By-law #268 decreeing the imposition of taxes and compensations for the year 2022 with respect to the rate applicable to borrowing by-law #204 - Grace Road sector

The Councillor _____ gives notice of motion of the adoption, at a subsequent meeting of this council, of by-law # 282 modifying article 7 of by-law # 268 decreeing the imposition of taxes and compensations for the year 2022. The purpose of this bylaw is to

modify the rate applicable to the reimbursement of the loan bylaw #204 - Grace Road sector for the year 2022.

6.2 Presentation and deposit - Draft by-law # 282 modifying article 7 of by-law #268 decreeing the imposition of taxes and compensations for the year 2022 with regard to the rate applicable to borrowing by-law #204 - Grace Road sector

PURSUANT to Article 445 of the Quebec Municipal Code, the Councillor gave notice of motion on ...of the presentation, at a future council meeting, of bylaw # 282 modifying Article 7 of bylaw #268 decreeing the imposition of taxes and compensations for the year 2022 with regard to the rate applicable to borrowing bylaw #204 - Grace road sector;

PURSUANT to Article 445 of the Quebec Municipal Code, copies of the draft by-law are made available to the public on the website of the Municipality of Arundel at this council meeting;

IN COMPLIANCE with Article 445 of the Quebec Municipal Code, the person responsible for access to documents of the Municipality will deliver a copy of the draft by-law to any person who makes a request within two (2) calendar days preceding the meeting at which it will be adopted;

The Councillor _____ presents the draft by-law # 282 modifying article 7 of the by-law # 268 decreeing the imposition of taxes and compensations for the year 2022, in the following way:

GIVEN THAT the tax rate provided for in Section 7 of By-law #268 decreeing the imposition of taxes and compensations for the year 2022, with respect to the rate applicable to Borrowing By-law #204 - Grace Road sector, must be modified in order to correspond to the rate of reimbursement of Borrowing By-law #204 for the year 2022.

FOR THESE REASONS, COUNCIL ENACTS AS FOLLOWS:

ARTICLE 1: Article 7 of by-law # 268 is entirely replaced by the following text

"SECTION 7 - RATES APPLICABLE TO LOAN BY-LAW #204 - GRACE ROAD SECTOR

The rate applicable to the borrowing by-law listed below, as established by by-law, is as follows

By-law number 204 decreeing an expense and a loan of \$91,738 for the acquisition and construction of Grace Road: \$0.8684 per \$100 of assessed value of land for the year 2022."

ARTICLE 2: The present by-law # 282 comes into force in accordance with the law.

6.3 Adoption of By-law #274 enacting a revised Code of Ethics for Employees of the Municipality of the Township of Arundel

WHEREAS a notice of motion of this by-law was duly given by Councillor Simon Laforest at the regular session of Council held on July 19, 2022

WHEREAS the draft by-law was presented and deposited by the mayor, Ms. Pascale Blais, at the meeting held on September 20, 2022

WHEREAS the purpose of the by-law, its scope, its cost and, if applicable, its method of financing was specified by the Director General and Clerk-Treasurer, Mrs. Nicole Trudeau, specifying that no changes have been made to the by-law since the deposit of the draft on September 20, 2022 by the Mayor, Mrs. Pascale Blais, all in accordance with section 445 of the Quebec Municipal Code

WHEREAS the Municipality consulted employees before adopting the by-law in accordance with section 18 of the Act respecting ethics and professional conduct in municipal matters (hereinafter referred to as the "LEDMM")

WHEREAS a public notice was posted at least 7 days prior to the adoption of the by-law in accordance with Article 12 of the Act respecting ethics and professional conduct in municipal affairs (hereinafter referred to as the "LEDMM") and in accordance with By-law #275 on the publication of public notices

WHEREAS a waiver of reading is requested and the by-law was given to all members of council at least two days before this meeting

WHEREAS the councillors declare that they have read the by-law and waive its reading

WHEREAS copies of this by-law are available for public consultation in accordance with paragraph 5 of Article 445 of the Quebec Municipal Code

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

THAT the by-law 274 is hereby adopted.

(SEE FRENCH VERSION FOR BY-LAW)

CARRIED UNANIMOUSLY

6.4 Adoption - By-law #277 regarding nuisances

GIVEN THAT Council wishes to review its by-laws with respect to nuisances and sanitation, in order to ensure the safety of the population and for a greater harmonization of the by-laws on the territory served by the Sûreté du Québec;

GIVEN THAT the Municipality is acting in accordance with the powers conferred upon it by the Municipal Powers Act (RLRQ, c. C-47.1) and more specifically by sections 55 and 59 of this Act;

GIVEN THAT a notice of motion was given and a draft by-law was deposited and presented at the meeting of September 20, 2022, a copy of which was also made available to the public at that meeting;

GIVEN THAT the Mayor states that the purpose of this proposed by-law is to regulate nuisances on the territory of the Township of Arundel;

GIVEN THAT the Mayor also mentions that the by-law presented for adoption does not include any changes from the draft by-law filed at the Council meeting of September 20, 2022;

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

THAT the by-law 277 is hereby adopted.

(SEE FRENCH VERSION FOR BY-LAW)

CARRIED UNANIMOUSLY

6.5 Adoption - By-law # 278 regarding safety, peace and order in public places

GIVEN THAT Council wishes to enact by-laws with respect to security, peace and order in public places, in order to ensure the cleanliness and tranquility of these places, as well as the safety of their users and for a greater harmonization of the by-laws on the territory served by the Sûreté du Québec

GIVEN THAT the Municipality is acting in accordance with the powers conferred upon it by the Municipal Powers Act (RLRQ, c. C-47.1) and more particularly by virtue of sections 62 and 85 of this Act
WHEREAS a notice of motion was given and a draft by-law was deposited and presented at the meeting of September 20, 2022, a copy of which was also made available to the public at that meeting

GIVEN THAT the Mayor states that the purpose of this by-law is to regulate safety, peace and order in public places within the territory of the Municipality of the Township of Arundel;

GIVEN THAT the Mayor also mentions that the by-law presented for adoption does not include any changes from the draft by-law filed at the Council meeting of September 20, 2022;

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

THAT the by-law 278 is hereby adopted.

(SEE FRENCH VERSION FOR BY-LAW)

CARRIED UNANIMOUSLY

6.6 Adoption - By-law # 279 regarding parking and traffic

GIVEN THAT Council deems it appropriate and in the public interest to legislate in matters of parking and traffic in order to increase road safety and for greater harmonization of by-laws on the territory served by the Sûreté du Québec

GIVEN THAT Council wishes to rationalize the existing by-laws and make them compatible with the Highway Safety Code (RLRQ, c. C-24.2)

GIVEN THAT the Municipality is acting in accordance with the powers conferred upon it by the Municipal Powers Act (RLRQ, c. C-47.1) and more particularly by virtue of sections 79 and following of this Act

GIVEN THAT S a notice of motion was given and a draft by-law was deposited and presented at the meeting of September 20, 2022, a copy of which was also made available to the public at that meeting

GIVEN THAT the Mayor states that the purpose of this by-law is to regulate parking and traffic in the Municipality of the Township of Arundel

GIVEN THAT the Mayor also mentions that the by-law presented for adoption does not include any changes from the draft by-law filed at the Council meeting of September 20, 2022;

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

THAT the by-law 279 is hereby adopted.

(SEE FRENCH VERSION FOR BY-LAW)

CARRIED UNANIMOUSLY

6.7 Adoption – By-law # 281 regarding alarm systems

GIVEN THAT Council wishes to by-law the installation and operation of alarm systems on its territory, in order to improve public security and to remedy the problems caused by the high number of unnecessary alarms and to ensure a greater harmonization of the by-laws on the territory served by the Sûreté du Québec

GIVEN THAT the Municipality is acting herein by virtue of the powers conferred upon it by the Municipal Powers Act (RLRQ, c. C-47.1) and more particularly by virtue of sections 62 and 65 of this Act

GIVEN THAT a notice of motion was given and a draft by-law was deposited and presented at the meeting of September 20, 2022, a copy of which was also made available to the public at that meeting

GIVEN THAT the Mayor states that the purpose of this by-law is to regulate the installation and operation of alarm systems within the Municipality of the Township of Arundel

GIVEN THAT the Mayor also mentions that the by-law presented for adoption does not include any changes from the draft by-law filed at the Council meeting of September 20, 2022;

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

THAT the by-law 281 is hereby adopted.

(SEE FRENCH VERSION FOR BY-LAW)

CARRIED UNANIMOUSLY

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable as of September 30, 2022

2022-205

It is moved by the Councillor _____ and unanimously resolved by the members present:

TO APPROVE the list of accounts payable and accounts paid as of September 30, 2022, as presented below:

Alternatif Location d'outils (tracteur à gazon)	2 150.03 \$
L'Apostrophe Plus (papeterie)	259.79 \$
Bell Canada (fax)	104.82 \$

C.R.S.B.P. des Laurentides (livre abimé)	37.94 \$
Centre d'Hygiène (articles nettoyage)	105.15 \$
Distribution V/G (eau)	54.00 \$
Équipe Laurence (services professionnels)	8 314.88 \$
Équipements Médi-Sécur Inc (fournitures médicales)	155.22 \$
Fournitures de Bureau Denis* (papeterie)	501.11 \$
Gilbert P. Miller & Fils (location niveleuse et gravier)	2 319.68 \$
Hydro-Québec	172.53 \$
Jones, Kyle (soccer)	160.00 \$
JuriFM Inc (consultante)	965.81 \$
Juteau Ruel (copies photocopieurs)	179.60 \$
Kalitec Signalisation (poteaux, etc)	2 960.61 \$
Lalonde, Gerathy, Riendeau (procureur)	5 338.23 \$
Librairie Carcajou (livres biblio)	233.01 \$
MAS Services consultatifs (consultant urbanisme)	7 958.52 \$
Matériaux R. McLaughlin (matériaux)	215.91 \$
Ministre des finances (SQ 2° versement)	46 581.00 \$
MRC des Laurentides (services télécommunication)	823.05 \$
Multi Routes Inc (calcium liquide)	7 082.46 \$
Pièces d'Autos P \$ B Gareau (pièces)	89.20 \$
Pompage sanitaire 2000 (vidanges fosses septique HdeV)	264.44 \$
RIMRO (Quote-part 2022 3° versement)	22 001.92 \$
Sel du Nord (sel d'hiver)	4 105.01 \$
Service d'entretien ménager (hôtel de ville)	908.30 \$
Shaw Direct (musique pavillon)	38.49 \$
Simag Informatique (Urba et TP ordi)	3 299.26 \$
Toromont Cat (réparation pépîne)	898.53 \$
Trudeau, Nicole (bottes de sécurité)	200.00 \$
Uniprix (Epipen PR)	411.38 \$
Visa Desjardins* (timbres)	133.35 \$
Salaires et contributions d'employeur	36 277.43 \$
Frais de banque	142.87 \$

List of issued cheques and direct debits:

7242	Municipalité d'Amherst (rés: 2022-0157 salon livre)	350.00 \$
7243	Elisabeth Gendron-Wood (programme non-résidents)	19.75 \$
Prélèvement	Hydro-Québec	1 049.54 \$

THAT Council acknowledges receipt of the report under Delegation of Authority By-law #171 for the month of September 2022, dated September 20, 2022.

CARRIED UNANIMOUSLY

7.2 Adoption of a Telework Policy for Municipal Employees

WHEREAS the Municipality of the Township of Arundel wishes to update its management in order to grant more flexibility in the organization of work and in the modalities that help reconcile work, family and personal life of certain categories of employees

WHEREAS telework is in line with the principles of sustainable development in terms of environmental protection by reducing CO2 emissions related to transportation

WHEREAS the technology available in the field of telecommunications now makes it possible to work remotely, insofar as possible, in a partial manner

THEREFORE it is moved by the Councillor _____ and
unanimously resolved by the members present:

THAT the Telework Policy for Municipal Employees be adopted.

(SEE FRENCH VERSION FOR POLICY)

CARRIED UNANIMOUSLY

7.3 Authorization for the Director General to register for training offered by the ADMQ - Adjudication of municipal contracts: foundations, obligations and controls

WHEREAS it is important to provide ongoing training for the municipality's personnel

WHEREAS the Association des directeurs municipaux du Québec (hereinafter referred to as "ADMQ") offers a complete training plan for persons holding a position of Director General

WHEREAS the Director General wishes to follow the program to obtain the certification of Certified Municipal Director (DMA) to effectively meet the requirements of the position;

WHEREAS the training relating to the awarding of municipal contracts: foundations, obligations and controls is approximately 30 hours in length

WHEREAS the cost of the training for a member is \$399.00 plus applicable taxes

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO AUTHORIZE the Director General to take the training entitled "Adjudication of Municipal Contracts: Foundations, Obligations and Controls" during her working hours, ensuring that her schedule is adjusted accordingly to meet the needs of the municipality

AND

TO AUTHORIZE payment for the training in the amount of \$399.00 plus applicable taxes, as provided in the current budget.

CARRIED UNANIMOUSLY

7.4 Awarding of a contract for professional services - Legal Services and Human Resources and Labour Relations Department of the Fédération Québécoise des Municipalités

WHEREAS the Municipality of Arundel is a member of the Fédération Québécoise des Municipalités (the "FQM")

WHEREAS the FQM offers services of a legal nature

WHEREAS the FQM offers coaching services in human resources and labour relations

WHEREAS the hourly rates for professionals for these services have been set for the year 2022 at \$130 to \$205

WHEREAS the opportunity for the Municipality to benefit from support in legal services as well as in human resources and labour relations, if necessary

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO GRANT a professional services contract to the Legal Services and the Human Resources and Labour Relations Department of the FQM to advise and support the municipality, if necessary, in legal matters and in matters of human resources and labour relations, and this, at the hourly rates then in effect.

CARRIED UNANIMOUSLY

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Provisional acceptance of work - Granular recharging / White Road N/A 71.00.27 - Settlement # 1

WHEREAS the call for tenders ARUN2022-05W

WHEREAS the awarding of the contract, subject to the approval of borrowing by-law number 273 and the obtaining of all required authorizations, to the firm 9267-7368 Québec Inc. (A. Desormeaux Excavation) by resolution 2022-148 at the regular session held on June 21, 2022

WHEREAS the Municipality has obtained all the required authorizations, including the approval of borrowing by-law number 273 by the MAMH

WHEREAS the condition was lifted by resolution 2022-177 at the special meeting held on September 1, 2022

WHEREAS the granular resurfacing work has been completed as of September 26, 2022

WHEREAS a site visit was held by the parties concerned on September 28, 2022

WHEREAS the recommendation for payment of the provisional statement of account number 1 by the civil engineering firm L'Équipe Laurence dated September 29, 2022, conditional to the receipt of the statutory declaration from the contractor proving that his subcontractors and suppliers have been paid for the work performed, services rendered or materials supplied

WHEREAS the firm L'Équipe Laurence recommends paying the amount of \$320,695.53 including applicable taxes to the company 9267-7368 Québec inc. (A. Desormeaux Excavation)

WHEREAS this recommendation for payment includes a 5% holdback, i.e. an amount of \$14,680.33 before taxes, applicable to the contractor for a period of one year from September 28, 2022, date of provisional acceptance of the work

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO AUTHORIZE the payment of \$320,695.53 including all applicable taxes to 9267-7368 Québec inc. (A. Desormeaux Excavation) conditional

to the receipt of the statutory declaration from the contractor proving that his subcontractors and suppliers have been paid for the work performed, services rendered or materials supplied in accordance with the recommendation dated September 29, 2022, and produced by the engineering firm l'Équipe Laurence

AND

THAT a 5% holdback, in the amount of \$14,680.33 before taxes, be applied to the contract for a period of one year from September 28, 2022, the date of provisional acceptance of the work.

CARRIED UNANIMOUSLY

9. URBAN PLANNING AND ENVIRONMENT

9.1 Designation of the officer responsible for the application of harmonized by-laws # 277 to # 279 and # 281

WHEREAS the council will proceed with the adoption of new harmonized by-laws, namely

- By-law # 277 concerning nuisances
- By-law # 278 concerning safety, peace and order in public places
- By-law # 279 regarding parking and traffic
- By-law # 281 regarding alarm systems

WHEREAS these by-laws provide, among other things, that the officer designated by the council is authorized to undertake penal proceedings against any offender against any provision of these by-laws and consequently authorizes him to issue statements of offence in this regard

WHEREAS for by-laws # 278 and 279 the officer designated by council is also authorized to place and maintain adequate signs indicating the rules or restrictions

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO DESIGNATE the municipal building and environment inspector as the officer in charge of the application of by-laws 277 to 279 and 281 and that he be authorized to take legal action and issue statements of offence with respect to them.

TO DESIGNATE the Public Works Team Leader as the officer in charge with respect to By-laws 278 and 279 for the purpose of placing and maintaining adequate signage in compliance with these by-laws, who is authorized to cause any vehicle immobilized or parked in contravention of any of the provisions of these by-laws to be moved and stored in the nearest suitable place at the expense of the owner, as set forth in these by-laws.

CARRIED UNANIMOUSLY

10. RECREATION AND CULTURE

10.1 Authorization to Sign the Memorandum of Understanding for the Route des Belles-Histoires

WHEREAS the 2021-2023 cultural development agreement (EDC) between the MRC des Laurentides and the Ministère de la Culture et des Communications

WHEREAS in accordance with the action plan of the EDC adopted by the council of mayors of the MRC des Laurentides under its resolution number 2020.11.8236, a total amount of \$ 35,000 has been set aside for the year 2022 and 2023 to implement an action plan to revitalize the Route des Belles-Histoires (RBH) on the territory of the MRC des Laurentides to promote cultural tourism

WHEREAS each municipality concerned by the project has prioritized actions that they wish to implement to revitalize the Route des Belles-Histoires

WHEREAS resolution number 2022.06.8736 by which the MRC des Laurentides commits to grant the Municipality of Arundel financial assistance in the amount of \$2,916 for the realization of the 2022-2023 HBR action plan, aiming to "promote the Arundel heritage circuit through the HBR and the enhancement of the history of the community of Arundel and in particular its English-speaking heritage, through the realization of interpretive panels that tell this story"

WHEREAS it is in the interest of the parties to put in writing the terms and conditions that will govern their relationship

WHEREAS a memorandum of understanding relating to the Route des Belles-Histoires has been drafted to this effect and entitled "Revitalizing the Route des Belles-Histoires on the territory of the MRC des Laurentides to promote cultural tourism"

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO AUTHORIZE Mrs. Nicole Trudeau, Director General and Clerk-Treasurer to sign said Memorandum of Understanding for and on behalf of the Municipality of Arundel.

CARRIED UNANIMOUSLY

10.2 Remembrance Day - Donation to The Royal Canadian Legion

WHEREAS The Royal Canadian Legion is holding a Remembrance Day ceremony to recognize the contribution and valour of our veterans and military personnel

WHEREAS the mission of the Royal Canadian Legion is to assist veterans and their dependants, to promote remembrance, to support serving members and to be involved in all local and regional communities across Canada

WHEREAS the municipality wishes to support this organization within the framework of these celebrations

THEREFORE, it is proposed by councillor _____ and unanimously resolved by the members present:

TO AUTHORIZE a donation of \$100 to the Royal Canadian Legion to honour our Veterans and military personnel as part of the Remembrance Day celebrations.

11. MAYOR’S COMMUNICATION TO THE PUBLIC

12. COUNCILLORS’ COMMUNICATION TO THE PUBLIC

13. QUESTION PERIOD

14. ADJOURNMENT OF THE MEETING

It is proposed by councillor Stéphane Carrière and unanimously resolved by the members present:

THAT the meeting be adjourned at 9:11 pm.

CARRIED UNANIMOUSLY

Pascale Blais
Mayor

Nicole Trudeau
Director General
and Clerk-Treasurer

CERTIFICATE OF THE CLERK-TREASURER

I, Nicole Trudeau, Director General and Clerk-Treasurer of the Municipality of the Township of Arundel, certify under oath that there are funds available to pay all expenses authorized in these minutes.

Ms. Nicole Trudeau, Director General and Clerk-Treasurer

I, Pascale Blais, Mayor of the Municipality of the Township of Arundel, certify that the signing of these minutes is equivalent to the signing by law of all resolutions contained herein within the meaning of *Section 142 (2) of the Quebec Municipal Code*.

Ms. Pascale Blais, Mayor