

Minutes of the special meeting held on April 25, 2023 at 1:41 p.m. of the Council of the Municipality of Arundel at the Town Hall located at 2 du Village Street in Arundel.

At this meeting were present

Mayor Pascale Blais, president of the assembly;
Councillor Tamara Rathwell, Councillors Richard E. Dubeau and Danny Paré.

The positions of councillors in seats number 1, 5 and 6 are vacant.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mrs. Pascale Blais, Mayor, establishes quorum, welcomes those present and opens the regular meeting. It is 1:41 p.m.

2. ASCERTAINMENT OF THE REGULARITY OF THE MEETING

Whereas section 157 of the Quebec Municipal Code allows the notice of meeting provided for in sections 152 and 153 to be waived when all members of council present on the territory of the municipality are present.

All members of council of the Municipality of the Township of Arundel being present and each one waiving the notice of meeting and accepting that the present special meeting be held and they consent to consider the matters on the agenda.

3. QUESTION PERIOD

4. ADOPTION OF THE AGENDA

2023-04-093

It was moved by Councillor Tamara Rathwell and unanimously resolved by those present:

THAT the agenda be adopted as presented and reproduced below:

- 1. Establishment of quorum and opening of the meeting**
- 2. Ascertainment of the regularity of the meeting**
- 3. Question period**
- 4. Adoption of the agenda**
- 5. Financial and administrative management**

5.1 Maintenance of the title of Acting Assistant Director General of Ms. Katia Morin of the firm JuriFM Inc - amendment of resolution 2023-04-075

5.2 Nomination of a selection committee for the hiring of a managerial staff: position of Director General and Clerk-Treasurer

- 6. Public works and municipal facilities**

6.1 Rejection of tenders - construction work - replacement of the roof of the City Hall - Amendment to Resolution 2023-04-082

- 7. Public security**

7.1 Notice regarding the Draft Revised Fire Safety Cover Plan 2023-2028 of the MRC des Laurentides and adoption of the Regional Implementation Plan

7.2 Annual activity report concerning the fire safety performance indicators of the MRC des Laurentides for the years 2019-2023

8. Urbanism and environment

8.1 Nomination to the Planning Advisory Committee - council representatives

9. Communication of the Mayor to the public

10. Communication of the concillors to the public

11. Question period

12. Closing of the meeting

ADOPTED UNANIMOUSLY

5. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

5.1 Maintenance of the title of Acting Assistant Director General of Ms. Katia Morin of the firm JuriFM Inc - amendment of resolution 2023-04-075

WHEREAS the numerous files in progress as well as the upcoming by-elections

WHEREAS the number of hours will have to be increased to meet the needs of the municipality during the recruitment period;

2023-04-094 **CONSEQUENTLY**, it was moved by Councillor Richard E. Dubeau and unanimously resolved by those present:

THAT Resolution 2023-04-075 be amended as follows:

TO AUTHORIZE a part-time work of an average of 30 hours per week for the realization, and this, retroactively to April 17, 2023, until the vacancy in the position of Director General and Clerk-Treasurer is filled, and this, according to the requests and needs of the municipality

THAT the sums for the payment of the fees be transferred from item 02 13000 141 "Regular salary - administrator" and from item 02 13000 200 "social charges" to item 02 13001 419 "Consultant" for the period during which the position of director general is vacant.

AND THAT the balance of the fees be paid from the unrestricted surplus.

ADOPTED UNANIMOUSLY

5.2 Nomination of a selection committee for the hiring of a managerial staff: position of Director General and Clerk-Treasurer

WHEREAS article 165 of the Municipal Code of Quebec provides that it is the municipal council that has the power to appoint and replace its municipal officials, therefore to provide for the replacement of the Director General and Clerk-Treasurer and to establish his working conditions;

WHEREAS the Acting Assistant Director General may accompany the Council in this choice and may assume a role of consultation or even recommendation in this process

WHEREAS the selection committee will present its recommendations to the municipal council;

2023-04-095 **CONSEQUENTLY**, it is moved by Councillor Danny Paré and unanimously resolved by the members present

THAT the Municipal Council of the Municipality of the Township of Arundel form the Selection Committee for the hiring of the position of Director General

and Clerk-Treasurer for the purpose of evaluating the applications and making recommendations to the Municipal Council

AND TO NOMINATE the following persons to form the Selection Committee

The following Council members: Mayor Pascale Blais, Councillor Tamara Rathwell and Councillors Richard E. Dubeau and Danny Paré, with the assistance of the Acting Assistant Director General and Clerk-Treasurer, Katia Morin.

ADOPTED UNANIMOUSLY

6. PUBLIC WORKS AND MUNICIPAL FACILITIES

6.1 Rejection of tenders - construction work - replacement of the roof of the City Hall - Amendment to Resolution 2023-04-082

WHEREAS the municipality has obtained confirmation from PRABAM of the extension of the program until May 31, 2024;

2023-04-096

CONSEQUENTLY, it is moved by Councillor Tamara Rathwell and unanimously resolved by those present:

THAT resolution number 2023-04-082 be amended to provide that the work shall be completed prior to the 2023 winter season.

ADOPTED UNANIMOUSLY

7. PUBLIC SECURITY

7.1 Notice regarding the Draft Revised Fire Safety Cover Plan 2023-2028 of the MRC des Laurentides and adoption of the Regional Implementation Plan

WHEREAS in accordance with the Fire Safety Act (RLRQ, c. S-3.4) (the "Act"), the MRC des Laurentides must adopt and submit its Draft Revised Fire Safety Cover Plan 2023-2028 (the "Draft Revised Plan 2023-2028") to the Minister of Public Security (the "Minister") for approval

WHEREAS the MRC des Laurentides submitted the Draft Revised Fire Safety Plan 2023-2028 to the population of its territory for consultation on February 15, 2023, in accordance with the law

WHEREAS the recommendation of the Fire Safety Committee of the MRC des Laurentides and of the consultation commission on the Draft revised Fire Safety Plan 2023-2028 to the effect that the Council of Mayors of the MRC des Laurentides adopt the draft Revised Fire Safety Plan 2023-2028;

WHEREAS section 20 of the Act provides that the MRC des Laurentides must submit to the Minister, along with the draft revised plan 2023-2028, a notice from each local municipality and each fire authority that participated in its development;

WHEREAS section 16 of the Act provides that each municipality and each fire authority must adopt the implementation plan of the Draft Revised Plan 2023-2028, which resolutions must also be filed with the Minister along with the said Draft Plan;

WHEREAS, by virtue of the powers conferred on the Minister by law, he may issue a certificate of conformity for the Draft Revised Plan 2023-2028, subject to compliance with the orientations determined by him under the Act

WHEREAS the members of the municipal council of the Municipality of the Township of Arundel have taken cognizance of the content of the implementation plan of the Draft revised RCM plan 2023-2028;

2023-04-097 **CONSEQUENTLY** by Councillor Richard E. Dubeau and unanimously resolved by those present:

THAT the Municipal Council of the Municipality of the Township of Arundel issue a favourable opinion with respect to the Draft Revised Fire Safety Cover Plan 2023-2028

THAT the Municipal Council of the Municipality of the Township of Arundel adopt the implementation plan of the Draft revised Fire Safety Cover Plan 2023-2028.

THAT this resolution be forwarded to the MRC des Laurentides for the purpose of requesting a certificate of conformity from the Minister of Public Security.

ADOPTED UNANIMOUSLY

7.2 Annual activity report concerning the fire safety performance indicators of the MRC des Laurentides for the years 2019-2023

WHEREAS the Fire Safety Cover Plan of the MRC des Laurentides;

WHEREAS the regional authority must, in accordance with section 35 of the Fire Safety Act, submit an activity report indicating performance indicators

WHEREAS the local authority, in accordance with section 35 of the Fire Safety Act, responsible for the application of measures provided for in a risk coverage plan must submit an activity report for the year 2022 in terms of fire safety;

2023-04-098 **CONSEQUENTLY**, it is moved by Councillor Danny Paré and unanimously resolved by those present:

TO ADOPT the annual activity report for the year 2022 as submitted by the MRC des Laurentides.

AND TO TRANSMIT the resolution to Mr. Laurent Querrach of the MRC des Laurentides.

ADOPTED UNANIMOUSLY

8. URBANISM AND ENVIRONMENT

8.1 Nomination to the Planning Advisory Committee - council representatives

WHEREAS the Planning Advisory Committee (PAC) must appoint two (2) Councillors as members of the PAC

WHEREAS resolution number 2021-0186 appoints Councillors Simon Laforest and Stéphane Carrière as members of the PAC

WHEREAS the resignation of these two (2) councillors, it is necessary to replace them;

2023-04-099 **CONSEQUENTLY**, it is proposed by Councillor Danny Paré and unanimously resolved by those present:

TO NOMINATE Councillors Tamara Rathwell and Richard E. Dubeau as members of the Planning Advisory Committee (PAC) as of the date hereof, April 25, 2023.

ADOPTED UNANIMOUSLY

9. COMMUNICATION OF THE MAYOR TO THE PUBLIC

10. COMMUNICATION OF THE CONCILLORS TO THE PUBLIC

11. QUESTION PERIOD

12. CLOSING OF THE MEETING

2023-04-100

Councillor Tamara Rathwell moved and it is unanimously resolved by those present:

THAT the meeting be **CLOSED** at 1:57 pm.

ADOPTED UNANIMOUSLY

Pascale Blais
Mayor

Katia Morin
interim assistant
Director General
and interim Clerk-
Treasurer

CERTIFICATE OF THE CLERK-TREASURER

I, Katia Morin, Acting Deputy 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.

Mme Katia Morin, interim assistant Director General
and interim 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.

Mme Pascale Blais, Mayor