

Minutes of the **regular session** of March 21, 2023 at 7:00 p.m. of the Council of the Municipality of Arundel held at the Town Hall located at 2 Village Street, Arundel.

At this meeting are present:

Mayor Pascale Blais, president of the assembly;
Councillors Stéphane Carrière, Richard E. Dubeau, Danny Paré, Simon Laforest and Dale Rathwell.

Mrs. Nicole Trudeau, Director General and Clerk-Treasurer.

Are absent:

Councillor Tamara Rathwell

In the event of a divergence between the different linguistic versions of the present minutes, the French version shall prevail.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mrs. Pascale Blais, mayor, establishes quorum, welcomes those present and opens the regular session. It is 7:03 p.m.

2. QUESTION PERIOD

3. ADOPTION OF THE AGENDA

2023-03-050

It is moved by la conseillère, 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. Question Period

3. Adoption of the Agenda

4. Current Business - Announcements

5. Adoption of the Minutes of the Previous Meetings

5.1 Regular meeting held February 21, 2023

6. Notice of Motion and By-Law

6.1 Notice of motion - Draft by-law 292 modifying article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace road sector

6.2 Presentation and deposit - Draft by-law 292 modifying article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace road sector

6.3 Adoption - By-law 289 on the Salary of Elected Municipal Officers

6.4 Presentation and adoption - Second draft by-law 290 amending zoning by-law number 112 concerning principal place of residence (PRS) and prohibiting them in certain zones

6.5 Adoption - By-law 291 regarding the demolition of buildings

7. Financial and Administrative Management

- 7.1 List of accounts payable as of February 28, 2023
- 7.2 Change of Venue for Regular Sessions of Council from April to October 2023
- 7.3 Request for support from the Ministry of Municipal Affairs and Housing
- 7.4 Retroactive Holiday Pay 2022 for Part-Time Administrative Assistants
- 7.5 2023 Annual Contribution - Corporation des officiers municipaux agréés du Québec (COMAQ)
- 7.6 Modification of resolution 2023-02-037 - Modification of a professional service offer from Ms. Katia Morin of the firm JuriFM inc.
- 7.7 Allowance for Cell Phone Use - Director General

8. Public Works and Municipal Facilities

9. Public Security

10. Urban Planning and Environment

10.1 Participation in Resource Sharing and Inter-Municipal Cooperation Initiatives - Licensing and Inspection Component

11. Recreation, Culture and Community Life

11.1 Establishment of a new policy for the rental of municipal halls and sports fields

11.2 Donation Requests - Community Organizations

12. Communication from the Mayor to the Public

13. Communication from the Councillors to the Public

14. Question Period

15. Adjournment of the Meeting

4. CURRENT BUSINESS - ANNOUNCEMENTS

5. ADOPTION OF THE MINUTES OF THE PREVIOUS MEETINGS

5.1 Regular meeting held February 21, 2023

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

2023-03-051

THEREFORE, it is moved by councillor Dale Rathwell and unanimously resolved by those present:

TO ADOPT the minutes of the regular meeting of council held February 21, 2023 as deposited.

CARRIED UNANIMOUSLY

6. NOTICE OF MOTION AND BY-LAW

6.1 Notice of motion - Draft by-law 292 modifying article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace road sector

NOTICE

councillor Richard E. Dubeau gives notice of motion of the adoption, at a subsequent meeting of this Council, of draft by-law 292 amending section 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace Road sector

6.2 Presentation and deposit - Draft by-law 292 modifying article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace road sector

PURSUANT to Article 445 of the Quebec Municipal Code, councillor Richard E. Dubeau gave notice of motion of the presentation, at a future council meeting, of draft by-law 292 modifying Article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regard to the rate applicable to borrowing by-law 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

PURSUANT to section 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

DEPOSIT

presents draft by-law 292 modifying article 7 of by-law 287 decreeing the imposition of taxes and compensations for the year 2023 with regards to the rate applicable to borrowing by-law 204 - Grace road sector, a copy of which is attached as Annex "A".

6.3 Adoption - By-law 289 on the Salary of Elected Municipal Officers

WHEREAS the Act respecting the salaries of elected municipal officials (R.S.Q., c. T11.001) determines the powers of the Council with respect to the determination of remuneration

WHEREAS Section 3 of the Act respecting the remuneration of elected municipal officials (R.S.Q., c. T-11.001) indicates that the remuneration of elected officials may :

- Be fixed on an annual, monthly or weekly basis;
- Be fixed on the basis of the member's presence at any meeting of the Council of another body of the Municipality, of a mandated body of the latter or of a supramunicipal body within which he or she holds the position giving him or her the right to this remuneration;
- Result from a combination of these two methods of remuneration.

WHEREAS it is necessary to amend By-law No. 192 on the salary of elected municipal officials adopted in 2014 in order to increase the salary of elected officials, to modify the terms of payment as well as the reimbursement of expenses, for greater equity of treatment and to correspond more closely to the reality of their office and the salaries of elected officials in general

WHEREAS all members of council declare having received the by-law more than seventy-two (72) hours before this meeting

WHEREAS all council members declare that they have read this by-law and waive its reading

WHEREAS a notice of motion of this by-law was duly given at the regular council meeting held on January 24, 2023

WHEREAS a public notice of this by-law was duly given on February 20, 2023

2023-03-052

THEREFORE, it is moved by councillor Danny Paré by a two-thirds majority of the members of the council of the municipality, including the vote of the mayor and resolved by those present:

TO ADOPT By-law 289, Salary of Elected Municipal Officials, a copy of which is attached hereto as Schedule "B".

Mayor Pascale Blais, Richard E. Dubeau, Simon Laforest, Dale Rathwell and Danny Paré vote in favour of the resolution.

Mr. Stéphane Carrière votes against the resolution.

Councillor Stéphane Carrière wishes to register his dissent to the vote, because voting on the question submitted to the council is likely to constitute a breach of a rule provided for in the code of ethics and professional conduct for members of the council.

CARRIED BY THE MAJORITY

6.4 Presentation and adoption - Second draft by-law 290 amending zoning by-law number 112 concerning principal place of residence (PRS) and prohibiting them in certain zones

WHEREAS the Zoning By-law number 112 of the Municipality of the Township of Arundel is in force

WHEREAS the Municipality has the power, under the law, to amend its zoning by-law

WHEREAS a notice of motion was deposited on February 23, 2023, along with the Draft by-law

WHEREAS a public consultation meeting was held on March 2, 2023

WHEREAS the adoption procedure was regularly followed

WHEREAS following the modifications made to the provincial government's Tourist Accommodation Act, the Municipality wishes to prohibit the use of "Establishment of principal residence" on its entire territory, with the exception of zone PA-10

WHEREAS the Tourist Accommodation Act allows a municipality to prohibit, in certain zones of its territory, the use of establishment of principal residence, subject to an adapted referendum process

WHEREAS the Municipality of the Township of Arundel wishes to limit this type of use on its territory in order to reduce the risk of nuisance, to control the operation of this type of use and to maintain the supply of accommodation in the longer term

WHEREAS in accordance with section 445 of the Quebec Municipal Code, at the meeting of February 21, 2023, a notice of motion was given and the draft by-law was deposited

WHEREAS it is appropriate to create a new use "Establishment of principal residence" (c11-1) as a use specifically prohibited everywhere, except in zone Pa-10

WHEREAS all members of council declare having received the by-law more than two (2) days before this meeting

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

2023-03-053 **THEREFORE**, it is moved by councillor Simon Laforest and resolved by the majority present:

TO ADOPT the second draft of by-law 290 amending zoning by-law number 112 concerning major tourist establishments (MTEs) and aiming to prohibit them in certain zones, a copy of which is attached as Annex "C".

Mayor Pascale Blais, Richard E. Dubeau, Simon Laforest and Danny Paré vote in favour of the resolution.

Mr. Dale Rathwell and Mr. Stéphane Carrière vote against the resolution.

CARRIED BY THE MAJORITY

Councillor Simon Laforest leaves the council chamber at 8:22 p.m.

Councillor Simon Laforest returns to the council chambers at 8:24 p.m.

6.5 Adoption - By-law 291 regarding the demolition of buildings

WHEREAS, in accordance with the amendments made to the Land Use Planning and Development Act (R.S.Q. c. A-19.1) by Bill 69, assented to on April 1, 2021, the Council of the Municipality of Arundel must adopt a by-law relating to the demolition of buildings

WHEREAS a notice of motion was given on February 21, 2023;

WHEREAS a draft by-law was deposited and presented at the meeting of February 21, 2023, in accordance with Section 445 of the Quebec Municipal Code

WHEREAS a public meeting was held on March 2, 2023

WHEREAS all members of council declare having received the by-law more than two (2) days before this meeting

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

2023-03-054 **THEREFORE**, it is moved by councillor Danny Paré and resolved by a majority present:

TO ADOPT by-law number 291 relating to the demolition of buildings, the copy of which is attached as Schedule "D".

Mayor Pascale Blais, Richard E. Dubeau, Simon Laforest and Danny Paré vote in favour of the resolution.

Mr. Dale Rathwell and Mr. Stéphane Carrière vote against the resolution.

CARRIED BY THE MAJORITY

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable as of February 28, 2023

2023-03-055 It is moved by councillor Dale Rathwell and unanimously resolved by those present:

TO APPROVE the list of accounts payable and accounts paid as of January 31, 2023, as presented below:

ADMQ (formation)	228.80 \$
Alliance Ford (Ford F350 2020)	1 314.74 \$

L'Apostrophe Plus (papeterie)	32.43 \$
Centre d'Action Bénévole (service de transport aînés)	366.60 \$
COMAQ (cotisation annuelle)	638.11 \$
DHC Avocats (services professionnels)	2 846.78 \$
Énergies Sonic essence et diesel)	4 006.25 \$
Équipements Médi-Sécur Inc (fournitures médicales)	225.81 \$
Gilbert P. Miller & Fils (contrat déneigement)	4 369.05 \$
Hydro-Québec (électricité)	6 531.59 \$
Imprimerie Léonard Inc (papeterie)	321.93 \$
Juteau Ruel (copies photocopieurs)	188.80 \$
Machineries Forget (pièces)	65.49 \$
Matériaux McLaughlin Inc (matériaux)	80.49 \$
Pièces d'Autos P & B Gareau (pièces)	628.03 \$
PLA Architecte (carnet de santé 2 du Village)	4 139.10 \$
Québec municipal (abonnement annuel)	212.70 \$
Jaguar Média Inc (abonnement RIM)	201.21 \$
RIMRO (1er versement)	23 478.00 \$
Rona Forget (pelles)	10.99 \$
Royal Legion Canadian (carnaval d'hiver)	344.93 \$
SAAQ (immatriculation)	3 513.58 \$
Service d'entretien St-Jovite (vérification et réparation)	1 217.48 \$
Service d'entretien ménager M.C. (entretien)	908.30 \$
Simag (services informatiques)	1 911.43 \$
Toromont (pièces pépîne)	871.03 \$
Uniprix (fournitures médicales)	121.38 \$
Villemaire Pneus (pneus)	341.76 \$
Ville de Ste-Agathe (adhésion et ouverture de dossiers)	486.43 \$
Ville de Mont-Tremblant (incendie 1er versement)	23 603.25 \$
Visa Desjardins* (timbres et envois postaux)	646.38 \$
Vitro Plus (pare-brise pépîne)	948.49 \$
Salaires et contributions d'employeur	39 976.85 \$
Frais de banque	107.93 \$

List of cheques emitted:

7416 MAX Services consultatifs (inspecteur) 4 701.70 \$

THAT Council acknowledge receipt of the report under Delegation of Authority By-law #171 for the month of February 2023, dated March 13, 2023.

CARRIED UNANIMOUSLY

7.2 Change of Venue for Regular Sessions of Council from April to October 2023

WHEREAS the Municipality wishes to accommodate the greatest number of people

WHEREAS the willingness of the council to hold the next regular sessions of the council in the community room located at the municipal garage

2023-03-056

THEREFORE, it is moved by councillor Stéphane Carrière and unanimously resolved by those present:

THAT the following regular sessions be held in the Community Room, located in the Municipal Garage, 60 Morrison Road

- Tuesday, April 18
- Tuesday, May 16
- Tuesday, June 20

- Tuesday, July 11
- Tuesday, August 22
- Tuesday, September 19
- Tuesday, October 17

CARRIED UNANIMOUSLY

7.3 Request for support from the Ministry of Municipal Affairs and Housing

WHEREAS the Council's Great Orientation no. 1 - 2023 aimed at optimizing financial and human resources and alternative means of conflict resolution

WHEREAS Council wishes to promote greater communication, collaboration and conciliation between the members of Council and the administration, as a preventive measure and to resolve certain current problems as needed, all to ensure greater efficiency

2023-03-057

THEREFORE, it is moved by councillor Richard E. Dubeau and unanimously resolved by those present:

TO REQUEST the guidance of the Regional MAMH management for these purposes.

CARRIED UNANIMOUSLY

7.4 Retroactive Holiday Pay 2022 for Part-Time Administrative Assistants

WHEREAS the Municipality entered into letters of agreement with the union representing the two part-time administrative assistants regarding the creation of the positions which included a change in holiday pay

WHEREAS the approval and signing of the letters of agreement has been delayed until February 2023

WHEREAS the Municipality wishes to remedy this situation by paying the two part-time administrative assistants retroactive pay for the 2022 Christmas vacation

2023-03-058

THEREFORE, it is moved by councillor Stéphane Carrière and unanimously resolved by those present:

TO GRANT retroactive vacation pay to the two part-time administrative assistants for the 2022 Christmas vacation, in accordance with the terms and conditions set forth in the letter of agreement between the Municipality and the Union.

CARRIED UNANIMOUSLY

7.5 2023 Annual Contribution - Corporation des officiers municipaux agréés du Québec (COMAQ)

WHEREAS the Corporation des officiers municipaux agréés du Québec (COMAQ) is a key player in the municipal public administration in terms of training, representation and services to its members

WHEREAS the mission of the COMAQ is to be at the heart of the evolution of the municipal milieu through the strength of its network and the development of the expertise of its members.

2023-03-059 **THEREFORE**, it is moved by councillor Simon Laforest and unanimously resolved by those present:

TO join the Corporation des officiers municipaux agréés du Québec (COMAQ) for the year 2023 and authorize the payment of the annual contribution in the amount of \$555 plus taxes.

AND THAT the amount of the expense be appropriated to budget item 02 130 00 494.

CARRIED UNANIMOUSLY

7.6 Modification of resolution 2023-02-037 - Modification of a professional service offer from Ms. Katia Morin of the firm JuriFM inc.

WHEREAS the municipality has accepted the new offer of professional services from Mrs. Katia Morin, notary of the firm JuriFM inc. for the year 2023

WHEREAS Ms. Katia Morin must refuse the municipality's request to maintain the interim assistant director general

2023-03-060 **THEREFORE**, it is moved by councillor Richard E. Dubeau and unanimously resolved by those present:

TO AMEND resolution number 2023-02-037 by the present resolution in order:

TO REMOVE the title of Assistant Director General from Ms. Katia Morin, notary, of the firm JuriFM inc.

CARRIED UNANIMOUSLY

7.7 Allowance for Cell Phone Use - Director General

WHEREAS the Director General uses her personal cell phone for work purposes and to receive emergency calls

2023-03-061 **THEREFORE**, it is moved by councillor Simon Laforest and unanimously resolved by those present:

TO AUTHORIZE the payment of an amount of fifty (\$50) per month, taxes included, to the Director General as an allowance for the use of her personal cell phone and this, retroactive to January 1, 2023.

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

There are no items on the agenda for this section.

9. PUBLIC SECURITY

There are no items on the agenda for this section.

10. URBAN PLANNING AND ENVIRONMENT

10.1 Participation in Resource Sharing and Inter-Municipal Cooperation Initiatives - Licensing and Inspection Component

WHEREAS the municipal sector is experiencing a particularly acute labour shortage

WHEREAS all municipalities do not have the needs or resources to offer attractive positions to permit and inspection resources

WHEREAS, in this context, resource sharing is the most effective, efficient and least expensive solution

WHEREAS many municipalities have expressed their desire to share resources, particularly in the area of permits and inspections

WHEREAS the component 4 of the program Support to the vitalization and the intermunicipal cooperation provides financial assistance for the initiatives of intermunicipal cooperation

WHEREAS the hiring of shared resources will be the subject of financial requests to the FRR component 4 and that the residual hourly cost of these resources will be, if the financial assistance is granted, very advantageous

WHEREAS the municipality has taken note of the Guide for organizations concerning the component 4 - Support to intermunicipal cooperation of the Fonds régions et ruralité

WHEREAS the municipalities of Ivry-sur-le-Lac, Lanthier, Val-des-Lacs, Val-Morin, Lac Supérieur, Brébeuf, La Conception, Arundel and Sainte-Lucie-des-Laurentides wish to present a project to share permit and inspection resources, within the framework of financial assistance

2023-03-062

THEREFORE, it is moved by councillor Dale Rathwell and unanimously resolved by those present:

THAT this resolution be adopted and that it be declared and decreed as follows

- The council of the Municipality of Arundel agrees to participate in the project of sharing resources in permits and inspection and to assume a portion of the costs;
- The council authorizes the deposit of the project under Component 4 - Support for intermunicipal cooperation of the Fonds régions et ruralité;
- The council appoints the Ivry-sur-le-Lac as the organization responsible for the project;
- The council authorizes the Director General and Clerk-Treasurer, Ms. Nicole Trudeau to sign the intermunicipal cooperation agreement and all documents related thereto.

CARRIED UNANIMOUSLY

11. RECREATION, CULTURE AND COMMUNITY LIFE

11.1 Establishment of a new policy for the rental of municipal halls and sports fields

WHEREAS the municipality wishes to give its residents access to safe, affordable and convenient facilities for meetings, events and sports activities

WHEREAS the municipality wishes to establish clear rental conditions and limit the costs it may incur when renting halls and grounds

2023-03-063 **THEREFORE**, it is moved by councillor Stéphane Carrière and unanimously resolved by those present:

TO ADOPT the Policy for the rental of municipal halls and sports fields in order to define the rental conditions and to limit the costs that the municipality may incur when renting halls and fields, a copy of which is attached as Appendix "E".

CARRIED UNANIMOUSLY

11.2 Donation Requests - Community Organizations

WHEREAS the requests for financial assistance to non-profit organizations received from Marché public d'Arundel, Loisirs Arundel, Royal Canadian Legion of Arundel and Arts Arundel

WHEREAS the municipality has adopted Council's 2023 Policy Directions #1 and #4 for financial management and recreation and culture, which prioritize the active pursuit of alternative funding and encourage collaboration and linkages between recreation and community organizations and local businesses

2023-03-064 **THEREFORE**, it is moved by councillor Simon Laforest and unanimously resolved by those present:

TO GRANT financial assistance in accordance with the 2023 budget to each of the following local recreation and culture organizations, conditional upon invoices in support of the expenses covered by their respective funding requests being submitted to the Municipality at the time of the payment request

- Loisirs Arundel: \$2,000
- Arundel Market: \$1500
- Arundel Royal Canadian Legion: \$1000
- Arts Arundel : \$1000

CARRIED UNANIMOUSLY

12. COMMUNICATION FROM THE MAYOR TO THE PUBLIC

13. COMMUNICATION FROM THE COUNCILLORS TO THE PUBLIC

14. QUESTION PERIOD

15. ADJOURNMENT OF THE MEETING

2023-03-065 It is moved by councillor Simon Laforest and unanimously resolved by those present:

THAT the meeting be adjourned at 21:048 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