

Minutes of the January 23, 2024 regular meeting at 7:00 p.m. of the Council of the Municipality of the Township of Arundel, held at the Town Hall, 2, rue du Village, Arundel.

Present at this meeting are:

Mayor Pascale Blais; Councillors Carole Brandt, Tamara Rathwell, Richard E. Dubeau, Jonathan Morgan, Danny Paré and Marc Poirier.

The Director General and Clerk-Treasurer, Philip Toone, is also present.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mayor Pascale Blais establishes quorum, welcomes those present and opens the regular meeting. The time is 7:00 p.m.

2024-01-001

2. ADOPTION OF AGENDA

Councillor Marc Poirier moves and it is unanimously resolved to adopt the agenda:

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING
2. ADOPTION OF AGENDA
3. CURRENT BUSINESS - ANNOUNCEMENTS
4. QUESTION PERIOD
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - 5.1 Adoption of the minutes of the regular meeting of December 12, 2023
 - 5.2 Adoption of the minutes of the special meeting of December 12, 2023
6. NOTICE OF MOTION AND BY-LAW
 - 6.1 Adoption of by-law 2024-300 decreeing the imposition of taxes and compensation for the year 2024
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
 - 7.1 List of accounts payable on December 31, 2023
 - 7.2 Provisional acceptance - Drainage work Grace rd.
 - 7.3 Reimbursement *Fonds régions et ruralité* - Maintenance personnel
 - 7.4 Financial assistance - Breakfast programme and for Recreation - Arundel Elementary School
 - 7.5 Tabling of Minutes of Correction
8. PUBLIC WORKS AND MUNICIPAL FACILITIES
9. PUBLIC SAFETY
10. URBAN PLANNING AND ENVIRONMENT
11. RECREATION, CULTURE AND COMMUNITY LIFE
 - 11.1 Renewal - Financial assistance program – Day camp summer 2024
 - 11.2 Renewal - Financial partial-reimbursement programme for non-resident fees to encourage physical activities
 - 11.3 Renewal – Transportation-Accompaniment programme for seniors
 - 11.4 Municipal council 2024 major orientations
 - 11.5 Arc-en-ciel school - request for support and financial assistance for embellishment project
 - 11.6 Carnaval 2024 - budget allocation
 - 11.7 Letter of support to a request for financial assistance from the Arundel Farmer's Market

12. MAYOR'S COMMUNICATION TO THE PUBLIC
13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC
14. QUESTION PERIOD
15. ADJOURNMENT OF MEETING

ADOPTED UNANIMOUSLY

3. CURRENT BUSINESS - ANNOUNCEMENTS

4. QUESTION PERIOD

5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS

5.1 Adoption of the minutes of the regular meeting of December 12, 2023

WHEREAS a copy of the minutes of the regular meeting of December 12, 2023 has been given to each member of the Municipal Council;

2024-01-002 **THEREFORE** it is proposed by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on December 12, 2023.

5.2 Adoption of the minutes of the special meeting of December 12, 2023

WHEREAS a copy of the minutes of the special meeting held on December 12, 2023 has been given to each member of the Municipal Council;

2024-01-003 **THEREFORE** it is proposed by Councillor Jonathan Morgan and unanimously resolved by those councillors present to :

ADOPT the minutes of the special meeting of the Municipal Council held on December 12, 2023.

6.1 Adoption -By-law number 2024-300 decreeing the imposition of taxes and compensations for the year 2024

WHEREAS the Municipality of the Township of Arundel has adopted its budget for the year 2024;

WHEREAS it is necessary to determine property tax rates and compensations for municipal services for the year 2024;

WHEREAS the financial policy aims to maximize financial, material and human resources in order to control the increase in the tax rate while maintaining a social and financial balance;

WHEREAS all members of Council declare have received the text of the by-law more than two (2) days prior to this meeting;

WHEREAS all Councillors declare having read the present by-law and renounce to its reading;

WHEREAS a notice of motion was duly given at the regular council meeting held December 12, 2023.

2024-01-004 **THEREFORE** it is proposed by Councillor Danny Paré and resolved by majority of those councillors present:

TO ADOPT By-law number 2024-300 decreeing the imposition of taxes and compensations for the year 2024, as reproduced in the French language minutes of this council meeting.

Councillors Carole Brandt, Tamara Rathwell, Richard E. Dubeau, Danny Paré and Marc Poirier vote in favour of the resolution;
Councillor Jonathan Morgan votes against the resolution.

7.1 List of accounts payable on December 31, 2023

WHEREAS Council has examined the disbursements made and to be made for accounts payables December 31, 2023;

2024-01-005 It is **MOVED** by councillor Tamara Rathwell and **ADOPTED** unanimously by the councillors present to **APPROVE** the following disbursements as of December 31, 2023 as presented:

L'Apostrophe Plus (Papeterie)	21.96 \$
BSA Groupe Conseil (Chemin Grace)	10 922.63 \$
Canadian Tire (Divers)	120.38 \$
Central Sécurité Centrale (Contrat système alarme 2 ch du Village)	534.64 \$
Centre d'Action bénévole (Soutien aux aînés)	496.00 \$
Centre Canin Le Refuge (Contrat 2023)	921.23 \$
Distribution V/G (eau)	76.00 \$
Energies Sonic (Essence et diesel)	892.13 \$
Équipe Laurence (Suivis techniques)	258.69 \$
Excavation Miller 2014 (Chemin Grace)	59 364.34 \$
FQM (Formation élus)	682.96 \$
J.B. Dixon (Vêtements TP)	834.68 \$
Hébert-Gareau, Kim (Prog. Frais non-résidents)	123.00 \$
Hydro-Québec	8 311.68 \$
Imprimerie Léonard Inc (Impression PR)	22.43 \$
Juteau Ruel (Copies photocopieurs)	177.49 \$
Librairie Carcajou (Livres biblio)	1 146.65 \$
Machineries Forget (10 roues)	146.03 \$
MAS Services consultatifs (Consultant génie)	2 917.50 \$
MAS Services consultatifs (Consultant urbanisme)	7 278.47 \$
MRC des Laurentides (Télécommunication)	1 064.93 \$
PG Solutions (Licence MegaGest)	802.16 \$
Pièces d'Autos P & B Gareau (pièces)	185.03 \$
Premier Tech Data (contrat annuelle Ecoflo)	300.08 \$
Réparation Jean-Pierre Maillé (Réparations petits outils)	162.01 \$
Les Serres Arundel (Citrouilles)	18.00 \$
Service d'entretien ménager M.C. (Ent. ménager et lavage tapis)	1 914.33 \$
Shaw Direct (musique pavillon)	38.50 \$
Simag Informatique (Système de caméras, informatique)	195.45 \$
Telmatik (Système d'alerte 2023-2024)	582.40 \$
Ville Ste-Agathe-des-Monts (Cour municipale)	86.23 \$
Visa Desjardins (Timbres)	455.20 \$
Salaires et contributions d'employeur	52 024.51 \$
Frais de banque	68.95 \$

7:25 P.M. Councillor Tamara Rathwell recuses herself for the duration of the next resolution.

7.2 Provisional acceptance - Drainage work Grace Road

WHEREAS the Grace Road drainage project and resolution 2023-08-255 was awarded by contract to Excavation Miller 2017 / 9262- 9310 QC inc. in the amount of \$63,638.55 (including contingencies and taxes), in accordance with resolution no. 2023-07-209;

WHEREAS the certificate of payment No.1 and the recommendation for provisional acceptance of work by the firm BSA Groupe Conseil inc. dated December 18, 2023, conditional upon receipt of the contractor's statutory declaration proving that its subcontractors and suppliers have been paid for the work performed, services rendered or materials supplied;

WHEREAS the amount invoiced in said certificate in favour of the firm Excavation Miller 2017 / 9262- 9310 QC inc. is \$54,349.90 (before taxes) plus a 5% holdback, i.e., \$2,717.50 (before taxes), for a period of one year from November 28, 2023, the date of provisional acceptance of the work by the firm BSA Groupe Conseil inc;

2024-01-006

IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously **resolved** by those present to

AUTHORIZE payment in the amount of \$54,349.90 (before taxes) in favour of Excavation Miller 2017 / 9262- 9310 QC inc, conditional upon receipt of the contractor's statutory declaration proving that its subcontractors and suppliers have been paid for the work performed, services rendered or materials supplied;

RETAIN the sum of \$2717.50 (before taxes), for a period of one year from November 28, 2023 and payable upon final acceptance of the work.

7:27 P.M. Councillor Tamara Rathwell returns to the table

7.3 Reimbursement *Fonds régions et ruralité* - Maintenance personnel

WHEREAS the Municipality of the Township of Arundel has received financial assistance from the *Fonds Régions et ruralité, volet 4*, reference number 2020-004353, for the hiring of maintenance personnel;

WHEREAS this financial assistance was for a maximum amount of \$40,000.00, of which \$32,000.00 was received by the municipality and kept in a reserved fund;

WHEREAS the purpose of this assistance was to hire a maintenance technician, sharing this resource with the municipality of Montcalm, in order to better respond to the increased sanitary needs during the COVID pandemic;

WHEREAS no individual applied for the position and consequently this grant could not be used and that the amount received must be reimbursed;

2024-01-007

IT IS THEREFORE **PROPOSED** by Councillor Carole Brandt and unanimously **resolved** by those councillors present to:

REFUND the sum of \$32,000.00 received through the *Fonds Régions et ruralité* for project number 2020-004353;

AUTHORIZE the Director general to complete the rendering of account and any other documents required to meet the requirements of the grant.

7.4 Financial assistance – Breakfast programme and for Recreation - Arundel Elementary School

WHEREAS municipal council desires providing assistance to young people in need and to promote their well-being on its territory;

WHEREAS the council takes note of the continued existence of a breakfast program offering food support services at Arundel Elementary School;

WHEREAS the council's continued financial support has been provided through resolution 2022-261;

WHEREAS that Arundel Elementary School also wishes to support their active sports program and their need to acquire cross-country ski equipment;

2024-01-008

IT IS THEREFORE PROPOSED by Councillor Carole Brandt and unanimously **resolved** by those councillors present:

TO GRANT financial assistance in the amount of \$500 to Arundel Elementary School to support the breakfast program and/or their need to acquire cross-country ski equipment;

THAT this amount be allocated to the earmarked budget account.

7.5 Tabling – Minutes of correction

In accordance with section 202.1 of the Quebec Municipal Code, the clerk-treasurer tables the minutes of correction concerning resolution 2023-02-034.

The text of the minutes of correction is reproduced below:

TABLING

PROVINCE DE QUÉBEC
Municipalité du Canto D'Arundel

MINUTES OF CORRECTION

In accordance with section 202.1 of the Quebec Municipal Code, the undersigned, clerk-treasurer of the municipality hereby makes a correction to resolution number 2023-02-034 of the Municipality of the Township of Arundel, since an error is evident from a simple reading of the documents submitted in support of the decision taken.

The correction is as follows:

Despite the fact that the title of resolution 2023-02-034 and all its preamble refer to by-law number 288 decreeing the rates for municipal activities, goods and services;

Despite the fact that the by-law as adopted is by-law number 288 decreeing the tariffs for municipal activities, goods and services;

In the executory clause, it reads:

"TO ADOPT by-law number 288 decreeing the imposition of taxes and compensations for the year 2023, a copy of which is attached as Appendix "D"."

It should read:

"TO ADOPT by-law number 288 decreeing the rates for municipal activities, goods and services, a copy of which is attached as Appendix "D"."

11.1 Renewal - Financial assistance program – Day camp summer 2024

WHEREAS the municipal council wishes to renew the financial assistance programme, last carried by way of resolution 2023-01-016, having as objective

to promote the accessibility of a day camp during the summer season to all children of Arundel, and this, 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 the registration of a child to a day camp;

2024-01-009

THEREFORE, it is **moved** by councillor Tamara Rathwell and unanimously **resolved** by those councillors present:

TO GRANT financial assistance to cover a portion of the fees for registration in a long-term day camp (3 weeks or more) for the 2023 summer season:

- For a three (3) or four (4) week camp: a maximum of \$175 per child between the ages of 5 and 15;
- For a camp of five (5) weeks or more: a maximum of \$325 per child between the ages of 5 and 15;

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

THAT travel expenses and the cost of purchasing equipment, materials, costumes and uniforms are not eligible;

THAT the request for reimbursement must be made on the form provided for this purpose and available at the Municipality's office;

THAT the parent must also provide the following documents with his application

Proof of residence:

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

THAT refund requests must be deposited no later than September 27, 2024. No retroactive payments will be made after this date;

THAT the funds disbursed be allocated by the earmarked budget account.

11.2 Renewal - Financial partial-reimbursement programme for non-resident fees to encourage physical activities

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

WHEREAS the difficulty of small municipalities to offer the wide range of organized sports activities offered in cities;

WHEREAS the municipal council wishes renew its commitment, last authorized by way of resolution 2023-01-017, to promote accessibility to sports facilities and activities for all, and this, in an equitable manner and according to the available budgets;

WHEREAS the municipality wishes to provide financial assistance for community school trips

WHEREAS the additional expenses paid by non-residents are reimbursed up to a maximum of \$325 per child under 18 years of age and \$200 per adult (18 years of age and over), for a maximum amount of \$650 per family. The right to reimbursement is non-assignable and non-transferable.

WHEREAS the council wishes to facilitate access to the program by allowing two expense reimbursement periods, the first for expenses incurred from January 1 to June 30, 2024, with a reimbursement request deadline of July 15, 2024, and the second for any expenses incurred during the current year not already reimbursed by this program, with a reimbursement request deadline of January 17, 2025

2024-01-010 **THEREFORE**, it is moved by councillor Danny Paré and unanimously resolved by those present:

TO RENEW the non-resident reimbursement program for certain out-of-territory activities for the year 2024 under the terms indicated above;

THAT the reimbursed fees be allocated by the earmarked budget account.

Transport senior 2023-01-018

11.3 Renewal – Transportation-Accompaniment programme for seniors

WHEREAS the council wishes to respond to the particular needs of its many seniors in accordance with Orientation 3 entitled "Wellness, Health and Safety" of the Council's 2023 Major Orientations, as well as the objectives of the Municipal Family Policy 2021-2025;

WHEREAS the needs of the municipality's seniors in terms of transportation, particularly for medical appointments that are often located at significant distances and that require vehicles and often a driver for both the journey to and from the appointment

WHEREAS it is appropriate to facilitate access to transportation services for its seniors by setting up an assistance program, free or at low cost, for this purpose, in partnership with the *Centre d'action bénévole des Laurentides (CABL)*

WHEREAS the municipality will reimburse CABL for each kilometer traveled, the reimbursement will be capped at 200 km;

WHEREAS travel beyond 200 km can be costly, the cost of transportation beyond 200 km will be shared between the municipality and the senior, both parties paying 50% of the cost;

WHEREAS the municipality wishes at the same time to encourage local volunteering with the CABL to make this service even more effective

WHEREAS it has established a program to this effect on April 19, 2022, by virtue of its resolution 2022-0083 and 2023-01-018;

WHEREAS the mileage rate has been modified from 0.58\$ / kilometer to 0.65\$ / kilometer and that a new agreement is therefore required;

2024-01-011 **THEREFORE**, it is **moved** by councillor Marc Poirier and unanimously **resolved** by those present:

TO RENEW the Transportation Assistance Program for Arundel residents 65 years of age and older to medical appointments, effective until December 31, 2024 and that the charges be allocated from the earmarked budget account;

AUTHORIZE the Director general to sign a new agreement with the CABL in order to confirm the increased mileage charge.

11.4 Municipal council 2024 major orientations

WHEREAS it is appropriate to establish guidelines for 2024, guidelines to guide the council during the year for greater consistency, prudence, equity and efficiency in decision-making

WHEREAS that 6 major orientations were adopted by resolution 2023-01-011 and that the municipal council deems it appropriate to make some adjustments for the year 2024 while maintaining the values and principles to be implemented during the year 2024;

WHEREAS it is important to move forward in the same direction and in a clearer and more predictable manner for all.

2024-01-012

THEREFORE, it is **moved** by Tamara Rathwell and unanimously **resolved** by those councillors present:

TO ADOPT the six (6) major orientations that will guide the Arundel Municipal Council in its analysis, actions and decisions during the year 2024, the text of which is reproduced below:

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 of conflict resolution, if possible 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, financial services 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 including local assistance programs, restoration of Citizen Home apartments, encouraging long-term rentals, setting up developer agreements, etc.

ORIENTATION 4 : LEISURE AND CULTURE

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

Promote leisure 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 leisure 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 sustainable 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, as well as local businesses by prioritizing collaboration, information, education and attractiveness respectful of the territory.

11.5 Arc-en-ciel school - request for support and financial assistance for embellishment project

WHEREAS, on December 28, 2023, the principal of Arc-en-ciel school in Huberdeau announced a project to beautify and improve the schoolyard in order to increase activities there;

WHEREAS the said director foresees a total project cost of \$100,000, the major contribution of which will come from the *Direction de l'amélioration et du maintien des infrastructures* (DAMI) of the *Ministère de l'éducation*, and that an amount of \$10,000 will come from local sources whereof 2000\$ is currently attained;

WHEREAS the municipal council wishes to contribute to this project based on the number of students enrolled at Arc-en-ciel and Arundel schools;

WHEREAS 10 out of 71 Arundel students are enrolled at Arc-en-ciel school, and 16 out of 94 students are enrolled at Arundel elementary school

WHEREAS the municipality contributes \$500 to Arundel elementary school, and a similar amount can be granted to Arc-en-ciel school;

2024-01-013

THEREFORE it is **PROPOSED** by Councillor Danny Paré and unanimously **carried** by those councillors present:

THAT the Municipality of the Township of Arundel support the grant request by said Arc-en-ciel school filing an application for financial assistance for the investment measure 50530 - Improvement of school grounds via the Ministry of Education;

THAT the Municipality of the Township of Arundel contribute a donation in the amount of \$500 to Arc-en-ciel d'Huberdeau elementary school for the schoolyard improvement project;

THAT this contribution be allocated from the earmarked budget account.

11.6 Carnaval 2024 - budget allocation

WHEREAS the Leisure, Culture and Community Life Committee of the Municipality of the Township of Arundel wishes to organize, in collaboration with local organizations, winter carnival activities for the children and families of the municipality, similar to the activities authorized by resolution 2023-01-022 with certain variations and additions;

WHEREAS the Committee proposes to organize the following activities, which will be free of charge for all participants:

- Torchlight activities
- Friendly competitions (field hockey, skating, lumberjack activities, snow or ice sculpting, etc.);
- Evening/ice dance/bingo or rally;
- Snacks (hot dogs, bread, hot chocolate and other snacks);

WHEREAS the final programming will be confirmed in February;

2023-01-014 **THEREFORE**, it is **moved** by councillor Richard E. Dubeau and unanimously **resolved** by those councillors present:

TO APPROVE the expenses for a maximum amount of \$1,500 (before taxes), and to allocate the expenses to the appropriate budget account.

11.7 Letter of support to a request for financial assistance from the Arundel Farmer's Market

WHEREAS the Arundel Farmer's Market has submitted a grant request to the *Ministère de la Culture et des Communications* for cultural programs, in particular to finance outdoor music performances at the Arundel Public Market;

WHEREAS the municipal council deems it appropriate to support such an initiative;

2024-01-015 **THEREFORE** it is **PROPOSED** by Councillor Carole Brandt and unanimously **resolved** by those present to:

SUPPORT the grant request from Arundel Farmer's Market by way of this resolution and **AUTHORIZE** the Mayor to sign a letter of support.

12. MAYOR'S COMMUNICATION TO THE PUBLIC

13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC

14. QUESTION PERIOD

15. ADJOURNMENT OF MEETING

2024-01-016 It is **MOVED** by councillor Marc Poirier and unanimously **resolved** by those councillors present:

THAT the meeting be adjourned at 8:12 PM

(S) Pascale Blais
Mayor

(S) Philip Toone
Director general and Clerk-treasurer

CERTIFICATE OF THE CLERK-TREASURER

I, Philip Toone, 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.

(S) Philip Toone, 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.

(S) Pascale Blais, Mayor