

Minutes of the February 20, 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.

**2024-02-017**

## **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 January 23, 2024
6. NOTICE OF MOTION AND BY-LAW
  - 6.1 Notice of motion and Tabling - By-law number 301-2024 decreeing the rates for municipal activities, goods and services
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
  - 7.1 List of accounts payable on January 31, 2024
  - 7.2 *Fédération québécoise des municipalités* – Mandatory training for members of the Town Planning Committee
  - 7.3 Cell phone use compensation - mayor
  - 7.4 Purchase Outdoor wood fireplace
  - 7.5 Approval of statement for sale of immovables for non-payment of taxes and mandate to permit bids at said sale
  - 7.6 Employment confirmation of Director general/Clerk-treasurer, Mr Philip Toone
8. PUBLIC WORKS AND MUNICIPAL FACILITIES
9. PUBLIC SAFETY
  - 9.1 Authorization to rent with option to buy of a new emergency vehicle for First Responders and its equipment
  - 9.2 First Responders allocation - On-call premium
  - 9.3 Application to the Minister of Municipal Affairs and Housing to designate a conciliator – 2012 amendment to the *Entente intermunicipale relative au service de Premiers Répondants*
10. URBAN PLANNING AND ENVIRONMENT
11. RECREATION, CULTURE AND COMMUNITY LIFE
  - 11.1 Retirement of the Library supervisor and naming of new supervisor
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 January 23, 2024**

**WHEREAS** a copy of the minutes of the regular meeting of January 23, 2024 has been given to each member of the Municipal Council;

**2024-02-018** **THEREFORE** it is proposed by Councillor Carole Brandt and unanimously resolved by those councillors present to :

**ADOPT** the minutes of the regular meeting of the Municipal Council held on January 23, 2024.

**6.1 Notice of motion and Tabling – Draft By-law number 301-2024 decreeing the rates for municipal activities, goods and services**

**Notice of Motion**

**And Tabling** **PURSUANT TO** Section 445 of the Quebec Municipal Code, Councillor Tamara Rathwell gives **NOTICE OF MOTION** to submit for adoption at a subsequent meeting and **TABLES** draft By-law 301-2024 decreeing the rates for municipal activities, goods and services, which draft will be available on the Municipality's website in the days following this meeting. The text of Draft By-law number 301-2024 is reproduced in the French language minutes of this day's assembly.

**7.1 List of accounts payable on January 31, 2024**

**WHEREAS** Council has examined the disbursements made and to be made for accounts payables on January 31, 2024;

**2024-02-019** It is **MOVED** by councillor Richard E. Dubeau and **ADOPTED** unanimously by the councillors present to **APPROVE** the following disbursements as of December 31, 2023 as presented:

ADGMQ (Cotisation annuelle)	1 280.00 \$
Amyot Gélinas (Redditions de compte)	1 402.48 \$
L'Apostrophe Plus (Papeterie)	165.28 \$
Canadian Tire (Divers)	232.39 \$
C.R.S.B.P. des Laurentides (Cotisation biblio)	3 524.39 \$
Centre du camion Gallant (Inspections véhicule VR)	283.30 \$
Centre d'Action bénévole (Soutien aux aînés)	142.00 \$
Centre Canin Le Refuge (Contrat 2024)	1 695.88 \$
COMAQ (Cotisation annuelle)	649.61 \$
Energies Sonic (Essence et diesel)	2 924.78 \$
Entreprise Dobie Inc. (Foyer extérieur)	1 609.65 \$
Formules Municipales (Papeterie)	407.01 \$

Fournitures de Bureau Denis (Papeterie)	658.65 \$
FQM (Formation élus et MAJ)	599.92 \$
Homewood Santé Inc (PAE)	67.86 \$
Hydro-Québec	5 858.65 \$
Juteau Ruel (Copies photocopieurs)	98.81 \$
Matériaux R. McLaughlin Inc (Divers)	31.32 \$
Mécanique MB (Réparation véhicule VR)	465.11 \$
Mathieu Maurice Électricien (Génératrice du garage)	431.16 \$
PG Solutions (Contrat entretien)	13 943.02 \$
Pièces d'Autos P & B Gareau (pièces)	773.32 \$
Plomberie Roger Labonté (Patinoire)	30.76 \$
Réparation Jean-Pierre Maillé (Réparations petits outils)	143.15 \$
RIMRO (1er versement)	22 675.00 \$
Services d'entretien St-Jovite (Réparations 10 roues)	4 186.03 \$
Service d'entretien ménager M.C. (Ent. ménager)	908.30 \$
Shaw Direct (musique pavillon)	39.29 \$
Ville de Mont-Tremblant (Quote-part incendie)	25 162.00 \$
Ville Ste-Agathe-des-Monts (Cour municipale)	458.74 \$
Visa Desjardins (Timbres)	627.99 \$
Salaires et contributions d'employeur	39 385.92 \$
Frais bancaire	68.95 \$

#### Liste de chèques émis :

7804	Loisirs Arundel	2 000.00 \$
7805	Fabien Provost (Entretien patinoire)	1 200.00 \$
7806	Marlene Seguin (Rempl.de chèque)	190.48 \$
7807	Location Hébert 2000 Ltée (Dépôt véhicule PR)	10 000.00 \$
7808	MAS Services consultatifs (inspecteur et ingénieur)	9 894.15 \$
7809	Annulé	0.00 \$
7810	Leigh Thomas (Remb. De taxes)	110.42 \$

#### 7.2 *Fédération québécoise des municipalités* – Mandatory training for members of the Town Planning Committee

**WHEREAS**, as of June 2024, members of Town planning advisory committee (TPAC) will have to have completed mandatory training to comply with a requirement of Bill 16, which amends the *Act respecting land use planning and development*;

**WHEREAS** the municipality must provide this training to the seven members of its TPAC;

**WHEREAS** the *Fédération québécoise des municipalités* offers this training by virtual means at a cost of \$160,00 (before taxes) per person;

**2024-02-020**

**IT IS THEREFORE PROPOSED** by Councillor Jonathan Morgan and unanimously resolved by those councillors present to

**AUTHORIZE** payment of the sum of \$1,120.00 (before taxes) to the *Fédération québécoise des municipalités* for mandatory training on Bill 16, which amends the Act respecting land use planning and development, and **AUTHORIZE** each member of the TPAC to complete this training before June 2024 at the municipality's expense;

**ASSIGN** this expense to the approved budgetary item.

### **7.3 Cell phone use compensation - mayor**

**WHEREAS** the Mayor of the Municipality of the Township of Arundel must comply with the obligations set out in the Municipal Code of Québec, including the obligation to exercise supervision, investigation and control over the affairs and officers of the municipality, as indicated in Article 142 of said Code;

**WHEREAS** this obligation requires the mayor to be in frequent communication with municipal employees and third parties;

**WHEREAS** the municipal council deems it appropriate to compensate the Mayor for the use of her cellular telephone service so that she may comply with the obligations set forth in said Code;

**2024-02-021**

IT IS THEREFORE PROPOSED by Councillor Tamara Rathwell and unanimously resolved by those councillors present to

**COMPENSATE** the Mayor for the use of her cellular telephone service for a maximum of \$50.00 per month as of January 1<sup>st</sup>, 2024;

**ASSIGN** this amount to the approved budget account.

### **7.4 Purchase Outdoor wood fireplace**

**WHEREAS** the municipal council desires to expand its recreational services by acquiring a steel fireplace for wood-burning purposes and to ensure compliance with burning standards and safety at municipal events;

**WHEREAS** that local contractor *Entreprises Dobie Inc.* is able to supply such a fireplace with dimensions of approximately 36x36x36" plus roof and legs for the sum of \$1,400.00 (before taxes), delivery included;

**2024-02-022**

IT IS THEREFORE PROPOSED by Councillor Marc Poirier and unanimously resolved by those councillors present to :

**AUTHORIZE** payment in the amount of \$1,400.00 (before taxes) to *Entreprises Dobie Inc.* for the purchase of a wood-burning fireplace;

**ASSIGN** this amount to the approved budget account.

### **7.5 Approval of statement for sale of immovables for non-payment of taxes and mandate to permit bids at said sale**

**WHEREAS** taxes and other amounts owing are unpaid on certain immovables in the Municipality of the Township of Arundel;

**WHEREAS** the Municipality of the Township of Arundel wishes to protect its receivables;

**WHEREAS** the sale of properties in default of payment of property taxes will be held on June 6, 2024;

**WHEREAS** the Municipality of the Township of Arundel has made every reasonable effort to locate the owner's exact address and notify him or her of the relevant facts;

**WHEREAS** the Clerk-Treasurer of the Municipality of the Township of Arundel has prepared a statement for these properties in default of payment of taxes during the fourth month preceding June 6, 2024, in accordance with article 1022 of the Municipal Code of Québec, RLRQ c C-27.1;

**WHEREAS** the Clerk-Treasurer of the Municipality of the Township of Arundel must transmit to the MRC des Laurentides an extract of the statement in accordance with article 1023 of the Municipal Code of Québec, RLRQ c C-27.1;

**2024-02-023**

IT IS THEREFORE PROPOSED by Councillor Jonathan Morgan and unanimously resolved by those councillors present:

**THAT** the Municipal Council approves the statement of immovables to be put up for sale for non-payment of taxes, bearing the following inscriptions:

MATRICULE	LOT	EMPLACEMENT
1589-65-2002	6215112	Chemin de la Rouge
1792-83-8478	6214445	Chemin de la Rouge
1892-13-2025	6214603	Chemin Church
1892-26-0565	6215819	Route Doctor-Henry
1892-27-8797	6214612	Rue du Village
1892-37-1992	6214634	Rue du Village
1988-34-1943	6214762	Chemin White
1991-69-8104	6214788	Route Morrison
1991-97-7551	6214791	Chemin Swail's Corner
1991-97-7788	6214792	Chemin Swail's Corner
2000-37-5505	6215686 6215883	Chemin Moss
2089-21-9238	6214867 6215639	Chemin Simms Est
2091-26-4199	6214922	Chemin Swail's Corner
2097-74-7504	6214987	Chemin de la Montagne
2097-84-1634	6214988	Chemin de la Montagne
2098-64-0969	6215013	Chemin de la Montagne
2098-65-9007	6215014	Chemin de la Montagne
2099-67-1391	6215037	Chemin Twin Lake
2192-27-8659	6215900	Chemin Deer Haven
2192-37-4644	6215901	Chemin Deer Haven
1589-83-2527	6215168 6215644	Chemin de la Rouge
1892-13-1664	6214587	Chemin de la Rouge
1589-65-8052	6215123	Chemin de la Rouge

**THAT** said statement be forwarded to the MRC des Laurentides to proceed with the sale of the immovables for non-payment of taxes in accordance with the Code municipal du Québec, RLRQ c C-27.1;

**THAT** the Director General be mandated to represent the Municipality at the tax sale to be held on June 6, 2024, in order to bid on or acquire the immovables, if applicable, for an amount equal to the taxes, in capital, interest and costs, as well as an amount sufficient to satisfy any prior or hypothecary claim ranking prior to or equal to the municipal taxes, in accordance with article 1038 of the Municipal Code of Québec, RLRQ c C-27.1.

#### **7.6 Employment confirmation of Director general/Clerk-treasurer, Mr. Philip Toone**

**WHEREAS** the Municipal Council of Arundel hired Mr. Philip Toone as Director General and Clerk-Treasurer pursuant to resolution no. 2023-09-263 of September 1, 2023;

**WHEREAS** the contract of the Director General and Clerk-Treasurer stipulates that he is subject to a probationary period of 6 months from September 5, 2023;

**WHEREAS** the Council is very satisfied with the work accomplished by Mr. Philip Toone, who demonstrates all the qualities sought after and who stands out for his dynamism and leadership in the performance of his duties and functions, with respect, rigor and loyalty, all in accordance with the requirements of his contract and the laws governing his functions;

**2024-02-024**

IT IS THEREFORE PROPOSED by Councillor Danny Paré and unanimously resolved by those councillors present:

**THAT** the Municipal Council of Arundel confirm Mr. Philip Toone in his position as Director General and Clerk-Treasurer, and end the probationary period, all in accordance with the employment contract entered into on September 5, 2023.

### **9.1 Authorization to rent with option to buy of a new emergency vehicle for First Responders and its equipment**

**WHEREAS** for the purposes of the intermunicipal agreement for the provision of first responder services by the Municipality of Arundel to the municipalities of Barkmere, Huberdeau and Montcalm, dating from 2010, as well as for any future agreement for the provision of such services or otherwise, the Municipality of Arundel deems it expedient and expeditious to proceed as follows;

**WHEREAS** the current emergency vehicle of the Arundel First Responders is at the end of its useful life, acquired used in 2013, and the need to replace it as soon as possible, in order to ensure the maintenance and quality of its emergency service;

**WHEREAS** the MAMH's has refused, dated January 24, 2024, to the request for a grant under the FRR cooperation program to finance the joint acquisition of this vehicle with the participating municipalities of the 2010 agreement and others, under a new agreement;

**WHEREAS** that the discussions with the member municipalities of the 2010 agreement and the Arundel initiatives begun in 2018 to jointly acquire this vehicle have not been successful to date;

**WHEREAS** the 2 quotations for the purchase of a new or used emergency vehicle were obtained in the context of the request for quotations made by Arundel, held on September 11, 2023 following its numerous unsuccessful searches and requests for quotations since 2020, due to the consequences of the pandemic:

Location Hébert 2000 Itée Used Ford Transit 2021 (approx. 60,000 km)  
58,488 (before taxes)

Boisvert Boucherville New Ford Transit 2023  
Non-conforming height \$76,180 (before taxes)

**WHEREAS** the price quoted by Location Hébert 2000 Itée, dated September 22, 2023, for a used Ford Transit 2021 (approximately 60,000 km) in the amount of \$58,488 (before taxes), is the lowest compliant bid;

**WHEREAS** the cost of equipping this new vehicle at approximately \$10,500 (before taxes) as per quotes received in 2023, with possible increases due to the passage of time;

**WHEREAS** the total cost of acquiring a new equipped emergency vehicle at \$68,988 (before taxes), subject to the amount of equipment to be updated;

**WHEREAS** there is a possibility of renting the vehicle with an option to purchase (or finance lease), which would allow its acquisition at the end of a 5-year period and spread its payment over this period;

**2024-02-025** IT IS THEREFORE PROPOSED by Councillor Marc Poirier and unanimously resolved by those councillors present to

**AUTHORIZE** the Director general, Philip Toone, to take the necessary steps to finalize the terms of a lease contract with interest for the used FORD TRANSIT 2021 vehicle (approximately 60,000 km), in the amount of \$58,488 (before taxes and interest), in accordance with the price proposal from Location Hébert 2000 Ltée, dated September 22, 2023, the whole subject to ratification by the Municipal Council;

**AUTHORIZE** the Director general, Philip Toone, further to a final rental of said FORD TRANSIT 2021 vehicle to **ACQUIRE** the vehicle's equipment and consent to the tenders for installation services required, the whole in accordance with the tenders received from the firms *Zone Technologies électroniques* dated October 28, 2023 for equipment in the amount of \$5,653, 19 (before taxes), *Prevo911Tech* dated September 29, 2023 for installation and labour in the amount of \$2,600.00 (before taxes), and *Paradox Design* dated October 4, 2023 for lettering in the amount of \$2,137.90 (before taxes), all with a potential increase due to the passage of time;

**AUTHORIZE** the Director general, Philip Toone, to sign all documents for these purposes.

## **9.2 First Responders allocation - On-call premium**

**WHEREAS** the Arundel First Responders service depends on the generosity of its volunteer responders;

**WHEREAS** the First Responders service is available on call 24 hours a day, 365 days a year;

**WHEREAS** the service requires two responders to be on call on weekends to ensure availability of the service;

**WHEREAS** the on-call period on weekends is from 6:00 p.m. on Fridays to 6:00 a.m. on Mondays, for a total of 60 hours, and that two responders must be on call every weekend;

**WHEREAS** the Municipal Council deems it appropriate to grant a bonus to the responders on weekend duty in order to compensate them for their much-appreciated assiduity;

**2024-02-026** IT IS THEREFORE PROPOSED by Councillor Carole Brandt and unanimously resolved by those councillors present to:

**AUTHORIZE** the payment of a bonus in favour of two first responders on duty on weekends;

**THAT** the amount of this premium be \$2.50 per hour, for each of the 60 hours of on-call duty and for each of the on-call first responders;

**THAT** this premium be increased by 10 cents on July 1, 2024, in line with the Consumer Price Index;

**THAT** this expense be assigned to the approved budget account.

### **9.3 Application to the Minister of Municipal Affairs and Housing to designate a conciliator – 2012 amendment to the Arundel *Entente intermunicipale relative au service de Premiers Répondants***

**CONSIDERING** the *Entente intermunicipale relative au service de premiers répondants* with the municipalities of Barkmere, Huberdeau and Montcalm concluded in 2010;

**WHEREAS** this intermunicipal agreement constitutes a service provision agreement under which the municipality of Arundel acts as service agent, in that it has been providing the municipalities of Barkmere, Huberdeau and Montcalm with first responder services on their territory using its own first responder service, since 2010;

**WHEREAS** that in 2012, the participating municipalities amended the 2010 agreement to replace and add certain articles, in particular with regard to the powers of the intermunicipal committee and the joint purchase of capital assets;

**WHEREAS** the 2012 amendment added to Article 4 of the agreement on the financial contributions of municipalities, the new power of the intermunicipal committee, created under this agreement, to establish the basic amount of the budget of this agreement and, moreover, subjected its approval by resolution of each of the participating municipalities;

**WHEREAS** the 2012 amendment to these articles creates a dispute as to its application and the risks this may have on the operation and viability of this current and future service agreement, so that this agreement, renewable on December 31 each year, could be terminated if there is no agreement on the application of this amendment;

**WHEREAS** article 622 of the Quebec Municipal Code states that " Where municipalities are in disagreement as to the implementation of the agreement signed by them, one of them may apply to the Minister of Municipal Affairs, Regions and Land Occupancy to have him designate a conciliator to assist them in achieving an agreement";

**WHEREAS** the Municipal Council of the Municipality of the Township of Arundel deems it appropriate to request this assistance from the Minister;

**2024-02-027**

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

**REQUEST** from the Minister of Municipal Affairs and Housing designate, under the terms of Article 622 of the Quebec Municipal Code, a conciliator to help reach an agreement on the application of the 2012 amendment to the *Entente intermunicipale relative au service de premiers répondants*;

**AUTHORIZE** the Director general to notify the municipalities of Barkmere, Huberdeau and Montcalm of this request.

#### **11.1 Retirement of the Library supervisor and naming of new supervisor**

**WHEREAS** the supervisor of the Arundel Municipal Library, Frances Jones, has held this position since 2008 and has acted as a volunteer since 1996;

**WHEREAS** Frances Jones wishes to take her leave by way of her well-deserved retirement;

**WHEREAS** Frances Jones has proposed Kimberley Morrison as her successor in the position of Library supervisor;

**WHEREAS** the annual compensation in favor of the supervisor in 2023 was \$1500;

**WHEREAS** Frances Jones wishes to allocate the compensation in favor of Kimberley Morrison as of January 1, 2024, and that Frances Jones waives the compensation to which she is entitled since January 1, 2024;

**WHEREAS** Kimberley Morrison accepts the position of Arundel Library supervisor and the annual compensation of \$1500;

**2024-02-028** IT IS THEREFORE PROPOSED by Councillor Jonathan Morgan and unanimously resolved by those councillors present to:

**ACCEPT** the departure and retirement of Frances Jones effective today;

**THANK** Frances Jones for her impeccable service as head of the municipal library and towards the community;

**APPOINT** Kimberley Morrison as supervisor of the Municipal Library and **PAY** her an annual compensation of \$1,500;

**AUTHORIZE** the Director general to notify *Réseau Biblio du Québec* of the change in management;

**THAT** the said compensation be assigned to the approved budget account.

**12. MAYOR'S COMMUNICATION TO THE PUBLIC**

**13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC**

**14. QUESTION PERIOD**

**15. ADJOURNMENT OF MEETING**

**2024-02-029** It is **MOVED** by councillor Marc Poirier and unanimously **resolved** by those councillors present:

**THAT** the meeting be adjourned at 8:05 PM

\_\_\_\_\_  
Pascale Blais  
Mayor

\_\_\_\_\_  
Philip Toone  
Director General/  
Clerk-Treasurer

CLERK-TREASURER'S CERTIFICATE

I, Philip Toone, Director General/Clerk-Treasurer of the Municipality of the Township of Arundel, certify under my oath that money is available to pay all expenses authorized in these Minutes.

\_\_\_\_\_  
Philip Toone, Director general /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 the resolutions

contained therein within the meaning of Article 142 (2) of the *Municipal Code of Québec*.

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Pascale Blais, Mayor