

Minutes of the June 11, 2024 special meeting at 7:00 p.m. of the Council of the Municipality of the Township of Arundel, held at the Town Hall, 60 Route Morrison, Arundel.

Present at this meeting are:

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

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

Councillor Carole Brandt is absent.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mayor Pascale Blais establishes quorum, confirms that the convening notices of this special meeting have been notified to all members of council in accordance with articles 152 and 156 of the Municipal Code, and welcomes those present and opens the special meeting. The time is 7:00 p.m.

The meeting is suspended and the members of council meet in a closed sessions. It is 7:02 PM.

The meeting resumes at 7:12 PM.

2. ADOPTION OF AGENDA

2024-06-069

2.1 It is proposed by Councillor Marc Poirier and unanimously resolved by those councillors present to adopt the agenda.

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

2. ADOPTION OF AGENDA

3. QUESTION PERIOD

4. NOTICE OF MOTION AND BY-LAW

4.1 Adoption - Loan Bylaw 302-2024 Chemin de la Rouge decreeing an expenditure of \$1,451,900 and a loan not exceeding \$527,038 for road repairs on chemin de la Rouge

5. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

5.1. Acceptance of the financial report for the year ended December 31, 2023 and the external auditors' report

5.2. Mayor's report on the highlights of the financial report and auditor's report of the Municipality of Arundel - year 2023 and determination of the method of transmission

5.3 Hiring - Municipal Inspector

5.4 Awarding of a contract for reconstruction works on Chemin de la Rouge

6. QUESTION PERIOD

7. ADJOURNMENT OF MEETING

ADOPTED UNANIMOUSLY

3. QUESTION PERIOD

4. NOTICE OF MOTION AND BY-LAW

4.1 Adoption - Loan Bylaw 302-2024 Chemin de la Rouge decreeing an expenditure of \$1,451,900 and a loan not exceeding \$527,038 for road repairs on chemin de la Rouge

WHEREAS a notice of motion was duly given and a draft by-law was tabled at the council meeting held May 21, 2024;

WHEREAS all members of Council have read By-law no. 302-2024 and renounced to its reading;

WHEREAS the purpose of this by-law is to carry out roadwork to repair the first phase of chemin de la Rouge, with the balance of the work in the second phase scheduled for the year 2025, and that only the Minister's approval is required to authorize this associated loan bylaw;

WHEREAS Article 4 of the draft bylaw is herein modified in order to better specify the sources of revenues to cover the expenses;

2024-06-070 It is **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those Councillors present:

THAT Loan By-law No. 302-2024 be hereby adopted and decreed as the text indicates in this day's French language minutes.

5. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

5.1 Acceptance of the financial report for the year ended December 31, 2023 and the external auditors' report

WHEREAS the Director General and Clerk-Treasurer has tabled the financial report and the external auditors' report for the year ended December 31, 2023, in accordance with the provisions of the Quebec Municipal Code;

WHEREAS the Director General and Clerk-Treasurer certifies having given public notice of the tabling of these reports at least five (5) days prior to the date of this meeting, in accordance with the law;

2024-06-071 IT IS THEREFORE PROPOSED by Councillor Danny Paré and unanimously resolved by those councillors present to :

ACCEPT the tabling of the financial report for the year ended December 31, 2023, as well as the report of the external auditors Amyot Gélinas, s.e.n.c.r.l.

5.2 Mayor's report on the highlights of the financial report and auditor's report of the Municipality of Arundel - year 2023 and determination of the method of transmission

WHEREAS the Mayor presents the report on the highlights of the financial report and the auditor's report for the fiscal year ended December 31, 2023;

WHEREAS that, in accordance with article 176.2.2 of the Municipal Code, Council must determine how the report is to be distributed within the territory of the municipality;

2024-06-072 IT IS THEREFORE PROPOSED by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

AUTHORIZE the distribution on the website and by mail of the report of the mayor's report on the highlights of the Municipality of Arundel's financial report and auditor's report for the fiscal year ended December 31, 2023.

5.3 Hiring - Municipal Inspector

WHEREAS the Municipality proceeded with a call for candidates to fill the position of Municipal Inspector, during the months of May and June 2024;

WHEREAS the hiring process was carried out diligently;

WHEREAS the HR Committee recommends the hiring of Guindo Zakaria to the position of Municipal Inspector with a 35-hour work week;

WHEREAS the remuneration and benefits are in accordance with the terms of the collective agreement, at the hourly rate of step 2, with a 35-hour work week, plus an additional benefit, if applicable, in compensation for the rent of a dwelling located at 2, rue du Village;

2024-06-073

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

HIRE Mr. Guindo Zakaria to the position of Municipal Inspector for the Municipality of the Township of Arundel, with all rights and powers pertaining to the position under the laws in force, with start date of June 13, 2024;

AND

AUTHORIZE the General Manager to sign the employment contract with Mr. Zakaria, including a 6-month probation period, the terms of the collective agreement and the details of a 35-hour work week, plus an additional benefit, if applicable, in compensation for the rent of a dwelling located at 2, rue du Village.

5.4 Awarding of a contract for reconstruction works on Chemin de la Rouge

WHEREAS the municipality wishes to proceed with road repairs on chemin de la Rouge;

WHEREAS the first phase of the work, which is the subject of this contract, represents the first 2.9 kilometers from the border of the municipality of Harrington;

WHEREAS the municipality proceeded with a call for tenders on SEAO (number ARUN2024-01) and that the results are as follows:

Excapro Excavation. :	\$1 110 622,66
Nordmec Construction. :	\$1 409 073,80
Construction FGK	\$4,302,520.66
Desormeaux	\$1,314,328.28
9475-6905 Québec inc	\$1,158,161.99
David Riddell Excavation/Transport	\$1,264,311.13
Inter-Chantiers	\$1,229,718.35

WHEREAS, after reviewing the three lowest bids, BSA Groupe Conseil recommends acceptance of the bid submitted by Excapro Excavation in the amount of \$1,110,622.66 (taxes included) as the lowest compliant bidder, but conditional upon the Municipality obtaining all required authorizations, including approval of borrowing by-law number 302-2024 by the MAMH;

2024-06-074

CONSEQUENTLY, It is proposed by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to :

AWARD the contract for the rehabilitation of chemin de la Rouge over a length of approximately 2.9 linear kilometers to Excapro Excavation, the lowest compliant bidder, in the total amount of \$1,110,622.66 (taxes included), in accordance with the call for tenders (ARUN2024-01);

THAT this resolution is conditional upon the Municipality obtaining all required authorizations, including approval of borrowing by-law number 302-2024 by the MAMH.

12. MAYOR'S COMMUNICATION TO THE PUBLIC

13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC

14. QUESTION PERIOD

15. ADJOURNMENT OF MEETING

2024-06-075

It is **MOVED** by councillor Marc Poirier and unanimously **resolved** by those councillors present:

THAT the meeting be adjourned at 7:32 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*.

Pascale Blais, Mayor