

Minutes of the October 22, 2024 regular 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 Carole Brandt, Tamara Rathwell, Jonathan Morgan, Richard E. Dubeau, 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.

2. ADOPTION OF AGENDA

2024-10-126

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. CURRENT BUSINESS - ANNOUNCEMENTS
4. QUESTION PERIOD
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - 5.1 Adoption of the minutes of the regular meeting of September 17, 2024
 - 5.2 Adoption of the minutes of the special meeting of October 15, 2024
6. NOTICE OF MOTION AND BY-LAW
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
 - 7.1 List of accounts payable on September 30, 2024
 - 7.2 Municipal office closure – Holiday season
 - 7.3 Modification of business hours – Town Hall
 - 7.4 Monthly assemblies – modification of location
 - 7.5 Refund – Route des Belles Histoires
 - 7.6 Audit 2024 – Awarding of contract
 - 7.7 Cell phone benefit
 - 7.8 Financial corrections and bad debts
 - 7.9 Works on ch Rouge – supplementary
 - 7.10 RIMRO – Budget 2025
 - 7.11 PG Solutions – Objection to the notice of increase
8. PUBLIC WORKS AND MUNICIPAL FACILITIES
 - 8.1 Final acceptance – Town hall works
 - 8.2 Purchase and installation – municipal garage heat pump
9. PUBLIC SAFETY
 - 9.1 Dry hydrant – maintenance contract
10. URBAN PLANNING AND ENVIRONMENT
 - 10.1 Naming – responsible for watercourse management
 - 10.2 Tricentris - membership
11. RECREATION, CULTURE AND COMMUNITY LIFE

- 11.1 Ice rink maintenance – Winter 2024-2025
- 11.2 Acknowledgement – Soccer+ 2024 volunteer
- 11.3 Hallowe'en – Budget authorisation

- 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 September 17, 2024

WHEREAS a copy of the minutes of the regular meeting of September 17, 2024 has been given to each member of the Municipal Council;

2024-10-127 **THEREFORE** it is proposed by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on September 17, 2024.

5.2 Adoption of the minutes of the special meeting of October 15, 2024

WHEREAS a copy of the minutes of the special meeting of October 15, 2024 has been given to each member of the Municipal Council;

2024-10-128 **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 of October 15, 2024.

6. NOTICE OF MOTION AND BY-LAW

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable on September 30, 2024

WHEREAS Council has examined the disbursements made and to be made for accounts payables on September 30, 2024;

2024-10-129 It is **MOVED** by councillor Jonathan Morgan and **ADOPTED** unanimously by those councillors present to **APPROVE** the following disbursements as of September 30, 2024 as presented:

Centre d'Action bénévole (Soutien aux aînés)	155.44 \$
Centre d'Hygiène (Fournitures nettoyage)	223.83 \$
C.R.S.B.P. des Laurentides (Papeterie)	9.20 \$
Dicom Express (Transport)	46.28 \$
Distribution V/G (Eau)	55.00 \$
Energies Sonic (Essence et diesel)	2 501.11 \$
Équipements Médi-Sécur (Fournitures médicales)	668.35 \$

Formules Municipales (Livres de règlements et PV)	602.93 \$
Fournitures de Bureau Denis (Papeterie)	160.93 \$
Gilbert P. Miller (Location niveleuse)	24 341.22 \$
H2Lab (Analyse d'eau)	66.23 \$
Homewood Santé Inc (PAE)	46.98 \$
Juteau Ruel (Copies photocopieurs)	102.04 \$
Loranger Marcoux (Droit du travail)	5 480.86 \$
Matériaux R. McLaughlin Inc (Divers)	138.31 \$
Outils Mont-Tremblant (Fil)	17.24 \$
Pièces d'Autos P & B Gareau (pièces)	267.94 \$
Rona Forget (Divers)	103.75 \$
Service d'entretien ménager M.C. (Ent. ménager)	1 046.27 \$
Trivium (Dossier Groupe Laverdure)	1 292.87 \$
Turf Care (Ventrac)	612.66 \$
Ville Ste-Agathe-des-Monts (Cour municipale)	86.23 \$
Villemaire (Réparation et achat pneus)	2 963.80 \$
Salaires et contributions d'employeur	50 808.00 \$
Frais de banque	90.41 \$

List of cheques issued :

8084	SCFP, Local 4852	421.34 \$
8085	Ministère du Revenu (Salaires et déductions)	1 060.68 \$
8086	Questrade (Salaires et déductions)	1 692.44 \$
8087	OBV RPNS (Rés : 2024-08-108)	500.00 \$
8088	Arts Arundel (Rés : 2024-04-055)	500.00 \$
213	Visa (Registre foncier et poste)	151.60 \$
214	Bell Canada (Télécopieur)	107.34 \$
215-216	Hydro-Québec	1 110.31 \$

7:31 PM Councillor Jonathan Morgan leaves temporarily.

7.2 Municipal office closure – Holiday season

WHEREAS Article 13.01 paid holidays of the collective agreement of the Municipality of the Township of Arundel;

2024-10-130

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

CLOSE the municipal office and its services during the holiday season from December 20, 2024 at 1:00 p.m. to January 6, 2025 at 8:30 a.m. inclusively.

7.3 Modification of business hours – Town Hall

WHEREAS the Town Council deems it appropriate to regularize the hours of operation of the Town Hall in accordance with employees' work shifts;

WHEREAS the current business hours were established based on the constraints of the COVID pandemic;

WHEREAS the hours of service are not necessarily the hours of each employee's shift and that this resolution does not modify the work shifts;

2024-10-131

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

MODIFY the hours of service at the Town Hall as of October 23, 2024 in favour of 8:30 a.m. as the opening hour from Monday to Friday, and the closing

hour of 4:30 p.m. from Monday to Thursday and 1:00 p.m. on Fridays; from Monday to Thursday, the offices will be closed from noon to 1 P.M.

7:35 PM Councillor Jonathan Morgan returns to the table.

7.4 Monthly assemblies – modification of location

WHEREAS resolution 2023-12-334 established the schedule of regular meetings of the Arundel Municipal Council for the year 2024, including locations;

WHEREAS the Municipal Council deems it appropriate to change the locations of future regular meetings;

2024-10-132 IT IS THEREFORE **PROPOSED** by Councillor Carole Brandt and unanimously resolved by those councillors present to:

MODIFY the location of future Town Council regular meetings, without changing the date or times;

THAT the location of future regular meetings will be the community hall located at 60 Route Morrison.

7.5 Refund – Route des Belles Histoires

WHEREAS financial assistance in the amount of \$2,916 was received from the MRC des Laurentides as stated in their resolution no. 2022.06.873 for the Route des Belles Histoires project;

WHEREAS this phase of the project could not be completed within the required timeframe;

2024-10-133 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to:

REIMBURSE the MRC des Laurentides the amount of \$2,916.

7.6 Audit 2024 – Awarding of contract

WHEREAS article 966 of the Municipal Code states that the municipality must appoint an external auditor;

WHEREAS the municipality received an offer of service from the firm Amyot Gélinas dated September 24, 2024, for professional services for the annual audit for the fiscal year ending December 31, 2024;

2024-10-134 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to:

APPOINT the firm Amyot Gélinas for professional services for the annual audit for the fiscal year ending December 31, 2024 under the terms of their offer of service dated September 24, 2024.

7.7 Cell phone benefit

WHEREAS there is variability in the premiums offered to employees for mobile phone use and, in the interest of fairness, compliance with the premiums is desirable;

2024-10-135 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to:

REPLACE the amount of the bonus for use of a cellular telephone in favour of \$50.00 per month for each employee requiring a cellular telephone for the performance of work, namely the employees of the Public Works Department and the Municipal Inspector, and if applicable, the Director General and the Director of the Treasury;

THAT this bonus be attributed to the current municipal inspector since his hiring in June 2024.

THAT these amounts come from the authorized budget account.

7.8 Financial corrections and bad debts

WHEREAS the municipality's accounts contain erroneous amounts and debts and must be corrected;

WHEREAS matriculation number 2199.08.7643, assigned to the firm Aqua-Pur des Laurentides, contains a balance as of today of \$1,539.12, including \$973.18 in interest, no lot is linked to said matriculation number, no payment has been made since at least 2012, and the firm does not exist in the provincial enterprise register;

WHEREAS matriculation number 2098.94.9255 contains a balance as of the date hereof of \$3971.15 of which \$1225.82 is interest, that the said matriculation is not related to any lot since the cadastral renovation, that the record of the matriculation is cancelled as appears from the appraiser's certificates numbers F21-00234 and F22-00194, and that the owner and the municipality will sign a transaction to eliminate the interest in order to avoid litigation, and that the capital of this account will be paid by instalments the whole of which will be indicated in the said transaction;

WHEREAS a clerical error made several months ago resulted in a petty cash shortfall of \$109.65 and that this amount was added from the general account;

WHEREAS the lots sold at the tax sale on June 6, 2024, have not eliminated accumulated interest from the notice of sale publication date March 19 2024 in their entirety, contrary to Section 1048 of the Municipal Code, and that \$650.55 in interest must be written off to ensure that the arrears on the accounts of said lots sold are eliminated in their entirety;

2024-10-136

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

DECLARE the amounts owing on number 2199.08.7643 as bad debts, so that the balance in principal and interest is cancelled in its entirety;

REVERSE the interest in the account of matriculation 2098.94.9255, maintaining a balance only in capital, and that the owner and the representative of the municipality, the director general, sign a transaction to confirm the elimination of the current accumulated and future interest of matriculation 2098.94.9255, and that the said transaction establishes an acknowledgement of debt with schedule of installments of the balance in capital;

CONFIRM the transfer to petty cash in the amount of \$109.65 and that this amount come from the unassigned surplus;

REVERSE the accumulated interest to the accounts sold at the June 6, 2024 tax sale in the amount of \$650.55;

THAT these sums be attributed to bad debts

7.9 Works on ch Rouge – supplementary

WHEREAS worksite directives 01 and 02 authorized by the engineers for the chemin de la Rouge rehabilitation project have been received;

WHEREAS the first directive concerns the stoning of culverts and ditches at a unit cost of \$50.76 per square metre; ditch slopes exceeding an angle of 15% require a Texel 7609 type membrane or equivalent at a cost of \$50.76 per square metre.

WHEREAS the second directive concerns the seeding and stoning of ditches at a cost of \$34,800 (before taxes)

2024-10-137 IT IS THEREFORE **PROPOSED** by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to:

APPROVE worksite directives 01 and 02, and that the amounts required come from the authorized budget account.

7.10 RIMRO Budget 2025

WHEREAS the *Régie intermunicipale des matières résiduelles de l'ouest* (RIMRO), to which the Municipality of Arundel belongs, is proposing its budget for fiscal year 2025, and the municipality's share is estimated to be \$57,646;

2024-10-138 IT IS THEREFORE **PROPOSED** by Councillor Carole Brandt and unanimously resolved by those councillors present to:

APPROVE the annual budget of the Régie intermunicipale des matières résiduelles de l'ouest for the year 2025.

7.11 PG Solutions – Objection to the notice of increase

WHEREAS PG Solutions is the main supplier of IT solutions for the Municipality of the Township of Arundel as well as for many cities and municipalities in Quebec;

WHEREAS PG Solutions is in a virtual monopoly situation in Quebec;

WHEREAS PG Solutions is imposing substantial annual increases on application maintenance and support (AMS) contracts, mainly since 2022;

WHEREAS the cost of modernizing the financial suite, which includes the payroll, taxation, accounts payable and accounting modules, which was in the order of 20% in 2022 and has been indexed since;

WHEREAS, to date, only the payroll module has been modernized and that it is still not 100% functional;

CONSIDERING the failure to meet the deployment schedule for the other modules of the financial suite is manifest;

WHEREAS that the minimum increase imposed by PG is 6.7% as of January 1, 2025;

CONSIDERING this increase is much higher than the Quebec Consumer Price Index (CPI) for 2024;

WHEREAS the Municipality wishes to respect its taxpayers' ability to pay;

2024-10-139 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to:

CONTEST the notice of increase 2025 for the Application Maintenance and Support Contract (AMSC) sent by PG Solutions on 27 August 2024 and ask them to review this increase downwards;

OPPOSE PG Solutions' method of financing application improvements and developments through additional billing to cities and municipalities;

REQUEST the *Municipalité régionale de comtés des Laurentides* (MRCL} to support the Municipality's request by adopting a resolution to this effect and to make representations to the authorities concerned and to encourage the other MRCs of Quebec to add their voice to theirs.

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Final acceptance – Town hall works

WHEREAS invoice 103-05 from Toiture N. Routhier (9348-7775 Québec inc.) is the final invoice for repairs to the Town Hall roof and related work, with a residual balance of \$7,885.00 (before taxes)

WHEREAS there has been adopted an enabling resolution 2023-08-254 and partial payments have been made;

WHEREAS the work is eligible for financial assistance under the *Programme d'aide financière pour les bâtiments municipaux*;

WHEREAS the work is deemed complete and compliant;

2024-10-140

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

AUTHORIZE the payment of invoice 103-05 in the amount of \$7,885.00 (before taxes) as final payment and final acceptance

THAT the funds be taken from the authorized budget account.

8.2 Purchase and installation – municipal garage heat pump

WHEREAS the Municipal Council deems it advisable to improve the heating and add an air conditioning system to the community hall and employee offices located in the municipal garage at 60 Route Morrison;

WHEREAS the work and invoice 71111 from Réfrigération MB inc. is for the installation of two heat pumps and related work with a ten-year limited warranty;

2024-10-141

IT IS THEREFORE **PROPOSED** by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to:

AUTHORIZE the payment of invoice number 71111 from Réfrigération MB inc. in the amount of \$13,500.00 (before taxes) and that the funds for this expenditure be taken from the unallocated surplus.

9. PUBLIC SAFETY

9.1 Dry hydrant – maintenance contract

WHEREAS there is a need to maintain the fire department's dry hydrants in good order;

WHEREAS the municipality received the offer of service from SOS Bornes Sèches dated 2024-09-23 in the amount of \$650 (before taxes);

2024-10-142 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to:

AWARD the contract for inspection and maintenance of the dry hydrant on chemin de la Rouge to the firm SOS Bornes Sèches as per their offer dated 2024-09-23 in the amount of \$650.00 (before taxes)

THAT this expenditure be charged to the authorized budget account.

10. URBAN PLANNING AND ENVIRONMENT

10.1 Naming – responsible for watercourse management

WHEREAS the municipality is required to respect the provisions of sections 103 et seq. of the Municipal Powers Act (chapter C-47.1) and the obligation to apply by-law 286-2014 of the MRC des Laurentides;

WHEREAS Bylaw 286-2014 regulating water runoff under the Municipal Powers Act and its amendments has been adopted by the Conseil des maires of the MRC des Laurentides;

WHEREAS the Municipality of the Township of Arundel and the MRC des Laurentides are signatories to an intermunicipal agreement for the management of watercourses, under the terms of which the Municipality must designate, by resolution, the municipal officer responsible for the application of the aforementioned by-law with respect to the management and execution of work to clean up and remove obstructions in a watercourse located on its territory;

WHEREAS Article 5 of the aforementioned bylaw sets out the prohibited obstructions;

2024-10-143 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present :

THAT the Council of the Municipality **designate** the municipal inspector, or in his absence the Director General, as municipal officers responsible for the implementation of the applicable provisions of MRC des Laurentides By-law number 286-2014 governing water run-off under the Municipal Powers Act, in accordance with the framework provided for in the intermunicipal agreement between the parties.

10.2 Tricentris – membership

WHEREAS the MRC des Laurentides' membership in the Tricentris Cooperative for sorting recyclable materials will expire on December 31, 2024;

WHEREAS, for 2025, municipalities may become members for information, awareness and education activities;

WHEREAS the municipal council deems it appropriate to renew its membership in Tricentris for the year 2025 under the terms of the 2025 membership contract, free of charge but including participation in at least one billable awareness activity during the year;

2024-10-144 IT IS THEREFORE **PROPOSED** by Councillor Carole Brandt and unanimously resolved by those councillors present to:

RENEW membership in the Tricentris Cooperative as a municipality for the year 2025 under the terms of the 2025 Membership Agreement;

AUTHORIZE the Director General to sign all contracts and agreements for the purpose of executing this agreement of membership.

11. RECREATION, CULTURE AND COMMUNITY LIFE

11.1 Ice rink maintenance – Winter 2024-2025

WHEREAS the municipal skating rink at Beaven Creek Park must be maintained for the 2024-2025 winter season;

WHEREAS the municipal council deems it appropriate to award a contract to a third party for ice maintenance for the season;

WHEREAS Fabien Provost is able to maintain the ice and snow removal for a lump sum of \$6,000.00 (before taxes), but that the municipality will provide the use of a snowblower;

2024-10-145 IT IS THEREFORE **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those councillors present to:

AUTHORIZE the Director General to sign, on behalf of the Municipality, a service contract between the Municipality and Fabien Provost for the maintenance and snow removal of the Beaven Creek Park skating rink for the 2024-2025 winter season in the lump sum amount of \$6,000.00 (before taxes).

THAT the funds for this expense be provided from the authorized budget account.

11.2 Acknowledgement – Soccer+ 2024 volunteer

WHEREAS the Municipal Council deems it appropriate to congratulate and thank volunteer Kyle Jones for successfully leading the Soccer+ program for the 2024 summer season as a coach-accompanist;

2024-10-146 IT IS THEREFORE **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those councillors present to:

THANK Kyle Jones for his efforts as a volunteer and his role as coach-accompanist in the Soccer+ 2024 program, and **authorize** him compensation in the amount of \$400 for the season, over and above the \$200 authorized via resolution 2024-07-097;

THAT the funds for this expense come from the authorized budget account.

11.3 Hallowe'en – Budget authorisation

WHEREAS the Municipal Council deems it appropriate to celebrate Hallowe'en with family activities on October 26 and 31;

WHEREAS a budget of up to \$1,500 is required to cover the costs of these activities;

2024-10-147 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and resolved by a majority of those councillors present to:

AUTHORIZE a maximum budget in the amount of \$1,500 to defray the costs of Hallowe'en activities and that the funds for this expenditure come from the authorized budget account.

12. MAYOR'S COMMUNICATION TO THE PUBLIC

13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC

14. QUESTION PERIOD

15. ADJOURNMENT OF MEETING

2024-10-148

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

THAT the meeting be adjourned at 8:22 PM.

(S) Pascale Blais, Mayor

(S) 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.

(S) 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*.

(S) Pascale Blais, Mayor