

Minutes of the May 20, 2025 regular meeting at 7:00 p.m. of the Council of the Municipality of the Township of Arundel, held at the Community 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, welcomes those present and opens the regular meeting. The time is 7:00 p.m.

2. ADOPTION OF AGENDA

2025-05-062

2.1 It is proposed by Councillor Jonathan Morgan 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 minutes for the regular meeting of April 15, 2025
 - 5.2 Adoption of minutes for the special meeting of May 15, 2025
6. NOTICE OF MOTION AND BY-LAW
 - 6.1 Adoption - Loan bylaw 306-2025 Chemin de la Rouge Phase 2
 - 6.2 Notice of a future special council meeting (addition – resolution 2025-05-066)
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
 - 7.1 List of accounts payable on May 8, 2025
 - 7.2 Assigning a representative and determination of authorizations – Caisse Desjardins
 - 7.3 Unassigning of an affected surplus
 - 7.4 Hiring - Life Enrichment Coordinator - Recreation and Archiving
8. PUBLIC WORKS AND MUNICIPAL FACILITIES
9. PUBLIC SAFETY
 - 9.1 Intermunicipal Agreement for the Provision of First Responder Services
10. URBAN PLANNING AND ENVIRONMENT
 - 10.1 SPAIP : New construction Lot 6 507 645
 - 10.2 SPAIP: New accessory building Lot 6 214 356
 - 10.3 SPAIP: Steps to town hall
 - 10.4 SPAIP: Signage at 1, rue du Village
 - 10.5 Date determination for residents meeting – Status of Golf road
11. RECREATION, CULTURE AND COMMUNITY LIFE

- 11.1 Donation disbursements for Non-profits
 - 11.2 Authorization – Soccer+ summer 2025 incl expenses
 - 11.3 Coop Tricentris Mascot request – Canada Day
 - 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 April 15, 2025

WHEREAS a copy of the minutes of the regular meeting of April 15, 2025 has been given to each member of the Municipal Council;

2025-05-063 **THEREFORE** it is proposed by Councillor Jonathan Morgan and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on April 15, 2025.

5.2 Adoption of the minutes of the special meeting of May 15, 2025

WHEREAS a copy of the minutes of the regular meeting of May 15, 2025 has been given to each member of the Municipal Council;

2025-05-064 **THEREFORE** it is proposed by Councillor Jonathan Morgan and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on May 15, 2025.

6. NOTICE OF MOTION AND BY-LAW

6.1 Adoption - Loan bylaw 306-2025 decreeing an expense of \$1,219,747 and a loan not exceeding \$719,747 for road repairs on chemin de la Rouge Phase 2

WHEREAS a notice of motion was duly given and a draft by-law was tabled at the special council meeting held May 15, 2025;

WHEREAS the total expenditure of \$1,187,599 and a loan not exceeding \$687,599 based on the estimate prepared by the engineering firm EMS, dated April 14, 2025, as tabled at the special meeting of May 15, must be modified to reflect the new estimate based on their Addendum No. 3 published May 16, 2025, and that these amounts are modified in favour of an expenditure of \$1,219,747 and a loan not exceeding \$719,747;

WHEREAS all members of the municipal council have read By-law 306-2025 and renounced to its reading;

WHEREAS the purpose of this by-law is to carry out roadwork for the second phase of repairs to chemin de la Rouge, second phase, scheduled for the year

2025, and that only the approval of the Minister is required to authorize this work;

2025-05-065 It is **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those present :

THAT Loan By-law 306-2025 decreeing an expense of \$1,219,747 and a loan not exceeding \$719,747 for road repairs on chemin de la Rouge Phase 2 be hereby adopted and decreed, with the text of the bylaw as indicated in the French language minutes of this day’s assembly.

6.2 Notice of a future special council meeting

2025-05-066 It is **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to:

ADD item 6.2 “Notice of a future special meeting” to the agenda;

ISSUE a notice of a future special meeting to be held on May 27, 2025, at 5:30 p.m. at the Town Hall located at 2 rue du Village, and that this draft agenda contains the item “Awarding of a contract for road repairs on chemin de la Rouge, Phase 2”.

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable on May 8, 2025

WHEREAS Council has examined the disbursements made and to be made for accounts payables on May 8, 2025;

2025-05-067 It is **MOVED** by councillor Jonathan Morgan and **ADOPTED** unanimously by those councillors present to **APPROVE** the following disbursements as of May 8, 2025 as presented:

Comptes à Payer 4 avril au 8 mai 2025		
Fournisseurs		Montant
Alliance Ford	\$	6 571.76
Amy Gray - Hydro	\$	161.00
Amyot Gélinas	\$	3 498.12
BureauTech	\$	199.38
Canadian Tire	\$	175.81
Carquest	\$	72.42
Central Sécurité Centrale	\$	206.96
Centre d'Action Bénévole Laurentides	\$	130.21
Creighton	\$	809.77
Distribution V/G	\$	96.90
Donation 2024 - Arts Arundel	\$	500.00
Donation 2024 - Loisirs Arundel	\$	1 500.00
Donation 2024 - Marché Public Arundel	\$	1 000.00
Energies Sonic	\$	2 195.25
Fournitures de Bureau Denis	\$	196.96
Gilbert P Miller & Fils Ltée	\$	879.56
Homewood Santé Inc.	\$	49.59
Inspection Marc Ouimet	\$	2 529.45
Les Services d'Entretien St-Jovite	\$	9 457.01

Loranger Marcoux	\$	286.42
Matériaux SMB (Huberdeau)	\$	89.82
Pièces d'Auto P&B Gareau	\$	292.87
Remboursement frais non-résidents	\$	61.25
Service d'entretien ménager MC	\$	1 287.72
Toromont (CAT)	\$	1 598.07
Tramweb	\$	124.86
Trivium	\$	1 626.75
Turf Care	\$	795.76
Liste de chèques et prélèvements émis		
Bell Canada	\$	113.09
Hydro Québec	\$	6 090.74
Visa	\$	188.21
Salaire et contribution d'employeur	\$	47 795.79
Frais de banque	\$	133.33
TOTAL	\$	90 714.83

7.2 Employment extension – Interim Director of treasury

WHEREAS it is necessary to re-designate a representative of the Municipality of Arundel upon her return to full-time work, namely Treasury Director Claudine Léveillé, and to determine her powers with respect to the management of the Municipality with the Caisse Desjardins.

2025-05-068 IT IS THEREFORE **PROPOSED** by councillor Marc Poirier and unanimously resolved by those councillors present:

THAT the Director of the Treasury, Claudine Léveillé, be designated as administrator with respect to any account that the Municipality holds or will hold with the Caisse Desjardins. This representative will exercise all powers relating to the management of the Municipality and, without restricting the generality of the foregoing, in particular the following powers, in the name of the Municipality:

- to issue, accept, endorse, negotiate or discount any cheque, promissory bill, bill of exchange or other negotiable instrument;
- sign or approve any withdrawal, document or voucher;
- request the opening by the cashier of any folio useful for the smooth running of the municipality's operations;
- sign any document or agreement useful for the smooth running of the Municipality's operations.

THAT, if the Representative is authorized by the Municipal Council to adopt the use of a signature stamp, the Municipality shall recognize any signature so made as constituting a sufficient signature and shall be bound thereby as if it had been written, either by such Representative or with her authorization, whether made without authorization, or in any other manner ;

THAT the powers referred to in this resolution are in addition to those which the representative may otherwise hold;

AND TO AUTHORIZE the registration of this municipal officer with Employer D for payroll purposes;

THAT this resolution shall remain in force until written notice of its modification or repeal has been submitted by the Director general of the Municipality.

7.3 Unassigning of an affected surplus

WHEREAS the sum of \$16,300 was assigned for a project on Chemin du Lac Beaven, as shown in resolution 2021-0008;

WHEREAS expenditures are less than the amount appropriated, and that the sum of \$10,945.66 has not been spent and is still available and appropriated, even though the project has been completed;

2025-05-069 IT IS THEREFORE **PROPOSED** by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to :

UNASSIGN the sum of \$10,945.66 and return it to the unallocated surplus.

7.4 Hiring - Life Enrichment Coordinator - Recreation and Archiving

WHEREAS the Municipality called for applications to fill the temporary position of Life Enrichment Coordinator - Recreation and Archiving, during the month of May 2025;

WHEREAS the hiring process was carried out diligently;

WHEREAS the Director general, in collaboration with the HR Committee, recommends the hiring of Mr. Noah Labelle for the temporary position of Life Enrichment Coordinator - Recreation and Archiving;

WHEREAS the remuneration is \$20.00 per hour for 35 hours per week, without benefits, for a period of eight weeks, with applicable employer contributions;

WHEREAS the position benefits from financial assistance in the amount of \$8.05 per hour through the Canada Summer Jobs Program, in accordance with file number 020387650 of the Department of Employment and Social Development Canada;

2025-05-070 IT IS THEREFORE **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

HIRE Mr. Noah Labelle to the temporary position of Life Enrichment Coordinator - Recreation and Archiving, for a period of eight weeks, at an hourly rate of \$20.00 per hour, 35 hours per week, without benefits, plus employer's contributions;

AUTHORIZE the Director General, Philip Toone, to sign any documents or administrative vouchers, and generally do whatever is necessary for the execution of the present, including the reimbursement request form and the activity report;

THAT the sums for this expense, less financial assistance in the amount of \$8.05 per hour worked, come from the unassigned surplus.

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

9. PUBLIC SAFETY

9.1 Intermunicipal Agreement for the Provision of First Responder Services

NEW INTERMUNICIPAL AGREEMENT FOR THE PROVISION OF FIRST RESPONSE SERVICES

WHEREAS the Townships of Arundel and Harrington deem it advisable to enter into an intermunicipal agreement for the provision of First responder services, in accordance with articles 569 et seq. of the Municipal Code (CM),

effective June 1, 2025, under which the Township of Arundel will provide first responder services to the Township of Harrington;

WHEREAS said first responder service covers the entire Arundel territory and part of the Harrington territory to ensure the protection of their citizens;

WHEREAS the municipal councillors have read the draft agreement, are satisfied with it and waive its reading;

2025-05-071 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to :

CONCLUDE an intermunicipal agreement for the provision of first responder services between the Townships of Arundel and Harrington, effective June 1, 2025

AUTHORIZE the Mayor and the Director general to sign the agreement and authorize all powers to give effect to this resolution.

10. URBAN PLANNING AND ENVIRONMENT

10.1 SPAIP 285 : New construction Lot 6 507 645

WHEREAS a request for the construction of a new house on lot 6507645 has been submitted with all required documents pertaining to By-law 285 concerning site planning and architectural integration programs (SPAIP);

WHEREAS By-law 285 provides for a multi-criteria analysis specified in article 3.3.3;

WHEREAS the town planning committee (*Comité consultatif d'urbanisme*) has submitted their favourable recommendation with conditions as a result of their analysis based on Bylaw 285 at their May 6, 2025 meeting, notably that the proposed building meets all criteria, with the exception of round and oval windows, the style of the arched main entrance and its columns;

WHEREAS the committee recommends modifications in order to comply with article 3.3.3 paragraph 5b of By-law 285;

WHEREAS the Municipal Council deems it appropriate to approve the requested permit, but with the conditions that the round and oval windows be modified in favour of square style windows, and that the style of the arched main entrance also be square style and its columns be limited to two;

2025-05-072 IT IS THEREFORE **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those present to :

APPROVE the site planning and architectural integration program (SPAIP) construction permit for lot 6 507 645 provided that the round and oval windows are replaced by square windows, and that the main arched entrance is also square and its columns are limited to two.

10.2 SPAIP 285: New accessory building Lot 6 214 356

WHEREAS a request for the construction of an accessory building on lot 6 214 356 has been submitted with all required documents pertaining to By-law 285 concerning site planning and architectural integration programs (SPAIP);

WHEREAS By-law 285 provides for a multi-criteria analysis specified in section 3.3.3

WHEREAS the town planning committee (*Comité consultatif d'urbanisme*) has submitted their favourable recommendation as a result of their analysis in relation to Bylaw 285 at their meeting of May 6, 2025;

WHEREAS the committee recommends that the color of the cladding be in harmony with the main building, as stipulated in articles 3.3. 3 paragraphs 5a, 5b and 5c of By-law 285;

WHEREAS the Municipal Council deems it appropriate to approve the requested permit, but on condition that the color of the siding be in harmony with the main building;

2025-05-073 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to :

APPROVE the site planning and architectural integration program construction permit for lot 6 214 356, provided that the color of the siding is in harmony with the main building.

10.3 SPAIP 168 : Steps to town hall

WHEREAS a request for the construction of steps at the main entrance of the Town Hall located at 2, rue du village, has been submitted with all required documents pertaining to By-law 168 concerning site planning and architectural integration programs (SPAIP);

WHEREAS By-law 168 provides for a multi-criteria analysis specified in section 4. 1.1;

WHEREAS the town planning committee (*Comité consultatif d'urbanisme*) has submitted their favourable recommendation as a result of their analysis with respect to By-law 168 at their meeting of May 6, 2025;

WHEREAS that the proposed wooden steps meet the criteria of said by-law;

2025-05-074 IT IS THEREFORE **PROPOSED** by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to :

APPROVE the site planning and architectural integration program construction permit for the installation of new steps at the Town Hall located at 2, rue du Village.

10.4 SPAIP 168 : Signage at 1, rue du Village

WHEREAS a request for the installation of a new sign on lot 6 214 623 has been submitted with all required documents pertaining to By-law 168 concerning site planning and architectural integration programs (SPAIP);

WHEREAS By-law 168 provides for a multi-criteria analysis specified in section 4.1. 1;

WHEREAS the town planning committee (*Comité consultatif d'urbanisme*) has submitted their favourable recommendation as a result of their analysis with respect to By-law 168 at their meeting of May 6, 2025;

WHEREAS that the proposed sign meets the criteria of said by-law;

2025-05-075 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to :

APPROVE the site planning and architectural integration program permit to install a new sign on lot 6 214 623.

10.5 Date determination for residents meeting – Status of Golf road

WHEREAS the Municipal Council deems it appropriate to present the results of its analysis of the status of chemin du Golf (lot 6 215 728) and to set a date for a meeting with residents;

2025-05-076 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to :

SET the date of June 5th, 2025 for a meeting with affected residents on the status of chemin du Golf, to be held at the Community hall situated at 60 Route Morrison at 6:30 PM.

11. RECREATION, CULTURE AND COMMUNITY LIFE

11.1 Donation disbursements for Non-profits

WHEREAS the municipal council has deemed it appropriate to set donations for the year 2024 to support local for-profit organizations;

WHEREAS the organizations have submitted supporting documents confirming eligible expenses;

2025-05-077 IT IS THEREFORE **PROPOSED** by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

DISBURSE the following amounts to the organizations indicated:

\$500 to Arts Arundel;

\$1,000 to Marché public;

\$1,500 to Loisirs Arundel.

THAT the sums be taken from the budgeted accounts.

11.2 Authorization – Soccer+ summer 2025 incl expenses

WHEREAS there is considerable interest in recreational activities such as soccer and other summer sports among young people in the Municipality of Arundel and neighbouring municipalities;

WHEREAS it is important to support activities that meet a real need and that promote health and fitness and bring people and communities closer together, while making the most of our infrastructures;

WHEREAS the Municipality wishes to support the coaches who make these activities possible for their efforts in holding soccer and other sports activities organized for young people aged 5 to 17, especially given the very great popularity of these activities ;

2025-05-078 IT IS THEREFORE **PROPOSED** by Councillor Danny Paré and unanimously resolved by those councillors present to:

APPROVE a budget of \$700 to facilitate Soccer+ activities for the 2025 summer season, including compensation in the form of a donation to coach-facilitators;

THAT the sums come from the budgeted account.

11.3 Coop Tricentris Mascot request – Canada Day

WHEREAS the municipal council deems it appropriate to enhance activities for Canada Day 2025;

WHEREAS membership in the Coop Tricentris, as set out in resolution 2024-10-144, includes services such as borrowing their mascot at a rate of \$80 per day;

2025-05-079 IT IS THEREFORE **PROPOSED** by Councillor Marc Poirier and unanimously resolved by those councillors present to :

REQUEST the use of the Tricentris Mascot from Coop Tricentis for Canada Day events organized by the Township of Arundel;

THAT the funds be taken from the budgeted account.

12. MAYOR'S COMMUNICATION TO THE PUBLIC

13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC

14. QUESTION PERIOD

15. ADJOURNMENT OF MEETING

2025-05-080 It is **MOVED** by councillor Marc Poirier and unanimously **resolved** by those councillors present:

THAT the meeting be adjourned at 7:48 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