

Minutes of the July 15, 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 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 7:02 p.m.

2. ADOPTION OF AGENDA

2025-07-111

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 minutes for the regular meeting of June 17, 2025

6. NOTICE OF MOTION AND BY-LAW

6.1 Second adoption of the draft bylaw 284.1-2025
“PAE- Crystal Fall” creating zone P10.1 and establishing
specific provisions for the Comprehensive development program
“Station Crystall Fall”

6.2 Second adoption of the draft bylaw 284.2-2025
“PAE- Crystal Fall” creating zone 14.1 and establishing
specific provisions for the Comprehensive development program
“Station Crystall Fall”

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1. List of accounts payable on July 3, 2025

7.2 Line of credit – chemin de la Rouge

7.3 Line of credit – TECQ 2024-2028

7.4 Extension – Interim Director of treasury

7.5 Contract renewal Bureautech (photocopier)

7.6 *Programme d'aide à l'entretien du réseau routier (PAVL) -*
Amendments

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Refurbishment – Town Hall exterior

8.2 Enrolment – MRC/UMQ brown and black bin purchase

8.3 Chemin de la Rouge – Laboratory contract Enviroc

9. PUBLIC SAFETY

10. URBAN PLANNING AND ENVIRONMENT

10.1 SPAIP 168 : lot 6 214 720

10.2 SPAIP 285 : lot 6 214 766

11. RECREATION, CULTURE AND COMMUNITY LIFE
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 June 17, 2025

WHEREAS a copy of the minutes of the regular meeting of June 17, 2025 has been given to each member of the Municipal Council;

2025-07-112

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 June 17, 2025.

6. NOTICE OF MOTION AND BY-LAW

6.1 ADOPTION of second draft bylaw 284.1-2025 « PAE - Crystal Fall » creating zone PA-10.1 and establishing specific provisions for the integrated project “Station Crystall Fall Resort”

SECOND DRAFT BY-LAW NO. 284.1-2025 “PAE - CRYSTAL FALL”
CREATING ZONE PA-10. 1 AND ESTABLISHING PARTICULAR
PROVISIONS FOR THE “STATION CRYSTAL FALL RESORT”
INTEGRATED PROJECT

WHEREAS, on June 17, 2025, Council adopted resolution 2025-06-096 concerning the “PAE-Crystal Fall” comprehensive development project, for the realization of a major residential development project, including 10 residential lots and 1 lot to be used as a clubhouse (community building), in the form of an integrated project entitled “STATION CRYSTAL FALL RESORT”;

WHEREAS, in order to allow the realization of the integrated project “STATION CRYSTAL FALL RESORT” under the PAE-Crystal Fall, Zoning By-law No. 112, Subdivision By-law No. 113, the zoning plan and the grids of uses and standards in Appendix A of Urban Planning By-laws Nos. 111 to 115 and their amendments (ex. Bylaws 209, 212 and 283), must first be amended, in order to:

- a. Create 1 new zone on the zoning plan and a new grid (Pa-10.1) within the Pa-10 zone/grid;

In relation to the Pa-10 zone:

- b. Increase the maximum density of this new zone;
- c. Reduce the minimum site area for main buildings / lots in this new zone;
- d. Reduce the minimum lot width;
- e. Increase the maximum height in number of storeys authorized for a community building in this new zone.

WHEREAS a notice of motion concerning this by-law was given by Councillor Tamara Rathwell at the meeting of June 17, 2025, and that a first draft of this by-

law was summarily presented by Tamara Rathwell and adopted at the same meeting;

WHEREAS the first draft by-law, adopted as shown in resolution 2025-06-097, was the subject of a public consultation held on June 26, 2025;

WHEREAS certain provisions of the first draft by-law were the subject of a few clerical modifications and clarifications following this public consultation;

2025-07-113 IT IS THEREFORE PROPOSED by Councillor _____ and unanimously resolved by the councillors present:

THAT Council **adopt and decree** Second Draft By-law no. 284.1-2025 “PAE - Crystal Fall” creating zone PA-10.1 and establishing specific provisions for the integrated project “Crystal Fall Resort”;

THE French-language text of this second draft bylaw can be found in the French language minutes of this day’s assembly.

**6.2 ADOPTION of the second draft bylaw 284.2-2025
“PAE- Crystal Fall” creating zone 14.1 and establishing
specific provisions for the Comprehensive development program
“Station Crystall Fall”**

ADOPTION OF THE SECOND DRAFT BYLAW NO. 284.2 “PAE - CRYSTAL FALL” CREATING ZONE PA-14. 1 AND ESTABLISHING PARTICULAR PROVISIONS FOR THE TRADITIONAL PROJECT “DOMAINE CRYSTAL FALL ESTATE”

WHEREAS, on June 17, 2025, Council adopted resolution 2025-06-096 concerning the “PAE-Crystal Fall” comprehensive development project, for the realization of a major residential development project comprising, among other things, 19 residential lots in the form of a traditional project entitled “DOMAINE CRYSTAL FALL ESTATE”;

WHEREAS, in order to allow the realization of the traditional project “DOMAINE CRYSTAL FALL ESTATE” under the PAE-Crystal Fall, Zoning By-law No. 112, Subdivision By-law No. 113, the zoning plan and the grids of uses and standards in Appendix A of Urban Planning By-laws Nos. 111 to 115 and their amendments (ex. by-laws 209, 212 and 283), must first be amended, in order to:

- a. Create 1 new zone on the zoning plan and a new grid (Pa-14.1) within the Pa-14 zone/grid;

In relation to the Pa-14 zone:

- b. Increase the maximum density of this new zone;
- c. Add the use h2 - two-family dwelling in this new zone;
- d. Reduce the minimum lot area in this new zone;
- e. Reduce the minimum lot width and under certain conditions in this new zone.

WHEREAS a notice of motion concerning the by-law was given by Councillor Marc Poirier at the meeting of June 17, 2025, and that a first draft of the by-law was summarily presented by Marc Poirier and the Mayor and adopted at the same meeting;

WHEREAS this first draft by-law, adopted as shown in resolution 2025-06-098, was the subject of a public consultation held on June 26, 2025;

WHEREAS certain provisions of the first draft by-law were the subject of a few clerical modifications and clarifications following this public consultation;

2025-07-114 IT IS THEREFORE PROPOSED by Councillor Carole Brandt and unanimously resolved by the councillors present:

THAT, the Council adopt and decree the first draft of BY-LAW NO. 284.2-2025 “ PAE - CRYSTAL FALL ” CREATING ZONE PA-14.1 AND ESTABLISHING SPECIAL PROVISIONS FOR THE TRADITIONAL PROJECT “DOMAINE CRYSTAL FALL ESTATE”.

THE French language text of this draft bylaw can be found in the french language minutes of this day’s assembly.

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable on July 3, 2025

WHEREAS Council has examined the disbursements made and to be made for accounts payables on July 3, 2025;

2025-07-115 It is **MOVED** by councillor Danny Paré and **ADOPTED** unanimously by those councillors present to **APPROVE** the following disbursements as of June 5, 2025 as presented:

Compte à Payer 6 juin au 3 juillet 2025		
Fournisseurs		Montant
Amy Gray - fleurs Bureau de Poste	\$	10.35
Amyot Gélinas - TECQ 2019-2024	\$	3 851.66
Canadian Tire	\$	50.53
Centre d'Action Bénévole Laurentides	\$	28.13
Centre d'Hygiène	\$	89.25
Defi Sport Tremblant	\$	842.16
Distribution VG	\$	66.00
Excavation Miller 2014 - 5% ret. Grace	\$	3 124.46
Fourntures de Bureau Denis	\$	273.14
Gilbert P. Miller & Fils Ltée	\$	1 856.85
Homewood Santé	\$	49.59
La COOP Fermes du Nord	\$	890.48
Loranger Marcoux	\$	5 298.92
Matériaux SMB	\$	103.54
Multi Routes Inc.	\$	9 814.27
Pièces d'Auto P&B Gareau	\$	335.73
Plomberie Roger Labonté Inc.	\$	390.86
Pompage Sanitaire 2000 - Fête du Canada	\$	459.90
Programme Camp de Jour 2025	\$	1 000.00
Questrade - Paie 12 et 13	\$	1 692.44
Remboursement frais non-résidents	\$	144.87
Rimro - 2 de 3	\$	22 742.00
SCFP, Local 4852 - Paie 12 et 13	\$	390.57
Serres Arundel	\$	131.04
Service d'entretien ménager MC	\$	1 126.76
Ville de Sainte-Agathe-des-Monts	\$	258.69
Ville Mt-Tremblant - Incendie 4 de 4	\$	17 404.25
Liste de chèques et prélèvements émis		

Bell Canada	\$	121.14
CNESST - Cotisation 2024 ajustée	\$	53.21
Duval, Jacynthe - Fête du Canada	\$	315.00
Honeymead Brewers - Fête du Canada	\$	800.00
Hydro Québec	\$	1 243.73
Key Creations - Fête du Canada	\$	525.00
Québec Municipal	\$	229.95
SAAQ	\$	312.84
Victor Courte - Fête du Canada	\$	500.00
Visa	\$	2 285.68
Salaire et contribution d'employeur	\$	47 144.07
Frais de banque	\$	110.95
TOTAL	\$	126 068.01

7.2 Line of credit – chemin de la Rouge

WHEREAS the Municipality is proceeding with the chemin de la Rouge rehabilitation project, second phase;

WHEREAS the financing of this project is guaranteed by borrowing by-law 306-2025, which provides for a maximum expenditure of \$1,219,747, financed by a loan in the amount of \$719,747 and financial assistance through the TECQ 2024-2028 program in the amount of \$500,000, the whole authorized by the *Ministère des affaires municipales et de l'habitation* as appears from their correspondence dated June 19, 2025;

WHEREAS the Municipal Council deems it appropriate to authorize temporary financing with the Desjardins financial institution before proceeding with the adjudication of the loan;

2025-07-116 IT IS THEREFORE PROPOSED by Councillor Jonathan Morgan and unanimously resolved by those present to :

AUTHORIZE temporary financing (line of credit) with Desjardins Financial Institution in the amount of \$719,747;

AUTHORIZE the Mayor, Pascale Blais, and the General Manager, Philip Toone, to sign all documents and take all necessary measures to complete the execution of this resolution.

7.3 Line of credit – TECQ 2024-2028

WHEREAS the municipality has received confirmation of benefitting from financial assistance in the amount of \$630,699 through the *Programme de transfert pour les infrastructures d'eau et collectives du Québec* (TECQ) 2024-2028;

WHEREAS the municipal council deems it appropriate to authorize temporary financing, within the Desjardins financial institution, to be reimbursed from said financial assistance;

WHEREAS the work schedule eligible within the TECQ 2024-2028 program has been approved by the *Ministère des affaires municipales et de l'habitation*, as appears from their correspondence of June 12, 2025, including the financial assistance related to Borrowing By-law 306-2025;

2025-07-117 IT IS THEREFORE PROPOSED by Councillor Jonathan Morgan and unanimously resolved by those present:

AUTHORIZE temporary financing (line of credit) with the Desjardins financial institution in the amount of \$630,699 as guaranteed by the *Programme de transfert pour les infrastructures d'eau et collectives du Québec* (TECQ) 2024-2028;

AUTHORIZE the Mayor, Pascale Blais, and the Director General, Philip Toone, to sign all documents and take all necessary measures to complete the execution of this resolution.

7.4 Extension – Interim Director of treasury

WHEREAS the Municipal Council deems it advisable to extend the contract of the Acting Director of the Treasury, Tiffany Schippel, until the return of the Director of the Treasury, scheduled for July 28, 2025;

WHEREAS the Municipal Council also deems it appropriate to maintain an employment relationship with said Interim Director by way of a 40-hour time bank;

2025-05-118 IT IS THEREFORE PROPOSED by Councillor Danny Paré and unanimously resolved by those present to:

EXTEND the contract of the Acting Treasury Manager, Tiffany Schippel, until July 28, 2025;

GRANT a bank of hours of forty (40) hours in favor of said Interim Treasury Director, following the end of her contract;

THAT the sums thus authorized be drawn from the budgetary accounts provided.

7.5 Contract renewal Bureautech (photocopier)

WHEREAS a service contract for the maintenance of the photocopier is required;

WHEREAS the service contract for the Canon Image Runner C3730I equipment includes all original Canon parts and supplies, preventive maintenance, service calls and ink powder;

WHEREAS the service contract was renewed with the firm Juteau Ruel as set out in resolution 2024-07-093;

WHEREAS the firm Bureautech (Juteau Ruel inc) proposes, as set out in their service offer dated July 7, 2025, the following updated rates (before taxes):

Rate per black/white copy: \$0.01123

Rate per color copy: \$0.08620

2025-07-119 IT IS THEREFORE PROPOSED by Councillor Marc Poirier and unanimously resolved by those present to :

RENEW the service contract with Bureautech (Juteau Ruel Inc.) effective August 4, 2025, for the Canon Image Runner C3730I in the amount of \$0.01123 per black/white copy and \$0.08620 per color copy (before taxes);

THAT this expense come from the budgeted account.

7.6 Programme d'aide à l'entretien du réseau routier (PAVL) - Amendments

WHEREAS an original agreement, no. LHF77869, GDM - 20211026-19, was signed on 5/19/2022 between the Minister and the Municipality of Arundel;

WHEREAS an original agreement, no. RUN82979, GDM - 20211026-19, was signed on 5/19/2022 between the Minister and the Municipality of Arundel;

WHEREAS, in application of the accounting standard on transfer payments, it is necessary to modify the terms of payment;

WHEREAS, to this end, it is necessary to enter into amendments to modify the obligations of the Parties;

2025-07-120 IT IS THEREFORE PROPOSED by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

AUTHORIZE the Mayor, Pascale Blais, and the General Manager, Philip Toone, to sign all deeds and take all necessary measures to modify the said agreements LHF77869, GDM - 20211026-19 and RUN82979, GDM - 20211026-19 with respect to the terms of payment, in particular:

For financial contributions whose payment has not begun by April 1, 2024, the financial assistance provided for in Article 1 of the original agreements be paid to the municipality in cash in single instalments:

Single instalments corresponding to the maximum financial assistance authorized by the Minister, up to the amounts defined in the final financial statements;

For financial contributions for which debt servicing payments had begun by April 1, 2024:

Payments will continue to be made in accordance with established schedules. However, in the event of refinancing, single cash payments corresponding to the balance of the loans contracted will be made on the scheduled refinancing dates, where applicable;

THAT the other articles or paragraphs of the said original agreements shall remain unchanged.

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Refurbishment – Town Hall exterior

WHEREAS that the municipal council deems it opportune to authorize repairs to the exterior of the town hall;

WHEREAS that the municipality has proceeded with a request for quotations in accordance with the contract management policy;

WHEREAS that three firms were solicited, but that only one responded, and that the latter's bid is evaluated as compliant;

2025-07-121 IT IS THEREFORE PROPOSED by Councillor Tamara Rathwell and unanimously resolved by those councillors present to :

AWARD the contract for exterior repairs to the Town Hall to the firm 9348-7775 Québec inc. in accordance with their bid number 5728-2025-0702, for a maximum amount of \$73,400.00 (before taxes);

THAT the funds be taken from the *Programme de transfert pour les infrastructures d'eau et collectives du Québec* (TECQ) 2024-2028;

THAT the balance of the sums comes from the municipality's unallocated surplus and the working capital fund to be amortized over a period of five (5) years.

8.2 Enrolment – MRC/UMQ brown and black bin purchase

Membership in the *Union des municipalités du Québec* (UMQ) through the MRC des Laurentides for the purposes of tendering and awarding contracts for the management of residual materials

WHEREAS the Municipality of Arundel is responsible for the collection and transportation of residual materials on its territory;

WHEREAS the MRC des Laurentides has received a proposal from the *Union des municipalités du Québec* (UMQ) to prepare, on its behalf and on behalf of other interested municipal organizations, the tender documents required for a group purchase of mini kitchen bins, spare parts and wheeled bins for the collection of residual materials;

WHEREAS this group purchase is applicable for fiscal year 2026;

WHEREAS provisions of article 14.7.1 of the Quebec Municipal Code are respected;

WHEREAS it is in the interest of the Municipality of Arundel, through the MRC des Laurentides, to participate in this group purchase;

WHEREAS the contracting process is subject to Bylaw 26 on contract management of the *Union des municipalités du Québec* for its group purchasing agreements;

2025-07-122

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

THAT the Municipality of Arundel inform the MRC des Laurentides of its intention to participate and adhere, through the MRC des Laurentides, to the *Union des municipalités du Québec* (UMQ) for the purchase of mini kitchen bins (if applicable), spare parts and 240- and 360-litre wheeled bins for the collection of residual materials;

THAT the Municipality of Arundel undertakes to provide, within the set deadlines, to the MRC des Laurentides or to the UMQ, as the case may be, all information required for the preparation and implementation of the calls for tenders, including the list most accurately representing its actual anticipated needs, as well as the registration data sheets requested by the UMQ;

THAT if the UMQ awards a contract, the Municipality of Arundel undertakes to respect the terms of the contract as if it had contracted directly with the supplier;

THAT if the UMQ awards a contract, the Municipality of Arundel undertakes to proceed with the purchase of the products it has registered, according to the minimum quantities determined and other contractual conditions;

THAT the Director General be authorized to sign for and in the name of the Municipality, all documents ratifying the present resolution.

8.3 Chemin de la Rouge – Laboratory contract Enviroc

WHEREAS the rehabilitation of chemin de la Rouge, phase 2, is underway as authorized by resolution 2025-06-085;

WHEREAS that the quality control of materials must be confirmed by an accredited laboratory;

WHEREAS Enviroc submitted an offer of service dated July 8, 2025 which complies with the requirements of the rehabilitation project;

2025-07-123 IT IS THEREFORE PROPOSED by Councillor Danny Paré and unanimously resolved by those councillors present to:

AWARD the contract for quality control of materials to Enviroc under the terms of their offer of service dated July 8, 2025:

THAT the sums be taken from and allocated to borrowing by-law 306-2025 and the related line of credit.

9. PUBLIC WORKS AND MUNICIPAL FACILITIES

10. URBAN PLANNING AND ENVIRONMENT

10.1 SPAIP 168 : lot 6 214 720

WHEREAS a request to renovate the initial building at 137 chemin du village and demolish the non-conforming extension attached to the residence 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 a favourable recommendation has been received from the Town planning committee (*Comité consultatif d'urbanisme*) with the result of their analysis based on Bylaw 168 at their meeting of July 8, 2025, on condition that the exterior cladding remain horizontal as in the original state and not vertical, avoid black roofs and windows, and add mouldings to the windows as in the original state;

WHEREAS the Municipal Council deems it advisable to approve this request with white vertical siding in the Canoxel “Board and Batten” style, white or grey rectangular windows and a grey tin roof;

2025-07-124 IT IS THEREFORE PROPOSED by councillor Tamara Rathwell and unanimously resolved by those present to :

APPROVE this request for a site planning and architectural integration program (SPAIP) for lot 6 214 720, as submitted by the applicant, and consisting of Canoxel brand “Board and Batten” vertical wood siding in white vertical slats, white or grey rectangular windows, and a grey tin roof or BP Mystique shingles , colour slate.

10.2 SPAIP 285 : lot 6 214 766

WHEREAS a request has been received for the construction of a new main building at 172 chemin White, as well as the demolition of the barn, further to a change of use of the existing non-conforming residence, notably the septic connection, which use will be changed to a barn;

WHEREAS this request has been submitted with all required documents pertaining to By-law 285 concerning site planning and architectural integration programs (SPAIP);

WHEREAS that By-law 285 provides for a multi-criteria analysis specified in articles 3. 3.2 and 3.3. 3;

WHEREAS a favourable recommendation has been received from the Town planning committee (*Comité consultatif d'urbanisme*) including the result of their analysis in accordance with Bylaw 285 at their meeting of July 8, 2025, on condition that the location of the main building of the house be such that the

certificate of location correctly indicates the location of the main entrance to the house;

WHEREAS the Municipal Council deems it appropriate to approve the requested permit, but on condition that the main entrance to the new house to be built and located on the short side of the house (and not on the generously fenestrated long side) and that it includes a small balcony, facing White Road;

2025-07-125

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

APPROVE the request for a site planning and architectural integration program (SPAIP) relating to lot 6 214 766, on condition that the main entrance of the new house to be built be located on the short side of the house (and not on the long side with generous windows) and that it includes a small balcony, facing chemin White.

11. RECREATION, CULTURE AND COMMUNITY LIFE

12. MAYOR'S COMMUNICATION TO THE PUBLIC

13. COMMUNICATION FROM COUNCILLORS TO THE PUBLIC

8:27 PM Councillor Danny Paré leaves the meeting

14. QUESTION PERIOD

15. ADJOURNMENT OF MEETING

2025-07-126

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

THAT the meeting be adjourned at 8:29 PM.

(S) Pascale Blais, mayor

(S) Philip Toone, 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