

Minutes of the September 16, 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, Richard E. Dubeau, Danny Paré, Jonathan Morgan and Marc Poirier.

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

Councillor Tamara Rathwell 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 7:01 PM p.m.

2. ADOPTION OF AGENDA

2025-09-146

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 August 19, 2025
6. NOTICE OF MOTION AND BY-LAW
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
 - 7.1 List of accounts payable on September 4, 2025
 - 7.2 Billing No. 2 – ch. de la Rouge , Phase 2
 - 7.3 Confirmation of electoral personnel
 - 7.4 Collective agreement – pay rate modification
8. PUBLIC WORKS AND MUNICIPAL FACILITIES
 - 8.1 Purchase – water heater, 2 rue du Village
 - 8.2 Additional works – ch de la Rouge, phase 2
9. PUBLIC SAFETY
10. URBAN PLANNING AND ENVIRONMENT
11. RECREATION, CULTURE AND COMMUNITY LIFE
 - 11.1 Support letter for Canadian Legion, br. 192 – New Horizons for Seniors programme 2026-2027
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 August 19, 2025

WHEREAS a copy of the minutes of the regular meeting of August 19, 2025 has been given to each member of the Municipal Council;

2025-09-147 **THEREFORE** it is proposed by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on August 19, 2025.

6. URBAN PLANNING AND ENVIRONMENT

NOTICE Councillor Jonathan Morgan gives NOTICE OF MOTION that, at a subsequent meeting, By-law 293.1 amending By-law 293 establishing the remuneration of election staff will be adopted.

This by-law aims to establish the hourly rates applicable to election staff in cases where they are also employed by the municipality.

TABLING Mayor Pascale Blais TABLES DRAFT BY-LAW 293.1 amending By-law 293 establishing the remuneration of election staff

The unofficial wording of the draft by-law is reproduced below:

WHEREAS section 88 of the Act respecting elections and referendums in municipalities provides that the municipal council may establish a rate of remuneration or allowance;

WHEREAS municipal councils have the power to set remuneration higher than that provided for in the Regulation respecting the rates of remuneration payable during municipal elections and referendums, and have exercised this prerogative by adopting Regulation No. 293, establishing the terms and conditions of remuneration applicable to electoral staff;

WHEREAS the members of the municipal council deem it appropriate, for employees currently employed by the municipality, to reproduce their existing hourly rates;

WHEREAS notice of motion for this bylaw was duly given at the special meeting of council held on 16 September 2025;

THEREFORE Council decrees the following:

ADD to the said by-law 293 Section 1.1 Terms and conditions of remuneration applicable to municipal employees in office, which reads as follows:

THAT, for employees currently employed by the municipality, despite the hourly rates set out in this bylaw, their remuneration for services during the election period shall remain equivalent to their current hourly rate;

THAT, when tasks related to the election period are performed during normal working hours associated with their administrative duties, the related remuneration shall be charged to the election budget, without any adjustment or increase in the applicable hourly rate, and without any accumulation of rates.

7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT

7.1 List of accounts payable on September 4, 2025

WHEREAS Council has examined the disbursements made and to be made for accounts payables on September 4, 2025;

2025-09-148 It is **MOVED** by councillor Danny Paré and **ADOPTED** unanimously by those councillors present to **APPROVE** the following disbursements as of September 4, 2025 as presented:

Compte à Payer 8 août au 4 septembre 2025		
Fournisseurs		Montant
Alliance Ford	\$	1 225.51
Carquest	\$	142.53
Centre d'Action Bénévole Laurentides	\$	105.85
DEC Enviro - Rouge Phase 2	\$	1 460.18
Defi Sport Tremblant	\$	210.19
EMS Ingénierie Inc.	\$	10 347.75
Energies Sonic	\$	2 978.78
Gilbert P. Miller & Fils Ltée	\$	1 075.02
Homewood Santé	\$	49.59
Kim Morrison - Bibliothèque	\$	582.13
Loranger Marcoux	\$	5 929.84
Matériaux SMB	\$	111.31
MRC des Laurentides	\$	135.13
Nordmec - Décompte #2	\$	434 755.71
Pièces d'Auto P&B Gareau	\$	195.69
Programme Camp de Jour 2025	\$	400.00
SCFP local 4852	\$	1 051.51
Service d'entretien ménager MC	\$	1 046.27
Trivium - Groupe Laverdure	\$	3 550.79
Turf Care	\$	1 201.34
Ville Sainte-Agathe-des-Monts	\$	172.46
Liste de chèques et prélèvements émis		
Bell Canada	\$	118.84
Barrie, Diane Ruth Lillian	\$	5.03
Hydro Québec	\$	1 065.53
Visa	\$	582.68
Salaire et contrubition d'employeur	\$	46 546.66
Frais de banque	\$	72.00
TOTAL	\$	515 118.32
Annulation facture 468 - erreur cléricale		(6 915,00)

7.2 Billing No. 2 – ch. de la Rouge, Phase 2

WHEREAS the second progressive invoice from the contractor Nordmec Inc. for the repair work on Chemin de la Rouge, phase 2, in the amount of \$420,145.16 (before taxes);

WHEREAS a payment recommendation has been submitted by the engineering firm responsible for the project, EMS, dated 8 September 2025;

WHEREAS a 10% retention is applicable to the amount of \$42,014.52, for a first payment after retention of \$378,130.65 (before taxes);

2025-09-149 **THEREFORE** it is proposed by Councillor Carole Brandt and unanimously resolved by those councillors present to :

AUTHORISE the payment of \$378,130.65 (before taxes) to Nordmec Inc.;

THAT this amount be taken from the budgeted account.

7.3 Confirmation of electoral personnel

WHEREAS the council considers it appropriate to accept the recommendation of the returning officer, Philip Toone, to appoint the employees listed below to electoral positions;

2025-09-150 **THEREFORE**, it is moved by Councillor Marc Poirier and unanimously resolved by those councillors present to:

APPOINT the following employees to positions for the 2025 municipal election:

Election Secretary: Tiffany Schippel

List Reviewers: Brenda Howard, Leigh Thomas, Tiffany Schippel

Polling Station: Secretary, Identity Verifier: Brenda Howard

Polling Station: Scrutineer, Identity Verifier: Leigh Thomas

Polling station: identity verifier: Tiffany Schippel

Primo: Zakaria Guindo

7.4 Collective agreement – pay rate modification

WHEREAS the council deems it appropriate to change the reference date for the hourly rate increase for the year 2026 in order to ensure that said rate is crystallised at the beginning of 2026 and not later;

2025-09-151 **THEREFORE**, it is moved by Councillor Jonathan Morgan and unanimously resolved by those councillors present to:

AUTHORISE the Director general to sign an agreement with the union and to take all necessary steps to finalise said agreement, in accordance with the following provisions:

WHEREAS the current wording of Annexe D of the collective agreement results in a deferred calculation of the annual increase in hourly rates, which delays the establishment of the final rate by more than one year after the start of the period concerned;

WHEREAS the parties wish to establish a clear reference date for calculating the increase in hourly rates, namely the Consumer Price Index (CPI) for July of the previous year (in this case, the CPI for July 2025), as published by the Institut de la statistique du Québec – overall CPI, Montreal region, non-seasonally adjusted monthly data;

WHEREAS this proposed agreement does not alter the minimum increase rate (2%) or the maximum rate (3%), and that the CPI applicable for the year 2026 is already known and set at 2.5%;

WHEREAS this agreement only concerns the year 2026, which is the last year of the collective agreement currently in force;

THEREFORE, the parties agree as follows:

Notwithstanding the wording of the collective agreement in force, the increase in hourly rates for all unionised employees will be set at 2.5% for the year 2026.

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Purchase – water heater, 2 rue du Village

WHEREAS a water heater in the town hall is defective and must be replaced;

WHEREAS Plomberie Roger Labonté Inc. submitted a quote on September 15, 2025 in the amount of \$7,720.00 (before taxes), including installation;

2025-09-152

THEREFORE, it is moved by Councillor Carole Brandt and unanimously resolved by those councillors present to:

AUTHORISE the purchase of a water heater under the terms of the quotation of September 15 2025 from Plomberie Roger Labonté Inc. in the amount of \$7,720.00 (before taxes);

THAT the funds for this expenditure come from the unallocated surplus.

8.2 Additional works – ch de la Rouge, phase 2

WHEREAS construction directive DDC-C-04 from the engineering firm EMS, concerning the repair work on Chemin de la Rouge, Phase 2, indicates the need to replace a culvert not included in the original estimate;

WHEREAS contractor Nordmec inc. has submitted notice of change to contract ACNM005 from Nordmec Inc. to perform work for an additional amount of \$28,617.60 (before taxes);

2025-09-153

THEREFORE, it is moved by Councillor Richard E. Dubeau and unanimously resolved by those councillors present to:

AUTHORISE the additional work indicated in construction directive DDC-C-04 and the payment of \$28,617.60 (before taxes) to Nordmec Inc.;

THAT the funds for this expenditure be drawn from the budgeted account.

9. PUBLIC SAFETY

10. URBAN PLANNING AND ENVIRONMENT

11. RECREATION, CULTURE AND COMMUNITY LIFE

11.1 Support letter for Canadian Legion, br. 192 – New Horizons for Seniors programme 2026-2027

WHEREAS Branch No. 192 of the Royal Canadian Legion, located in the Municipality of the Township of Arundel, is currently applying for a grant under the New Horizons for Seniors Program (NHSP) 2026-2027 from the federal government;

WHEREAS the project covered by this grant application, entitled "Building Healthy Senior Pastimes ,‘ is a continuation and improvement of the highly successful projects previously sponsored by your federal NHA programme, including painting, beginner's yoga, computer science, stained glass, line dancing, woodworking for beginners and cooking classes, in a 'hybrid" format , to which will be added first aid courses for seniors, floral art and Christmas crafts;

WHEREAS the council's support for previous projects is evidenced by resolutions 2023-09-267 and 2024-08-111 and it supports for the continuation of the above-mentioned projects;

2025-09-154 **THEREFORE**, it is moved by Councillor Danny Paré and unanimously resolved by those councillors present to:

SUPPORT the Royal Canadian Legion, Branch No. 192, in its application for a grant under the New Horizons for Seniors Program (NHSP) 2026-2027 for this project, pursuant to this resolution and by means of a letter of support;

AUTHORISE the Mayor to prepare and sign this letter of support.

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

2025-09-155 It is **MOVED** by councillor Marc Poirier and unanimously **resolved** by those councillors present:

THAT the meeting be adjourned at 7:28 PM.

(S) Pascale Blais, mairesse

(S) Philip Toone, Director general and 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 and 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, mairesse