

Minutes of the December 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 Marc Poirier, Councillors Carole Brandt, Chantal Pieters, Yves Barrette, Terence Flanagan and Jonathan Morgan.

Councillor Daniel Fournier is absent

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

1. ESTABLISHMENT OF QUORUM AND OPENING OF THE MEETING

Mayor Marc Poirier establishes quorum, welcomes those present and opens the regular meeting. The time is 7:00 PM.

2. ADOPTION OF AGENDA

2025-12-216

2.1 It is proposed by Councillor Carole Brandt 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 November 18, 2025
6. NOTICE OF MOTION AND BY-LAW
 - 6.1 Notice of motion of Bylaw 283.1 amending Bylaw 283 on the application of Urban Planning Bylaw No. 111, Zoning bylaw 112 and Subdivision bylaw 113 and the specification tables in Appendix A of Urban Planning bylaws Nos. 111 to 115 to ensure consistency with By-law No. 271 amending the urban plan
 - 6.2 Notice of motion of By-law 285.1 amending By-law 285 on site planning and architectural integration plans (SPAIPs) for certain areas outside the village core to ensure consistency with By-law No. 271 amending the urban plan
 - 6.3 Notice of motion and Tabling - Draft bylaw 307-2026 enacting the imposition of taxes and compensation for the year 2026
 - 6.4 Notice of motion and Tabling - Draft bylaw 308-2026 enacting fees for municipal activities, goods and services
7. FINANCIAL AND ADMINISTRATIVE MANAGEMENT
 - 7.1 List of accounts payable on December 8, 2025
 - 7.2 Final acceptance - ch. de la Rouge Phase 1
 - 7.3 Tabling - Pecuniary interest declarations
 - 7.4 Tabling - Donation registry
 - 7.5 *Programme d'aide à la voirie locale – Volet projet particulier d'amélioration par circonscription (PPA-CE) / Special Improvement Projects (SIP) component of the Local Road Assistance Programme (LRAP)*
 - 7.6 HR - balance of hours
 - 7.7 Tabling - List of contracts of \$25000 and over 2023 and 2024
 - 7.8 Financing instrument - Loan 302-2024
8. PUBLIC WORKS AND MUNICIPAL FACILITIES

- 8.1 Antenna tower agreement - Lot 6214645
- 9. PUBLIC SAFETY
- 10. URBAN PLANNING AND ENVIRONMENT
 - 10.1 Modification to Crytal Fall agreement - road access
 - 10.2 Coopérative Tricentris – membership
 - 10.3 Forestry logging in protected zones - MRC support letter
- 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 November 18, 2025

WHEREAS a copy of the minutes of the regular meeting of November 18, 2025 has been given to each member of the Municipal Council;

2025-12-217

THEREFORE it is proposed by Councillor Chantal Pieters and unanimously resolved by those councillors present to :

ADOPT the minutes of the regular meeting of the Municipal Council held on November 18, 2025.

6. URBAN PLANNING AND ENVIRONMENT

6.1 Notice of motion of Bylaw 283.1 amending Bylaw 283 on the application of Urban Planning Bylaw No. 111, Zoning bylaw 112 and Subdivision bylaw 113 and the specification tables in Appendix A of Urban Planning bylaws Nos. 111 to 115 to ensure consistency with By-law No. 271 amending the urban plan

NOTICE

Councillor Carole Brandt give Notice of Motion that, at a subsequent meeting, will be presented for adoption Bylaw 283.1 amending Bylaw 283 on the application of Urban Planning Bylaw No. 111, Zoning bylaw 112 and Subdivision bylaw 113 and the specification tables in Appendix A of Urban Planning bylaws Nos. 111 to 115 to ensure consistency with By-law No. 271 amending the urban plan.

This bylaw aims to amend the minimum area required for the subdividing of a lot.

6.2 Notice of motion of By-law 285.1 amending By-law 285 on site planning and architectural integration plans (SPAIPs) for certain areas outside the village core to ensure consistency with By-law No. 271 amending the urban plan

NOTICE

Councillor Terence Flanagan give Notice of Motion that, at a subsequent meeting, will be presented for adoption By-law 285.1 amending By-law 285 on site planning and architectural integration plans (SPAIPs) for certain areas

outside the village core to ensure consistency with By-law No. 271 amending the urban plan

This regulation aims to modify the framework for the establishment and integration of land use planning and architecture in a harmonious and sustainable manner, to preserve landscapes (lakes, forests, agricultural, agroforestry, mountainous areas), to protect the natural environment, which is sensitive and of ecological value, and to ensure the well-being and safety of people and property, while respecting the carrying capacity of the environment.

6.3 Notice of motion and Tabling - Draft bylaw 307-2026 enacting the imposition of taxes and compensation for the year 2026

NOTICE Councillor Jonathan Morgan give Notice of Motion that, at a subsequent meeting, will be presented for adoption Bylaw 307-2026 enacting the imposition of taxes and compensation for the year 2026

This bylaw aims to establish the taxes and compensations for the year 2026.

TABLING Councillor Jonathan Morgan tables Draft Bylaw 307-2026 enacting the imposition of taxes and compensation for the year 2026.

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

6.4 Notice of motion and Tabling - Draft bylaw 308-2026 enacting fees for municipal activities, goods and services

NOTICE Councillor Carole Brandt give Notice of Motion that, at a subsequent meeting, will be presented for adoption Bylaw 308-2026 enacting fees for municipal activities, goods and services.

This bylaw aims to establish fees for various municipal activities, goods and services.

TABLING Councillor Carole Brandt tables Draft Bylaw 308-2026 enacting fees for municipal activities, goods and services.

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 December 8, 2025

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

2025-12-218 It is **MOVED** by councillor Jonathan Morgan and **ADOPTED** unanimously by those councillors present to **APPROVE** the following disbursements as of December 8, 2025 as presented:

Compte à Payer 7 novembre au 8 décembre 2025		
Fournisseurs		Montant
Aréo-Feu (patinoire)	\$	567.11

Brunet et Michaudville Inc.	\$	7 473.38
BureauTech	\$	74.17
Canadian Tire	\$	159.74
Energies Sonic	\$	1 804.30
Fournitures de Bureau Denis	\$	19.23
FQM	\$	1 411.86
Gilbert P. Miller & Fils Ltée	\$	25 376.86
Homewood Santé	\$	49.59
Laurentides Télécommunication	\$	730.09
Librairie Carcajou	\$	576.95
Loranger Marcoux	\$	528.89
M.Maurice Entrepreneur Électricien	\$	595.46
Morrison, Kim	\$	515.00
Pièces d'Auto P&B Gareau	\$	367.19
Premier Tech - Ecoflo	\$	316.64
Remboursement frais non-résidents	\$	119.89
Royal Canadian Legion	\$	100.00
SCFP local 4852	\$	352.92
Sécur C.J. - inspection extincteur	\$	1 410.76
Les Serres Arundel	\$	142.57
Service d'entretien ménager MC	\$	2 885.87
Services d'entretien St-Jovite	\$	2 267.43
Telmatik	\$	582.40
Toiture Métallique N. Routhier	\$	64 386.00
Tramweb	\$	73.30
Trivium	\$	1 798.60
Uniprix Mont-Tremblant	\$	411.58
Liste de chèques et prélèvements émis		
Bell Canada	\$	118.84
Les Bois Ronds RÉ: 2025-08-140	\$	18 511.49
Hydro Québec	\$	3 724.27
Visa	\$	63.00
Salaire et contribution d'employeur	\$	43 760.34
Frais de banque	\$	72.00
TOTAL	\$	181 347.72

7.2 Final acceptance - ch. de la Rouge Phase 1

WHEREAS works were authorised following a public tender published on the SEAO under number ARUN2024-01, as set out in resolution 2024-06-074 and the contract awarded to the firm Excapro;

WHEREAS the municipality has received the recommendation for final acceptance of the work, dated 27 November 2025, by the engineering firm EMS indicating the release of the retention in favour of Excapro;

2025-12-219

THEREFORE it is proposed by Councillor Terence Flanagan and unanimously resolved by those councillors present to :

ACCEPT final acceptance of the work authorized by Resolution 2024-06-074 and **RELEASE** the retained funds, \$47,204.11 (before taxes), in favour of Excapro;

THAT the amounts to be remitted come from the budgeted account.

7.3 Tabling - Pecuniary interest declarations

In accordance with sections 357 and 358 of the Act respecting elections and referendums in municipalities, all members of the municipal council must, within 60 days of the proclamation of their election, file a declaration disclosing their pecuniary interests, and each year, within 60 days of the anniversary of the proclamation of their election, file an updated declaration.

NOTICE The director general certifies that all current council members, in office since the municipal election with a reference date of 2 November 2025, have filed their written declarations disclosing their pecuniary interests.

7.4 Tabling - Donation registry

Pursuant to sections 6 and 46 of the Municipal Ethics and Professional Conduct Act, as well as the Code of Ethics of the Township of Arundel adopted on 15 January 2019, an extract from the registry of declarations provided for in the fourth paragraph of section 6 must be filed with the municipal council;

NOTICE The Director general certifies that it has not received any declarations to this effect; therefore, the registry remains empty.

7.5 *Programme d'aide à la voirie locale – Volet projet particulier d'amélioration par circonscription (PPA-CE)* / Special Improvement Projects (SIP) component of the Local Road Assistance Programme (LRAP)

WHEREAS the municipal council has reviewed the terms and conditions for the Special Improvement Projects (SIP) component of the Local Road Assistance Programme (LRAP) and agrees to comply with them;

WHEREAS the road network for which financial assistance has been granted falls under municipal jurisdiction and is eligible for the LRAP;

WHEREAS the work was carried out in the calendar year in which the Minister authorized it;

WHEREAS the work carried out or the related costs are eligible for the PAVL;

WHEREAS the V-0321 accountability form has been duly completed;

WHEREAS the project accountability report was submitted at the end of the work or no later than 31 December 2025 of the calendar year in which the Minister authorized it;

WHEREAS the payment is conditional on the Minister's acceptance of the project accountability report;

WHEREAS, if the report is deemed to be in order, the Minister shall make a payment to the municipalities based on the list of works he has approved, without exceeding the maximum amount of assistance as indicated in the letter of announcement;

WHEREAS other sources of funding for the work have been declared, as the case may be;

2025-12-220 **THEREFORE** it is proposed by Councillor Yves Barrette and unanimously resolved by those councillors present :

THAT the Council of the Municipality of the Township of Arundel approve expenditures in the amount of \$20,576.00 for the improvement work to be carried out and the eligible costs mentioned in form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and acknowledge that in the event of non-compliance with these requirements, the financial assistance will be terminated.

7.6 HR - balance of hours

WHEREAS section 12.06 of the collective agreement provides for the possibility of carrying over a maximum of 16 hours accumulated to the following year;

WHEREAS managers benefit from the terms provided for in their employment contracts;

WHEREAS council members take note of the table of hours accumulated by employees as of 4 December 2025;

WHEREAS section 26.03 of the collective agreement provides for a winter on-call bonus of \$140 per week;

WHEREAS an employee of the public works department is on call throughout the year and deserves a bonus for the remaining period, in the same amount;

WHEREAS the municipal council consulted with the administration to ascertain the wishes of the employees;

2025-12-221

THEREFORE it is proposed by Councillor Jonathan Morgan and unanimously resolved by those councillors present to :

CARRY OVER 40 hours of accumulated time of banked hours for the Public Works Team Leader to the following year;

CARRY OVER 40 hours of vacation time from the Director General to the following year;

INTERPRET section 26.03 of the collective agreement so that the on-call premium is paid every week of the year, and not only during the winter, in the amount of \$140 per week;

PAY all other monetisable hours for all employees under the collective agreement and mutatis mutandis for managers;

THAT these amounts be drawn from the budgeted account provided for this purpose.

7.7 Tabling - List of contracts of \$25,000 and over 2023 and 2024

TABLING

In accordance with section 22 of the Public Bodies Contracts Act, the Directorate-General is filing the list of contracts entered into that involve an expenditure of \$25,000 or more for the years 2023 and 2024.

7.8 Financing instrument - Loan 302-2024

Concordance and short-term resolution relating to a \$267,100 promissory note loan to be made on 13 January 2026

WHEREAS, in accordance with the following borrowing by-law and for the amount indicated, the Municipality of the Township of Arundel wishes to

borrow by notes for a total amount of \$267,100, which will be realised on 13 January 2026, distributed as follows:

Règlements d'emprunts #	Pour un montant de \$
302-2024	267 100 \$

WHEREAS it is necessary to amend the borrowing by-law accordingly;

WHEREAS, in accordance with the first paragraph of section 2 of the Municipal Debts and Borrowings Act (RLRQ, chapter D-7), for the purposes of this borrowing and for borrowing by-law number 302 2024, the Municipality of the Township of Arundel wishes to make the loan for a shorter term than that originally set out in these by-laws;

2025-12-222 THEREFORE it is proposed by Councillor Chantal Pieters and unanimously resolved by those councillors present :

THAT the loan by-law referred to in the first paragraph of the preamble be financed by notes, as follows:

- 1. the notes shall be dated 13 January 2026;
- 2. interest shall be payable semi-annually, on 13 January and 13 July of each year;
- 3. the notes shall be signed by the Mayor and the Clerk-Treasurer or Treasurer;
- 4. the principal amount of the notes shall be repaid as follows:

2027	13 500 \$	
2028	14 100 \$	
2029	14 600 \$	
2030	15 100 \$	
2031	15 700 \$	(à payer en 2031)
2031	194 100 \$	(à renouveler)

THAT, with regard to the annual capital repayments scheduled for 2032 and subsequent years, the term provided for in Loan Regulation No. 302-2024 be shorter than that originally set, i.e. for a term of five (5) years (commencing 13 January 2026), instead of the term prescribed for said repayments, each subsequent issue being for the balance or part of the balance due on the loan;

8. PUBLIC WORKS AND MUNICIPAL FACILITIES

8.1 Antenna tower agreement - Lot 6214645

WHEREAS a draft memorandum of understanding has been established between Groupe-Accès Communications (NEQ 1143105279) dated 8 December 2025 for the use of the antenna located on municipal lot number 6214645;

WHEREAS the municipal council deems it appropriate to accept the terms of the said draft memorandum;

2025-12-223 THEREFORE it is proposed by Councillor Carole Brandt and unanimously resolved by those councillors present to :

ACCEPT the terms of the memorandum of understanding between the municipality and Groupe-Accès Communications;

AUTHORISE the Director general to sign the memorandum and take all necessary steps to execute it.

9. PUBLIC SAFETY

10. URBAN PLANNING AND ENVIRONMENT

10.1 Modification to Crytal Fall agreement - road access

WHEREAS the Crystal Falls Comprehensive Development Plan (PAE) and the memorandum of understanding has been authorised in accordance with Resolution 2025-06-096;

WHEREAS the subdivision project provides for four access points from Route 327 (Crystal Falls Road), while the Ministry of Transport and Sustainable Mobility (MTQ) only authorises the development of two (2) access points;

WHEREAS it is necessary to modify the subdivision project in order to comply with the MTQ's requirements;

WHEREAS the council consequently revised plan #82859-C dated 8 December, prepared by Dominique Fecteau, land surveyor, and bearing minute 9111;

WHEREAS the municipal council agrees that the portion of the access roads located in the second phase may be built simultaneously with the first phase;

2025-12-224 **THEREFORE** it is proposed by Councillor Carole Brandt and unanimously resolved by those councillors present to :

AMEND the memorandum of understanding by replacing the initial subdivision plan with the plan illustrated by land surveyor Dominique Fecteau, as shown in plan #82859-C revised on 8 December, prepared by Dominique Fecteau, land surveyor, and bearing minute 9111;

AUTHORISE the construction of the portion of the access roads located in the second phase simultaneously with the first phase;

AUTHORISE the Director general to take all necessary measures to implement this resolution.

10.2 Coopérative Tricentris – membership

WHEREAS the MRC des Laurentides' membership in the Tricentris Cooperative for the sorting of recyclable materials ended on 31 December 2024;

WHEREAS that, for subsequent years, municipalities may become members of the said Cooperative for information, awareness and education activities;

WHEREAS municipal council adopted resolution 2024-10-144 confirming membership in the Cooperative in 2025 and that the municipal council deems it appropriate to renew its membership in Tricentris for 2026 as a member, at no cost, but which includes participation in at least one billable awareness-raising activity during the year;

WHEREAS, in accordance with section 6.7 of the Cooperative's internal regulations, each member must designate a person to represent them and can provide for a substitute;

2025-12-225 **THEREFORE** it is proposed by Councillor Terence Flanagan and unanimously resolved by those councillors present to :

RENEW membership in the Tricentris Cooperative as a municipality for the year 2026;

APPOINT Jonathan Morgan as representative within the Cooperative;

AUTHORISE the Director general to sign all contracts and agreements for the purpose of executing this membership.

10.3 Forestry logging in protected zones - MRC support letter

WHEREAS management of the MRC des Laurentides wishes to submit a request for a joint meeting to discuss the postponement of forestry activities in the Laurentides protected areas projects, and is seeking the support of the municipalities;

WHEREAS the municipal council deems it appropriate to support the MRC des Laurentides and its municipalities in this endeavour;

2025-12-226 **THEREFORE** it is proposed by Councillor Chantal Pieters and unanimously resolved by those councillors present to :

AUTHORISE Mayor Marc Poirier to sign all letters and documents for the purpose of executing this resolution.

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

2025-12-227 It is **MOVED** by councillor Jonathan Morgan and unanimously **resolved** by those councillors present:

THAT the meeting be adjourned at 7:38 PM.

ADOPTED UNANIMOUSLY

Marc Poirier
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, Marc Poirier, 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*.

Marc Poirier, Mayor