



MUNICIPALITY OF SAINT-GABRIEL-DE-VALCARTIER
PROVINCE OF QUEBEC

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday, June 3rd, 2019**, in the Saint-Gabriel-de-Valcartier municipal Council Room in conformity with the provisions of the Municipal Code for the Province of Quebec.

Are present:

Mayor:	Brent Montgomery
Councillors:	Maureen Bédard
	Raymond Bureau
	David Hogan
	Thomas Lavalée
	Shelley MacDougall
	Dorothy Noël

Forming a quorum under the presidency of the Mayor, Mr. Brent Montgomery.

Also present:

Director General and Secretary

Treasurer:	Joan Sheehan
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Assistant Director General and

Secretary Treasurer:	Heidi Lafrance
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Person responsible for Public Works,
parks and buildings:

Dany Laberge

1. OPENING OF THE MEETING

At 7:45 pm, the Mayor declared the meeting open.

At 7 :00 pm a Public Consultation was held concerning the following subject:

11.3. Conditional use request – lots 2 196 997, 2 197 002, 3 358 692 and 6 105 365

The minutes of the meeting are an integral part of the present minutes.

2. ACCEPTANCE OF THE AGENDA

01-06-19

IT IS PROPOSED BY councillor Raymond Bureau

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below. No subject is added.

1. Opening of the meeting

2. Acceptance of the agenda

3. Adoption of Minutes

3.1. Regular meeting of May 13th, 2019 and Public Consultation

4. Question period

5. General correspondence and follow-up of previous meetings

6. Notices of motion and By-laws

6.1. Adoption of By-law no 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

7. Administration

7.1. Designation of Municipal Inspector

7.2. Renewal of group insurance for employees

7.3. July sitting of council

7.4. Membership in a Workplace Health and Safety Mutual Program

8. Finance

- 8.1. Accounts payable for the month of May 2019
- 8.2. Acceptance of financial statements for the period ending December 31st, 2018
- 8.3. Highlights of financial report for 2018

9. Public Security

- 9.1. Activity report from CAUCA for May 2019

10. Public Works and Hygiene

- 10.1. Report from the Person Responsible for Public Works
- 10.2. Requests for maintenance of private streets open to public

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of May 2019
- 11.2. Report from the Municipal Inspector
- 11.3. Conditional usage – lots 2 196 997, 2 197 002, 3 358 692 et 6 105 365
- 11.4. Designation of members for the Urban Consulting Committee for a 2-year mandate

12. Recreation, Culture and Community Life

- 12.1. Report from the Sports and Recreation Director
- 12.2. Awarding of contract for the transportation for the 2019 Summer Playground
- 12.3. Municipal skating rink project – results of the opening of bids

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-06-19

3.1 Regular meeting of May 13th, 2019

The members of council received the minutes of this meeting within the deadlines as fixed by law; the Secretary-Treasurer is therefore exempted from reading it.

IT IS PROPOSED BY councillor Thomas Lavalée

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of May 13th, 2019.

4. QUESTION PERIOD

In accordance with article 150 of the *Quebec Municipal Code*, this council meeting includes a question period during which those present may put oral questions to council members.

Mayor Brent Montgomery invites citizens present to ask questions if interested in certain topics.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

End of the presence of commissionaires at the entrances to Base Valcartier:

As of June 1st, 2019, there will no longer be commissionaires in service at the three entrances to Base Valcartier. Speed bumps will be installed in order to slow the speed of drivers. For the gate located on Boulevard Valcartier, it will be open from 5:30 am to 10 pm.

6. NOTICES OF MOTION AND BY-LAWS

03-06-19

6.1. Adoption of by-law No. 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

Considering that a Notice of Motion for this By-Law was given during this meeting, being May 13th, 2019;

Considering that a copy of the project by-law was submitted to Council members at the latest 72 hours before the meeting and that all members present declare having read the project by-law;

Considering that the Secretary-Treasurer mentioned the object of the said project by-law and its scope forthwith;

WHEREAS the municipalities have manifested the willingness to adopt a harmonized By-law on Public Safety and the Protection of Persons and Property to facilitate its application by the Sûreté du Québec;

WHEREAS pursuant to the agreement concerning the provision of police services by the Sûreté du Québec on the territory of the MRC, the MRC must ensure the standardization of the municipal regulations relating to peace, good order and public security in local municipalities, insofar as local particularities will allow;

WHEREAS the municipalities of the MRC participated in the development of the draft harmonized regulation in collaboration with the Sûreté du Québec and the MRC;

WHEREAS it was agreed that no provision in this by-law may be repealed or amended by a local municipality without regional consultation to maintain its harmonization;

WHEREAS a municipality may, however, adopt complementary regulations on the same subjects as this harmonized by-law without these being inconsistent or less restrictive than the provisions appearing in this by-law;

WHEREAS any complementary by-laws that would be passed by the municipality will be under municipal officers' responsibility;

WHEREAS the present harmonized regulation will be revised if necessary after regional consultation and that any request for modification must be addressed to the Sûreté du Québec to the person responsible for the detachment of the MRC de La Jacques-Cartier so that the latter informs the MRC to ensure to maintain its harmonization;

WHEREAS copies of the project by-law were made available to the public for consultation at the beginning of the meeting;

IT IS PROPOSED BY councillor Thomas Lavalée

SECONDED BY councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To adopt by-law No. 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property.

7. ADMINISTRATION

04-06-19

7.1 Designation of Municipal Inspector

IT IS PROPOSED BY councillor Shelley MacDougall

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To name Stacy Gagné as Municipal Inspector for the Saint-Gabriel-de-Valcartier Municipality for a probationary period of three months, after which he will be eligible for a permanent position.

05-06-19

7.2 Renewal of group insurance for employees

Following an analysis and recommendations presented by Charles Angers from the firm *Avantages sociaux intégrés*

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To renew the group insurance for the employees of the Saint-Gabriel-de-Valcartier municipality with Humania for the period of June 1st, 2019 to May 31st, 2020, and this, in the amount of \$20,291.00 payable by the employer, being the municipality of Saint-Gabriel-de-Valcartier.

7.3 July sitting of council

06-06-19

IT IS PROPOSED BY councillor David Hogan
SECONDED BY councillor Raymond Bureau
AND UNANIMOUSLY RESOLVED:

To hold the regular session of council for the month of July on Monday, July 8th, 2019 because of the Canada Day holiday.

7.4 Membership in a Workplace Health and Safety Mutual Program

This subject will be treated at an ulterior sitting of council since the dossier is incomplete.

8. FINANCE

07-06-19

8.1 Accounts payable for the month of May

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of May 2019;

WHEREAS the members had the opportunity to ask questions;

WHEREAS budgetary credits necessary to cover the monthly expenses are available, as certified by the Secretary-Treasurer;

IT IS PROPOSED BY councillor Shelley MacDougall
SECONDED BY councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of May 2019 totalling a sum of \$202,205.17 which is annexed to this resolution to form an integral part thereof.

08-06-19

8.2 Acceptance of financial statements for the period ending December 31st, 2018

IT IS PROPOSED BY councillor Raymond Bureau
SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To accept the financial statements as prepared by the firm Pricewaterhouse Coopers for the year ending on December 31st, 2018.

8.3 Highlights of financial report for 2018

In accordance with Article 176.2.2 of the Quebec Municipal Code, at this regular meeting of the municipal council of June 3, 2019, the Mayor reports highlights of the financial report and the report of the external auditor, for the fiscal year ending December 31, 2018, as verified by the professional accounting firm PricewaterhouseCoopers LLP/srl/LLP. This report is available on the Municipality's website.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of May 2019

A total of thirteen (13) calls were received during the month of May 2019:

4	Medical
0	Accident
2	Fire alarm
3	False alarm

3	Miscellaneous
1	Public Works – emergency

09-06-19

Mise à jour de la liste des membres du Service de sécurité incendie de Saint-Gabriel-de-Valcartier :

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To approve the addition of the following persons to the list of members for the Saint-Gabriel-de-Valcartier Fire Safety Service, and this, as of May 15th, 2019:

Bouché, Grégory	Fireman in training
Boyd, Chloe	Fireman in training
Lavallee, Emma	First responder in training
Lebel-Piché, Audrey	First responder in training
Stairs, MacKenzie	Fireman and First responder in training

09-06-19A

Approval and authorization of signature – Intermunicipal agreement to furnish fire prevention services – Municipality of Saint-Gabriel-de-Valcartier and the City of Shannon:

WHEREAS the Municipality and the City of Shannon wish to sign an intermunicipal agreement to share services and resources for fire prevention;

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To approve and authorize the signature of an intermunicipal agreement to furnish fire prevention services – City of Shannon and Municipality of Saint-Gabriel-de-Valcartier;

To authorize the Director general Mrs. Joan Sheehan to sign and transmit all related documents.

Reimbursement of equipment purchased as part of the PLIU program:

The Ministry of Public Security reimbursed the equipment purchased by the Municipality under the PLIU program. The amount is \$ 36,129.50 instead of \$ 40,219.00 as net taxes are not refunded.

Sûreté du Québec cadets:

The Sûreté du Québec cadets have returned since June 2nd. During this 9th season they will ensure a presence and surveillance in neighborhoods and parks, will participate in local events and take part in community relation activities.

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the Person Responsible for Public Works – Mr. Dany Laberge

Mr. Dany Laberge gives a verbal report of the Public Work’s activities. Here are the main subjects:

Emptying of septic waste installations:

The emptying of septic waste installations on the territory of the Municipality for permanent dwellings will be held on a period of 7 weeks and will end during the week of July 15th.

Water meters:

The installation of water meters in farms, businesses and institutions connected to the aqueduct network should begin during the week of May 20th. The works were delayed by the contractor MG2 Énergie.

Warehouse grounds 1733B:

The landscaping of the warehouse located at 1733B will be completed at the end of June. The work includes deforestation to expand the storage space and parking that will be used if necessary.

Major aqueduct breaks on Boulevard Valcartier:

Two major watermain breaks were discovered while repairing a fire hydrant during the month of May on Boulevard Valcartier, in close proximity to rue Charles and chemin du Lac. Repair works were carried out during the night to minimize impacts on the population in this sector.

Request for signage in the Domaine des Plateaux sector:

It was brought to the attention of the Municipality that residents in the Domaine des Plateaux sector are concerned about safety in their area because the speed limit on the streets is not respected. The citizens of this sector proposed to install stops at the two intersections of rue du Sous-Bois to slow down traffic. This new signage will be installed in the week of June 3rd. Two additional panels in the middle of the street will also be installed: in front of the park and at the top of the rue des Plateaux.

Modification of the speed limit on Mountain View:

IT IS PROPOSED BY councillor Maureen Bédard

SECONDED BY councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To reduce the speed limit from 50km/h to 30 km/h given the narrowness of the road and its configuration (curves and steep hills).

10.2 Requests for maintenance of private streets open to public

A motion from the representatives of rue Charles riparian owners was received on August 28, 2018. The application was analyzed and found to comply with municipal policy currently in force.

IT IS PROPOSED BY councillor Shelley MacDougall

SECONDED BY councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

That the Municipality proceed to the summer maintenance of rue Charles as requested according to the Policy relative to the Maintenance of private streets open to the public currently in force. These maintenance works were approved by 83% of the proprietors concerned and will be billed with a sector tax on the municipal tax bill.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of May 2019

Twenty-three (23) permits were issued during the month of May 2019:

2	New residences
3	Residential extensions
3	Renovations
11	Accessory buildings
3	Pools
1	Fence

11.2 Report from the Municipal Inspector

Conference on domestic composting:

A conference on domestic composting will be held at the Community Center on Wednesday, June 5th, 2019. To date, 66 people have signed up.

12-06-19

11.3. Conditional usage – lots 2 196 997, 2 197 002, 3 358 692 et 6 105 365

A public consultation concerning a conditional use request with conditions was held before the regular session of council at 7:00 pm. The Mayor, Brent Montgomery welcomed those present and then invited the Urbanist and Municipal Inspector Mr. Christian Côté to present the request:

Were present:

The Mayor and six (6) municipal Councillors;

The promoter's agent, Mr. Norman McKinley, Mrs. Michèle St-Arnaud, location manager and Mr. Gilles Perreault, Director of production.

As well as thirty residents of the Municipality.

The promoter wants to build a temporary film set of setting for shooting a television series. The location chosen is in a wooded location to create a suitable setting for the series. The sets will be mainly built in factory and transported in detached parts to be assembled on the site. On the other hand, filming begins with 15 consecutive days and thereafter 3 to 4 days every two weeks. Shooting takes place between July and November 2019. After the use of the filming site, the site will be rehabilitated with the complete dismantling of the installations.

After the presentation of the project, no questions were asked concerning the application of conditions.

The members of council examined the request and, therefore, the following resolution was adopted:

WHEREAS the lots have a surface area of 2 147 173,8 square metres;

WHEREAS the lot is located in the H-13 zone;

WHEREAS the land is vacant;

WHEREAS the lot to the north is a sand pit;

WHEREAS the lot to the south is residential;

WHEREAS the lot to the east is a residence;

WHEREAS the west part is vacant and forested;

WHEREAS the lot 6 105 365 is partly deforested and the project would be implanted in this area;

WHEREAS the project is temporary for a period of one year and will be used for filming between the months of July and November 2019;

WHEREAS the project is in a wooded environment;

WHEREAS measures will be taken for the control and management of security during the construction period as well as for the temporary usage.

The conditions of the project:

1. Temporary project for a period of one year, construction in June and July and filming from July to November 2019;
2. The project will be admissible for renewal with a usage extension request;
3. All buildings and constructions will be done without foundations;
4. The project shall be contained within the surface areas illustrated in the plan with the documents submitted with the request;
5. Plans and temporary constructions must respect construction standards in force for this type of construction;
6. Filming schedule from 5:30 am to 7 pm. Some night scenes are planned from 5 pm to 5:00 am;
7. Construction schedule 6 :30 am to 7 pm;

8. One single access point with a security fence which will be moved forward to the road while leaving space to park a truck at the entrance;
9. Permanent surveillance of the grounds will have to be assured (physical presence of a person during activities and camera surveillance during inactive periods);
10. An emergency plan will have to be submitted to the Municipality and be accepted by the Municipality before the works begin;
11. No clearcutting of the existing woodlot permitted;
12. Permanent presence of a medical service while filming;
13. A communication plan must be submitted to the Municipality for acceptance and all adjacent landowners must be met and informed of the progress of activities or specific events;
14. A detailed plan of the installations must be submitted to the Municipality for approval before the beginning of the works;
15. The developer must submit to the Municipality all liability insurance certificates for both the construction and the operation of the site
16. The promoter undertakes to respect the weight for Clark's Bridge (linking Valcartier Boulevard and Redmond Road);
17. The promoter will have to manage all the waste produced on the site. Garbage containers should not be visible from the street and neighbouring properties;
18. This temporary use may be renewed. Additional requirements may be requested following the first year of operation;
19. At the end of the work, the restoration of the site is mandatory. The promoter must submit a letter of commitment to the Municipality for this purpose.
20. During all works and filming operations, the promoter undertakes to designate a person in authority to receive all requests from the Municipality.

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To accept the conditional use request for lots No. 2 196 997, 2 197 002, 3 358 692 and 6 105 365 of the official Saint-Gabriel-de-Valcartier cadastre, and this, according to the recommendations of conditions made to the Municipal Council by the UCC.

11.4 Designation of members for the Urban Consulting Committee for a 2-year mandate

WHEREAS Article 2.3 of the By-law No. 171 constituting an Urban Consulting Committee (UCC) stipulates that the Committee be composed of two (2) members of council and three (3) residents of the Municipality;

WHEREAS these persons are named by the Council by resolution;

WHEREAS the mandates for the Urban Consulting committee members will expire on June 30th, 2019;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

De nommer pour un mandat de deux (2) ans en tant que membre du comité consultatif d'urbanisme pour les personnes suivantes :

- Mrs. Maureen Bédard, councillor
- Mr. Raymond Bureau, councillor
- Mr. Richard Leblanc, resident
- Mr. André Leduc, resident
- Mr. Charles Légaré, resident

The members of council wish to thank David Hogan, councillor, for his implication with the Urban Consulting Committee since 2011.

12. RECREATION, CULTURE AND COMMUNITY LIFE

12.1 Report from the Sports and Recreation Director – Mrs. Pamala Laberge

Mrs. Laberge submitted her report to the Director General before the meeting. Here is a summary:

Municipal Library:

The TD Reading Club launch will be held on June 15th from 2 :00 to 4:00 pm. This activity is very popular among our young readers.

Public Market:

The Public Market will begin on June 27th.

14-06-19

12.2 Awarding of contract for the transportation for the 2019 Summer Playground

WHEREAS as a transport service for the 2019 Summer Playground program will be required;

IT IS PROPOSED BY councillor Maureen Bédard

SECONDED BY councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To award the contract for a transport service for the 2019 Summer Playground for the period of July 2nd to August 9th, 2019 to Transport Richard Picard enr. For the price and sum of \$14,995 plus taxes considering the quality of this service for the past several years. It is to be noted that the price was submitted based on similar services rendered in 2018. An adjustment could be required according to the final number of registrations or if the trajectory has to be modified.

15-06-19

12.3 Municipal skating rink project – results of the opening of bids

The opening of bids for the construction of an outdoor refrigerated skating rink project and phase 1 of the project was held on May 24th, 2019 at 1:30 pm in the presence of Brent Montgomery, Mayor, Maureen Bédard, councillor, Thomas Lavallee, councillor, Joan Sheehan, Director General, Heidi Lafrance, Assistant Director General and Rosalie Lemay, representative for the company Deric Construction.

Only one bid was received:

CONTRACTOR	Taxes included
Deric Construction	\$2,205,756.28

WHEREAS the price submitted largely surpasses the budget for this project, which was estimated at 1,2 million by the engineer;

IT IS PROPOSED BY councillor Raymond Bureau

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED

To reject the bid and re-examine this dossier to return to a call for bids in the near future.

For the 2019-2020 winter season, the rink boards purchased in 2017 for this project will be temporarily installed at the rink’s current location.

13. MRC AND REGIONAL DOSSIERS

The Mayor Brent Montgomery informed the members of Council that the last session of the Council of Mayors was held at the MRC on May 15th, 2019. Here is a summary of the meeting:

- A grant of \$ 6850 to Saint-Gabriel-de-Valcartier for a project of animated public readings of ancient texts, and, as part of the cultural development agreement 2017-2020.
- A grant of \$ 1,000 for the 2019 Public Market.
- The MRC will proceed to the publication of a call for bids for the tax evaluation service for and in the name of the local municipalities for the period of January 1st, 2020 to December 31st, 2024.

The next session of the Council of Mayors will be held on June 19th, 2019, at 7 p.m. at the MRC de la Jacques-Cartier Complex in Shannon. All interested persons are invited to attend.

Ville de Shannon – By-law 600-18:

In accordance with the Planning and Development Act, the City of Shannon has submitted a copy of By-law 600-18 adopted on April 1st, 2019 - Shannon City Master Plan repealing and replacing By-law 348 and its amendments.

14. OTHERS

No subjects were treated this month.

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the Mayor declared the meeting closed at 8:40 pm.

Brent Montgomery
Mayor

Joan Sheehan
Director General
Secretary-Treasurer