



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local municipal council held on Monday, **July 8th, 2019** in the Saint-Gabriel-de-Valcartier municipal hall in accordance with the provisions of the Municipal Code for the province of Quebec.

Present:

Mayor: Brent Montgomery
Councillors: Maureen Bedard
Raymond Bureau
David Hogan
Thomas Lavallee
Shelley MacDougall
Dorothy Noël

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

Also present:

Director-General and
Secretary-Treasurer: Joan Sheehan
Assistant Director General and
Secretary Treasurer: Heidi Lafrance
Person responsible for Public Works,
buildings and parks: Dany Laberge
Municipal Inspector: Stacy Gagné

1. OPENING OF THE MEETING

At 7:30 p.m., the Mayor declared the meeting opened.

2. ACCEPTANCE OF THE AGENDA

01-07-19

IT IS PROPOSED by Councillor Shelley MacDougall

SECONDED by Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below with the addition of points **8.2 "Request for financial assistance for the Ironman World Championship"** and **9.2 "Agreement on the operation of a Level 3 first responders service"**.

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of June 3rd, 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. Designation of designated officials: By-law no 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property
- 7. Administration**
 - 7.1. Membership in a Workplace Health and Safety Mutual Program
- 8. Finance**
 - 8.1. Accounts payable for the month of June 2019
- 9. Public Security**
 - 9.1. Activity report from CAUCA for June 2019
- 10. Public Works and Hygiene**
 - 10.1. Report from the Person Responsible for Public Works

- 10.2. Awarding of contract for the removal and replacement of a section of the wooden decking of Clark's Bridge
- 10.3. Call for bids - contract for the winter maintenance of public roads and contract for the winter maintenance of certain municipal and private streets

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of June 2019
- 11.2. Report from the Municipal Inspector
- 11.3. Consent of officials responsible for the administration of Interim Control By-law 2019-91
- 11.4. Minor derogation – lot 2 196 465

12. Recreation, Culture and Community Life

- 12.1. Report from the Sports and Recreation Director

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-07-19

3.1 Regular meeting of June 3rd, 2019 and Public Consultation

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

IT IS PROPOSED BY councillor Thomas Lavallee

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of June 3rd, 2019.

4. QUESTION PERIOD

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

Mayor Brent Montgomery invites the citizens present to ask questions concerning topics of interest to them.

5. GENERAL CORRESPONDANCE AND FOLLOW-UP OF PREVIOUS MEETINGS

Quebec Gas Tax and Contribution Program 2019-2023 (TECQ):

In a letter dated June 21, 2019, the Minister of Municipal Affairs and Housing, Mrs. Andrée Laforest, informed the Municipality that it would receive \$1,517,822 over five years under the TECQ Program.

6. NOTICES OF MOTION AND BY-LAWS

03-07-19

6.1. Designation of designated officials: By-Law No. 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

CONSIDERING the adoption of By-Law No. 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property;

CONSIDERING that the appointment of civil servants for the application of such regulations must be made by resolution of council;

IT IS PROPOSED BY councillor David Hogan

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To appoint the following persons to apply By-Law No. 223 Harmonized Regulations on Public Safety and the Protection of Persons and property:

- The municipal inspector;
- The person responsible of Public Works, buildings and parks;
- The Director of the Fire Safety Service;
- The Assistant Director of the Fire Safety Service;
- The Fire Safety Service Preventionist.

In accordance with Article 1.2.3 "Designation" in the Regulation where a power, authority, jurisdiction or responsibility is assigned to a designated official or any other it must be interpreted that this power, authority, jurisdiction or responsibility is also devolved to the substitutes of those authorized persons.

7. ADMINISTRATION

7.1 Membership in a Workplace Health and Safety Mutual Program

After analyzing a proposal from another company, it was decided to continue with Morneau Shepell as the competitor's service offer was not comparable to the service currently received over the last 11 years.

8. FINANCE

04-07-19

8.1 Accounts payable for the month of June 2019

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

WHEREAS the members of council had the opportunity to ask their questions;

WHEREAS the budgetary credits needed 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 June 2019 list of accounts payable totaling \$241,698.25, which is annexed to this resolution to form an integral part thereof.

05-07-19

8.2 Request for financial assistance for the Ironman World Championship

Councillor Raymond Bureau informed the members of council that he is the spouse of Caroline Longchamp, a resident who is asking the Municipality for financial support, and therefore refrained from any discussion on the matter.

In a letter dated July 8, 2019, resident Caroline Longchamp asked the Municipality for financial support to participate in the Ironman World Championship (triathlon competition) to be held in Nice, France on September 7, 2019.

IT IS PROPOSED BY councillor Dorothy Noel

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To award a financial contribution of \$1,000 to Caroline Longchamp for the Ironman World Championship to be held in Nice, France on September 7, 2019.

9. PUBLIC SAFETY

9.1 CAUCA activity report for the month of June 2019

A total of sixteen (16) calls were received during the month of June 2019:

9	Medical
2	Accident

0	Fire alarm
2	False alarm
2	Various
1	Public works - emergency

06-07-19

9.2 Agreement on the operation of a Level 3 first responder service

WHEREAS for the purpose of setting up a first responder service (hereafter called PR) on its territory, the CIUSSS of the National Capital must enter into an agreement with the Municipality in accordance with section 38 of the Services Act (RLQ, Chapter C-69, hereafter called LSPU);

WHEREAS the above-designated service must be accredited by the CIUSSS of the National Capital in accordance with Section 38 of the LSPU;

WHEREAS the Municipality wishes to maintain the Level 3 PR service established on its territory in accordance with the LSPU;

WHEREAS the above-designated service is accredited by the CIUSSS of the National Capital in accordance with Section 38 of the LSPU;

WHEREAS the National Capital CIUSSS must recognize, based on national standards established by the Ministry of Health and Social Services (hereafter called Minister), organizations that can provide PR training;

WHEREAS the CIUSSS of the National Capital wishes to standardize the agreements and memorandums of understanding reached with municipalities in its territory regarding the implementation and operation of PR services;

WHEREAS a PR, under the exclusive condition of the Health Communication Centre, provides a person whose condition requires the required first responder stabilization assistance in accordance with the Clinical Intervention Protocols for first responders, developed for this purpose by the Minister and corresponding to the level of training he recognizes;

IT IS PROPOSED BY councillor Dorothy Noel

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To authorize Mayor Brent Montgomery to sign the Agreement for and on behalf of the Municipality regarding the operation of a Level 3 First Responder Service. The purpose of the agreement is to define how PR Level 3 services operate, the quality standards that must be met, the funding terms, if any, and the terms of reimbursement of expenses deemed eligible, the terms of the accountability as well as the cases, conditions and circumstances for which either Party may terminate the agreement. More specifically, this agreement aims to define the respective obligations and rights of the Parties with respect to the training required to maintain the Municipality's Level 3 PR accreditation including any training that would be required, notably as a result of an amendment to the Clinical Intervention Protocols for First Responders (PIC-PR).

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the person responsible for Public Works - Mr. Dany Laberge

Mr. Dany Laberge reports on the activities of the Public Works Department. Here are the main topics:

Water meters:

The installation of water meters in farms, businesses and institutions fed by the aqueduct system is complete. The work was carried out by the contractor MG2 Energy.

Walking trail:

The extension is scheduled to open in early August. The paving and lighting will take place in a later phase.

Stabilization of the banks of the Jacques Cartier River on Redmond Road:

Due to the spring flood in the Jacques Cartier River, a section of riverbank along Redmond Road was eroded by the current. Signs of settlement began to appear in the shoulder of Redmond Road for a distance of a few dozen metres. In order to prevent this situation from worsening, the Municipality has enlisted the services of a professional firm to explore the various possible avenues that will help to secure the stability of Redmond Road. Given the number of stakeholders in this matter and the painstaking process for shoreline work, Mr. Laberge informed the members of the council that he would make a temporary repair to solidify the shoulder.

Replacement of culverts on Caroline Street:

In February 2019, the Municipality awarded a contract to Stantec for the preparation of plans and specifications, cost estimates, tendering process and bid analysis for the replacement of the Caroline Street culvert. The tender documents were submitted to the Municipality for comment on July 8, 2019. A public tender will be launched in the coming weeks for the work to be completed in September 2019.

Mowing of roadsides:

The mowing of roadsides will be performed during the week of July 15, 2019.

07-07-19

10.2 Awarding of contract for the removal and replacement of a section of the wooden decking on Clark’s Bridge

As a result of a request for bids to replace a section of the Clark’s Bridge wooden decking, no bids were received.

The following contractors were invited to submit a bid:

- Construction BSL inc.
- Parko slabs
- Deric Construction
- Raymond Robitaille Excavation

It is concluded to request bids for this project and to evaluate the possibility of not going to bid as the project amount involves an expense of less than \$58,000, including taxes.

08-07-19

10.3 Call for bids - contract for the winter maintenance of public roads and contract for the winter maintenance of certain municipal and private streets

WHEREAS contracts for the winter maintenance of public roads and contract for the winter maintenance of certain municipal and private streets are completed;

IT IS PROPOSED BY councillor Thomas Lavallee

SECONDED BY councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To conduct a call for bids for winter maintenance of public roads for the 2019-2020 winter season with an option for winter seasons 2020-2021 and 2021-2022;

AND to conduct an call for bids for the winter maintenance of certain municipal and private streets for the 2019-2020 winter season with an option for the 2020-2021 and 2021-2022 winter seasons.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued for the month of June 2019

A total of nineteen (19) permits were issued for June 2019:

2	New residences
1	Residential expansion
2	Renovations
6	Complementary buildings
1	Demolition/displacement

4	Septic installations
2	Wells
1	Backfill

11.2 Report from the Municipal Inspector

Temporary conditional use request - lot 2,196,997, 2,197,002, 3,358,692 and 6,105,365 - Set Décor - Barkskins:

Construction and preparation work for filming is carried out according to the conditions stipulated. Regular visits to the site are carried out by the Municipal Inspector.

09-07-19

11.3. Consent to the officials responsible for the administration of Interim Control By-law 2019-91

WHEREAS Resolution No. C-2019-26 of March 27, 2019 of the Quebec Metropolitan Community appointing as official responsible for the administration of Interim Control By-law No. 2019-91 to enact new standards for interventions watersheds of drinking water intakes of the Saint-Charles River and the Montmorency River, as well as its amendments, the municipal inspectors for the Municipality of Saint-Gabriel-de-Valcartier;

WHEREAS the council consents to the designation made by the Quebec Metropolitan Community for the administration of Interim Control By-law No. 2019-91 and its amendments, as permitted by *the Act Respecting Land Use Planning and Development* (RLRC, c.A-19.1);

AS A RESULT,

IT IS PROPOSED by councillor David Hogan

SECONDED by councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

THAT the council consent to the designation of the municipal inspectors for the Municipality of Saint-Gabriel-de-Valcartier for the administration of interim control by-law No. 2019-91 and its amendments.

10-07-19

11.4 Minor derogation - lot 2,196,465

This minor derogation is to confirm the issuance of a permit for a future construction of a commercial building where the rear margin of the building would be 2 m from the property line instead of 7.5 m according to the by-law currently in force.

IT IS PROPOSED by councillor David Hogan

SECONDED by councillor Dorothy Noel

AND UNANIMOUSLY RESOLVED:

To accept the request for a minor derogation for lot 2,196,465 of the official land registry of Saint-Gabriel-de-Valcartier in order to confirm the issuance of the future building permit with a rear setback 2 m from the property line instead of 7.5 m , as recommended by the CCU.

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 General Director prior to the meeting.

Here is a summary:

Financial assistance for Cultural program:

In May, the Historical Committee submitted an application to the MRC de La Jacques-Cartier as part of the "Cultural Development Agreement and Regional Cultural Fund" financial assistance program for a project, to be carried out by the Quebec Conservation

Centre, to restore an ancient map dating from 1896. The Municipality was awarded \$3,000 in funding for this project.

Summer Playground:

The Summer Playground Program began with a total of 249 registrations and 22 animators. The activities are going very well.

Heritage Celebration 2019:

The Heritage Celebration 2019 was held in Sainte-Catherine-de-la-Jacques-Cartier on June 15 and 16. The Mayor wishes to congratulate the organizing committee, among others, Pamala Hogan, Director of the Sports and Recreation Department and Mr. Dany Laberge, responsible for Public Works, who both helped to ensure the success of this event.

13. MRC AND REGIONAL DOSSIERS

Mayor Brent Montgomery informed members of council that the last meeting of the MRC Council of Mayors was held on June 19, 2019.

Here is a summary of the meeting.

- **Quebec City Tourism Office:** The MRC de la Jacques-Cartier has applied for a \$21,000 grant for the regional cycling path project between the Municipality of Saint-Gabriel-de-Valcartier and the Municipality of Lac Delage.

The next Meeting of the Council of Mayors will be held on August 28, 2019 at 7 p.m. at the MRC de la Jacques-Cartier complex in Shannon. Anyone interested is invited to attend.

14. OTHERS

The following items are added to the agenda:

- 8.2 Request for financial assistance for the Ironman World Championship
- 9.2 Agreement on the operation of a Level 3 first responder service

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the Mayor declared the meeting adjourned at 8:30 p.m.

Brent Montgomery
Mayor

Joan Sheehan
General Director
Secretary-Treasurer