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|  | **Regular session** of the local municipal council held on **Monday, September 9th, 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:  Councillors:  Absences: | | Brent Montgomery  David Hogan  Thomas Lavallee  Shelley MacDougall  Dorothy Noël  Maureen Bédard  Raymond Bureau | |
|  | Forming a quorum under the presidency of the Mayor Brent Montgomery. | | | |
|  | Also present:  Director-General and Secretary-Treasurer:  Assistant Director General and Secretary Treasurer:  Person responsible for Public Works, buildings and parks:  Municipal Inspector: | | Joan Sheehan  Heidi Lafrance  Dany Laberge  Stacy Gagné | |
|  | **1. CALL TO ORDER OF THE MEETING** | | | |
|  | The Mayor called the meeting to order at 7:30 p.m.  At 7:15 p.m., a public consultation was held regarding the following subjects:  6.1 Adoption of By-law No. 224 modifying By-law No. 148 concerning zoning  6.2 Adoption of By-law No. 225 modifying By-law No. 154 relative to Site Planning and | | | |
|  | **2. ACCEPTANCE OF THE AGENDA** | | | |
| 01-09-19 | IT IS PROPOSED BY councillor Shelley MacDougall  SECONDED BY councillor David Hogan  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**    1. Regular meeting of August 5th, 2019 4. **Question period** 5. **General correspondence and follow-up of previous meetings** 6. **Notices of motion and By-laws**    1. Adoption of By-law No. 224 modifying Zoning By-law No. 148    2. Adoption of By-law No. 225 modifying By-law No. 154 relative to Site Planning and Architectural Integration Programs 7. **Administration**    1. Municipal Inspector – permanent position    2. Christmas Cocktail for staff and volunteers 8. **Finance**    1. Accounts payable for the month of August 2019 9. **Public Security**    1. Activity report from CAUCA for August 2019 10. **Public Works and Hygiene**     1. Report from the Person Responsible for Public Works     2. Awarding of contract for the winter maintenance of public roads - public tender     3. Awarding of contract for the winter maintenance of certain municipal and private streets – tender by invitation     4. Awarding of contract for the replacement of culvert on rue Caroline     5. Awarding of contract for the removal and replacement of the Clark Bridge wood deck section 11. **Urbanism and Environment**     1. Report of permits issued during the month of August 2019     2. Report from the Municipal Inspector 12. **Recreation, Culture and Community Life**     1. Report from the Sports and Recreation Director 13. **MRC and regional dossiers** 14. **Others** 15. **Closing of the meeting** | | | |
|  | **3. ADOPTION OF MINUTES** | | | |
| 02-09-19 | 3.1 Regular meeting of August 5th, 2019 The members of the 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 Dorothy Noël  SECONDED BY mayor Brent Montgomery  AND UNANIMOUSLY RESOLVED:  To adopt and sign the minutes of August 5th, 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 CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS** | | | |
|  | ***Dossier 422872 – Request of exclusion to the Commission de protection du territoire agricole on part of lots 2 196 882 and 4 396 680 for the development of Phase 4 of the Domaine Saint-Gabriel as well as part of lot 3 693 496 for the development of Phase 3 of the Villas Saint-Gabriel project include inside the protected agricultural zone :***  In a correspondence received on August 20th, 2019, the CPTAQ forwarded a summary of the request and a preliminary orientation. The Commission considers that the request should be rejected based on Article 65.1 of the Act respecting the protection of the territory and agricultural activities.  In a letter dated September 6th, 2019, the promoter of this project, McKinley Construction Inc., asked the Municipality to sollicit a public meeting with the CPTAQ topresent the dossier and rectify certain éléments of the preliminary orientation. This request for a public meeting will be forwarded to the *Commission de protection du territoire agricole.*  ***Sûreté du Québec – Open house for elected officials:***  An open house will be held at the Sûreté du Québec on September 25th, 2019 to demonstrate to all elected and municipal officials the operational capacity of the Sûreté and also mark the 40th anniversary of the Léon Lambert building (Québec City Headquarters).  ***Annual report from the*** ***Corporation du bassin de la Jacques-Cartier:***  The CBJC’s annual report is available on their website. | | | |
|  | **6. NOTICES OF MOTION AND BY-LAWS** | | | |
| 03-09-19 | A public consultation concerning By-laws No. 224 and 225 preceded the regular sitting of council at 7:15 p.m. The Mayor Brent Montgomery welcomed the people present and then invited the Municipal Inspector, Mr. Stacy Gagné, to present the By-laws.  *Were present:*  The Mayor and four municipal councillors;  As well as two residents of the Municipality.  **6.1 Adoption of By-law No. 224 modifying Zoning By-law No. 148**  Whereas a Notice of Motion for this by-law was given forthwith, on August 5th, 2019;  Whereas a draft By-law No. 224 modifying Zoning By-law No. 148 was given at the regular sitting of council held on August 5th, 2019;  Whereas a copy of the by-law was transmitted to the members of the council by the latest 72 hours before the meeting and that all members present declare having read the draft By-law;  Whereas the Secretary Treasurer mentioned the purpose of the said draft by-law and its scope: Any main construction must be served by a vehicular access allowing direct access to the land where it is located, from the street in front of this land.  Whereas copies of the draft by-law were made available to the public for consultation at the beginning of this session;  IT IS PROPOSED BY councillor Thomas Lavallee  SECONDED BY councillor David Hogan  AND UNANIMOUSLY RESOLVED:  To adopt By-law No. 224 modifying Zoning By-law No. 148. | | | |
| 04-09-19 | **6.2 Adoption of By-law No. 225 modifying By-law No. 154 relative to Site Planning and Architectural Integration Programs**  Whereas a Notice of Motion of this by-law was given at the present sitting of the council, August 5th, 2019;  Whereas a draft By-law No. 225 modifying By-law No. 154 relative to Site Planning and Architectural Integration Programs was given at the regular sitting of council held on August 5th, 2019;  Whereas a copy of the present draft by-law was transmitted to the members of the council at least 72 hours before this session and all members declare having read it;  Whereas the Secretary Treasurer mentioned the purpose of the said draft by-law and its scope: To add objective No. 4 concerning the implantation of a vehicular access way, that said access is safe, maintained at all time and allow circulation of emergency vehicles and the addition of evaluation criteria in regard to driveways and alley ways.  Whereas copies of the draft by-law were made available to the public for consultation at the beginning of this session;  IT IS PROPOSED BY councillor David Hogan  SECONDED BY councillor Dorothy Noël  AND UNANIMOUSLY RESOLVED:  To adopt Draft By-law No. 225 modifying By-law No. 154 relative to Site Planning and Architectural Integration Programs. | | | |
|  | **7. ADMINISTRATION** | | | |
| 05-09-19 | **7.1 Municipal Inspector – permanent position**  WHEREAS Mr. Stacy Gagné has been in position as Municipal Inspector since June 3rd, 2019;  WHEREAS the three-month probationary period has ended;  WHEREAS the Director General recommends that Mr. Stacy Gagné be hired to occupy the full-time permanent position at 35 hours per week as Municipal Inspector.  It is also recommended that the services of a councillor specialized in urbanism be retained given the complexity of certain dossiers.  IT IS PROPOSED BY councillor Thomas Lavallee  SECONDED BY councillor Shelley MacDougall  AND UNANIMOUSLY RESOLVED:  To name Mr. Stacy Gagné as Municipal Inspector for a permanent position. | | | |
| 06-09-19 | **7.2 Christmas Cocktail for staff and volunteers**  IT IS PROPOSED BY councillor Dorothy Noël  SECONDED BY councillor David Hogan  AND UNANIMOUSLY RESOLVED:  To hold the annual Christmas cocktail for employees and volunteers on Thursday, December 5th, 2019 at 6 pm in the Valcartier Community Center. | | | |
|  | **8. FINANCE** | | | |
| 07-09-19 | **8.1 Accounts payable for the month of August 2019**  WHEREAS the Secretary-Treasurer submitted, for approval from the members of the council, the list of accounts payable for the month of August 2019;  WHEREAS the members of the 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 Dorothy Noël  AND UNANIMOUSLY RESOLVED:  To adopt the August 2019 list of accounts payable totalling $170,392.72, which is annexed to this resolution to form an integral part thereof. | | | |
|  | **9. PUBLIC SECURITY** | | | |
|  | **9.1 CAUCA activity report for August 2019**  A total of fifteen (15) calls were received during the month of August 2019:   |  |  | | --- | --- | | 6 | Medical | | 2 | Accident | | 1 | Fire alarm | | 3 | False alarm | | 3 | Various | | 0 | Public Works - emergency | | | | |
|  | **10. PUBLIC WORKS AND HYGIENE** | | | |
|  | **10.1 Report from the Person Responsible for Public Works – Mr. Dany Laberge**  Mr. Dany Laberge gave a verbal report of the Public Works Department’s activities.  ***Damage to municipal roadsides caused by heavy rains:***  Because of heavy rainfalls, erosion problems are occurring on roadsides and sediment is washed onto the road. To avoid this problem, the members of council have accepted to mandate an engineering firm to study the problem areas and make recommendations. Works will be carried out in 2020 to correct these situations.  ***Government of Canada Skills Link Program – Vallée Jeunesse:***  The Skills Link Program is a component of the Government of Canada's Youth Employment Strategy (YES). Through funding of organizations, the Skills Link program helps youth overcome barriers to employment, develop a broad range of skills and knowledge in order to participate in the current and future labour market and to promote education and skills as being key to labour market participation.  As part of this program, three young *Vallée Jeunesse* students will do an internship at the Public Works Department. The hours of work will be 16 hours per week per student reimbursed at 50% for a period of 14 weeks. The hourly rate is $ 12.50 / h. | | | |
| 08-09-19 | **10.2 Awarding of contract for the winter maintenance of public roads - public tender**  A public call for bids for the winter maintenance of public roads on the territory of the Municipality was published in the Journal de Québec and on SE@O on August 5th, 2019. A bid was submitted and opened on August 29th, 2019 in the presence of the Director General Joan Sheehan and Heidi Lafrance, Assistant Director General. The bid was analyzed and judged conform to tender documents.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Contractor** | **2019-2020**  **Winter season** | **2020-2021**  **Winter season** | **2021-2022**  **Winter season** | **Total**  **(excluding taxes)** | | Transport Eric Monaghan Inc. | 219,026.40 | 233,184.00 | 241,512.00 | 693,722.40 |   IT IS PROPOSED BY councillor Shelley MacDougall  SECONDED BY councillor Dorothy Noël  AND UNANIMOUSLY RESOLVED:  To award a three (3)-year contract to Transport Eric Monaghan Inc. for the 2019-2020; 2020-2021; 2021-2022 winter seasons, and this, for the price and sum of $693,722.40 plus taxes. The Mayor and the Secretary-Treasurer are duly authorized to sign the contract on behalf of the Municipality. | | | |
| 09-09-19 | **10.3 Awarding of contract for the winter maintenance of certain municipal and private streets – tender by invitation**  An invitation to bid for the winter maintenance of certain municipal and private streets including:   * Rue Charles * Rue Julie * Rue des Merisiers * Rue des Bouleaux * Rue des Sources * Rue du Parc * Rue des Pins * Rue Brown * Rue River View   Was sent by e-mail on August 5th, 2019 to Transport Eric Monaghan inc., Excavation Yves Bergeron, Déneigement Clay Boyd, Transport LMA Lapointe and Transport Ronald Murphy inc.  A bid was submitted by Transport Eric Monaghan inc. and opened on August 29th, 2019 at 11:05 am in the presence of the Director General Joan Sheehan and Heidi Lafrance, Assistant Director General and Eric Monaghan, representative for Transport Eric Monaghan. The bid was analyzed and judged conform to tender documents.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Contractor** | **2019-2020**  **Winter season** | **2020-2021**  **Winter season** | **2021-2022**  **Winter season** | **Total**  **(excluding taxes)** | | Transport Eric Monaghan Inc. | 19 873,43 | 21 547,50 | 23 205,00 | 64 625,93 |   IT IS PROPOSED BY councillor Dorothy Noël  SECONDED BY councillor Shelley MacDougall  AND UNANIMOUSLY RESOLVED:  To award a three (3)-year contract to Transport Eric Monaghan Inc. for the 2019-2020; 2020-2021; 2021-2022 winter seasons, and this, for the price and sum of $64,625.93 plus taxes. The Mayor and the Secretary-Treasurer are duly authorized to sign the contract on behalf of the Municipality.  Councillor David Hogan, proprietor on rue des Merisiers, abstained from any discussion concerning this service contract. | | | |
| 10-09-19 | **10.4 Awarding of contract for the replacement of culvert on rue Caroline**  A public call for bids for the replacement of the culvert on rue Caroline on the territory of the Municipality was published in the Journal de Québec and SE@O on July 18th, 2019. Eight (8) bids were submitted and opened on August 26th, 2019 at 3 :05 pm in the presence of Joan Sheehan, Director General, Heidi Lafrance, Assistant Director General, Carolyn McCarthy, administrative assistant and six representatives of different companies having submitted bids.   |  |  |  | | --- | --- | --- | | **Contractor** | **Taxes excluded** | **Taxes included** | | Construction Pavage Portneuf | 329,044.73 | **378,319.18** | | Gilles Audet Excavation | 368,724.00 | **423,940.42** | | Transport L&R Martel | 264,000.00 | **303,534.00** | | Terrassement Latulippe inc. | 395,613.60 | **454,856.74** | | Inter-Cité Construction | 261,553.41 | **300,721.03** | | Entreprises PEB | 316,867.80 | **364,318.75** | | Lafontaine | 297,633.00 | **372,203.54** | | Rochette Excavation | 314,015.00 | **361,038.75** |   IT IS PROPOSED BY councillor Dorothy Noël  SECONDED BY councillor Thomas Lavallee  AND UNANIMOUSLY RESOLVED:  To award the contract for the replacement of the culvert on rue Caroline to the lowest bidder conform to tender documents, this being Inter-Cité Construction in the amount of $261,553.41 plus taxes. The Mayor and Secretary-Treasurer are duly authorized to sign the contract on behalf of the Municipality. These works will be carried out in 2020. | | | |
| 11-09-19 | **10.5 Awarding of contract for the removal and replacement of the Clark Bridge wood deck section**  A call for bids by invitation was sent by e-mail on August 19th, 2019 to Constructions BSL inc., Les Dalles Parko, Deric Construction inc. and Raymond Robitaille Excavation. One bid was submitted and opened on September 9th, 2019 at 11 :05 am in the presence of Joan Sheehan, Director General, Heidi Lafrance, Assistant Director General, Carolyn McCarthy, administrative assistant and Stéphane Soucy, representative for the company Les Dalles Parko. The bid was analyzed and judged conform to tender documents.   |  |  |  | | --- | --- | --- | | **Contractor** | **Option 1**  **Night works** | **Option 2**  **Works without interuptions** | | Les Dalles Parko | 59,000.00 (without taxes)  (8 nights) | 66,000.00 (without taxes)  (4 dayss, 4 nights) |   IT IS PROPOSED BY councillor Dorothy Noël  SECONDED BY councillor David Hogan  AND UNANIMOUSLY RESOLVED:  To award the contract for the removal and replacement of the Clark Bridge wood deck section to the company Les Dalles Parko with option 1 for night works over a period of 8 nights in the amount of $59,000.00 plus taxes. The Mayor and the Secretary-Treasurer are duly authorized to sign the contract on behalf of the Municipality. | | | |
|  | **11. URBANISM AND ENVIRONMENT** | | | |
|  | **11.1 Report of permits issued during the month of August 2019**  A total of sixteen (16) permits were delivered for the month of August 2019:   |  |  | | --- | --- | | 2 | New residences | | 1 | Renovation | | 9 | Accessory building | | 2 | Demolition/move | | 1 | Pool | | 1 | Septic installation | | | | |
|  | **11.2 Report from the Municipal inspector – Stacy Gagné**  No report was submitted this month. | | | |
|  | **12. RECREATION, CULTURE AND COMMUNITY LIFE** | | | |
|  | **12.1 Report from the Sports and Recreation Director – Mrs. Pamala Laberge**  Mrs. Laberge will present a report at the September sitting of council.  ***2019 Summer Playground – statistics:***  A total of 223 children were registered for the Summer Playground Program, 96 of them utilised the transportation service and 134 used the daycare service. 22 animators were hired this year.  ***Soccer – Black Bears and Tim Bits:***  This activity was very popular again this year. Registration for winter season soccer is ongoing.  ***Library - statistics:***  24 volunteers worked over 250 hours during the months of July and August. The TD Summer Reading Club was a success.  ***Family Day:***  The activities went very well, and several positive comments were received concerning new activities.  ***Building attendants:***  Two new building attendants have been hired. (Océane St-Gelais and Samuel Dion). They are students who reside in the Municipality. They will also be available to work at the skating rink this winter.  ***Municipal Golf Tournament:***  The Municipal Golf Tournament will be held on September 29th, 2019 at the Club Castor golf course.  ***Government of Canada Skills Link Program – Vallée Jeunesse:***  Through this program, a young student from Vallée Jeunesse will be hired for an internship with the Sports, Recreation and Leisure Department at the Playgroup. Work hours are 21 hours per week and reimbursed at 50% for a period of 14 weeks. The hourly rate is $12.50/h.  ***Historical Committee – Fall trip from Ste-Agathe to Kinnear’s Mills:***  21 persons are already registered for this activity which will be held next October 5th from 8:30 am to 4 pm. | | | |
|  | **13. MRC AND REGIONAL DOSSIERS** | | | |
|  | The Mayor Brent Montgomery informed the members of the council that the last sitting of the MRC Council of Mayors was held on August 28th, 2019. Here is a summary of the meeting:   * Common advertising campaign: The Council of Mayors authorize the implementation of a common advertising campaign promoting the four Christmas markets on its territory.   The next sitting of the Council of Mayors will be held on September 18th, 2019, at 7 p.m. at the MRC de la Jacques-Cartier complex in Shannon. Any persons interested may attend.  ***Cantons unis de Stoneham-et-Tewkesbury – By-law 18-824:***  In accordance with Article 110.2 of the Planning and Development Act (CQLR, A-19.1), the Municipality of the cantons unis de Stoneham-et-Tewkesbury submitted to the Municipality a conform certified copy of By-law number 18-824 modifying the urbanism Plan 09-590 adopted April 8th, 2019, as well as a conform copy of the notice of entry into force. | | | |
|  | **14. OTHERS** | | | |
|  | No items were discussed this month. | | | |
|  | **15. ADJOURNMENT OF THE MEETING** | | | |
|  | The items on the agenda being exhausted, the Mayor adjourned the meeting at 8:40 p.m. | | | |
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|  | Brent Montgomery  Mayor |  | | Joan Sheehan  General Director  Secretary-Treasurer |