



**MUNICIPALITÉ DE SAINT-GABRIEL-DE-VALCARTIER**  
**PROVINCE DE QUÉBEC**

**MINUTES OF MUNICIPAL COUNCIL MEETING**

**Regular meeting** of the local municipal council held on **Monday, October 7<sup>th</sup>, 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 Bédard
	Raymond Bureau
	David Hogan
	Thomas Lavallee
	Shelley MacDougall
	Dorothy Noël

Forming 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. CALL TO ORDER OF THE MEETING**

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The Mayor calls the meeting to order at 7:30 p.m.

Council is very happy to welcome grade 5 and 6 students from Valcartier Elementary School who are attending the council meeting to study the functioning and role of a municipal council.

**2. ACCEPTANCE OF THE AGENDA**

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01-10-19

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

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 September 9<sup>th</sup>, 2019

**4. Question period**

**5. General correspondence and follow-up of previous meetings**

**6. Notices of motion and By-laws**

6.1. Repealing of By-law no 186 concerning door to door solicitation that is replaced by By-law no 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

**7. Administration**

7.1. Resolution to the Commission of toponymy to officialize the naming of “Pont

Clark”

7.2. Land acquired from the Quebec Ministry of Transport – lots 5 441 318 and 5 441 321

**8. Finance**

- 8.1. Accounts payable for the month of September 2019
- 8.2. Additional member for a RBC VISA account
- 8.3. Winter maintenance subsidies for the 2019-2020 season

**9. Public Security**

- 9.1. Activity report from CAUCA for September 2019

**10. Public Works and Hygiene**

- 10.1. Report from the Person Responsible for Public Works
- 10.2. Request for maintenance of private streets accessible to public – Pins/Parc/Sources sector
- 10.3. Stabilization of the banks of the Jacques Cartier River on Redmond Road – Professional services

**11. Urbanism and environment**

- 11.1. Report of permits issued during the month of September 2019
- 11.2. Report from the Municipal Inspector
- 11.3. Request under By-law no 201 restricting the issuance of permits or certificates due to constraints – lot 2 197 037;
- 11.4. Biological control of biting insects – 2019 fall treatment
- 11.5. Public call for tenders for the biological control of biting insects 2020-2024

**12. Recreation, culture and community Life**

- 12.1. Report from the Sports and Recreation Director
- 12.2. Municipal skating rink project – Professional services

**13. MRC and regional dossiers**

**14. Others**

**15. Closing of the meeting**

**3. ADOPTION OF MINUTES**

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02-10-19

**3.1 Regular meeting of September 9th, 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 its reading.

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of September 9th, 2019

**4. QUESTION PERIOD**

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

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No items were processed this month.

## 6. NOTICES OF MOTION AND BY-LAWS

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03-10-19

### 6.1 Repealing of By-law no 186 concerning door to door solicitation that is replaced by By-law no 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

It is proposed by Councillor Dorothy Noël

Seconded by Councillor Thomas Lavallee

And unanimously resolved to :

Repeal By-law no 186 concerning door to door solicitation and replace it by By-law no 223 Harmonized Regulations on Public Safety and the Protection of Persons and Property

## 7. ADMINISTRATION

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04-10-19

### 7.1 Resolution to the Commission of toponymy to officialize the naming of “Pont Clark”

WHEREAS the Quebec Ministry of Transport recommends that the Municipality officialize the name of ‘Pont Clark’ to facilitate communications to residents when planning roadworks;

WHEREAS the bridge identified as number P-01789 by the Quebec Ministry of Transport which spans the Jacques-Cartier River at the junction of Boulevard Valcartier and Redmond Road on the territory of the Municipality of Saint-Gabriel-de-Valcartier is known as ‘Pont Clark’ by residents;

WHEREAS this bridge is known as ‘Pont Clark’ by the community since the 1940s as the general store operated by the Clark family was located within proximity to the bridge;

WHEREAS this bridge, built in 1891 by Dominion Bridge, has historical value and is part of the built heritage of the MRC de la Jacques-Cartier;

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier wishes to officialize the name of this bridge;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED :

TO request that the Commission de la toponymie officially name ‘Pont Clark’ the structure which spans the Jacques-Cartier River at the junction of Boulevard Valcartier and Redmond Road in Saint-Gabriel-de-Valcartier which is known as number P-01789 by the Quebec Ministry of Transport.

### 7.2 7.2.Land acquired from the Quebec Ministry of Transport – lots 5 441 318 and 5 441 321

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier acquired lots 5 441 318 and 5 441 321 belonging to the Quebec Ministry of Transport on August 14<sup>th</sup>, 2019;

WHEREAS the purchase price of these lots is \$100 000;

WHEREAS a clause in the contract stipulates that in the event of a sale by the Municipality within 5 years of the signing of the deed of sale, the Municipality must pay the Quebec Ministry of Transport the difference between the price registered in the deed and the higher of either the agreed upon sale price by the Municipality or the price established by the Ministry, according to market value, with deduction allowed for improvement costs which add to the property value;

WHEREAS a major project could have taken place on these two lots, however this project has been modified and these lots do not have the necessary area to accommodate the revised project;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED :

Not to sell lots 5 441 318 and 5 441 321 belonging to the Municipality of Saint-Gabriel-de-Valcartier until the clause pertaining to a sale within 5 years of the signature of the deed is no longer valid, being until August 2024.

**8. FINANCE**

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06-10-19

**8.1 Accounts payable for the month of September 2019**

WHEREAS the Secretary-Treasurer submitted, for approval from the members of the council, the list of accounts payable for the month of September 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 September 2019 list of accounts payable totalling \$381 098.65, which is annexed to this resolution to form an integral part thereof.

07-10-19

**8.2 Additional member for RBC VISA account**

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED :

To issue a Visa business line of credit of a maximum of \$15 000 from the Royal Bank of Canada for the purchasing needs of the Municipality on 10 cards of a credit limit of \$1500 each. The following employees are authorized to purchase supplies for the Municipality pending the approval of the general administration.

- Mrs Margaret Baker;
- Mrs Bonnie Chassé;
- Mrs Pamala Hogan;
- Mr. Stacy Gagné
- Mr. Dany Laberge;
- Mrs Heidi Lafrance;
- Mrs Carolyn McCarthy;
- Mrs Mélissa Ouellet;
- Mrs Joan Sheehan;
- Mrs Sandra Woodbury.

08-10-19

**8.3 Winter maintenance subsidies for the 2019-2020 season**

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED :

To award the following subsidies for the winter maintenance of certain private streets::

- |   |          |
|---|----------|
| • River View                                      | 642 \$   |
| • Rue Charles, Julie, des Merisiers, des Bouleaux | 1 492 \$ |
| • Rues des Pins, du Parc et des Sources           | 1 090 \$ |
| • Développement Sommet Bleu                       | 2 500 \$ |

9. PUBLIC SECURITY

9.1 Activity report from CAUCA for September 2019

A total of 13 calls were received during the month of September 2019:

3	Medical
2	Accidents
2	Fire alarm (house fire, automatic mutual aid cancelled)
1	False alarm
5	Miscellaneous (school evacuation drill, helicopter crash simulation)
0	Public Works emergency

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the person responsible for Public Works – M. Dany Laberge

M. Dany Laberge presents an oral report of the activities of the Public Works Department. The main topics discussed are the following :

***Dismantling and replacement of a section of the wooden decking on Pont Clark:***

The repairs on Pont Clark will take place between now and the end of October.

***‘Support our Troops’ Sign :***

As planned in the 2019 budget, a 3D ‘Support our Troops’ sign will be installed at the entrance of the military base this fall.

***Repair of the Jacques-Cartier/Portneuf bike path :***

Damages were noticed on the Jacques-Cartier/Portneuf bike path. Tree roots damaged the pavement which caused safety problems.

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED by Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED :

TO mandate the company Pavage Carmichael to repair the part of the bike path located on the territory of the Municipality, and this, for the cost of \$17 340.80 excluding taxes. This company has the expertise to repair bike paths in restrained areas.

**10.2 Request for maintenance of private streets open to public – Pins/Parc/Sources sector**

A request was received on September 20<sup>th</sup>, 2019 from the proprietors in the sector of Pins/Parc/Sources. The request was analyzed and deemed to be in compliance with municipal policies presently in force.

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

THAT the Municipality proceed with the winter and summer maintenance of the Pins/Parc/Sources sector as requested according to the Politique relative à l’Entretien de certains chemins privés ouverts au public presently in force. The maintenance has been approved by more than 67% of the concerned proprietors and will be invoiced by a special sector tax on the municipal tax bill.

**10.3 Stabilization of the banks of the Jacques Cartier River on Redmond Road – Professional services**

Due to the spring flooding of the Jacques-Cartier River, a section of the riverbank bordering Redmond Road was eroded by the current. Signs of giving way begun to appear in the shoulder of Redmond Road in a section on a distance of a few dozen meters. In order to avoid any worsening of the situation, the Municipality has engaged

the services of a professional firm in order to explore the different avenues possible that will allow to secure the stability of the road. Stantec was mandated to determine the scope of the works, evaluate the safety, determine the solutions and estimate the costs of the works, coordinate with the associated organizations (MELCC, Sécurité publique, etc.) and elaborate and present a work plan. A study of the aquatic wildlife and habitats, an authorization request from the Ministry of the Environment as well as an authorization request to the Ministry of Fisheries and Oceans are necessary to carry out this project.

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED :

TO mandate the firm Englobe for the realization of the government studies and steps necessary to obtain the different authorizations from the various ministries for a cost of \$40 885 excluding taxes. This firm possesses the degree of expertise necessary and has provided the Municipality with quality service in the past.

**11. URBANISM AND ENVIRONMENT**

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**11.1 Report of permits issued during the month of September 2019**

A total of 20 permits were issued for the month of September:

1	New residence
6	Renovations
6	Accessory building
1	Demolitions/displacement
1	Fence
2	Septic installations
2	Well
1	Riverside works

**11.2 Report from the Municipal Inspector – Stacy Gagné**

No report for the month of September.

**11.3 Request under By-law no 201 restricting the issuance of permits or certificates due to constraints – lot 2 197 037**

The Urban Consulting Committee held a meeting on October 4<sup>th</sup>, 2019 to analyze a request to extend a single-family residence within the 20 meter zone of protection in a steep slope which requires a geotechnical analysis.

**DOSSIER :** Restriction for the issuance of a permit or certificate because of certain constraints for the lot 2 197 037 property of Mrs. Nadia Boulet and M. André Brazeau (extension of a residence within the 20m zone of protection in a steep slope)

Context and nature of the request:

- A request was received from Mrs. Boulet for the extension of her residence on Redmond Road (front yard of the residence) of 24 feet by 12 feet in length.
- Upon verification, the house was built in 1994 when the Zoning By-Law #83 was in force. (approved in 1990. In this by-law, it was specified that the residence must be 10 meters from a bank with a slope in excess of 15%. It is for this reason that the residence is within the 20m protection zone now required.
- Therefore, for any extension to the residence, we require a geotechnical analysis to prove that any extension does not risk adding to the weight of the bank and cause a landslide or other in the future.
- Mr. Gagné informed the proprietors of the steps to follow (geotechnical

analysis, site plan, etc.)

- Mr. Brazeau, being the owner of the lot, but also a senior geological engineer, decided to verify with his order if he may carry out his own geotechnical analysis. M. René Bourassa, senior advisor to exercise supervision, responded that there was no conflict of interest and that he had the right to perform his own analysis (Mr. Gagné requested a written confirmation from Mr. Brazeau).
- Following the complete analysis from Mr. Brazeau: the soil type, the presence of clay, the verification of Idar information; the extension of the residence up to 7m of the crest can be carried out without issue as long as the extension is built on helical piles which will considerably diminish the weight of the construction

#### **ANALYSIS AND RECOMMENDATIONS FROM THE UCC :**

WHEREAS the present request respects the zoning plan;

WHEREAS the usage is permitted;

WHEREAS the land is comprised in large part by steep slope;

WHEREAS the restriction regards solely the extension;

WHEREAS the other setbacks of the main building are respected;

WHEREAS the present request does not affect the enjoyment of the right of property of the neighbouring properties as the extension is in the direction of Redmond Road ;

WHEREAS the geotechnical analysis shows that the soil is stable, that there is no risk of landslide and that the extension may approach up to 7m of the crest without problem;

WHEREAS the construction project is in compliance with law;

WHEREAS within the framework of the project, a site plan (localization certificate) will be provided to the Municipality once the exterior walls are built;

IT IS PROPOSED by Councillor Thomas Lavalée

SECONDED by Councillor David Hogan

AND UNANIMOUSLY RESOLVED :

To accept the permit request for lot 2 197 037 of the official cadaster of Saint-Gabriel-de-Valcartier in order to confirm the issuance of the future permit for extension following the recommendations to the Municipal Council by the members of the UCC according to the following conditions:

The geotechnical analysis requested for the study of the file was realized by Mr. André Brazeau, geology engineer, owner of lot 2 197 037. The Municipal Council requires that this study be countersigned without modification by a standing member of the Quebec Order of Engineers. Otherwise, a modified report or a new report must be submitted to the Urban Consulting Committee for recommendation to the Municipal Council.

13-10-19

#### **11.4 11.4. Biological control of biting insects – 2019 fall treatment**

WHEREAS the firm Conseillers forestiers Roy deposited an offer of service for the fall treatment specifically to reduce the density of larvae in the main water courses and this for the price and sum of \$6000.00, plus applicable taxes.

WHEREAS the members of council are of the opinion that this service is necessary in order to maintain the control of biting insects.

IT IS PROPOSED by Councillor Dorothy Noël

SECONDED by Councillor David Hogan

AND UNANIMOUSLY RESOLVED :

To mandate the firm Conseillers forestiers Roy to carry out the fall treatment of the water courses and this for the price and sum of \$6000.00 plus applicable taxes.

14-10-19

#### **11.5 Public call for tenders for the biological control of biting insects 2020-2024**

WHEREAS since April 2000, the Municipality has offered a program for the biological

control of biting insects;

WHEREAS the nuisance linked to biting insects has considerably diminished since the beginning of these treatments;

WHEREAS the Municipal Council judges that this treatment is important for the improvement of the quality of life of the residents of Saint-Gabriel-de-Valcartier;

WHEREAS the delay to obtain the authorization certificate from the ministère du Développement durable, de l'Environnement et de la Lutte contre les changements climatiques appears to take longer and longer ;

IT IS PROPOSED by Councillor Thomas Lavalée

SECONDED by Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO proceed with a public call for tenders to provide the treatment services for the biological control of biting insects on the territory of the Municipality of Saint-Gabriel-de-Valcartier for the year 2020 with the possibility for renewal for the 2021, 2022, 2023 and 2024.

## **12. RECREATION, CULTURE AND COMMUNITY LIFE**

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### **12.1 Report from the director of Sports and Recreation – Mrs. Pamala Laberge**

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

#### ***Municipal Golf Tournament:***

The golf tournament was held on September 29th and was a success again this year.

#### ***Halloween Safety Route:***

The safety route and haunted house will take place on October 31<sup>st</sup>. This activity is organized by the Sports and Recreation Department and the Fire Safety Service.

### **12.2 Municipal skating rink project – professional services**

WHEREAS a call for tenders was published in May 2019 for the project of the construction of a refrigerated outdoor skating rink and future roof phase 1;

WHEREAS only one tender was submitted by the company Deric Construction;

WHEREAS the price submitted by Deric Construction greatly surpassed the budget for this project which was estimated at 1.2 million by the engineer;

WHEREAS the Municipal Council rejected the bid;

WHEREAS the Municipal Council held study meetings on this project and after discussion it was decided to withdraw the refrigeration piping system;

WHEREAS the engineering firm WSP Canada inc has prepared the plans and specifications for this project;

WHEREAS a call for tenders is planned for this project during the fall of 2019 for construction in 2020;

IT IS PROPOSED by Councillor Maureen Bédard

SECONDED by Councillor David Hogan

AND UNANIMOUSLY RESOLVED :

TO mandate the firm WSP Canada inc. to modify the design and modify the plans and specifications to withdraw the refrigeration piping system, and this for the price and sum of \$19 620.00 excluding taxes.

## **13. MRC AND REGIONAL DOSSIERS**

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Mayor Brent Montgomery informs the members of council that the last meeting of the

15-10-19



mayors of the MRC was held on September 18<sup>th</sup>, 2019.

The next sitting of the mayors will be held on October 16<sup>th</sup>, 2019 at 7:00 pm at the MRC de la Jacques-Cartier complex in Shannon. All interested parties are invited to attend.

**14. OTHERS**

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No subject is added for this month

**15. CLOSING OF THE MEETING**

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All subject on the agenda being discussed, the Mayor closes the meeting at 8:30 pm.

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Brent Montgomery  
Mayor

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Joan Sheehan  
Director General  
Secretary-Treasurer