



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Wednesday, January 8th, 2020**, 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
	Dorothy Noël

Absent: Shelley MacDougall

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

Also present:

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 AND OATH OF OFFICE FROM THE DIRECTOR GENERAL AND SECRETARY-TREASURER

At 7:30 pm, the Mayor declared the meeting open.

Mrs. Heidi Lafrance, Director General and Secretary-Treasurer, gives her Oath of Office as part of her new duties.

2. ACCEPTANCE OF THE AGENDA

01-01-20

IT IS PROPOSED BY councillor Raymond Bureau

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

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

- 1. Opening of the meeting and Oath of Office from the Director General and Secretary-Treasurer**
- 2. Acceptance of the Agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of December 2nd, 2019 and public consultation
- 4. Question period**
- 5. General correspondance and follow-up of previous meetings**
- 6. Notices of motion and By-laws**
- 7. Administration**
 - 7.1. Election of Pro-Mayor
- 8. Finance**
 - 8.1. Accounts payable for the month of December 2019
 - 8.2. Autorisation for electronic payments and preauthorized payments
 - 8.3. Tolérance Zéro Program Capitale-Nationale
 - 8.4. Annual contributions and sponsorship request
- 9. Public Security**

- 9.1. Activity report from CAUCA for December 2019
- 9.2. Annual activity report from CAUCA for 2019
- 9.3. Approval of the Fire Safety Services members list
- 10. Public Works and Hygiene**
 - 10.1. Report from the Person Responsible for Public Works
- 11. Urbanism and Environment**
 - 11.1. Report of permits issued during the month of December 2019
 - 11.2. Annual report of permits issued during 2019
 - 11.3. Report from the Municipal Inspector
 - 11.4. Minor derogation – lot 2 988 425
- 12. Recreation, Culture and Community Life**
 - 12.1. Report from the Sports and Recreation Director
 - 12.2. Awarding of contract for the construction of an outdoor skating rink - Phase 1
- 13. MRC and regional dossiers**
- 14. Others**
- 15. Closing of the meeting**

3. ADOPTION OF MINUTES

02-01-20

3.1 Regular meeting of December 2nd, 2019 and Public Consultation

The members of the 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 Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of December 2nd, 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

Geographical Names Board of Quebec (Commission de la toponymie du Québec):

On December 12, 2019, the Geographical Names Board of Quebec informed the Municipality that the name for Clark bridge was officialised.

6. NOTICES OF MOTION AND BY-LAWS

No items were processed this month.

7. ADMINISTRATION

7.1 Election of Pro-Mayor

Given the absence of a council member, this subject will be discussed at an ulterior sitting of Council.

03-01-20

Resolution concerning Bill 48:

WHEREAS the tabling at the National Assembly, on November 5, 2019, of Bill 48, an Act primarily aimed at controlling the cost of the agricultural property tax and simplifying access to the credit for agricultural property taxes;

WHEREAS the Bill would have the effect of limiting the agricultural property assessment;

WHEREAS the Bill will have an important impact directly to the finances of municipalities;

WHEREAS the Bill would represent an attack to municipal autonomy;

WHEREAS the Bill would create inequity between municipal taxpayers;

WHEREAS to recover lost tax revenues, municipalities should tax other classes of taxpayers more;

WHEREAS the Bill will encourage integrators and therefore the industrial agriculture model;

WHEREAS the Bill could eventually contribute to the devitalization of farming communities and thus affect land use in Quebec;

WHEREAS this Bill will not promote the development of agricultural activities, one of the foundations of the economic vitality of the regions of Quebec;

WHEREAS the Quebec government should adopt policies that promote land use rather than misguided reforms that will affect the development of the regions

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

THAT the municipality of Saint-Gabriel-de-Valcartier

- EXPRESS its disagreement with Bill No. 48 in its current form;
- REQUESTS that the Government hear the message of Quebec municipalities and instead engage in a common approach with municipalities to find a lasting solution to the problem of agricultural taxation;
- TRANSMIT a copy of this resolution to the members of the Committee on Agriculture, Fisheries, Energy and Natural Resources of the National Assembly; to the Minister of Agriculture, Fisheries and Food, Mr. André Lamontagne, to the Minister of Municipal Affairs and Housing, Mrs. Andrée Laforest, to the regional director, Mr. Jean-Philippe Robin, Mr. Éric Cairo, MP for La Peltre, Mr. Joël Godin, MP for the riding of Portneuf-Jacques-Cartier and the Federation of Quebec Municipalities.

8. FINANCE

04-01-20

8.1 Accounts payable for the month of December

WHEREAS the Secretary-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of December 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 Raymond Bureau

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of December 2019 totalling a sum of \$148,751.63, which is annexed to this resolution to form an integral part thereof.

05-01-20

8.2 Authorization for electronic payments and pre-authorized payments

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To authorize the payment of bills listed hereunder for the year 2020:

- Hydro Québec;
- Bell Canada/Vidéotron Ltée;
- Ultramar/Fleet Cor.;
- Bell Mobilité;
- Thermo Shell;
- Federal and provincial remittances;
- Monthly rental contracts;
- Group Insurance Premiums;
- Pension fund remittances;
- Tax reimbursements;
- Valcartier firemen’s social Club;
- All contracts previously granted and authorized by Council.

06-01-20

8.3 Tolérance Zéro Program Capitale-Nationale

TZ's mission is to be present on the ground to raise awareness of the dangers of driving while impaired and offer a practical tool to reduce the number of accidents caused by drivers unfit to take the wheel, a designated driver service offered throughout the year.

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To mandate the Capitale Nationale TZ organization to offer an on-demand designated driver service for the Valcartier Community Center clients. The cost of the subscription for the year 2020 is of \$440 plus applicable taxes.

07-01-20

8.5 Annual contributions and sponsorship requests

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To give the following annual financial contributions:

- | | |
|---|---------|
| • <i>Corporation du bassin de la Jacques-Cartier:</i> | \$2,845 |
| • <i>Organisme des bassins versants de la Capitale-Nationale:</i> | \$500 |
| • <i>École du Joli-Bois:</i> | \$1,000 |
| • <i>Valcartier Elementary School:</i> | \$1,000 |

To allocate a sponsorship of \$1,500 to the *Défilé de la Saint-Patrick de Québec* 11th edition to be held on March 21st, 2019.

To allocate a contribution of \$8,000 to Village Vacances Valcartier as a major partner and proud collaborator to the *Internationale de chiens de traineau* de Valcartier which will be held on March 14 and 15, 2020. This event is free of charge and open to the public.

To donate an amount of \$2,000 to the Canadian Red Cross to the Australia Fires Appeal in response to the devastating wildfires.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of December 2019

A total of 17 calls were received during the month of December 2019:

8	Medical
5	Accident
1	Fire alarm
0	False alarm

3	Miscellaneous
0	Public Works - emergency

9.2 CAUCA 2019 annual report

A total of 212 calls were received in 2019:

85	Medical
44	Accident
9	Fire alarm
21	False alarm
53	Miscellaneous (Fire Safety Services and Public Works)

08-01-20

9.3 Fire Safety Services – Approval of the list of members

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED :

To approve the following list of members for the Saint-Gabriel-de-Valcartier Fire Safety Services, and this, as of January 1st, 2020.

<i>Family Name</i>	<i>Name</i>	<i>Status</i>
Albert	Mario	Premier répondant/Pompier
Audet	Manon	Premier répondant
Bélanger	Luce	<i>Lieutenant</i> Premier répondant/Pompier
Bergeron	Samuel	Premier répondant/Préventionniste
Boyd	Chloe	Pompier en formation
Boucher	Grégory	Pompier en formation
Chartré	Martin	Premier répondant/Pompier en formation
Couture	Luc	Pompier
Duval	Maxime	Pompier en formation
Fortin-McLean	James	Pompier
Fortin	Maxime	Premier répondant/Pompier en formation
Gagné	Yann	<i>Lieutenant</i> Premier répondant/Pompier
Gervais	Anthony-William	Pompier en formation
Godin	Alexandre	Pompier en formation
Guay	Denis	Pompier
Hogan	David	Pompier
Kelly	Annie	Premier répondant
Lavallee	Emma	Premier répondant/Pompier en formation
Lavallée	Jean	Pompier
Lavallee	Stephen	<i>Directeur des opérations</i> Premier répondant/Pompier
Lavallee	Thomas	Premier répondant/Pompier
Lebel-Piché	Audrey	Premier répondant
Lupien	Éric	Premier répondant/Pompier
McBain	Rodney	Premier répondant/Pompier
McCarthy	Steve	<i>Directeur</i> Premier répondant/Pompier
Montgomery	Glen	<i>Directeur adjoint</i> Pompier
Montgomery	Neil	Pompier
Patenaude	Étienne	Premier répondant/Pompier
Plourde	Marc-David	Premier répondant/Pompier
Sauvageau	Jérôme	<i>Lieutenant</i> Premier répondant/Pompier
St-Onge	Félix-Olivier	Pompier en formation
Stairs	Jonathan	Pompier en formation

Stairs	MacKenzie	Premier répondant/Pompier en formation
Trudel	Ann-Sophie	Premier répondant/Stagiaire – visite prévention
Wolsdorfer	Jérémie	Pompier en formation
Woodbury	Sandra	Premier répondant/Pompier

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 Works Department’s activities. HE also presents several being realised or analyzed for the upcoming years.

09-01-20

**Stabilization of banks on the Jacques-Cartier River on the side of Redmond Road
Certificate of Authorization from the MELCC:**

IT IS PROPOSED BY councillor David Hogan

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

THAT Englobe be authorized, in the name of the Municipality of Saint-Gabriel-de-Valcartier, to sign any request for a Certificate of Authorization with the *ministère de l’Environnement et de la lutte contre les changements climatiques* according to the *Loi sur la qualité de l’Environnement* and with the *ministre de la Forêt, de la Faune et des Parcs* according to the *Loi sur la conservation et la mise en valeur de la faune*, and to sign all documents required according to Article 115.8 of the *Loi sur la qualité de l’environnement* for the Banks stabilization project on the Jacques-Cartier River on the side of Redmond Road.

10-01-20

Collaboration agreement between the Municipality of Saint-Gabriel-de-Valcartier and ULaval – right of way and use of wells:

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO authorize the Director General, Mrs. Heidi Lafrance, to sign for and in the name of the Municipality, a collaboration agreement with Laval University University concerning the obtention, by ULAVAL, of a right of way and use of wells, belonging to the Municipality, to carry out work within the framework of a research project entitled *Développement d'outils de détermination de la vulnérabilité des sources d'eau potable de surface en lien avec les eaux souterraines*. The Project is carried out by ULAVAL and subsidized by the *Ville de Québec*.

This agreement concerns the following well:

- Municipal warehouse well, at 1733B Boulevard Valcartier, coordinates - 71.46295; 46.93047;

The agreement will end on December 31st, 2022.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of December 2019

A total of 6 permits was issued during the month of December 2019:

1	Renovation
4	Accessory buildings
1	Tree felling

11.2 Annual report of permits issued in 2019

A total of 162 permits were issued in 2019:

14	New residences
9	Residential extensions
1	Extension commerce and institutions
19	Renovations
64	Accessory buildings
8	Demolition/move
12	Pools
3	Fences
1	Sign
18	Septic installations (new and replacement)
3	Tree felling
1	Excavation/wall
2	Shoreline work

11.3 Report from the Municipal Inspector – Mr. Stacy Gagné

Mr. Stacy Gagné summarizes the projects to be carried out in 2020:

- Concordance des règlements d’urbanisme avec le Schéma d’aménagement révisé (SAR) de la MRC de la Jacques-Cartier (règlement 147 à 155)
- Révision des règlements municipaux à la suite de l’entrée en vigueur du règlement no 223 Règlement harmonisé sur la sécurité publique et la protection des personnes et des propriétés
- Formations (4) : Gestion efficace des plaintes et préparation d’un dossier devant la cour, Rôle de l’officier municipal et application des règlements, Zonage agricole, Webinaire de la législation du cannabis dans les municipalités
- Suivi des changements de numéros civiques sur la 5^e Avenue et changement des numéros civiques sur le boulevard Valcartier pour l’automne 2020
- Collecte des matières organiques pour 2021

Géoréférencement lampadaires, entrées d’eau, ponceaux, etc.

11-01-20

11.4 Minor Derogation – lot 2 988 425

Mr. Stacy Gagné explains the context and nature of this minor derogation request for lot 2 988 425. This minor derogation consists in confirming the issuance of a future construction permit where the surface area of the garage will be superior to the maximum permitted in the municipal By-laws as well as the presence of two main residences on the same lot during the construction phase.

- A request for the parcelling of two lots (2 988 425 and 2 196 116) which turns out to be compliant, because they make the new lot regulatory, has been filed.
- The proprietors wish to build a new single-family residence with integrated garage on the lot.
- The proprietors will demolish the existing garage and keep the workshop (acquired right).
- The goal is to transform the old residence into a garage to store their farm equipment (tractor, lawn mower, etc.) while keeping the existing structure of the house to save on costs. The regulatory problem is situated at the level of the surface area of the future garage. In the By-law, it is permitted to have a garage with a surface area of a maximum of 30X30 (900 square feet) and this one would have an area of 39X32 (1248 square feet).
- The proprietors will keep the existing residence in place during the construction of the new residence and will then transform it into a garage when they transfer their personal effects to the new residence.
- • The derogation lies in the fact that they will have two main residences on the same lot while the new residence is built and the future garage which will have a surface area of 32X39 (1248 square feet).

IT IS PROPOSED BY councillor Thomas Lavallee

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To accept the Minor Derogation request for lot 2 988 425 of the official cadaster of Saint-Gabriel-de-Valcartier to confirm the issuance of the future building permit, as recommended by the UCC.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

Christmas hampers:

A total of 26 Christmas hampers were distributed within the community in December 2019.

Cultural Financial Aid Program:

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO authorize submission of the “*évènement médiation culture – cabanes et mangeoires d’oiseaux*” project within the framework of the Financial Aid Program paid by the MRC de La Jacques-Cartier’s “Entente de développement culturel et Fonds culturel régional” and authorize the Sports and Recreation Department Director, Mrs. Pamala Laberge, to sign all documents relating to the project and the request.

12.2 Awarding of contract for the construction of an outdoor skating rink - Phase 1

This subject will be treated at an ulterior sitting of Council.

13. MRC AND REGIONAL DOSSIERS

No regular sitting of the MRC Council of Mayors was held in December 2019.

The next sitting will be held on Wednesday, January 22nd, 2020, at 7:00 pm at the MRC Complex located in Shannon. All persons interested are invited to attend.

Resolution to the MRC de la Jacques-Cartier concerning paratransit services for 2020:

WHEREAS the MRC de la Jacques-Cartier offers a regional paratransit service on the territory of participating municipalities since September 1st, 2006;

WHEREAS the municipality of Saint-Gabriel-de-Valcartier participates in the paratransit service offered by the MRC de La Jacques-Cartier and therefore designates the MRC de La Jacques-Cartier as agent for the service offered on the territory of the Municipality;

WHEREAS tariffs are determined annually by resolution of the MRC, both for public transit and paratransit service, that the last resolution bearing No. 19099-O was adopted by the MRC

WHEREAS the 2020 budget for paratransit service adopted by the MRC on November 27th, 2019, comes to \$529,545;

WHEREAS the share for the municipality of Saint-Gabriel-de-Valcartier comes to \$22,036 for 2020;

WHEREAS participating municipalities must, before March 31st of each year, confirm their participation to this service as well as the amount of their share in order for the MRC to meet the requirements of the Paratransit Funding Program of the Quebec Ministry of Transport, Sustainable Mobility and Electrification.

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Thomas Lavallee

12-01-20

13-01-20

AND UNANIMOUSLY RESOLVED:

- THAT the preamble be an integral part of this resolution;
- THAT the municipality of Saint-Gabriel-de-Valcartier confirm its participation to the MRC de la Jacques-Cartier’s paratransit services and pays the 2020 share in the amount of \$ 22,036;
- THAT a copy of this resolution be transmitted to the MRC de La Jacques-Cartier.

14. OTHERS

No items were processed this month.

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the Mayor declared the meeting closed at 9 pm.

Brent Montgomery
Mayor

Heidi Lafrance
Director General
Secretary-Treasurer