



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Tuesday, July 6, 2021**, at the Valcartier Community Centre 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:	Heidi Lafrance
Municipal Inspector:	Stacy Gagné
Public Works Foreman:	Dany Laberge

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-07-21

IT IS PROPOSED BY councillor Shelly MacDougall

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as written below, with no added subjects.

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of June 7, 2021
- 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. 241 modifying By-Law No. 218 for Contract Management
 - 6.2. Adoption of By-Law No. 242 Harmonized regulation on public safety and the protection of persons and property (RHSPPPP) repealing and replacing By-Law No. 223
 - 6.3. Notice of Motion concerning By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools
 - 6.4. Submission of draft By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools
- 7. Administration**
- 8. Finance**
 - 8.1. Accounts payable for the month of June 2021
- 9. Public Security**

- 9.1. Activity report from CAUCA for June 2021
- 9.2. Update of the Fire Safety Services members list

10. Public Works and Hygiene

- 10.1. Report from the Person Responsible for Public Works
- 10.2. *Transportez Vert* Program in collaboration with *Bornes Québec*

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of June 2021
- 11.2. Report from the Municipal Inspector
- 11.3. Minor derogation – lot 6 416 597
- 11.4. First draft resolution: Specific construction, alteration or occupancy proposal for an immovable (SCAOPI) - 2355 Valcartier Boulevard - Vallée Jeunesse
- 11.5. Request for extension of deadline to dismantle the Barkskins site on lots 2 196 997, 2 197 002, 3 358 692 and 6 102 365
- 11.6. File 200-17-031544-208 Superior Court – lot 3 982 090

12. Recreation, Culture and Community Life

- 12.1. Report from the Sports and Recreation Director
- 12.2. Application for funding under the *Politique gouvernementale de prévention en santé (PGPS) – Programme Accès-Loisirs Aînés*

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-07-21

3.1 Regular meeting of June 7, 2021

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 June 7, 2021.

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.

The Mayor Brent Montgomery invites citizens in attendance to ask questions on topics of interest to them.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

Financial Aid Program for municipal buildings – Ministry of Municipal Affairs and Housing:

In a letter dated June 21, 2021, the Minister of Municipal Affairs informed the Municipality that it could benefit from a maximal amount of \$151,145. As part of the *Programme d'aide financière pour les bâtiments municipaux* (PRABAM). This program stems from the *Plan d'action pour le secteur de la construction* (Action Plan for the construction sector), which aims to take full advantage of the Quebec Infrastructure Plan and to revive the economy in the context of a hard hit by the pandemic. Eligible work includes the following infrastructure: City Hall, Fire Hall, garage, municipal warehouse, Community Centre or Hall. To be eligible, the work must be completed between June 1, 2021, and May 31, 2023.

Postponement of the payment of the amount payable by municipalities for the Sûreté du Québec 2021 services – Ministry of Public Security:

On June 2, 2021, the Government of Quebec adopted a temporary regulation to postpone the payments scheduled for June 30 and October 31, 2021, under the Regulation respecting the amount payable by municipalities for the services of the Sûreté du Québec. As a result, the due dates for the 2021 invoice payments will be postponed to September 30 and December 1, 2021, respectively.

6. NOTICES OF MOTION AND BY-LAWS

03-07-21

6.1 Adoption of By-Law No. 241 modifying By-Law No. 218 for contract management

Whereas a Notice of Motion for this by-law was previously given at the regular session of council on June 7, 2021;

Whereas a draft By-Law No. 241 modifying By-Law No. 218 for contract management was tabled at the regular sitting of council held June 7, 2021;

Whereas a copy of By-Law No. 241 was submitted to the members of Council at the latest 72 hours prior to the meeting at which this by-law is adopted and that all members present declare that they have read the by-law;

Whereas the Secretary-Treasurer states the purpose and scope of the said By-law at this meeting;

1. In the context of the COVID-19 pandemic, the government reiterates its desire to support the Québec economy by establishing measures that favour Québec goods and services as well as suppliers, insurers and entrepreneurs who have an establishment in Québec.
2. Provide contract award rules for those involving an expenditure of at least \$25,000, but less than the threshold expenditure of a contract that can only be awarded after a public bidding process.

Whereas copies of the By-Law were available for public inspection at the beginning of the meeting;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To adopt By-Law No. 241 modifying By-Law No. 218 for contract management.

04-07-21

6.2 Adoption of By-Law No. 242 Harmonized regulation on public safety and the protection of persons and property (RHSPPPP) repealing and replacing By-Law No. 223

Whereas a Notice of Motion for this by-law was previously given at the regular session of council on June 7, 2021;

Whereas a draft by-law No. 242 Harmonized regulation on public safety and the protection of persons and property (RHSPPPP) repealing and replacing By-Law No. 223;

Whereas a copy of By-Law No. 242 was submitted to the members of Council at the latest 72 hours prior to the meeting at which this by-law is adopted and that all members present declare that they have read the by-law;

Whereas the Secretary-Treasurer states the purpose and scope of the said By-law at this meeting; By-Law aimed at harmonizing regulation on public safety on the territory of the *MRC de la Jacques-Cartier* for a uniform application by the *Sûreté du Québec* police officers.

Whereas copies of the By-Law were available for public inspection at the beginning of the meeting;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt By-Law No. 242 Harmonized regulation on public safety and the protection of persons and property (RHSPPPP) repealing and replacing By-Law No. 223.

6.3 Notice of Motion concerning By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools

Mrs. Dorothy Noël, Councillor, gives Notice of Motion that By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools will be presented for adoption.

6.4 Submission of draft By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools

Whereas a Notice of Motion for this by-law was previously given at the regular sitting of Council held on July 6, 2021;

Whereas a copy of the draft By-Law No. 243 was submitted to Council members at least 72 hours before the adoption of the present by-law and that all members declare having read it;

Whereas the Secretary-Treasurer mentions the object of the said draft by-law and its scope, while in session; modification of the specific provisions for residential swimming pools following the decree 662-2021 modifying the safety of residential swimming pools. A public consultation concerning this by-law will be held on August 2, 2021.

Whereas copies of the draft by-law were available for public inspection at the beginning of the meeting;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To adopt draft By-Law No. 243 modifying the zoning By-Law No. 148 on special provisions for residential pools.

7. ADMINISTRATION

No subjects were treated this month.

8. FINANCE

8.1 Accounts payable for the month of June 2021

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of June 2021;

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 David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of June 2021 totalling a sum of \$74,398.17, which is annexed to this resolution to form an integral part thereof.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of June 2021

A total of 18 calls were received during the month of June 2021:

11	Medical
----	---------

05-07-21

06-07-21

0	Accident
0	Fire alarm (mutual aid with City of Shannon residential fire)
1	False alarm
6	Miscellaneous
0	Public Works - emergency

Sûreté du Québec – Motorbike exhaust pipe Operation:

On June 24, from 11 am to 3 pm, an operation concerning the conformity of motorcycle equipment was held at the Tewkesbury Church. Four officers from three different units (Poste autoroutier de la Capitale-Nationale, Bureau de la Coordination et du Soutien Opérationnel and MRC de la Jacques-Cartier) joined forces. The operation was a great success.

- Over 200 motorbikes passed through the site.
- About 40 bikes were intercepted and verified.
- 16 tickets for violations were handed out for non-compliant exhaust pipes.

The deterrence/prevention and visibility effect has worked. Another operation could be held by the end of the summer.

07-07-21

9.2 Update of the Fire Safety Services members list

WHEREAS the following members have quit the service:

- Samuel Bergeron, prevention officer;
- Chloe Boyd;
- James Fortin McLean;
- Jérémie Wolsdorfer.

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To approve the following list of Fire Department members, and this, as of July 1, 2021.

<i>Name</i>	<i>Surname</i>	<i>Status</i>
Albert	Mario	Premier répondant/Pompier
Audet	Manon	Premier répondant
Bélanger	Luce	<i>Lieutenant</i> Premier répondant/Pompier
Bouché	Grégory	Premier répondant/Pompier en formation
Chartré	Martin	Premier répondant/Pompier en formation
Couture	Luc	Pompier
Duval	Maxime	Pompier en formation
Fortin	Maxime	Premier répondant/Pompier en formation
Gagné	Yann	<i>Lieutenant</i> Premier répondant/Pompier
Godin	Alexandre	Pompier en formation
Guay	Denys	Pompier
Hogan	David	Pompier
Kelly	Annie	Premier répondant
Lavallee	Emma	Premier répondant
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	<i>Lieutenant en formation</i> Premier répondant/Pompier
McBain	Rodney	Premier répondant/Pompier
McCarthy	Stephen	<i>Directeur</i>

		Premier répondant/Pompier
Montgomery	Glen	Directeur adjoint Pompier
Montgomery	Neil	Pompier
Montpas	Alec	Pompier
Patenaude	Étienne	Premier répondant/Pompier
Plourde	Marc-David	Premier répondant/Pompier
Sauvageau	Jérôme	Lieutenant Premier répondant/Pompier
St-Onge	Félix-Olivier	Pompier en formation
Stairs	Jonathan	Premier répondant/Pompier
Stairs	MacKenzie	Premier répondant/Pompier en formation
Woodbury	Sandra	Premier répondant/Pompier

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the Public Works Department foreman – Mr. Dany Laberge

Mr. Laberge gives a verbal report of the Public Works Department activities.

10.2 Programme Transportez Vert en collaboration avec Bornes Québec

WHEREAS under the Ministry of Energy and Natural Resources Go Green Program, a 50% reimbursement is offered for the analysis of the vehicle fleet and an analysis for the electrical upgrade of buildings for energy management in order to acquire electric vehicles;

WHEREAS the objective of this analysis is to reduce the impacts on the environment and encourage sustainable development;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO accept the service proposal from *Bornes Québec* in the amount of \$4,128.65 including taxes and including the MERN subsidy of 50% to carry out the analysis of the buildings, the evaluation of the vehicle fleet, the development of an action plan, electrical sketches and an installation plan.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of June 2021

A total of 22 permit was issued during the month of June 2021:

3	New residence
2	Renovation
2	Accessory buildings
5	Pool
1	Fence installation
5	Septic installation
3	Well
1	Embankment/fill/walls

11.2 Report from the Municipal Inspector – Stacy Gagné

Mr. Stacy Gagné gave a verbal report of the Urbanism dossiers

11.3 Minor derogation – lot 6 416 597

This minor derogation consists in confirming the issuance of a building permit where the slope of the residence would be 180 degrees in relation to the street whereas the regulations allow a maximum slope of 30 degrees.

WHEREAS the future residence will be more than 15 metres higher than the neighbouring residence;

WHEREAS the closest neighbour is located at 150 metres from the future construction;

WHEREAS the septic system respects provincial and municipal regulations;

WHEREAS the future residence will not be visible from Harvey Road nor Redmond Road;

WHEREAS the reason for the slope of the residence is to take advantage of the full potential of the sun's energy;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED :

To accept the minor derogation request for lot 6 416 597 Saint-Gabriel-de-Valcartier official cadastre for the construction of a single-family home with a 180-degree angle in relation to the street, and this, according to the recommendations of the UCC.

10-07-21

11.4 First draft resolution: Specific construction, alteration or occupancy proposal for an immovable (SCAOPI) - 2355 Valcartier Boulevard - Vallée Jeunesse

WHEREAS the Municipality adopted the By-Law for special projects No. 153 on November 21, 2007;

WHEREAS By-Law No. 153 can be modified in accordance with *the Loi sur l'aménagement et l'urbanisme (L.R.Q., c. A-19.1)*;

WHEREAS the Municipality has received a special project request for lot 4 704 969 belonging to *Vallée Jeunesse* by proxy of the *Frères Maristes*;

WHEREAS the request is to make up for the loss of accommodation units in one of their cottages due to weeping mould;

WHEREAS the Saint-Gabriel-de-Valcartier Urban Consulting Committee following analysis of this dossier recommends the project to Council without modification;

WHEREAS this By-Law has submitted for consultation in accordance with the Land Use Planning and Development Act (R.S.Q., chapter A-19.1);

AS A RESULT,

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED

THAT the present draft resolution be adopted according to the following provisions:

1. Territory of application

This resolution applies to lot 4 704 969 of the Quebec cadastre located in the P-3 zone.

2. Usage authorization

Notwithstanding the current zoning By-Law, on the lot identified in paragraph 1, the rental of mini-cabins and domes with the installation of a sanitary block to serve the users of the property is authorized.

3. Conditions

- a) A maximum of 4 domes, 6 mini-cabins and a sanitary block are authorized;
- b) Location of the buildings:
 - a. Future buildings shall be installed as shown on the plan submitted to the Council at the time of application;
 - b. No building shall be located in the riverbank area;
 - c. Buildings shall not be required to meet the 30-degree slope from the street as required in the zoning By-Law;

- d. Buildings must not be visible from the street;
- e. Trees will have to be planted around the buildings to provide some intimacy and densify the vegetation;
- c) Domes:
 - a. 4 seasons housing concept with a metallic structure covered with canvas and/or transparent plastic;
 - b. Domes shall be a maximum of 20 feet in diameter;
 - c. They will be insulated for 4 seasons use;
 - d. Fireproofing treatment on all exterior cladding;
 - e. Provides amenities for renting;
- d) Mini-cabins:
 - a. Area of 12X16 feet (interior) with 2-pitch cathedral roof;
 - b. One level;
 - c. Insulated for 4 seasons use;
 - d. Natural wood finish;
 - e. A maximum of 6 people per cabin;
- e) Sanitary block:
 - a. Implantation maximale au sol de 761.86 pieds²;
 - b. Revêtement extérieur en bois et en Canexel;
- f) Vallée Jeunesse shall have in its possession all necessary certificates of authorization from the Ministry of the Environment for the septic installation and the well that will serve the toilet block.
- g) The infrastructures must be accessible at all times by the Fire Department and any other service (ambulance, police, etc.);

Clear directional signage shall be installed on the property to facilitate a quick response to the site.

11.5 Request for extension of deadline to dismantle the Barkskins site on lots 2 196 997, 2 197 002, 3 358 692 et 6 102 365

WHEREAS a temporary usage request for lots 2 196 997, 2 197 002, 3 358 692 and 6 105 365 was granted on June 3, 2019, concerning decor for a film set;

WHEREAS the temporary project was for the length of one year;

WHEREAS the project was not renewed;

WHEREAS the filming of the television series Barkskins is definitely finished and that Terrassement McKinley has requested a delay up to August 31, 2021, to dismantle the site;

WHEREAS as of October 5, 2020, a delay until June 30, 2021, was granted (resolution 091020) for the complete dismantlement of the site;

WHEREAS the buildings on the site have been sold and the delays for the dismantling and the moving of these has taken longer than first foreseen;

IT IS PROPOSED BY Councillor Thomas Lavallée

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To authorize an extension to September 30, 2021, for the dismantling of the Barkskins site on lots 2,196,997, 2,197,002, 3,358,692 and 6,105,365.

11.6 File 200-17-031544-208 Superior Court – lot 3 982 090

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

TO authorize Mayor Brent Montgomery and Director General Heidi Lafrance to sign the

11-07-21

12-07-21

transaction for Superior Court File No. 200-17-031544-208 regarding Lot 3 982 090.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

No subjects were treated this month.

13-07-21

12.2 Demande de financement dans le cadre de la Politique gouvernementale de prévention en santé (PGPS) – Programme Accès-Loisirs Aînés

WHEREAS thanks to the financial support of the Quebec government within the framework of the *Politique gouvernementale de prévention en santé* (PGPS), considering the current emergency context due to the pandemic and its consequences on the health of seniors, this call for projects supports municipalities that wish to improve, maintain or develop services offered to seniors in the matter of healthy lifestyle habits, in the context of the COVID-19 pandemic.

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO authorize Pamala Laberge, Director of Sports, Recreation, Culture and Community Life, to sign, in the name of the Municipality of Saint-Gabriel-de-Valcartier, all documents pertaining to the request for funding submitted within the framework of this call for projects.

Summary of the Accès-Loisirs Aînés Saint-Gabriel-de-Valcartier Program: A single annual subscription, 1 single registration fee, giving the right to participate in all the leisure activities offered for this clientele aged 50 and over. We also want to improve the current offer by adding Yoga, stretching, line dancing and painting classes, to reach more different interests. We also want to offer coffee chats on different subjects that affect seniors as well as 2 social activities annually for all subscribers, which will allow us to have a visual contact with our seniors who are more isolated and to see their physical and psychological health.

13. MRC AND REGIONAL DOSSIERS

The Mayr, Brent Montgomery, informed the members of Council that the last meeting of the MRC Council of Mayors was held on June 16, 2021. A special session was also held on June 30, 2021.

Dépôt différé du rôle triennal 2022-2023-2024 :

Since Groupe Altus, the organization responsible for the municipal evaluation, is unable to file the roll for certain cities or municipalities of the MRC, including Saint-Gabriel-de-Valcartier, before September 15, 2021, the Minister of Municipal Affairs and Housing will be asked to extend the deadline so that they can file their triennial roll for 2022-2023-2024 by October 31, 2021, at the latest.

The next sitting of the Council of Mayors will be held on August 25, 2021, at 7:00 pm.

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 8:20 pm.

Brent Montgomery
Mayor

Heidi Lafrance
Director General
Secretary-Treasurer

I, Brent Montgomery, attest that the signature in these minutes is equivalent to the signature by me of all the resolutions contained within in the sense of article 142 (2) of the Municipal Code of Quebec.