



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Tuesday, August 2, 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
Shelley MacDougall
Dorothy Noël

Absent: David Hogan
Thomas Lavallee

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.

A Public Consultation was held at 6 :30 pm concerning the following:

6.1 Adoption of By-Law No. 243 modifying Zoning By-Law No. 148 on special provisions for residential pools

11.5 Second draft resolution: Specific construction, alteration or occupancy proposal for an immovable (SCAOP) - 2355 Valcartier Boulevard - Vallée Jeunesse

The minutes for this meeting form an integral part of these minutes.

2. ACCEPTANCE OF THE AGENDA

01-08-21

IT IS PROPOSED BY councillor Shelly MacDougall

SECONDED BY councillor Raymond Bureau

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 July 6, 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. 243 modifying Zoning By-Law No. 148 on special provisions for residential pools

7. Administration

7.1. Municipal Elections - Schedule

8. Finance

8.1. Accounts payable for the month of July 2021

9. Public Security

9.1. Activity report from CAUCA for July 2021

10. Public Works and Hygiene

10.1. Report from the Person Responsible for Public Works

10.2. Awarding of contract for municipal road works

11. Urbanism and Environment

11.1. Report of permits issued during the month of July 2021

11.2. Report from the Municipal Inspector

11.3. Minor derogation – lot 5 564 003

11.4. Minor derogation – lot 2 196 476

11.5. Second draft resolution: Specific construction, alteration or occupancy proposal for an immovable (SCAOP) - 2355 Valcartier Boulevard - Vallée Jeunesse

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

02-08-21

3.1 Regular meeting of July 6, 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 Maureen Bédard

SECONDED BY councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of July 6, 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

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

In order to promote economic recovery, the governments of Quebec and Canada have decided to grant financial support under the TECQ program. The Municipality will receive an additional \$340,688.

6. NOTICES OF MOTION AND BY-LAWS

03-08-21

6.1 Adoption of By-Law No. 243 modifying Zoning By-Law No. 148 on special provisions for residential pools

A Public Consultation concerning By-Law No. 243 modifying Zoning By-Law No. 148 on special provisions for residential pools preceded the regular sitting of Council at 6:30 pm. The Mayor Brent Montgomery welcomed those present and then invited Mr.

Stacy Gagné, municipal Inspector to present the By-Law.

Present:

The Mayor Brent Montgomery and following Councillors:

Maureen Bédard
Raymond Bureau
Shelley MacDougall
Dorothy Noël

As well as 2 residents from the Municipality.

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

Whereas a draft By-Law No. 243 modifying the Zoning By-Law No. 148 on special provisions for residential pools was submitted at the regular sitting of Council held July 6, 2021;

Whereas a Public Consultation concerning this By-Law was held on August 2, 2021;

Whereas a copy of By-Law No. 243 was submitted to Council members no later than 72 hours prior to the meeting at which the draft By-Law was adopted and all members present declare having read the By-Law;

Whereas the Secretary-Treasurer mentions the object of the aforementioned draft By-Law and its scope; modification on the special provisions for residential swimming pools following the decree 662-2021 modifying the security on residential swimming pools.

Whereas copies of the By-Law were made available to the public at the beginning of the meeting;

IT IS PROPOSED BY COUNCILLOR Maureen Bédard

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

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

7. ADMINISTRATION

7.1 2021 Municipal Elections – Schedule

Important dates:

August	Voter information on the electoral process published in the municipal newspaper the Indispensable.
September 17 to October 1	Nomination period; if more than one candidate is running for the same seat the election process continues.
October 1	Proclamation of candidates elected unopposed.
October 4 to 8	Meeting of the candidates with the President of the election, delivery of the lists of electors and information documents on the electoral process.
October 21 and 22 octobre	Revision period
October 31	Advance voting from 9:30 am to 8 pm
November 7	Election day from 9:30 am to 8 pm

8. FINANCE

04-08-21

8.1 Accounts payable for the month of July 2021

WHEREAS the Secretary-Treasurer submitted, for approval from the members of

Council, the list of accounts payable for the month of July 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 Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of July 2021 totalling a sum of \$160,259.39, which is annexed to this resolution to form an integral part thereof.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of July 2021

A total of 15 calls were received during the month of July 2021:

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

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 Awarding of contract for municipal road works

WHEREAS the Municipality issued a public tender on the Electronic Tendering System (SEAO) for municipal road works on Murphy Road, Place Leduc and Redmond Road;

WHEREAS six (6) bids were received at the latest July 14, 2021, and opened at 3 :05 pm of the same day by the Director General, Heidi Lafrance, in the presence of the Mayor Brent Montgomery, Mrs. Carolyn McCarthy, administrative assistant, Mr. Dany Laberge, Public Works foreman and representatives from three (3) companies having submitted a bid;

Results are the following:

CONTRACTOR	Taxes excluded	Taxes included
Entreprises P.E.B. Ltée.	118 599,50	136 359,78
Pavage U.C.P. inc.	129 256,90	148 613,12
P.E. Pageau inc.	134 271,00	154 378,08
Construction & Pavage Portneuf inc.	138 292,86	159 002,21
Pavage F & F inc.	164 068,50	188 637,76
Construction B.M.L.	166 848,00	191 833,49

WHEREAS the lowest bid was found to be in conformity with the tender documents;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To award the contract for municipal road works on Murphy Road, Place Leduc and

05-08-21

Redmond Road to Entreprises P.E.B. Itée in the amount of \$118,599.50 taxes not included.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of July 2021

A total of 19 permit was issued during the month of July 2021:

2	New residence
1	Residential extension
1	Renovation
6	Accessory buildings
1	Demolition/move
2	Pool
1	Fence installation
4	Septic installation
2	Well

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 5 564 003

This minor derogation consists in confirming the issuance of a building permit where access to the residence would be by an existing road crossing a property (lot 6 105 365) and to authorize a slope of the residence at 180 degrees in relation to the street whereas the regulations allow a maximum slope of 30 degrees.

WHEREAS the will of the elected officials is to avoid the opening of new private streets;

WHEREAS the future residence would not be the only one on the private road if it were to be authorized;

WHEREAS THAT this is not a private road authorized by the municipality;

WHEREAS THAT no notarized right of way has been made to allow access on the neighbouring lot number 6 105 365;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED :

TO turn down this minor derogation request for lot 5 564 003 of the official cadaster of Saint-Gabriel-de-Valcartier for the issuance of a building permit for the construction of a residence on an existing road crossing the property (lot 6 105 365) and to authorize a 180-degree slope from the street, and this, according to the recommendation of the UCC.

11.4 Minor Derogation – lot 2 196 476

This item will be discussed at a later meeting as the file is missing documents for the members of the Urban Consulting Committee to study and give their recommendation to the elected officials.

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

A Public Consultation regarding an application for a specific construction, alteration, or occupancy proposal for an immovable (SCAOPI) with conditions preceded the regular Council meeting at 6:30 p.m. Mayor Brent Montgomery welcomed those in attendance and then invited the municipal inspector, Mr. Stacy Gagné, to present the project.

Present:

The Mayor Brent Montgomery and the following Councillors:
Maureen Bédard

06-08-21

07-08-21

Raymond Bureau
Shelley MacDougall
Dorothy Noël

Mr. Simon Marcotte and Mr. Patrice Marcoux, representatives for Vallée Jeunesse.

As well as 2 residents from the Municipality.

The request is to authorize on lot 4 704 969 (2355 Valcartier Blvd.) the installation of 4 domes, 6 mini-cabins and a sanitary block to serve future facilities and other current users.

Following the presentation of the project, no questions were raised regarding the application of the conditions.

The Council members reviewed the request and as a result, the following second draft resolution was adopted:

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 Maureen Bédard

SECONDED BY Councillor Dorothy Noël

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

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 Director General before the Council meeting. Here is a résumé:

Municipal Golf Tournament:

The Annual Community Golf Tournament will be held at the Centre Castor on September 12, 2021.

13. MRC AND REGIONAL DOSSIERS

The Mayr, Brent Montgomery, informed the members of Council that the MRC Council of Mayors had recessed for the month of July.

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 8:25 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.