



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday, March 9th, 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 Lavallee
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
Person responsible for Public Works,
buildings and parks: Dany Laberge
Municipal Inspector: Stacy Gagné

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-03-20

IT IS PROPOSED BY councillor Shelley MacDougall

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below with an addition to point 14.1 "Regular session of council for the month of March 2020"

1. Opening of the meeting

2. Acceptance of the agenda

3. Adoption of Minutes

3.1. Regular meeting of February 3rd, 2020

4. Question period

5. General correspondence and follow-up of previous meetings

6. Notices of motion and By-laws

7. Administration

7.1. Resolution to nominate Mrs. Heidi Lafrance to sit on the Board of Directors of the Habitations Communautaires Saint-Gabriel-de-Valcartier

8. Finance

8.1. Accounts payable for the month of February 2020

8.2. Charitable donations and request for financial assistance

9. Public Security

9.1. Activity report from CAUCA for February 2020

9.2. Action priorities for police service

9.3. Adoption of annual report regarding the activities concerning the Safety Risk

Coverage Plan

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 February 2020
- 11.2. Report from the Municipal Inspector
- 11.3. Minor derogation – lot 2 196 747
- 11.4. Minor derogation – lot 2 195 198

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
- 12.3. Municipal skating rink phase 2 (roof) – professional services

13. MRC and regional dossiers**14. Others****15. Closing of the meeting****3. ADOPTION OF MINUTES**

02-03-20

3.1 Regular meeting of February 3rd, 2020

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 February 3rd, 2020.

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

03-03-20

Letters from Valcartier Elementary School concerning the school zone:

WHEREAS the administration, the Board of Directors, the parents and the students of Valcartier Elementary School located at 1748 Boulevard Valcartier (Rte 371) deposited letters to the elected officials of the Municipality of Saint-Gabriel-de-Valcartier requesting their support from the Ministry of Transport to extend the school zone in front of the school;

WHEREAS a school zone is a "section of a road running along the boundaries of the land of a primary or secondary educational institution";

WHEREAS the frontage of Valcartier Elementary School is only 68.58 meters;

WHEREAS even if the police officers of the Sûreté du Québec are very cooperative in monitoring the sector and understand the problem, motorists simply do not reduce their speed or decrease it over a fairly long distance;

WHEREAS the students cross Valcartier Boulevard at the pedestrian crossing several times a week to take advantage of the activities at the Community Center located approximately 100 meters from the school;

WHEREAS public security is a priority for elected officials

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED

TO ask the Ministry of Transport to extend the school zone in front of Valcartier Elementary School located at 1748 Boulevard Valcartier (Rte 371) in Saint-Gabriel-de-Valcartier from the Community Centre parking (between civic numbers 1743 and 1745 Boulevard Valcartier) up to 1754 Boulevard Valcartier (public building);

TO ask the Ministry of Transport to install a flashing sign to attract the attention of users at the pedestrian crossing.

Dossier 422872 – Request for exclusion to the CPTAQ (Commission de protection du territoire agricole) on part of lots 2 196 882 and 4 396 680 for the development of Phase 4 of Domaine Saint-Gabriel as well as part of lot 3 693 496 for the development of Phase 3 for the Villas Saint-Gabriel project included within the protected agriculture zone:

The Municipality solicited a public meeting with the CPTAQ to present the dossier and rectify certain elements from the preliminary orientation. This public meeting will be held on March 25th, 2020 at 9:30 am at the Commission's offices.

Support request made to municipal council to decree the month of April Daffodil Month – Canadian Cancer Society:

04-03-20

In a letter dated February 10th, 2020, the Canadian Cancer Society invited municipalities to decree April Daffodil Month to send a message of hope to all persons touched by cancer.

WHEREAS each year, over 55 000 Quebecers receive a cancer diagnosis, and that this represents a major shock which affects all spheres of their lives;

WHEREAS for each affected person, one to three people around him will take on the role of caregiver;

WHEREAS about four out of ten cancers can be prevented by adapting a healthy lifestyle and implementing health policies that protect Quebecers;

WHEREAS survival for all cancers combined has increased by 8%, from 55% in 1992 to 63% in 2019, and it is thanks to the funding of innovative research that we have achieved this and that we can continue our objective of a world without cancer;

WHEREAS the Canadian Cancer Society is the only national charity that helps all Quebecers with all types of cancer and their loved ones, through research, prevention, access to a network of help, information based on the latest evidence and advocacy;

WHEREAS life is bigger than cancer, it's not just a diagnosis. To chemotherapy. To scars. The Canadian Cancer Society, through its programs, helps Quebecers build relationships with others and provide them with a quality of life and well-being;

WHEREAS April is known as Daffodil Month, that it brings hope and that the Canadian Cancer Society encourages Quebecers to take a significant action for people affected by cancer ;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED

TO DECREE THE month of April Daffodil Month.

THAT THE SAINT-GABRIEL-DE-VALCARTIER MUNICIPAL COUNCIL ENCOURAGE the population to generously support the Canadian Cancer Society's cause.

6. NOTICES OF MOTION AND BY-LAWS

No subjects were treated this month.

7. ADMINISTRATION

05-03-20 **7.1 Resolution to nominate Mrs. Heidi Lafrance to sit on the Board of Directors of the Habitations Communautaires Saint-Gabriel-de-Valcartier**

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED TO:

Nominate Mrs. Heidi Lafrance to sit on the Board of the Habitations communautaires Saint-Gabriel-de-Valcartier.

8. FINANCE

06-03-20 **8.1 Accounts payable for the month of February 2020**

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of February 2020;

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 February 2020 totalling a sum of \$261,359.71, which is annexed to this resolution to form an integral part thereof.

07-03-20 **8.2 Charitable donations and request for financial assistance**

Joli-Bois school-development of the school library

IT IS PROPOSED BY councillor Dorothy Noël

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To award a financial aid of \$1,000 to the Joli-Bois school in order to contribute to the development of the school library in order to offer a stimulating library for students to read in a welcoming and comfortable environment.

Quebec High School Alumni Foundation – golf tournament

08-03-20 IT IS PROPOSED BY councillor Thomas Lavalée

SECONDED BY councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO participate in the QHS Alumni Foundation golf tournament at Centre Castor on Base Valcartier on June 26th, 2020. The cost is of \$135 per person.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of February 2020

A total of 25 calls were received during the month of February 2020:

12	Medical
4	Accident

2	Fire alarm
0	False alarm
6	Miscellaneous
1	Public Works - emergency

9.2 Action priorities for police service

Each year, the Public Security Committee of the MRC de La Jacques-Cartier identifies Action priorities regarding police services in connection with citizens' preoccupations in their living environment. Here are the 2020 Action priorities that the Municipal Council has identified for the territory of Saint-Gabriel-de-Valcartier.

1. Interventions at the Teen Club youth center, in schools and in municipal parks, by raising awareness about drugs and behaviors which particularly concern parents and community leaders
2. Conduct visibility operations and pay attention particularly to motorcycles for speeding, cyclists not sharing the road in a safe manner and persons practicing « roller skiing » in the sectors of Redmond Road, 5th Avenue and Boulevard Valcartier.
3. Conduct increased visibility operations on Boulevard Valcartier, especially during the height of tourist season at *Village Vacances Valcartier*.
4. Maintain and reinforce good relations between the *Sûreté du Québec* and the citizens and their representatives.
5. Reinforce the application of By-laws concerning parking on public roads, particularly during the winter season.
6. Surveillance of school zones (30 km/h).
7. Increase surveillance of ATVs and motorbikes in certain sectors (sand pits and private properties).
8. Increased surveillance of cyclists' good practises on public roadways.

9.3 Adoption of annual report regarding the activities concerning the Safety Risk Coverage Plan

09-03-20

ATTENDU QUE la MRC de la Jacques-Cartier a débuté l'entrée en vigueur de son schéma de couverture de risques en sécurité incendie le 21 avril 2010;

ATTENDU QU'en vertu de l'article 35 de la *Loi sur la sécurité incendie*, le rapport annuel des activités doit être produit et adopté par toute autorité locale ou régionale et toute régie inter municipale chargée de l'application de mesures prévues à un schéma de couverture de risques;

ATTENDU QUE les rapports annuels produits et adoptés par les neuf villes et municipalités de la MRC de la Jacques-Cartier doivent être expédiés au ministre de la Sécurité publique par la MRC tel que prévu par la *Loi sur la sécurité incendie*;

ATTENDU QUE le conseil municipal a pris connaissance du rapport annuel des activités réalisées sur son territoire, et l'adopte tel que déposé;

IL EST PROPOSÉ PAR la conseillère Shelley MacDougall

APPUYÉ PAR le conseiller Thomas Lavalée

ET RÉSOLU À L'UNANIMITÉ :

QUE le conseil de Saint-Gabriel-de-Valcartier adopte le rapport annuel des activités réalisées sur son territoire pour l'an 3, soit du 4 mai 2018 au 3 mai 2019;

QUE la présente résolution soit transmise à la MRC de la Jacques-Cartier.

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.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of February 2020

A total of 16 permits were issued during the month of February 2020:

4	New residences
1	Renovations
1	Accessory buildings
5	Septic installations
4	Wells
1	Tree felling

11.2 Report from the Municipal Inspector

Mr. Stacy Gagné gives a verbal report of the Urbanism department’s activities.

“Film set décor” conditional use:

The “film set décor” conditional use on lots 2 196 997, 2 197 002, 3 358 692 and 6 105 365 (Barkskins) ends on June 3rd, 2020. If the conditional use is not renewed before this date, the site will have to be dismantled and put back to its initial state.

Urbanism by-laws consistency with the MRC de la Jacques-Cartier’s revised Master Development Plan:

Urbanism by-laws are being revised to be consistent with the Master Development Plan revised by the MRC de la Jacques-Cartier. These new by-laws will be adopted this fall 2020.

10-03-20

11.3 Minor derogation – lot 2 196 747

This minor derogation consists in authorizing the derogatory nature of a detached garage which is already built at 3.78 meters from the lot’s front line instead of the regulatory 6 meters.

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To accept the minor derogation request for lot 2 196 747 of the official Saint-Gabriel-de-Valcartier cadastre to authorize a garage which is already built at 3.78 meters from the lot line, and this, according to the CCU’s recommendation.

11.4 Minor derogation – lot 2 195 198

This minor derogation consists in confirming the issuance of a future construction permit where the projected residence will be accessed through the neighboring lot (lot 2 195 199).

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To accept the minor derogation request for lot 2 195 198 of the official Saint-Gabriel-de-Valcartier cadastre to authorize access to lot 2 195 198 through the neighboring lot 2 195 199 as well as confirm issuance of a future construction permit, and this, according to the CCU’s recommendation.

11-03-20

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 present session. Here is a summary:

Voice of English Quebec :

Voice of English Quebec now has a place of business in the City of Shannon. They participated in the Family Skate Night and met with seniors of the community to plan free transport for different outings (sugar shack, museums, etc.).

12-03-20

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

WHEREAS the Municipality called a public tender on November 27th, 2019, to award a contract for the construction of an outdoor skating rink;

WHEREAS the bids were opened on December 12th, 2019 in the presence of Mayor Brent Montgomery, Joan Sheehan, Director General, Heidi Lafrance, Assistant Director General, Dany Laberge, Public Works Department foreman, Jean-Thomas Marois-Fiset, engineer for WSP and certain company representatives having submitted a bid;

WHEREAS 4 contractors submitted bids and the results are as follows;

CONTRACTOR	Amount excluding taxes
Parko inc.	935,828.00
Bé-Con Construction	994,998.91
Durand Construction	1,024 371.38
Deric Construction	1,069 838.72

WHEREAS following analysis of the bids by Mr. Jean-Thomas Marois-Fiset, engineer for WSP and following the advice of the Municipality’s legal counsel, it appears that the lowest bid submitted, that of Parko inc., is inadmissible and non-conform to the specifications documents requirements since a portfolio was not attached, therefore the contract cannot be granted;

WHEREAS Bé-Con Construction inc. submitted the second lowest bid, which is substantially conforming to the specifications documents’ requirements;

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

THAT the preamble is an integral part of this document;

TO reject the bid submitted by Parko inc. considering it is inadmissible and non-conforming to the specifications documents’ requirements;

TO grant the contract for the construction of an outdoor skating rink to Bé-Con Construction inc. in the amount of \$994,998.91 excluding taxes, following the bid submitted and dated December 12th, 2019.

TO authorize the Mayor and Director General to sign, in the name of the Municipality, all documents required following the present resolution.

13-03-20

12.3 Municipal skating rink phase 2 (roof) – professional services

WHEREAS the municipal skating rink will be relocated and reconstructed during the summer of 2020;

WHEREAS Phase 2 of the project consists in building a roof over the new skating rink in 2021;

WHEREAS the engineering firm WSP Canada inc. has prepared specifications documents for Phase 1 of the project;

WHEREAS it is planned to call for bids for the construction of a roof during the fall 2020 and building in 2021;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO mandate the engineering firm WSP Canada inc. to prepare the specifications documents for the building of a roof over the new municipal skating rink in according to the design submitted by BBC Architectes, and this, at the cost of \$50,300 excluding taxes. This price includes a part of the surveillance costs.

13. MRC AND REGIONAL DOSSIERS

The Mayor, Brent Montgomery informed the members of Council that the last session of the MRC Council of Mayors was held on February 19th, 2020.

The next sitting will be held on Wednesday, March 18th, 2020, at 7:00 pm at the MRC Complex located in Shannon. All persons interested are invited to attend.

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.