



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

**SAINT - GABRIEL
- DE -
VALCARTIER**

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Tuesday, March 8th, 2022**, at the Saint-Gabriel-de-Valcartier Community Center in conformity to the provisions of the Municipal Code of the Province of Quebec.

Are present:

Mayor: Brent Montgomery
Councillors: Maureen Bédard
David Hogan
Thomas Lavallee
Shelley MacDougall
Dorothy Noël

Absent: Raymond Bureau

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

Also present:

Director General and Clerk-
Treasurer: Heidi Lafrance
Municipal Inspector: Stacy Gagné
Director of Public Works: Dany Laberge

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-03 -22

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below with the addition of items:

“14.1 Emergency Resolution in Solidarity with the Ukrainian People: The elected officials of Quebec Municipalities in Solidarity with the Ukrainian People”

“14.2 Red Cross Relief Fund: Humanitarian Crisis in Ukraine”

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of February 8th, 2022
- 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. 244 repealing and replacing By-laws No. 129 and No. 171 constituting an Urbanism Consultant Committee (UCC)
 - 6.2. Adoption of By-law No. 193 concerning the Usage of Drinking Water
- 7. Administration**
 - 7.1. Instructor at Physik Center – permanent position
- 8. Finance**
 - 8.1. Accounts payable for the month of February 2022
 - 8.2. Financial Aid Request
 - 8.3. Resolution for the participation of the Municipality in the financing of a characterization study (Société immobilière Valcartier inc.)

8.4. Resolution to order the publication of a document explaining the 2022 budget and the TCEP in the newspaper distributed on the territory of the Municipality (The Indispensable News Bulletin)

9. Public Security

9.1. Activity report from CAUCA for February 2022

9.2. Resolution for the acquisition of a device for filling oxygen tanks

10. Public Works and Hygiene

10.1. Report from the person responsible for Public Works

10.2. Renewal of the contract for biological control of biting insects for 2022 (3rd year)

10.3. Request to the Department of National Defence and Mont Saint-Sacrement High School to maintain the agreement concerning the biological control treatment of biting insects

11. Urbanism and Environment

11.1. Report of permits issued during the month of February 2022

11.2. Report from the Municipal Inspector

12. Recreation, Culture, and Community life

12.1. Report from the Sports and Recreation Director

12.2. Agreement regarding access to recreational services Base Valcartier – Sports and Recreation Plan

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-03-22

3.1 Regular meeting of February 8th, 2022

The members of council received the Minutes of this meeting within the deadlines as fixed by law; the Clerk-Treasurer is therefore exempted from reading it.

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt and sign the Minutes of February 8th, 2022.

4. QUESTION PERIOD

In accordance with Section 150 of the *Quebec Municipal Code*, this council meeting includes a question period during which those present may ask oral questions to council members.

Mayor Brent Montgomery invited the citizens in attendance to ask questions on topics of interest to them.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

Petition for a sidewalk on Valcartier Boulevard between the Pub St-Gab and Village Vacances Valcartier:

During the week of February 14th, 2022, a resident of the Municipality filed a petition with 34 names asking the Municipality to build a sidewalk along Valcartier Boulevard between the Pub St-Gab and Village Vacances Valcartier.

Valcartier Boulevard (Route 371) is under the jurisdiction of the ministère des Transport.

In the 1990's, Valcartier Boulevard was widened to its maximum extent by the MTQ at

the request of the Municipality.

The Municipality proposes an alternative by linking Chemin du Lac to Charles Street. It should be noted that Charles Street is a private street and that the land located between the two streets is also privately owned. There is also an issue with a creek in this area.

6. NOTICES OF MOTION AND BY-LAWS

03-03-22

6.1 Adoption of By-law No. 244 repealing and replacing By-laws No. 129 and No. 171 constituting an Urbanism Consulting Committee (UCC)

Considering that a Notice of Motion of this by-law was given prior to the regular Council meeting held February 8th, 2022

Considering that a draft by-law no. 244 repealing and replacing By-laws No. 129 and No. 171 constituting an Urbanism Consulting Committee (UCC) was presented at the regular Council meeting held February 8th, 2022

Considering a copy of this by-law was given to Council members at the latest 72 hours before the meeting and that all members present declare having read the draft by-law

Considering the Secretary-treasurer mentions the purpose of the said draft by-law and its scope: it is opportune for Council to adopt an Urbanism Consulting Committee in order to render decisions, among others, on requests for minor derogations, conditional use requests, specific projects or other elements, and this, in accordance with the Urbanism Development Act (R.S.Q., chapter A-19.1). This by-law stipulates the guidelines and powers of the UCC.

Considering that copies of the by-law were available for public consultation at the beginning of the meeting

IT WAS MOVED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt Bylaw No. 244 repealing and replacing Bylaws No. 129 and No. 171 constituting an Urbanism Consulting Committee (UCC).

04-03-22

6.2 Adoption of By-law No. 193 concerning the Usage of Drinking Water

Considering that a Notice of Motion of this by-law was given prior to the regular Council meeting held February 8th, 2022

Considering that a draft by-law No. 193 regarding the Usage of Drinking Water was presented at the regular Council meeting held February 8th, 2022

Considering a copy of this by-law was given to Council members at the latest 72 hours before the meeting and that all members present declare having read the draft by-law

Considering the Secretary-treasurer mentions the purpose of the said draft by-law and its scope, hereby to establish the standards for the use of drinking water from the Municipality's drinking water distribution network and to regulate the usage of this water with a view to preserving the quality and quantity of the resource

Considering that copies of the by-law were available for public consultation at the beginning of the meeting

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO adopt By-law No. 193 concerning the Usage of Drinking Water

7. ADMINISTRATION

05-03-22

7.1 Instructor at Physik Center – permanent position

WHEREAS Mrs. Anik Désaulniers has held the position of instructor at the Physik Center since September 2016

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO nominate Mrs. Anik Désaulniers as an instructor at Physik Center for a permanent position of 30 hours per week.

8. FINANCE

06-03-22

8.1 Accounts payable for the month of February 2022

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month February 2022

WHEREAS the members had the opportunity to ask questions

WHEREAS budgetary credits necessary to cover the monthly expenses are available, as certified by the Clerk-Treasurer

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of February 2022 totalling a sum of \$84 747.32, which is annexed to this resolution to form an integral part thereof.

07-03-22

8.2 Financial Aid Request

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO grant a financial aid of \$1,500 to the Association des proches aidants de la Capitale-Nationale. This association offers support and free respite hours to four caregivers who are residents of Saint-Gabriel-de-Valcartier in 2020.

08-03-22

8.3 Resolution for the municipality's participation in the financing of a characterization study (Société Immobilière Valcartier inc.)

WHEREAS the Société Immobilière Valcartier Inc. (SIVI) will begin, this spring, an environmental characterization study Phase II on the lots located at the 23 ends of main site, namely on lots: 2 196 069 in Saint-Gabriel-de-Valcartier and lots 4 366 549 and 4 366 672 in Shannon

WHEREAS this study will allow to confirm, or not, the presence of pollutants in the soils, to delimit the area and to analyze the extent of the contaminants if necessary

WHEREAS the cost of the study on these lots is estimated at approximately \$800,000, including contingency fees of \$80,000. The costs are summarized as follows:

- Professional fees SIVI – SNC: \$355,00
- Clearing – CCS Horticole: \$30,000
- Drilling- Forage Comeau: \$31,880
- Chemical laboratory analysis – Bureau Véritas: \$221,710
- Mechanical shovel – Entreprise JMP: \$81,410
- Contingency - \$80,000

WHEREAS the administrators of the Board of Directors of the SDE de la Jacques-Cartier

have validated their interest in contributing financially to the realization of the study in the amount of \$25,000

WHEREAS the municipalities of Shannon and Saint-Gabriel-de-Valcartier wish to contribute \$25,000 each

WHEREAS the SDE has submitted a request for non-refundable financial assistance to the Secrétariat à la Capitale-Nationale (SCN) in the amount of \$25,000 and a response is expected by mid-March

WHEREAS the SDE de la Jacques-Cartier will be the spokesperson for the said study with the financial partners and will proceed with the signature of a memorandum of understanding with the SIVI for a total contribution of \$100,000

WHEREAS the study will provide a status report on the lots that will be characterized

WHEREAS the study will allow the planning of the development of the lots for economic development projects

WHEREAS the project is an integral part of the SDE 2022 action plan which is to develop the SIVI industrial park lands as well as the Palée action 3.1.3

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

- THAT the preamble is part of this resolution
- THAT the SDE de la Jacques-Cartier be authorized to sign, on behalf of the Municipality of Saint-Gabriel-de-Valcartier, a memorandum of understanding with the SIVI concerning the realization of an environmental characterization study Phase II on the lots located at the extremities of the site
- THAT an expense of \$25,000 be authorized to be paid to the SDE de la Jacques-Cartier in order to carry out said study
- THAT this resolution be transmitted to the MRC de la Jacques-Cartier.

09-03-22

8.4 Resolution to order the publication of a document explaining the 2022 budget and the TCEP in the newspaper distributed on the territory of the Municipality (The Indispensable News Bulletin)

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO order the publication of the budget and the TCEP (explanatory document) in the Indispensable News Bulletin which is distributed free of charge to each civic address on the territory of the Municipality, and this, for 2022 and all budgets that will be adopted in the future.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of February 2022

A total of 12 calls were received during the month of February 2022:

8	Medical
0	Accident
3	Fire alarm
0	False alarm
0	Miscellaneous
1	Public Works - emergency

10-03-22

9.2 Resolution for the acquisition of an oxygen tank filling device

WHEREAS the Fire Department needs to acquire an oxygen tank filling machine

WHEREAS this project is part of the capital projects for 2022 and funds for this purpose are included in the 2022 budget

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO proceed with a call for tenders by invitation to at least two suppliers for the purchase of an apparatus for filling oxygen tanks for the Fire Department. This apparatus and its accessories are estimated at \$70,000.

10. PUBLIC WORKS AND HYGIENE

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

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

11-03-22

10.2 Renewal of the contract for biological control of biting insects for 2022 (3rd year)

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier published a public call for tenders on October 16th, 2019, for the biological control of biting insects for 2020 with an option to renew for the years 2021, 2022, 2023 and 2024

WHEREAS the bid from Conseillers Forestiers Roy Inc. was the lowest bid and in accordance with the provisions of the specifications used for the tender

WHEREAS the option to renew the contract for the years 2021, 2022, 2023 and 2024 was retained, but the contract must be renewed annually

WHEREAS over the past year, elected officials have deemed it appropriate to evaluate the continuity of this treatment for the next few years and study meetings have begun

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO put in place a moratorium on the biological control of biting insects and not to renew the contract for the year 2022 with the firm Conseillers Forestiers Roy Inc.

TO continue studies and research on the effects of Bti on the environment and wildlife.

10.3 Request to the Department of National Defence and Mont Saint-Sacrement High School to maintain the agreement concerning the biological control treatment of biting insects

The item has not been addressed due to Resolution No. 120322 above.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of February 2022

A total of 11 permits were issued during the month of February 2022:

2	New residence
1	Residential Expansion
1	Renovation
2	Accessory building
1	Fence
2	Septic installation

2	well
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11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

Mr. Gagné gave a verbal report on the activities of the Urbanism Department.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

No items were treated this month.

12.2 Agreement regarding access to recreational services Base Valcartier – Sports and Recreation Plan

WHEREAS the Base Valcartier Community Recreation Department had to review its internal operating methods, its administrative structure, the adjustments of rates and its service agreements with the local partners

WHEREAS the principle of a quota-share was retained to establish the terms of the partnership with the Municipality and to determine the costs of access to the facilities and services for the coming years

WHEREAS the co-payment for 2022 is \$48,22.79 compared to \$10,500 paid in 2020

WHEREAS this amount was not known at the time of the preparation of the 2022 budget and was therefore not included in the budget adopted on January 25th

WHEREAS on February 3rd, the Mayor and the Director General held a meeting with Colonel Langelier to discuss the Municipality's concerns regarding the change in the calculation model for establishing access to recreational services

WHEREAS on February 25th, Colonel Langelier sent a letter to the Municipality with various proposals

WHEREAS for 2022, Colonel Langelier proposes to credit the arena's reciprocity to the invoice, which represents a reduction of \$12,000

WHEREAS it is also possible to further reduce the Municipality's contribution by reducing the portion of the subscription paid by the Municipality

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO sign an agreement regarding access to recreational services with the Service des loisirs communautaire de la Base Valcartier for the Plan Sports Loisirs in the amount of \$13,818.00 plus applicable taxes for the year 2022 by offering a 25% reduction to the citizens of Saint-Gabriel-de-Valcartier for a PSL subscription.

TO accept the new calculation model for future PSL fee reductions and the user-pay principle for the allocation of arena use fees for 2023.

13. MRC AND REGIONAL DOSSIERS

Mayor Brent Montgomery informed Council that the last meeting of the MRC Council of Mayors was held on February 16th, 2022.

The next meeting of the Council of Mayors will be held on March 16th, 2022, at 7:00 pm.

14. OTHERS

14.1 Emergency Resolution in Solidarity with the Ukrainian People: The elected officials of Quebec Municipalities in Solidarity with the Ukrainian People

Whereas the Russian Federation has militarily invaded the Republic of Ukraine

Whereas the Russian Federation has violated the international rules of respect for the integrity of national borders and caused the death of thousands of people and the

exodus of Ukrainian citizens

Whereas, in this day and age, the military solution is unacceptable to resolve conflicts between nations

Whereas the elected municipal officials and the people of Quebec are deeply distressed by the suffering of the Ukrainian people and communities

Whereas the will of the elected municipal officials of Quebec to express their total disapproval of this situation and the use of arms to settle conflicts

Whereas the will of the elected municipal officials and the population of Quebec to express their solidarity with the Ukrainian people

Whereas the gestures of solidarity of several municipalities and many Quebecers towards the Ukrainian people, notably through donations to the Canadian Red Cross

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

That the Municipality of Saint-Gabriel-de-Valcartier condemns in the strongest possible terms the invasion of Ukraine by Russia

That the Municipality joins its voice to the concert of nations to call upon Russia to put an end to its aggression and to withdraw all its forces from Ukraine and to settle its differences through diplomacy

That the Municipality asks the Government of Canada to take all necessary measures to bring Russia to abandon its bellicose attitude

That the Municipality invites its citizens to participate in the solidarity effort towards the Ukrainian people

That the Municipality declares its interest in contributing to this collective and humanitarian effort and invites all groups and stakeholders to mobilize in order to organize the receptions of these refugees on our territory

That a copy of this resolution be sent to the Prime Minister of Canada, Mr. Justin Trudeau, to the Minister of Foreign Affairs, Mrs. Mélanie Joly, to the Premier of Quebec, Mr. François Legault, to the Embassy of the Republic of Ukraine, to the Embassy of the Russian Federation, to the Fédération québécoise des municipalités and to the regional and national media.

14.2 Red Cross Relief Fund: Humanitarian Crisis in Ukraine

WHEREAS donations to the Ukraine Humanitarian Crisis Relief Fund will enable the International Red Cross and Red Crescent Movement to respond to the humanitarian needs arising from nearly eight years of conflict, as well as contribute to preparedness and response efforts in the context of heightened tensions in Ukraine

WHEREAS the funds raised will enable the Red Cross to conduct preparedness and relief efforts, assist affected individuals and communities in their long-term recovery, build resilience, and carry out other essential humanitarian activities in response emerging needs in Ukraine and neighboring countries, including displaced populations

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO make a donation of \$3,000 to the Canadian Red Cross for the Relief Fund: Humanitarian Crisis in Ukraine

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the mayor declared the meeting closed at 8:00 pm.

Brent Montgomery
Mayor

Heidi Lafrance
Director General and
Clerk-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.