



**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 **Monday July 4th, 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
	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 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.

The Mayor gave a brief history of the biological control of biting insects, as several citizens were present to ask questions and comment on the 2022 moratorium and Bti treatments.

2. ACCEPTANCE OF THE AGENDA

01-07-22

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

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

8.3 "Update of the list of administrators at the Canada Revenue Agency"

11.6 "Resolution to authorize the parking of recreational vehicles for a public event"

1. Opening of the meeting

2. Acceptance of the agenda

3. Adoption of Minutes

3.1. Regular meeting of June 6th, 2022

4. Question period

5. General correspondence and follow-up of previous meetings

6. Notices of motion and By-laws

6.1. Notice of Motion concerning By-law No. 252 regarding the Terms of Publication of Public Notice

6.2. Tabling of draft By-law No. 252 regarding the Terms of Publication of Public Notice

6.3. Notice of Motion concerning By-law No. 253 establishing the Internal Rules for the Holding of Council Meetings

6.4. Tabling of draft By-law No. 253 establishing the Internal Rules for the Holding

of Council Meetings

7. Administration

8. Finance

- 8.1. Accounts payable for the month of June 2022
- 8.2. Application for Sponsorship

9. Public Security

- 9.1. Activity report from CAUCA for June 2022
- 9.2. Update of the list of members of the Fire Department
- 9.3. Sale of the Rescue Boat

10. Public Works and Hygiene

- 10.1. Report from the Person Responsible for Public Works
- 10.2. Call for Tenders – Winter Maintenance of Public Streets and Roads and Winter Maintenance of Certain Municipal and Private Streets

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of June 2022
- 11.2. Report from the Municipal Inspector
- 11.3. Resolution to initiate legal proceeding regarding non-compliance with the municipal and other application by-laws – Lot 6 378 061
- 11.4. Minor Derogation – Lot 2 196 917
- 11.5. Application under the Permits and Certificates Restriction By-law No. 201 – Lot 2 196 753

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

02-07-22

3.1 Regular meeting of June 6th, 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 Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the Minutes of June 6th, 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

Biological Control of Biting Insects:

The Director General and Clerk-Treasurer informed Council members that emails and phone calls related to the moratorium on the treatment of biological control of biting insects have been received. A list was provided to the elected officials prior to the meeting.

Poster to slow down traffic:

In an e-mail dated June 15th, 2022, Mr. Jean Fiset, resident, asks the Municipality to participate in a poster campaign to slow down traffic on the territory. This request will be analysed by the elected officials.

Request to the Municipality and the Ministry of Transport of Quebec to build sidewalks on Valcartier Boulevard:

A letter addressed to the elected officials and the Minister of Transport was submitted to the Municipality on June 22nd, 2022, by Mr. André Leduc, resident, requesting that sidewalks be built along Valcartier Boulevard. This request will be analysed by the elected officials.

6. NOTICES OF MOTION AND BY-LAWS

6.1 Notice of Motion concerning By-law No. 252 regarding the Terms of Publication of Public Notice

Councillor Thomas Lavallee gives Notice of Motion that a by-law bearing number 252 concerning the Terms of Publication of Public Notice will be presented for adoption at a subsequent Council meeting.

6.2 Tabling of draft By-law No. 252 regarding the Terms of Publication of Public Notice

Considering that a Notice of Motion of this by-law was given on July 4th, 2022

Considering that a copy of this draft 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 Clerk-Treasurer mentions the purpose of said draft by-law and its scope, while sitting: Publication and Posting of Public Notices.

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

By-law No. 252 will be adopted at a subsequent meeting.

6.3 Notice of Motion concerning By-law No. 253 establishing the Internal Rules for the Holding of Council Meetings

Councillor Raymond Bureau gives Notice of Motion that a by-law bearing the number 253 establishing the Internal Rules for the Holding of Council Meeting will be presented for adoption at a subsequent Council meeting.

6.4 Tabling of draft By-law No. 253 establishing the Internal Rules for the Holding of Council Meetings

Considering that a Notice of Motion of this by-law was given on July 4th, 2022

Considering that a copy of this draft 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 Clerk-Treasurer mentions the purpose of said draft by-law and its scope, while sitting: to regulate the conduct of Council's debates and the maintenance of good order and decorum during Council meetings

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

By-law No. 253 will be adopted at a subsequent meeting.

7. ADMINISTRATION

No items were treated this month.

8. FINANCE

03-07-22

8.1 Accounts payable for the month of June 2022

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of June 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 Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of June 2022 totalling a sum of \$87,125.21 which is annexed to this resolution to form an integral part thereof.

04-07-22

8.2 Application for Sponsorship

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO offer a sponsorship of \$500 to Mr. Renaud Laberge, resident, for his participation in the final of the Quebec Games to be held in Laval from July 22nd to 26th. Mr. Laberge represents the Capitale-Nationale region within his swimming team.

05-07-22

8.3 Update of the list of administrators at the Canada Revenue Agency

WHEREAS the federal income tax must be filed by the Municipality

WHEREAS an updated list of directors on file is required to open, maintain, and access the Canada Revenue Agency business tax account

WHEREAS the names of the persons on file with the ARC have not been updated for many years

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

THAT the Municipality of Saint-Gabriel-de-Valcartier update the names on the list of directors as follows:

BRENT MONTGOMERY, Mayor

HEIDI LAFRANCE, Director General and Clerk-Treasurer

MARGARET BAKER, Administrative Agent

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of June 2022

A total of 21 calls were received during the month of June 2022:

7	Medical
1	Accident
2	Fire alarm
0	False alarm
9	Miscellaneous
2	Public Works - emergency

06-07-22

9.2 Update of the list of members of the Fire Department

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED TO:

TO approve the following list of members of the Saint-Gabriel-de-Valcartier Fire Department as of July 1st, 2022.

Name	First name	Status
Albert	Mario	First Responder /Firefighter
Audet	Manon	First responder
Bédard	Simon	Upcoming firefighter training
Bouché	Grégory	First responder/Firefighter in training
Boudreault	Marc-André	Upcoming firefighter training
Bourque	Marc	Upcoming firefighter training
Carrette-Picard	Maverick	Firefighter
Chartré	Martin	First responder/firefighter
Couture	Luc	Firefighter
Fortin	Maxime	First responder/Firefighter in training
Gagné	Yan	Lieutenant First responder/Firefighter
Godin	Alexandre	Firefighter in training
Grenier	Mathieu	Firefighter
Guay	Denys	Firefighter
Hogan	David	Firefighter
Kelly	Annie	First responder
Lavallée	Jean	Firefighter
Lavallee	Stephen	Director of Operations First responder/Firefighter
Lavallee	Thomas	First Responder/ Firefighter
Lupien	Éric	First Responder/ Firefighter
McCarthy	Stephen	Director First Responder/ Firefighter
Montgomery	Glen	Assistant Director Firefighter
Montgomery	Neil	Firefighter
Montpas	Alec	Firefighter
Patenaude	Étienne	First Responder/Firefighter
Pichette	Keven	Upcoming Firefighter training
Sauvageau	Jérôme	Lieutenant First Responder/Firefighter
St-Onge	Félix-Olivier	Firefighter in training
Stairs	Jonathan	First Responder/Firefighter
Stairs	MacKenzie	First Responder/Firefighter
Tessier-Thériault	Laurence	Firefighter

Woodbury	Sandra	First Responder/Firefighter
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07-07-22

9.3 Sale of the Rescue Boat

WHEREAS the Municipality has acquired a new water rescue boat

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO offer for sale by public tender the Fire Department’s water rescue boat and a trailer for a starting price of \$3,700. The Notice of Public Tenders will be sent by mail on the whole territory.

Description: 14-foot aluminium Scout boat with a flat bottom reinforced with fiberglass for optimal protection. Capacity of 330 kilograms or 725 pounds. The boat has been modified by hand to add a central steering wheel. There is also a new roll bar not installed. Johnson engine with jet propulsion 18 forces. Handcrafted boat trailer with lights and manual winch.

10. PUBLIC WORKS AND HYGIENE

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

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

08-07-22

10.2 Call for Tenders – Winter Maintenance of Public Streets and Roads and Winter Maintenance of Certain Municipal and Private Streets

WHEREAS the contract for winter maintenance of public streets and roads as well as the contract for winter maintenance of certain municipal and private streets has been completed

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO proceed with a call for public tenders for Winter Maintenance of Public Streets and Roads for the 2022-2023 winter season with options for the 2023-2024 and 2024-2025 winter seasons.

TO proceed with a call for tenders by invitation for the Winter Maintenance of Certain Municipal and Private Streets for the 2022-2023 winter season with option for 2023-2024 and 2024-2025 winter seasons.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of June 2022

A total of 23 permits were issued during the month of June 2022:

3	New residence
1	Residential expansion
1	Renovation
8	Additional building
2	Pool
4	Septic installation
4	Well

11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

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

09-07-22

11.3 Resolution to initiate legal proceedings concerning non-compliance with the municipal and other applicable by-laws – Lot 6 378 061

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

TO initiate legal proceedings concerning non-compliance with municipal by-laws and other applicable regulations for Lot 6 378 061

TO mandate the firm Tremblay Bois, legal advisors, to take the necessary measures to this end and legal measures if necessary.

10-07-22

11.3 Minor Derogation – Lot 2 196 917

This minor derogation consists of confirming the presence of a residence built in 1985 at 11.71 metres from the front lot line whereas the by-law requires a minimum of 12 metres from the front line

WHEREAS the present request respects the urban plan

WHEREAS the use is authorized

WHEREAS the lot is mostly composed of floor zone and watercourse

WHEREAS the construction is in conformity with the regulations

WHEREAS the present request does not affect the enjoyment of the property rights of the neighboring buildings since the neighbors are at a good distance

WHEREAS a cadastral reform was carried out in 2004 and could have affected the width of the right-of-way bringing the house closer to the front lot line

WHEREAS a building permit application was granted in 1985 by Richard Leblanc authorizing construction more than 20m from the street

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO approve this request for Minor Derogation for Lot 2 196 917 of the official register of Saint-Gabriel-de-Valcartier and this, in accordance with the recommendation of the UCC.

11-07-22

11.5 Application under the Permits and Certificates Restriction By-law No. 201 – Lot 2 196 753

The Urbanism Consulting Committee held a meeting on June 20, 2022, to analyze a

request for the construction of a single-family residence within the 20 meter steep slope protection strip requiring a geotechnical analysis.

FILE: Restriction on the issuance of permits or certificates due to certain constraints for lot 2 196 753 on behalf of Mr. Mario Goulard (residence in the steep slope protection strip)

Background and nature of the request:

- First, we received an application from Mr. Goulard for the construction of a new residence on de la Falaise Street.
- Upon verification, his residence is within the requested steep slope protection strip.
- Therefore, for the construction of the residence, we need a geotechnical analysis to show us that any proposed construction will not add weight to the slope and thus create future landslides or other.
- I informed the owners of the process to follow (geotechnical analysis, implementation plan, etc.).
- Subsequently, the owners requested a geotechnical analysis from Me. Amin Moeini, engineer for Groupe GÉOS inc. He does not see any problem with the stability of the slope but requires that the water be managed by infiltration and not by discharge to avoid creating erosion and soil loss.

UCC ANALYSIS AND RECOMMENDATION:

WHEREAS, this application complies with the Urbanism plan

WHEREAS the use is permitted

WHEREAS the land is largely composed of steep slopes

WHEREAS the restriction is on the main building

WHEREAS the other setbacks of the main building are respected

WHEREAS the present request does not affect the enjoyment of the property rights of the neighboring buildings since the neighbors are at a good distance and the report confirms that there will be no impact on them

WHEREAS the geotechnical analysis shows that the soil is stable and that there is no risk of landslides on the future construction

WHEREAS the construction project is in conformity with the regulations

WHEREAS a certificate of conformity of the work will be given to us by the engineer who did the geotechnical expertise after the work

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO approve the permit request for Lot 2 196 753 of the official register of Saint-Gabriel-de-Valcartier to confirm the issuance of the permit for the construction of a single-family house in the steep slope protection zone, and this, as recommended by the UCC.

12-07-22

11.6 Resolution to authorize the parking of recreational vehicles for a public event

WHEREAS a Country Dance Festival will be held on July 15 and 16 on the Municipal grounds

WHEREAS some recreational vehicles were supposed to park on private property, but due to the Avian Flu on the territory of the Municipality it is impossible to allow this

WHEREAS the organizers have already asked the Valcartier Elementary School if it was possible to park some recreational vehicles on school property and the school administration has agreed

WHEREAS the recreational vehicles will be parked for a period of 3 days only

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO authorize the temporary parking of a few recreational vehicles on the property of Valcartier Elementary School for the Country Dance Festival public activity to be held on July 15 and 16.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

No items were treated this month.

13. MRC AND REGIONAL DOSSIERS

Mayor Brent Montgomery informed Council that the last meeting of the MRC Council of Mayors was held on June 15, 2022.

The next meeting of the Council of Mayors will be held on August 24, 2022, at 7:00 pm.

14. OTHERS

No items 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 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.