



**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 September 12, 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
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

01-09-22

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below:

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of August 1st, 2022
- 4. Question period**
- 5. General correspondence and follow-up of previous meetings**
- 6. Notices of motion and By-laws**
- 7. Administration**
 - 7.1. Awarding of the contract for the housekeeping of the municipal buildings at 2215, 2217 and 2230 Valcartier Boulevard from October 1st, 2022, to September 30th, 2023
 - 7.2. Regular Meeting of Council in October 2022
 - 7.3. Renewal of group insurance for employees
- 8. Finance**
 - 8.1. Accounts payable for the month of August 2022
- 9. Public Security**
 - 9.1. Activity report from CAUCA for August 2022
 - 9.2. Result of bids for the sale by public tender of the water rescue boat
 - 9.3. Resolution regarding the signing of the service agreement with the Next Generation 9-1-1 Authority (9-1-1PG)

9.4. Adoption of the annual report concerning the activities of the Fire Safety Cover Plan for year 6

10. Public Works and Hygiene

10.1. Report from the Person Responsible for Public Works

10.2. Awarding of the contract for Winter Maintenance of Public Streets and Roads – public call for tenders

10.3. Awarding of Contract for Winter Maintenance of Certain Municipal Streets – call for tenders by invitation

10.4. Awarding of Contract for the 2022-2023 Winter Maintenance of Cannon Street

11. Urbanism and Environment

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

11.2. Report from the Municipal Inspector

11.3. Minor Derogation – Lot 5 098 508

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

02-09-22

3.1 Regular meeting of August 1st, 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 Dorothy Noël

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

To adopt and sign the Minutes of August 1st, 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

No items were treated this month.

6. NOTICES OF MOTION AND BY-LAWS

No items were treated this month.

7. ADMINISTRATION

03-09-22

7.1 Awarding of the contract for the housekeeping of the municipal buildings at 2215, 2217 and 2230 Valcartier Boulevard from October 1st, 2022, to September 30th, 2023

WHEREAS the company Spécialinet has been performing the maintenance of the

municipal buildings for the past two years, that it has the necessary expertise to perform the maintenance work, that it offers a quality service, and this, at a competitive price

WHEREAS Spécialinet has expressed interest in renewing the contract

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavalée

AND UNANIMOUSLY RESOLVED:

TO award the contract for the cleaning of municipal buildings 2215, 2217 and 2230 Valcartier Boulevard from October 1st, 2022, to September 30th, 2023, to Spécialinet at an hourly rate of \$36.00 excluding taxes, including cleaning products. Additional work such as stripping and waxing of floors is not included in the contract. The Mayor and Director General are duly authorized to sign the contract on behalf of the Municipality.

04-09-22

7.2 Regular Meeting of Council in October 2022

WHEREAS a provincial election will be held on Monday October 3rd, 2022

WHEREAS the regular meeting of the Municipal Council for the month of October was to be held on Monday October 3rd

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO reschedule the October Municipal Council meeting to Tuesday October 4th, 2022.

05-09-22

7.3 Renewal of group insurance for employees

Following an analysis and recommendations presented by Mr. Daniel Belley of the firm Avantages sociaux intégrés

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO renew the group insurance for the employees of the Municipality of Saint-Gabriel-de-Valcartier with Humania for the period from October 1st, 2022, to January 31st, 2023, and this, in the amount of \$22,821.00 payable by the employer.

8. FINANCE

06-09-22

8.1 Accounts payable for the month of August 2022

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of August 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 David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of July 2022 totalling a sum of \$241,486.36 which is annexed to this resolution to form an integral part thereof.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of August 2022

A total of 17 calls were received during the month of August 2022:

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

9.2 Result of bids for the sale by public tender of the water rescue boat

As the Municipality has acquired a new water rescue boat and the old boat and trailer were put up for sale by public tender to the citizens for a starting price of \$3,700.00. The public tender notice was mailed throughout the territory

Only one bid was received from Mr. Normand McKinley in the amount of \$4,500.00 dated August 11th, 2022. The transfer of the trailer was made with the Société de l'assurance automobile du Québec and the cheque was cashed.

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 in an artisanal way to add a central steering wheel. There is also a new roll bar not installed. Johnson engine with jet propulsion 18 forces. Homemade boat trailer with lights and manual winch.

07-09-22

9.3 Resolution regarding the signing of the service agreement with the Next Generation 9-1-1 Authority (9-1-1PG)

WHEREAS the Next Generation 9-1-1 Service (as defined below) replaces the Enhanced Service ("9-1-1 E") and is based on Internet Protocol ("IP") technologies and support end-to-end IP native 9-1-1 calls

AND WHEREAS the Canadian Radio-television and Telecommunications Commission (the "CRTC") determined in Telecom Decision CRTC 2015-531 that Canada's 9-1-1 PG system should implement the National Emergency Number Association standard (the "NENA i3 standard")

AND WHEREAS, in June 2017, the CRTC filed Telecom Regulatory Policy CRTC 2017-182, which, among other things, directs all incumbent local exchange carriers ("ILECs") to establish their next generation 9-1-1 networks through 9-1-1 network service providers

AND WHEREAS Bell operates and manages a Next Generation 9-1-1 system serving the provinces in which it is the ILEC and acting, upon request of an incumbent small exchange carrier ("ILEC"), as the 9-1-1 network provider of such ILEC, including in the territory in which the 9-1-1 authority operates

THEREFORE,

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Shelley MacDougall

AND UNANIMOUSLY RESOLVED:

TO authorize the Director General to sign for and on behalf of the Municipality the service agreement with the Next Generation 9-1-1 Authority (9-1-1PG).

08-09-22

9.4 Adoption of the annual report concerning the activities of the Safety Cover Plan for year 6

WHEREAS the MRC de la Jacques-Cartier began the implementation of its Fire Safety Cover Plan on April 21st, 2010

WHEREAS under section 35 of the Fire Safety Act, the annual report of activities must be produced and adopted by any local or regional authority and any intermunicipal board responsible for the applications of measures provided for in a Fire Safety Cover Plan

WHEREAS the annual reports produced and adopted by the nine cities and municipalities of the Jacques-Cartier MRC must be sent to the Minister of Public Security by the MRC as provided for in the Fire Safety Act

WHEREAS the Municipal Council has taken note of the annual report of the activities carried out on its territory, and adopts it as submitted

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

THAT the Council of Saint-Gabriel-de-Valcartier adopts the annual report of activities carried out on its territory for year 6, from May 4, 2021 to May 3rd, 2022

THAT the present resolution be transmitted to the MRC de la Jacques-Cartier.

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.

10.2 Awarding of contract for Winter Maintenance of Public Streets and Roads – public call for tenders

WHEREAS a public call for tenders for the Winter Maintenance of Public Streets and roads was published in the Journal de Québec and the SEAO on July 28, 2022

WHEREAS the opening of tenders was scheduled for September 1st, 2022, but no tenders were received

A new public call for tender for Winter Maintenance of Public Streets and Roads for the 2022-2023 winter season with the options for the 2023-2024 and 2024-2025 winter seasons will be issued. The opening is scheduled for September 29, 2022, at 1:30 pm.

09-09-22

10.3 Awarding of the contract for Winter Maintenance of Certain Private Streets – call for tenders by invitation

An invitation to tender for the Winter Maintenance of Certain Private Streets including:

- Charles
- Julie
- des Merisiers
- des Bouleaux
- des Sources
- du Parc
- des Pins
- River View

Sent by e-mail on July 28, 2022, to Transport Eric Monaghan inc., Excavation Yves Bergeron enr., Déneigement Clay Boyd, Transport Ronald Murphy inc. and Benoit

Gauvin.

Two (2) bids were submitted and opened on September 1st, 2022, at 11:05 a.m. in the presence of the Director General, Heidi Lafrance, Diane Lavallee, Assistant to General Management, Margaret Baker, Financial Management Technician, and Mr. Benoit Gauvin.

Order	Company name	Amount (without taxes)	Amount (including taxes)
1	Transport Eric Monaghan inc.	2022-2023: \$40,885 2023-2024: \$44,030 2024-2025: \$47,175	2022-2023: \$47,007.53 2023-2024: \$50,623.49 2024-2025: \$54,239.46
2	Benoit Gauvin	2022-2023: \$60,000 2023-2024: \$60,000 2024-2025: \$60,000	2022-2023: \$68,985.00 2023-2024: \$68,985.00 2024-2025: \$68,985.00

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO award a two (2) year contract for the 2022-2023 and 2023-2024 winter seasons to Transport Eric Monaghan Inc. in the amount of \$84,915.00 excluding taxes. The Mayor and the Director General are duly authorized to sign the contract on behalf of the Municipality.

10-09-22

10.4 Awarding of Contract for the 2022-2023 Winter Maintenance of Cannon Street

WHEREAS Cannon Street is on the territory of the Municipality of Saint-Gabriel-de-Valcartier although it is located within the perimeter of the Valcartier military base

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO award a contract to the company Aurel Harvey inc. in the amount of \$14,375.00 excluding taxes, for the winter maintenance of Cannon Street located on the Valcartier Base for the 2022-2023 winter season.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of August 2022

A total of 18 permits were issued during the month of August 2022:

2	New residence
1	Residential Expansion
1	Commerce and Institution
2	Renovation
2	Additional building
3	Pool
1	Signage
3	Septic installation
3	Well

11-09-22

11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

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

11.3 Minor Derogation – Lot 5 098 508

This Minor Derogation consists of confirming the inclination of a house already built with an angle of more than 180 degrees in relation to the street whereas the by-law allows an inclination of 30 degrees in relation to the street

WHEREAS the residence will be located more than 100 meters from the street

WHEREAS the nearest neighbor is more than 100 meters from the residence

WHEREAS the construction is in compliance with the by-law

WHEREAS the residence will not be seen from 5th Avenue

WHEREAS this is an error by the Municipality

WHEREAS all the neighbors in the area are inclined in this way in order to face their residence

WHEREAS the impact of the derogation on the neighbourhood is minimal

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO approve this request for Minor Derogation for Lot 5 098 508 of the official register of Saint-Gabriel-de-Valcartier to allow the inclination of a house already built at an angle of more than 180 degrees to the street whereas the regulation allow a 30-degree inclination to the street.

THAT the Municipality assume the administration costs for this minor derogation since it is an error made by the Municipality when issuing the construction permit.

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 August 24, 2022.

The MRC makes its priorities known – 2022 election campaign

As October 3rd, election day in Québec, approaches, the MRC has issued a press release that presents the 6 priorities for the MRC. This press release is available on the MRC website.

The next meeting of the Council of Mayors will be held on September 21st, 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 8:30 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.