



**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 October 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
Dorothy Noël

Absent: Shelley MacDougall

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

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-10-22

IT IS PROPOSED BY Councillor Raymond Bureau

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 September 12th, 2022
- 4. Question period**
- 5. General correspondence and follow-up of previous meetings**
- 6. Notices of motion and By-laws**
- 7. Administration**
 - 7.1. Christmas cocktail for employees and volunteers
- 8. Finance**
 - 8.1. Accounts payable for the month of September 2022
 - 8.2. Winter Maintenance Grants 2022-2023
- 9. Public Security**
 - 9.1. Activity report from CAUCA for September 2022
 - 9.2. Financial Assistance Program for the Training of Volunteers or Part-Time firefighters
- 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 the Contract for 2022-2023 Winter Maintenance of La Visite

parking lot (1194, 5th Avenue)

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of September 2022
- 11.2. Report from the Municipal Inspector
- 11.3. First draft resolution: Specific Construction, Alteration or Occupancy Project for an Immovable (PPCMOI) – 2355 Valcartier Boulevard – Vallée Jeunesse

12. Recreation, Culture, and Community life

- 12.1. Report from the Sports and Recreation Director
- 12.2. Resolution for a call for projects in culture for youth mental health 12 to 18 years old – “CulturAdos”

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-10-22

3.1 Regular meeting of September 12th, 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 September 12th, 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

03-10-22

7.1 Christmas cocktail for employees and volunteers

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO hold the Christmas cocktail for employees and volunteers on Thursday, December 8, 2022, at 6:00 p.m. at the Valcartier Community Center.

8. FINANCE

04-10-22

8.1 Accounts payable for the month of September 2022

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of September 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 Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of September 2022 totalling a sum of \$111,766.69 which is annexed to this resolution to form an integral part thereof.

05-10-22

8.2 Winter Maintenance Grants 2022-2023

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED TO:

TO award the following grants for winter maintenance of certain private streets:

River View	642 \$
Rue Charles, Julie, des Merisiers, des Bouleaux	1 492 \$
Rues des Pins, du Parc des Sources	1 090 \$
Développement Sommet Bleu	2 500 \$

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of September 2022

A total of 26 calls were received during the month of September 2022:

5	Medical
1	Accident
0	Fire alarm
9	False alarm
11	Miscellaneous
0	Public Works – emergency

06-10-22

9.2 Financial Assistance Program for the Training of Volunteer or Part-Time Firefighters

WHEREAS the By-law respecting the Conditions for Practising Within a Municipal Fire Safety Service provides for training requirements for firefighters of Fire Safety Services to ensure a minimum professional qualification

WHEREAS this by-law is part of a desire to guarantee municipalities the training of firefighting crews with the necessary skills and abilities to respond effectively in emergency situations

WHEREAS in December 2014, the Government of Quebec established the Financial Assistance Program for the Training of Volunteer or Part-Time Firefighters and that it has been renewed in 2023

WHEREAS the main objective of this Program is to provide municipal organizations with financial assistance to enable them to have sufficient number of qualified firefighters to act effectively and safely in emergency situations

WHEREAS this program also aims to promote the acquisition of skills and abilities

required by volunteer or part-time firefighters who work in municipal Fire Safety Services

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier wishes to benefit from the financial assistance offered by this program

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier plans to train three firefighters for the Firefighter 1 program during the coming year to respond effectively and safely to emergency situations on its territory

WHEREAS the Municipality must transmit its request to the Department of Public Security through the MRC de la Jacques-Cartier in accordance with Article 6 of the Program

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO submit a request for financial assistance for the training of these firefighters within the framework of the Programme d'aide financière pour la formation des pompiers volontaires ou à temps partiel to the ministère de la Sécurité publique and to transmit this request to the MRC de la Jacques-Cartier.

10. PUBLIC WORKS AND HYGIENE

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

No items were treated this month.

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

WHEREAS a new call for public tender for the Winter Maintenance of Public Streets and Roads for the 2022-2023 winter season with options for the 2023-2024 and 2024-2025 winter seasons was published

WHEREAS the opening of tenders was held on September 29, 2022 at 1:35 p.m. in the presence of Mayor Brent Montgomery, Director General Heidi Lafrance, Diane Lavallee, Assistant to general management, Dany Laberge, Director of the Public Works Department, and François-Alexis Légaré for the company Lou-Vil Inc.

Order	Company	Amount (without taxes)	Amount (with taxes)
1	Transport Eric Monaghan inc.	2022-2023: \$318,503.80 2023-2024: \$347,927.75 2024-2025: \$368,148.00	2022-2023: \$366,199.74 2023-2024: \$400,029.93 2024-2025: \$423,278.16
2	Les Entreprises Forestières Serge Bureau inc.	2022-2023: \$396,400.02 2023-2024: \$404,328.03 2024-2025: \$412,414.73	2022-2023: \$455,760.94 2023-2024: \$464,876.17 2024-2025: \$474,173.84
3	Les Entreprises Lou-Vil inc.	2022-2023: \$415,561.00 2023-2024: \$437,873.00 2024-2025: \$460,185.00	2022-2023: \$477,791.25 2023-2024: \$503,444.48 2024-2025: \$529,097.70

07-10-22

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO award a three-year contract to Transport Eric Monaghan inc. for the 2022-2023, 2023-2024, 2024-2025 winter seasons in the amount of \$1,034,579.55 excluding taxes.

08-10-22

10.3 Awarding of Contract for 2022-2023 Winter Maintenance of La Visite parking lot (1194, 5th Avenue)

WHEREAS the Municipality wishes to offer its citizens the possibility of practicing snowshoeing in the winter of 2022-2023 on the La Visite trail (link SGDv to Lac-Delage)

WHEREAS the parking lot must be cleared of snow

WHEREAS a request for tenders was made for the parking lot at 1194, 5th Avenue for the 2022-2023 winter season to Déneigement Boyd since this company already has a contract with the Municipality for various parking on the territory, including one near the said parking lot

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO accept the quotation from Déneigement Boyd for the parking lot at 1194, 5th Avenue in the amount of \$850.00 excluding applicable taxes for the winter season 2022-2023.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of September 2022

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

3	Renovation
4	Additional building
1	Pool
1	Fence
2	Septic installation

11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

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

09-10-22

11.3 First draft resolution: Specific construction, Alteration or Occupancy Project for an Immovable (PPCMOI) – 2355 Valcartier Boulevard – Vallée Jeunesse

WHEREAS the Municipality adopted the By-law on Special Projects number 153 on November 21, 2007

WHEREAS the Municipality accepted a request for a specific project on September 13, 2021, under resolution #160921

WHEREAS following the construction of the mini-cabins, several problems have arisen due to the small surface area of the mini-cabins and the type of foundation, Vallée Jeunesse wishes to correct the situation by enlarging only the surface area of each mini-cabins and by implanting them on a concrete slab

WHEREAS Vallée Jeunesse is requesting the opportunity to install a hot tub for 2 to 4 people per site to serve the domes with a maximum of 4 hot tubs

WHEREAS the Urbanism Consulting Committee of Saint-Gabriel-de-Valcartier, following the analysis of the dossier, recommends the project to Council without modification

WHEREAS this resolution will be submitted to the consultation provided for in the Land Use Planning and Development Act (R.S.Q., chapter A-19.1)

CONSEQUENTLY,

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED that this draft resolution be adopted in accordance with the provisions mentioned below:

1. Territory of application

This resolution applies to Lot 4 704 969 of the Quebec cadastre located in zone P-3.

2. Authorized use

Notwithstanding the zoning by-law in force, the following uses are authorized on the lot identified in paragraph 1: rental of mini-cabins and domes with the installation of a sanitary block to serve the users of the property.

3. Conditions

- a) A maximum of 4 domes (already authorized and installed by resolution #160921) are authorized
- b) Location of buildings:
 - a. Future facilities shall be installed as shown on the plan submitted to Council at the time of application
 - b. The buildings will not have the obligation to respect the 30 degrees of inclination with the respect to the street as required in the zoning by-law (already authorized by resolution #160921)
 - c. Buildings shall not be visible from the street (already permitted by resolution #160921)
 - d. Trees shall be planted around the buildings to create privacy and increase the density of the tree canopy (already authorized by resolution #160921)
- c) Domes:
 - a. Already authorized by resolution #160921
 - b. One hot tub for 2 to 4 people per site will be allowed to serve the domes for a maximum of 4 hot tubs
- d) Mini-cabins:
 - a. Construction as per attached plans
 - b. Slab type foundation as a base for the mini-cabins
- e) Sanitary block:
 - a. Already authorized by resolution #160921
- f) Vallée Jeunesse shall have in its possession all the necessary certificates of authorization from the Ministry of the Environment for the septic installation and the well that will serve the sanitary block.
- g) The infrastructures must be accessible at all times by the Fire Department and any other service (ambulance, police officer, etc.)
- h) Service plan for the Fire Department attached (in accordance with the resolution #160921)
- i) Clear directional signage shall be installed on the property to facilitate a quick response on the site.

A resolution to rescind section "d" of resolution #160921 will be made at the end of the process

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 Resolution for a call for projects in culture for youth mental health 12 to 18 years old – “CulturAdos”

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO authorized the submission of the “CulturAdos” project within the framework of the “Appel de projets en culture pour la santé mentale des jeunes de 12 à 18 ans” of the ministère de la Culture et des Communications for financial assistance in the amount of \$12,320.00 and to authorize the Director of the Sports and Recreation Department, Mrs. Pamala Laberge, to sign the documents pertaining to the project and to the application.

13. MRC AND REGIONAL DOSSIERS

Mayor Brent Montgomery informed Council that the last meeting of the MRC Council of Mayors was held on September 21st, 2022.

The next meeting of the Council of Mayors will be held on October 19th, 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 8:00 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.