



**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 March 13th, 2023**, 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
	Shelley MacDougall

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

Also present:

Director General and Clerk-	
Treasurer:	Heidi Lafrance
Public Works Foreman:	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

01-03-23

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Raymond Bureau

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 February 6, 2023
4. **Question period**
5. **General correspondence and follow-up of previous meetings**
6. **Notices of motion and By-laws**
7. **Administration**
8. **Finance**
 - 8.1. Accounts payable for the month of February 2023
 - 8.2. Request for financial contribution

~~9. 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)~~

10.9. Public Security

10.1.9.1. Activity report from CAUCA for February 2023

10.2.9.2. Awarding of contract for Fire Prevention Inspection Services for very high risk buildings

11.10. Public Works and Hygiene

11.1.10.1. Report from the Person Responsible for Public Works

11.2.10.2. Resolution to sign a contract by mutual agreement with Les Constructions B.G.C inc. for the management of the Municipal Ecocenter

11.3.10.3. Awarding of contract for painting work at 2230 Valcartier Boulevard

~~12. 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~~

13.11. Urbanism and Environment

13.1.11.1. Report of permits issued during the month of February 2023

13.2.11.2. Report from the Municipal Inspector

13.3.11.3. Resolution to request the signature of an intermunicipal agreement with the City of Quebec concerning the provision of services for the reception and treatment of sludge from septic installations and sealed tanks

14.12. Recreation, Culture, and Community life

14.1.12.1. Report from the Sports and Recreation Director

~~15. Agreement regarding access to recreational services Base Valcartier – Sports and Recreation Plan~~

16.13. MRC and regional dossiers**17.14. Others****18.15. Closing of the meeting****3. ADOPTION OF MINUTES**

02-03-23

3.1 Regular meeting of ~~February~~ February 6, 2023

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 Lavalée

SECONDED BY Councillor ~~David Hogan~~ Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the Minutes of ~~Februa~~ February 6, 2023.

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

Safety on Valcartier Boulevard – Ministère des Transports du Québec :

A letter will be sent to the Ministère des Transports in the next few days to request a meeting to review the safety issues raised for several years by citizens and the Municipality on Valcartier Boulevard.

6. NOTICES OF MOTION AND BY-LAWS

No items were treated this month.

7. ADMINISTRATION

No items were treated this month.

8. FINANCE

03-03-23

8.1 Accounts payable for the month of February 2023

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of February 2023;

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 Raymond Bureau

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of February 2023 totalling a sum of \$159,974.01 which is annexed to this resolution to form an integral part thereof.

8.2 Request for financial contribution

Councillor Raymond Bureau informs council members that he is the spouse of Caroline Longchamp, a resident who is requesting financial support from the Municipality, and consequently he abstains from any discussion on this subject.

Mrs. Caroline Longchamp, resident, is requesting financial support from the Municipality to participate in the World Multisport Championships (run-bike-run) to be held in Ibiza, Spain, on April 29 and 30, 2023.

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO give a contribution of \$1,000 to Mrs. Caroline Longchamp for the World Multisport Championships to be held in Ibiza, Spain, on April 29 and 30, 2023.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of February 2023

A total of 13 calls were received during the month of February 2023:

6	Medical
3	Accident
1	Fire alarm
0	False alarm
3	Miscellaneous
0	Public Works – emergency

05-03-23

9.2 Awarding of a contract for Fire Prevention Inspection Services for very high-risk buildings

WHEREAS the Fire Safety Department must visit the very high-risk buildings annually on its territory

WHEREAS the agreement to share a preventionist with the Town of Shannon has been cancelled by the latter and consequently the Municipality does not have a preventionist

WHEREAS price request was made to three suppliers for this service and the results are as follows:

Compagny	Price (without taxes)
PSI Expert	\$5,250
Prudent	\$6,644
PMU Québec	\$98,624

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO award the contract for Fire Prevention Inspections of high-risk buildings within the territory of the Municipality to PSI Expert for an amount of \$5,250.00 excluding applicable taxes.

Please note that Mr. Yan Gagné, Preventionist Apprentice, will accompany the

representative of the said company for the visits.

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the Person Responsible for Public Works

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

La Visite Trail Parking Lot:

It was brought to the attention of the Public Works Department that people have been dumping construction trash in the La Visite Parking Lot. The Public Works Department has started to pick up the garbage. Signs will be put up stating that a fine will be given to any individual who comes and dumps garbage in this area.

06-03-23

10.2 Resolution for the signature of a contract by mutual agreement with Les Constructions B.G.C. inc. for the management of the Municipal Ecocenter

WHEREAS the Municipality has a Municipal Ecocenter on Lot 3 318 314

WHEREAS the management of this ecocenter will be ensured by a third party

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO authorize Mayor Brent Montgomery and Heidi Lafrance, Director General and Clerk-Treasurer, to sign a mutual agreement with Les Constructions B.G.C. inc. for the management of the Saint-Gabriel-de-Valcartier Municipal Ecocenter for a period of one year, from April 1, 2023, to March 31, 2024, with the possibility of renewal.

07-03-23

10.3 Awarding of contract for painting work at 2230 Valcartier Boulevard.

WHEREAS the interior of the building at 2230 Valcartier Boulevard needs to be repainted

WHEREAS this project is part of the 2023 projects and money for this purpose is included in the 2023 Budget

WHEREAS quotes were requested from four suppliers for this service and the results are as follows:

Company	Price (without taxes)
Falex	\$13,440
Peinture Gilbert	\$17,000
Rénov-Action	\$18,550
JS Prestige	\$30,000

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO award the contract for painting work at 2230 Valcartier Boulevard to Falex for an amount of \$13,440.00 excluding applicable taxes.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of February 2023

A total of 14 permits were issued during the month of February 2023:

3	Residential construction
3	Complementary building
1	Sign
3	Septic installation
1	Pool
2	Well
1	Subdivision

11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

PG Territory Software:

The implementation of the new software for the management of permits and requests is completed. Citizens can now make their permit requests online and make all types of requests on the new Voilà platform.

08-02-23

11.3 Resolution to request the signature of an intermunicipal agreement with the City of Quebec concerning the provision of services for the reception and treatment of sludge from septic installations and sealed tanks

CONSIDERING that the Municipality is responsible for emptying septic tanks on its territory

CONSIDERING that the emptying of septic tanks is carried out between September 1st and October 31st every two years

CONSIDERING that the estimated volume to be received and treated by the City of Quebec is approximately 2 000 m3 of septic tank sludge in 2023 and 2 000 m3 of septic tank sludge in 2025

CONSIDERING that the Municipality does not have an appropriate place to receive and treat the volume of sludge collected

CONSIDERING that the Municipality currently sends the said sludge to a treatment center on the territory of the City of Quebec and that the last agreement on the subject expired on December 31, 2022

CONSIDERING that the signing of a new agreement with the City of Quebec is desirable

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

THAT the Municipal Council authorizes the Mayor and the Director General to sign a memorandum of understanding with the City of Quebec for an initial period of two years beginning January 1, 2023, and ending December 31, 2024. Upon expiry, it will be automatically renewed for three (3) successive periods of one year each unless either party notifies the other at least thirty (30) days prior to expiry of its intention to terminate it.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

Ms. Laberge tabled her report before the meeting. Here is a summary:

CulturAdos Project:

The Municipality received a financial aid of \$4,000 for the realization of the CulturAdos Project within the framework of the financial aid program paid by the MRC de la Jacques-Cartier “Entente de développement culturel et Fonds culturel régional”. The amount requested was \$5,500.

“Caring, Fit and Smiling Seniors” Project – New Horizons for Senior Program

The Municipality received a financial aid of \$23,396 for the realization of the project “Aînés bienveillants, en forme et souriants” within the framework of the New Horizons for Seniors Program of the Department of Employment and Social Development Canada. The amount requested was \$25,000.

13. MRC AND REGIONAL DOSSIERS

Mayor Brent Montgomery informed Council that the last meeting of the MRC Council of Mayors was held on February 15, 2023.

The next meeting of the Council of Mayors will be held on March 15, 2023, 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.