



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday June 5, 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:

Pro Mayor: Shelley MacDougall
Councillors: Maureen Bédard
Raymond Bureau
David Hogan
Thomas Lavallee
Dorothy Noël

Absent: Brent Montgomery, Mayor

Forming a quorum under the presidency of Pro Mayor, Mrs. Shelley MacDougall.

Also present:

Director General and Clerk-
Treasurer: Heidi Lafrance
Director of the Public Works
Department: Alec Montpas
Municipal Inspector: Stacy Gagné
Environment Inspector: Karine Dumouchel

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-06-23

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO adopt the agenda as presented below with the addition of the following points:

“7.5 Resolution addressed to the Ministère des Transports et de la Mobilité durable du Québec (MTMD) concerning the widening of the roadway on a portion of boulevard Valcartier (Rte 371) in a vision of sustainable mobility and safety of pedestrians and cyclists”

“7.6 Resolution addressed to the Ministère des Transports et de la Mobilité durable du Québec (MTMD) concerning a study and search for solutions for the pedestrian crossing in front of Village Vacances Valcartier”

1. Opening of the meeting

2. Acceptance of the agenda

3. Adoption of Minutes

3.1. Regular meeting of May 1st, 2023

4. Question period

5. General correspondence and follow-up of previous meetings

5.1. Request for reimbursement of a request for Minor Derogation – Lot 5 283 355

6. Notice of Motion and By-laws

7. Administration

7.1. Hiring of two full-time seasonal day laborers

7.2. Hiring of a supervisor for Centre Physik

7.3. Approval of summer employee list

7.4. Resolution – Acceptance and support by the Municipality of Saint-Gabriel-de-Valcartier of By-law No. 101-2022 of the Ville de Saint-Catherine de la Jacques-Cartier prohibiting heavy traffic on Route des Érables

8. Finance

- 8.1. Accounts payable for the month of May 2023
- 8.2. Highlights of 2022 Financial Report
- 8.3. Charitable donation

~~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 May 2023

10.2.9.2. Invitation to tender for the acquisition of a new vehicle to replace vehicle 1230 used to respond to medical emergencies and carry out prevention visits , and request for quotation for acquisition of a custom-built truck body for this vehicle

10.3.9.3. Awarding of a contract for fire prevention inspection accompaniment services for category 2 (medium risk) and 3 (high risk) buildings

10.4.9.4. Resolution to confirm the Municipality's intention to sign an intermunicipal agreement governing the terms and conditions of mutual assistance during fire emergencies with the Municipalité des cantons unis de Stoneham-et-Tewkesbury in order to optimize the Shéma de couverture de risques en incendies

11.10. Public Works and Hygiene

11.1.10.1. Report from the Director of the Public Works Department

11.2.10.2. Awarding of the contract for snow removal in Sommet Bleu private sector

11.3.10.3. Awarding of contract for winter maintenance of water reservoirs, municipal parks and traffic circles

11.4.10.4. Request for maintenance of certain private roads open to the public – rue des Pins, Parc et Sources 2023-2027

11.5.10.5. Awarding of contract for repairs and maintenance of Municipal Hall

11.6.10.6. Sale of 2005 double-axle trailer

11.7.10.7. Termination of intermunicipal agreement with Ville de Québec concerning the provision of the treatment of certain residual materials at Ville de Québec facilities (Resolution 111220)

11.8.10.8. Signature of a new intermunicipal agreement with Ville de Québec concerning the provision of the disposal of certain residual materials at Ville de Québec facilities

11.9.10.9. Signature of an intermunicipal agreement with Ville de Québec concerning the supply of bags for the collection of food waste for processing at the Centre de biométhanisation des matières organiques

11.10.10.10. Awarding of a contract for materials quality control services in connection with the Redmond Road 2023 rehabilitation project

11.11.10.11. Purchase of a pole planter

~~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 May 2023

13.2.11.2. Report from the Municipal Inspector

13.3.11.3. Minor Derogation – Lot 6 466 159

13.4.11.4. Minor Derogation – Lot 6 378 061

13.5.11.5. Adoption of the Filming and Advertising Policy

14.12. Recreation, Culture, and Community life

14.1.12.1. Report from the Sports and Recreation Director

14.2.12.2. Awarding of contract for Day Camp transportation

14.3.12.3. Financial assistance program for public markets 2023 – Sector Agreement – Development of agricultural and agri-food activities in the Capitale-Nationale and Lévis regions 2023-2025

14.4.12.4. Financial assistance program for culture – “Animation Marché publics 2023”, “Les jeudis en folie!” and the « Fête familiale 2023 »

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

16.13. MRC and regional dossiers

~~17-14.~~ Others
~~18-15.~~ 15. Closing of the meeting

3. ADOPTION OF MINUTES

02-06-23

3.1 Regular meeting of ~~February~~ May 1st, 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 Lavallee

SECONDED BY Councillor ~~David Hogan~~Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the Minutes of ~~Februa~~ May 1st, 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.

Pro Mayor Shelley MacDougall invited the citizens in attendance to ask questions on topics of interest to them.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

03-06-23

5.1 Refund request for a Minor Derogation – Lot 5 283 355

On May 16, 2023, Mrs. Manon Audet for Location au Chant de la Rivière requested a refund for a Minor Derogation application submitted in May 2023, since she feels that this application follows another Minor Derogation application submitted in March 2021, which was refused.

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Raymond Bureau

AND UNANIMOUSLY RESOLVED:

NOT to reimburse the amount of \$1,000 for the May 2023 Minor Derogation request in view of the number of hours of study in this file to reach an agreement and a solution.

6. NOTICES OF MOTION AND BY-LAWS

No items were treated this month.

7. ADMINISTRATION

04-06-23

7.1 Hiring of two full-time seasonal day laborers

WHEREAS a job offer for two full-time seasonal labourer positions was distributed to all households in the Municipality and broadcast on social networks in April 2023;

WHEREAS 9 résumés were submitted, and 3 candidates were interviewed;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO proceed with the hiring of Mr. Éric Turgeon and Mr. David Tremblay for the positions of full-time seasonal laborer, effective May 8, 2023. These positions are subject to a 6-month probation period.

05-06-23

7.2 Hiring of a supervisor for Centre Physik

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO proceed with the hiring of Mr. Samuel Gauthier for the position of supervisor at Centre Physik, effective May 5, 2023. This position is subject to a 6-month probation.

06-06-23

7.3 Approval of summer employee list

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO approve the following list of 2023 summer employees.

Day Camp	
Coordonnator:	Leanka Germain
Coordonnator English Camp:	Erika Sheridan
Specialized Animator:	Naomie Arata
Animators:	Anaïs Bouchard Brouillette
	Raphaëlle Croteau
	Sammy Bouchard
	Océane Kiopini
	Gabrielle Brochu
	Eliot McBain
	Sarah-Maude Bertrand
	Éloïse Roy
	Helena Brochu
	Ariane Dorais
	Olivier Leduc
	Constance Patenaude
	Léonie Roberge
	Raphaëlle Drouin
Assistant Animators:	Léa Sheridan
	Ludovic St-Amand
	Stella Rose Bureau
	Eva Carignan
	Stéphanie Patenaude
	Zoey Sauvé
	Lexane Nadeau
	Gabrielle Auger
Wading Pool	
Supervisors:	Laurence Drouin
	Emmy Sheridan
Public Works	
Student Day Laborer:	To come

07-06-23

7.4 Resolution – Acceptance and support by the Municipality of Saint-Gabriel-de-Valcartier of By-law No. 101-2022 of the Ville de Sainte-Catherine de la Jacques-Cartier prohibiting heavy traffic on Route des Érables

WHEREAS on February 28, 2022, by resolution number 101-2022, the municipal council of the Ville de Sainte-Catherine de la Jacques-Cartier adopted By-law No. 1574-2022 to prohibit heavy traffic on route des Érables in Sainte-Catherine de la Jacques-Cartier;

WHEREAS this by-law has been submitted to the ministère des Transports et de la Mobilité durable;

WHEREAS Route des Érables is built, in part, on a peat bog and is heavily damaged by heavy vehicle traffic;

WHEREAS the Ville de Sainte-Catherine de la Jacques-Cartier suggests that heavy vehicles transit via route de la Bravoure, boulevard Jacques-Cartier and route de la Jacques-Cartier, which are under provincial jurisdiction (rte 369);

WHEREAS the Ministère is requesting a resolution of support from the Ville de Québec;

WHEREAS the Ville de Québec is requesting a resolution of support from the Municipality of Saint-Gabriel-de-Valcartier since a portion of rte 369 is located on our territory (rte de la Bravoure);

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO accept and support the Ville de Sainte-Catherine de la Jacques-Cartier's request that heavy vehicles transit Route de la Bravoure (rte 369) on the territory of the Municipality of Saint-Gabriel-de-Valcartier.

08-06-23

7.5 Resolution addressed to the Ministère des Transports et de la Mobilité durable du Québec (MTMD) concerning the widening of the roadway on portion of Valcartier Boulevard (rte 371) with a view to sustainable mobility and pedestrian and cyclist safety

WHEREAS the Municipal Council and citizens of Saint-Gabriel-de-Valcartier are concerned about the safety of users on Valcartier Boulevard, mainly pedestrians and cyclists;

WHEREAS a meeting with representatives of the MTMD and the Municipal Administration was held on June 2, 2023, at the Saint-Gabriel-de-Valcartier Municipal Hall to discuss various safety issues on Valcartier Boulevard (rte 371);

WHEREAS exchanges have taken place between the Ministry and the Municipality on this subject since the early 1990s (request for road widening, pedestrian corridor, land acquisition, relocation of lighting system, crossing of pedestrians, etc.), but that the solutions have not sufficiently improved user safety;

WHEREAS the situation is particularly dangerous during the winter months;

WHEREAS cyclists and joggers are increasingly present on the territory;

WHEREAS the situation of the Municipality has changed over the last ten years and these changes have resulted in an increase in vehicular, pedestrian and cyclist traffic on the portion between McBain Street and the Village Vacances Valcartier:

- 2010 to 2022: 272 permits for new construction were issued;
- 2016: construction of the 150-room Hôtel Valcartier and Bora Parc, Hôtel de Glace with 45 rooms;
- 2017: Le Pub St-Gab, country-style hotel at 2263 boul. Valcartier, is sold. The new owners make improvements and the clientele increases.
- 2022: Construction of a Familiprix at 2240 boul. Valcartier
- Improvements to facilities at the Community Center: construction of a skateboard park and reconstruction of the skating rink with a roof.

WHEREAS the Municipality wishes to encourage sustainable mobility for its citizens and

visitors in a safe environment;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO request that the Ministère des Transports et de la Mobilité durable du Québec widen the roadway on a portion of Valcartier Boulevard (rte 371) between McBain Street and the Village Vacances Valcartier, with a view to sustainable mobility and the safety of pedestrians and cyclists.

TO forward this resolution to the Deputy Premier of Quebec and Minister of Transport and Sustainable Mobility, Ms. Geneviève Guilbaut, and to the Member of Parliament for la Peltrie, Mr. Éric Caire.

09-06-23

7.6 Resolution addressed to the Ministère des Transports et de la Mobilité durable du Québec (MTMD) concerning a study and search for solutions for the pedestrian crossing in front of Village Vacances Valcartier

WHEREAS a meeting with representatives of the MTMD and the municipal administration was held on June 2nd, 2023, at the Saint-Gabriel-de-Valcartier Municipal Hall to discuss various safety issues on Valcartier Boulevard (rte 371);

WHEREAS it has been brought to the Municipality's attention that the signage at the pedestrian crossing in front of the Village Vacances Valcartier (2280, boul. Valcartier) does not meet the Ministère's standards;

WHEREAS the Village Vacances Valcartier receives an average of 5,000 visitors per day in the summer, with the potential for more than 10,000 visitors per day;

WHEREAS the Village Vacances Valcartier has a variable number of visitors in winter due to the nature of the activities, but can reach up to 10,000 visitors per day when the three activities are in operation: Hôtel de Glace, Bora Parc and slides;

WHEREAS the Village Vacances Valcartier has some 2,500 parking spaces, including over 750 on the other side of Valcartier Boulevard, and these customers must use the pedestrian crossing;

WHEREAS the Municipality requires the Ministère's expertise in this matter;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO request the Ministère des Transports et de la Mobilité durable du Québec to conduct a study and seek solutions for the pedestrian crossing in front of Village Vacances Valcartier (rte 371) to ensure the safety of pedestrians and road users.

8. FINANCE

10-06-23

8.1 Accounts payable for the month of May 2023

WHEREAS the Clerk-Treasurer submitted, for approval from the members of council, the list of accounts payable for the month of May 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 Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of May 2023 totalling a sum of \$329,143.27 which is annexed to this resolution to form an integral part thereof.

8.2 Highlights of the 2022 Financial Report

In accordance with the provisions of article 176.2.2 of the Quebec Municipal Code, at this regular meeting of Municipal Council held on June 5, 2023, the Pro Mayor reports on the highlights of the Financial Report and the external auditor’s report, for the fiscal year ending December 31, 2022, as audited by the firm of chartered professional accountants Lemieux Nolet S.E.N.C.R.L. This report is available on the Municipality’s website.

11-06-23

8.3 Charitable Donation

Golf Tournament – Quebec High School Alumni Foundation:

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO participate in the annual QHS Alumni Golf Tournament at Centre Castor on Base Valcartier on June 30, 2023. The cost is \$150 per person.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of May 2023

A total of 6 calls were received during the month of May 2023:

8	Medical
1	Accident
7	Fire alarm
1	False alarm
6	Miscellaneous – practice on river
0	Public Works – emergency

12-06-23

9.2 Invitation to tender for the purchase of a new vehicle to replace vehicle 1230 used to respond to medical emergencies and prevention visits, and request for quotation for the purchase of a custom-built truck body for this vehicle

WHEREAS vehicle 1230 used to respond to medical emergency calls and carry out prevention visits must be replaced to meet the new needs of the Fire Department, notably the off-road rescue service and the water rescue service;

WHEREAS this project is part of the projects for 2023 and funds for this purpose are provided for in the 2023 Budget

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO call for tenders by invitation from at least two suppliers for the purchase of a new pickup truck.

TO proceed with a request for quotations from at least two suppliers for the purchase of a custom truck body.

13-06-23

9.3 Awarding of a contract for fire prevention inspection accompaniment services for category 2 (medium risk) and category 3 (high risk) buildings

WHEREAS the Fire Safety Department has carried out visits to very high-risk buildings on its territory over the past few months with the company PSI Expert at a cost of \$5,250 (resolution 050323);

WHEREAS the amount budgeted for these visits was set at \$15,000;

WHEREAS the Director of the Fire Department, Mr. Stephen McCarthy, deems it appropriate to mandate the company PSI Expert to perform Fire Prevention Inspections for Category 2 (medium risk) and Category 3 (high risk) buildings;

WHEREAS the estimated number of hours to make these visits is 35 hours at an hourly

rate of \$75/h;

WHEREAS the budget already established allows it;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO award a contract for fire prevention inspections for high and medium risk buildings to the company PSI Expert for an approximate amount of \$2,625 excluding applicable taxes.

Note that Mr. Yan Gagné, apprentice preventionist, will accompany the representative of the said company for the visits.

14-06-23

9.4 Resolution to confirm the Municipality’s intention to sign an intermunicipal agreement governing the terms of mutual assistance during fire interventions with the Municipality of United Townships of Stoneham-et-Tewkesbury in order to optimize the Risk Coverage Plan

WHEREAS the directors of the Fire Department of Saint-Gabriel-de-Valcartier and the United Townships of Stoneham-et-Tewkesbury are working on the development of an intermunicipal agreement to govern the terms of mutual assistance during fire interventions;

WHEREAS the Director of the Fire Department, Mr. Stephen McCarthy, requests authorization to negotiate the terms of the agreement in order to optimize the interventions taking into account the available resources and the geographic location of the emergency;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

THAT the Municipality confirms its intention to sign an intermunicipal agreement governing the terms of mutual assistance during fire interventions with the Municipality of the United Townships of Stoneham-et-Tewkesbury in order to optimize the Risk Coverage Plan.

TO authorize Mr. Stephen McCarthy, Director of the Fire Department, to negotiate the terms of the agreement.

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the Director of the Public Works Department – Mr. Alec Montpas

Mr. Alec Montpas gives a verbal report of the activities of the Public Works Department.

15-06-23

10.2 Awarding of contract for Sommet Bleu private sector snow removal

A call for tenders by invitation for Sommet Bleu private sector snow removal was sent on May 9, 2023 to five (5) contractors from the Municipality.

One (1) contractor submitted a service offer and it was opened on May 30, 2023 at 11:30 a.m. in the presence of Heidi Lafrance, Director General, Diane Lavallee, Executive Assistant and Mélissa Ouellet, Receptionist. The results are as follows:

	Winter season 2023-2024 (price without taxes)
Benoit Gauvin	\$71,221.50

WHEREAS the tender has been analyzed and found to be in conformity with the tender documents;

CONSEQUENTLY,

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO award a one (1) year contract to Benoit Gauvin in the amount of \$71,221.50 excluding taxes for the 2023-2024 winter season for the Sommet Bleu sector.

16-06-23

10.3 Awarding of the contract for the winter maintenance of the water reservoir areas, municipal parks and roundabout

WHEREAS a call for tenders by invitation was sent on May 9, 2023 to five (5) contractors from the Municipality for the winter maintenance of the water reservoir areas, municipal parks and roundabout;

- Reservoir area – Boulevard St-Sacrement sector;
- Reservoir area – Redmond road (Redmond bridge sector);
- Reservoir sector 5th Avenue (between numbers 87-90, 5th Avenue);
- Municipal park (Clark bridge sector);
- Municipal park (Sommet Bleu private sector);
- La Visite trail parking lot (5th Avenue sector);
- Roundabout on Route 371 (limits of Stoneham-et-Tewkesbury)

WHEREAS two (2) contractors submitted a bid and these were publicly opened on May 30, 2023 at 11 a.m. in the presence of Heidi Lafrance, Director General, Diane Lavallee, Executive Assistant and Mélissa Ouellet, Receptionist. The results are as follows:

	Winter Season 2023-2024	Winter Season 2024-2025	Winter Season 2025-2026	Total (excluding taxes)
Déneigement Clay Boyd	\$6,500.00	\$6,750.00	\$7,000.00	\$20,250.00
Benoit Gauvin	\$21,000.00	\$21,840.00	\$23,150.40	\$65,990.40

WHEREAS the tenders have been analyzed and found to be in conformity with the tender documents;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO award a three (3) year contract to the lowest bidder being Déneigement Clay Boyd (2633-5133 Québec inc.) for the snow removal of water reservoirs, municipal parks and roundabouts for the 2023-2024 winter seasons, 2024-2025 and 2025-2026, in the amount of \$20,250 excluding taxes.

17-06-23

10.4 Request relating to the Maintenance of Certain Private Road Open to the Public – rue des Pins, Parcs et Sources 2023-2027

A request from the representatives of the property owners of rue des Pins, rue Parcs and rue Sources was received on May 16, 2023 by Ms. Sabrina Bonenfant and Mr. Martin Lapointe. The request was analyzed and deemed to comply with the Policy relating to the Maintenance of Certain Private Roads Open to the Public currently in effect.

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

TO accept the request for winter and summer maintenance, according to the conditions of the Policy.

18-06-23

10.5 Awarding of the contract for repair and maintenance work at the Municipal

Hall

WHEREAS the wooden elements on the Municipal Hall must be repaired and maintained;

WHEREAS this project is part of the projects for 2023 and that amounts for this purpose are provided for in the 2023 budget;

WHEREAS price requests were made to two suppliers, but only one was able to submit a bid depending on the availability of manpower;

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO appoint the contractor Construction Les Charpentistes inc. to carry out the necessary repairs and maintenance on the wooden elements of the Municipal Hall. The bid was presented in the form of an hourly rate and the total cost is estimated at \$32,500 excluding taxes.

19-06-23

10.6 Sale of 2005 Double-Axle Trailer

WHEREAS the Municipality has acquired a new trailer;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO put up for sale by public tender the 2005 double axle trailer at the starting price of \$1,500.

The notice of public tenders will be sent by post throughout the territory and on the LesPacs site.

20-06-23

10.7 Termination of intermunicipal agreement with Ville de Québec concerning the provision of the treatment of certain residual materials at Ville de Québec facilities (Resolution 111220)

WHEREAS in March 2021, the Municipality signed an intermunicipal agreement with the City of Quebec concerning the supply of services for the treatment of certain residual materials in the facilities of the City of Quebec;

WHEREAS the City of Quebec wishes to modify this agreement, among other things, concerning communications and information campaigns for citizens, the acquisition of purple bags and the calculation of the quantities of food waste and garbage by ratio;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavalée

AND UNANIMOUSLY RESOLVED:

TO terminate the intermunicipal agreement with the City of Quebec which was signed in March 2021 concerning the supply of services for the treatment of certain residual materials in the facilities of the City of Quebec with a view to concluding a new one with some modifications .

21-06-23

10.8 Signing of a new intermunicipal agreement with the City of Quebec concerning the provision of services for the disposal of certain residual materials in the facilities of the City of Quebec

WHEREAS the MUNICIPALITY has informed the CITY of its interest in obtaining rights to dispose of certain residual materials, namely garbage, recyclable materials and food waste;

WHEREAS the MUNICIPALITY wishes to enter into an intermunicipal agreement with the CITY in order to authorize it to dispose of certain residual materials at the City's Energy Recovery Complex and, as of the commissioning of the food waste treatment equipment, at the Center biomethanization of organic materials;

WHEREAS following receipt of said residual materials, the CITY wishes to process these

materials in order to optimize their recovery;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavalée

AND UNANIMOUSLY RESOLVED:

TO authorize Mayor Brent Montgomery and Heidi Lafrance, Director General and Clerk-Treasurer, to sign an intermunicipal agreement with the City of Quebec concerning the provision of services for the disposal of certain residual materials in the facilities of the City of Quebec. This agreement is for a period of 10 years.

22-06-23

10.9 Signing of an intermunicipal agreement with the City of Quebec concerning the supply of bags for the collection of food waste for treatment at the Center for the biomethanization of organic matter

WHEREAS the Municipality wishes to acquire the necessary bags for the purpose of collecting food residues with a view to their treatment at the Center for the biomethanization of organic matter;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO authorize Mayor Brent Montgomery and Heidi Lafrance, Director General and Clerk-Treasurer, to sign an intermunicipal agreement with the City of Quebec regarding the supply of bags for the collection of food waste for treatment at the Center de biométhanisation des matériaux organiques. This agreement is for a period of 10 years.

23-06-23

10.10 Awarding of the contract for quality control services for materials as part of the Chemin Redmond 2023 rehabilitation project

WHEREAS the Municipality has awarded the professional services contract to the firm Englobe for the preparation of plans and specifications and the supervision of the work for the repair work on Redmond Road;

WHEREAS the Municipality has made a price request to Englobe concerning the quality control of the materials within the framework of this project;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO award the contract for quality control services for materials as part of the Redmond Road 2023 repair project to Englobe in the amount of \$15,321 excluding taxes.

24-06-23

10.11 Acquisition of a pole setter

WHEREAS it is necessary to acquire a pole setter for the Public Works Department;

WHEREAS this project is part of the projects for 2023 and an amount of \$3,500 is provided for in the 2023 budget;

WHEREAS price requests have been made to two (2) suppliers and the lowest bid is \$5,176.43 excluding taxes;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO acquire a pole setter from the Brandt company in the amount of \$5,176.43 excluding taxes.

TO make a budget transfer from general ledger item 23 09000 726 Other fixed assets to item 23 04001 725 in the amount of \$2,000.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of May 2023

A total of 19 permits were issued during the month of May 2023:

1	Residential construction
2	Expansion of a main building
1	Fence
4	Additional building
1	Septic installation
1	Well
3	Patio/Gallery
5	Pool
1	Renovation of main building

11.2 Report from the Municipal Inspector – Mr. Stacy Gagné

No items were treated this month.

11.3 Minor Derogation – Lot 6 466 159

This minor derogation consists of confirming the issuance of a building permit for a residence inclined 180 degrees from the street while the regulations allow a maximum inclination of 30 degrees with access from neighboring properties.

WHEREAS an application for a building permit was submitted at the same time as the request for a minor derogation;

WHEREAS the request covers two points: the inclination of the residence of 180 degrees in relation to the street and access by other properties;

WHEREAS the purpose of the request is to avoid circulating in a 20-year-old or century-old zone, a watercourse, a wetland and to avoid the felling of additional trees;

WHEREAS an easement already exists under number 26 754 018 authorizing said lot to access the property via lot 6 466 158, 6 466 157 and lot 6 466 156;

WHEREAS the construction and septic installation plan complies with municipal and provincial regulations;

WHEREAS the house will not be visible from Redmond Road;

WHEREAS the current regulations create major damage to the owner who would have to cross several water environments, thus destroying several protected environments;

WHEREAS the minor derogation will not have a major impact on the neighbors being all in the same situation;

WHEREAS the minor derogation does not contravene the objectives of the Urban Plan;

IT IS PROPOSED BY Councillor Thomas Lavalée

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

TO accept the minor exemption request for lot 6 466 159 of the official cadastre of Saint-Gabriel-de-Valcartier, the request for a building permit, and this, according to the recommendation of the CCU.

11.4 Minor Derogation – Lot 6 378 061

This minor derogation consists of confirming the issuance of a subdivision permit for a lot whose frontage would be 26.93 meters while the regulations require a minimum frontage of 50 meters.

WHEREAS the plaintiff filed a request for a minor exemption in order to bring her property into conformity with municipal regulations;

25-06-23

26-06-23

WHEREAS currently, the plaintiff's building, namely Lot 6 378 061, is derogatory with regard to the number of main buildings located on the property, as well as for the number of rooms for short-term and long-term rental;

WHEREAS this request for minor exemption would allow the creation of three lots, each comprising a main building;

WHEREAS the three projected lots which appear on the subdivision project plan dated January 26, 2023 attached hereto, the lots being identified as parcels 1, 2 and 3;

WHEREAS according to this subdivision project plan, lot number 3 derogates from the provisions of 23.05 meters as to its frontage as well as its shape, hence the request for a minor derogation from the plaintiff;

WHEREAS at the beginning of the 1990s, the plaintiff's property consisted of two lots: lot 900, belonging to Chant de la Rivière and lot 872-5, belonging to the Mat des Équerres

WHEREAS the use made in the past was for rural lodging;

WHEREAS the municipality authorized the creation of a maximum of 5 rooms in an additional building on lot 900 in 1999;

WHEREAS a cadastral reform took place between 2003 and 2004 joining the two lots mentioned above to create lot 5 283 355, on which are located the two main buildings as well as the complementary building;

WHEREAS the municipality had not been notified of the creation of lot 5 283 355 during the cadastral renovation;

WHEREAS the municipality has tolerated the use that was made of it for more than 20 years;

WHEREAS there is a built heritage on the property, and that the buildings have been present on the premises for about twenty years;

WHEREAS the application of the standard referred to in this request for minor derogation has the effect of causing the plaintiff serious prejudice, since this would entail the need for it, among other things, to demolish the complementary building, resulting in significant costs as well as a substantial loss in value of the property;

WHEREAS the request for minor derogation only concerns the minimum frontage with regard to the projected lot identified as parcel number 3 in the subdivision project plan, as well as the shape of this lot;

WHEREAS the requested minor derogation respects the objectives of the Urban Plan;

WHEREAS the authorization of the request for minor derogation will not affect the enjoyment, by the owners of the neighboring buildings, of their right of ownership, and that it will not have the effect of aggravating the risks in terms of safety or public health or harm the quality of the environment or the general well-being;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavalée

AND UNANIMOUSLY RESOLVED:

TO accept the minor exemption request for Lot 6 361 165 of the Official Cadastre of Saint-Gabriel-de-Valcartier, the request for a building permit, and this, according to the recommendation of the CCU with the following conditions, which must be met before the subdivision permit is issued, in accordance with section 145.8 of the Act respecting Land Use Planning and Development:

For Parcel number 2 identified on the subdivision project plan:

1. The old gravel tennis court must be removed and the surface must be grassed;
2. The applicant must provide the Municipality with a plan of the proposed parking area and the access driveway linking the property to 5th Avenue, aimed at serving the building located on the plot, and laying out the said parking lot as well as the access aisle on parcel number 2. The access aisle and

the parking lot must comply with the regulations in force;

The applicant must also carry out the complete sodding of the area of the land that will not be used for parking or access driveway purposes;

3. The applicant must have equipped parcel number 2 with a complete septic system that complies with the regulations in force, aimed at serving the building located on the said parcel;
4. The applicant must do the work required so that the building located on parcel number 2 complies in all respects with the municipal regulations in force.

For Parcel number 3 identified on the subdivision project plan:

1. The applicant must provide a plan of the planned parking area and the access driveway linking the property to 5th Avenue aimed at serving the building located on the plot, and lay out the said parking lot as well as the access driveway. access to plot number 3.

The access aisle and the parking lot must comply with the regulations in force and must be located along the east line of the building, as shown in the subdivision project plan.

The applicant must also carry out the complete sodding of the area of the land that will not be used for parking or access driveway purposes;

2. The applicant must provide the municipality with an expert report produced by a competent professional in the field attesting to the conformity of the septic system serving the building located on plot number 3, following a maximum of 5 rooms intended for the rental, or in the opposite case, the applicant must have provided plot number 2 with a complete septic installation and in accordance with the regulations in force, aimed at serving the building located on the said plot;
3. The applicant must do the work required so that the building located on parcel number 3 complies in all respects with the municipal regulations in force.

27-06-23

11.5 Adoption of the Cinematographic or Advertising Shooting Policy

WHEREAS the Municipality has been receiving requests for several years related to film shoots;

WHEREAS the Municipality wishes to acquire a regulatory tool to ensure sound management and reduce the impact on the population;

WHEREAS the Municipality wishes to adopt a policy to ensure that the costs that may be impacted by the film set are entirely assumed by the production;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO adopt the Cinematographic or Advertising Shooting Policy.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

2023 Day Camp:

Inscriptions Camp de jour 2023	
Grand total Semaine 1	155
Grand total Semaine 2	191
Grand total Semaine 3	186
Grand total Semaine 4	164
Grand total Semaine 5	140
Grand total Semaine 6	136
Grand total Semaine 7	142
Nombres d'enfants total tout l'été	224

28-06-23

12.2 Awarding of contract for Day Camp transportation

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO award the contract for the transportation of the 2023 Day Camp for the period from July 3 to August 11 to Transport Richard Picard enr. for the sum of \$21,600 plus applicable taxes considering the quality of service for many years for the Municipality.

29-06-23

12.3 Financial Assistance Program for Public Markets 2023 – Sectoral agreement – Development of agricultural and agri-food activities in the Capitale-Nationale and Lévis 2023-2025

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO authorize the filing of a request for financial assistance within the framework of the Financial Assistance Program for Public Markets 2023, a program made possible thanks to the Sectoral Agreement for the Development of agricultural and agri-food activities in the Capitale-Nationale and Lévis 2023-2025 and to authorize the coordinator of the Sports and Recreation Department, Ms. Véronique Charbonneau, to sign the documents relating to the project and the request.

30-06-23

12.4 Cultural Financial Assistance Program – “Animation Public Markets 2023”, “Mad Thursdays!” » and « Family celebration 2023 »

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO authorize the submission of the projects "Animation Public Markets 2023", "Mad Thursdays" and "Family Day 2023" within the framework of the Financial Assistance Program paid by the MRC de la Jacques-Cartier "Entente de développement culturel and Regional Cultural Fund" and to authorize the Director of the Sports and Recreation Department, Ms. Pamala Laberge, to sign the documents relating to the projects and

applications.

13. MRC AND REGIONAL DOSSIERS

The next meeting of the Council of Mayors will be held on June 21, 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 8:50 pm.

Shelley MacDougall
Pro 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.