



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday, July 6, 2020**, by videoconference pursuant to the March 15, 2020, order 2020-004 of the Minister of Health and Social Services concerning the order of measures to protect the health of the population in the pandemic situation of COVID-19. The Council is authorized to sit in Caucus and Council members are authorized to take part in discussions, deliberate and vote at a meeting by any means of communication. This meeting will be held by videoconference and the differed webcast will be made available on the municipal website as of Tuesday, July 7, 2020.

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 Secretary	
Treasurer:	Heidi Lafrance
Person responsible for Public Works, buildings and parks:	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

01-07-20

IT IS PROPOSED BY councillor Shelley MacDougall

SECONDED BY councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below. No subject is added.

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of June 1, 2020
- 4. Question period**
- 5. General correspondence and follow-up of previous meetings**
- 6. Notices of motion and By-laws**
- 7. Administration**
 - 7.1. Adoption of the Complaints Management Policy
 - 7.2. Resolution to allow the acquisition of lot 2 196 693 in Saint-Gabriel-de-Valcartier by the Ville de Québec for the protection of the drinking water intake of Lake Saint-Charles
- 8. Finance**
 - 8.1. Accounts payable for the month of June 2020

8.2. Purchase of an ice machine for the Valcartier Community Centre

9. Public Security

9.1. Activity report from CAUCA for June 2020

10. Public Works and Hygiene

10.1. Report from the Person Responsible for Public Works

10.2. Awarding of contract for the bank stabilization project on Redmond Road

11. Urbanism and Environment

11.1. Report of permits issued during the month of June 2020

11.2. Report from the Municipal Inspector

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

02-07-20

3.1 Regular meeting of June 1, 2020

The members of the council received the minutes of this meeting within the deadlines as fixed by law; the Secretary-Treasurer is therefore exempted from reading it.

IT IS PROPOSED BY councillor Maureen Bédard

SECONDED BY councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of June 1, 2020.

4. QUESTION PERIOD

In accordance with article 150 of the *Quebec Municipal Code*, this council meeting includes a question period during which those present may put oral questions to council members.

Pursuant to Order 2020-004 of the Minister of Health and Social Services of March 15, 2020, concerning the order of measures to protect the health of the population in the pandemic situation of COVID-19, this session is held in caucus by videoconference. As a result, citizens were invited to submit their questions by in writing before the meeting. No questions were received. Questions following the meeting may be sent by email to admin@munsgdv.ca until 4:30 pm on July 9, 2020.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

Corporation du bassin de la Jacques-Cartier – Mr. Aimé Bertrand:

The Mayor forwarded a letter to Mr. Aimé Bertrand, resident of Saint-Gabriel-de-Valcartier to thank him for his 15 years of involvement with the CBJC.

6. NOTICES OF MOTION AND BY-LAWS

No such items were treated this month.

7. ADMINISTRATION

03-07-20

7.1 Adoption of the Complaints Management Policy

WHEREAS the management of complaints is an essential element to ensure quality of service to the population;

WHEREAS the Complaints Management Policy aims to establish the procedure for the treatment of complaints in order to have a uniform procedure;

WHEREAS this policy applies to the entire population of Saint-Gabriel-de-Valcartier, including its residents and workers as well as all including its residents and workers as well as all stakeholders, agencies, contractors and customers, dissatisfied with the activities or services offered by the Municipality;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt the Complaints Management Policy which will be made available on the website of the Municipality.

04-07-20

7.2 Resolution to allow the acquisition of lot 2 196 693 in Saint-Gabriel-de-Valcartier by the Ville de Québec for the protection of the drinking water intake of Lake Saint-Charles

WHEREAS within the framework of the protection of Lac Saint-Charles and the water intake, the preservation of natural environments in the watershed is essential;

WHEREAS the acquisition of lots is a method used to this end;

WHEREAS the Ville de Québec wishes to acquire lots situated in Stoneham-et-Tewkesbury, Lac Delage and Saint-Gabriel-de-Valcartier;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED TO:

To authorize the Ville de Québec's acquisition of lot 2 196 693 belonging to 9160-7986 QUÉBEC INC. with an area of 28.94 hectares to preserve this natural environment.

8. FINANCE

05-07-20

8.1 Accounts payable for the month of June 2020

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of June 2020;

WHEREAS the members had the opportunity to ask questions;

WHEREAS budgetary credits necessary to cover the monthly expenses are available, as certified by the Secretary-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 2020 totalling a sum of \$138,086.67, which is annexed to this resolution to form an integral part thereof.

06-07-20

8.2 Purchase of an ice machine for the Valcartier Community Centre

WHEREAS the Community Centre ice machine is broken and costs to fix it are very expensive;

WHEREAS bids were received by four companies in order to determine the best solution;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED TO:

To purchase a Manitowoc brand ice machine and ice distributor from the company Genois Réfrigération in the amount of \$7,657.00 plus taxes for the Valcartier Community Centre.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of June 2020

A total of 16 calls were received during the month of June 2020:

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

10. PUBLIC WORKS AND HYGIENE

10.1 Report from the person responsible for Public Works – Mr. Dany Laberge

Mr. Dany Laberge submitted his report to the Director General before the meeting. Here is a summary:

Rental of a vehicle for the Public Works Department:

WHEREAS the Public Works Department needs an extra vehicle for the months of July and August;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED TO:

Rent a vehicle for a period of two months for use by the Public Works Department.

10.2 Awarding of contract for the bank stabilization project on Redmond Road

Given that the analysis of the bids received is not yet completed, the contract for this project will be awarded at a later session of council.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of June 2020

A total of 40 permits were issued during the month of June 2020:

2	New residences
4	Residential extensions
4	Renovations
15	Accessory buildings
2	Demolition/move
9	Pool installation
2	Septic installations
1	Wells
1	Tree felling

11.2 Report from the Municipal Inspector

No items were treated this month.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

07-07-20

Mrs. Laberge submitted her report to the Director General before this meeting. Here is a summary:

Day camps:

The Summer Playground 2020 started on Monday, June 29. 145 children are registered.

Municipal Library:

Gradual resumption of library activities since the week of June 29: loan of documents at the counter, book rotations

Black Bears Soccer Club:

The soccer Club is gradually resuming its activities while following the recommendations of Public Health authorities.

13. MRC AND REGIONAL DOSSIERS

The Mayor, Brent Montgomery informed the members of Council that the last session of the MRC Council of Mayors was held on June 17, 2020, by telephone conference.

The next sitting will be held on August 26, 2020, at 7:00 pm.

Quebec Ministry of Transport - 2020-2022 Programming:

The MTQ presented its work schedule for 2020-2022. The activities foreseen on the territory of the Saint-Gabriel-de-Valcartier Municipality are interventions on culverts and pavement works. The exact locations for these interventions are not yet known.

14. OTHERS

Council sessions:

It is now possible to welcome citizens during municipal council meetings. However, the maximum number of people that can be accommodated is limited to 50 (or less, if the size of the hall does not permit the respect of distancing rules), social distancing of 2 metres must be respected and hand disinfectant must be available at the door. Therefore, as of the month of August 2020, municipal council meetings will be held in person with the public.

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the Mayor declared the meeting closed at 7:55 pm.

Brent Montgomery
Mayor

Heidi Lafrance
Director General
Secretary-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.