



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday, April 12, 2021**, by videoconference pursuant to the October 2, 2020, order 2020-074 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, April 13, 2021.

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
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Municipal Inspector:	Stacy Gagné
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Public Works Foreman:	Dany Laberge
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1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-04-21

IT IS PROPOSED BY councillor Shelly 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 March 1st and public consultation

4. Question period

5. General correspondence and follow-up of previous meetings

6. Notices of motion and By-laws

7. Administration

7.1. Resolution for the signature of all official documents with the Quebec Government – Request for financial aid (Workforce Training Measure)

8. Finance

8.1. Accounts payable for the month of March 2021

8.2. Repeal of resolution 090221 for the sale of immovable for failure to pay municipal taxes

9. Public Security

- 9.1. Activity report from CAUCA for March 2021

10. Public Works and Hygiene

- 10.1. Report from the Person Responsible for Public Works
10.2. Purchase of a new truck: 4 X 2, 6-wheel, single cab chassis with steel tipper
10.3. Resolution for the signature of an over-the-counter contract with *Les Constructions B.G.C. inc.* for the management of a Saint-Gabriel-de-Valcartier municipal Ecocentre

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of March 2021
11.2. Report from the Municipal Inspector
11.3. Minor derogation request – lot 5 283 355
11.4. Minor derogation request – lot 6 351 051

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

02-04-21

3.1 Regular meeting of March 1, 2021, and public consultation meeting

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 Thomas Lavalée

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of March 1, 2021.

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 the October 2, 2020, order 2020-074, by 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, this meeting is being held in caucus by videoconference. As a result, citizens were invited to ask their questions in writing by email before the meeting.

Two questions were received and addressed by the councillors.

Questions following the meeting can be sent by Email to admin@munsgdv.ca up until 4:30 pm on Thursday, March 4, 2021.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

2020 Refund from the Mutuelle des municipalités du Québec :

The refund part allocated to the Municipality of Saint-Gabriel-de-Valcartier is of \$1,948. Supported by the sound management practices of our Mutual, this redistribution recognizes our loyalty, our good risk management practices and the quality of our insurance record.

6. NOTICES OF MOTION AND BY-LAWS

No subjects were treated this month.

7. ADMINISTRATION

03-04-21

7.1 Resolution for the signature of all official documents with the Quebec Government – Request for financial aid (Workforce Training Measure)

WHEREAS a training course « *Gestionnaires efficaces* » is offered by the *Cégep de Sainte-Foy* specifically for municipal managers and it is deemed appropriate for the Director General to participate;

WHEREAS there is financial support available with Emploi Québec;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To authorize the Mayor, Mr. Brent Montgomery and the Director General and Secretary-Treasurer, Mrs. Heidi Lafrance, to represent the Municipality for the signature of any official document concerning the training program « *Gestionnaires efficaces* ,» and this with the Government of Quebec.

To engage the Municipality to cover any costs exceeding the contribution allocated by the Government of Quebec if the project submitted is subsidized.

8. FINANCE

04-04-21

8.1 Accounts payable for the month of March 2021

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of March 2021;

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 Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of February 2021 totalling a sum of \$139,374.54, which is annexed to this resolution to form an integral part thereof.

05-04-21

8.2. Repeal of resolution 090221 for the sale of immovable for failure to pay municipal taxes

WHEREAS the *MRC de la Jacques-Cartier* adopted, last March 17, a by-law to modify, for the year 2021, the date foreseen for the sale of immovable for failure to pay municipal taxes;

WHEREAS this by-law as the effect of reporting, for 2021, the date of the sale to the 2nd Thursday of October, this being October 14, 2021;

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To repeal the resolution No. 090221 for the sale of immovable for failure to pay municipal taxes for the territory of the Municipality of Saint-Gabriel-de-Valcartier.

Please note that the collection file submitted to the MRC de la Jacques-Cartier by the

Municipality will not be resubmitted at the next sale of immovable for non-payment of municipal taxes, given the financial institution has paid the taxes in arrears for this property.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of March 2021

A total of 15 calls were received during the month of March 2021:

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

10. PUBLIC WORKS AND HYGIENE

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

Follow-up of projects:

Mobile workshop truck: Delivery of the truck should be at the end of April.

Air exchanger and air conditioning unit at 2217, Blvd Valcartier: installation in upcoming weeks.

Eco-Centre: landscaping has begun, gate and fences have been ordered, partners have been contacted for collection of materials, soil testing, signage in preparation. The goal is to open for the beginning of May.

10.2 Purchase of a new truck: 4 X 2, 6-wheel, single cab chassis with steel tipper

WHEREAS the Municipality launched a public call for bids on the SEA0 (*Système électronique d’appel d’offres*) on March 17, 2021, in order to purchase a new 4 X 2 truck, 6-wheel single cab chassis with steel tipper and that funds for this purpose are included in the 2021 budget;

WHEREAS that 2 dealerships submitted a bid;

WHEREAS the opening of the bids was held on April 8, 2021, in the presence of Heidi Lafrance, Director General, Dany Laberge, foreman for the Public Works Department, Carolyn McCarthy, Administrative Assistant, and a representative from *Camions Élite International*;

DEALERSHIP: <u>GLOBOCAM QUÉBEC LÉVIS</u>		
Make of truck: Freightliner	Model : M2-106	Year: 2022
		AMOUNT
Price of vehicle AND steel tipper (dump truck):		\$ 146,600.00
Environmental rights for tires \$3.00 x 6 tires		\$18.00
SUBTOTAL		\$146,618.00
PST 5%		\$ 7,330.90
QST 9.5%		\$14,625.15
TOTAL :		\$168,574.05
Indicate time of delivery, article 1.16: AT LATEST END OF DECEMBER 2021		
DEALERSHIP: <u>CAMIONS INTERNATIONAL ÉLITE LTÉE</u>		
Make of truck: International	Model :MV607	Year: 2022
		AMOUNT

06-04-21

Price of vehicle AND steel tipper (dump truck):	\$140,000.00
Environmental rights for tires \$3.00 x 6 tires	\$18.00
SUBTOTAL	\$140,018.00
T.P.S. 5%	\$7,000.90
TVQ 9.5%	\$13,966.80
TOTAL :	\$160,985.70
Indicate delivery time, article 1.16: APRIL 1 st , 2022 – <u>NON-CONFORM</u>	

WHEREAS the bid from *GloboCam Québec Lévis* is judged to be non-conform to the call for bids document;

WHEREAS the bid from *Camions International Élite Ltée* is judged conform to the public call for bids documents since article 1.16 **DELIVERY: before the end of December 2021** cannot be respected;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To purchase a new 4 X 2 dump truck, 6-wheel, single cab chassis with steel tipper, Freightliner 2022, model MV607, from the *GloboCam Québec Lévis* dealership in the amount of \$168,574.05 \$ including taxes, and this according to the specifications of the call for bids document.

07-04-21

10.3. Resolution for the signature of an over-the-counter contract with Les Constructions B.G.C. inc. for the management of a Saint-Gabriel-de-Valcartier municipal Eco-Centre

WHEREAS the Municipality is developing a municipal Eco-Centre on lot 3 318 314;

WHEREAS the management of this Eco-Centre will be provided by a third party;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To authorize the Mayor Brent Montgomery and Heidi Lafrance, Director General and Secretary-Treasurer, to sign a mutual agreement with *Les Constructions B.G.C. inc.* For the management of the Saint-Gabriel-de-Valcartier municipal Eco-Centre for a duration of one year, from April 1, 2021, to March 31, 2022, with the possibility of renewing the agreement.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of March 2021

A total of 6 permit was issued during the month of March 2021:

2	New residences
1	Residential extension
2	Renovation
3	Accessory buildings
1	Fence installation

11.2 Report from the Municipal Inspector – Stacy Gagné

No subjects were treated this month.

08-04-21

11.3 Minor Derogation – Lot 5 283 355

This minor derogation request consists of confirming the issuance of a subdivision permit for a lot in three irregularly shaped sections where two of the lots are found to be non-conforming with respect to the frontage.

WHEREAS the requesting party would have had the adequate metres of frontage on the street if she hadn't sold to a third party a few months before;

WHEREAS the third cottage is not legal, since a permit for a barn was issued for this building, not for a residence;

WHEREAS no septic installation permit request was received for the third building;

WHEREAS there is only one well on the property to supply these three buildings;

WHEREAS 38 feet of frontage is missing for two of the three lots;

WHEREAS the lots were subdivided before the year 2000 and were merged without the request of a permit with the Municipality;

IT IS PROPOSED BY Councillor Thomas Lavallee

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To refuse the minor derogation request for lot 5 283 355 of the official Saint-Gabriel-de-Valcartier cadastre for the division of a lot into three distinct parts, and this, according to the recommendation of the UCC.

09-04-21

11.4 Minor Derogation – Lot 6 351 051

This minor derogation request consists in confirming the issuance of a building permit for a residence with a 90-degree angle to the street when the municipal by-law allows for a 30-degree angle maximum.

WHEREAS the future residence will be located at over 100 metres from the street in the mountain;

WHEREAS the closest neighbour is situated 100 metres from the future construction;

WHEREAS the septic installation, as well as the garage will respect municipal and provincial by-laws;

WHEREAS the future residence will not be visible from the 5th Avenue;

WHEREAS the reason for the inclination of this home is to be able to benefit from solar power to its full potential;

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To accept the minor derogation request for lot 6 351 051 of the official Saint-Gabriel-de-Valcartier cadastre to build a single-family home with an angle of 90 degrees compared to the street, and this, according to the recommendation of the UCC.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

2021 Municipal Summer Playground Program:

The recruitment period for monitors has begun. 2021 Summer Playgroup dates are from June 28 to August 13. The registration period will be held shortly, all information will be made available in the Indispensable journal and on the Municipal Website. The format will be essentially the same as last summer and in compliance with Public Health rules. Bus transportation service will not be offered.

13. MRC AND REGIONAL DOSSIERS

The Mayor, Brent Montgomery, informed the members of Council that the last meeting of the MRC Council of Mayors was held on March 17, 2021.

Sûreté du Québec: The Director of the Pont-Rouge (MRC Portneuf, Jacques-Cartier et

Lotbinière) service centre, Captain Guy Cliche will leave his post shortly to take on new challenges. Captain Ouellet will take over in the interim.

The next sitting will be held on April 21, 2021, at 7:00 pm.

14. OTHERS

No subjects were treated this month.

15. CLOSING OF THE MEETING

The items on the agenda being exhausted, the Mayor declared the meeting closed at 8 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.