



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

MINUTES OF MUNICIPAL COUNCIL MEETINGS

Regular session of the local Municipal Council held on **Monday, May 3, 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, May 4, 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

01-05-21

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 April 12, 2021 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. Renewal of group insurance plan for employees

8. Finance

8.1. Accounts payable for the month of April 2021

8.2. Acceptance of the financial statements for the period ending December 31, 2020

9. Public Security

9.1. Activity report from CAUCA for April 2021

- 9.2. Agreement with the Municipality of the United Townships of Stoneham-et-Tewkesbury, the City of Sainte-Catherine-de-la-Jacques-Cartier and the SEPAQ for the acquisition, installation, and maintenance of a hydrometric probe in the Jacques-Cartier National Park

10. Public Works and Hygiene

- 10.1. Report from the Person Responsible for Public Works
- 10.2. Awarding of contract for the maintenance of streetlights
- 10.3. Awarding of contract for the emptying of septic installations
- 10.4. Rental of a Public Works vehicle for the summer season

11. Urbanism and Environment

- 11.1. Report of permits issued during the month of April 2021
- 11.2. Report from the Municipal Inspector
- 11.3. Control of biting insects on the territory and Valcartier Military Base

12. Recreation, Culture and Community Life

- 12.1. Report from the Sports and Recreation Director
- 12.2. Submission of a project within the framework of the MRC de la Jacques-Cartier's Cultural Financial Aid Program

13. MRC and regional dossiers

14. Others

15. Closing of the meeting

3. ADOPTION OF MINUTES

02-05-21

3.1 Regular meeting of April 12, 2021

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 April 12, 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. No questions were received. Questions following the meeting can be sent by Email to admin@munsgdv.ca up until 4:30 pm on Thursday, May 6, 2021.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

No subjects were treated this month.

6. NOTICES OF MOTION AND BY-LAWS

No subjects were treated this month.

7. ADMINISTRATION

03-05-21

7.1 Renewal of group insurance for employees

Following an analysis and recommendations presented by Mr. Daniel Belley from the firm *Avantages sociaux intégrés*;

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

To renew the Group Insurance for employees of the municipality of Saint-Gabriel-de-Valcartier with for the period beginning June 1, 2021 to September 30, 2022, and this, in the amount of \$20,080.00 payable by the employer.

8. FINANCE

04-05-21

8.1 Accounts payable for the month of April 2021

WHEREAS the Secretary-Treasurer submitted, for approval from the members of Council, the list of accounts payable for the month of April 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 Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of April 2021 totalling a sum of \$137,897.58, which is annexed to this resolution to form an integral part thereof.

05-05-21

8.2. Acceptance of financial statements for the period ending December 31, 2020

WHEREAS, the members of council have received, within the time limits set by law, the financial statements for the period ending December 31, 2020;

WHEREAS Council members had the opportunity to ask questions;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To accept the financial statements prepared by the firm PriceWaterhouse Coopers for the year ending December 31, 2020.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of April 2021

A total of 14 calls were received during the month of April 2021:

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

06-05-21

9.2 Agreement with the Municipality of the United Townships of Stoneham-et-Tewkesbury, the City of Sainte-Catherine-de-la-Jacques-Cartier and the SEPAQ for the acquisition, installation, and maintenance of a hydrometric probe in the Jacques-Cartier National Park

WHEREAS the municipality of the United Townships of Stoneham-et-Tewkesbury requests the financial participation of the Municipality for a project to install a hydrometric probe in the Jacques-Cartier National Park;

WHEREAS the Jacques-Cartier River flows through the territory of the municipality of Saint-Gabriel-de-Valcartier;

WHEREAS approximately 30 residences are susceptible to being evacuated if the Jacques-Cartier River overflows on the territory of our Municipality;

WHEREAS the objective is to obtain, in real time, data from the station in a context of civil security, to better anticipate flooding of the Jacques-Cartier River and to increase the level of safety of citizens located within the flood zones;

WHEREAS the *Société des établissements de plein air du Québec (SEPAQ)* wishes to proceed with the acquisition of a hydrometric probe that would be installed on the structure of the Belleau Bridge in the Jacques-Cartier National Park;

WHEREAS the distance between the station and our Municipality is approximately 30 km;

WHEREAS the data from this probe would be useful for the municipalities of Stoneham-et-Tewkesbury, Saint-Gabriel-de-Valcartier and Sainte-Catherine-de-la-Jacques-Cartier

WHEREAS the parties wish to reach an agreement with the SEPAQ on the financial terms and conditions applicable to the acquisition, installation and maintenance of this probe;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor David Hogan

AND UNANIMOUSLY RESOLVED:

TO conclude an agreement with the Municipality of the United Townships of Stoneham-et-Tewkesbury, the City of Sainte-Catherine-de-la-Jacques-Cartier and the SEPAQ for the acquisition, installation, and maintenance of a hydrometric probe in the Jacques-Cartier National Park.

TO authorize the Director General, Secretary-Treasurer to sign the said agreement in the name of the Municipality.

10. PUBLIC WORKS AND HYGIENE

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

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

Paving Works:

WHEREAS paving work is part of the capital projects for 2021 and money for this purpose is included in the 2021 budget;

IT IS PROPOSED BY Councillor Raymond Bureau

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

TO authorize Mr. Laberge to undertake the following works:

- Murphy Road: 2 196 m²;
- Redmond Road: 1 144 m²;
- Place Leduc round about.

Purchase of tarps for the multi-purpose shelter:

WHEREAS the multi-purpose shelter tarps are worn and used and must be replaced and

07-05-21

08-05-21

money for this purpose is included in the 2021 capital projects budget;
IT IS PROPOSED BY Councillor Thomas Lavallee
SECONDED BY Councillor David Hogan
AND UNANIMOUSLY RESOLVED:
TO authorize Mr. Laberge to purchase new tarps for the multi-purpose shelter.

09-05-21

10.2 Awarding of contract for the maintenance of streetlights
IT IS PROPOSED BY Councillor Thomas Lavallee
SECONDED BY Councillor Dorothy Noël
AND UNANIMOUSLY RESOLVED:
TO award a maintenance contract for approximately 300 streetlights for the period of May 1, 2021 to April 30, 2022 to *Entreprise électrique P. Boucher*, and this, at a cost of \$13,797.00 including taxes. The maintenance costs of additional streetlights installed throughout this period will be prorated.

10-05-21

10.3. Awarding of contract for the emptying of septic installations
WHEREAS the Municipality has issued a public call for tenders on the Electronic Tendering System (SEAO) for the emptying, transportation and disposal of septic tank sludge for the period of September 1, 2021 to August 31, 2023;
WHEREAS a tender was received at the latest April 29, 2021 and was opened at 11 :05 am the same day by the director General, Heidi Lafrance, in the presence of Mrs. Carolyn McCarthy, Administrative Assistant, Mr. Dany Laberge, Public Works foreman and a representative from Sani-Orléans Inc., Mr. Mathieu Gendron;
Results are the following:

1st price Main option	\$/tank without taxes	\$/tank With taxes
Sani-Orléans inc.	98,50	113,25
2nd price Special option For proprietors needing more than 1 emptying every 2 years	\$/tank without taxes	\$/tank with taxes
Sani-Orléans inc.	325,00	373,67
Additional cost per KM For the transport instead of treatment	KM without taxes	KM With taxes
Sani-Orléans inc.	4,50	5,17

WHEREAS the bid was found conform to the Call for Bids specifications;
IT IS PROPOSED BY Councillor Maureen Bédard
SECONDED BY Councillor Dorothy Noël
AND UNANIMOUSLY RESOLVED:
TO award the contract for the emptying, transportation and disposal of septic tank sludge to Sani-Orléans Inc. For the period of September 1, 2021 to August 31, 2023, and this, according to prices indicated in the table above.

11-05-21

10.4 Rental of a Public Works vehicle for the summer season
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 Shelley MacDougall
AND UNANIMOUSLY RESOLVED:
To lease a vehicle for a period of two months for the Public Works Department.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of April 2021

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

1	New residence
1	Residential extension
1	Renovation
2	Accessory buildings
1	Demolition/move
1	Pool
1	Fence installation
1	Septic installation
1	Well

11.2 Report from the Municipal Inspector – Stacy Gagné

Mr. Stacy Gagné gave a verbal report of the Urbanism dossiers

11.3 Control of biting insects on the territory and Valcartier Military Base

WHEREAS the biological treatment to control biting insects has begun on the territory of the Municipality;

WHEREAS the territory on the Valcartier Military Base was not a part of the initial Call for Bids;

WHEREAS to maximize the treatments, it’s appropriate to treat part of the territory of the Valcartier Military Base;

WHEREAS the firm *Conseillers Forestiers Roy* have received the authorization of authorities on Valcartier Military Base to carry out treatments on part of their territory, notably in proximity to sports and recreation of the Valcartier Community Centre;

WHEREAS the authorization given by the military base allows for three continuous treatments at three-week intervals during the months of May and June;

WHEREAS to alleviate the treatments during the months of July and August, six carbon dioxide traps will be installed along the boundaries of the military base on the public lands of the Municipality.

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

To accept the offer of services from *Conseillers Forestiers Roy* for the control of biting insects on the territory of Valcartier Military Base, and this, for the price of \$19,500 plus applicable taxes.

12. RECREATION, CULTURE AND COMMUNITY LIFE

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

No subjects were treated this month.

12.2 Submission of a project within the framework of the MRC de la Jacques-Cartier’s Cultural Financial Aid Program

IT IS PROPOSED BY Councillor David Hogan

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To authorize the submission of a project « *Cinémas de rue* » within the framework of the MRC de La Jacques-Cartier’s Cultural Financial Aid Program « *Entente de développement culturel et Fonds culturel régional* » and to authorize the Sports and

Recreation Department Director, Mrs. Pamala Laberge, to sign all documents related to the project and the application.

13. MRC AND REGIONAL DOSSIERS

The Mayr, Brent Montgomery, informed the members of Council that the last meeting of the MRC Council of Mayors was held on April 21, 2021.

Sûreté du Québec: Sergent Pascal Gagnon, responsible for the Lac Beauport Sûreté du Québec detachment serving the MRC de La Jacques-Cartier will leave his functions next May 13 to take up new functions. His replacement has not yet been appointed.

The next sitting will be held on May 18, 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 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.