



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 4th, 2020**, by videoconference pursuant to the March 15th, 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 May 5th, 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
Municipal Inspector : Stacy Gagné

1. OPENING OF THE MEETING

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

2. ACCEPTANCE OF THE AGENDA

01-05-20

IT IS PROPOSED BY councillor Shelley MacDougall

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt the agenda as presented below. No subjects are added.

- 1. Opening of the meeting**
- 2. Acceptance of the agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular meeting of April 6th, 2020
- 4. Question period**
- 5. General correspondence and follow-up of previous meetings**
- 6. Notices of motion and By-laws**
 - 6.1. Adoption of By-Law No. 229 modifying By-Law No. 227 establishing tax rates and service charges for the year 2020
- 7. Administration**
 - 7.1. Renewal of group insurance for employees
- 8. Finance**
 - 8.1. Accounts payable for the month of April 2020
- 9. Public Security**
 - 9.1. Activity report from CAUCA for April 2020
- 10. Public Works and Hygiene**

10.1. Report from the Person Responsible for Public Works

11. Urbanism and Environment

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

11.2. Report from the Municipal Inspector

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

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

02-05-20

3.1 Regular meeting of April 6th, 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 Thomas Lavallee

SECONDED BY councillor Maureen Bédard

AND UNANIMOUSLY RESOLVED:

To adopt and sign the minutes of April 6th, 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 May 7th, 2020.

5. GENERAL CORRESPONDENCE AND FOLLOW-UP OF PREVIOUS MEETINGS

Quebec Ministry of Transport:

In a correspondence dated April 9th, 2020, the Ministry of Transport informed the Municipality that it has received and read resolution No 030320 concerning the extension of the school zone in front of Valcartier Elementary School. The steps necessary for carrying out a study are underway. However, the current pandemic situation could cause certain delays. The Ministry hopes to be able to supply to results of the analysis during the 2020 summer. Signs reading "Yield to pedestrians" have been installed at the pedestrian crossing during the last few weeks by the MTQ.

6. NOTICES OF MOTION AND BY-LAWS

03-05-20

6.1 Adoption of By-Law No. 229 modifying By-Law No. 227 establishing tax rates and service charges for the year 2020

WHEAREAS a Notice of Motion for this By-Law was given at a regular session of Council held on April 6th, 2020;

WHEREAS a copy of draft By-Law 229 modifying By-Law No. 227 establishing tax rates and service charges for the year 2020 was submitted at the regular sitting of Council on April 6th, 2020;

WHEREAS a copy of By-Law No 229 was submitted to the members of Council at the latest 72 hours before the meeting and all members present declare having read the By-Law;

WHEREAS the Secretary-Treasurer mentions the object of the By-Law and its scope during the present session: report of municipal tax payments and modification to the annual interest rate for 2020 due to the COVID-19/Coronavirus, and this, at the beginning of the session;

IT IS PROPOSED BY Councillor Shelley MacDougall

SECONDED BY Councillor Dorothy Noël

AND UNANIMOUSLY RESOLVED:

To adopt By-Law No. 229 modifying By-Law No. 227 establishing tax rates and service charges for the year 2020.

7. ADMINISTRATION

04-05-20

7.1 Renewal of group insurance for employees

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

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavalée

AND UNANIMOUSLY RESOLVED TO:

TO renew the group insurance for employees for the Municipality of Saint-Gabriel-de-Valcartier with Humania for the period of June 1st, 2020 to May 31st, 2021, and this, in the amount of \$23,418.00 payable by the employer.

8. FINANCE

05-05-20

8.1 Accounts payable for the month of April 2020

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

AND UNANIMOUSLY RESOLVED:

To adopt the list of accounts payable for the month of April 2020 totalling a sum of \$98,025.53, which is annexed to this resolution to form an integral part thereof.

9. PUBLIC SECURITY

9.1 CAUCA activity report for the month of April 2020

A total of 9 calls were received during the month of April 2020:

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

Fire Safety Services activities during the COVID-19 pandemic:

Fire Safety Services being an essential service, continues to offer fire protection services as well as firstresponder services. The members of the Service respect the CNESST guidelines as well as those of the Capitale-Nationale CIUSSS to ensure their own protection as well as that of the population during the pandemic.

10. PUBLIC WORKS AND HYGIENE

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

Mr. Dany Laberge gives a verbal report of the Public Works Department’s activities. Here is a summary:

Removal and replacement of a section of wooden decking on Clark’s Bridge:

In September 2019, the contract for the removal and replacement of a section of the wooden decking of Clark’s bridge was awarded to the company Les Dalles Parko with option 1 for night work for 8 nights. Construction was delayed in the spring of 2020 due to the early arrival of winter. The scheduled date for the work has been set to May 11th, 2020.

HHW collection:

The HHW collection will be held on May 30th, 2020 in the parking lot of the municipal garage.

11. URBANISM AND ENVIRONMENT

11.1 Report of permits issued during the month of April 2020

A total of 11 permits were issued during the month of April 2020:

1	New residence
1	ARenovation
6	Accessory buildings
1	Poolinstallation
1	Septic installations
1	Wells

11.2 Report from the Municipal Inspector

Mr. Stacy Gagné gives a verbal report of the Urbanism Department activities.

Construction of cottages and/or yurts on the same property:

WHEREAS the Municipality of Saint-Gabriel-de-Valcartier has received two requests from two separate citizens asking to build several small cottages and/or yurts in order to exploit as short-term rentals of the Airbnb type;

WHEREAS one of the projects consists in installing a communal parking lot from where renters could access on foot a cottage or a yurt equipped with basic commodities such as electricity, a small cooktop, etc. These renters would share, with other renters, the same sanitary facilities;

WHEREAS both requests are for approximately 2 to 5 cottages/yurts on the same property.

IT IS PROPOSED BY Councillor Maureen Bédard

SECONDED BY Councillor Thomas Lavallee

AND UNANIMOUSLY RESOLVED:

THAT after the analysis made by the elected officials, they are unfavorable to this type of project, because similar projects have been refused in the past.

06-05-20

07-05-20

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

WHEREAS the biological treatment for the control of biting insects began on May 4th, 2020 on the territory of the Municipality;

WHEREAS the Valcartier Military Base territory was not part of the initial call for bids;

WHEREAS to maximise treatments, it is timely to treat a part of the Valcartier Military Base territory;

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

WHEREAS the authorization granted by the military base allows three continuous treatments within a three-week interval during the months of May and June;

WHEREAS palliate the treatments for the months of July and August, six carbonic dioxide traps will be installed along the limits of the military base on the public land of the Municipality.

IT IS PROPOSED BY Councillor Dorothy Noël

SECONDED BY Councillor Thomas Lavallee

AND RESOLVED BY MAJORITY:

To accept Conseillers Forestiers Roy' offer of services for the control of biting insects on the territory of the Valcartier military base in the amount of \$19,500 plus applicable taxes.

Councillor Maureen Bédard opposes this treatment, she is in favor of letting nature take its course.

12. RECREATION, CULTURE AND COMMUNITY LIFE

12.1 Report from the Sports and Recreation Director – Mrs. Pamala Laberge***Summer day camp:***

According to the Government guidelines, summer day camps in Quebec are part of the deconfinement measures. Preparation for the summer Playground program have begun. We are currently recruiting animators. The registration period will begin soon.

Other activities:

The municipal library, Club Ados and the Physik Centre remain closed until further notice. The possibility of offering soccer and softball this summer are under study once again, according to Public health officials.

Community Life:

Older and more vulnerable people in our community continue to be contacted on a regular basis.

Community Yard Sale:

This activity has been cancelled due to COVID-19.

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 April 15th, 2020 by telephone conference.

The next sitting will be held on May 20th, 2020 at 7:00 pm.

Financial Aid Program for small and medium businesses:

This program aims to support the working capital of companies whose financial situation is precarious due to COVID-19. The envelope for the MRC de La Jacques-Cartier is \$ 601,908. This fund is administered by the *Société de développement économique de la Jacques-Cartier*.

Sale for non-payment of taxes:

The MRC de la Jacques-Cartier has suspended the suspended the process of selling properties for non-payment of taxes on March 30, 2020 given the impossibility of proceeding due to the COVID-19 pandemic. Order 2020-014 of April 2nd, 2020 from the Minister of Health and Social Services specifies that any property sales at public auction for failure to pay municipal or school taxes must be postponed until the end of the state of health emergency. Consequently, a By-Law was adopted to postpone the sale to the second Thursday of October 2020. The Municipality of Saint-Gabriel-de-Valcartier had not submitted a file for this year.

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.