



MINUTES

Council Meeting - Municipality of Sheenboro

Location: 59 Sheen road, Sheenboro

Date: 05-02-2018 Time: 7:30 PM

Attendance P R/A Attendance P R/A

Doris Ranger	X		Elaine Déry	X	
Karen Shea	X		Lawrence Gleason	X	
John Brennan	X		Lorna Brennan Agnesi	X	
Richard Bradshaw	X		Dick Edwards		X

Agenda Items	Discussion
Call Meeting to Order	Ms. Doris Ranger Mayor opened the meeting at 7:35 PM.
1. Approval of Agenda	All the members have received and read the agenda. No other Item is added. 01-05-02-2018 Adoption of the agenda Moved by Ms. Karen Shea to adopt the agenda as presented. Adopted
2. Approval of the Minutes of January 8 th , 2018	All members have received and read the minutes. No change is suggested. 02-05-02-2018 Approval of the minutes of January 8th, 2018 Moved by Mr. Richard Bradshaw to adopt the minutes of January 8 th , 2018 as presented. Adopted
3. Visitors: - Mr. Chris Gardner - Mr. David Prentice - Mrs. Joan McGuire - Ms Denise Roberge - Mr. Joe Selkirk	- Mr. Gardner would like a follow-up about a request presented to the Committee of the fire department. - Answer: At its last meeting, the Committee discussed this topic. Mr. Gardner is invited to contact Ms. Alicia Jones for information relating to the decision taken at that meeting.

	<ul style="list-style-type: none">- Mr. David Prentice presents information issued by CNL on an exercise in testing of their siren on their facilities at 10:00 AM on February 8, 2018. - Answer: The information was received and published on the Website of the municipality to inform residents. All members of the Council as well as the chief of the Fire Department have also received this information. - Ms. McGuire is presenting a request so that the municipality change its by-laws about the number of acres needed to build a building. They are the owners of a land that only allows them to build one building. They would like the regulation to allow them to build two buildings. - Answer: The Council is currently reviewing this issue. - Ms. Denise Roberge would like information on the municipality to be displayed at other locations. She asked whether the meeting room could be used by residents to hold activities. - Answer: Yes, the room can be used. It will be even more inviting when the renovations will be made. The idea is to use it as a Community Center. Should notify the Director General to use it. - Mr. Joe Selkirk brings to the attention of the Councillors that his culvert is frozen. He believes that this is due to the way snow removal is done on its road. He believes that the width of the ditch has narrowed over the years. He asked what the municipality can do to remedy the situation. - Answer: The municipality has issued a policy in which it is clearly established that private culvert maintenance is the responsibility of their owners. The municipality asked the snow-plower to push the snow
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	<p>across the road during snow removal. For the use of the unit to thaw the culverts, the owner must make the request to the municipality of Allumettes Island. The cost is approximately \$ 150 per hour. The town foreman will monitor the situation. If needed, he will make recommendations to the Road Committee if there is place to work on this road.</p>
<p>4. FDT fund projects:</p> <ul style="list-style-type: none"> - Ms Jean Gleason - RA - Ms Joann McCann - Nature Preserve Committee 	<p>Two organizations wish to apply for a grant to fund development territories of the MRC (FTD). These two organizations would like the support of the municipality.</p> <ul style="list-style-type: none"> - RA – Intergenerational Park <p>Ms. Jean Gleason presents a project for intergenerational Park. The RA has taken into account the comments made about the amounts earmarked for the purchase of a slide. They developed a concept with exercise stations that could be beneficial to the entire population, including seniors. These stations could also be used by visitors whose passing cyclists or other users of the Park. Each of the stations will offer different exercises. The RA has the funds to cover the costs of this project. To submit this project to the MRC, this organization wants the support of the municipality.</p> <p>03-05-02-2018 Support of RA project Moved by Mr. John Brennan the municipality endorsed the project of the RA and send a grant application under the Development Fund Territories (DFT) to the MRC signed by the Director General, Éline Déry.</p> <p style="text-align: center;">Adopted</p> <ul style="list-style-type: none"> - Sheenboro Nature Preserve Committee <p>Ms. Joann McCann made updates on the progress of the project of the trail. If all goes as planned, the trail will need signage. The goal is to make it through bilingual interpretive signs inserted in posts of Cedar throughout the trail. One end will offer information on the territory and the other will provide information on history or on natural aspect of the forest. A project of kayak rental is included to this project with the hotel Fort William which can meet the requirement of creating employment and economic development. This Committee</p>

	<p>will also need the support of the municipality to submit this project.</p> <p>04-05-02-2018 Support of Nature Preserve project Moved by Mr. Richard Bradshaw the municipality endorsed the project of the Nature preserve Committee and send a grant application under the Development Fund Territories (DFT) to the MRC signed by the Director General, Éline Déry.</p> <p style="text-align: center;">Adopted</p>
<p>5. Payment of the bills</p>	<p>All the members have received the list of bills to be paid.</p> <p>05-05-02-2018 Payment of the bills Moved by Mr. Lawrence Gleason to pay the bills of the month as listed for an amount of \$ 29 777.21.</p> <p style="text-align: center;">Adopted</p> <p>An invoice was received after the list was printed. It's the invoice of NDC Legal services. The Council should renew the agreement with this law firm for the legal advice to the year 2018.</p> <p>06-05-02-2018 Renewal of Legal adviser Moved by Mr. John Brennan to renew the mandate of the NDC Legal firm for the year 2018 and pay a bill of \$ 574.88 to achieve some aspects of this mandate.</p> <p style="text-align: center;">Adopted</p>
<p>6. Pontiac Ouest Marketing - Adjustment of Payment</p>	<p>The amount appearing in the resolution of the last minutes is wrong. Instead of \$ 600.00, it should have been \$ 654.58.</p> <p>07-05-02-2018 Adjustment of payment Moved by Mr. John Brennan that payment to the Pontiac West Marketing be adjusted to the amount of \$ 654.58 instead of \$ 600.00.</p> <p style="text-align: center;">Adopted</p>
<p>7. Purchase of Signs</p>	<p>The MTQ sent a letter to the municipality advised of detours to be implemented in the event of closure of the main road. Two detours have been proposed. These detours are asking to install a number of signs identified by the Department. The municipality already has a number of signs with arrows. Planned signs would make the necessary signage and to use the signs already in possession of the municipality. Temporary posts and weights</p>

	<p>will be required also. A cost estimate was obtained for a total with taxes of \$ 893.94.</p> <p>08-05-02-2018 Purchase of signs Moved by Ms. Lorna Brennan Agnesi to make the purchase of signs for a total with taxes of \$ 893.94.</p> <p style="text-align: center;">Adopted</p>
8. Coaching for DG – Kathy Rehel	<p>The DG has expressed the need to benefit from advice for learning Programmation Gagnon. This program is an important part of her work, and it will be necessary to issue tax bills at the end of February. Ms. Kathy Rehel (formerly of the Allumettes Island and Chichester municipalities) was approached and showed its availability to offer aid to learning.</p> <p>09-05-02-2018 Coaching for DG Moved by Ms. Karen Shea to pay a sum of \$ 25.00 an hour to Mrs. Kathy Rehel for learning of the DG with Programmation Gagnon and re-evaluate this decision every two months.</p> <p style="text-align: center;">Adopted</p>
9. Fortin Grant (PAARRM)	<p>The Council must adopt a resolution so that the payment request is completed and sent to the Department of Transportation for road works.</p> <p>10-05-02-2018 PAARRM Grant</p> <p>Moved by Ms. Lorna Brennan Agnesi that Council approves the expenses for work performed on Tripp, Sullivan, and Meehan roads for an amount funded \$ 29 367.00, in accordance with the requirements of the Ministère des Transports, de la mobilité durable et de l'Électrification des transports.</p> <p>That the work has been performed in accordance with the present spending on the roads, for an amount of 36 247,19 \$, of which management rests with the municipality and that the audit file has been formed.</p> <p style="text-align: center;">Adopted</p>
10. Emergency Plan	<p>Questions are raised about the emergency plans of the municipality and of the way in which residents will be warned in the event of a major disaster.</p>

	<p>The person in charge to coordinate the emergency measures should be Ms. Alicia Jones given the joint plan between Chichester, Allumettes Island and Sheenboro. This information must be validated with her. All municipalities are responsible for deploying measures of emergency on their territories during a disaster or emergency. They must refer to the Department of la Sécurité civile. The Director General began to implement the reference tools and consolidate all protocols and emergency plans to be implemented for the emergency. This is not always easy given the manner in which the information was filed previously.</p> <p>The MRC is currently working on the drafting of a regional emergency plan. Municipalities are invited to make no changes to their plan of emergency by the release of this plan. No timeline was provided regarding the availability of this regional plan. Eventually, all plans must align with the regional plan.</p> <p>The municipality should be harmonized all emergency plans to each other, establish what Sheenboro will make, and if necessary, hire help.</p> <p>The Council agrees to put this issue on a regular basis to the agenda in order to follow the evolution of the file.</p>
<p>11. Purchase of a Chain Saw</p>	<p>It is necessary to make the purchase of a new chain saw for the municipality. The previous is overheated. Members recommended to purchase of a saw 55cc and more.</p> <p>11-05-02-2018 Purchase of a chain saw Moved by Mr. John Brennan to buy a chain saw 55 cc and more for the municipality.</p> <p style="text-align: center;">Adopted</p>
<p>12. Membership CHIP 101.9</p>	<p>The radio station offers to renew the membership of the municipality. The annual cost is \$ 120.00 (valid from 1 February 2018 to January 31, 2019). This membership gives the right to bilingual ads on their WEB site and their newsletter, the bilingual job ads, live or pre-recorded interviews and free training on dealing with the media. The Council agrees to renew this membership.</p> <p>12-05-02-2018 Membership to CHIP 101.9 Moved by Mr. Richard Bradshaw to renew and pay fees of \$120.00 for the</p>

	<p>membership of the municipality to CHIP 101.9 for the year 2018.</p> <p style="text-align: center;">Adopted</p>
<p>13. Advertisement in support of the farmers in the Upper Pontiac</p>	<p>The Pontiac newspaper is asking the support of the municipality for the publication of an advertisement highlighting the work of farmers of the Pontiac. The Council agrees to support this publicity.</p> <p>13-05-02-2018 Advertisement for farmers in the Upper Pontiac Moved by Mr. John Brennan to support farmers in the Pontiac advertising.</p> <p style="text-align: center;">Adopted</p>
<p>14. Pontiac Fire Services</p>	<p>A meeting was held and the minutes have not yet been received.</p> <p>There is currently an ongoing search for estimates to buy radios.</p> <p>The wish is issued for the Chief of the Fire Department to come make a monthly report to the municipality.</p>
<p>15. Closure</p>	<p>All topics on the agenda were discussed. Closing of the session is requested.</p> <p>14-05-02-2018 Closure Moved by Mr. John Brennan to close the meeting at 9:30 PM.</p> <p style="text-align: center;">Adopted</p> <p>Mayor Doris Ranger:</p> <p>Director General Éline Déry:</p>