



MINUTES

**Council meeting - Municipality of Sheenboro
Location: 59, Sheen road, Sheenboro**

Date: 01-04-2019 Time: 7:30 PM

Attendance P R/A Attendance P R/A

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

1. Quorum verification and call meeting to order

Mayor Mrs. Doris Ranger notes that there is quorum and calls meeting to order at 7:36 PM.

2. Approval of Agenda

All members have received and read the Agenda. The Agenda reads as follow:

1. Quorum verification and call meeting to order
2. Approval of Agenda
3. Declaration of conflict of Interests
4. Approval of the Minutes: March 4th 2019
5. PO Fire Chief - Structural fire
6. Tenders for the grass cutting
7. Questions from the public and visitors
8. Administration
 - 8.1 Payment of the bills
 - 8.2 Building inspector
 - 8.3 Cadastre renovation
 - 8.4 Foreman – Summer working schedule proposal
 - 8.5 Municipal truck
9. Economic / Development
 - 9.1 F-16 By-Law project
 - 9.2 10 hectares
10. Environment
 - 10.1 Request to modify ditch at the park
 - 10.2 Transfer Site: Summer Hours
11. Roads / Publics Works
 - 11.1 Roads Committee meeting
 - 11.2 Thaw Period
12. Public security / Emergency Plan
 - 12.1 Updates – Civil Security Plan

13. Sport & Recreation & Tourism

14. Correspondence

14.1 École des petits ponts – Request for donation

14.2 Centraide – Request for donation

15. Varia

16. Closing of meeting

It is suggested to make the following amendments and add: 8.6 Motion on By-Laws; 12.2 Phone batteries.

01-01-04-2019

Approval of Agenda

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to approve the Agenda as modified.

Adopted unanimously

3. Declaration of conflict of interests

No member declares a conflict of interests.

4. Approval of the Minutes: March 4th 2019

02-01-04-2019

Approval of the Minutes: March 4th 2019

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to approve the minutes of March 4th 2019 as presented.

Adopted unanimously

5. Structural Fire

The Fire chief will come to a future meeting with a proposal in order to get the approval of the council to intervene in case of structural fire passed kilometer 4. The goal will be to prevent forest fire. He will use a portable pump and the ½ ton pick-up.

The fire chief expresses his concerns about the muddy situation of the hill at the municipal hall and the possibility that the fire truck can not drive through. The dry hydrant at the wharf can be used if the snow is removed and the hydrant thawed.

03-01-04-2019

Dry hydrant at the wharf

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to set up the installation at the wharf for the dry hydrant.

Adopted unanimously

6. Tenders for grass cutting

Two bids were received before the deadline. The envelopes are still sealed at the time of the meeting. The Director General is opening the envelopes. One is coming from Mr. Kevin Bresseau for a price of \$ 3 500.00. The other bid is from S & R Lawn Maintenance for a price of \$ 5 200.00.

Both bids respect the specifications and the requirements stated in the call for tenders.

The council agrees to go with the lowest bid.

04-01-04-2019

Tenders for grass cutting

It is

Moved by: Mr. John Brennan

AND RESOLVED that the municipality accepts the bid of Mr. Kevin Bresseau for a price of \$ 3 500.00 for the grass cutting at the intergenerational park from the month of May to the end of October 2019.

.Adopted unanimously

7. Questions from the public and visitors

Mr. Scott Waddington – Foreman

Mr. Waddington mentions that they used the steamer to unthawed the drains on Mountain bridge and some culverts. He is monitoring a sinking hole on Fort -William road. A load of gravel will be spread on the road around the hall where the septic pipe is. There is water on ICO; culvert needs to be change. There is a bump on Fort-William road close to ICO. Millennium, Hardwick and Tracy roads will be brought to the attention of the road committee for the 2019 work plan. Concerns with some roads that are to rough.

05-01-04-2019

Work on roads

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality hire the contractor Roy Perrault to look at the roads concerns with the municipal foreman and proceed with the necessary work.

.Adopted unanimously

Mrs. Nancy Gleason

Mrs. Gleason wants to know what is the protocole for the emergencies? Who is the person to call?

Answer: The Director General should be contacted during working hours and the mayor after the working hours and the week-end. The municipality is using the services of Mr. Andrew McDonald for the calls out. A protocole should be provided to the tax payers on the WEB site. Some safety issues already have been brought to the attention of the council regarding the foreman duties: road should be closed on both sides when work is done; no work done alone; someone should be there to watch and direct the traffic; etc. The road committee will look at these issues.

8. Administration

8.1 Payment of the bills

06-01-04-2019

Payment of the bills

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to pay the bills of the month as listed.

Adopted unanimously

8.2 Building inspector

2 candidates were interviewed. The Administration Committee is making the recommendation to hire Mr. Andre Vaillancourt.

07-01-04-2019

New building inspector

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to hire Mr. Andre Vaillancourt as a building and municipal inspector subject to a favorable 3 references checks. Mr. Vaillancourt will start working as a contractual during the month of April 2019 at \$ 650.00 per month.

Adopted unanimously

The Director General makes the recommendation to acknowledge the good work done by the actual building inspector.

08-01-04-2019

Building inspector leaving

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to thank M. Pierre Contant for all his work as a building inspector and to convey their appreciation for the quality of the work.

Adopted unanimously

8.3 Cadastre renovation

09-01-04-2019

Cadastre renovation

WHEREAS Sections 51 and 52 of the Chapter V-9 of the **Act respecting roads** stated that from 1 April 1993, the colonization roads which are not maintained by a municipality shall cease to be colonization roads and the land set aside for these roads shall revert by law to the land from which it was detached and shall be the responsibility of the owner of that land;

WHEREAS that the municipality does not maintain these roads and never did it;

WHEREAS some of the roads in question are no longer under municipal jurisdiction;

WHEREAS the cadastre renovation is in process in the municipality of Sheenboro;

As a result, it is moved by: Mr. Richard Bradshaw

AND RESOLVED that:

- Sheen road: parts on lots 14-P, 15-P (old colonisation road) are not maintain by the municipality;
- Colonisation road from part on Hudson Bay road to Fort-William wharf is not maintain by the municipality;
- Perrault road: the parts on lot Canton 6 Rg 3 AA-P are closed and are not municipal roads;
- Tripp road: part on lot Canton 6 Rg 4 74 A-P is closed and is not a municipal road;
- Colonization road between Downey Bay road (lot 79-P) up to lot 23-P is not maintain by the municipality;
- Road between Manny lake (from lot 79-P across lot 68-D, lot 17 and lot 18) is closed and is not municipal road;
- Sullivan road and Trout lake: parts on lots 14-P, 15, 16 and lots 11-P,12,13,14-P are closed and are not municipal roads;
- Town line road (old colonisation road) is not maintain by the municipality;

Adopted unanimously

10-01-04-2019

Cadastre renovation – Roads issues

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to mandate the Director general to submit the information regarding some roads issues to the lawyer in order to get his opinion on the way to proceed.

Adopted unanimously

8.4 Foreman – Summer working schedule proposal

The subject is tabled until the municipality receives the information regarding its application grant for a summer job.

8.5 Municipal truck

11-01-04-2019

Municipal truck

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to accept the bid of Murphy Ford for the leasing of a truck F-250 4X4 2019 to replace the old municipal truck. The municipality will pay a monthly cost of \$ 728.75 + taxes based on a 48 months period with a buy out at the end of this period of \$ 10 000.00 + taxes. The municipality will provide the necessary amount to finance these costs from the accumulated surplus.

A vote is asked on the motion

3 in favor

2 against

Adopted

8.6 Motion on By-Laws

12-04-03-2019

Motion on By-Laws

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the building inspector enforce all the municipal By-Laws.

Adopted unanimously

9. Economic / Development

9.1 F-16 By-Law modification

13-04-03-2019

F-16 By-Law modification

It is

Moved by: Mr. John Brennan

AND RESOLVED to adopt the project By-Law number 01-2019 amending sections of the By-Law number 14-2003 Zoning By-Law in order to allow single family dwelling (h1) in the *Class of uses allowed* included in the *Grid of uses and standards* principal affectation F and zone number 16.

Adopted unanimously

9.2 10 hectares

No resource is available to work on this project. Mayor will do a follow-up with M. Jacques Ledoux to try to get the English electronic document of the planning By-Laws.

14-01-04-2019

Planning By-Laws – English version

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality accepts the offer of Mrs. Nancy Gleason to put in an electronic version the English Planning By-Laws document at no cost.

Adopted unanimously

10. Environment

10.1 Request to modify ditch at the park

The MTQ replied to the request for the modification of the ditch next to the park. In order to proceed with this request, they would like to have more details on the project itself and the water management.

The matter will be review by the road committee.

10.2 Transfer Site: Summer Hours

The summer schedule at the transfer site will start on the first Sunday of May 2019. The transfer site will be open Wednesday from 12:00 PM to 4:00 PM; Saturday from 10:00 AM to 4:00 PM an Sunday from 10:00 AM to 5:00 PM.

11. Roads / Publics Works

11.1 Roads committee meeting

The road committee will meet on April 24th 2019 at 10:30 AM.

11.2 Thaw period

The thaw period is from March 25th to May 17th 2019.

12. Public security / Emergency Plan

12.1 Updates – Civil Security Plan

15-01-04-2019

Updates – Civil Security Plan

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality agrees to have an employee from the Municipality of L'Isle-aux-Allumettes complete the required updates to the Civil Security Plan, on behalf of the Municipalities of Chichester, Sheenboro and L'Isle-aux -Allumettes. The municipality agrees to reimburse the hours spent according to the shared ratio 50 % (L'Isle-aux - Allumettes) – 25 % (Chichester) – 25 % (Sheenboro).

Adopted unanimously

12.2 Phone batteries

In case of power outage, the phone batteries are lasting for 12 hours.

13. Sport & Recreation & Tourism

No Item on the agenda.

14. Correspondence

14.1 École des petits ponts – Request for donation

The event is past.

14.2 Centraide – Request for donation

The municipality will not make any donation this year.

15. Varia

No Item on the agenda.

16. Closing of meeting

All Items on the agenda were discussed. The closing of the meeting is requested.

16-01-04-2019

Closing of meeting

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to close the meeting at 10:14 PM.

Adopted unanimously

Mayor – Mrs. Doris Ranger:

Director General – Mrs. Éline Déry: