



**MINUTES**

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

**Date: 12-08-2019 Time: 7:30 PM**

Attendance                      P    R/A    Attendance                      P    R/A

Doris Ranger, Mayor	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 notes that there is quorum and calls meeting to order at 7:37 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: July 8th 2019**
- 5. Pontiac Ouest – Fire Chief**
- 6. Foreman report**
- 7. Questions from the public and visitors**
- 8. Administration**
  - 8.1 Payment of the bills
  - 8.2 Procedure for complaint
  - 8.3 Summer position
  - 8.4 Beavers dams
  - 8.5 Canadian Cost Guard request
  - 8.6 Deinstallation of docks
  - 8.7 NCC lease
  - 8.8 Residence Meilleur
  - 8.9 Supervision during DG vacation
  - 8.10 Cheque RA
- 9. Economic / Development**
  - 9.1 West Pontiac Connects request
- 10. Environment**
  - 10.1 Compostor
- 11. Roads / Publics Works**
  - 11.1 Road committee report
  - 11.2 Damages on Seen road
  - 11.3 Snow plowing contract 2019-2020
  - 11.4 TECQ grant 2019-2023

- 12. Public security / Emergency Plan**  
12.1 Annual Activity Report – Fire Safety Cover Plan

- 13. Sport & Recreation & Tourism**  
13.1 ATV

- 14. Correspondence**  
14.1 Golf tournament

- 15. Varia**
- 16. Closing of meeting**

It is suggested to add the Item 10.2 Construction wastes on the Agenda.

**Motion # 01-12-08-2019**

**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: July 8th 2019**

**Motion # 02-12-08-2019**

**Approval of the Minutes: July 8th 2019**

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED to approve the minutes of July 8th 2019 as presented.

Adopted unanimously

**5. Pontiac Ouest – Fire Chief**

The Fire Chief is not able to attend the meeting. It is suggested that all the fire signs should provide the same warning information.

**6. Foreman report**

Mr. Scott Waddington mentions that: the first flood wastes bin has been picked up; the dust suppressant has been sprayed on the roads; all the roads were graded but there is still an issue with the burms; the washouts were fixed; it is going well with the student; the cold patch is a big issue on Fort-William; the beavers are an issue but everything is under control; the Municipality should consider reducing the speed to 50 KM on Berrigan road considering the kind of vehicles on this road (ATV, trailer with logs, etc.); the visibility is not always good along the road.

**7. Questions from the public and visitors**

- **Mr. Kirk McCann**

Mr. McCann is requesting: brushing of the school bus sign on Mountain road; more ditching on Mountain road; more dust suppressant on roads at least two application in front of his property; a speed limit of 50 KM should apply to several roads in Sheenboro and especially on Mountain road.

Answer: The council will examine his requests.

**8. Administration**

8.1 Payment of the bills

**Motion # 03-12-08-2019**

**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 Procedure for complaint

**Motion # 04-12-08-2019**

**Procedure for complaint**

It is

Moved by: Mr. John Brennan

AND RESOLVED that the municipality adopts the *Procedure concerning the receipt, examination and treatment of complaints in the context of awarding a contract.*

Adopted unanimously

8.3 Summer position

**Motion # 05-12-08-2019**

**Summer position**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality hires Mr. Tyler Morris for the summer position and pay him 14.00 \$ per hour for a weekly schedule of 40 hours maximum and this retroactive to July 12<sup>th</sup> 2019 until August 31<sup>th</sup> 2019.

Adopted unanimously

8.4 Beavers dams

**Motion # 06-12-08-2019**

**Beavers dams**

It is

Moved by: Mrs. Karen Shea

AND RESOLVED that the municipality mandates the Director General to send a letter to Mr. Kurt Nyenhouse for the dismantling of the beaver dams on his propriety located at 0 Chemin Rang 1 – Cadastre P-14.

Adopted unanimously

8.5 Canadian Coast Guard request

**Motion # 07-12-08-2019**

**Canadian Coast Guard request**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the Director General should inform the Canadian Coast Guard that the municipality is not interested to take the responsibilities to look after the lighthouse on the municipal wharf.

A vote is asked on this motion

4 in favor

2 against

Adopted

8.6 Deinstallation of docks

**Motion # 08-12-08-2019**

**Deinstallation of docks**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the Director General should provide a quote to deinstall the docks.

Adopted unanimously

8.7 NCC lease

**Motion # 09-12-08-2019**

**NCC lease**

It is

Moved by: Mr. John Brennan

AND RESOLVED that the Director General should send a letter to the NCC asking them to make the changes in the proposed lease for the walking path based on the recommendations stated in the documents provided by the legal advisor.

Adopted unanimously

8.8 Residence Meilleur

**Motion # 10-12-08-2019**

**Residence Meilleur**

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality agreed to pay the second instalment of \$2 500.00 of the five years agreement to support the Residence Meilleur a senior residence of the Upper Pontiac.

Adopted unanimously

8.9 Supervision during DG vacations

**Motion # 11-12-08-2019**

**Supervision during DG vacations**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality is appointing Mr. Richard Bradshaw as the supervisor of the employees during the Director General holidays.

Adopted unanimously

8.10 Cheque RA

**Motion # 12-12-08-2019**

**Cheque RA**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality is cancelling the cheque number 2140 made in 2018 for a donation of \$ 1 000.00 to the Sheenboro Recreational Association.

Adopted unanimously

## **9. Economic / Development**

### 9.1 West Pontiac Connects request

#### **Motion # 13-12-08-2019**

#### **West Pontiac Connects request**

It is

Moved by: Mr. John Brennan

AND RESOLVED that the municipality mandates the Director General to send a letter of support to the West Pontiac Connects for their project Link programs.

Adopted unanimously

It is suggested that the municipality should benefit more of the outcomes of the program and have a student working for us.

## **10. Environment**

### 10.1 Compostor

#### **Motion # 14-12-08-2019**

#### **Compostor**

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality should proceed with the purchase of a compostor Era 401 from Jora Canada at a cost of \$ 1 015.00 plus taxes.

Adopted unanimously

The transfer site committee should work on a plan for the set up (location, roof, etc.).

### 10.2 Construction wastes

#### **Motion # 15-12-08-2019**

#### **Construction wastes**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality should ask the Municipality of Allumettes Island to accept the construction wastes of the taxpayers of Sheenboro as part of their pilot project.

Adopted unanimously

## **11. Roads / Publics Works**

### 11.1 Road committee report

The road committee met to examine 3 requests. For Millennium road, the recommendations are: ditching; clean the culverts at the bottom of Tripp road; gravel on Millennium. For Mr. Lance Perkins, the recommendations are: none; no issues were noticed. For Mr. Neil Meehan, the recommendations are: the stones are difficult to locate; send a registred letter to inform him that the Fleming Enterprises should remove the stones.

The Director General mentions that Mr. Jean-Pierre Ledoux called and mentioned that he will contact the Fleming Enterprises to remind them about their commitment to remove the stones.

11.2 Damages on Sheen road

**Motion # 16-12-08-2019**

**Damages on Sheen road**

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality sends an invoice of \$ 88.00 to Mr. Lawrence Gleason for the repairs of the damages done on Sheen road on July 12<sup>th</sup> 2019 by his trailer broken wheel. This amount included the costs of labour, cold patch and administration.

Adopted unanimously

11.3 Snow plowing contract 2019-2020

**Motion # 17-12-08-2019**

**Snow plowing contract 2019-2020**

It is

Moved by: Mr. Lorna Brenna Agnesi

AND RESOLVED that the municipality proceeds with a public call for tenders on the SEAO for the snow-plowing contracts for the season 2019-2020. One call for tender should be sent for the roads and the other for the transfer site and other locations.

Adopted unanimously

11.4 TECQ grant 2019-2023

**Motion # 18-12-08-2019**

**TECQ grant 2019-2023**

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality should proceed with the planning of the program of the roads works for the TECQ grant 2019-2023.

Adopted unanimously

**12. Public security / Emergency Plan**

12.1 Annual Activity Report – Fire Safety Cover Plan

**Motion # 19-12-08-2019**

**Annual Activity Report – Fire Safety Cover Plan**

WHEREAS the revised fire safety cover plan came into effect on May 1<sup>st</sup> 2017;

WHEREAS year 2 of the revised fire safety cover plan ended on April 30<sup>th</sup> 2019;

WHEREAS article 35 of the Fire safety act states that an activity report for the previous year must be prepared, adopted by resolution and sent to the minister each year.

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality adopts the annual report for year 2 of the revised fire safety cover plan and to transmit this report to the minister.

Adopted unanimously

### **13. Sport & Recreation & Tourism**

#### 13.1 ATV

The Director General mentions that the sign installed next to the park is contravening the ATV Municipal By-Law. A decision should be made to remove the sign or to make a change to the By-Law in order to allow the ATV to circulate close to the park.

The majority of the council is in favor of removing the sign.

### **14. Correspondence**

#### 14.1 Golf tournament

There is a golf tournament for the benefit of the Coulonge Chutes on August 24<sup>th</sup>.

No member will be able to attend.

### **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.

#### **Motion # 20-12-08-2019**

#### **Closing of meeting**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to close the meeting at 9:54 PM.

Adopted unanimously

Mayor – Mrs. Doris Ranger:

Director General – Mrs. Éline Déry: