



MINUTES

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

Date: 04-02-2019 Time: 7:30 PM

Attendance	P	R/A	Attendance	P	R/A
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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 7:34 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: January 7th 2019**
- 5. Questions from the public and visitors**
- 6. First responder program**
- 7. Administration**
 - 7.1 Payment of the bills
 - 7.2 Repeal - Motion 04-05-11-2018
 - 7.3 Repeal - Motion 05-05-11-2018
 - 7.4 Council Committees
 - 7.5 ACCESS D Affaires – Desjardins
 - 7.6 Renewal of Legal adviser
 - 7.7 TECQ grant
 - 7.8 CNL report
 - 7.9 Municipal truck
 - 7.10 Mayor replacement MRC meeting February 15th 2019
 - 7.11 Sale for taxes – MRC
 - 7.12 Electric garage door opener installation
- 8. Economic / Development**
 - 8.1 F-16 By-Law modification
 - 8.2 10 hectares
- 9. Environment**
- 10. Roads / Publics Works**
 - 10.1 Local roads maintenance grant 2018
 - 10.2 Pontiac Ouest Fire committee
 - 10.3 Grass cutting tender (Park)
 - 10.4 Roads signs and names

11. Public security / Emergency Plan

- 11.1 Agreement with MRC (Off road rescue)
- 11.2 Grant application (Agence municipale 9-1-1 du Québec)
- 11.3 Prudent proposal
- 11.4 Firearms registration act

12. Sport & Recreation & Tourism

- 12.1 Arena

13. Correspondence

- 13.1 Pontiac Artist
- 13.2 Pontiac journal ad: School Anti Bulling ad (February 13th)
- 13.3 CHIP 101.9 – Membership 2019
- 13.4 CNL invitation

14. Varia

15. Closing of meeting

It is suggested to make the following amendments and add: 7.13 Municipal yard; 9.1 Forest (MRC); 13.5 Request from Chapeau.

01-04-02-2019

Approval of the 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: January 7th 2019

All members have received and read the minutes. A modification should be made: in the section related to the question of Mrs. Nancy Gleason, to add the information concerning the publication of the contracts with an expenditure over 2,000 \$ with a same contractor when all of these contracts has a total more than 25,000 \$ and the answer that the information was not on the WEB site yet but will be.

02-04-02-2019

Approval of the minutes: January 7th 2019

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED to approve the minutes of January 7th 2019 as modified.

Adopted unanimously

5. Questions from the public and visitors

- **Mrs. McGuire**

Mrs. McGuire wants to know what happen with the change to the size of lots.

Answer: No resource available to work on this project.

- **Mr. Scott Waddington – Foreman**

Mr. Waddington is stating that he has no truck. Emergency concern with the snow removal and the water tank. The Director General made arrangement with M. Kidd to resolve the problem. Some signs can be purchased like Detour signs. He worked on his roads plan for

2019 and he is waiting for the spring to notify any issues.

- **Mr. Mike Fox**

Mr. Fox wants to have information related to: F-16 and the possibility to add a single house; his request for civics numbers.

Answer: Information gathered has clearly highlighted the requirements for allocation of civic numbers: a By-Law must be implemented and a procedure. Research confirmed that these items have never been implemented in the municipality. Work started and will be done by the Director General and the municipal inspector to address these issues.

- **Mrs. Janet Retty**

Mrs. Retty is having concerns with branches on Sullivan road and scratching their cars.

- **Mrs. Nancy Gleason**

Mrs. Gleason is wondering why the minutes are not online before the meeting even if not approved. She wants to know why the increase of the credit line from \$ 120 000.00 to \$ 300 000.00. She wants to have precision on the vote related to the fact that the municipal truck has to be parked in the garage. She volunteers to do the By-Law.

Answer: The municipality is waiting for payment of the TECQ grant (\$ 450 000.00) and for the road maintenance grant (\$ 120 000.00). The expenses have been made and the costs are guaranteed by the Government. The payment thereof is late because the audit was finalized in November 2018. It was agreed that the truck will be park in the garage as soon as its construction will be finished.

- **Mrs. Evelyn Sullivan**

Mrs. Sullivan has an interest and would like the 10 hectares By-Law to be proceed.

- **Mr. Shamus Morris**

Mr. Shamus Morris is pointing out to the fact that the municipality will have more money trough grant like the TECQ if the people were having their main residential address in the municipality.

6. First responder program

Fire chief requests that council adopted a motion to allow a 60 hours first responder training program for 12 firefighters. Fire chief is leaving for an emergency call. Subject is tabled until fire chief will provide more details.

7. Administration

7.1 Payment of the bills

All members have received the list of bills to pay.

03-04-02-2019

Payment of the bills

It is

Moved by: Mr. Lawrence Gleason

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

Adopted unanimously

7.2 Repeal - Motion 04-05-11-2018

04-04-02-2019

Repeal - Motion 04-05-11-2018

It is

Moved by: Mr. Dick Edwards

AND RESOLVED to repeal motion number 04-05-11-2018.

Adopted unanimously

7.3 Repeal - Motion 05-05-11-2018

05-04-02-2019

Repeal motion 05-05-11-2018

It is

Moved by: Mr. Dick Edwards

AND RESOLVED to repeal motion number 05-05-11-2018.

Adopted unanimously

7.4 Council Committees

Mr. Richard Bradshaw should be part of the administration committee for the hiring.

06-04-02-2019

Council Committees

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the council committees should be as listed.

Adopted unanimously

Council will explore the possibility of having residents on committees or create an advisory committee for transparency. A planning committee should be put in place as well. Mr. Lawrence Gleason, Mr. John Brennan, Mr. Richard Bradshaw and Mrs. Lorna Brennan Agnesi are showing interest to be on that committee.

7.5 ACCÈSD Affaires – Desjardins

07-04-02-2019

ACCÈSD Affaires – Desjardins

It is

Moved by: Mr. John Brennan

AND RESOLVED to designate the Director General, Mrs. Éline Déry, to act as the main administrator of ACCÈSD AFFAIRES and be authorized, as well as the Mayor, Mrs. Doris Ranger, to sign any documents related to this task on the behalf of the municipality.

Adopted unanimously

7.6 Renewal of Legal adviser

08-04-02-2019

Renewal of Legal adviser

It is

Moved by: Mr. Dick Edwards

AND RESOLVED to renew the mandate of Me Nério de Candido from Beaudry, Bertrand Barristers firm for the year 2019 and pay a total invoice of \$ 1 000.00 plus taxes.

Adopted unanimously

7.7 TECQ grant

Information received from the accountant that the final reddition de comptes is still in process. The government system was on maintenance and didn't allow any access to the forms.

7.8 CNL report

09-04-02-2019
CNL report

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality acknowledges the overspent of \$ 910.00 in the financial statements presented to CNL on December 31th 2018, and, that the municipality will be covering these costs with its own budget and will not hold CNL responsible about it.

Adopted unanimously

7.9 Municipal truck

10-04-02-2019
Modification of the budget

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the Director General receives the mandate to create a new account in the budget called Truck – Rental and to transfer in this account \$ 1 500.00 from the account Truck maintenance.

A vote is requested:

4 in favor
2 against

Adopted

11-04-02-2019
Truck rental

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality rents a truck for a month.

Adopted unanimously

12-04-02-2019
Invitation to tender

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the Director General receive the mandate to release an invitation to tender to get prices on a truck according to the specifications set out.

Adopted unanimously

7.10 Mayor replacement MRC meeting February 20th 2019

13-04-02-2019

Mayor replacement MRC meeting

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that Mr. John Brennan will be replacing the mayor at the MRC meeting on February 20th 2019.

Adopted unanimously

7.11 Sale for taxes – MRC

The MRC is requesting the information for the annual sale of immovables for the non-payment of taxes before the February 20th 2019. A problem in the PG was caused by the last MRC update. All the information added at the municipality was replaced by their information. Their information is not up to date. As a result, all the information has to be verified which each contract and re-input in the system. The accountant should review the document.

7.12 Electric garage door opener installation

The municipality will wait before proceeding to the installation of the electric garage door opener.

7.13 Municipal yard

WHEREAS the amount of snow in the municipal yard;

WHEREAS that the thaw can cause some flooding problems in the basement and affect the roads around the municipal building;

WHEREAS the possibility to hire a contractor to push and blow the snow further at the back of the yard to prevent problems;

14-04-02-2019

Municipal yard

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to mandate the Director General to hire the contractor Roy Perrault to push and blow the snow further more at the back of the yard.

Adopted unanimously

8. Economic / Development

8.1 F-16 By-Law modification

No resource is available to work on this project.

8.2 10 hectares

No resource is available to work on this project.

9. Environment

9.1 Forest (MRC)

15-04-02-2019

Forest Action Plan for the MRC Pontiac

It is

Moved by: Mr. Dick Edwards

AND RESOLVED to support the MRC Pontiac motion to ask the Minister of the Economy and Innovation Quebec and the Minister of Wildlife and Parks to establish a common strategy to support the MRC Pontiac in its initiatives for the recovery forest industry on its territory.

Adopted unanimously

10. Roads / Publics Works

10.1 Local roads maintenance grant 2018

WHEREAS that Transport Quebec paid \$151,170.00 as a compensation for the maintenance of local roads in 2018;

WHEREAS that the funds received were used for the maintenance of local roads 1 and 2;

WHEREAS that this motion will appear on the requested form describing the work done by the municipality for the roads above;

WHEREAS that an external auditor will provide an accounting report within the prescribed delay;

16-04-02-2019

Local roads maintenance grant 2018

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality accepts all the work done under this grant and informs Transport Quebec of the compensation for current and preventative maintenance of local roads 1 and 2 for which the municipality is responsible according to the objectives of the *Programme d'aide à l'entretien du réseau routier local* (PAERRL).

Adopted unanimously

10.2 Pontiac Ouest Fire committee

17-04-02-2019

Pontiac Ouest - Fire committee

It is

Moved by: Mr. John Brennan

AND RESOLVED to designate Mr. Richard Bradshaw as an occasional replacement for Mr. Dick Edwards on the Pontiac Ouest Fire Department joint committee.

Adopted unanimously

10.3 Grass cutting tender (Park)

18-04-02-2019

Grass cutting tender

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to mandate the Director General to proceed with a call for tender in order to allow a contract for the grass cutting of the intergenerational park between the months of May and October 2019.

Adopted unanimously

The municipality should contact the MTQ to get their approval to fix the ditch next to the park.

10.4 Roads signs and names

A memo was produced by the Director General and given to all council members stating the development on this issue. This issue is related to the civic numbers issue. A spreadsheet/data base was produced by the Director General. The Director General and the municipal inspector will work on these issues.

11. Public security / Emergency Plan

11.1 Agreement with MRC (Off road rescue)

Following the January 15th, 2019 meeting with Mr. Julien Gagnon from the MRC about the Off-road emergency plan, a draft agreement was received and shared with all the council members. Council would like the MRC to cover 100 % of the heating costs and share the plowing cost at 25 %.

11.2 Grant application (Agence municipale 9-1-1 du Québec)

19-04-02-2019

Grant application (Agence municipale 9-1-1 du Québec) – Volet 1

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to modify the motion number 23-03-12-2018 in order to include the following information: the municipality certifies have completed the autodiagnostic tool provided by the Ministère de la Sécurité publique in May 2018 and that it deems necessary to improve its disaster readiness; the municipality undertakes to comply with the conditions, in order to carry out the actions described in the application form submitted.

Adopted unanimously

20-04-02-2019

Grant application (Agence municipale 9-1-1 du Québec) – Volet 2

WHEREAS the *Règlement sur les procédures d'alerte et de mobilisation et les moyens de secours minimaux* has been enacted by the Minister of the Sécurité publique on April 20th, 2018 and that will enter into effect on November 9th, 2019;

WHEREAS the municipality wishes to apply under the Volet 1 of the financial assistance program offered by the Agence municipale 9-1-1 du Québec to support the actions of disaster preparedness, especially the primarily measures in order to meet the new Regulation;

WHEREAS the municipality certifies have now completed the autodiagnostic tool provided

by the Ministère de la Sécurité publique in May 2018 and that it deems necessary to improve its disaster readiness;

It is moved by: Mrs. Karen Shea and supported by: Mr. Richard Bradshaw and resolved:

That the municipality presents an application for financial assistance to the Agence municipale 9-1-1 du Québec for the amount of \$ 10 000.00, under the Volet 2 of the program referred to in the preamble and undertakes to comply with the conditions, in order to carry out the actions described in the application form attached to this resolution to form part of that total \$ 12 000.00, and confirms that the municipality contribution will be at least \$ 2 000.00 worth.

That the municipality is hereby certifying that she will regroup with the local municipalities of Chichester and Allumettes Island for the Volet 2, and that it requires additional financial assistance of \$ 2 000.00 provided by the program in this case;

The municipality authorize the Director General, Mrs. Éline Déry, to sign for and on its behalf the application form for financial assistance and certify that the information it contains is accurate.

Adopted unanimously

11.3 Prudent proposal

Follow-up done by Director General on motion # 14-07-01-2019 has provided the information that an increase of \$ 12 735.00 will be added to the original proposal. The total amount for the project will be at \$ 31 914.00. This cost should be share equally by the 3 municipalities.

21-04-02-2019

Prudent proposal

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to accept the Prudent firm proposal for help to review and produce the emergency plan and to name the Director General, Mrs. Éline Déry to sign the document on behalf of the municipality.

Adopted unanimously

11.4 Firearms registration act

22-04-02-2019

Firearms registration act

It is

Moved by: Mr. Larry Gleason

AND RESOLVED to support the motion of the MRC Pontiac inviting the Quebec municipalities to ask the deputies, the Minister of Public Security of Quebec and the Prime Minister to backtrack on the law on the registration of firearms without restrictions, and, to propose to the Government of Quebec to put in place all necessary educational program to stop the stigmatization of firearms and their owners.

A vote is requested:

5 in favor

1 against

Adopted

12. Sport & Recreation & Tourism

12.1 Arena

Mr. John Brennan attended a meeting. They are looking for a person to do their accounting. They are disappointed that the municipality didn't cover their \$ 5 000.00 last year.

13. Correspondence

13.1 Pontiac Artist

The municipality will not support this association in 2019.

13.2 Pontiac journal ad: School Anti Bulling ad (February 13th)

The municipality will not participate to this ad.

13.3 CHIP 101.9 – Membership 2019

23-04-02-2019

CHIP 101.9 – Membership 2019

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality become of member of CHIP 101.9 and pay an annual membership fees of \$ 120.00 for the year 2019.

Adopted unanimously

13.4 CNL invitation

Mrs. Lorna Brennan Agnesi will attend the event.

13.5 Request from Chapeau.

The municipality will send a letter of support for their project submitted for the FTD fund.

14. Varia

No Item on the Agenda.

15. Closing of meeting

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

24-04-02-2019

Closing of meeting

It is

Moved by: Mr. John Brennan

AND RESOLVED to close the meeting at 10:44 PM.

Adopted unanimously

Mayor – Mrs. Doris Ranger:

Director General – Mrs. Éline Déry: