



MINUTES

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

Date: 04-11-2019 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: October 7th 2019
5. Foreman report
6. Questions from the public and visitors
7. Administration
 - 7.1 Payment of the bills
 - 7.2 ClicSÉCUR
 - 7.3 Cadastre Renovation
 - 7.4 Transfer site plowing
 - 7.5 Comparative income statement
 - 7.6 Budget meeting
 - 7.7 Christmas Party – Recognition of volunteer
8. Economic / Development
 - 8.1 Village Centre Project
9. Environment
 - 9.1 Outhouse – Oiseau rock
 - 9.2 Transfer site gatehouse
 - 9.3 Compostor
10. Roads / Publics Works
 - 10.1 Roads works
 - 10.2 TECQ grant
11. Public security / Emergency Plan
 - 11.1 72 hours Emergency Centre – Sheenboro - Update
 - 11.2 Civil Emergency Plan
 - 11.3 MSP inspection
 - 11.4 PO Fire Department budget 2020
12. Sport & Recreation & Tourism
13. Correspondence
 - 13.1 West Pontiac Connects - Driving for Success project
 - 13.2 Chapeau Agricultural society - Agro-tourism destination
 - 13.3 Pontiac Ovest marketing – FTD grant

- 13.4 Radon Campaign
- 13.5 Letter from MRC – Translation FQM Congress
- 13.6 Art Pontiac request

14. Varia

15. Next meeting: December 2st 2019

16. Closing of meeting

It is suggested to make the following amendments and add: 7.8 Use of municipal office; 7.9 Remembrance Day program.

Motion # 01-04-11-2019

Approval of Agenda

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED to approve the Agenda as modified.

Unanimously adopted by councillors

3. Declaration of conflict of interests

No member declares a conflict of interests.

4. Approval of the Minutes: October 7th 2019

Motion # 02-04-11-2019

Approval of the Minutes: October 7th 2019

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to approve the minutes of October 7th 2019 as presented.

Unanimously adopted by councillors

5. Foreman report

Mr. Scott Waddington mentions that: he worked on potholes, brushing, beaver issues. Sullivan, Sheen and Fort-William roads have 2 and a half feet wide sand clumps at the edge that interfere with draining. The canals on the Perrault hill road appear to be working.

6. Questions from the public and visitors

- **Mrs. Susan Campbell**

Mrs. Campbell is mentioning that a residence on Lew Miller Lane needs a civic number.

7. Administration

7.1 Payment of the bills

Motion # 03-04-11-2019

Payment of the bills

It is

Moved by: Mr. Lawrence Gleason

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

Unanimously adopted by councillors

7.2 ClicSÉQUR

Motion # 04-04-11-2019

ClicSÉQUR

It is

Moved by: Mrs. Karen Shea

AND RESOLVED that Déry, Éline, Director-General (hereafter the representative), is authorized to sign, on behalf of the municipality, the documents required for registration at clicSÉQUR and, generally, to do whatever it deems useful and necessary for this purpose.

THAT the Ministère du Revenu be authorized to provide the representative with the information available that is necessary for the registration at clicSÉQUR.

Unanimously adopted by councillors

7.3 Cadastre Renovation

A meeting with the owners organized by the Ministry of Natural Resources will take place on November 14, 2019 between 2:00 PM and 8:00 PM at the Parish Hall to present them with information about the new cadastre.

7.4 Transfer site plowing

Motion # 05-04-11-2019

Snow plowing contract – SHEEN-02 – Others locations

It is

Moved by: Mr. Karen Shea

AND RESOLVED that the municipality accepts the bids from M. Kidd and Sons. For the transfer site, municipal building and two parking, the bid is \$ 15 802.40 taxes included.

A vote is asked on this motion

3 in favor

1 against

Adopted by a majority of councillors

Mr. Gleason mentioned that he has to vote against it because he thinks this subject was not discuss enough before making a decision.

7.5 Comparative income statement

Motion # 06-04-11-2019

Comparative income statement

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the council acknowledges receiving the comparative income statement for the year 2018 and 2019 dated of November 4th 2019.

Unanimously adopted by councillors

7.6 Budget meeting

Motion # 07-04-11-2019

Budget meeting

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality will have its 2020 budget public presentation on December 2st 2019 at 5:30 PM.

Unanimously adopted by councillors

7.7 Christmas Party – Recognition of volunteer

Motion # 08-04-11-2019

Christmas Party – Recognition of volunteer

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality will recognize the contribution of Cindy and Gerald Wheeler and will invite them to the Christmas Party.

Unanimously adopted by councillors

7.8 Use of municipal office

Motion # 09-04-11-2019

Use of municipal office

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality will authorize community groups to use the hall for meetings on Tuesday evenings and this starting November 12th 2019.

Unanimously adopted by councillors

Mr. Gleason will open and lock the door the day of event.

7.9 Remembrance Day program

Motion # 10-04-11-2019

Remembrance Day program

It is

Moved by: Mrs. Karen Shea

AND RESOLVED that the municipality will pay for the photocopy costs of the Remembrance Day program.

Unanimously adopted by councillors

8. Economic / Development

8.1 Village Centre Project

The Council received the information related to Village Centre project which aims to achieve development and revitalization plans by March 2022. The MRC has retained M. Jesse Schnobb from Aorasie Consultant to lead the implementation of this project. Mr. Schnobb will be contacting municipalities in the coming weeks to begin collecting information. The mandate is to support municipalities in writing their projects and presenting an integrated project plan for all municipalities. The targeted projects are those intended for the short term. Medium- and long-term projects will be written in summary form. The consultant will meet the mayor as well as the DG of each municipality for a list of projects.

The Council would like to have the information on the funding before starting to work on their projects list.

9. Environment

9.1 Outhouse – Oiseau rock

There are three outhouses at Oiseau Rock. Two should be burned down because they are to old. The Fire Chief is ready to help.

Motion # 11-04-11-2019

Outhouse – Oiseau rock

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality agrees to burn two outhouses at Oiseau Rock.

Unanimously adopted by councillors

9.2 Transfer site gatehouse

Like mentioned previously, the CISSSO did an inspection last spring at the transfer site. They reminded the municipality about their health and safety concern with the wood stove in the gatehouse. Councillor Richard Bradshaw has experience with installation of wood stove. He will look at the issues and try to make recommendation for a new stove and chimney that will meet the standards.

9.3 Compostor

The compostor was delivered at the transfer site. This compostor will help to meet the government requirements for waste management. The Director General is having safety concern with the actual site. Animal can be attracted by the food and the compostor is too close from the gatehouse. If the municipality is going ahead with the construction of a roof for the construction waste, the compostor should be installed under the same roof and closer to the garbage and recycling bin. The use of the compostor will begin next year.

10. Roads / Publics Works

10.1 Roads works

No discussion occurred on this Item.

10.2 TECQ grant

Motion # 12-04-11-2019

TECQ grant

Whereas:

- The municipality has taken knowledge of the Guide to the terms of payment of the Government contribution under the program of the gas tax and contribution of Quebec (TECQ) for the years 2019 to 2023;
- The municipality must respect the terms of this Guide that apply in order to receive the Government contribution that was confirmed in a letter from the Minister of Affaires municipales et de l'Habitation.

It is

Moved by: Mr. Lawrence Gleason

Supported by: Mr. Richard Bradshaw

AND RESOLVED THAT:

- the municipality undertakes to respect the terms of the Guide that apply;
- the municipality agrees to be solely responsible and to release the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents of any liability for claims, requirements, losses, damage and costs of all kinds based on an injury to a person, death, damage to property or loss of property as a result of a deliberate or negligent act arising directly or indirectly from investments made through financial support received under the program of the TECQ

2019-2023;

- the municipality approves the content and authorizes the sending to the Ministry of Affaires municipales et de l'Habitation of the programming of work no TECQ – 2019-2023 attached and all other documents required by the Department in order to receive the Government contribution that was confirmed in a letter from the Minister of Affaires municipales et de l'Habitation;
- the municipality is committed to reach the minimum threshold imposed on it for all five years of the programme;
- the municipality undertakes to inform the Department of Affaires municipales et de l'Habitation of any changes that will be made to the programming of work approved by the present resolution;
- the Director General is authorized to sign the documents for the municipality.

Unanimously adopted by councillors

11. Public security / Emergency Plan

11.1 72 hours Emergency Centre – Sheenboro – Update

Some quotations were asked for a shower and a toilet in the garage. It is suggested to request a bid for the change of the flooring.

11.2 Civil Emergency Plan

Motion # 13-04-11-2019

Civil Emergency Plan

WHEREAS the local municipalities have, under the Civil Protection Act (CQRL, c. S 2.3), the responsibility for civil security on their territory;

WHEREAS the municipality is exposed to various hazards of natural and anthropogenic origin that can cause emergencies and disasters;

WHEREAS the municipal council of Sheenboro recognizes that the municipality can be affected by a disaster at any time;

WHEREAS the municipal council sees the importance of preparing for the emergencies likely to occur within its territory;

WHEREAS this Plan must be kept operational and be regularly updated by the municipal council;

WHEREAS the measures put in place by the municipality and recorded in the Civil Security Plan are in accordance with the provisions of the *Règlement sur les procédures d'alerte et de mobilisation et les moyens de secours minimaux pour protéger la sécurité des personnes et des biens en cas de sinistre*;

For these reasons,

It is

Moved by: Mr. Richard Bradshaw

Supported by: Mrs. Karen Shea

AND RESOLVED

THAT the municipality's Civil Security Plan prepared by Mrs. Alicia Jones, Municipal Civil Protection Coordinator be adopted;

That the Municipal Civil Protection Coordinator and the Councils of Chichester, Sheenboro and Allumettes Island be responsible for the update and the revision of the Civil Security Plan;

That this motion repeals any Civil Security Plan previously adopted by the municipality and any previous appointments concerning the person designated to update or revise the plan.

Unanimously adopted by councillors

11.3 MSP inspection

It was brought to the attention of the Director General during the flooding that some properties on Tripp road seem to have an erosion issue. The bluff on which they are located is eroding and the trees are not holding the material very well. Some pictures were sent to the MSP and they made the decision to conduct an inspection during October 2019. The first information obtained is that at least two houses on the ten inspected can present a problem. A report should be sent to the municipality regarding the results.

11.4 PO Fire Department budget 2020

Motion # 14-04-11-2019 **New recruits - PO Fire Department**

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED to accept the two new recruits, Krystal Landry and Ryan Venasse, at PO Fire Department.

Unanimously adopted by councillors

Motion # 15-04-11-2019 **Budget - PO Fire Department**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to approve the 2020 budget for the PO Fire Safety Services.

Unanimously adopted by councillors

12. Sport & Recreation & Tourism

No Item on the agenda.

13. Correspondence

13.1 West Pontiac Connects - Driving for Success project

Motion # 16-04-11-2019 **West Pontiac Connects - Driving for Success project**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality will contribute \$ 500.00 when they will be approved for the grant.

Unanimously adopted by councillors

13.2 Chapeau Agricultural society - Agro-tourism destination

Motion # 17-04-11-2019 **Chapeau Agricultural society - Agro-tourism destination**

WHEREAS THAT the project promotes healthy eating habits;

WHEREAS THAT the project promotes purchases of local products;

WHEREAS THAT the project promotes economic development and new market opportunities;

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality support the Agro-tourism destination project.

Unanimously adopted by councillors

13.3 Pontiac Ouest marketing – FTD grant

Motion # 18-04-11-2019

Pontiac Ouest marketing – FTD grant

It is

Moved by: Mrs. Karen Shea

AND RESOLVED that the municipality authorizes the municipality of Allumettes Island to apply for funding to the FTD for the third phase of the Pontiac West Marketing promotional video project, and, authorizes Sarah Adam to sign the application.

Unanimously adopted by councillors

13.4 Radon Campaign

Motion # 19-04-11-2019

Radon Campaign

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the municipality will purchase two radon detectors at a price of \$ 30.00 each plus taxes.

Unanimously adopted by councillors

13.5 Letter from MRC – Translation FQM Congress

The MRC send a letter and a motion congratulating the FQM for the translation services offered at its congress in 2019.

13.6 Art Pontiac request

Motion # 20-04-11-2019

Art Pontiac request

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED that the municipality will not participate this year.

Unanimously adopted by councillors

14. Varia

No Item on the agenda.

15. Next meeting: December 2st 2019

The next council meeting will be held on December 2st 2019 at the municipal hall at 7:30 PM.

16. Closing of meeting

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

Motion # 21-04-11-2019

Closing of meeting

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to close the meeting at 10:00 PM.

Unanimously adopted by councillors

Mayor – Mrs. Doris Ranger:

Director General – Mrs. Éline Déry: