



MINUTES

Council meeting - Municipality of Sheenboro Meeting held in camera on ZOOM

Date: 06-04-2020 Time: 7:30 PM

Attendance P R/A Attendance P R/A

Doris Ranger, Mayor	X		Élaine Déry, Director General	X	
Karen Shea	X		Lawrence Gleason	X	
John Brennan – Left at 9:10 PM	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 7:35 PM.

1. 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 2nd 2020**
- 5. Foreman report**
- 6. Questions from the public and visitors**
- 7. Administration**
 - 7.1 Payment of the bills
 - 7.2 Grass cutting - Park
 - 7.3 Contract Management By-Law project deposit
 - 7.4 Spending By-Law project deposit
 - 7.5 Tax payment
 - 7.6 Employees security
 - 7.7 Building inspector contract
- 8. Economic / Development**
 - 8.1 Request for subdivision
 - 8.210 hectares
 - 8.3 F-16
 - 8.4 Pontiac Ouest Marketing
- 9. Environment**
 - 9.1 Transfer site – Construction waste
 - 9.2 Transfer site – Quotation for material for roof replacement
 - 9.3 Recycling compensation for 2019
 - 9.4 Beaver dam control and monitoring
- 10. Roads / Publics Works**
 - 10.1 PPA grant for 2019
 - 10.2 Sweeping of the roads
 - 10.3 Help for cold patch
 - 10.4 Perrault road repairs
- 11. Public security / Emergency Plan**
 - 11.1 MSP – Flood instruction

11.2 Radios

12. Sport & Recreation & Tourism

13. Correspondence

13.1 Request for donation – Mont D’or

13.2 Pontiac Scholarship Fund

13.3 MRC Pontiac – Motion for Pontiac Community Hospital

14. Varia

15. Next meeting: May 4th 2020

16. Closing of meeting

Motion # 01-06-04-2020

Approval of Agenda

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to approve the Agenda as presented.

Unanimously adopted by councillors

3. Declaration of conflict of interests

.No member declares a conflict of interest with an Item on the agenda.

4. Approval of the Minutes: March 2sd 2020.

The councillor Richard Bradshaw says he opposed to the motion #10-02-03-2020.

Motion # 02-06-04-2020

Approval of the Minutes: March 2sd 2020

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to approve the minutes of March 2sd 2020 as modified.

Unanimously adopted by councillors

5. Foreman report

Mr. Scott Waddington is reporting: some issues with Mountain road (washout, potholes, road tough at K. McCann and R. Perrault – all fixed); culvert on ICO and water on the road; culvert at the bottom of Primeau hill – blocked often by beavers and water raising on both side of the road; road saturated on Perrault road close to Butler. He is doing some cold patch on Sheen and Sullivan roads. Foreman is asking if council will go ahead and rip off the pavement on Sullivan. Foreman suggests to repair Perrault road by digging, adding geotextile, stones and gravel. There are dead zones with the radios (side of the river up to Lighthouse and from R. Perrault to Primeau hill).

6. Questions from the public and visitors

No public is attending the meeting due to the coronavirus spread. Consequently, there is no question period.

7. Administration

7.1 Payment of the bills

Motion # 03-06-04-2020

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 Grass cutting – Park

A majority of councillors doesn't wish to proceed with the Director General recommendation to purchase a lawnmower in 2020 for the park and other locations.

Motion # 04-06-04-2020

Grass cutting – Park

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to mandate the Director General to get some quotations for the cut of the lawn at the intergenerational park between the month of May and October 2020.

Unanimously adopted by councillors

Motion # 05-06-04-2020

Budget for lawnmower

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality should budget the money to purchase a lawnmower in the year 2021.

A vote is asked on the motion

3 in favor

3 Against

Motion defeated

7.3 Contract Management By-Law project deposit

The project By-law on the contract management is tabled at the council meeting.

7.4 Spending By-Law project deposit

The project By-law on the delegation of the power to spend and to contract and regulations concerning budgetary control is tabled at the council meeting.

7.5 Tax payment

A mail box has been installed outside for drop off of cheques for the tax payments. Due to the coronavirus spread and the financial burden it can imposed on some taxpayers, the Director General asks if the municipality wishes to extend the period of payment without interest fees.

Motion # 06-06-04-2020

Interest - Tax payment

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED THAT the municipality, in accordance with article 981 of the Municipal Code, decides not to charge interest on late payment of taxes if they are paid by June 1st 2020.

Unanimously adopted by councillors

7.6 Employees security

The Director General reports incidents of verbal aggression and inappropriate behavior with the three municipal employees.

The Director General consulted with the lawyer of the municipality. The employer has a legal obligation to ensure the security of its employees. His advice is at the effect that the municipality should send a registered letter stating that this behavior is not tolerated with any municipal employee or elected official, and if the situation occurred again in the future, legal action will be taken.

The Director General consulted the ADMQ. They are recommending that the Director General is not working alone and two employees should be in the office all the time. The Director General had door bells installed as recommended by the ADMQ. The Director General recommends that visitor should have an appointment before coming to the office to meet the employees.

A set of cameras can be installed all around the building.

A majority of councillors wants to address this issue.

Motion # 07-06-04-2020

Employees security

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the municipality mandates the lawyer to draft a letter on its behalf regarding the incidents reported in order to notify that any inappropriate behavior towards a municipal employee or an elected official is not acceptable and will not be tolerated.

A vote is asked on the motion

4 in favor
2 Against

Motion adopted by a majority of councillors

7.7 Building inspector contract

Motion # 08-06-04-2020

Building inspector contract

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the municipality renews the contract with Mr. Andre Vaillancourt as a municipal inspector for a term of six months and increases his wages to \$ 1 000.00 per month.

Unanimously adopted by councillors

The administration committee, the Director General and the mayor should meet with the municipal inspector to discuss the conditions of the renewal.

8. Economic / Development

8.1 Request for subdivision

Prior to the meeting, the municipal inspector sent a recommendation that the Lebel/Gleason plan be approved for registration as it meets all municipal requirements. The plan was not provided with the recommendation.

Motion # 09-06-04-2020
Request for subdivision

It is

Moved by: Mr. Dick Edwards

AND RESOLVED THAT the Municipality of Sheenboro accepts the plan #12303 for a subdivision of lot 40A-9 Rang 2 according to plan submitted by the Fortin Lebel Land Surveyors.

Unanimously adopted by councillors

Motion # 10-06-04-2020
Compensation related to motion # 09-06-04-2020

It is

Moved by: Mr. Dick Edwards

AND RESOLVED THAT the Municipality, in reference to article 37 of the Subdivision By-Law number 15-2003 *Chapter V : Compensation related to parks, playgrounds and natural spaces* asks the applicant and land owners Emile Lebel and Jean Gleason to pay the municipality an amount equal to 5 % of the value of the lot # 4892303020 affected by the plan related to the cadastral operation of lot 40A-9 Rang 2.

Unanimously adopted by councillors

8.210 hectares

The Director general is reporting that the work is going well. A document was produced and reviewed by the MRC. MRC sent its approval. The translation in English is in progress.

8.3 F-16

A notice of motion is given by Mr. John Brennan that, in a future meeting, he will propose the adoption of the project By-Law concerning the amendment of F-16 authorizing single family dwelling in addition to seasonal dwelling.

8.4 Pontiac Ouest Marketing

Pontiac Ouest Marketing requested a contribution of \$ 500 or \$ 600 in addition to the \$ 1 400 in the budget.

Motion # 11-06-04-2020
Pontiac Ouest Marketing

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the Municipality will not increase of \$ 500 or \$ 600 its contribution. The contribution to Pontiac Ouest Marketing will stay at \$ 1 400 as budgeted.

A vote is asked on the motion

4 in favor
2 Against

Motion adopted by a majority of councillors

9. Environment

9.1 Transfer site – Construction waste

The transfer site manager reported that some taxpayers are not respecting his instruction to dispose their construction waste at the Allumette Island transfer site. Council decides to get another bin.

Motion # 12-06-04-2020

Construction waste

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the Municipality proceeds with the installation of a separate bin for the construction waste until a permanent structure is built.

Unanimously adopted by councillors

9.2 Transfer site – Quotation for material for roof replacement

The Director General provides a quotation for the costs of the materials for the replacement of the roof as proposed by Frank Michaud Construction. The Director General is waiting for a quotation for the costs of the labour. The Director General is requesting information on the layout in order to provide more accurate quotations to the council. The transfers site committee should examine this matter.

9.3 Recycling compensation for 2019

The Director General mentions that the report was approved by the government and the municipality received a payment of \$ 26 801.16 for the 2019 recycling compensation.

9.4 Beaver dam control and monitoring

Prior to the meeting, the Director General didn't recommend that the municipal foreman is designated to inspect the beaver dams on private properties. It is stated in a MAMH document that this task belongs to the municipal inspector position as the responsible of the watercourse monitoring and management. The Municipal Code - Art 492 is clear on the fact that the municipality can designate an officer to visit and examine properties. The municipal foreman is not an officer of the municipality. He has no authority on the reinforcement of the By-Laws. The legal advisor of the municipality is of the same opinion. This opinion complies with the *Policy for the management of watercourses under the exclusive jurisdiction* of the Pontiac MRC.

Councillor Dick Edwards states that the By-Law 30-2008 of the Pontiac MRC allows an employee to do the inspection of beaver dams on private properties. He will send a copy to the council members.

10. Roads / Publics Works

10.1 PPA grant for 2019

The Director General mentions that the claim was approved by the government and the municipality received a payment of \$ 23 939.00 for the 2019 road improvement grant.

10.2 Sweeping of the roads

The roads should be swept soon. The Entreprises Art Fleming and Sons can do it for a price of \$ 2 220.00 plus taxes.

Motion # 13-06-04-2020

Sweeping of the roads

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the Municipality proceeds with the roads sweeping at a price of \$ 2 200.00 plus taxes with the Entreprises Art Fleming and Sons.

Unanimously adopted by councillors

10.3 Help for cold patch

The foreman requested help to do the cold patch on roads where big patches are needed.

Motion # 14-06-04-2020

Help for the cold patch

It is

Moved by: Mrs. Karen Shea

AND RESOLVED THAT the Municipality hires the contractor Roy Perrault to provide assistance to the foreman for the repairs of the potholes on the roads.

Unanimously adopted by councillors

10.4 Perrault road repairs

There is a problem on the side of Perrault road near Butler. The foreman suggested to dig and install geotextile, stones and gravel to improve the road shoulder. The council agrees to do the repair.

Motion # 15-06-04-2020

Perrault road repairs

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the Municipality proceeds with the suggested repairs on Perrault road.

Unanimously adopted by councillors

11. Public security / Emergency Plan

11.1 MSP – Flood instruction

All the Directors General received a letter from the Minister of Public security to ask them to prepare for the flood. Opening of shelters for the flood victims is not permitted this year due to the coronavirus. Municipalities have to make arrangements with hotels. The Director General is working with the emergency coordinator, Mrs. Alicia Jones.

The inspection of the flooded houses will not be done by this Department. A list will have to be submitted to the Department including an assessment of the flooding problems. The municipality will have to do the inspection and send the list to the government. The municipal inspector will have to do these tasks.

11.2 Radio

The radios were tested. There are problems with the coverage on Tripp road up to Lighthouse and Mountain - Sullivan roads up to Primeau hill. A radio could be installed in the municipal truck to try to improve the coverage all across the municipality and ensure the foreman security. The Fire Chief can do a test with two trucks radios to see if this option is working.

The council agrees to have the test done.

Motion # 16-06-04-2020
Quotation for truck radio

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED THAT the Municipality should get a quotation for a radio and install for the municipal truck.

Unanimously adopted by councillors

12. Sport & Recreation & Tourism

No Item on the agenda.

13. Correspondence

13.1 Request for donation – Mont D’or

Motion # 17-06-04-2020

Request for donation – Mont D’or

It is

Moved by: Mrs. Karen Shea

AND RESOLVED THAT the municipality will donate \$ 80.

Unanimously adopted by councillors

13.2 Pontiac Scholarship Fund

The municipality will not participate.

13.3 MRC Pontiac – Motion for Pontiac Community Hospital

Motion # 18-06-04-2020

Motion for Pontiac Community Hospital

It is

Moved by: Mrs. Karen Shea

AND RESOLVED THAT the municipality supports the motion concerning the Pontiac Community Hospital and agrees to authorize the mayor of Clarendon to bring forward the awareness of the severity of the situation at our local hospital and that the resources of the MRC Pontiac should be made available to ensure that the re-opening of the Obstetrics Dept take place as scheduled and that no further erosion of health services happen in our community.

Unanimously adopted by councillors

15. Varia

No Item on the agenda.

16. Next meeting: April 6th 2020

The next council meeting will be held on May 4th 2020 at the municipal hall at 7:30 PM.

17. Closing of meeting

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

Motion # 19-06-04-2020

Closing of meeting

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to close the meeting at 9:55 PM.

Unanimously adopted by councillors

I, Doris Ranger, mayor, attest that the signature of this minutes is equivalent to the signature by me of all the motions it contains within the meaning of Article 142 (2) of the Municipal Code.

Mayor – Mrs. Doris Ranger:

Director General – Mrs. Éline Déry: