



## MINUTES

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

**Date: 03-02-2020 Time: 7:30 PM**

Attendance	P	R/A	Attendance	P	R/A
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Doris Ranger, Mayor	X		Élaine 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 7:38 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 6<sup>th</sup> 2020.**

**5. Foreman report**

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

**7. Administration**

- 7.1 Payment of the bills
- 7.2 Renewal of Legal adviser mandate
- 7.3 Grass cutting tender (Park)
- 7.4 Municipal yard
- 7.5 Summer job grant
- 7.6 Building inspector- Contract renewal
- 7.7 Mayor replacement at MRC meetings
- 7.8 Letter regarding T. Orr
- 7.9 Computers
- 7.10 Contract Management By-Law
- 7.11 Term of reference for committees
- 7.12 Foreman days off request
- 7.13 Tax payer request for tail light reimbursement
- 7.14 Request for signs
- 7.15 Hall rental

**8. Economic / Development**

- 8.1 10 hectares

**9. Environment**

- 9.1 Transfer site committee recommendations
- 9.2 TNO recycling at transfer site
- 9.3 Dry hydrant certificate

**10. Roads / Publics Works**

**11. Public security / Emergency Plan**

- 11.1 Pontiac Ouest Fire Department – Water rescue training
- 11.2 Pontiac Ouest Fire Department – Request for the boat

**12. Sport & Recreation & Tourism**

**13. Correspondence**

- 13.1 CHIP 101.9 membership renewal
- 13.2 Réseau Biblio General Assembly
- 13.3 Request of support to warden – UPA
- 13.4 WEST Pontiac Connect letter

**14. Varia**

**15. Next meeting: March 2<sup>nd</sup> 2020**

**16. Closing of meeting**

It is suggested to add 10.1 Letter from Mrs. Barbara Jennings, and 13.5 Pool.

**Motion # 01-03-02-2020**

**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**

Mayor declares a conflict of interest with Item # 10.1 Letter from Mrs. Barbara Jennings.

**4. Approval of the Minutes: January 6<sup>th</sup> 2020.**

**Motion # 02-03-02-2020**

**Approval of the Minutes: January 6<sup>th</sup> 2020**

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to approve the minutes of January 6<sup>th</sup> 2020 as presented.

Unanimously adopted by councillors

**5. Foreman report**

Mr. Scott Waddington mentions that: month was quiet. A spill of oil at the transfer site happen and was cleaned by Milton Kidds; attention is paid to the MTQ bridge on Mountain road; roads are good; culverts are flowing OK.

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

No question period. No visitors or member of public attending the meeting.

**7. Administration**

7.1 Payment of the bills

**Motion # 03-03-02-2020**

**Payment of the bills**

It is

Moved by: Mr. Dick Edwards

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

Unanimously adopted by councillors

7.2 Renewal of Legal adviser mandate

**Motion # 04-03-02-2020**

**Renewal of Legal adviser mandate**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to renew the mandate of Me Nério de Candido from Beaudry Bertrand Barristers firm for the year 2020 and to pay a total invoice of 1 500.00 \$ plus taxes.

Unanimously adopted by councillors

7.3 Grass cutting tender (Park)

**Motion # 05-03-02-2020**

**Grass cutting tender (Park)**

It is

Moved by: Mr. Dick Edwards

AND RESOLVED to mandate the Director General to provide a quotation on a commercial grade lawnmower.

Unanimously adopted by councillors

7.4 Municipal yard

**Motion # 06-03-02-2020**

**Municipal yard**

It is

Moved by: Mr. Lawrence Gleason

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.

Unanimously adopted by councillors

7.5 Summer job grant

**Motion # 07-03-02-2020**

**Summer job grant**

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to mandate the Director General to complete a grant application for a position during the summer 2020 for 35 hours per week for a total of 8 weeks, and, to designate her to sign all the documents.

Unanimously adopted by councillors

7.6 Building inspector- Contract renewal

The question is tabled until the Administration committee will provide a recommendation on this matter.

7.7 Mayor replacement at MRC meetings

**Motion # 08-03-02-2020**

**Mayor replacement at MRC meetings**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED that the mayor, Mrs. Doris Ranger, will be replaced by the pro-mayor, Mr. John Brennan, when she cannot attend the MRC meetings during the year 2020.

Unanimously adopted by councillors

7.8 Letter regarding T. Orr

A letter was received by a bankruptcy company stating that the municipality owed 3 801.93 \$. A follow-up has been done by the Director General providing all documents showing that the bills were paid. Their verification is not finished yet.

7.9 Computers

**Motion # 09-03-02-2020**

**Computers**

It is

Moved by: Mr. John Brennan

AND RESOLVED to mandate the Director General to purchase a laptop for the foreman at a price of 859.00 \$ (install of the programs included) plus taxes.

Unanimously adopted by councillors

7.10 Contract Management By-Law

This Item is tabled until the next meeting.

7.11 Term of reference for committees

The draft will be re-worked by the Director General and present at the March meeting.

7.12 Foreman days off request

**Motion # 10-03-02-2020**

**Foreman days off request**

It is

Moved by: Mrs. Lorna Brenna Agnesi

AND RESOLVED that council agrees to the foreman request of 2 days off in June-July and to hire a replacement if needed during this period.

Unanimously adopted by councillors

7.13 Tax payer request for tail light reimbursement

**Motion # 11-03-02-2020**

**Tax payer request for tail light reimbursement**

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to reimburse an amount of 310.00 \$ to Mr. Matthieu Demers for the replacement of the tail gate lights broken by the gate at the transfer site.

Unanimously adopted by councillors

7.14 Request for signs

**Motion # 12-03-02-2020**

**Request for signs**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to mandate the Director General to purchase several signs for the municipality.

Unanimously adopted by councillors

7.15 Hall rental

The Director General did a follow-up with the insurance company. In the event that the hall is rented, the group or person renting it should have a civil liability insurance.

The Director General should get more information: 1. on the possibility that the municipality can include and pay for a liability coverage in its insurance policy for other organization; 2. does the status of an organization/event (profitable or non profitable) makes a difference for the liability insurance.

The Director General will ask Mr. Julien Gagnon from the MRC to come and assess the room for fire safety protection.

**8. Economic / Development**

8.1 10 hectares

**Motion # 13-03-02-2020**

**10 hectares proposal from URBECC**

It is

Moved by: Mr. Lawrence Gleason

AND RESOLVED to proceed with the URBECC proposal to do the work on the 10 hectares for a price of 2 500.00 \$ plus taxes.

Unanimously adopted by councillors

**9. Environment**

9.1 Transfer site committee recommendations

**Motion # 14-03-02-2020**

**Transfer site committee recommendations**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to change the openings hours for 12:00 PM to 4:00 PM on Saturday, Sunday and Wednesday and to have the transfer site open on statutory holidays (Victoria Day; Ontario Civic Day; Labour Day; Thanksgiving Day).

A vote is asked on the motion

5 in favor  
1 against

Adopted by a majority of the councillors

#### 9.2 TNO recycling at transfer site

The MRC asked if the municipality will be interested to collect the recycling coming from the TNO.

Councillors are in agreement with this idea and would like the compensation to be raised at 3 500.00 \$ per year for the TNO garbage and recycling.

#### 9.3 Dry hydrant certificate

The Wildlife and Environment Departments agreed to extend the dry hydrant certificate until December 2020.

No fees were asked.

### **10. Roads / Publics Works**

#### 10.1 Letter from Mrs. Barbara Jennings

Pro-Mayor, Mr. John Brennan, is chairing the meeting.

A letter was received by owner Mrs. Barbara Jennings requesting a take over or maintenance of the private section of Hudson Bay (section going to numbers 37 and 39 not included) and Ferguson Bay roads.

Council agreed that two By-Laws should be completed (Take over of roads and Roads maintenance) to go further more with the examination of this request in order to set up a clear procedure and standards.

### **11. Public security / Emergency Plan**

#### 11.1 Pontiac Ouest Fire Department – Water rescue training

Information was shared with Pontiac Ouest Fire Chief. Six firefighters from the Pontiac Ouest should attend the training.

#### 11.2 Pontiac Ouest Fire Department – Request for the boat

No request made at this time.

### **12. Sport & Recreation & Tourism**

No Item on the agenda.

### 13. Correspondence

#### 13.1 CHIP 101.9 membership renewal

##### **Motion # 15-03-02-2020**

##### **CHIP 101.9 membership renewal**

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to renew the membership with CHIP 101.9 for the year 2020 at a cost of 120.00 \$.

A vote is asked on the motion

5 in favor

1 against

Adopted by a majority of the councillors

#### 13.2 Réseau Biblio General Assembly

No member will attend this event.

#### 13.3 Request of support to warden – UPA

##### **Motion # 16-03-02-2020**

##### **Request of support to warden – UPA**

It is

Moved by: Mr. John Brennan

AND RESOLVED to support the UPA with their request.

Unanimously adopted by councillors

#### 13.4 WEST Pontiac Connect letter

Letter received shared with the council members.

#### 13.5 Pool

##### **Motion # 17-03-02-2020**

##### **Pool**

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality will send a letter to support the project. No public money should be invested in this project.

Unanimously adopted by councillors

### 14. Varia

No Item on the agenda.

### 15. Next meeting: March 2<sup>nd</sup> 2020

The next council meeting will be held on March 2<sup>nd</sup> 2020 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 # 18-03-02-2020**

#### **Closing of meeting**

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to close the meeting at 10:43 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: