



MINUTES

Council meeting - Municipality of Sheenboro

Location: 59, Sheen road, Sheenboro

Date: 02-03-2020 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		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 7:36 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: February 3rd 2020
5. Foreman report
6. Mrs. Sarah Adam – Pontiac Ouest Connect
7. Questions from the public and visitors
8. Administration
 - 8.1 Payment of the bills
 - 8.2 Grass cutting - Park
 - 8.3 Contract Management By-Law
 - 8.4 Term of reference for committees
 - 8.5 Spending By-Law
9. Economic / Development
10. Environment
 - 10.1 Transfer site
11. Roads / Publics Works
 - 11.1 Meeting with Commonwealth
 - 11.2 Request from Bell Canada
12. Public security / Emergency Plan
 - 12.1 Inspection of the building
13. Sport & Recreation & Tourism
14. Correspondence
 - 14.1 Association pulmonaire campaign
 - 14.2 ALPHI donation request
 - 14.3 MRC - Volunteers recognition
 - 14.4 Farmers Ad – Pontiac Journal
 - 14.5 March Break 2020 – Chapeau RA
15. Varia

16. Next meeting: April 6th 2020

17. Closing of meeting

It is suggested to add the item 8.6 Request from the RA.

Motion # 01-02-03-2020

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

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

4. Approval of the Minutes: February 3rd 2020.

Motion # 02-02-03-2020

Approval of the Minutes: February 3rd 2020

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to approve the minutes of February 3rd 2020 as presented.

Unanimously adopted by councillors

5. Foreman report

Mr. Scott Waddington is not attending the meeting.

6. Mrs. Sarah Adam – Pontiac Ouest Connect

Mrs. Sarah Adam makes a presentation to council on the promotional videos they produced. Pontiac Ouest Connect would like the municipality to contribute an extra \$ 500,00 or \$ 600,00 in addition to its \$ 1 400,00 already planned.

7. Questions from the public and visitors

The question period starts at 7:53 PM and ends at 8:04 PM.

8. Administration

8.1 Payment of the bills

Motion # 03-02-03-2020

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

8.2 Grass cutting – Park

Motion # 04-02-03-2020

Grass cutting – Park

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to mandate the Director General to forward the quotations for the lawn mowers to the councillors Lawrence Gleason and John Brennan to get their opinions on the proposed equipment.

Unanimously adopted by councillors

8.3 Contract Management By-Law

A notice of motion is given by Mr. Richard Bradshaw that at a further meeting he will propose the adoption of a By-Law on contract management.

8.4 Term of reference for committees

Motion # 05-02-03-2020

Term of reference for committees

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the council adopts the terms of reference of the council committees as presented.

Unanimously adopted by councillors

8.5 Spending By-Law

A notice of motion is given by Mrs. Lorna Brennan Agnesi that at a further meeting she will propose the adoption of a By-Law on the delegation of the power to spend and to contract and regulations concerning budgetary control.

8.6 Request from the RA

Motion # 06-02-03-2020

Request from the RA

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to proceed with the request as presented by the RA with the provision of a volunteer to help the foreman with the tasks listed.

Unanimously adopted by councillors

The RA will invite the foreman to attend a meeting to share on the tasks to do.

9. Economic / Development

No Item on the Agenda

10. Environment

10.1 Transfer site

The Director General provided a drawing for a new roof and a quotation from Frank Michaud Construction for the installation of a temporary railing and cut of burnt posts to the ground

level. The price quoted is \$850.82. The Director General is recommending to proceed with this professional in case of problems or liability issue. The council does not accept the recommendation.

Motion # 07-02-03-2020

Transfer site

It is

Moved by: Mr. Richard Bradshaw

AND RESOLVED to have the municipal foreman installing a temporary railing at the garbage bin ramp.

Unanimously adopted by councillors

11. Roads / Publics Works

11.1 Meeting with Commonwealth

Information was shared with the council members regarding the results of the meeting with the Commonwealth Plywood company.

11.2 Request from Bell Canada

Motion # 08-02-03-2020

Request from Bell Canada

It is

Moved by: Mr. Dick Edwards

AND RESOLVED that the municipality accepts the plan # CM_01-02-03 for the project H93225 submitted by Bell Canada for work to be done on their infrastructure on Fort-William, Meehan and Sullivan roads between February 24th and August 24th, 2020.

Unanimously adopted by councillors

12. Public security / Emergency Plan

12.1 Inspection of the building

Information was shared with the council members regarding results of the building inspection done by Mr. Julien Gagnon from the Pontiac MRC. Portable fire extinguishers were inspected, tested and maintained as recommended. A fire extinguisher was installed in the kitchen as recommended. Unlocking doors knobs were installed on the kitchen and meeting room doors as recommended by J. Gagnon. A door leading to a corridor or other access from a room for more than 60 people must rotate from the exit and open easily (operated by one hand only) without the need to use a key or other device.

The Director General is working on an evacuation plan. This plan is to be provided as the building will serve as a community hall. A description of the fire action should be included and evacuation plans will be displayed in the building.

13. Sport & Recreation & Tourism

No Item on the agenda.

14. Correspondence

14.1 Association pulmonaire campaign

Motion # 09-02-03-2020

Association pulmonaire campaign

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality is supporting the campaign.

Unanimously adopted by councillors

14.2 ALPHI donation request

Motion # 10-02-03-2020

ALPHI donation request

It is

Moved by: Mrs. Karen Shea

AND RESOLVED that the municipality will not participate.

A vote is asked on the motion

3 in favor

1 Against

Adopted by a majority of the councillors

This organization can be invited to a future meeting to provide more information on the services they are offering.

14.3 MRC - Volunteers recognition

Motion # 11-02-03-2020

MRC - Volunteers recognition

It is

Moved by: Mrs. Lorna Brennan Agnesi

AND RESOLVED that the municipality will propose Mrs. Joann McCann for the volunteer recognition at the MRC.

Unanimously adopted by councillors

14.4 Farmers Ad – Pontiac Journal

The municipality will not participate in this ad.

14.5 March Break 2020 – Chapeau RA

The municipality will not participate.

15. Varia

No Item on the agenda.

16. Next meeting: April 6th 2020

The next council meeting will be held on April 6th 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 # 12-02-03-2020

Closing of meeting

It is

Moved by: Mrs. Karen Shea

AND RESOLVED to close the meeting at 9:02 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: