

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held April 4th, 2022 at 6:30 P.M. in-person at the Sheenboro Municipal Office.

Present are Mayor Doris Ranger and Councilors Dick Edwards, Richard Bradshaw, Karen Shea, Lorna Brennan Agnesi, John Brennan and Shamus Morris.

Simon Tessier, Assistant Director General is in attendance.

1. Opening of meeting

The mayor notes that there is quorum and calls the meeting to order at 6:30 PM.

2. Adoption of Agenda

069-2022

Moved by Councilor Richard Bradshaw to adopt the agenda as modified with the addition of items of correspondence.

Adopted

3. Conflict of interest (if applicable)

None.

4. Adoption of minutes

070-2022

Moved by Councillor Lorna Brennan Agnesi that the minutes of the regular meeting of March 7th, 2022 be accepted.

Adopted

5. Questions from the public

None.

6. Municipal Inspectors Report

- Two new permits were issued in the past month one for a house and one for a hunt camp.

The Municipal Inspector presents his recommendations for discussion concerning Chapter 5, By-Law # 15-2003.

Council requested that the Municipal Inspector consult with other surrounding municipalities to see what type of requirements they have in their By-laws for comparison before making a decision. The discussion is tabled until new information is presented to Council.

Councillor Edwards also requests that the Municipal Inspector look into creating property standards for the Municipality.

7. Administration

A. Payment of the Bills

071-2022 Moved by Councillor Brennan to pay the bills of the month as listed.

Adopted

B. Prabam Grant

072-2022 Moved by Councillor Edwards to go ahead with the quotes provided by Hesse Thermotec and Fleury Electric to install A/C and heating systems in the upstairs offices and Council chamber. All costs are to be covered by the Provincial PRABAM grant from the Québec Government.

Adopted

073-2022 **C. H.R. Committee Findings: Councillor Edwards will present:**

It is moved by Councillor Edwards that in order to streamline communication between the Administration and Municipal Road Workers that the Foremans position be dissolved so that all Municipal Employees report directly to the A.D.G. thus ensuring a greater clarity and consistency to all directives issued by the A.D.G. and prevent any miscommunication between staff, outside contractors and the Administration.

Adopted

074-2022 **D. Granting Assistant D.G all necessary signing powers until D.G.'s return**

It is moved by Councillor Edwards to grant the A.D.G. the authority to conduct all Municipal business as well as permission to change all service providers and government affiliates to his name with signing authority for each. This includes permitting the A.D.G. to pay upon reception the following bills and issue payment pertaining to payroll and contracts:

Bell, Hydro Québec, Ministre du Revenu, Revenue Canada, Stinson, McGrimmon, Evolutic, CPA Accountant, Municipal Inspector and all Municipal employees.

Adopted

075-2022 **E. Signing authority with the Caisse Populaire Desjardins**

It is moved by Councillor Edwards to grant the A.D.G. permission to manage municipal finances and accounts related to Desjardins account # 30216-815-1013788 with signing authority for that account.

Adopted

F. Hiring the A.D.G. a new assistant

Council gives the A.D.G. permission to post ads for the position of Tax Clerk / Administrative Assistant in the Pontiac Journal, on the Municipal Website and in the Municipal Mail Chimp email account.

8. Public Works

A. Roads Committee Findings, Councillor Morris will present

076-2022

It is moved by Councillor Bradshaw to allow the A.D.G. to apply for the Members Grant in advance of Spring Roadwork.

Adopted

077-2022

It is moved by Councillor Morris to have the A.D.G. get quotes for the Grading and other roadwork required by the Municipality.

Adopted

B. Transfer Site Hydro

The A.D.G. proposes bringing hydro access to the Sarah Road Transfer Site as required by Provincial Guidelines in order for the Municipality to be more compliant with existing regulations currently in place.

078-2022

It is moved by Councillor Edwards that the A.D.G. move forward with the quote supplied by Fleury Electric to provide power to the Sarah Road Transfer Site.

Adopted

C. Snow Plow Tender

079-2022

It is moved by Councillor Brennan to have the A.D.G. draft a 3-year contract for the Snowplow Tender that includes a section of Butler Line and a separate 3-year contract for the plowing of the Transfer Site and the Municipal Office.

Adopted

D. Street Sweeping

Council requested the A.D.G. explore various options to complete the necessary spring street sweeping.

E. Emergency Work on Mountain Road and Culvert De-Icing

080-2022

It is moved by Councillor Agnesi to allow the A.D.G. to take the necessary measures to repair Mountain Road as soon as possible and weather permitting.

Adopted

9. Public Security

None.

10. Correspondence

A. Johanna Echlin / Old Fort William Cottagers Association

The A.D.G. presented a letter emailed to the Municipality by Johanna Echlin on behalf of the Old Fort William Cottagers Association concerning the proposed nuclear waste site in the area.

Council requests that the A.D.G. re-send correspondence that had been sent by the previous D.G. to the various governmental organisations concerned expressing its opposition to CNL's proposal for a radioactive waste facility one kilometre from the Ottawa River.

B. Donovan Sullivan / El Camino Farm

A letter was received advising the Municipality that the Sullivan Farm would be starting the cultivation of marijuana under the license held by Ferme El Camino Inc.

11. Varia

None.

12. In camera session

081-2022

Moved by councillor Bradshaw that the session continues in camera, at 7:19 PM.

Adopted

082-2022

Moved by councillor Bradshaw to return to the meeting in progress, at 8:00 PM.

Adopted

083-2022

A. Interim Director General

Moved by Councillor Morris to appoint the A.D.G to the position Of Interim Director General and sign a contract for the duration of the current Director General's absence.

084-2022

B. Increase in workable hours

It is moved by Councillor Morris to henceforth increase the amount of hours the I.D.G. is permitted to work to 30 hours a week with a maximum of 40 hours if need be, at the I.D.G's discretion.

Adopted

085-2022

C. Tax Clerk/ Administrative Assistant position

It is moved by Councillor Shea to have the I.D.G draw up an employment contract as discussed by Council and to be approved by Council once a suitable candidate is selected.

13. Date of next meeting

The next meeting will be held May 2nd 2022 at 6:30PM.

14. Closing of meeting

086-2022

Moved by Councillor Brennan that the meeting be adjourned at 8:30 PM.

Adopted

Director General / Secretary-treasurer

Mayor

I, *Doris Ranger, Mayor*, certify that the signing of these minutes is equivalent to the signature by me of all the resolutions it contains, according to section 142 (2) of the Municipal Code.