

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held February 3rd 2025 at 6:30 P.M.

In-person are present Mayor Doris Ranger, Councillors Karen Shea, Lorna Brennan Agnesi, John Brennan, Richard Bradshaw, Shamus Morris and Dick Edwards.

Director General Ashlee Poirier is absent. Simon Tessier, Assistant Director General and Assistant Secretary-Treasurer attended.

1. Opening of Meeting

The mayor notes that there is quorum and calls the meeting to order at 6:31 pm.

2. Recording of the sitting

The current meeting is being audio recorded for administrative purposes.

3. Adoption of Agenda

018-2025 IT IS moved by Councillor Morris that Trout Lake Road be added to the agenda.

Defeated

019-2025 IT IS moved by Councillor Bradshaw to approve the agenda as originally presented.

Adopted

4. Conflict of Interest

No conflict of interest was declared.

5. Adoption of Minutes

A. Council Meeting Minutes January 13, 2025

020-2025 IT IS moved by Councillor Bradshaw that the minutes of the regular meeting of January 13th 2025 be adopted.

Adopted

6. Question Period

Question period held from 6:36PM – 6:37PM

A member of the public was present and asked a question.

7. Administration

A. Payment of the bills

021-2025 IT IS moved by Councillor Edwards to pay the bills with the amendment as discussed.

CERTIFICATES OF FUNDS AVAILABLE FOR ACCOUNTS: I, Ashlee Poirier, Director General, hereby certify that there are funds available for the purposes for which expenditures to total \$ 7461.75 proposed.

Signed in Sheenboro, Quebec
This 3rd day of February 2025.

Ashlee Poirier, Director General/Secretary-Treasurer

B. By-Law 2025-001 “Bylaw Respecting the Imposition of the Rates of Property Tax and Service Taxes for the Fiscal Year 2025 and the Conditions for Tax Collection”

BYLAW NUMBER 2025-001

BYLAW RESPECTING THE IMPOSITION OF THE RATES OF PROPERTY TAX AND SERVICE TAXES FOR THE FISCAL YEAR 2025 AND THE CONDITIONS FOR TAX COLLECTION

- WHEREAS the Municipality is subject to the conditions of section 252 of the act respecting municipal taxation;
- WHEREAS a presentation of the Draft By-Law was presented and a notice of motion was previously given by Councilor Bradshaw at a regular meeting of Council held on January 13th, 2024;

CONSEQUENTLY, the members of the Council of having all voted in favor of the adoption of this By-Law;

It was moved by Councilor Bradshaw and unanimously resolved that this BY-LAW # 2025-001 entitled "By-law respecting the imposition of the rates of property tax and service taxes for the fiscal year 2025 and the conditions of tax collection" be adopted, And that it is hereby ordered and enacted as follows:

1. The preamble to this bylaw shall form an integral part thereof;

2. Rate of property taxes

2.1 The rate of property tax is set at \$ 0.40 per \$ 100 of the value entered on the assessment roll for the fiscal year 2024 on any taxable immovable situated in the territory of the municipality.

3. Rate of service charges

3.1 In order to provide for the payment of these services, it is hereby imposed and shall be deducted annually, together with the general property tax, sufficient compensation in respect of all users served by that service;

3.2 Such payment shall be apportioned among the users, according to the method of taxable units. The value of a unit shall be determined by the annual amount of the necessary sums provided for in the budget to provide the said services in accordance with the following tables:

All properties on the territory of the Municipality:

	Waste Management	Fire & Rescue	Police
Per # units (at least one per property owner)	\$ 236	\$ 185	\$ 176

The Waste Management, Fire and Rescue and Police services taxes are charged at least once per property owner.

Owners of multiple properties may be exempt of these same service taxes on their vacant lot(s), should these said lots be void of any habitable structures.

4. Interest & Penalty rates on arrears

4.1 From the time when taxes become due, outstanding balances are subject to an interest rate of ten per cent (10%).

5. Method of payment of fees

5.1 Annual municipal property taxes must be paid in one installment. However, where annual total of an account is equal to or greater than the amount determined by the regulations made under paragraph 4 of section 263 of the Act respecting Municipal Taxation, currently \$300, they may be paid, at the option of the debtor in a lump sum payment or as per the schedule below:

1 st installment	34%	April 1st
2 nd installment	33%	July 1st
3 rd installment	33%	September 1st

5.2 Additional municipal property taxes must be paid in one installment on or before the due date indicated on the invoice. Additional property taxes are produced, but are not limited to, in the event of an update to the property assessment value following renovations, construction, demolition or, at any other time as per the MRC Pontiac Assessment department.

6. Implementation and Entering Into Force

This Bylaw repeals and replaces any previous Bylaws respecting the imposition of taxes and services and shall enter into force after the completion of the formalities prescribed by the Law.

Notice of Motion:	January 13 th ,2025
Adoption of Draft By-law:	January 13 th , 2025
Adoption of By-Law:	February 3 rd , 2025
Resolution number:	022-2025
Notice of Publication:	February 5 th , 2025

022-2025

THEREFORE

IT IS moved by councillor Bradshaw to adopt said by-law.

Adopted

C. Insurance

An inspection took place and a report was generated and presented to council. The administration has taken the steps recommended by the insurer.

D. Generator

Presentation of two quotes for the maintenance of the generator that did not turn over during the last power outage.

Quote #1 Pratt Diesel Ltd.	\$ 1007.28
Quote #2 Malette Électrique Inc	\$ 275.00

023-2025 IT IS moved by councillor Brennan to accept the quote from Malette Électrique Inc

Adopted

E. ADMQ Conference

IT IS moved by councillor Edwards to allow the Director General to participate in the ADMQ conference held in Québec city this June at a cost of \$ 585 + tax and to allow the DG to book a hotel (\$ 1373.56 ALL IN) and transportation for the event.

Adopted

F. Pontiac Journal Adds

024-2025 IT IS moved by councillor Shea to participate in the add for heart health in the February issue at a cost of \$ 85.00 in colour.

Adopted

025-2025 IT IS moved by councillor Agnesi to participate in the add to salute Pontiac farmers add in March at a cost of \$ 85.00 in colour.

Adopted

7. Municipal Inspector

A. COMBEQ Course

026-2025 IT IS moved by councillor Bradshaw to allow the municipal inspector to participate in a training course offered by COMBEQ “ Introduction to the Québec construction code “ at a cost of \$ 335 plus tax.

Adopted

8. Public Works

A. Snow Removal Tender

027-2025 IT IS moved by councillor Edwards to have the DG start preparing the tender documents as discussed.

Adopted

B. Double Vocation 2023

WHEREAS the municipality of Sheenboro has read the terms and conditions of application of the component concerned by the application for financial assistance submitted under the Local Roads Assistance Program (PAVL) and undertakes to comply with them;

WHEREAS the municipality has read the financial assistance agreement, signed it and undertakes to comply with it;

THEREFORE,

013-2025 IT IS moved by councillor Bradshaw and unanimously resolved and adopted that the council of confirms its commitment to have the eligible work carried out in accordance with the terms and conditions of application in force, recognizing that in the event of non-compliance with these terms and conditions, the financial assistance will be terminated, and certifies that the Director General, Ashlee Poirier is duly authorized to sign any document or agreement to this effect with the Minister of Transport.

Adopted

9. Environmental

A. Door-to-Door pickup

029-2025 IT IS moved by councillor Edwards to move forward with the MRC proposal concerning Recycling, now termed Recovery, from the EEQ.

Adopted

B. Spring Transfer site hours

030-2025 IT IS moved by councillor Agnesi to adopt the spring transfer site hours as the following:

Wednesday, May 21st will mark the beginning of Spring hours.

Wednesday 12 - 4 and Sunday 2 – 6.

Adopted

C. Large Item drop off days

031-2025 IT IS moved by councillor Shea to adopt the following large item drop off dates;

Sunday May 18th and Wednesday May 21st, 2025

Sunday August 31st and Wednesday September 3rd, 2025

Adopted

10. Committees

A. Inter Municipal Cooperation

Discussion concerning the meeting that was held.

11. In-Camera

032-2025 IT IS moved by councillor Agnesi to go into camera at 7:39 PM.

Adopted

12. Out of Camera

IT IS moved by councillor Shea to come out of camera at 8:06 PM.

Adopted

033-2025 It is moved by councillor Shea to have the Director General post the job offer in the newspaper and on other platforms like our website, mail chimp etc..

Adopted

13. Closing of the Meeting

034-2025 IT IS moved by Councillor Brennan that the meeting be adjourned at 8:16 PM.

Adopted

Mayor

Director General
Secretary Treasurer

.I, *Doris Ranger*, 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.