

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held April 7th
2025 at 6:30 P.M.

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

Councillor John Brennan was absent.

Director General, secretary/treasurer Ashlee Poirier and Simon Tessier,
Assistant Director General and Assistant Secretary-Treasurer attend.

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

046-2025 IT IS moved by Councillor Bradshaw to adopt the agenda as presented.

Adopted

3. Conflict of Interest

No conflict of interests were declared.

4. Adoption of Minutes

A. Council Meeting Minutes March 3rd, 2025

047-2025 IT IS moved by Councillor Shea that the minutes of the regular meeting of
March 3rd, 2025 be adopted.

Adopted

5. Question Period

Question period held from 6:32PM – 6:52PM

6. Administration

A. Payment of the bills

048-2025 IT IS moved by Councillor Edwards to pay the bills as presented.

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 \$ 60 841.94 proposed.

Signed in Sheenboro, Quebec
This 7th day of April 2025.

Ashlee Poirier, Director General/Secretary-Treasurer

B. Programmation Gagnon (PG)

049-2025

IT IS moved by councillor Edwards to approve the quote submitted by WEPC for the transferring of the programmation PG to the new hub computer at a cost of \$462.50 plus taxes.

Adopted

C. International Day Against Homophobia and Transphobia

WHEREAS the Quebec Charter of Human Rights and Freedoms recognizes that no discrimination may be practiced on the basis of sexual orientation, gender identity, or gender expression;

WHEREAS Quebec is a society open to all, including lesbian, gay, bisexual, and trans (LGBTQ+) people and all other people who identify with sexual diversity and the plurality of gender identities and expressions;

WHEREAS despite recent efforts to better include LGBT people, homophobia and transphobia remain present in society;

WHEREAS May 17 is the International Day Against Homophobia and Transphobia, which is celebrated in many countries and is the result of a Quebec initiative led by the Émergence Foundation in 2003.

WHEREAS there is reason to support the efforts of the Émergence Foundation in holding this day;

050-2025

IT IS resolved by councillor Bradshaw to proclaim May 17 the International Day Against Homophobia and Transphobia and to mark this day as such.

Adopted

D. Pontiac Journal Add

051-2025

IT IS moved by councillor Shea to participate in the add to thank Volunteers in the Pontiac Journal at a cost of \$82 plus taxes.

Adopted

E. FCM (Federation of Quebec Municipalities) Conference

Council was informed about the upcoming conference being held in Ottawa and decided not to participate due to lack of funds in the budget.

F. MUNYS Platform

052-2025

IT IS moved by councillor Shea to renew the licence for the MUNYS platform offered by the ADMQ at a cost of \$325 plus taxes.

Adopted

7. Municipal Inspector

The municipal Inspector Report was presented to council.

A discussion took place about updating our by-laws to include permit re-
newals and deck permits at a cost of \$100. The Director General will start
the process and re-present to council later.

8. Environmental

A. Recovery and Waste Management

Council was updated about recycling and waste management.

B. Composting

Application for financial assistance from RECYC-QUÉBEC under the
Home and Community Composting Assistance Program (ACDC) and
commitment to comply with its requirements

WHEREAS RECYC-QUÉBEC has relaunched the Home and Community
Composting Assistance Program (ACDC)
(hereinafter the "Program") for which the
Municipality of Sheenboro wishes to
submit a composting project (hereinafter
the "Project");

WHEREAS, to obtain financial assistance under the
Program, all requirements of the
Program's regulatory framework must be
met and all required information and
documents must be submitted to RECYC-
QUÉBEC;

053-2025

IT IS PROPOSED BY: Councillor Edwards

TO AUTHORIZE Ashlee Poirier, Director General, to sign
and submit an application for financial
assistance on behalf of the Municipality of
Sheenboro to RECYC-QUÉBEC
regarding the Project, within the
framework of the Program, and to submit
any related documents or information;

TO COMPLY with all conditions and requirements of
the Program's regulatory framework, as
well as the applicable regulations (laws,
regulations, guidelines, etc.) for the
implementation of the Project, which must
be fully completed by June 30, 2025;

TO COMPLY with the implementation of the source-
separated collection of residential organic
waste by December 31, 2026;

TO OBTAIN the necessary authorizations for the Project,
if applicable;

TO CARRY OUT regular information, awareness, and
education activities at the various stages of
its Project, including some aimed at the entire
target population, at least until its
completion;

- TO CONFIRM

that the submitted Project will, at a minimum, recycle the targeted residential plant organic waste;
- TO REMAIN

the owner of the community facilities (under Component 2 or 3) and to operate, use, and maintain them for the duration of the project, at a minimum;
- TO SUBMIT to RECYC-QUÉBEC

the required accountability reports, including all required documents, in accordance with the Program requirements;
- TO OBTAIN from RECYC-QUÉBEC, by September 30, 2025,

recognition of the ICI ON RECYCLE+ program at the minimum level of "implementation." TO TAKE CHARGE of the part of the project not financed by RECYC-QUÉBEC, where applicable, including in the event of withdrawal by another financial partner.
- Adopted

9. **Public Works**

A. **TECQ Engineer**

Two quotes were presented to council for the preparation of a tender document by an engineer for the application of gravel.

CIMA+	\$18 500
FQM	\$14 500

054-2025

IT IS moved by councillor Edwards to approve the service offer from the FQM and to allow the Director General to sign all pertaining documents.

Adopted

B. **Road Calmers and Speed Radars**

The Director General presented the quotes received from Signet for the speed radars and road calmers at a cost of \$13 792.45. Considering this is over the budgeted amount, council has decided to eliminate the speed radars and only purchase road calmers. The Director General will prepare another quote for council’s approval at a later meeting.

055-2025

IT IS moved by councillor Shea to request permission from the Ministère de Transport et Mobilité durable to install 6 (six) road calmers on Chemin Sheen and to allow the Director General to sign all pertaining documents.

Adopted

C. **Road Sweeper**

Three quotes were presented to council for the sweeping of gravel this spring on municipal roads.

Sunbelt	\$3519/week plus taxes
M.Kidd & Sons	\$3595/week plus taxes
Nathans Excavation	\$3000/roads, intersections and parking lots

056-2025 IT IS moved by Councillor Morris to rent the sweeper from M.Kidd & Sons.

Adopted

D. PPA/CE Grant

057-2025 IT IS moved by councillor Agnesi to apply for the PPA/CE grant in the amount of \$25 000 for the replacement of a culvert, ditching and gravelling on Chemin Perrault and to allow the Director General to sign all pertaining documents.

Adopted

10. Intermunicipal Cooperation

A. Property Assessment Information Session

058-2025 IT IS moved by councillor Morris to request the MRC Pontiac to do a property assessment information session in the Pontiac Ouest.

Adopted

B. Booth Rental at the Marché de Chapeau

059-2025 IT IS moved by councillor Agnesi to participate in sharing a booth at the Marché de Chapeau at a cost of \$200.00

Adopted

C. Sharing Proposal Review

The InterMunicipal committee minutes were reviewed and explained to council.

060-2025 IT IS moved by councillor Bradshaw to discuss sharing our public works staff and a transfer site with the Municipality of Chichester.

Adopted

061-2025 IT IS moved by councillor Bradshaw to discuss the possibility of sharing resources for the pick-up of waste management for the years 2026 and 2027.

Adopted

11. Varia

062-2025 GUIDELINE FROM THE MINISTRE DE LA LANGUE FRANCAISE REGARDING THE USE OF A LANGUAGE OTHER THAN THE OFFICIAL LANGUAGE BY A MUNICIPAL ORGANIZATION RECOGNIZED UNDER SECTION 29.1 OF THE CHARTER OF THE FRENCH LANGUAGE - ADOPTION

Resolution of the Municipality of Sheenboro 2025- 074

- WHEREAS section 29.15 of the Charter of the French language requires administrative organizations to adopt a guideline specifying the situations in which they intend to use a language other than French;
- WHEREAS the Municipality of Sheenboro is an administrative organization covered by the Charter;
- WHEREAS the Assistant Director General proposes the following policy concerning the translation of official documents into English;

IT is resolved by Councillor Bradshaw that council adopt the proposed municipal guidelines on the use of a language other than the official language by a municipal organization recognized under section 29.1 of the Charter of the French language.

Adopted

12. Correspondence

A. Bourse Pontiac

A letter was read to council.

B. Doctor Wilbert Keon School (DWKS)

A letter was read to council.

- 063-2025 IT IS moved by councillor Edwards to make 2 (two) donations of \$250 to DWKS for students continuing their post-secondary education.

Adopted

C. Foundation CLSC Pontiac

- 064-2025 IT IS moved by councillor Agnesi to donate \$500 to the Foundation CLSC Pontiac.

Adopted

D. Sheenboro Recreation Association

- 065-2025 IT IS moved by councillor Morris to have the public works department help with the tasks (as presented) for Canada Day and to allow the Sheenboro RA access to the municipal building and garage for the same event.

Adopted

- 066-2025 IT IS moved by councillor Morris to allow the Sheenboro Recreation Association to use the Municipalities NEQ number for the one-time application of a grant for Canada Day.

Adopted

A discussion took place about the Municipality collaborating with the Sheenboro Recreation Association for the Canada Day festivities. The Director General will be inquiring about the cost for insurance, after which council will decide the amount of their monetary contribution.

13. In-Camera

067-2025 IT IS moved by Councillor Shea to go into camera at 9:05PM.

Adopted

14. Out-of-Camera

068-2025 IT IS moved by councillor Bradshaw to come out-of-camera at 9:52PM

Adopted

069-2025 IT IS moved by councillor Shea to accept the employment contract for the Municipal Inspector as presented.

Adopted

070-2025 IT IS moved by councillor Bradshaw to accept the employment contract for the Public Works employee as presented.

Adopted

071-2025 IT IS moved by councillor Edwards to accept the employment contract for the newly hired Public Works employee with the changes as discussed.

Adopted

072-2025 IT IS moved by councillor Agnesi to accept the employment contract for the Assistant Director General as presented.

Adopted

073-2025 IT IS moved by councillor Bradshaw to accept the employment contract for the Director General as presented.

Adopted

074-2025 IT IS moved by councillor Morris to rescind the following motion:

#142-2024:

IT IS moved by Councillor Morris to approve the purchasing of a digital voice recorder to record the public council meetings so the audio of the meetings is available to the public.

Adopted

15. Next Meeting

May 5th, 2025 at 6:30PM

16. Closing of the Meeting

075-2025

IT IS moved by Councillor Bradshaw that the meeting be adjourned at 9:55PM.

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.