

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held April 13th, 2026, at 6:30PM.

In-person are present Mayor Doris Ranger, Councillors Michel Morency, John Brennan, Karen Shea, Jean Gleason, Mary Beth Jones and Sara Lafreniere.

Ashlee Poirier, Director General and Simon Tessier, Assistant Director General were 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

057-2026 IT IS moved by Councillor Lafreniere to adopt the agenda as modified with the addition of 11.A Bell Lines and Boxes

Adopted

3. Conflict of Interest

No conflict of interest was declared.

4. Adoption of Minutes

A. Council Meeting Minutes of March 2nd, 2026

058-2026 IT IS moved by Councillor Morency that the minutes of the regular meeting of March 2nd 2026, be adopted.

Adopted

5. Question Period

Starting at 6:31 PM and ending at 6:35 PM.

Members of the public were present, and a question was asked of council

6. Administration

A. Payment of the bills

059-2026 IT IS moved by Councillor Brennan to pay the bills as modified.

Adopted

CERTIFICATES OF FUNDS AVAILABLE FOR ACCOUNTS: I, Ashlee Poirier, Director General, hereby certify that there are funds available for the purposes for which expenditures totaling \$ 98,090.85 proposed.

Signed in Sheenboro, Quebec
This 13th day of April 2026.

Ashlee Poirier, Director General/Secretary-Treasurer

B. By-Law 2026-003 “Regulation Establishing the Code of Ethics and Professional Conduct for Elected Municipal Officials”

060-2026

IT IS moved by councillor Jones to adopt by-law 2026-003.

Adopted

C. Request to Amend the TECQ 2024-2028 Guide Regarding Granular Recharging

WHEREAS section 66 of the Municipal Powers Act (chapter C-47.1) grants local municipalities jurisdiction over roadways on public roads whose management does not fall under the Government of Québec or the Government of Canada.

WHEREAS the Guide concerning the terms and conditions for payment of the *government contribution under the Québec Water and Community Infrastructure Transfer Program (TECQ) 2024–2028, published in July 2024, provided that granular recharging of local roads was considered an eligible project, without specifying a required thickness.*

WHEREAS the new TECQ guide, published in January 2026, now specifies that granular recharging must reach a minimum thickness of 300 mm (30 cm) in order to be eligible.

WHEREAS this thickness represents a considerable quantity that more closely resembles a complete reconstruction of a gravel road rather than traditional granular recharging.

WHEREAS no standard prescribes a mandatory minimum thickness for granular recharging in the documents of the Ministère des Transports et de la Mobilité durable nor in standard BNQ 2560-114/2014 R 2024, and the Ministry's documents—particularly Volume VI, Chapter 2, Standard 2204—instead provide for a maximum thickness of 300 mm (30 cm).

WHEREAS granular recharging normally carried out on the local road network generally varies between 4 and 6 inches (100 to 150 mm), which constitutes the common practice for maintaining rural roads.

WHEREAS the application of a thickness of 300 mm results in several major disadvantages,

Including:

- a significant raising of the roadway level, creating problematic elevation differences with private driveways and property access points.
- instability of the driving surface due to an excessive addition of material even when compacted.
- an increased risk of material dispersal into ditches, causing blockages and poor drainage of stormwater.
- a notable increase in material, transportation, and labour costs, making such work difficult for rural municipalities to sustain.

WHEREAS among these obligations, municipalities must send certain official documents, including:

- The assessment notice and tax bill before March 1 of each year (section 81, Municipal Taxation Act, CQLR, c. F-2.1);
- The statement of transfer duties, payable on the 31st day following its dispatch (section 11, Act respecting transfer duties on immovables, CQLR, c. D-15.1);
- Notices of registration on the electoral list, no later than the 5th day preceding the last day for submitting applications for registration, removal, or correction, as well as, where applicable, registration reminder cards (section 126, Act respecting elections and referendums in municipalities, CQLR, c. E-2.2);
- Documents that must be published in a newspaper distributed within the territory, such as the list and notice of properties for sale for non-payment of taxes, public notices of calls for tenders, notices of public meetings, notices of the coming into force of certain regulations, or notices relating to the division of the territory into electoral districts;
- Documents that must be sent by registered mail, including resolutions delegating powers, notices to property owners concerning the date and location of tax sales, and certain notices relating to the property assessment roll;

WHEREAS Canada Post plays a crucial role in the ability of municipalities to meet these legal obligations;

WHEREAS the accumulating and recurring labour disputes at Canada Post are seriously affecting the ability of municipalities to fulfill their legal and operational obligations, to the detriment of citizens;

THEREFORE,

062-2026 IT IS Moved by councillor Lafreniere:

1. To formally request the Government of Canada to recognize all Canada Post services as essential services requiring continued operation during a labour dispute.
2. To forward a copy of this resolution to the following: the Prime Minister of Canada, the Member of Parliament for the Laurentians riding, the Quebec Minister of Municipal Affairs and Housing, the Quebec Association of Municipal Directors, the Quebec Federation of Municipalities, the Union of Quebec Municipalities, and the Municipalities of Quebec.

Adopted

E. FQM Convention

063-2026 IT IS moved by Councillor Shea to approve the expenses associated with the cost of the mayor and councillor Morency attending the FQM conference from September 23rd to the 26th 2026.

Adopted

F. Pontiac Journal Add

064-2026

IT IS moved by Councillor Brennan approve the cost of \$ 85.00 for an ad in the Pontiac Journal to thank volunteers.

Adopted

G. FRR MRC Transportation Services

Regions and Rurality Fund (FRR) – Component 4 "Intermunicipal Cooperation" – Enhancement of the intermunicipal agreement between the MRC Pontiac and the MRC des Collines-de-l'Outaouais for the provision of passenger transportation services

WHEREAS the municipality of SHEENBORO acknowledges that it has read and read the Applicant's Guide concerning the Municipal Cooperation and Governance component of the Regions and Rurality Fund, Intermunicipal Cooperation sub-component;

WHEREAS the municipal bodies of Allevyn-et-Cawood, Bristol, Bryson, Campbell's Bay, Chichester, Clarendon, Fort-Coulonge, L'Île-du-Grand-Calumet, L'Isle-aux-Allumettes, Litchfield, Mansfield-et-Pontefract, Otter Lake, Portage-du-Fort, Rapides-des-Joachims, Shawville, Sheenboro, Thorne, Waltham, Cantley, Chelsea, L'Ange-Gardien, La Pêche, Pontiac, Val-des-Monts and the MRC des Collines-de-l'Outaouais wish to present a project to improve the transportation service of persons who are the subject of an intermunicipal agreement between the MRC Pontiac and the MRC des Collines-de-l'Outaouais as part of the Cooperation and Municipal Governance component of the Regions and Rurality Fund.

THEREFORE,

065-2026

IT IS moved by councillor Shea, and resolved that this resolution be adopted and that it rules and enact as follows:

- The council of **Sheenboro** undertakes to participate in the project to improve the intermunicipal agreement between the MRC Pontiac and the MRC des Collines-de-l'Outaouais for the provision of passenger transportation services;
- The MRC Council agrees to pay a portion of the costs, namely the minimum contribution required under the program;
- Council appoints the MRC Pontiac as the organization responsible for the project and authorizes the submission of the project under the Municipal Cooperation and Governance component of the Regions and Rurality Fund, Intermunicipal Cooperation sub-component;
- Council designates the Director General to sign any document that is necessary or useful or requested by the municipal body responsible for the project for the purposes of this grant application.

Adopted

7. Inter-Municipal Cooperation

A. Shared Waste Management Transfer Site

Adoption in Principle – Shared Waste Management Transfer Site and Cost-Sharing Model

WHEREAS the municipalities of Chichester, L’Isle-aux-Allumettes and Sheenboro have established a Shared Services Implementation Committee to explore opportunities for intermunicipal collaboration.

WHEREAS the Committee operates strictly as a working group and is mandated to develop and recommend shared service models, with all recommendations subject to approval by each municipal Council.

WHEREAS the participating municipalities have received financial support from the Ministère des Affaires Municipales et de l’Habitation (MAMH) to advance shared service initiatives.

WHEREAS waste management has been identified as the priority area for initial implementation.

WHEREAS the Committee has reviewed current transfer site operations and developed a proposed shared transfer site model, along with supporting financial and operational scenarios.

WHEREAS the Committee has identified a recommended hybrid cost-sharing model which it considers a fair, balanced, and practical approach, reflecting both municipal capacity and actual usage.

THEREFORE,

066-2026

IT IS moved by Councillor Jones that;

- Council accepts the establishment of a shared waste management transfer site, while maintaining municipal responsibility for curbside collection, transportation, and disposal (tonnage) costs within its territory.
- Council adopts in principle the hybrid cost-sharing model as recommended by the Committee consisting of an equal share of a **base allocation of 50% / 25% / 25%**; and
- A variable component based on the **number of service fee payers** per municipality.
- Council authorizes the administration to continue work with the partner municipalities to finalize the agreement and supporting framework.
- Council expresses its intention to proceed with the implementation of shared waste management services as a first phase, concurrent with the continued development and finalization of the intermunicipal agreement documents.

Adopted

8. Public Works

A. Sweeper

067-2026 IT IS moved by councillor Lafreniere to rent a road sweeper within the budget pending quotes from different service providers.

Adopted

B. Brush Saw

068-2026 IT IS moved by councillor Gleason to have public works purchase a brush saw at a cost of approximatively \$ 1500.00 plus tax.

Adopted

9. Public Security

A. Draft Intermunicipal Mutual Aid Agreement in Firefighting

069-2026 IT IS moved by Councillor Morency to request the removal of section 8.1:

“Incident Coverage Fee (Response Force / Resource Optimization)

When a municipality does not have the response force required by the Fire Safety Coverage Plan and ministerial directives, and therefore needs another municipality to provide personnel and vehicles for all or part of its territory and/or for all or part of the day, it must pay a coverage fee to the municipality or municipalities providing coverage, in accordance with Appendix C.

This coverage fee is an availability fee and is in addition to the incident-related reimbursements outlined in Appendix B.”

Adopted

10. Environment

A. Signage

070-2026 IT IS moved by Councillor Lafreniere to approve the purchase of the signs from Enseignes Pontiac for the Drop-Off point at the municipal office at a cost of approx. \$ 60.00 plus tax.

Adopted

B. Surveillance

071-2026 IT IS moved by councillor Brennan to purchase outdoor security cameras at a cost of approximately \$ 150.00 plus tax.

Adopted

11. Varia

A. Bell lines and boxes

Councillor Brennan brought to councils’ attention that there are currently damaged Bell boxes on Sullivan Road and requested the administration reach out to Bell to have them removed.

12. Correspondence

A. #1 Trout Lake

A letter submitted by Mike Allard was read before council.

B. #2 Service Fees/Mill Rate

A letter submitted by Chantal Fortin was read before council.

C. #3 Services Fees

A letter submitted by Barry Belanger was read before council.

D. #4 Evaluations

A letter submitted by Andrew Melnik was read before council.

E. #5 Patrimoine Sheenboro / Heritage Sheenboro

A letter from Patrimoine Sheenboro was read before council.

F. #6 D.W.K.S.

A letter from Dr. Wilbert Keon School was read before council.

G. #7 Pontiac Bursaries

A letter from Pontiac Bursaries was read before council.

H. #8 Zec-St-Patrick

A letter from Zec-St-Patrick was read before council.

072-2026

IT IS moved by councillor Jones to donate \$ 250.00 to D.W.K.S. for a student bursary on behalf of the municipality.

13. In-Camera

073-2026

IT IS moved by councillor Brennan to go In-Camera at 8:17PM.

Adopted

A. Bylaw 2024-002 Internal Management of Meetings

Councillor Gleason requested council discuss by-law 2024-002 and its application in practice to simplify discussions as well as the possibility of holding plenary meetings before council.

B. HR Committee Update

Members of the H.R. committee discussed the D.G. and A.D.G. positions.

14. Out-of-Camera

074-2026

IT IS moved by councillor Brennan to come Out-of-Camera at 8:51PM

Adopted

A. Accounting Clerk

075-2026 IT IS moved by councillor Lafreniere to accept the new work contract for employee 001 in the position of accounting clerk as presented.

Adopted

B. Interim Director General

076-2026 IT IS moved by councillor Jones to accept the work contract for employee 002 as Interim Director General as presented.

Adopted

15. Next Meeting

Next public council meeting to be held on May 4th, 2026, at 6:30 PM.

16.Closing of the Meeting

077-2026 IT IS moved by Councillor Brennan that the meeting be adjourned at 8:55 PM

Adopted

Mayor

Director General
Secretary Treasurer

I, *Doris Ranger*, attest that the signature of these 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.