

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held November 12th 2024 at 6:30 P.M.

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

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

Mayor, Doris Ranger was absent.

1. Opening of Meeting

The pro-mayor notes that there is quorum and calls the meeting to order at 6:32 pm.

2. Recording of the sitting

The current meeting is being audio recorded for administrative purposes.

3. Adoption of Agenda

184-2024

IT IS moved by Councillor Shea to adopt the agenda as presented.

Adopted

4. Conflict of Interest

No conflict of interest was declared.

5. Adoption of Minutes

185-2024

IT IS moved by Councillor Brennan-Agnesi that the minutes of the regular meeting of October 7th, 2024 be adopted.

Adopted

6. Question Period

Question period was held from 6:33PM – 6:54PM

Residents voiced their concerns regarding the transfer of ownership of Trout Lake road to the MRNF.

7. Municipal Inspectors Report

The Inspectors Report was distributed to Council

8. Administration

A. Payment of the bills

186-2024 IT IS moved by Councillor Bradshaw to pay the bills as listed.

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 \$ 21 324.24 have been proposed.

Signed in Sheenboro, Quebec
This 12th day of November 2024.

Ashlee Poirier, Director General/Secretary-Treasurer

B. Desjardins Payroll

187-2024 IT IS moved by Councillor Bradshaw to enroll in the automatic payroll system offered by Desjardins at an approximate cost of \$1200/year and to allow the DG/ADG to sign all pertaining documents.

Adopted

C. Comparative Income Statement

The Director General submits to the council the comparative statements as of November 11th, 2024 as provided for in article 176.4 of the Municipal Code of Quebec.

D. By-Law 2024-004 “By-Law Fixing the Number of Members Comprising the Municipal Council”

A discussion took place and council has decided to table the decision until the next meeting on December 2nd, 2024.

E. By-Law 2024-005 “Contractual Management”

Notice of Motion was given by councillor Bradshaw.

188-2024 IT IS moved by councillor Bradshaw to adopt the draft by-law 2024-005 “Contractual Management”

Adopted

F. MRC Fire Safety Cover Plan

WHEREAS the municipal council of the municipality of Sheenboro previously adopted the proposed Implementation Plan of the MRC Pontiac Fire Safety Cover Plan;

WHEREAS significant changes have been made to the plan since its first draft, including updates to the responsibilities of individual municipalities and various other actions;

WHEREAS the regional council of the MRC de Pontiac has adopted a resolution to suspend the filing of the Fire Safety Cover Plan to allow for its re-adoption by local municipalities;

WHEREAS the revised Implementation Plan (PMO) has been presented to the members of the municipal council for their review and consideration;

189-2024

IT IS proposed by councillor Brennan and resolved that the council hereby adopts the revised Implementation Plan (PMO) as presented, and agrees to implement it as part of its fire safety measures.

Adopted

G. Charte de la Langue Française

WHEREAS the assent, on June 1, 2022, of the Act respecting the official and common language of Québec, French (L.Q. 2022, c. 14), amending the Charter of the French language (RLRQ, c. C-11) (hereinafter the “Charter”);

WHEREAS the Charter establishes a duty of exemplarity for the Administration, requiring in particular that municipal bodies use the French language in an exemplary manner in their activities;

WHEREAS the State’s Language Policy, which came into force on June 1, 2023, applies to municipal bodies;

WHEREAS the Regulation respecting the language of the Administration (RLRQ, c. C-11, r.8.1) and the Regulation respecting exceptions to the Administration’s duty to set an example and documents written or used in research (RLRQ, c. C-11, r.5.1) complete the legal regime applicable to the Administration with regard to the use of French and provide, in addition to those set out in the Charter, situations where a language other than French may be used;

WHEREAS, in accordance with section 29.15 of the Charter, an Administration body to which the State’s language policy applies must adopt a directive specifying the nature of the situations in which it intends to use a language other than French in the cases permitted by the Charter and its implementing regulations and review it at least every five years;

WHEREAS the obligation to transmit this directive, as well as any subsequent revision, to the Minister of the French Language in addition to making it public on the website of the municipality/MRC/board;

THEREFORE,

190-2024

IT IS proposed by councillor Brennan-Agnesi and resolved:

To adopt the “Directive on the use of a language other than the official language of the municipality of Sheenboro attached as Appendix A (hereinafter the “Directive”);

That the Directive of the municipality of Sheenboro replace the general directive of the Minister of the French Language in effect since June 1, 2023;

That this Directive will be:

- sent to the Minister of the French Language;
- published on the municipality's website;
- distributed to the staff of the municipality of Sheenboro;
- revised at least every five years.

Adopted

H. Budget 2025

The first draft was presented to council for discussion and review.

I. Budget Meeting Dates

191-2024 IT IS moved by councillor Shea that the Special Meeting for the adoption of the budget be scheduled for December 9th, 2024 at 6:30PM.

Adopted

Council has decided to have a work session on December 2nd, 2024 at 5:00PM to discuss the budget.

J. Bill 96

Assistant Director General, Simon Tessier informed council of the newest developments in the legal challenge of Bill96.

K. Summer Student

192-2024 IT IS moved by councillor Edwards that the municipality approve the application to the federal government for a summer student for 2025 and to allow the DG/ADG to sign all pertaining documents.

Adopted

L. TNO Recyclables

193-2024 IT IS moved by councillor Bradshaw to accept the TNO recyclables at the municipal transfer site for the year 2025 at a fee of \$3000 charged to the MRC Pontiac.

Adopted

M. Arena Contribution 2024-2025

194-2024 IT IS moved by councillor Brennan to contribute \$5000 to the local arena for the year 2024 and to re-evaluate after the budget is complete for the year 2025.

Adopted

N. Office Closure

195-2024 IT IS moved by councillor Shea that the municipal office be closed November 18th to 20th, 2024 inclusively as the staff will be on holidays and also closed during the Christmas holidays from December 23rd, 2024 to January 3rd, 2025.

Adopted

O. Biblio de l'Outaouais

196-2024 IT IS moved by councillor Brennan to contribute \$650 plus taxes to the Biblio de l'Outaouais.

Adopted

P. Pecuniary Interest Forms

All council members were given pecuniary interest forms to fill out.

Q. Designation of pro-mayor for the year 2026

Tabled until the next council meeting December 2nd, 2024

R. Christmas Appreciation Diner

197-2024 IT IS moved by councillor Brennan that the municipal council members staff members and significant others attend the Christmas Appreciation Diner.

Adopted

S. Pontiac Journal Christmas Add

198-2024 IT IS moved by councillor Shea to not participate in the Christmas add in the Pontiac Journal as there is no more money for it in the budget for this year.

Adopted

T. LaRelance Recycling Contract for 2025

199-2024 IT IS moved by councillor Edwards to approve the Recycling contract with LaRelance for the year 2025 and allow the DG to sign all pertaining documents.

Adopted

U. EEQ Contract

WHEREAS the Environment Quality Act (R.S.Q., c. Q-2) ("the Act") was amended by the Act to amend mainly the Environment Quality Act as regards deposits and selective collection (S.Q. 2021, c. 5), assented to on March 17, 2021 ;

WHEREAS section 53.31.0.2 of the Act as amended provides that no municipality or group of municipalities may, on its own initiative, develop or implement all or part of a system for the selective collection of certain recyclable materials when the development, implementation and financing of such a system are entrusted to persons by by-law ;

WHEREAS the Regulation respecting a selective collection system for certain residual materials (RLRQ, c. Q-2, r. 46.01) (“the Regulation”) came into force on July 7, 2022;

WHEREAS ÉEQ is the management organization designated under Section I of Chapter III of the Regulation to develop, implement and financially support a Quebec-wide selective collection system for certain recyclable materials;

WHEREAS the signatory Organism is party to a contract for the collection and transportation of residual materials ending after December 31, 2024, or plans to award a short contract for the year 2025.

WHEREAS section 20 of the Regulation provides for the conclusion of an agreement between ÉEQ and a municipal body or aboriginal community that is party to a contract for the collection and transportation of residual materials that ends on a date subsequent to December 31, 2024, on the compensation of this municipal body or community for the services referred to in section 53.31.1 of the Act as it read prior to December 31, 2024, provided between January 1, 2025 and the end date of said contract.

WHEREAS certain other services will be assumed by ÉEQ as part of the selective collection system as of January 1, 2025;

WHEREAS it is necessary for the Parties to provide for the terms and conditions applicable to the payment of compensation and to the services assumed by ÉEQ as of January 1, 2025 through a financial agreement;

WHEREAS ÉEQ has identified the signatory Organization to enter into such an agreement for the Territory of application;

WHEREAS discussions have taken place between ÉEQ and the signatory organization with a view to concluding such an agreement;

WHEREAS the By-law provides for deadlines for the conclusion of the financial agreement;

WHEREAS the financial agreement is submitted to the members of the Board;

200-2024

IT IS proposed by Councillor Edward

AND unanimously RESOLVED,

TO ACCEPT the terms of the financial agreement submitted to Council members, which form an integral part of this resolution;

TO AUTHORIZE the MAYOR to sign the financial agreement with Éco Entreprises Québec;

Adopted

V. Sanding Contract

201-2024 IT IS moved by councillor Bradshaw to accept the sanding contract for the municipal parking lot, driveway and transfer site with Roy Perrault for the winter season 2024-2025 at a cost of \$1700 plus taxes.

Adopted

W. Council Meeting Dates for 2025

202-2024 IT IS moved by councillor Shea to set the public meeting council dates for the year 2025 beginning at 6:30PM and located at the municipal hall, 59 Chemin Sheen as follows:

January 13 th	February 3 rd	March 3 rd
April 7 th	May 5 th	June 2 nd
July 7 th	August 11 th	September 8 th
October 1 st	November 10 th	December 8 th

Adopted

9. Committees

A. Inter-Municipal Committee Meeting Report

Council was presented with the minutes from the last inter-municipal committee meeting with the municipalities of Chichester, Iles-aux-Allumettes and Waltham.

WHEREAS the council of the municipality of Sheenboro hereby supports the continued discussions and exploration of service-sharing options with the other three neighbouring municipalities;

WHEREAS the council of the municipality of Sheenboro identifies the priorities for potential service sharing, specifically in the area of:

- Equipment Purchases
- Grants
- Accounting
- Public Works

203-2024 IT IS resolved that the council of Sheenboro supports establishing any necessary framework or consultations with any related ministries (i.e. MAMH) to ensure a structured and productive approach to these discussions and future collaborations; however, any future commitment to sharing services of any kind must be approved by each municipal council, as discussed.

Adopted

10. Public Works

A. Trout Lake Road

Information that was provided by the municipal lawyer was translated and presented to council.

B. PPA_CE

204-2024

IT IS moved by councillor Brennan to accept the quote provided by M.Kidd and Sons for the repairs on Chemin Sullivan for Primeau hill and to use the PPA_CE grant funds for the project and to allow the DG/ADG to sign all pertaining documents.

Adopted

C. Double Vocation Grant 2023

WHEREAS the Municipality of Sheenboro has received a letter from the Government of Québec for file #ZTE79348 on September 26th, 2024;

WHEREAS the Municipality of Sheenboro has received confirmation of the allocation of funds in the amount of \$11 800 for the Double Vocation Grant for the year 2023,

THEREFORE,

205-2024

IT IS moved by councillor Bradshaw to allow the Mayor and Director General to sign all financial Aid agreements with the government of Quebec regarding file #ZTE79348.

Adopted

D. PAVL-ERL 2023-84095-07-0778

WHEREAS the Department of Transportation has provided compensation in the amount of 183, 600.00 \$ for the maintenance of the local road network for the calendar year 2023 under file # 2023-84095-07-0778 Local Road Maintenance Component (PAVL).

WHEREAS the compensation distributed to the Municipality is for the routine and preventative maintenance of local roads 1 and 2 as well as the bridge components, located on these roads, for which the Municipality is responsible.

WHEREAS the compensation in full has been used for the routine and preventative maintenance of local roads 1 and 2 as well as bridge components for which the Municipality is responsible.

WHEREAS, an external auditor will submit a completed Schedule B or Special External Audit Report within the time frame specified for filing the Accountability Report.

206-2024

THEREFORE, a motion by Councillor Edwards is passed that the Municipality of Sheenboro informs the Ministry of Transportation of the use of the compensation for the routine and preventative maintenance of local roads 1 and 2 as well as the bridge components, located on these roads, for which the Municipality is responsible, in accordance with the objectives of the Local Road Maintenance Assistance Program.

Adopted

11. Correspondence

A. Rate Payers Letter

A letter was read to council concerning the application of calcium on Chemin Sullivan.

B. West Pontiac Connects

A request for donation letter was read to council. Council has decided to wait until the new budget is completed before making a decision for a donation.

C. CHIP FM

207-2024 IT IS moved by councillor Bradshaw to join ChipFM as a member for 2025 at a cost of \$50/year.

Adopted

D. Archive Support Letter

208-2024 IT IS moved by councillor Shea to have the DG write a letter of support to the Sheenboro Archive for the application of a cultural grant.

Adopted

E. Sheenboro RA Letter

The ADG read a letter thanking the municipal council for their donation that went towards the repairs of the Memorial wall in the park.

12. Varia

13. In-Camera

IT IS moved by councillor Brennan to go into camera at 8:45PM

14. Out of camera

IT IS moved by councillor Brennan to come out of camera at 9:01PM

According to Article 1022 of the Municipal of Code of Québec a ratepayer’s arrears list was presented to council.

15. Next Meeting

December 2nd, 2024

16. Closing of the Meeting

209-2024 IT IS moved by Councillor Brennan that the meeting be adjourned at 9:02 PM.

Adopted

Director General
Secretary Treasurer

Pro-Mayor

.I, *Shamus Morris*, 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.