

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held November 10th, 2025, at 18h30.

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

Councillor Shea is absent.

Director General Ashlee Poirier and Simon Tessier, Assistant Director General in attendance.

1. Opening of Meeting

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

2. Adoption of Agenda

184-2025 IT IS moved by Councillor Morency to approve the agenda as presented.

Adopted

3. Conflict of Interest

No conflict of interest was declared.

4. Adoption of Minutes

A. Council Meeting Minutes of October 1st, 2025

185-2025 IT IS moved by Councillor Gleason that the minutes of the regular meeting of September 8th, 2025, be adopted.

Adopted

5. Question Period

No members of the public were present.

6. Administration

A. Payment of the bills

186-2025 IT IS moved by Councillor Brennan to pay the bills as presented.

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 to total 158,007.90 \$ proposed.

Signed in Sheenboro, Quebec
This 10th day of November 2025.

Ashlee Poirier, Director General/Secretary-Treasurer

B. Draft By-law 2025-005 “By-law ordering the installation of a four-way stop at the intersection of Chemin Fort-William and Chemin Perrault”

187-2025 IT IS moved by councillor Morency to adopt by-law 2025-005 and allow the Director General to purchase the new required signage.

Adopted

C. Employeur D Training

188-2025 IT IS moved by Councillor Jones to approve the cost of the training for year end procedures with Employeur D at a cost of \$ 187.00.

Adopted

D. Council Meeting Dates 2026

WHEREAS section 148 of the Municipal Code of Québec stipulates that the council must establish, before the beginning of each calendar year, the schedule of its regular meetings for the following year, setting the day and time of the start of each meeting;

THEREFORE,

189-2025 IT IS proposed by Councillor Lafreniere and unanimously resolved,

THAT the following schedule be adopted with respect to the holding of the regular meetings of the municipal council for 2026. These meetings will be held on the following dates and will begin at 6:30PM at the Municipal building located at 59 Chemin Sheen:

January 12 th	February 2 nd	March 2 nd	April 13 th
May 4 th	June 1 st	July 13 th	August 10 th
September 14 th	October 5 th	November 2 nd	
December 7 th			

Adopted

E. Ethics Course

190-2025 IT IS moved by Councillor Gleason to allow the Director General to sign and accept the tender from the F.Q.M. for the two day mandatory ethics course on January 16th and 17th in Waltham at a cost of approximatively \$ 321.00 per participant.

Adopted

7. Urbanism

A. Subdivision Plan

191-2025 IT IS moved by Councillor Morency that the survey plan submitted by Hubert Carpentier, land surveyor from the firm Alary St-Pierre & Durocher and bearing number 20438 of his minutes for the replacement of cadastre # 6 216 988 from the cadastre of Quebec, creating lots 6 707 673 and 6 707 674 according to the subdivision plan # 117946-20431be approved; however, the criteria must conform with the norms and by-laws in force at the time of the permit application.

Adopted

8. Environmental

A. Door-to-Door Pickup Contract

192-2025 IT IS moved by Councillor Jones to allow the Director General to move forward with the negotiations with Location Martin-Lalonde Inc. and to approve and sign the contract when completed.

Adopted

B. Garbage Bins

193-2025 IT IS moved by Councillor Jones to allow the Director General to move forward and purchase the grey bins required for the door-to-door pickup scheduled to begin in 2026.

Adopted

9. Correspondence

A. Letter #1

194-2025 IT IS moved by Councillor Brennan to rescind motion 125-2025 as follows:

“IT IS moved by Councilor Bradshaw to return to the previous insurance policy agreement with the removal of Heritage Sheenboro”

Adopted

195-2025 IT IS moved by councillor Brennan to approve the request made by the Chair of the Heritage Sheenboro non-profit organization to include the organisation in its municipal insurance policy.

Adopted

10. In-Camera

196-2025 IT IS moved by councillor Lafreniere to go into camera at 7:25 PM.

Adopted

197-2025 IT IS moved by councillor Lafreniere to come out of camera at 7:45 PM.

Adopted

The Director General made a request to council to lodge a formal complaint with Elections Quebec concerning the electoral time restraints during the municipal election process including but not limited to the issues with offering the Vote-by-Mail option.

11. Next Meeting

The next council meeting is December 7th, 2025, at 6:30PM.

12. Closing of the Meeting

198-2025 IT IS moved by Councillor Gleason that the meeting be adjourned at 19:50 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.