

Province of Québec
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held December 2nd 2024 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.

Ashlee Poirier, Director General and Secretary-Treasurer, 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 6:33 pm.

2. Recording of the sitting

The current meeting is being audio recorded for administrative purposes.

3. Adoption of Agenda

210-2024

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

Adopted

4. Conflict of Interest

No conflict of interest was declared.

5. Adoption of Minutes

A. Council Meeting Minutes November 4th, 2024

211-2024

IT IS moved by Councillor Edwards that the minutes of the regular meeting of November 4th, 2024 be adopted.

Adopted

B. Public Consultation Minutes By-Law 2024-004

212-2024

IT IS moved by Councillor Morris that the minutes of the public consultation meeting regarding By-Law 2024-004 held on November 12th, 2024 be adopted.

Adopted

6. Question Period

Question period was held from 6:36PM – 6:43PM

Users of the road 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

213-2024

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 \$ 187 612.05 have been proposed.

Signed in Sheenboro, Quebec
This 2nd day of December 2024.

Ashlee Poirier, Director General/Secretary-Treasurer

B. Pecuniary interests

Confirmation that all pecuniary interest forms were received.

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

214-2024

IT IS moved by Councillor Morris to adopt by-law 2024-004 “By-Law Fixing the Number of Members Comprising the Municipal Council.

Defeated

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

WHEREAS the contract management regulations will need to be amended to comply with Bill 57 no later than December 6, 2024.

WHEREAS a notice of motion was given by councillor Bradshaw at the regular council meeting on November 12th, 2024

WHEREAS councillor Bradshaws motion #188-2024 for the draft by-law #2024-005 “Contractual Management” was adopted at the regular council meeting on November 12th, 2024

THEREFORE,

215-2024 IT IS moved by councillor Agnesi to adopt the draft by-law 2024-005 “Contractual Management”

Adopted

E. Cost of Living Increase for 2025

216-2024 IT IS moved by Councillor Bradshaw to set the cost of living increase for council and staff at 2.5 %

Adopted

F. Accounting Services

217-2024 IT IS moved by Councillor Edwards to accept the accounting services as discussed.

Adopted

G. PRABAM Grant

CONSIDERING that municipalities are required to produce a final accounting report no later than December 31, 2024, including all eligible expenses incurred and paid between June 1, 2021 and May 31, 2024;

CONSIDERING that the municipality must complete a final audit of accounts to obtain the submission within the framework of the financial assistance program for municipal buildings PRABAM and submit to the auditor the information and documents necessary for the agreed procedural mission, as mentioned in document from the Ministry for this purpose;

WHEREAS the municipality has read the Guide relating to PRABAM;

CONSIDERING that the Municipality of Sheenboro has made eligible expenses in accordance with the terms of PRABAM.

218-2024 IT IS moved by Councillor Edwards to allow the Director General to sign and submit all pertaining documents related to this final accounting;

AND THAT;

- The municipality ratifies and confirms the completion of the work covered by the final delivery of accounts in the amount of \$ 54,090.00 for the renovation of municipal buildings within the framework of the PRABAM program;
- The municipality is aware of the PRABAM Guide and has respected all the terms that concern it;

- The accounting firm Dignard-Thibault has been mandated to submit the final report;

Adopted

9. Committees

A. Inter-Municipal Committee Meeting Report

A verbal report was given to council.

10. Public Works

A. PPA CE

WHEREAS the Municipality of Sheenboro has read the terms and conditions of application of the Special Improvement Projects (PPA) component of the Local Road Assistance Program (PAVL) and undertakes to comply with them;

WHEREAS the road network for which a request for financial assistance was granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the application states for gravelling on Chemin Sullivan and the municipal council has decided to also include a culvert change and drainage on Chemin Sullivan in motion #204-2024 at the regular council meeting on November 12th, 2024

WHEREAS the work was carried out in the calendar year in which the Minister authorized it;

WHEREAS the work or related costs are eligible for the PAVL;

WHEREAS the V-0321 accountability form was duly completed;

WHEREAS the project accountability report was submitted at the end of the work or no later than December 31, 2024 of the calendar year in which the Minister authorized it;

WHEREAS the payment is conditional on the Minister's acceptance of the project's accountability report;

WHEREAS, if the accountability report is deemed compliant, the Minister makes a payment to the municipalities based on the list of works he has approved, without however exceeding the maximum amount of assistance as it appears in the announcement letter;

WHEREAS the other sources of financing for the work have been declared;

219-2024

FOR THESE REASONS, it is unanimously resolved and adopted that the council of the municipality of Sheenboro approves the expenses in the amount of \$20 000 relating to the improvement work and the eligible inherent costs mentioned in form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and recognizes that in the event of non-compliance with these requirements, the financial assistance will be terminated.

Adopted

B. Snow Removal

220-2024 IT IS moved by councillor Shea to accept the quote for snow removal provided by Mr. Perrault for the winter season 2024-2025 at the designated areas described in the contract and to allow the Director General to sign the work contract.

Adopted

C. Trout Lake Road

Councillor Morris read correspondence from a ratepayer on Trout Lake road.

221-2024 IT IS moved by councillor Morris to rescind motion #124-2024 regarding the transfer ship of the municipal portions of Trout Lake road to the MRNF.

Defeated

11. In-Camera

IT IS moved by councillor Bradshaw to go into camera at 7:23PM

12. Out of camera

IT IS moved by councillor Brennan to come out of camera at 7:28PM

A.Wages

222-2024 IT IS moved by councillor Edwards to attribute 40hours per week to the Director General.

Adopted

223-2024 IT IS moved by councillor Edwards to accept the wage increase as discussed for our public works employee.

Adopted

224-2024 IT IS moved by councillor Edwards to accept the wage increase as discussed for the Municipal Inspector.

Adopted

B.Public Works

IT IS moved by councillor Brennan to have our public works employee work at the transfer site on Sundays only as discussed.

Adopted

13. Next Meeting

Special Budget Meeting December 9th, 2024 at 6:30PM
Regular Council Meeting January 13th, 2024 at 6:30PM

14. Closing of the Meeting

225-2024

IT IS moved by Councillor Brennan that the meeting be adjourned at 7:31 PM.

Adopted

Director General
Secretary Treasurer

Mayor

.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.