

Province of Québec  
Municipality of Sheenboro

Regular meeting of the Municipal Council of Sheenboro held December 2nd, 2023 at 6:30 P.M.

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

Simon Tessier, Interim Director General is 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**

163-2023 Moved by Councillor Bradshaw to adopt the agenda as modified.

**3. Conflict of Interest**

None

**4. Adoption of Minutes**

164-2023 Moved by Councillor Brennan that the minutes of the regular meeting of October be adopted.  
Adopted

**5. Questions from the Public**

None

**6. Municipal Inspectors Report**

The Municipal Inspector has presented his report.

**7. Administration**

A. Payment of the Bills

165-2023 Moved by Councillor Agnesi to pay the monthly bills as listed.

B. Payroll Automation through the Caisse

The mayor has suggested that the administration use the services of the Caisse Desjardins for management of payroll and its related duties.

The annual cost is roughly 1200.00.

166-2023 It is moved by Councillor Edwards to move forward as suggested.

C. Council Meeting Schedule for 2024

167-2023 It is moved by Councillor Shea to adopt the following dates for Council meetings in 2024.

January 8<sup>th</sup>    February 5<sup>th</sup>    March 11<sup>th</sup>    April 8<sup>th</sup>    May 6<sup>th</sup>  
June 3<sup>rd</sup>    July 8<sup>th</sup>    August 12<sup>th</sup>    September 9<sup>th</sup>    October 7<sup>th</sup>  
November 4<sup>th</sup>    December 2<sup>nd</sup>

D. Office Holiday Hours

168-2023 It is moved by Councillor Brennan that the Municipal Offices be closed December 22<sup>nd</sup> to January 7<sup>th</sup> inclusively and return to regular hours on the 8<sup>th</sup> of January 2024.

Adopted

E. Transfer Site Holiday Schedule

169-2023 It is moved by Councillor Bradshaw that the following schedule be adopted for the Transfer Site for the Holiday season.

The Transfer site will be closed the 24<sup>th</sup> and the 31<sup>st</sup> of December and open December 27<sup>th</sup> from 12- 4PM. Return to regular winter hours start January 7<sup>th</sup> 2024.

Adopted

F. Summer Student 2024

170-2023 Moved by Councillor Edwards that the Municipality approve the application and request for funding from the Federal Summer Student Program for 1 (one) student, and to allow the I.D.G. to sign all required documents.

Adopted

G. Professional Services

171-2023 Moved by Councillor Brennan to renew the contract for Professional Services provided by the Municipality's CPA at a cost of 22 047.00 \$

Adopted

H. Biblio Outaouais

172-2023 It is moved by Councillor Shea to donate 650.00 \$ and to have books purchased on the Municipality's behalf between the Clio Library and Paragraphe Library as they offer books in the English language.

Adopted

173-2023 G. Members Grant

WHEREAS the Council of the Municipality of Sheenboro has taken note of the terms of application of the Special Improvement Projects (PPA) component of the Local Roads Assistance Program (PAVL) and undertakes to respect them;  
WHEREAS the road network for which a request for financial assistance was granted is under municipal jurisdiction and is eligible for PAVL;  
WHEREAS the work was carried out in the calendar year during which the Minister authorized it;  
WHEREAS the work carried out or the associated costs are eligible for PAVL;  
WHEREAS the reporting form V-0321 has been duly completed;  
WHEREAS the transmission of the project reporting was carried out at the end of the work or no later than December 31, 2023 of the calendar year during which the Minister authorized it;  
WHEREAS the payment is conditional on the acceptance, by the Minister, of the reporting relating to the project;  
WHEREAS, if the reporting is deemed compliant, the Minister makes a payment to the municipalities based on the list of work he has approved, without however exceeding the maximum amount of assistance as it appears in the letter announcement;  
WHEREAS the other sources of funding for the work have been declared;  
FOR THESE REASONS, on the proposal of Councillor Bradshaw it is unanimously resolved and adopted that the Sheenboro council approves the expenses in the amount of 19 relating to the improvement work to be carried out and the eligible inherent costs mentioned in form V-0321, in accordance with the requirements of the Ministry of Transport of Quebec, and recognizes that in the event of non-compliance with these, financial assistance will be terminated

I. Intermunicipal Cooperation

174-2023 It is moved by Councillor Morris that Sheenboro Council formally request sharing the existing Municipal Inspector for Isle Aux Allumettes with the addition of a second inspector to serve our municipalities pending approval from their Council.

Adopted

**8. Public Works**

A. PRABAM

175-2023 It is moved by Councillor Morris that the I.D.G get quotes to finish the basement renovations in winter 2024 and submit them to Council for approval.

Adopted

B. Lawn mower purchase

176-2023 It is moved by Councillor Edwards that the I.D.G. obtain quotes for a zero-turn lawnmower.

Adopted

C. T.N.O. Contribution

177-2023 It is moved by Councillor Bradshaw that the Municipality of Sheenboro no longer contribute the amount requested by the MRC for the maintenance of roads in the TNO in 2024 as the road is non-municipal.

**9. Public Security**

A. P.O.F.D.

**Fire Organizational and Pay Structures:**

178-2023 It is moved by Councillor Agnesi to adopt the new organizational structure.

179-2023 It is moved by Councillor Bradshaw to adopt the Firefighters promotion policy (internal).

180-2023 It is moved by Councillor Brennan to adopt the new pay structure for Firefighters, with overtime for local civil emergencies.

**Training Requirements 2024:**

181-2023 It is moved by Councillor Shea to approve 4 new officers training

182-2023 It is moved by Councillor Edwards to approve the 8 water rescue and 8 jaws of life courses with the M.R.C. Pontiac.

**2024 Budget:**

183-2023 It is moved by Councillor Morris to approve the proposed 2024 budget – no increase from last year at 275 000.00 \$

**Traffic Control:**

184-2023 It is moved by Councillor Brennan to engage the local public work/roads departments for traffic control and during call-outs within the urban perimeter.

Adopted

**10. Correspondence**

None.

**11. Varia**

None.

**12. In- Camera Session**

None.

**13. Out of Camera**

None.

**14. Date of the next meeting**

The next meeting will be the Special Budget meeting on Decembre 11<sup>th</sup> 2023 at 6:30 P.M.

**15. Closing of meeting**

185-2023

Moved by Councillor Agnesi that the meeting be adjourned at 8:01 PM.

Adopted

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Director General

\_\_\_\_\_  
Mayor / Secretary Treasurer

I, *Doris Ranger, mayor*, 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.