

MINUTES

Council meeting - Municipality of Sheenboro

Location: 59, Sheen road, Sheenboro

Date: 07-01-2019 Time: 7:30 PM

Attendance	Р	R/A	Attendance	Р	R/A
Doris Ranger	Х		Elaine Déry		Х
Karen Shea		Х	Lawrence Gleason		Х
John Brennan	X		Lorna Brennan Agnesi		Х
Richard Bradshaw	Х		Dick Edwards		Х

Agenda Items	Discussion
1. Call meeting to order	Mayor Mrs. Doris Ranger calls meeting to order at 7:31 PM.
2. Approval of Agenda	All members have received and read the Agenda. It is suggested to add the following items: 6.12 Foreman report; 10.2 Prudent proposal; 12.1 Police costs. 01-07-01-2019 Approval of the Agenda Moved by Mrs. Lorna Brennan Agnesi to approve the Agenda as modified. Adopted unanimously
Declaration of conflict of interests	No member declares a conflict of interests.
4. Approval of the Minutes: December 3th 2018; December 3th 2018 – special meeting	All members have received and read the minutes. The members consider it in line with the deliberations that took place. 02-07-01-2019 Approval of the minutes: December 3 th 2019 Moved by Mr. Richard Bradshaw to approve the minutes of December 3th 2018 as presented. Adopted unanimously
	03-07-01-2019 Approval of the

	minutes: December 3 th 2019 – special meeting Moved by Mr. Richard Bradshaw to approve the minutes of December 3th 2018 – special meeting as presented. Adopted unanimously
5. Questions from the public and	
visitors - Mrs. Nancy Gleason	Mrs. Gleason is asking if the municipality is in debt.
	Modification: She asking about the posting on the WEB site of the list of the contracts with an expenditure over 2,000 \$ with a same contractor when all of these contracts has a total more than 25,000 \$.
	Answer: The information is not on the WEB site yet but will be.
	Answer: A credit line was used to pay the costs of the TECQ grant 2014-2017. These costs are guaranteed by a grant offer by the Government. The municipality is waiting for a payment for this grant as well as for the 2017 road maintenance grant. The payment thereof is late because the audit was finalized in November 2018. The Financial Statements show that the municipality has had a surplus in 2017. The projections to the end of 2018 showed a surplus – information not confirmed and audited.
6. Administration	
6.1 Payment of the bills	All members have received the list of bills to pay.
	04-07-01-2019 Payment of the bills Moved by Mr. Lawrence Gleason to pay the bills of the month as listed.
	Adopted unanimously
6.2 Credit card	05-07-01-2019 Credit card Moved by Mr. Lawrence Gleason to mandate the Director General to make a request with the Centre financier Desjardins aux entreprises for a credit card for the municipality of Sheenboro with a limit of 15 000.00 \$. The main cardholders will be the Director General and the Mayor. The persons authorized to sign the documentation related to this

request are Mayor Mrs. Doris Ranger and the Director General Mrs. Élaine Déry. Adopted unanimously 06-07-01-2019 Student grant 6.3 Student Grant Moved by Mr. Dick Edwards to mandate the Director General to complete a grant application for a job during the summer 2019 for 35 hours per week for a total of 8 weeks, and to designate her to sign all the documents. Adopted unanimously 07-07-01-2019 Remuneration and 6.4 Remuneration and Salary Increase for Salary Increase for 2019 Moved by Mr. Lawrence Gleason to 2019 proceed with an increase of 2.0% of the Council members remuneration and of the employee wages, and this, retroactively to January 1, 2019. Adopted unanimously All members received the estimate to 6.5 Asbestos removal remove the furnace, ducts and asbestos. It is decided to postpone this work and plan these costs in a future budget. The accountant has not confirmed 6.6 TECQ grant whether the reddition de comptes was made by the auditor. A financial report was sent to CNL as well 6.7 CNL report as copies of invoices. This report was sent to the Council members. 08-07-01-2019 CNL report Moved by Mr. Dick Edwards to receive the CNL financial report. Adopted unanimously 09-07-01-2019 Membership renewal -6.8 Renewal of membership – FQM Moved by Mrs. Lorna Brennan Agnesi to mandate the Director General to renew the membership to the FQM for the year 2019 at a cost of \$948.98 plus taxes.

	Adopted unanimously
6.9 Membership to ADMQ	10-07-01-2019 Membership – ADMQ Moved by Mrs. Lorna Brennan Agnesi to mandate the Director General to pay an amount of \$887.00 plus taxes for its membership to the ADMQ for the year 2019. Adopted unanimously
6.10 Transfer site: Hours and Schedule	A calendar was produced for the days and the hours of operation for the year 2019. This calendar will be added on the WEB site.
	11-07-01-2019 Opening for the Civic holiday (Ontario) Moved by Mr. John Brennan to open the transfer site on Monday, August 5th, 2019.
	Adopted unanimously
6.11 Lease – Nature Preserve	Many questions are pending for this lease. An advice was asked to the insurance agent to find out if the municipality is covered for civil responsibilities, and, for the fire. It is recommended to send it to the lawyer for a legal advice.
6.12 Foreman report	12-07-01-2019 Foreman report Moved by Mr. Lawrence Gleason to request the foreman to present a summary of his weekly reports at the Council meeting.
	Adopted unanimously
	The foreman is accountable to the Director General and he will report to the Council.
7. Economic / Development	
7.1 F-16 By-Law	No resource is available to work on this project.
7.2 10 hectares	No resource is available to work on this project. The municipal inspector will check with the firm that produces the Planning By-Law if an English version is available. No electronic English version is available at the municipality. A By-Law project will require to translate all the needed information.

8. Environment	
	No Item on the Agenda.
9. Roads / Publics Works	
9.1 Purchase of signs	The Director General recommends the purchase of bumpy road signs to improve the signage on Sheen road. Problems have also been reported on Mountain road and Primeau Hill that may require such signs too.
	13-07-01-2019 Purchase of signs Moved by Mr. Lawrence Gleason to mandate the Director General to proceed with the purchase of 4 bumpy road signs.
	Adopted unanimously
9.2 Road names	A document and information are given by the Director General to the Council members to bring to their attention that there are problems with the names of roads in Sheenboro. Several are posted in English and this is illegal. Others do not conform to the names registered at the Commission de toponymie du Québec. Mr. John Brennan and Mr. Richard Bradshaw will be working on this issue.
10. Public security / Emergency Plan	
10.1 Off road emergency	A meeting will be held on January 15th, 2019, with Mr. Julien Gagnon from the MRC about the Off-road emergency plan. The MRC would like to sign an agreement with the municipality to use its side-by-side, store a snowmobile in the municipal garage and share some of the costs.
10.2 Prudent proposal	A proposal was received by the Prudent firm to help update the emergency plan. The municipalities of Chichester and Allumettes Island would like to hire this firm and share the cost between the three municipalities.
	14-07-01-2019 Prudent proposal Moved by Mr. Dick Edwards that the municipality should be assured to have the financial resources, an emergency

Adopted unanimously
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No Item on the Agenda.
A letter was received and shared with the Council members that the police costs will be \$ 60 085,00 for the year 2019.
No Item on the Agenda.
All Items on the agenda were discussed. Closing of the meeting is requested.
15-07-01-2019 Closing Moved by Mr. Dick Edwards to close the meeting at 10:15 PM.
Adopted unanimously
Mayor – Mrs. Doris Ranger:
Director General – Mrs. Élaine Déry: