June 10, 2025

A regular meeting of Shawville Council was called to order by Mayor Bill McCleary,

at the town hall at 7:30 p.m., June 10, 2025, with Councillors, Richard Armitage,

Julien Gagnon, Bill Hobbs, Brent Leach, Katie Sharpe and Denzil Yach as well as

Crystal Webb, Director General.

Councillor Brent Leach motivates his absence

Councillor Bill Hobbs motivates his absence

* 1. Moved by Julien Gagnon and resolved that the agenda be adopted. Carried unanimously.

1. Adoption of Agenda
2. Adoption of Minutes

A) Regular Meeting May 13, 2025 (Res.)

B) Special Meeting May27, 2025 (Res.)

3. Visitors Question Period

1. Accounts presented for approval (Res.)
2. Awarding of Road Patching Services Contract – 2025 (Res.)
3. Purchase Brush Hog (Res.)
4. Adoption of Purchased Items for Phase 2 Mill Dam Park (Res.)
5. Shawville Arena
6. Purchase Items for the Shawville Arena (Res.)
7. Adoption of Alcohol Permit Policy (Res.)

9. Subdivision Plan for lot number 5638178 located on Princess Street (Res.)

10.. FQM Convention (Res.)

11. Approval of Fireworks Expenditure – 2025 Event (Res.)

12. Hire (2) Summer Students (Res.)

13. Solar Powered Pedestrian Crossing Lights and

Speed Radar (Res.)

14. Correspondence

15. Committee Report

16. Adjournment

79-25 Moved by Richard Armitage, and resolved that the minutes of May 13, 2025, be adopted. Carried unanimously.

80-25 Moved by Katie Sharpe, and resolved that the minutes of May 27, 2025, be adopted. Carried unanimously.

Visitors Question Period

Linda Davis attends the council meeting to discuss the “renewable solar energy”

Christine Armitage attends the meeting re. sidewalk on Main Street, Abattoir, kitchen rental and garbage on 7th line

Téa Allaire attends the meeting to observe.

Hayley Pilon attends the meeting to discuss streetlights and dog waste bins,

Georgia Golfinobouios attends the meeting to discuss Transpo Action and places to stay during the Shawville Fair it was mentioned Emma Judd has a Bed and Breakfast

Accounts presented for approval

|  |  |
| --- | --- |
| A&C Auto Parts | 853.09 |
| Belair, Daniel | 1 325.89 |
| Bell Mobility | 327.99 |
| Bensons | 46.84 |
| Biblio | 30.12 |
| Les Enterprises Brian Stanton Ltee | 3 983.89 |
| Calumet Media Inc. | 57.49 |
| Canadian Tire | 109.20 |
| Cimco | 6 884.48 |
| Consult'eau | 208.11 |
| Core Gaz Industries | 229.95 |
| Crush Waste Management | 11 990.97 |
| Desjardins-Insurance | 6 573.73 |
| Deveau | 3 668.81 |
| Emco Waterworks | 3 576.31 |
| Eurofin | 1 193.45 |
| Fillogreen | 24 075.16 |
| FQM | 597.01 |
| Gary Garage Door Installation Ltd. | 350.00 |
| Hayes Manufacturing | 1 967.05 |
| W.A. Hodgins | 922.98 |
| Homegrown Garden Centre | 853.69 |
| Huckabones Equipment | 412.45 |
| Hydro-Quebec | 26 204.51 |
| J&J Grocery | 617.79 |
| Konica Minolta | 277.09 |
| LeBlanc et Assoc. | 1 341.39 |
| Mastercard | 5 950.47 |
| Municipality of Clarendon | 9 217.00 |
| O'Malleys Equipment | 219.55 |
| Petro Pontiac | 111.38 |
| Petty Cash | 133.00 |
| PG Solutions | 75.58 |
| Plomberie Environd Inc. | 885.31 |
| Pontiac Printshop | 1 197.55 |
| R.E.M. | 1 619.36 |
| Receiver General of Canada | 8 210.68 |
| Revenu Québec | 21 507.09 |
| Robinson's Filter Solutions | 625.97 |
| Shawville Ford | 316.36 |
| Sheppard, Lori | 593.24 |
| SSQ Financial Group | 3 303.34 |
| Superior Propane | 927.84 |
| T&J Refrigeration Inc. | 143.72 |
| Tango | 7 588.35 |
| Telebec | 451.05 |
| Telus | 436.26 |
| Valu-Mart | 899.51 |
| Viking | 1 471.68 |
| WEPC | 125.32 |
| Zimmerling, Roy | 200.00 |
|  | **$ 164 889.08** |
|  |  |

Certificate of Availability of Funds

I, the undersigned, Assistant Director General of the Municipality of Shawville, hereby certify that funds are available for the expenses incurred in the accounts listed above.

Signed at Shawville, Quebec this 10th day of June 2025

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Crystal Webb, (Director General)

81-25 Moved by Richard Armitage and resolved that the Council of the Municipality of Shawville authorize the payment of the accounts for the month of May in the amount totalling $164 889.08. Carried unanimously.

**WHEREAS** the Municipality issued a Request for Quotation (RFQ) for road patching services to streamline procurement and ensure timely and cost-effective road maintenance.

**WHEREAS** three (3) quotations were received and reviewed in accordance with municipal procurement standards.

**WHEREAS** the quotation submitted by Jason Hynes Construction was found to be the lowest compliant bid and meets all technical and financial requirements outlined in the RFQ.

82-25 **THEREFORE** it is moved by Denzil Yach and resolved that the Council hereby accepts the quotation submitted by Jason Hynes Construction for the provision of road patching services. The work shall commence on June 10, 2025, and the agreement shall apply exclusively to the 2025 calendar year. Carried unanimously.

**WHEREAS** the Municipality has identified the need for a brush hog to support ongoing maintenance activities in various departments, including streets, beautification, and parks.

**WHEREAS** the proposed purchase of the brush hog is in the amount of $2,600.00.

**WHEREAS** it is proposed that the cost of the equipment be allocated as follows:

* 50% to the Street Department
* 25% to Beautification
* 25% to Parks

83-25 **THEREFORE** it is moved by Richard Armitage, that the Council of the Municipality of Shawville authorizes the purchase of a brush hog in the amount of$2,600.00 payable to Joanne Pronovost. Carried unanimously.

**WHEREAS** the municipality is undertaking Phase 2 of the development of Mill Dam Park to enhance public use.

**WHEREAS** quotations and pricing have been received for the purchase of park

equipment, construction materials, and installation services necessary for this phase.

84-25 **THEREFORE,** it is moved by Julien Gagnon that theCouncil of the Municipality of

Shawville approves the following purchases and installations for Mill Dam Park Phase 2, through the FRR Volet 2 grant in the amount of $47,388.00 subject to applicable taxes and within the approved budget: Carried unanimously.

1. **The Best Adirondack Chair Company**
   * High-quality Adirondack chairs
   * Cost: $3,959.00
   * Custom Logo: $600.00
   * **Total: $4,559.00 + taxes**
2. **Uline Canada**
   * Four (4) Metal Picnic Tables

2 units @ $1,533.00 = $3,066.00

2 units @ $1,507.00 = $3,014.00

* + **Total: $6,080.00 + taxes**

1. **Amazon**
   * Ten (10) Solar Lights
   * **Total: $4,000.00 + taxes**
2. **Nova Pole Industries**
   * Five (5) Steel Poles for Lighting
   * **Total: $9,250.00 + taxes**
3. **Guillevin International**
   * Five (5) Commercial-Grade LED Lights
   * **Total: $4,125.00 + taxes**
4. **Pontiac Electric**
   * Electrical installation and wiring
   * **Total: $4,874.00**
5. **Home Hardware**
   * Materials and supplies for the Observation Deck
   * **Total: $4,500.00**
6. **Blue Heron Construction**
   * Fabrication and installation of park access stairs
   * **Total: $10,000.00.** Carried unanimously.

**WHEREAS** the Shawville Arena requires calcium brine for operational purposes;

**WHEREAS** a quote has been received from Cimco (Quote #BP250186) in the amount of $1,798.59 plus applicable taxes.

**WHEREAS** this expenditure will be allocated to ledger number 02-70130-649 – Arena Parts and Accessories.

85-25 **THEREFORE** it is moved by Richard Armitage and resolved that the Council of the Municipality of Shawville authorizes the purchase of calcium brine from Cimco in the amount of $1,798.59 plus taxes. Carried unanimously.

**WHEREAS** maintenance is required for the Shawville Arena’s equipment, including an oil change and gasket replacement.

**WHEREAS** a quote has been received from Cimco (Quote #MW250108) in the amount of $3,197.00 plus applicable taxes.

**WHEREAS** this expense will be charged to ledger number 02-70130-649 – Arena Parts and Accessories.

86-25  **THEREFORE** itis moved by Denzil Yach and resolved that the Council of the Municipality of Shawville authorizes the oil change and gasket replacement service from Cimco in the amount of $3,197.00 plus taxes. Carried unanimously.

**WHEREAS** the Shawville Arena requires replacement glass for maintenance and

safety purposes.

**WHEREAS** a quote has been received from Robert Boileau Inc. (Quote #54618) in

the amount of $1,100.55 plus applicable taxes.

**WHEREAS** the expenditure will be charged to Account Number 02-70130-522 – (Arena Building Repairs & Maintenance).

87-25 **THEREFORE** It is moved by Julien Gagnon and resolved that the Council of the

Municipality of Shawville authorizes the purchase of replacement glass from

Robert Boileau Inc. in the amount of $1,100.55 plus taxes. Carried unanimously.

**WHEREAS** the sprinkler system at the Shawville Arena requires urgent repairs including:

* Replacement of the clapper assembly for the dry valve
* Repair or replacement of the air maintenance device
* Replacement of dry pendant at the main entrance vestibule and repair of existing leak
* Investigation and clearing of ice blockages at the drum drip and low points, including flushing as necessary

**WHEREAS** a quote has been received from Viking Fire Protection (Quote #: KTurcotrte-50642) for the total amount of $6,410.00 plus applicable taxes.

**WHEREAS** this quote has been reviewed and shared with the Pontiac Agricultural Society,

88-25 **THEREFORE** it is moved by Julien Gagnon and resolved that the Council approves the work to be carried out by Viking Fire Protection as per Quote #KTurcotrte-50642; for the total cost of $6,410.00 plus taxes and the work be charged to Account Number 02-70130-522 (Arena Building Repairs & Maintenance). It is also resolved that the PAS will be responsible for half the cost. Carried unanimously.

**WHEREAS** the situation requires immediate investigation and response to ensure the safety and proper functioning of the facility.

**WHEREAS** the firm CIMCO Refrigeration, which is qualified and familiar with the arena's systems, is available to perform the required work on a time-and-material basis, with costs to be determined upon completion.

89-25 **THEREFORE** it is moved by Richard Armitage, that the council of the Municipality of Shawville authorizes CIMCO Refrigeration to proceed immediately with the investigation and necessary safety measures related to the suspected ammonia leak at the arena; the work shall be carried out on a time-and-material basis, with a report on findings and costs to be submitted to Council upon completion. Carried unanimously.

90-25 Moved by Richard Armitage, that the Council of the Municipality of Shawville authorizes a 5% increase in ice rental rates for the 2025-2026 season, consistent with the rate adjustment made in the previous year. Carried unanimously.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Ice Rental Rates 2025-2026 | | | | |
| **Resolution #** | | | | |
| League | Price | GST | PST | Total |
| Shawville Minor Hockey | 152.85 | 7.65 | 15.25 | 175.75 |
|  |  |  |  |  |
| M.A.H.G. | 86.40 | 4.32 | 8.62 | 99.34 |
| Friday 6:00 p.m. – 7:00 p.m. |  |  |  |  |
| Saturday 9:00 a.m. – 10:00 a.m. |  |  |  |  |
|  |  |  |  |  |
| Shawville Figure Skating Club | 152.85 | 7.65 | 15.25 | 175.75 |
|  |  |  |  |  |
| Canskate | 86.41 | 4.32 | 8.62 | 99.35 |
| Monday 6:00 p.m. – 7:00 p.m. |  |  |  |  |
| Wednesday 6:00 p.m. – 7:00 p.m. |  |  |  |  |
| Outside Minor Hockey Associations | 187.19 | 9.37 | 18.68 | 215.24 |
|  |  |  |  |  |
| Recreational Hockey | 241.45 | 12.08 | 24.09 | 277.62 |
|  |  |  |  |  |
| Outaouais Senior A Hockey League | 241.45 | 12.08 | 24.09 | 277.62 |
|  |  |  |  |  |
| CPJHL Hockey Academy | 170.57 | 8.53 | 17.02 | 196.12 |
| \*Practice rate for CPJHL Hockey Academy is $74/hour (no tax) |  |  |  |  |
|  |  |  |  |  |
| Tournaments | 159.48 | 7.98 | 15.91 | 183.37 |
| Flying Elbows, Darcy Findlay, etc. |  |  |  |  |
|  |  |  |  |  |
| Pontiac Provincial Tournament | 152.85 | 7.65 | 15.25 | 175.75 |
| Atom/Pee Wee, Midget/Bantam |  |  |  |  |
|  |  |  |  |  |
| Dr. S. E. McDowell & PHS | 96.37 | 4.82 | 9.62 | 110.81 |
|  |  |  |  |  |
| MRC Pontiac/Senior Hockey | 152.85 | 7.65 | 15.25 | 175.75 |
|  |  |  |  |  |
| Afternoon Rate (Monday – Friday) | 152.85 | 7.65 | 15.25 | 175.75 |
|  |  |  |  |  |
| Public Skating Sponsorship - per session | 63.68 | No Tax | | 63.68 |
| Tuesday, Saturday & Sunday |  |  |  |  |
| Birthdays, Family Rentals & Holidays | 110.00 | No Tax | | 110.00 |
|  |  |  |  |  |
| Shinny Hockey | 10. 00 | No Tax | | 10.00 |
| Amount per player ($110 minimum charge) |  |  |  |  |
| User Fees | 250.00 | No Tax | | 250.00 |

91-25Moved by Julien Gagnon, that the council of the Municipality of Shawville authorizes to adopt the alcohol policy for the Shawville arena. Carried unanimously.

**WHEREAS** the property identified as Lot No. 5 638 178, located on Bristol Street, is subject to a proposed subdivision plan.

**WHEREAS** the Planning Advisory Committee has reviewed the proposed subdivision and recommends its approval.

92-25 **THEREFORE** it is moved by Richard Armitage, that the Council of the Municipality of Shawville hereby accepts the recommendation of the Planning Advisory Committee and approves the proposed subdivision plan for Lot No. 5 638 178, located on Bristol Street., as submitted. Carried unanimously.

**WHEREAS** the Fédération Québécoise des Municipalité (FQM) Convention will be held from September 25 to 27, 2025, in Quebec City, offering valuable workshops and networking opportunities relevant to municipal governance.

**WHEREAS** it is proposed that representatives of the Municipality of Shawville attend the convention to gain insights beneficial to municipal operations.

**WHEREAS** the total estimated cost for travel, accommodation, and registration is within the approved budget of $6,500.00 under Account Number 02-11000-31

93-25 **THEREFORE** it is moved by Richard Armitage, that the Council authorizes the attendance of two council members at the 2025 FQM Convention in Quebec City from September 25 to 27, 2025. Carried unanimously.

**WHEREAS** the Municipality of Shawville has received a quotation in the amount of $20,000.00 plus applicable taxes for the provision of fireworks for the upcoming 2025 event.

94-25 **THEREFORE** it is moved by Katie Sharpe, that the council of the Municipality of Shawville approves the expenditure of $20,000.00 plus applicable taxes for the fireworks display. Carried unanimously.

95-25 Moved by Julien Gagnon, that the council of the Municipality of Shawville authorizes to hire Lincoln Dubeau and Blake McGee through the 2025 summer student grant. Carried unanimously.

96-25 Moved by Richard Armitage, that the council of the Municipality of Shawville authorizes to accept quote number 83867 received from Signel for one speed sign in the amount of $4,074.12 plus taxes and quote number 83944 in the amount of $6,971.24 plus taxes for a solar powered pedestrian crosswalk light. Carried unanimously.

**Correspondence**

-Letter received from Shawville Lions Club re. Purchase and installation of 3 heat pumps in the Lions Hall

-Letter received from Chris Beimers and Melanie Duschesne re. Donation towards the silent auction

-Poster received from Parents’ Voice re. Donation towards the Park Party

97-25 Moved by Katie Sharpe, and resolved that the Council of the Municipality of Shawville hereby authorizes the donation of the following items for the silent auction at the Annual Canada Day Flea Market, with this year's proceeds going to support Dr. S.E. McDowell Elementary School:

* One hour of free ice time
* Two Shawville Fair ride passes
* Two Shawville mugs
* One municipal Shawville bag. Carried unanimously.

98-25 Moved by Richard Armitage, that the Council of the Municipality of Shawville hereby authorizes a donation in the amount of $1,500.00 to The Parent’s Voice. Carried unanimously.

**Committee Report**

Bill McCleary

Municipality of Clarendon re. Gift Cards Canada Day

Katie Sharpe

Fishing Derby

Richard Armitage

Pontiac Community Players

Julien Gagnon

Canada Day

Denzil Yach

Flowers – Vet’s Park

Grass Cutting

Veteran’s Park

99-25 Moved by Julien Gagnon, that the meeting be adjourned at 8:45 p.m.

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Mayor Director General