

July 22, 2026

A special meeting of Shawville Council was called to order by Pro Mayor Richard Armitage, at the Town Hall at 6:00 p.m., July 22, 2026, with Councillors, Julien Gagnon, Lyse Lacourse, Lisa Taylor, Inger Elliott and Katie Sharpe as well as Sandy Twolan Assistant Director General.

1. Call to Order
2. Arena condenser
3. New Business
 - 3.a) Mayor Resignation
 - b) Notice of Motion for Contract Management Bylaw 454
 - c) Committee changes
4. Mill Dam Park camera/internet options
5. Nomination of Acting Mayor
6. Final approval of Spending By-Law 387-2
7. Adjournment

174-26 Moved by Lyse Lacourse that the agenda be adopted with the following additions b) Notice of Motion for Contract Management Bylaw 454 and c) Committee changes and delete number 6 human resources. Carried unanimously.

Discussion: Arena Manager Wesley Tubman

Timeline for replacing condenser at the arena, changes to a new stand, potential circulation tank in ice plant and possible new door for the ice plant.

Discussion: Security Camera and internet service options for Mill Dam Park was delayed to a future Council meeting, pending pricing information.

Mayor Bill McCleary gave his letter of resignation dated July 15, 2026, to Sandy Twolan, Assistant Director General which was effective on Wednesday July 15th, 2026.

Councilor Julien Gagnon brought in a notice of motion to amend the By-Law Number 454 Contract Management

WHEREAS Council wishes to update the appointments to its committees and commissions from Res# 180-25; Richard Armitage steps down from the position of Pro-Mayor, Katie Sharpe is appointed as Pro Mayor.

It is also resolved that, in the absence of the Acting Mayor, Katie Sharpe may represent the Municipality at any sitting of the TNO Council or of the Regional Council of Mayors of the Pontiac MRC.

175-26 **THEREFORE** it is moved by Lisa Taylor, that the Council of the Municipality of Shawville approves the following Committees of Shawville Council starting July 22, 2026, changes.

1. Richard Armitage is removed as Chair of the Finance Committee.

2. Julien Gagnon is appointed Chair of the Finance Committee.
3. Lyse Lacourse is appointed as a member of the Finance Committee.
4. Richard Armitage steps down from the position of Pro-Mayor.
5. Katie Sharpe is appointed Pro-Mayor.
6. At the request of Katie Sharpe, she is removed from the Fire Commission.
7. Inger Elliott is appointed to the Fire Commission to replace Katie Sharpe. Carried unanimously.

COMMITTEES OF SHAWVILLE COUNCIL

Finance

Chairperson: Julien Gagnon and Lyse Lacourse

Environment, Public Works and Infrastructure

Chairperson: Julien Gagnon, Inger Elliott, and Katie Sharpe

Civil Protection and Fire:

Chairperson: Lisa Taylor, Inger Elliott and Julien Gagnon (alternate)

Library and Archives: Chairperson Inger Elliott and Lyse Lacourse

Planning Advisory Committee:

Chairperson: Lisa Taylor, Lyse Lacourse and Inger Elliott

Board of Directors for Senior Housing Chairperson: Lyse Lacourse

- 176-26 Moved by Julien Gagnon that the Council of the Municipality of Shawville hereby agrees on the Nomination of Richard Armitage as the Acting Mayor for the Municipality of Shawville. Carried unanimously.

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF SHAWVILLE
BY-LAW NUMBER 387-2
TO DELEGATE CERTAIN POWERS TO AUTHORIZE
SPENDING AND SIGN CONTRACTS

WHEREAS: the Municipal Code of Quebec grants to the local municipalities the power to adopt By-Laws to delegate to civil servant or employees of the municipality the power to authorize spending's and sign contracts in the name of the municipality;

WHEREAS: the council considers that it is in interest of the municipality, to ease up its operations, that such a By-Law be adopted;

WHEREAS: Richard Armitage brings in a notice of motion on June 09, 2026.

WHEREAS: In article 3: The spending and contracts for which the Director General or Assistant Director General receives a delegation of powers has been revised.

ARTICLE 1

This preamble is an integral part of this By-Law;

ARTICLE 2

The power to authorize the spendings and to sign contracts in the name of the municipality specifically foreseen in the present By-Law is delegated to the Director General or Assistant Director General.

ARTICLE 3

The spending's and the contracts for which the Director General or Assistant Director General receive a delegation of powers in the name of the municipality are the following ones:

The rental or purchase of merchandise or office goods up to a \$3,000.00 maximum amount for each spending or contract;

The spending's bound to the execution of repair works or maintenance which are not works of construction or improvement in the meaning of the Law on the municipal works (L.R.Q., c. T-14) up to a \$8,000.00 maximum amount for each spending or contract of emergency work

The spending for the supply of professional services or consulting fees up to \$3,000.00 maximum amount for each spending or contract.

ARTICLE 4

The Director General or Assistant Director General has the power to sign the necessary contracts to exercise the competence delegate to him or her by the present By-Law on behalf of the municipality.

ARTICLE 5

Any authorization of spending granted by virtue of the present By-Law, to be valid, must be the object of a certificate of the Director General or Assistant Director General indicating the availability of credits for this budget item.

No spending authorization or contract can be granted if the credit of the municipality is engaged for a period extending beyond the current financial year.

ARTICLE 6

The Director General or Assistant Director General who exercises spending power or sign a contract must file it in a report transmitted at the next council meeting.

ARTICLE 7

The payment associated to the spending and contracts concluded according to the present By-Law can be made by the Director General or Assistant Director General without any other

authorization, from the municipality' funds, and mention of such payment must be indicated in the report which he or she has to transmit to the Council according to article 961.1 of the Municipal Code.

177-26 **THEREFORE:** it is moved by Inger Elliott, and resolved that By-Law Number 387-2 in article 3 is amended as follows:

The rental or purchase of merchandise or office goods up to a \$3,000.00 maximum amount for each spending or contract;

The spending's bound to the execution of repair works or maintenance which are not works of construction or improvement in the meaning of the Law on the municipal works (L.R.Q., c. T-14) up to a \$8,000.00 maximum amount for each spending or contract of emergency work;

The spendings for the supply of professional services or consulting fees up to \$3,000.00 maximum amount for each spending or contract.

Final approval for By-Law number 387-2 was adopted as read at a Special Meeting of Council held July 22, 2026, will come into force according to law.

Acting Mayor

Ass't. Director General

178-26 Moved by Julien Gagnon that the meeting be adjourned at 6:14 p.m.

Acting Mayor

Ass't. Director General