

Minutes of the Meeting of the Council for the Municipality of Alleyn and Cawood held this **2nd day of September 2025**, 10 chemin Jondee, Danford Lake, Quebec, J0X 1P0.

PRESENT: Mayor Carl Mayer
Councillors Susan Tanner Guy Bergeron
Sidney Squitti James Giroux
Mona Giroux

The Director General, Isabelle Cardinal, and four (4) guests were also present.

- 1. Opening of Meeting**
Mayor Mayer acknowledges quorum and declares the meeting is officially opened at 6:30 P.M.
- 2. Recording of the Meeting**
Statement from the Director General
- 3. Declaration – Use of the Language of Choice**
The Declaration of use of language was read by Director General, Isabelle Cardinal.
- 4. Approval of Agenda**

123-09-2025

PROPOSED BY: Councillor James Giroux
And, resolved unanimously that the agenda be approved with additions.

Adopted

- 5. Declaration of Decorum**
The declaration of Decorum was read by Councillor Bergeron
- 6. Declaration of interest or conflict**
No declaration of interest or conflict
- 7. Approval of the Minutes**

Regular meeting held August 5thth, 2025

124-09-2025

PROPOSED BY: Councillor Squitti
And, resolved unanimously that the August 5th, 2025, minutes be approved with modifications.

Adopted

Business arising from Minutes.

8. QUESTION PERIOD

Angela Giroux gave a statement that she is eligible to be a candidate for the 2025 Municipal elections in a seat for council member.

Sidney Squitti is a Federal Government employee and has received permission from her employer to run as a mayoral candidate.

Claude Poussart attended the meeting and stated his gratitude and to the two (2) employees that rescued him on July 25, 2025.

Yvon Sicard attended to ask questions about the plowing of Lauzon road.

9. ADMINISTRATION

9.1 MRC Pontiac Report

Pro-Mayor Squitti provided a report regarding the MRC Pontiac meeting.
The report is annexed to these minutes.

9.2 FQM Congress

125-09-2025

PROPOSED BY: Councillor James Giroux

And, resolved unanimously that Councillors Bergeron and Squitti, as well as Director General Isabelle Cardinal, participate in the FQM Congress in Québec City, and that all expenses related to travel, meals, accommodation, and congress fees be covered by the Municipality.

Adopted

9.3 ERL 2023

MTQ Grant (ERL) - 2023

- WHEREAS** the Ministry of Transportation has awarded compensation of \$265,307 for the maintenance of local roads for the 2023 calendar year;
- WHEREAS** compensation is distributed to the municipality for the routine and preventive maintenance of local roads and bridges for which the municipality is responsible;
- WHEREAS** this resolution is accompanied by Annex A;
- WHEREAS** an external auditor will present, in the 2023 financial report, the duly completed account report;
- WHEREAS** the municipality must sign the documents required for this grant;
- FOR THESE REASONS,**

126-09-2025

PROPOSED BY: Councillor Bergeron

And resolved unanimously:

- THAT** the Municipality of Allevyn and Cawood inform the Ministry of Transport that the use of compensation is consistent with the objectives of the program;
- THAT** Mayor Carl Mayer and Executive Director Isabelle Cardinal be authorized to sign any required documents related to the 2023 MTQ Grant (ERL).

Adopted

9.4 Snowplowing of Balm of Gilead

127-09-2025

PROPOSED BY: Councillor Mona Giroux

And, resolved unanimously that Council approve the plowing of the municipal road Balm of Gilead by municipal employees for the 2025 – 2026 snowplowing season.

Adopted

9.5 Chemin Tranquillité

128-09-2025

PROPOSED BY: Councillor Bergeron

And, resolved unanimously that the name chemin 'Tranquillité' be approved by Council, and that the municipal inspector be authorized to proceed with the registration with the Commission de toponymie du Québec.

Adopted

9.6 Application to the Local Food Infrastructure Fund (LFIF): Small-Scale Projects (Intake 2)

- WHEREAS** the aging population of our community;
- WHEREAS** the interest expressed in establishing a food bank in the village of Danford Lake;
- WHEREAS** that some members of our community are vulnerable and face restrictions in accessing the services of a food bank;
- WHEREAS** that there are currently no food banks within a radius of 45 minutes to 1 hour;

129-09-2025

PROPOSED BY: Councillor Squitti

And, resolved unanimously

- THAT** the Municipality of Alleyn and Cawood approve the submission of an application for financial assistance under the *Local Food Infrastructure Fund (LFIF): Small-Scale Projects (Intake 2)*, for the purpose of establishing a food bank in the village of Danford Lake;
- THAT** the Municipality authorizes the Director General, Isabelle Cardinal, or the Special Projects Coordinator, Sheila Emon, to sign any and all documents relating to this application for funding on behalf of the Municipality;
- THAT** the Municipality commits to donating \$1,000 annually for the purpose of stocking the food bank.

Adopted

9.7 Sponsorship Pagan Falls Rapids Hockey Team

130-09-2025

PROPOSED BY: Councillor Squitti

And, resolved unanimously that Council approve the sponsorship of the Local hockey team the Pagan Falls Rapids again this year.

Adopted

9.8 Request for Service for By-Law 004-2025

- WHEREAS** under Section 70 of the *Municipal Powers Act* (C-47.1), a local municipality may intervene in the maintenance of a private road with the tolerance of the owner or occupant, upon request by the majority of the owners or occupants living alongside;

- WHEREAS** under Sections 244.1 and following the *Municipal Taxation Act* (F-2.1), a municipality may, by a by-law, provide that a good or service be financed through user fees;
- WHEREAS** the municipality wishes to establish an administrative framework allowing the financial management of snow removal on certain private roads at the request of concerned residents;
- WHEREAS** notice of motion was duly given by Councillor James Giroux at the meeting held on June 2, 2025;
- WHEREAS** this by-law was duly adopted at the municipal council meeting held on July 7, 2025, by Councillor Tanner and have resolution # 105-07-2025;

131-09-2025

PROPOSED BY: Councillor Tanner
And, resolved unanimously;

THAT this by-law aims to regulate the conditions under which the Municipality of Allevyn-et-Cawood will assume the financial management of maintenance and snow removal on private roads at the request of residents.

- THAT** the municipality may manage the snow removal and maintenance of a private road when the following conditions are met:
- a **written request signed by at least 51% of the owners** of residential properties bordering the road is submitted to the municipality before **October 1** of each year;
 - written **approval from the owner of the private road** is provided. If the owner does not give their consent, the request will not be considered;
 - a **quotation** issued by a contractor chosen by the residents is attached to the request;
 - the request must be renewed annually with a new quotation.

THAT only owners of lots with a residence will be charged; vacant lots will not be billed.

- THAT** the municipality may:
- Accept the submitted quotation and mandate the contractor to carry out maintenance and/or snow removal;
 - Add **administrative fees equal to 10%** of the total invoice amount;
 - Allocate the total cost (including administrative fees) **among owners of residential properties bordering the private road** as user fees.

THAT amounts will be collected from the concerned owners in accordance with the *Municipal Taxation Act*. These fees will be included in the municipality’s tax roll.

THAT a model letter to be used by owners for the written request is attached to this by-law as

THAT this by-law comes into force according to the law.

Adopted

9.9 Grant for Archives
132-09-2025

PROPOSED BY: Councillor Tanner
And resolved unanimously that the municipality applies for funding to organize our archives.

Adopted

9.10 Telus Pilot Program
133-09-2025

PROPOSED BY: Councillor James Giroux

And, resolved unanimously that the municipality of Alleyn and Cawood agree to participate in the Power Fleet GPS Tracking System Pilot Project for municipal vehicles to evaluate its function, coverage, and overall suitability for municipal operations.

Adopted

9.11 Fire Services
134-09-2025

PROPOSED BY: Councillor Squitti

And, resolved unanimously that the municipality will opt out of the study.

Adopted

10. FINANCE

Accounts paid for the month of August \$70,696.18

135-09-2025

PROPOSED BY: Councillor Tanner

And, resolved unanimously that the list of accounts paid for the month of August 2025 in the amount of \$70,696.18 be approved.

Adopted

Accounts payable for the month of August \$31,511.25

136-09-2025

PROPOSED BY: Councillor Bergeron

And, resolved unanimously that the list of accounts payable for the month of August 2025 in the amount of \$31,511.25 be approved.

Adopted

Petty Cash for the month of August \$169.95

137-09-2025

PROPOSED BY: Councillor Mona Giroux

And, resolved unanimously that the list of expenses for the month of August 2025 in the amount of \$169.95 be approved.

Adopted

10.4 Snowplowing of Tanner

138-09-2025

PROPOSED BY: Councillor James Giroux

And, resolved unanimously that Council approve the plowing of the municipal road Tanner by municipal employees for the 2025 – 2026 snowplowing season.

Adopted

11. ADMINISTRATION / FINANCE & COMMUNICATION & HR

Councillors Mona Giroux and Sidney Squitti

Councillor Squitti gave the report.

12. URBANISM & ENVIRONMENT

Councillors Mona Giroux, Susan Tanner, and Sidney Squitti

The results of the RSVL program will be on our Municipal website.

13. PUBLIC WORKS & PUBLIC SECURITY

Councillors Guy Bergeron & James Giroux

Councillor Jim Giroux reported that 2.7 km on Balm of Gilead has had gravel applied and work on chemin Presley is to come.

Councillor Squitti noted that there was a significant increase in traffic and speeding along Highway 301 during the early morning hours over the weekend. She suggested that Council consider installing a pedestrian crosswalk near Henry Heeney Memorial Park to improve public safety. She also emphasized the need for an increased police presence within the village. If the Sûreté du Québec detachment in Campbell's Bay is unavailable due to commitments such as the Shawville Fair, she recommended requesting assistance from the Maniwaki detachment, as has been done successfully in the past.

Councillor Bergeron also indicated a white pick up passed him on the 301 at the entrance of the park.

14. MUNICIPAL PROPERTIES & MONT O'BRIEN

Councillors Sidney Squitti & Guy Bergeron

Councillor Bergeron stated a lot of work has been done on the Mont O'Brien site and inquired when the outhouses and garbage containers are going to be installed.

Councillor Squitti stated that the cement pad at Henry Heeney Memorial Park will be installed in the fall and construction on the pavilion will commence tentatively in the spring 2026.

15. SUMMER CAMP, LEISURE, LIBRARY & YOUTH

Councillors Mona Giroux, Susan Tanner & Sidney Squitti

Councillor Squitti reported that the Danford Lake Summer Camp was a great success. She advised that discussions are underway regarding the possibility of expanding programming to include camps during the November school break and March break. Before proceeding, Councillor Squitti recommended conducting a community survey to gauge interest and determine whether there is sufficient demand for these additional programs.

16. ASSOCIATIONS (Seniors, Bethany Hall, Churches, Cenotaph, Cottages, and Recreation)

Councillors Mona Giroux, Sidney Squitti and Guy Bergeron

Councillor Squitti gave an update on the Bethany Hall.

17. NEW BUSINESS

18. CORRESPONDANCE

- Barbara Foster submitted an inquiry regarding the stop sign at the intersection on Chemin Cawood.

- Stephanie Milford submitted correspondence regarding garbage collection services.

19. QUESTION PERIOD

Angela Giroux had questions regarding the following agenda items:
ERL 2023
Food Bank
MOB

20. MISCELLANEOUS

Councillor Bergeron gave notice of motion of his intention to introduce a by-law prohibiting the use of motorized boats on O'Brien Lake.

I, Isabelle Cardinal, Secretary-Treasurer for the Municipality of Allevyn and Cawood do hereby certify there are sufficient funds to cover the following resolutions:

21. ADJOURNMENT

138-09-2025

PROPOSED BY: Councillor James Giroux

And, resolved unanimously that the meeting be adjourned at 7:50 p.m.

Adopted



Carl Mayer, Mayor



**Isabelle Cardinal, Director General
and Secretary Treasurer**