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**MINUTES OF PROCEEDINGS OF THE MEETING OF THE GENERAL COMMITTEE OF COUNCIL OF THE CITY OF WESTMOUNT HELD AT CITY HALL ON MARCH 7, 2016 AT 6:08 P.M. AT WHICH WERE PRESENT:**

Chair	Philip A. Cutler
Mayor	Peter F. Trent
Councillors	Victor M. Drury Nicole Forbes Cynthia Lulham Patrick Martin Christina Smith Theodora Samiotis
Absent	Rosalind Davis
Administration	Sean Michael Deegan, Director General Martin St-Jean, Director of Legal Services and City Clerk
Recording Secretary	Andrew Brownstein

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**GENERAL COMMITTEE AGENDA**

**Adoption of the General Committee Agenda of March 7, 2016**

**It was agreed** that the Agenda of the March 7, 2016 meeting of the General Committee of Council be adopted.

**Confirmation of Minutes of the Meeting of General Committee Held on February 15, 2016**

The Minutes of the General Committee of Council's meeting held on February 15, 2016 were adopted with corrections.

**Business arising from the Minutes of the Meeting of General Committee Held on February 15, 2016**

Councillor Lulham informed Council that on the City's 2016 Action Plan for Handicapped Persons, a small icon has been included next to each establishment that is handicap-accessible in order to identify them as such.

The Director General reported to Council that Councillor Cutler was ultimately unable to attend the Parking Industry Exhibition. Accordingly, the expenditure allocated to cover the travel, accommodation, and expenses for his attendance at the conference was not needed.

Director General Deegan informed Council that although the General Committee's March 21<sup>st</sup> meeting has been cancelled, an update on the greenhouses will be presented to them at the brief meeting that will be held to discuss the permits that will be submitted for Council's approval. In the interim, Councillor Lulham reported to Council that the consulting firm will carry out its study on the state of the greenhouses later that week or the following week, as soon as there are five concurrent days during which the temperature will be above 5°C, without precipitation or strong winds. She added that the City has been in contact with several companies that could undertake the greenhouses' restoration and maintenance. This should allow for the contracting of such services to be done in a timely manner once the required work is established.

Councillor Cutler informed Council that since the *Westmount Independent's* publication of its article on the prospective repurposing of the former train station, the City has received roughly 10 inquiries from individuals and groups wishing to get involved in the project. He reported that one interested group had already begun working with a West Island *Centre local de développement*, but their project was discontinued when the CLD was closed. Councillor Cutler recommended proceeding with a request for proposals in the wake of this expression of public interest.

The Director General responded that M<sup>e</sup> Nicole Dobbie, Assistant City Clerk, has requested further specifications to guide the drafting of a request for proposals. The Mayor noted that he sent an email with his suggestions of at least three conditions for the train station's prospective new use to the Director General. Councillor Samiotis inquired as to whether a request for proposals can be made prior to amending the zoning. The Director General responded that the administration is looking into the matter.

### **Items from the Council Agenda to be discussed in General Committee**

Councillor Lulham presented a plan for the refurbishment of the portion of Summit Circle that is closed to vehicular traffic. Further to concerns expressed by some residents, Councillor Lulham recommended that the new trail be treated as separate from Summit Woods in the sense that dogs will be required to be kept on leash. She noted that the City should seek to encourage all residents' use of the area. Councillor Forbes agreed. Mayor Trent agreed, adding that such a policy will ensure dog-owners and others who are less comfortable with dogs have their respective space.

- **It was agreed** that Councillor Lulham will present the plan for the refurbishment of the pedestrian-only portion of Summit Circle under "Councillors' Reports" at that night's Council sitting. She will specify the City's policy to treat the path as a distinct pedestrian trail from those in Summit Woods in the sense that dogs will be required to be kept on leash.

Further to Councillor Drury's inquiry, Councillor Lulham confirmed that there will be signage at the entrances of the trail indentifying the area as "Summit Circle Trail" and indicating that dogs must be kept on leash.

Councillor Martin informed Council that Item 18.1, "Parking Regulations – Marianopolis and ECS School", has been modified to refer only to Marianopolis College.

Councillor Martin noted that Item 24.2, "By-law on Parking – Notice of Motion," refers to distinct rates east of Wood Avenue and west of Wood Avenue, but neither parking zone is described to include Wood Avenue.

Councillor Martin reported to Council that currently, the public can only obtain the General Committee's minutes through the Westmount Municipal Association.

- **It was agreed** that the General Committee's minutes will be made available on the City's website.

Councillor Martin noted that the Council minutes often indicate that a certain document is "submitted herewith" when it is not in fact made available to the public even at the Council meeting. M<sup>e</sup> St-Jean responded that the minutes will henceforth indicate that a document was "tabled" at the Council meeting.

The Mayor noted that for added clarity, Item 24.1, "By-law to further amend By-law 1318 on Tariffs – Notice of Motion," would be best accompanied by a document specifying the tariffs being increased, or a copy of the existing By-law 1318. M<sup>e</sup> St-Jean explained that the tariffs for access to documents requests and marriages are being increased in accordance with the maximum rates established by the provincial government. He affirmed that neither of these tariffs is prohibitive.

Councillor Lulham inquired as to the status of the fund that was created when the City began providing marriage services at City Hall under Mayor Karin Marks. Councillor Forbes added that the fund was intended at the time to finance public art. The Director General responded that he will provide Council with a report on the status of the fund.

Director General Deegan pointed Council's attention to Item 13, "Public Works – Tenders by Invitation." He informed Council that while last year, some seasonal contracts received only one bid, particularly the City's lawn mowing and tennis court maintenance, three bids were received this year for these contracts.

### **Council Question Period Follow-up**

The Director General reported to Council that the Mayor provided Mr. John Fretz with the information he requested.

## **ITEMS FOR DISCUSSION / DECISION**

### **PAY-BY-PLATE PARKING METERS**

Mr. Claude Vallières, Division Head – Information Technologies, and Mr. Greg McBain, Director of Public Security, joined the meeting at 6:52 p.m.

Mr. Vallières informed Council that the new pay-by-plate parking meter system is scheduled to be in place on May 2<sup>nd</sup>.

He explained the new functions required in order to support the two zones. In order to avoid limiting motorists from parking their vehicles in a second or third location after having paid for parking, the amount of money remaining for the unused time is to be converted according to the parking rate in the next parking location. Mr. Vallières explained that the Mackay pay stations and the Passport mobile application are being adapted accordingly. He demonstrated the Passport application's developers' recommendation to include "Additional Zones" at the bottom of the screen, providing the converted amount of time to show how much time he has paid for in the other zone should he move his vehicle. He noted that the system will not convert any time period to greater than two hours in order to respect the maximum two hours for which parking can be paid at one time. This new function will be ready by the beginning of September, three months after the new system is scheduled to be installed.

Mayor Trent inquired as to whether the City would prefer to further limit the maximum amount of time for which parking can be paid east of Wood Avenue by capping the maximum amount that can be paid across the City at \$4. Accordingly, this translates to a maximum of two hours of parking in the \$2/hour zone and one hour and twenty minutes in the \$3/hour zone. In either case, he inquired as to whether such an approach would be easier. Mr. Vallières responded that it would most likely be more confusing for motorists; currently, they consider the amount of time for which they are paying rather than the amount they are paying and then calculating the time paid.

Councillor Drury affirmed that the City is devoting too much attention to attempting to solve a problem that has yet to present itself. He recommended simply leaving the rates at their current amounts, \$2/hour and \$3/hour, allowing motorists to then park their vehicles in another location for the remainder of the time initially paid for. If the City then notes a significant trend of motorists paying for parking in the less expensive zone and parking their vehicles in the more expensive zone, it can address the issue at that point.

Director McBain presented Council with models of the two options for the metered parking signage.

Councillor Cutler recommended assessing Passport's final recommendations for integrating the two parking zones into the mobile application before deciding how to approach this matter.

Councillor Lulham recommended placing the border between the two zones at a reasonable distance from Dawson College, as its students are the most likely demographic to routinely take advantage of the differing rates.

Mr. Vallières and Director McBain left the meeting at 7:13 p.m.

### **PPCMOI – DRAFT BY-LAW MODIFICATION**

Ms. Joanne Poirier, Director of Urban Planning, and Mr. Tom Flies, Assistant Director of Urban Planning, joined the meeting at 7:13 p.m.

Mr. Flies presented three flow charts demonstrating the standard review process for conforming projects (Scenario 1), and the procedure for projects at variance with the City's zoning by-laws, specifically, non-conforming projects that will be subject to the procedure for a PPCMOI review, but not subject to the PIIA (Scenario 3) and non-conforming projects that are subject to the PIIA (Scenario 4). Councillor Samiotis noted that all of the steps in the flow charts for Scenarios 3 and 4 have been integrated into the draft PPCMOI by-law.

Mr. Flies outlined the process for Scenario 4, pointing out that it is much more common for a non-conforming project to be subject to the PIIA. First, Urban Planning carries out a preliminary analysis of the proposal. Once it analyses how the project does not conform to the City's zoning by-laws, and confirms that the project is aligned with the Planning Programme, Urban Planning initiates the PPCMOI review process. At this point, the developer must pay a fee for the project's assessment. A public notice is published informing the public of the application and that the application documents are available for consultation at the Urban Planning department's service counter. A public meeting will then be held at City Hall at which the PAC will be presented with the non-conforming proposal for the first time. This step involves the public in the project's early consideration stage and clarifies the relationship between the three parties; the developer's role at these public consultations will be to present his proposal to both the public and the City.

Director Poirier noted that this process will oblige developers to make their proposals more reasonable from the outset.

Councillor Lulham supported the value of these public consultations due to the common NIMBY ("Not in my backyard") reaction to any development projects. The Mayor responded that with the PAC and Council members present at these meetings, the City will be able to assess the reasons for the opinions expressed by residents. He noted the value of the PAC and Council being presented with the project for the first time at the same time as the public. The Mayor agreed that this process will oblige developers to present more reasonable proposals from the outset.

Mr. Flies described the less common scenario of the application review process for non-conforming projects that are not subject to the PIIA (Scenario 3). A public notice will be published inviting residents to consult the proposal's supporting documents, but no public consultation will be held.

Director Poirier reported that the City will be holding a public information session on the PPCMOI by-law on March 22<sup>nd</sup>. The by-law is scheduled to be adopted at Council's April 4<sup>th</sup> Regular Sitting.

Councillor Lulham noted that the City should consider an approach for involving residents in the revision of the City's parameters.

Council members congratulated Councillor Samiotis and Councillor Lulham for their work on the by-law.

Director Poirier and Mr. Flies left the meeting at 7:45 p.m.

### **2016 GRANTS FOR CONTRACTED SERVICES TO LOCAL COMMUNITY ORGANIZATIONS**

Director General Deegan presented Karaté André Gilbert's request for a grant. Further to a situation in which the not-for-profit foundation was in arrears on its taxes and ultimately paid the outstanding amount without delay, Mr. Gilbert explained that the organization suffered greatly as a result of the former situation in Cabot Square and its proximity to the Module du Nord. The Director General presented the proposed \$300 grant as a good gesture.

Councillor Lulham agreed that the amount is not significant; however, she cautioned that it will set a precedent for other not-for-profit organizations that provide services already offered by the City. She explained that the City's policy is to not give grants to such organizations, adding that the YMCA, with which the City collaborates, already offers karate classes.

Councillor Samiotis explained that Karaté André Gilbert did in fact suffer greatly from the situation in the area throughout the summer of 2015. She affirmed that a subsidy of some sort is due, but she agreed that the classification of it as a grant may create an unwanted precedent.

The Mayor agreed that the foundation can justify financial assistance, but that it would be more suitable to classify the funds differently. He recommended making it part of a broader donation to the City's merchants.

Councillor Drury questioned how the City's proposed \$300 donation will be received in light of the foundation's request for \$50,000.

- **It was agreed** that the proposed \$300 grant to the Karaté André Gilbert foundation will be removed from Item No. 9.2 of the Council agenda. Council will decide upon a more suitable classification of the allocation of some funding and will explain its modification of Item No. 9.2 accordingly.

Confidential items were discussed.

The meeting was adjourned at 8:00 p.m., at which point Council held its Regular Sitting. The meeting was reconvened at 10:06 p.m.

M<sup>e</sup> Andrew Brownstein, Recording Secretary, left the meeting at 10:06 p.m.

An item was discussed in caucus.

M<sup>e</sup> Brownstein returned to the meeting at 10:10 p.m.

## **COUNCIL OBJECTIVES FOLLOW-UP**

### **TRAFFIC**

Councillor Lulham reported that the TAC will be holding its upcoming meeting the following day.

Councillor Martin pointed out that the TAC is too slow in its decision-making process, referring to the situation involving Marianopolis College as another example.

Councillor Martin recommended that rather than moving parking on Côte-Saint-Antoine Road from the north side to the south side in order to place the bicycle path on the north side, as has been proposed, the City should designate a bicycle lane by painting two lines to the left of the area in which vehicles currently park on the street's north side. He explained that dooring is not a serious concern, as cyclists do not ascend the slope quickly. The Mayor agreed that dooring is much less of a concern given the street's incline. He noted that if the parking is not to be moved, it is arguably safer to keep the bicycle path on the north side of the street in the proposed manner, as there are much fewer driveways on the north side of the street as opposed to the south side.

Councillor Samiotis supported Councillor Martin's proposal, pointing out that moving parking to the south side of the street creates a second variable that will influence the assessment of the trial. The Mayor agreed.

Councillor Martin, Councillor Lulham, and Councillor Cutler pointed out other locations on the Island where bicycle lanes are located to the immediate left of a lane for parked vehicles. Councillor Lulham added that if the bicycle path ultimately becomes particularly busy, the City can reconsider its placement.

- **It was agreed** that for the bicycle path pilot project, the parking on Côte-Saint-Antoine Road will remain on the north side of the street, with a bicycle lane to be installed to the immediate left of the lane of parked vehicles, designated by two painted lines. This will be presented at Council's April 4<sup>th</sup> Regular Sitting.

## **INFRASTRUCTURE AND PARKS**

Councillor Lulham informed Council of the meeting to be held with the City's merchants at the end of the month. She asked Councillor Cutler to present the new parking meter system to the merchants at this meeting.

She noted that the City still has one year left of its contract with Groupe Nicky.

Councillor Lulham reported that the City is looking into purchasing new planters for Greene Avenue and Victoria Village. She explained that the City is limited in its machinery, so it removes its planters in the fall, to accommodate snow removal, with skids. While not all of the planters have legs to facilitate their displacement with skids, the City uses a device that can be placed on the skids in order to help lift the planters. She informed Council that the City has found a new, more aesthetically pleasing model of planter that can be lifted by skids.

## **COMMUNICATIONS**

Confidential items were discussed.

Councillor Cutler informed Council that Snapchat, the popular mobile application used for picture-sharing, had introduced custom geofilters two weeks ago. Snapchat users have therefore been invited to submit designs for the potential watermark that users will ultimately be able to superimpose on any picture sent from the given location. Councillor Cutler recommended that the City design the watermark for Westmount. He informed Council that he has asked Mr. Sebastian Samuel of Communications to design a watermark.

## **ONGOING ITEM: MTQ / AMT**

Councillor Lulham informed Council that a meeting was held with the Westmount Train Action Group (WTAG). She explained that the City cannot do anything until the *Caisse de depot* produces its report on its plans for the *Train de l'Ouest*.

Regarding the new highway's ultimate impact on air pollution, Councillor Lulham recommended that the City take detailed pollution measurements before the Turcot project is done in order to ensure that the pollution levels decrease as they are supposed to. The Mayor responded that the City has access to the measurements taken at four locations within the City near the highway.

Confidential items were discussed.



**ONGOING ITEM: AGGLOMERATION SUMMARY REPORT**

The Mayor informed Council that he will be unable to attend the Agglomeration's March 24<sup>th</sup> meeting. Councillor Smith volunteered to attend the meeting on Mayor Trent's behalf.

**ABSENCES**

Council members were requested to submit their absence sheets to the City Clerk.

The meeting was adjourned at 10:39 p.m.

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Philip A. Cutler  
Acting Mayor

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M<sup>e</sup> Martin St-Jean  
City Clerk