



**AGENDA
REGULAR MUNICIPAL COUNCIL MEETING
OF THE CITY OF WESTMOUNT
MONDAY, JANUARY 15, 2024**

1. OPENING OF THE MEETING

The Mayor calls the sitting to order.

Unless otherwise indicated in these minutes, the Mayor avails herself of her privilege provided for in section 328 of the *Cities and Towns Act* (CQLR, chapter C-19) by abstaining from voting.

2. MAYOR'S AND COUNCILLORS' REPORTS

3. FIRST QUESTION PERIOD

4. ADOPTION OF THE AGENDA

MOVER

Councillor Kez

SECONDER

THAT the agenda of the regular Council sitting of January 15, 2024, be adopted.

5. CONFIRMATION OF MINUTES

MOVER

Councillor Kez

SECONDER

THAT the minutes of the Council's special sittings and regular sitting held on December 18, 2023, be approved.

6. REPORTS TO COUNCIL

6.1. MINUTES OF THE GENERAL COMMITTEE OF COUNCIL

Councillor Shamie

The minutes of the General Committee of Council meeting held on December 4, 2023, are tabled and are available on the City's website.

6.2. WORKFORCE REPORT

Councillor Shamie

The workforce report for the month of November 2023, is tabled.

6.3. REPORT - PERFORMANCE AUDIT - REQUEST AND COMPLAINT MANAGEMENT

Councillor D'Amico

The performance audit on request and complaint management was tabled.

6.4. PAYMENT REGISTRY

Councillor D'Amico

The list of payments for the month of November 2023, is tabled.

6.5. LIST OF APPROVALS IN VIRTUE OF BY-LAW 1507

Councillor Shamie

In accordance with *By-law 1507 on the Delegation of powers to certain employees of the City of Westmount*, the list of authorization of expenditures for the month of November 2023, is tabled.

6.6. LISTS OF DUTIES ON TRANSFER INVOICES

Councillor D'Amico

The lists of duties on transfers for the month of November 2023 are tabled.

7. ADOPTION OF COUNCIL'S POSITION ON THE ITEMS TO BE SUBMITTED TO THE MONTREAL URBAN AGGLOMERATION COUNCIL

MOVER

Councillor Kez

SECONDER

THAT the Mayor, or in her absence the Acting Mayor, be authorized to make any decisions she deems necessary and in the best interest of the City of Westmount and its residents regarding the items on the agenda of the Montreal Urban Agglomeration Council meeting to be held on January 25, 2024.

8. APPOINTMENT OF ACTING MAYORS 2024

WHEREAS in accordance with the first paragraph of Section 56 of the *Cities and Towns Act* (RLRQ, chapter C-19), Council designates, for the period it determines, a Councillor as Acting Mayor.

MOVER

Councillor Kez

SECONDER

THAT Councillor Elisabeth Roux be appointed Acting Mayor for the months of February, March, and April 2024;

THAT Councillor Antonio D'Amico be appointed Acting Mayor for the months of May, June, and July 2024;

THAT Councillor Jeff J. Shamie be appointed Acting Mayor for the months of August, September, and October 2024; and

THAT Councillor Conrad Peart be appointed Acting Mayor for the months of November and December 2024, as well as January 2025.

9. APPOINTMENT - MEMBERS OF THE PLANNING ADVISORY COMMITTEE (PAC)

WHEREAS the terms of Ms. Carole Scheffer and Messrs. Clément Demers, David Hanna, Brian Karasick, and Gerald Soiferman expire in February 2024;

WHEREAS, as stated in Section 4 of By-law 1575 of the City of Westmount entitled *By-law to establish a Planning Advisory Committee*, the appointment and the renewal of a term for a Committee member shall be established by Municipal Council resolution;

WHEREAS, as stated in Section 146 of the *Land Use Planning and Development Act* (CQLR, c. A-19.1), it is provided that the term of a PAC member must not exceed two (2) years and that it may be renewed;

WHEREAS, as stipulated in Section 7 of By-law 1575 of the City of Westmount entitled *By-law to establish a Planning Advisory Committee*, the term of a member is renewable up to a maximum of eight (8) years;

WHEREAS the mandate of Mr. Gerald Soiferman has now reached the authorized eight (8) years;

WHEREAS all current members eligible for the renewal of a term have expressed their interest in being reappointed, for a term varying from one (1) year to two (2) years.

MOVER

Councillor Peart

SECONDER

THAT the term of Ms. Carole Scheffer, as a member of the Planning Advisory Committee (PAC), be renewed for a period of two (2) years as of February 7, 2024, and that she be appointed president of the Committee;

THAT the term of Mr. Clément Demers, as a member of the Planning Advisory Committee, be renewed for a period of two (2) years as of February 6, 2024, and that he be appointed vice-president of the Committee;

THAT the term of Mr. David Hanna, as a member of the Planning Advisory Committee, be renewed for a period of two (2) years as of February 7, 2024;

THAT the term of Mr. Brian Karasick, as a member of the Planning Advisory Committee, be renewed for a period of one (1) year as of February 7, 2024.

10. APPOINTMENT- THE CITY OF WESTMOUNT'S 150TH ANNIVERSARY COMMITTEE

WHEREAS due to the City of Westmount celebrating its 150th anniversary during the year 2024, a committee composed of members of City Council, of residents and of members of the City administration is formed for a sixteen (16) months term (resolution No. 2023-10-242);

WHEREAS the mission of the committee is to develop a vision for the City's 150th celebrations and to inform the decision-making of Council by making recommendations where appropriate;

WHEREAS due to the Policy on Constitution and Managing Committees, Andrea Kruger can no longer be an appointed resident member of the 150th Committee.

MOVER

Councillor Roux

SECONDER

THAT, in addition to the already appointed members, Mr. Barry Garber be appointed member of the City's 150th Anniversary Committee for a twelve (12) months term, from January 2024 to December 2024;

THAT, in addition to the already appointed members, Ms. Anne Garschagen be appointed member of the City's 150th Anniversary Committee for a twelve (12) months term, from January 2024 to December 2024;

THAT, in addition to the already appointed members, Mr. Christian Matossian be appointed member of the City's 150th Anniversary Committee for a twelve (12) months term, from January 2024 to December 2024.

11. ADOPTION - DIVERSITY, EQUITY, AND INCLUSION POLICY

WHEREAS issues of diversity and inclusion are at the heart of our society;

WHEREAS the City wishes to put forward its commitment to a culture of openness;

WHEREAS the Human Resources Department recommends the adoption of the Diversity, Equity, and Inclusion Policy.

MOVER

Councillor Shamie

SECONDER

THAT over the past several years, many social changes have been taking place and are reflected in the culture of the workplace, and the City of Westmount is no exception;

THAT in order to support its values in a concrete way, the City wishes to have a Diversity, Equity, and Inclusion Policy approved, in order to encourage and support the diversity of its personnel and to ensure that the workplace is equitable, inclusive and welcoming for all;

THAT this policy defines diversity, inclusion and equity, advocates certain commitments by the City and details the responsibilities of each;

THAT, across all levels of staff, it is important to ensure that everyone feels welcome, regardless of their differences.

12. PARTNERSHIP AGREEMENT – WESTMOUNT RECREATION CENTRE AND THE WESTMOUNT YMCA (YOUTH CENTRE)

WHEREAS at its regular sitting held on April 8, 2014, Council approved a partnership agreement between the City of Westmount and the Westmount YMCA for the creation of a Youth Centre at the Westmount Recreation Centre (Resolution No. 2014-04-89);

WHEREAS the agreement provides for the annual renewal of the partnership.

MOVER

Councillor Gallery

SECONDER

THAT the partnership agreement between the City of Westmount and the Westmount YMCA be renewed;

THAT the 2024 annual financial contribution for the Youth Centre located at the Westmount Recreation Centre be authorized for a total amount of \$61,420 and be allocated in accordance with the financial information contained in the decision-making summary No. 2024-2144 and the partnership agreement;

THAT the City's financial contribution be paid in two (2) equal instalments, the first being payable on February 15, 2024, and the second on July 15, 2024.

13. CALL FOR PUBLIC TENDERS - PROFESSIONAL SERVICES – DEVELOPMENT OF A SPECIAL PLANNING PROGRAM (SPP) FOR WESTMOUNT'S SOUTH-EAST SECTOR (PUB-2023-047)

WHEREAS according to sections 573.1.0.1.1 and 573.1.0.1.2 of the *Cities and Towns Act* (CQLR, c. C-19), where a contract for professional services is to be awarded, the council must use a system of bid weighting and evaluating;

WHEREAS tenders were publicly opened on November 24, 2023, for professional services for the development of a special planning program (SPP) for Westmount's South-East Sector (Tender No. PUB-2023-047), and minutes prepared by the City Clerk's Office are submitted to this meeting;

WHEREAS, following the analysis of the opened tenders, Lemay CO Inc. is the conforming bidder having obtained the best score as it appears from the report prepared by the Purchasing Manager, which is submitted at this meeting.

MOVER

Councillor Peart

SECONDER

To authorize an expenditure in the amount of \$125,000.00, including tax credits, for professional services for the development of a special planning program (SPP) for Westmount's South-East Sector (Tender No. PUB-2023-047);

To award to Lemay CO Inc. the contract for this purpose at its bid price, for a maximum amount of \$143,718.75, including taxes, the whole in conformity with the contractual documents of the call for tenders PUB-2023-047;

To allocate this expenditure in accordance with the financial information included in the decision-making file No. 2023-2127.

14. CALL FOR PUBLIC TENDERS - PROFESSIONAL SERVICES FOR ENGINEERING, MOBILITY AND PUBLIC DOMAIN DEVELOPMENT AND FOR THE PREPARATION OF PLANS AND SPECIFICATIONS AND TECHNICAL ASSISTANCE FOR THE FORDEN AND FORDEN CRESCENT PROJECT (PUB-2023-050)

WHEREAS according to sections 573.1.0.1.1 and 573.1.0.1.2 of the *Cities and Towns Act* (CQLR, c. C-19), where a contract for professional services is to be awarded, the council must use a system of bid weighting and evaluating;

WHEREAS tenders were publicly opened on December 1, 2023, for the professional services for engineering, mobility and development of the public domain and for the design, preparation of plans and specifications and technical assistance for the Forden Avenue and Forden Crescent redevelopment project (Tender No. PUB-2023-050), and minutes prepared by the City Clerk's Office are submitted to this meeting;

WHEREAS, following the analysis of the opened tenders, Avizo Experts-Conseils Inc. is the conforming bidder having obtained the best score as it appears from the report prepared by the Purchasing Manager, which is submitted at this meeting.

MOVER

Councillor Peart

SECONDER

To authorize an expenditure in the amount of \$319,000.00, including tax credits, for the professional services for engineering, mobility and development of the public domain and for the design, preparation of plans and specifications and technical assistance for the Forden Avenue and Forden Crescent redevelopment project. (Tender No. PUB-2023-050);

To award to Avizo Experts-Conseils Inc. the contract for this purpose at its bid price, for a maximum amount of \$366,770.25, including taxes, the whole in conformity with the contractual documents of the call for tenders PUB-2023-050;

To allocate this expenditure in accordance with the financial information included in the decision-making file No. 2023-2117.

15. ADOPTION OF SECOND DRAFT BY-LAW - BY-LAW 1605 TO FURTHER AMEND BY-LAW 1303 RESPECTING ZONING

Substitute City Clerk

The Substitute City Clerk to report that all formalities required for dispensing with the reading of this by-law have been observed and that copies of the by-law have been remitted to all members of Council and are available for public reference.

OBJECT

The Substitute City Clerk to explain that the object of this by-law is to amend several provisions of the *Zoning By-law* to correct issues of interpretation and consistency, and to provide a better framework for the installation of certain structures.

MODIFICATIONS

The Substitute City Clerk to mention that modifications were made to the first draft by-law.

A copy of these modifications is available for public reference.

Mayor Smith

Declaration by each member of Council present that he or she has read the by-law, and that reading is waived thereof.

MOVER

Councillor Peart

SECONDER

THAT the second draft of By-law No. 1605 entitled *By-law to further amend By-law 1303 respecting zoning* be adopted.

16. ADOPTION - BY-LAW 1613 FURTHER AMENDING BY-LAW 726 CONCERNING STREET TRAFFIC AND BY-LAW 1498 ON PAID PARKING

Substitute City Clerk

The Substitute City Clerk to report that copies of the by-law have been remitted to all members of Council and are available for public reference in due course.

OBJECT

The Substitute City Clerk to explain that the object of this by-law is to increase the cost of fines for parking and street traffic offences.

Mayor Smith

Declaration by each member of Council present that he or she has read the by-law.

MOVER

Councillor Kez

SECONDER

THAT By-law No. 1613 entitled *By-law 1613 further amending By-Law 726 concerning street traffic and By-Law 1498 on paid parking* be adopted.

Declaration

Mayor Smith

THAT By-law No. 1613 entitled *By-law 1613 further amending By-Law 726 concerning street traffic and By-Law 1498 on paid parking* having been duly adopted; it is ordered that notices be given as required by law.

17. ADOPTION - BY-LAW 1614 TO IMPOSE AND LEVY A TAX AND A COMPENSATION FOR THE 2024 FISCAL YEAR

Substitute City Clerk

The Substitute City Clerk to report that copies of the by-law have been remitted to all members of Council and are available for public reference in due course.

OBJECT

The Substitute City Clerk to explain that the object of this by-law is to impose and levy a tax and compensation for the 2024 financial year.

Mayor Smith

Declaration by each member of Council present that he or she has read the by-law.

MOVER

Councillor D'Amico

SECONDER

THAT By-law No. 1614 entitled *By-law to impose and levy a tax and a compensation for the 2024 fiscal year* be adopted.

Declaration

Mayor Smith

THAT By-law No. 1614 entitled *By-law to impose and levy a tax and a compensation for the 2024 fiscal year* having been duly adopted; it is ordered that notices be given as required by law.

18. TABLING OF THE PLANNING ADVISORY COMMITTEE MINUTES - DECEMBER 2023

WHEREAS the Planning Advisory Committee (PAC) held the regular meeting for December 2023 on December 12 and December 14, 2023, and minutes are submitted to this Council sitting;

WHEREAS the main role of the PAC is to analyze and give an opinion on any request that must be submitted to it in accordance with the *Land Use Planning and Development Act* (CQLR, c. A-19.1) and on any other application in matters of land use planning and development that is submitted to it by Council.

MOVER

Councillor Peart

SECONDER

THAT Council acknowledge and accept the minutes of the regular Planning Advisory Committee (PAC) meeting of December 2023 held on December 12 and December 14, 2023.

19. APPROVAL OF SITE PLANNING AND ARCHITECTURAL INTEGRATION PROGRAMMES (S.P.A.I.P.) - DECEMBER 2023

WHEREAS the minutes of the regular meeting of the Planning Advisory Committee (PAC) of December 2023 were tabled at this sitting;

WHEREAS applications have been submitted by the applicants under *By-law 1305 on Site Planning and Architectural Integration Programmes*;

WHEREAS the PAC has issued recommendations regarding these applications, as stated in the minutes of the regular meeting of December 2023.

MOVER

Councillor Peart

SECONDER

THAT the Municipal Council act on the recommendations of the Planning Advisory Committee (PAC) as set out in the minutes of the regular meeting held on December 12 and December 14, 2023, and approve for each of them the plans and the conditions for the issuance of a permit associated to the agenda item numbers listed below, as assessed in accordance with *By-law 1305 on Site Planning and Architectural Integration Programmes*:

CCU DÉCEMBRE 2023 – RECOMMANDATIONS FAVORABLES DECEMBER 2023 PAC – FAVORABLE RECOMMENDATIONS				
Numéro d'item d'ordre du jour / Agenda Item Number	Numéro de demande / Application Number	Emplacement/ Location		Type de demande de permis / Type of Permit Application
		Numéro civique / Civic Number	Voie publique / Public Way	
CCU 23-12.01	2023-00074	10	ROXBOROUGH	Nouvelle construction bâtiment New building construction
CCU 23-12.02	2023-00763	3555	ST-ANTOINE OUEST	Agrandissement plus de mètres carrés Addition over 40 square metres
CCU 23-12.03	2023-00927	325	METCALFE	Agrandissement jusqu'à mètres carrés Addition up to 40 square metres
CCU 23-12.04	2023-00382	633	ROSLYN	Agrandissement jusqu'à mètres carrés Addition up to 40 square metres
CCU 23-12.05	2023-00950	633	ROSLYN	Piscine et aménagement paysager Swimming pool & landscaping
CCU 23-12.06	2023-00972	2	RAMEZAY	Fenêtres et portes Windows and doors
CCU 23-12.08	2023-01099	4430	STE-CATHERINE OUEST	Fenêtres et portes Windows and doors
CCU 23-12.09	2023-01107	338	ROSLYN	Rénovations extérieures Exterior renovations

CCU 23-12.10	2023-01140	340	KITCHENER	Agrandissement jusqu'à mètres carrés Addition up to 40 square metres
CCU 23-12.11	2023-01144	5003	SHERBROOKE OUEST	Fenêtres et portes Windows and doors
CCU 23-12.12	2023-01147	30	EDGEHILL	Fenêtres et portes Windows and doors
CCU 23-12.14	2023-01178	4205	STE-CATHERINE OUEST	Rénovations extérieures Exterior renovations
CCU 23-12.15	2023-01201	218	EDGEHILL	Fenêtres et portes Windows and doors
CCU 23-12.24	2023-01042	600	GROSVENOR	Rénovations extérieures Exterior renovations
CCU 23-12.25	2023-01046	4267	STE-CATHERINE OUEST	Rénovations extérieures Exterior renovations

20. NEW BUSINESS

21. SECOND QUESTION PERIOD

22. CLOSING OF THE SITTING

The Mayor declares the sitting closed.