

Procès-verbaux de la Ville de Hampstead

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF HAMPSTEAD HELD ON DECEMBER 7TH, 2015, AT THE COMMUNITY CENTER, 30 LYNCROFT ROAD, AT 8:00 P.M.

THOSE PRESENT WERE: Mayor William Steinberg, Councillors Karen Zajdman, Jack Edery, Leon Elfassy, Michael Goldwax, Warren Budning and Harvey Shaffer, forming a quorum with Mayor Steinberg presiding.

ALSO PRESENT: Mr. Richard Sun, Director General and Me Pierre Tapp, Town Clerk, acting as Secretary of the Meeting.

OPENING OF MEETING

The Mayor called the meeting to order at 8:09 p.m.

FIRST QUESTION PERIOD

The Mayor invited those persons in attendance to ask their questions.

- Questions were asked by residents and answered by Mayor and members of Council.

2015-254

MODIFICATION OF THE AGENDA

On motion of Councillor Michael Goldwax, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- TO amend the agenda as proposed in order to add thereto the following item:

11.2- Remuneration of Management personnel 2016

Adopted

2015-254A

ADOPTION OF THE AGENDA

On motion of Councillor Michael Goldwax, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- THAT the amended agenda of the regular meeting is hereby adopted.

Adopted

- Presentation of departmental reports by the Councillors relatively to their respective portfolio.

RECESS

The Mayor recessed the meeting at 8:42 p.m. and reconvened the meeting at 8:44 p.m., all members of Council present at the beginning of the meeting remaining to form a quorum.

2015-255

ADOPTION OF THE MINUTES

On motion of Councillor Harvey Shaffer, seconded by Councillor Jack Edery, it was UNANIMOUSLY RESOLVED:

- THAT the minutes of the Regular Council Meeting of November 2nd, 2015 and the minutes of the Special Council Meeting of November 16th, 2015 are hereby approved as submitted.

Adopted

2015-256

APPOINTMENT OF ACTING MAYORS FOR THE YEAR 2016

On motion of Councillor Harvey Shaffer, seconded by Councillor Michael Goldwax, it was UNANIMOUSLY RESOLVED:

- THAT the following Councillors be and are hereby appointed Acting Mayor effective on the dates indicated, to have and exercise all powers of the Mayor when the latter is absent or otherwise unable to perform his duties, the whole in accordance with Section 56 of the *Cities and Towns Act*:

Councillor Jack Edery
January 1, 2016 to February 29, 2016

Councillor Harvey Shaffer
March 1, 2016 to April 30, 2016

Councillor Michael Goldwax
May 1, 2016 to June 30, 2016

Councillor Leon Elfassy
July 1, 2016 to August 31, 2016

Councillor Warren Budning
September 1, 2016 to October 31, 2016

Councillor Karen Zajdman
November 1, 2016 to December 31, 2016

Adopted

2015-257

REGISTRATION OF DELEGATES TO ATTEND THE 2016 ANNUAL CONFERENCE OF THE GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA)

WHEREAS the 2016 Annual Conference of the Government Finance Officers Association (GFOA) will be held in Toronto, Ontario from May 22nd to May 25th, 2016;

On motion of Councillor Harvey Shaffer, seconded by Councillor Karen Zajdman, it was UNANIMOUSLY RESOLVED:

- THAT Council authorizes the following delegates to attend the 2016 Annual Conference of the Government Finance Officers Association (GFOA):

Richard Sun, Director General
Jack Edery, Councillor
Armin Klaus, Treasurer
Yves Tedom, Comptroller

Adopted

2015-258

REGISTRATION OF DELEGATES TO ATTEND THE 2016 ANNUAL CONFERENCE OF THE FEDERATION OF CANADIAN MUNICIPALITIES (FCM) IN WINNIPEG

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WHEREAS the 2016 Annual Conference of the Federation of Canadian Municipalities (FCM) will be held in Winnipeg from June 3rd to June 5th, 2016;
On motion of Councillor Harvey Shaffer, seconded by Councillor Michael Goldwax, it was UNANIMOUSLY RESOLVED:

- THAT Council authorizes the following delegate to attend the 2016 Annual Conference of the FCM to be held in Winnipeg from June 3rd to June 5th, 2016:
 - Mayor William Steinberg

Adopted

2015-259

ASSIGNMENT – COUNCIL MEMBER PORTFOLIOS

On motion of Councillor Jack Edery, seconded by Councillor Karen Zajdman, it was UNANIMOUSLY RESOLVED:

- THAT the Members of Council acknowledge the assignment of the Town of Hampstead's portfolios as follows:

<i>Community events, programs Day camp, Parks, Animal protection and Beautification</i>	<i>Councillor Karen Zajdman Seat 1</i>
<i>Finance Strategic development</i>	<i>Councillor Jack Edery Seat 2</i>
<i>Urban Planning, Tennis and Traffic</i>	<i>Councillor Leon Elfassy Seat 3</i>
<i>Public Works, IT - Infrastructure and Network, Seniors and Environment</i>	<i>Councillor Michael Goldwax Seat 4</i>
<i>Communications, Youth Involvement, Pool and IT - Communications</i>	<i>Councillor Warren Budning Seat 5</i>
<i>Legal and Public Security Sponsorships and fundraising</i>	<i>Councillor Harvey Shaffer Seat 6</i>
<i>Inter-government relations, Human Ressources, and Agglomeration Council</i>	<i>Mayor William Steinberg</i>

Adopted

2015-260

NOTICE OF MOTION - BY-LAW N° 811-3 - AMENDMENT TO BY-LAW N° 811 TO DECREE THE FEE SCHEDULE FOR CULTURAL, SPORTS AND LEISURE ACTIVITIES FOR SPRING/SUMMER 2016

NOTICE OF MOTION was given by Councillor Karen Zajdman that, at a subsequent meeting of Council, By-law N° 811-3 modifying By-law N° 811 to decree the fee schedule for cultural, sports and leisure activities for spring/summer 2016 will be submitted to Council for adoption.

2015-261

APPROVAL OF THE PAYMENT CONCERNING AN INSURANCE CLAIM FOR 6-8 HOLTHAM PLACE

It was proposed by Councillor Harvey Shaffer, seconded by Councillor Michael Goldwax and UNANIMOUSLY RESOLVED:

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- TO reject the settlement offer in the amount of \$ 99, 500.00 as presented and inform the concerned parties accordingly.

Adopted

2015-262

REQUEST TO THE MAMOT – POSTPONEMENT OF DEADLINE FOR COMPLIANCE WITH THE AGGLOMERATION LAND USE PLANNING AND DEVELOPMENT PLAN

WHEREAS Town of Hampstead is part of the territory of the Urban Agglomeration of Montreal;

WHEREAS on April 1, 2015, the “Règlement modifiant le Règlement concernant le schéma d’aménagement de l’ancienne Communauté urbaine de Montréal (89 modifié) to bring the by-law into compliance with the Plan métropolitain d’aménagement et de développement (PMAD)” of the Communauté métropolitaine de Montréal (CMM) entered into force following Government and Metropolitan approval;

WHEREAS under section 58 of the Act Respecting Land Use Planning and Development (CQLR, c. A-19.1), the Town must adopt, in the six months following the entering into force of an amendment to the land use planning and development plan of the Urban Agglomeration of Montreal; any harmonization By-law;

WHEREAS on September 22nd 2014, by enacting resolution no. 2014-246, Council awarded a professional services contract for the review of By-laws and for Urban Planning Consultation Services;

WHEREAS the Town is in the process of reviewing its Urban planning By-laws, which process it expects to complete in the spring of 2016;

WHEREAS under section 239 of the Act, the Town may request a postponement of the imposed deadline from the Minister of Municipal Affairs, Regions and Land Occupancy;

It was proposed by Councillor Jack Edery seconded by Councillor Leon Elfassy, and UNANIMOUSLY RESOLVED:

To request an additional eight-month postponement from the Minister of Municipal Affairs, Regions and Land Occupancy, specifically until June 1, 2016, in order to adopt any harmonization By-law to ensure that the Town of Hampstead Urban plan and Urban planning By-laws comply with the “Règlement modifiant le Règlement concernant le schéma d’aménagement de l’ancienne Communauté urbaine de Montréal (89 modifié) as entered into force on April 1, 2015”.

Adopted

2015-263

DEPOSIT OF THE MINUTES OF THE PAC MEETING HELD ON NOVEMBER 10TH 2015

Each member of the Council having received a copy, the Town Clerk deposits the minutes of the Planning Advisory Committee meeting held on November 10th, 2015.

The Council takes note of the deposit of the said minutes by the Town Clerk.

Adopted

2015-264

REQUEST TO AUTHORIZE CHANGES TO A PREVIOUSLY APPROVED PROJECT TO ALLOW A SECOND FLOOR ADDITION IN THE BACK YARD OF A DETACHED SINGLE FAMILY DWELLING AT 15 HEATH ROAD, LOT NO.: 2 089 617, ZONE RA-1 (ZONING BY-LAW NO. 727) (SPAIP BY-LAW NO.775)

WHEREAS the project was previously approved by the PAC at its meeting of April 20th 2015 and adopted by the Council through Resolution no. 2015-089 at its regular council meeting of May 4th, 2015;

On motion of Councillor Leon Elfassy, seconded by Councillor Michael Goldwax and UNANIMOUSLY RESOLVED:

- THAT the site planning and architectural integration program showing modification to previously submitted plans and elevations to authorize a second floor addition in the back yard of a detached single family dwelling located at 15, Heath Road, submitted to the Planning Advisory Committee meeting of November 10th, 2015 is *approved* as recommended by the PAC. The project meets the prescribed standards of the Zoning By-law number 727 and meets the prescribed standards of the Site Planning and Architectural Integration Program By-law number 775.

Adopted

2015-265

REQUESTS TO AUTHORIZE MINOR EXEMPTIONS TO ZONING BY-LAW 727 ART.6.3.2 TO PERMIT THE SIDE SETBACKS AT 2.08M (6.82 FEET) FROM THE LOT LINE INSTEAD OF 3.2 METERS (10.5 FEET) FOR AN EXTENSION TO THE SECOND FLOOR IN THE ALIGNMENT OF THE EXISTING WALL (ON THE EXISTING FOOTPRINT) TO A SINGLE FAMILY DWELLING LOCATED AT 5695 QUEEN MARY ROAD, LOT 2 089 435 ZONE RA-1, (ZONING BY-LAW NO. 727) (SPAIP BY-LAW NO.775) (BY-LAW CONCERNING MINOR EXEMPTIONS # 18 G-0005)

WHEREAS the members of Council have reviewed the requests for approval of minor exemptions to Zoning By-law number 727 art. 6.3.2., to permit the side setbacks at 2.08m (6.82 feet) from the lot line instead of 3.2 meters (10.5 feet) for an extension to the second floor in the alignment of the existing wall (on the existing footprint) of a detached single family dwelling;

WHEREAS the Planning Advisory Committee, at its meeting held on November 10th, 2015, recommended the aforementioned requests for minor exemptions as follows:

- The minor exemption allowing the left setback at 2.08 m (6.82 ft) instead of 3.2 m (10.5 feet) should be *approved* (727 art. 6.3.2).
- The minor exemption allowing the right setback at 2.08 m (6.82 ft) instead of 3.2 m (10.5 feet) should be *approved* (727 art. 6.3.2).

On motion of Councillor Leon Elfassy, seconded by Councillor Warren Budning and UNANIMOUSLY RESOLVED:

- THAT the aforementioned requests for minor exemptions for the property located at 5695 Queen Mary Road, lot no. : 2 089 435, Zone RA-1 is *approved*.

Adopted

Intervention of interested persons concerning the request for Minor Exemption for project located at 5695 Queen Mary Road.

No intervention

2015-266

REQUEST TO AUTHORISE A SECOND FLOOR ADDITION, REAR EXTENSION AND FAÇADE MODIFICATIONS TO A SINGLE FAMILY DWELLING LOCATED AT 5695 QUEEN MARY ROAD, LOT 2 089 435 ZONE RA-1, (ZONING BY-LAW NO. 727) (SPAIP BY-LAW NO.775) (BY-LAW CONCERNING MINOR EXEMPTIONS # 18 G-0005)

On motion of Councillor Leon Elfassy, seconded by Councillor Michael Goldwax and UNANIMOUSLY RESOLVED:

- THAT the site planning and architectural integration program showing modifications to the plans and elevations to authorize a second floor addition, rear extension and façade modifications to a single-family dwelling located at 5695, Queen Mary Road, submitted to the Planning Advisory Committee meeting of November 10th, 2015 is *conditionally approved*. The modifications partially meet the prescribed standards of the Zoning By-law number 727 and partially meet the prescribed standards of the Site Planning and Architectural Integration Program By-law number 775 and as recommended by the PAC provided that:
 - The first design (Option 1) be accepted with the following changes.
 - The 'keystone' at the top of the basement window must be eliminated.
 - The main entrance upper roof design must be reviewed (add gabled roof).
 - The width of the front porch stair must be slightly reduced.
 - Smooth-cut stone must be used all around the entrance door.

Adopted

2015-267

REQUEST TO AUTHORISE A MINOR EXEMPTION TO THE ZONING BY-LAW 727 ARTICLE 7.6.3.1 TO ALLOW A SECOND DRIVEWAY AND AN ADDITIONAL PARKING ON STRATFORD ROAD FOR A DETACHED SINGLE FAMILY DWELLING LOCATED AT 5570 QUEEN-MARY ROAD, LOT NO: 2 088 703 ZONE RA-3 (ZONING BY-LAW NO. 727) (SPAIP BY-LAW NO.775) (BY-LAW CONCERNING MINOR EXEMPTIONS # 18 G-0005)

WHEREAS the members of Council have reviewed the request for approval for minor exemption to Zoning By-law 727, art. 7.6.3.1., to permit a second driveway and an additional parking on Stratford Road for a detached single family dwelling;

WHEREAS the request was sent to the Planning Advisory Committee on November 10th 2015, recommended the aforementioned request for minor exemption as follows:

- The minor exemption allowing the additional driveway on Stratford Road is justified and should be *approved* (727 art. 7.6.3.1).
- The parking space must respect the required dimensions of Zoning By-law 727 and must be completely on private land.

On motion of Councillor Leon Elfassy, seconded by Councillor Warren Budning and UNANIMOUSLY RESOLVED:

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- THAT the aforementioned request for the minor exemption for the property located at 5570 Queen Mary Road, on lot no.: 2 088 703 Zone RA-3 is *approved*.

Adopted

Intervention of interested persons concerning the request for Minor Exemption for project located at 5570 Queen Mary Road.

No intervention

2015-268

REQUEST TO AUTHORIZE A MINOR EXEMPTION TO THE ZONING BY-LAW 727-19 ART. 7.5.1, TO ALLOW THE EXISTING SWIMMING POOL AT 1.45 M (4.76 FEET) FROM THE REAR LOT LINE INSTEAD OF 2 M (6.6 FEET) FOR A DETACHED SINGLE FAMILY DWELLING LOCATED AT 42 HEATH ROAD, LOT NO: 2 089 595 ZONE RA-1 (ZONING BY-LAW NO. 727) (SPAIP BY-LAW NO.775) (BY-LAW CONCERNING MINOR EXEMPTIONS # 18 G-0005)

WHEREAS the members of Council have reviewed the request for approval for minor exemption to Zoning By-law 727, art. 7.5.1, to permit the existing swimming pool at 1.45 m (4.76 feet) from the rear lot line instead of 2 m (6.6 feet) for a detached single family dwelling;

WHEREAS the request was sent to the Planning Advisory Committee on October 13th 2015, recommended the aforementioned request for minor exemption as follows:

- The minor exemption to authorize the existing swimming pool to be located at 1.45m (4.76 feet) from the property line instead of 2 m (6.6 feet) should be *approved* (727-19 art. 7.5.1).

On motion of Councillor Leon Elfassy, seconded by Councillor Warren Budning and UNANIMOUSLY RESOLVED:

- THAT the aforementioned request for the minor exemptions for the property located at 42 Heath Road, on lot no.: 2 089 595 Zone RA-1 is *approved*.

Adopted

Intervention of interested persons concerning the request for Minor Exemption for project located at 5695 Queen Mary Road.

No intervention

2015-269

APPROVAL OF THE DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2015

WHEREAS Council reviewed the list of payments for the month of November 2015;

It was proposed by Councillor Jack Edery seconded by Councillor Harvey Shaffer, and UNANIMOUSLY RESOLVED:

- THAT the disbursements for the period from October 21st, 2015 to November 20th, 2015, in the total amount of \$ 1,030,292.51 are hereby approved (\$506, 874.91 for cheques and \$523,417.60 for on line payments).

Adopted

2015-270

AUTORIZATION TO PURCHASE OUTDOOR FITNESS EQUIPMENT FOR HAMPSTEAD PARK

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WHEREAS it is the intention of the Town to equip Hampstead Park with Outdoor Fitness equipment;

WHEREAS the final decision as to the choice of equipment has not yet been finalized;

WHEREAS the Director General of the Town will make the final decision as to the choice of the equipment;

On motion of Councillor Jack Edery seconded by Councillor Harvey Shaffer, and UNANIMOUSLY RESOLVED:

THAT the Director of Purchasing and Information Technology be authorized to proceed with the purchase of the outdoor fitness equipment for the sum of and not exceeding 24,900.00\$ taxes included;

THAT the Treasurer's Certificate No 15-32 dated November 16, 2015, has been issued, attesting to the availability of funds to cover the described expenses.

Adopted

2015-271

AUTHORIZATION TO PROCEED WITH THE CONTRACT RENEWAL FOR MAINTENANCE AND APPLICATIONS SUPPORT WITH PG SOLUTIONS INC

WHEREAS the Town proceeded to the purchase of the PG Solutions Inc. applications in 2005;

WHEREAS the PG Solutions applications are those used for the current operations by the employee;

On motion of Councillor Michael Goldwax, seconded by Councillor Warren Budning, and UNANIMOUSLY RESOLVED:

THAT the annual renewal contract be awarded to PG Solutions Inc. for the amount of \$ 56 952.86 taxes included;

THAT the Treasurer's Certificate no 15-35 dated November 27, 2015, has been issued, attesting to the availability of funds to cover the described expenses.

Adopted

2015-272

GRANTING OF CONTRACT – PREVENTIVE MAINTENANCE FOR AIR CONDITIONING AND VENTILATION SYSTEMS

WHEREAS there has been a call for tenders by way of written invitation for the preventive maintenance for air conditioning and ventilation systems contract;

WHEREAS, after analyzing the tenders opened on Thursday, November 26 2015, the lowest bidder conforming to the requirements of the tender invitation is 9292-5387 Quebec Inc – Entreprise en Réfrigération et Electricite Snowdon Inc.;

On motion of Councillor Michael Goldwax, seconded by Councillor Warren Budning, and UNANIMOUSLY RESOLVED:

THAT, the following quotation for the following contract be and is hereby approved, the whole as more amply delineated hereunder:

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9292-5387 QUEBEC INC / ENTREPRISE EN RÉFRIGÉRATION ET ELECTRICITE SNOWDON INC

THAT, the two year contract for the preventive maintenance for air conditioning and ventilation systems, be granted to the lowest bidder 9292-5387 Quebec Inc – Entreprise en Réfrigération et Electricite Snowdon Inc for the period from 2016/01/01 to 2017/12/31;

THAT, rates for the first year of the contract, for the period from 2016/01/01 to 2016/12/31 will be:

- Qualified Technician (regular hour): \$ 80.00 / hour
- Apprentice (regular hour) \$ 38.00 / hour
- Qualified Technician (evenings) \$ 136.00 / hour
- Apprentice (evenings) \$ 38.00 / hour
- Qualified Technician (nights-weekends) \$ 136.00 / hour
- Apprentice (nights – weekends) \$ 38.00 / hour
- Travelling fee: \$ 40.00 / each
- Profit on parts: 15 %

Both GST and QST are applicable on above rates

THAT, prices submitted by the lowest bidder will be adjusted as per the Consumers price index for the second year of the contract;

THAT, according to the frequency and quantities of work done over the past years and the estimate of work to be done over the next two years, the estimate expenditure will be \$ 57 770.00 plus applicable taxes.

Treasurer's certificate N° 15-34, dated November 27, 2015 has been issued by the Town's Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2015-273

APPROVAL OF HIRING OF MR. QING YUN FEI AS “OFFICE AGENT (ACCOUNTS PAYABLE) - FINANCE”

CONSIDERING THAT the Town of Hampstead requires the hiring of an Office Agent as temporary replacement for the permanent incumbent employee sick leave;

CONSIDERING THAT the Director General, the Comptroller and the Human Resources Counselor are recommending the hiring of **MR. QING YUN FEI** to fill such position;

CONSIDERING THAT Resolution 2006-344 delegates, jointly, to the Director General and to the Director of Human Resources the authority to hire non-regular officers and employees for a fixed term of less than five hundred and twenty (520) hours;

CONSIDERING THAT **MR. QING YUN FEI** has begun his assignment on November 17th, 2015;

It was proposed by Councillor Jack Edery seconded by Councillor Karen Zajdman, and UNANIMOUSLY RESOLVED:

- TO APPROVE the temporary hiring of **MR. QING YUN FEI** as “OFFICE AGENT (ACCOUNTS PAYABLE) - FINANCE” starting November 17th, 2015, and for the duration of the permanent incumbent employee sick leave, subject to the usual conditions and in accordance

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with the provisions of the collective agreement between CUPE Local 429 and the Town of Hampstead; and

- THAT Treasurer's certificate no 15-33, dated November 20, 2015, has been issued by the Treasurer, attesting the availability of funds to cover the described expenses.

Adopted

RECESS

The Mayor recessed the meeting at 9:05 p.m. and reconvened the meeting at 9:41 p.m., all members of Council present at the beginning of the meeting remaining to form a quorum.

2015-274

REMUNERATION OF MANAGEMENT PERSONNEL - 2016

It was proposed by Councillor Jack Edery, seconded by Councillor Harvey Shaffer and UNANIMOUSLY RESOLVED:

- TO ratify the recommendations of the Director general regarding the adjustments of the remuneration of Management personnel for the year 2016, effective as of January 1st, 2016, the whole in accordance with the "Management Remuneration Policy" of the Town of Hampstead, adopted December 19th, 2011 under the resolution no. 2011-957 and contained in the confidential "Management Salaries" file in the Human Resources Director' Office.

Adopted

SECOND QUESTION PERIOD

The Mayor invited those persons in attendance to ask their questions.

- No Question was asked.

2015-275

ADJOURNMENT

All the subjects of the Agenda having been discussed, it was proposed by Councillor Warren Budning, seconded by Councillor Michael Goldwax and unanimously resolved to declare that the meeting be closed at 9.43 p.m.

Adopted

(s) William Steinberg
Dr. William Steinberg, Mayor

(s) Pierre Tapp
Me Pierre Tapp, Town Clerk