

## **Minutes of Town of Hampstead**

### **MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF HAMPSTEAD HELD ON JANUARY 13<sup>TH</sup>, 2014, 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 Nathalie Lauzière, Town Clerk, acting as Secretary of the Meeting.

#### **FIRST QUESTION PERIOD**

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

2014-001

#### **ADOPTION OF THE AGENDA**

On motion of Councillor Leon Elfassy, seconded by Councillor Jack Edery, it was UNANIMOUSLY RESOLVED:

- THAT the agenda of the regular meeting is adopted with the addition of the following item:

Item 10.8 Remuneration of management personnel-2014.

Adopted

2014-002

#### **ADOPTION OF THE MINUTES**

On motion of Councillor Karen Zajdman, seconded by Councillor Leon Elfassy, it was UNANIMOUSLY RESOLVED:

- THAT the Minutes of the Regular Council Meeting of December 2<sup>nd</sup>, 2013 are hereby approved as submitted.

Adopted

2014-003

#### **DESIGNATION OF THE MEMBERS OF THE DEMOLITION COMMITTEE**

WHEREAS Section 11.1 of Zoning By-law N° 727 requires that the members of the Demolition Committee be designated by Council resolution and said resolution shall designate one of the members as Chairperson of the Committee;

WHEREAS this present resolution replaces Resolution N° 2009-266, adopted on November 16, 2009, Resolution no. 2010-532 adopted August 23<sup>rd</sup>, 2010 and Resolution no. 2012-076 adopted March 19<sup>th</sup>, 2012;

On motion of Councillor Leon Elfassy, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- THAT the following be designated as members of the Demolition Committee:

Councillor Leon Elfassy as Chairperson  
Councillor Michael Goldwax  
Councillor Warren Budning;

## Minutes of Town of Hampstead

- THAT, in the case of the unavailability of one or more members at any of the Demolition Committee meetings, the Mayor, may name one or more of the following substitutes to replace one or more of the absent committee members:

1<sup>st</sup> substitute – Councillor Karen Zajdman

2<sup>nd</sup> substitute – Councillor Jack Edery; and

- THAT the *Division Chief Urban Planning and Building Inspections* is designated as Secretary of the Committee, and the *Building Inspector* as a substitute of the Secretary in his/her absence.

Adopted

2014-004

### **SIGNING OF LEASE CONTRACT FOR THE CAFÉ AT THE IRVING L.ADESSKY COMMUNITY CENTER – HAMPSTEAD PARK**

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

- TO defer this resolution to a subsequent Council Meeting.

Adopted

2014-005

### **NOTICE OF MOTION – BY-LAW N° 807 – REGARDING THE ADOPTION OF A CODE OF ETHICS AND CONDUCT FOR MEMBERS OF COUNCIL OF THE TOWN OF HAMPSTEAD**

NOTICE OF MOTION was given by Councillor Michael Goldwax that, at a subsequent meeting of Council, By-law N° 807 entitled ‘By-law regarding the adoption of a code of ethics and conduct for members of Council of the Town of Hampstead’ will be submitted to Council for adoption.

TAKE FURTHER NOTICE THAT all Council members have received a draft of By-law N° 807 prior to this Council Meeting.

2014-006

### **ADOPTION – BY-LAW N° 747-23 – BY-LAW MODIFYING BY-LAW N° 747 TO DECREE THE FEE SCHEDULE FOR CULTURAL, SPORTS AND LEISURE ACTIVITIES FOR SPRING/SUMMER 2014**

CONSIDERING THAT notice of motion of By-law N° 747-23 was given at the regular council meeting of December 2, 2013 and that Council members received a copy of the By-law within the required delay and they declare to have read it and waive the reading thereof;

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

- TO approve By-law N° 747-23 modifying By-law N° 747 to Decree the Fee Schedule for Cultural, Sports and Leisure Activities for Spring/Summer 2014.

Adopted

## **Minutes of Town of Hampstead**

2014-007

### **NOTICE OF MOTION – BY-LAW N° 804-1 CONCERNING CADASTRAL OPERATION**

---

NOTICE OF MOTION was given by Councillor Leon Elfassy that, at a subsequent meeting of Council, By-law N° 804-1 concerning Cadastral Operation will be submitted to Council for adoption.

All Council members have received a draft copy of By-law N° 804-1 and a motion to dispense with the reading of the said By-law was made.

2014-008

### **ADOPTION OF DRAFT BY-LAW N° 804-1 CONCERNING CADASTRAL OPERATION**

---

WHEREAS the Members of Council have received a copy of Draft By-law N° 804-1 concerning Cadastral Operation and declare to have read it;

WHEREAS By-Law N° 804-1 will amend Cadastral Operation By-Law N° 804 in order to modify section 3.3.1 regarding cession for parks;

WHEREAS in accordance with section 125 (2) of an *Act Respecting Land Use Planning and Development*, the municipal council of the Town of Hampstead delegates to the Town Clerk the power to fix the date and time of the public consultation meeting to be held;

On motion of Councillor Leon Elfassy, seconded by Councillor Karen Zajdman, it was UNANIMOUSLY RESOLVED:

- TO approve Draft By-law N° 804-1 concerning Cadastral Operation.

Adopted

2014-009

### **ADOPTION – BY-LAW N° 743-4 – TO AMEND BY-LAW N° 743 RESPECTING THE PLANNING ADVISORY COMMITTEE**

---

CONSIDERING THAT notice of motion of By-law N° 743-4 was given at the regular council meeting of November 18<sup>th</sup>, 2013;

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

- TO approve By-law N° 743-4 entitled: “By-law to amend By-law N° 743 respecting the Planning Advisory Committee”.

Adopted

2014-010

### **DEPOSIT OF THE MINUTES OF THE PAC MEETING HELD ON DECEMBER 17<sup>TH</sup> 2013**

---

Each member of the Council having received a copy, the Town Clerk deposits the minutes of the Planning Advisory Committee meeting held on December 17<sup>th</sup>, 2013.

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

**Minutes of Town of Hampstead**

2014-011

**REQUEST TO AUTHORIZE A THIRD FLOOR ADDITION (ATTIC) TO A DETACHED SINGLE FAMILY DWELLING AT 135 FINCHLEY ROAD LOT NO.: 2 089 110, ZONE RA-2 (ZONING BYLAW NUMBER 727) (SPAIP BY-LAW NUMBER 775)**

---

On motion of Councillor Leon Elfassy, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- TO defer this resolution to a subsequent Council Meeting.

Adopted

2014-012

**REQUEST TO AUTHORIZE THE CHANGES MADE TO A PREVIOUSLY APPROVED PROJECT THAT CONSISTED OF AN ADDITION. THE SAID CHANGES INCLUDE THE EXTENSION OF THE DECK, A NEW BALCONY ON THE RIGHT HANDSIDE OF THE HOUSE, MODIFICATIONS TO THE PROPOSED VESTIBULE, THE ADDITIONAL WIDTH TO THE DRIVEWAY AND THIS, FOR THE DETACHED SINGLE FAMILY DWELLING AT 5642 QUEEN MARY ROAD, LOT NO.: 2 089 468 ZONE RA-1 (SPAIP BY-LAW NUMBER 775) (ZONING BY-LAW NUMBER 727)**

---

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

- THAT the site planning and architectural integration program showing modifications to the plans and elevations to authorize the changes made to the previously approved project that consisted of an addition to a detached single family dwelling 5642 Queen-Mary Road, submitted to the Planning Advisory Committee meeting of December 17<sup>th</sup>, 2013 is *refused* as recommended by the PAC. The modifications do not meet the prescribed standards of the Zoning By-law number 727 and do not meet the prescribed standards of the Site Planning and Architectural Integration Program By-law number 775.

Adopted

**RECESS**

*The Mayor recessed the meeting at 8:57 p.m and reconvened the meeting at 9:09 p.m., all members of Council present at the beginning of the meeting remaining to form a quorum.*

2014-013

**REQUEST TO AUTHORIZE AN ADDITION IN THE REAR YARD OF A DETACHED SINGLE FAMILY DWELLING AT 172, FINCHLEY ROAD LOT NO.: 2 089 346, ZONE RA-2 (ZONING BY-LAW NUMBER 727) (SPAIP BY-LAW NUMBER 775)**

---

On motion of Councillor Leon Elfassy, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- THAT the site planning and architectural integration program showing modifications to the plans and elevations to authorize an addition in the rear yard to a detached single family dwelling at 172, Finchley Road, submitted to the Planning Advisory Committee meeting of December 17<sup>th</sup>, 2013 is *approved* as recommended by the PAC. The modifications meet the prescribed standards of the Zoning By-law number 727 and meet the prescribed standards of the Site Planning and Architectural Integration Program By-law number 775.

Adopted

**Minutes of Town of Hampstead**

2014-014

**REQUEST TO AUTHORIZE AN ADDITION ON THE LEFT AND REAR YARD OF A DETACHED SINGLE FAMILY DWELLING AT 5579, QUEEN-MARY ROAD LOT NO.: 2 088 799, ZONE RA-1 (ZONING BY-LAW NUMBER 727) (SPAIP BY-LAW NUMBER 775)**

---

On motion of Councillor Leon Elfassy, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- THAT the site planning and architectural integration program showing modifications to the plans and elevations to authorize an addition on the left and rear yard to a detached single family dwelling at 5579, Queen-Mary Road, submitted to the Planning Advisory Committee meeting of December 17<sup>th</sup>, 2013 is *approved* as recommended by the PAC. The modifications meet the prescribed standards of the Zoning By-law number 727 and meet the prescribed standards of the Site Planning and Architectural Integration Program By-law number 775.

Adopted

2014-015

**APPROVAL OF THE DISBURSEMENTS FOR THE MONTH OF DECEMBER 2013**

---

WHEREAS Council reviewed the list of payments for the month of December 2013;

On motion of Councillor Leon Elfassy, seconded by Councillor Harvey Shaffer, it was UNANIMOUSLY RESOLVED:

- THAT the disbursements for the period from December 1<sup>st</sup>, 2013 to December 31<sup>st</sup>, 2013, in the total amount of \$1,146,671.10 are hereby approved (\$630,058.74 for cheques and \$516,612.36 for on line payments).

Adopted

2014-016

**APPROVAL OF HIRING CONTRACT OF MS. ANNE ROY AS "QUALITY MUNICIPAL SERVICE MANAGER"**

---

CONSIDERING THAT the Town of Hampstead wishes to hire a Quality Municipal Service Manager;

CONSIDERING THAT the Director General and the Human Resources Director are recommending the hiring of **Ms. Anne Roy** to fill such position;

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

- TO APPROVE the contractual hiring of Ms. **ANNE ROY** as "**QUALITY MUNICIPAL SERVICE MANAGER**" as of January 14<sup>th</sup>, 2014 in accordance with the conditions described in the contract signed on December 19<sup>th</sup>, 2013 between Ms. Roy and the Town, as represented by the Director General and contained in the confidential "Personnel" file in the Human Resources Director' Office;

Treasurer's certificate no 13-57, dated December 20, 2013, has been issued by the Treasurer, attesting the availability of funds to cover the described expenses.

Adopted

**Minutes of Town of Hampstead**

2014-017

**CONDITIONAL HIRING OF MR. RÉGENT BÉLANGER AS  
“JOURNEYMAN”**

---

WHEREAS one (1) permanent “Journeyman” position, salary grade 7, with the Public Works Department is presently vacant;

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

- TO HIRE MR. REGENT BÉLANGER as a permanent “Journeyman” subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 301 and the Town of Hampstead; and
- THAT this hiring is conditional to the conditions described in the letter of agreement signed between the CUPE Local 301 and the Town of Hampstead and contained in the confidential “Personnel” file in the Human Resources Director’ Office;

Treasurer’s certificate no 13-56 dated December 20, 2013 has been issued by the Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2014-018

**CONDITIONAL HIRING OF MR. FRANCISCO MARTIN VELA-SUAREZ AS “CARETAKER-DRIVER”**

---

WHEREAS one (1) permanent “Caretaker-Driver” position, salary grade 6, with the Community Services and Recreation Department is presently vacant;

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

- TO HIRE MR. FRANCISCO MARTIN VELA-SUAREZ as a permanent “Caretaker-Driver” subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 301 and the Town of Hampstead; and
- THAT this hiring is conditional to the conditions described in the letter of agreement signed between the CUPE Local 301 and the Town of Hampstead and contained in the confidential “Personnel” file in the Human Resources Director’ Office;

Treasurer’s certificate no 13-52 dated December 20, 2013 has been issued by the Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2014-019

**HIRING OF MR. JOSE MARTEL AS “JOURNEYMAN”**

---

WHEREAS one (1) permanent “Journeyman” position, salary grade 7, with the Public Works Department is presently vacant;

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

## Minutes of Town of Hampstead

- TO HIRE MR. JOSE MARTEL as a permanent “Journeyman” subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 301 and the Town of Hampstead;

Treasurer’s certificate no 13-54 dated December 20, 2013 has been issued by the Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2014-020

### **HIRING OF MR. PIERRE-YVES CLAIROUX AS “JOURNEYMAN”**

WHEREAS one (1) permanent “Journeyman” position, salary grade 7, with the Public Works Department is presently vacant;

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

- TO HIRE MR. PIERRE-YVES CLAIROUX as a permanent “Journeyman” subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 301 and the Town of Hampstead;

Treasurer’s certificate no 13-55 dated December 20, 2013 has been issued by the Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2014-021

### **HIRING OF MR. JEAN-SEBASTIEN BRUNET AS “CARETAKER-DRIVER”**

WHEREAS one (1) permanent “Caretaker-Driver” position, salary grade 6, with the Community Services and Recreation Department is presently vacant;

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

- TO HIRE MR. JEAN-SEBASTIEN BRUNET as a permanent “Caretaker-Driver” subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 301 and the Town of Hampstead;

Treasurer’s certificate no 13-53 dated December 20, 2013 has been issued by the Treasurer, attesting to the availability of funds to cover the described expenses.

Adopted

2014-022

### **APPROVAL TO EXTEND THE TEMPORARY HIRING OF MR. MEGAL JOHNSON AS “PUBLIC SECURITY OFFICER”**

CONSIDERING THAT the Town of Hampstead requires the hiring of a Public Security Officer as temporary replacement during various absences;

CONSIDERING THAT the Council had approved the temporary hiring of Mr. Megal Johnson for a period not to exceed February 2<sup>nd</sup>, 2014;

## Minutes of Town of Hampstead

CONSIDERING THAT the Director General, the Public Security Commander and the Human Resources Counsellor are recommending the extension of the hiring of **MR. MEGAL JOHNSON** in order to fill in during various absences;

On motion of Councillor Harvey Shaffer, seconded by Councillor Warren Budning, it was UNANIMOUSLY RESOLVED:

- TO APPROVE the extension of the temporary hiring of **MR. MEGAL JOHNSON** as “**PUBLIC SECURITY OFFICER**” for a period not to exceed April 30th, 2014, subject to the usual conditions and in accordance with the provisions of the collective agreement between CUPE Local 429 and the Town of Hampstead;

THAT Treasurer’s certificate no 14-01, dated January 9<sup>th</sup>, 2014 has been issued by the Treasurer, attesting the availability of funds to cover the described expenses.

Adopted

2014-023

### REMUNERATION OF MANAGEMENT PERSONNEL- 2014

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

- TO ratify the recommendations of the Director general regarding the adjustments of the remuneration of Management personnel for the year 2014, effective as of January 1st, 2014, the whole in accordance with the “Management Remuneration Policy” of the Town of Hampstead, adopted December 19<sup>th</sup>, 2011 under the resolution no. 2011-957.

Adopted

### SECOND QUESTION PERIOD

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

2014-024

### ADJOURNMENT

All the subjects of the Agenda having been discussed, it was proposed by Councillor Michael Goldwax, seconded by Councillor Harvey Shaffer and unanimously resolved to declare the meeting closed.

Adopted

(s) William Steinberg  
Dr. William Steinberg, Mayor

(s) Nathalie Lauzière  
M<sup>c</sup> Nathalie Lauzière, Town Clerk