



Minutes of the regular meeting of the Municipal Council of the Town of Baie-D'Urfé held according to the law at the Town Hall, ordinary place of meetings, located at 20410 chemin Lakeshore, Baie-D'Urfé, Quebec, on Tuesday, November 8, 2016 at 7:30 p.m.

WERE PRESENT:

Mayor: Maria Tutino

Councillors: Michel Beauchamp
Charles Colomb
Peter Fletcher
Brian Manning
Lynda Phelps
Janet Ryan

ALSO PRESENT: Jacques DesOrmeaux, Director General
Michael-T. Nguyen, Town Clerk

A. OPENING OF THE MEETING

The mayor calls the meeting to order and welcomes the public in attendance.

Unless indicated otherwise, the mayor avails herself of her right not to vote. Unanimous votes are therefore unanimous votes expressed by the Councillors.

B. ADOPTION OF THE AGENDA

1. Adoption of the agenda of the regular meeting of the Municipal Council of Tuesday, November 8, 2016.

2016-11-246 It is moved by Councillor Michel Beauchamp, seconded by Councillor Peter Fletcher and UNANIMOUSLY RESOLVED to adopt the agenda of the regular meeting of the Municipal Council of Tuesday, November 8, 2016, with the following modifications:

- Addition of item D.2:

- b)** Tabling of the Mayor's report on the financial position of the Town for the year 2015.
- c)** Tabling of the Town's financial comparative statements as of October 31st 2016.
- d)** Tabling of the list of contracts involving an expenditure exceeding \$25 000 awarded between November 1, 2015 and October 31, 2016.
- e)** Tabling of the list of contracts involving an expenditure exceeding \$2 000 awarded to the same contracting party between November 1, 2015 and October 31, 2016, where those contracts involve a total expenditure exceeding \$25 000.

- Addition of item F.6: Letter from Dorset Elementary School concerning sponsorship request.

- Addition of item G.8: Contract extension – Michael MacDonald and Coleen Shaw until December 31st 2016.

- Addition of item G.9: Payment of additional employment responsibilities assumed by Susan Stokley.

- Addition of item J.4: Contract award – Mines Seleine for an amount not exceeding \$57 231.68 (taxes included) for the supply and delivery of up to 750 metric tons of road salt for the 2016-2017 winter season.

- Addition of item L.3: Interest-free loan to Baie-D'Urfé Tennis Club.

C. PUBLIC QUESTION PERIOD

The mayor announces the beginning of the question period.

The 13 persons present are invited to submit their questions to the members of Council. The following topics were discussed:

- Can the Town implement a system for reporting issues such as nuisances during the weekend?
- What will the Town do for its outdoor hockey rinks this winter?
- Is Council still considering the residence for autonomous senior citizens project presented by Alain Brunet?
- Can the Town explain why temporary car shelters are banned in Baie-D'Urfé?
- Will *Shakespeare in the Park* be considered for the 2017 summer season?
- Why does the Town not have a children Christmas choir?

The question period is declared closed at 7:47 p.m.

D. REPORTS ON TOWN ACTIVITIES

1. Report on activities of SPVM Station 1 for the month of October 2016.

No report is given.

2. Mayor's report on Town activities for the month of October 2016.

The mayor provides a report on Town activities for the month of October 2016.

The mayor provides a report on the financial position of the Town for the year 2015.

The mayor tables the Town's financial comparative statements as of October 31st 2016.

The mayor tables the list of contracts involving an expenditure exceeding \$25 000 awarded between November 1, 2015 and October 31, 2016.

The mayor tables the list of contracts involving an expenditure exceeding \$2 000 awarded to the same contracting party between November 1, 2015 and October 31, 2016, where those contracts involve a total expenditure exceeding \$25 000.

3. Councillors' reports on Town activities for the month of October 2016.

Councillors Michel Beauchamp and Janet Ryan provide reports on Town activities for the month of October 2016.

4. Director General's report on Town activities for the month of October 2016.

The Director General provides a report on Town activities for the month of October 2016.

5. Report on the activities of the Citizens on Patrol for the month of October 2016.

Tabled.

6. Report on the activities of Sauvetage Baie-D'Urfé Rescue for the month of October 2016.

Tabled.

7. Report on the activities of Unit 8 of the Canadian Coast Guard Auxiliary (Quebec) Inc. for the month of October 2016.

Tabled.

E. MINUTES

1. Approval of the minutes of the regular meeting of the Municipal Council held on Tuesday, October 11, 2016 at 7:30 p.m.

2016-11-247 It is moved by Councillor Lynda Phelps, seconded by Councillor Michel Beauchamp to adopt the minutes of the regular meeting of the Municipal Council held on Tuesday, October 11, 2016 at 7:30 p.m.

The motion is put to a vote:

In favour: Councillors Michel Beauchamp, Charles Colomb, Brian Manning, Lynda Phelps and Janet Ryan.

Opposed: Councillor Peter Fletcher.

MOTION CARRIED.

F. CORRESPONDENCE

1. Letter from BKRA requesting a subsidy for the 2016-2017 season.

Referred to Administration.

2. Letter from Karin Gebert concerning LED lighting.

Referred to Administration.

3. Letter from Bernie Hojabri concerning ice rink at Bertold Park.

Tabled.

4. Letter from Colleen Jorgensen concerning a workshop at the Red Barn.

Tabled.

5. Letter from Ada Colomb concerning a grant request for a 2016 Christmas concert.

Referred to Administration.

6. Letter from Dorset Elementary School concerning sponsorship request.

Tabled.

G. ADMINISTRATION

1. Ratification of signed employment contract with Amanda Morales.

2016-11-248 It is moved by Councillor Charles Colomb, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to ratify the employment contract with Amanda Morales signed by the Director General on behalf of the Town and to charge this expense as follows:

Source: General Funds
Charge to: 02-130-00-141

A certificate of availability of funds was issued by the Assistant-Treasurer.

2. Nomination of Maritza Vilcherres as Accounts Payable and Pay Clerk.

2016-11-249 It is moved by Councillor Charles Colomb, seconded by Councillor Lynda Phelps and UNANIMOUSLY RESOLVED to appoint Maritza Vilcherres to the position of Accounts Payable Clerk (unionized position, pay scale 4, class 7A) as of November 21st, 2016 on condition that she meet the medical requirements established by the Town and to charge this expense as follows:

Source: General Funds
Charge to: 02-130-00-141

A certificate of availability of funds was issued by the Assistant-Treasurer.

3. Nomination of Patrick Fortier as Director of Community Services.

2016-11-250 It is moved by Councillor Charles Colomb, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED:

- TO appoint Patrick Fortier to the position of Director of Community Services (minimum of class 5) as of November 21st, 2016 on condition that he meet the medical requirements established by the Town;

- TO authorize the Director General to sign, on behalf of the Town, the two-year employment contract; and

- TO charge this expense as follows:

Source: General Funds
Charge to: 02-130-00-141

A certificate of availability of funds was issued by the Assistant-Treasurer.

4. Adoption of the calendar of municipal council meetings of the Town of Baie-D’Urfé for the year 2017.

2016-11-251 It is moved by Councillor Michel Beauchamp, seconded by Councillor Janet Ryan and UNANIMOUSLY RESOLVED to adopt the calendar of municipal council meetings of the Town of Baie-D’Urfé for the year 2017 as follows:

January 10, 2017	May 9, 2017	September 12, 2017
February 14, 2017	June 13, 2017	October 3, 2017
March 14, 2017	July 11, 2017	November 14, 2017
April 11, 2017	August 8, 2017	December 12, 2017

5. Tabling of the 2016 statements of pecuniary interests of Council members.

2016-11-252 It is moved by Councillor Lynda Phelps, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED:

TO take note that the following councillors have filed a statement of pecuniary interests as of November 8, 2016, in accordance with Section 358 of the *Act Respecting Elections and Referendums in Municipalities*:

Mayor Maria Tutino;
Councillor Michel Beauchamp;
Councillor Charles Colomb;
Councillor Peter Fletcher;
Councillor Brian Manning;
Councillor Lynda Phelps;
Councillor Janet Ryan; and

TO send to the *Ministère des Affaires municipales et de l'Occupation du territoire* (MAMOT) a list of Council members who have filed a statement, in accordance with Section 360.2 of the *Act Respecting Elections and Referendums in Municipalities*.

6. Tabling of the 2016 written disclosure statements of the council members stating any gift, mark of hospitality or other benefit received by a council member in accordance with section 5.3.5 of the Code of Ethics and Good Conduct of Elected Officers of the Town of Baie-D’Urfé and entry in the public register of these disclosure statements.

WHEREAS the Town of Baie-D’Urfé has adopted *By-law no. 1102 establishing the Code of Ethics and Good Conduct of Elected Officers of the Town of Baie-D’Urfé*;

WHEREAS section 5.3.5 of the *Code of Ethics and Good Conduct of Elected Officers of the Town of Baie-D’Urfé* indicates that if a council member receives any gift, mark of hospitality or other benefit that is not of a purely private nature or not prohibited under subsection 5.3.4, but that exceeds \$200 in value, the member must file a written disclosure statement with the Town Clerk of the municipality within 30 days of receiving the benefit;

WHEREAS the disclosure statement must contain an accurate description of the gift, mark of hospitality or benefit received, and state the name of the donor, the date and the circumstances under which it was received;

WHEREAS the Town Clerk shall keep a public register of these disclosure statements;

2016-11-253 THEREFORE, it is moved by Councillor Lynda Phelps, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to table the written disclosure statements of the council members stating any gift, mark of hospitality or other benefit received by a council member in accordance with section 5.3.5 of the *Code of Ethics and Good Conduct of Elected Officers of the Town of Baie-D’Urfé* and to enter these disclosure statements in the public register.

7. Preauthorization for the maintenance of the road lighting system on the territory of Baie-D’Urfé by Hydro-Québec up to a maximum amount of \$5 000 (taxes included) for 2017.

2016-11-254 It is moved by Councillor Michel Beauchamp, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED to preauthorize maintenance work pertaining to the road lighting system on the territory of Baie-D’Urfé by Hydro-Québec up to a maximum amount of \$5 000 (taxes included) for the year 2017 and to charge this expense as follows:

Source: General Funds
Charge to: 02-340-00-681

A certificate of availability of funds was issued by the Assistant-Treasurer.

8. Contract extension – Michael MacDonald and Coleen Shaw until December 31st 2016.

2016-11-255 It is moved by Councillor Janet Ryan, seconded by Councillor Lynda Phelps and UNANIMOUSLY RESOLVED to authorize the Town’s Director General to sign, on behalf of the Town, the contract extensions for Michael MacDonald and for Coleen Shaw until December 31st 2016 and to charge this expense as follows:

Source: General Funds
Charge to: 02-701-20-497

A certificate of availability of funds was issued by the Assistant-Treasurer.

9. Payment in recognition of additional employment responsibilities assumed by Susan Stokley.

2016-11-256 It is moved by Councillor Charles Colomb, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to authorize the payment of \$2 000 to Susan Stokley in recognition of additional responsibilities assumed in 2016 and to charge this expense as follows:

Source: General Funds
Charge to: 02-130-00-141

A certificate of availability of funds was issued by the Assistant-Treasurer.

H. PARKS, RECREATION AND ENVIRONMENT

I. PUBLIC SECURITY AND TRAFFIC

J. PUBLIC WORKS AND TOWN INFRASTRUCTURES

1. Exercise of contract option – Landcare inc. for snow removal services for the 2016-2017 winter season within the context of tender TP-2013-30.

2016-11-257 It is moved by Councillor Michel Beauchamp, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED to exercise the one-year contract option with **Landcare inc.** in the amount of \$ 149 212 for snow removal services for the 2016-2017 winter season within the context of TP-2013-30 and to charge this expense as follows:

Source: General Funds
Charge to: 02-330-00-443

A certificate of availability of funds was issued by the Assistant-Treasurer.

2. Contract award – Maçonnerie ERM for the Fritz Farm Community Center chimneys repair within the context of tender TP-2016-15.

2016-11-258 It is moved by Councillor Michel Beauchamp, seconded by Councillor Lynda:

TO award the contract to **Maçonnerie ERM** in the amount of \$ 73 469.03 for the Fritz Farm Community Center chimneys repair within the context of TP-2016-15;

TO transfer the sum of \$ 73 469.03 from the non-affected surplus (account no. 55-992-00-000) to account no. 02-792-20-522; and

TO charge this expense as follows:

Source: General Funds
Charge to: 02-792-20-522

A certificate of availability of funds was issued by the Assistant-Treasurer.

The motion is put to a vote:

In favour: Councillors Michel Beauchamp, Charles Colomb, Lynda Phelps and Janet Ryan.

Opposed: Councillors Peter Fletcher and Brian Manning.

MOTION CARRIED.

3. Contract award – Couverture West Island Inc. for the Fritz Farm Community Center roofing within the context of tender TP-2016-20.

2016-11-259 It is moved by Councillor Michel Beauchamp, seconded by Councillor Charles Colomb:

TO award the contract to **Couverture West Island Inc.** in the amount of \$ 50 144.62 for the Fritz Farm Community Center roofing within the context of TP-2016-20;

TO transfer the sum of \$ 50 144.62 from the non-affected surplus (account no. 55-992-00-000) to account no. 02-792-20-522; and

TO charge this expense as follows:

Source: General Funds
Charge to: 02-792-20-522

A certificate of availability of funds was issued by the Assistant-Treasurer.

The motion is put to a vote:

In favour: Councillors Michel Beauchamp, Charles Colomb, Lynda Phelps and Janet Ryan.

Opposed: Councillors Peter Fletcher and Brian Manning.

MOTION CARRIED.

4. Contract award – Mines Seleine for an amount not exceeding \$57 231.68 (taxes included) for the supply and delivery of up to 750 metric tons of road salt for the 2016-2017 winter season.

WHEREAS the City of Montreal issued a public call for tenders (no. 16-15141) on June 6, 2016, for the purpose of awarding a contract for the supply and delivery of road salt for the 2016-2017 winter season; and

WHEREAS this call for tenders was conducted on behalf of a group of Montreal boroughs and demerged municipalities, including the Town of Baie-D'Urfé;

2016-11-260 THEREFORE, it is moved by Councillor Michel Beauchamp, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED to award the contract to **Mines Seleine** for an amount not exceeding \$57 231.68 (taxes included) for the supply and delivery of up to 750 metric tons of road salt for the 2016-2017 winter season and to charge this expense as follows:

Source: General Funds
Charge to: 02-330-00-626

A certificate of availability of funds was issued by the Assistant-Treasurer.

K. TOWN PLANNING

1. Tabling of the minutes of the Planning Advisory Committee meeting held on October 5th, 2016 at 8:30 a.m.

2016-11-261 It is moved by Councillor Janet Ryan, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to table the minutes of the Planning Advisory Committee meeting of October 5th, 2016 at 8:30 a.m.

2. Appeal of decision of Demolition Review Committee – 114 rue Oakridge.

WHEREAS the Demolition Review Committee rendered a decision on October 19, 2016, granting a demolition permit for the building located at 114 rue Oakridge;

WHEREAS the property owners of 114 rue Oakridge have asked for an appeal to modify certain aspects of this decision before the expiry of the deadline to appeal; and

WHEREAS the property owners request that the demolition and construction on their property be postponed until April 30, 2017;

2016-11-262 THEREFORE it is moved by Councillor Janet Ryan, seconded by Councillor Charles Colomb:

THAT the appeal of the property owners of 114 rue Oakridge be granted; and

THAT the request for a demolition permit concerning the house located at 114 rue Oakridge in Baie-D'Urfé be hereby approved subject to the same conditions listed in the minutes of the public hearing that took place on October 19, 2016 at 8:00 pm, except for the following modifications:

- The demolition must be started by April 30th, 2017, and completed within three (3) weeks of start;
- The monetary guarantee that must be supplied to the Town prior to the issuance of the demolition permit must be in the amount of \$71 340, an amount equal to \$50 000 plus 20% of the amount in excess of \$100 000 of the value entered on the 2017 valuation roll for the immovable to be demolished, in accordance with Section 8.8.4.2 of Permits and Certificates By-law no. 878.

The motion is put to a vote:

In favour: Councillors Michel Beauchamp, Charles Colomb, Peter Fletcher, Lynda Phelps and Janet Ryan.

Councillor Brian Manning declares a possible, potential or perceived conflict of interest and abstains from voting.

MOTION CARRIED.

3. Request for approval of Site Planning and Architectural Integration Program for 20715 chemin Lakeshore – small extension to the main building.

WHEREAS the Site Planning and Architectural Integration Program By-law no. 1047, to which is subject the property located at 20715 chemin Lakeshore, requires that, prior to the issuance of a certificate of authorization and/or of a subdivision permit and/or a building permit, plans be submitted to council for approval; and

WHEREAS the Town Planning Advisory Committee has recommended the approval of the undermentioned site planning and architectural integration plans at its meeting held on Thursday October 27th 2016;

2016-11-263 THEREFORE, it is moved by Councillor Janet Ryan, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to approve the plans prepared by Anderson Architects dated October 4th, 2016, as these plans are conforming to the criteria and objectives outlined in the Site Planning and Architectural Integration Program By-law no. 1047.

4. Notice of motion – *By-law no. 876-23 amending Subdivision By-law no. 876 in order to permit the creation of a temporary non-conforming lot for certain cadastral operations.*

Councillor Janet Ryan gives notice of motion that Council intends to present and adopt, at a subsequent council meeting *By-law no. 876-23 amending Subdivision By-law no. 876 in order to permit the creation of a temporary non-conforming lot for certain cadastral operations.* The purpose of this amendment is to allow the creation of a lot that does not meet one or several provisions regarding the minimum lot sizes so that the lot in question may be merged with a neighbouring lot required for a cadastral operation.

L. **CITIZEN SERVICES AND COMMUNITY AFFAIRS**

1. Financial support within the context of the Excellence Support Program.

WHEREAS the Town has implemented an Excellence Support Program to recognize and encourage Baie-D’Urfé residents who excel at the provincial, national and international levels; and

WHEREAS the following individuals have submitted applications for the month of October 2016 which satisfy the criteria set out in the Town’s Excellence Support Policy:

Applicant	Competition	Amount
Juliana Classen	Stoney Creek University Showcase – Ice Hockey	\$100

2016-11-264 THEREFORE, it is moved by Councillor Lynda Phelps, seconded by Councillor Michel Beauchamp and UNANIMOUSLY RESOLVED to table the list of recipients for the Excellence Support Program for the month of October 2016.

2. Authorization to sign the agreement between the Town of Baie-D’Urfé and the Baie-D’Urfé Citizens’ Association regarding the publishing of the Town newsletter in the News & Views for the period of January 1 to December 31, 2017, in the amount of \$24 500.

2016-11-265 It is moved by Councillor Lynda Phelps, seconded by Councillor Janet Ryan and UNANIMOUSLY RESOLVED to authorize the Director General, to sign the agreement between the Town of Baie-D’Urfé and the Baie-D’Urfé Citizens’ Association regarding the publishing of the Town newsletter in the News & Views for the period of January 1 to December 31, 2017, in the amount of \$24 500 and to charge this expense as follows:

Source: General Funds
Charge to: 02-190-00-348

A certificate of availability of funds was issued by the Assistant-Treasurer.

3. Interest-free loan to Baie-D’Urfé Tennis Club.

WHEREAS the Baie-D’Urfé Tennis Club has made a formal request to the Town for an interest-free loan that would be used to install a new sprinkler system on courts no. 5 and no. 6 ; and

WHEREAS the Baie-D’Urfé Tennis Club has indicated it would repay the \$13 100 loan in two (2) instalments, the first payment of \$6 600 on August 1st 2017 and the second payment of \$6 500 on September 1st 2018;

2016-11-266 THEREFORE, it is moved by Councillor Michel Beauchamp, seconded by Councillor Lynda Phelps:

THAT the Town of Baie-D’Urfé extend an interest-free loan to the Baie-D’Urfé Tennis Club in the amount of \$13 100;

TO authorize the Director General to sign the loan agreement between the Town of Baie-D’Urfé and the Baie-D’Urfé Tennis Club;

TO transfer the sum of \$13 100 from the non-affected surplus (account no. 55-992-00-000) to account no. 02-701-52-640; and

TO charge this expense as follows:

Source: General Funds
Charge to: 55-992-00-000

A certificate of availability of funds was issued by the Treasurer.

The motion is put to a vote:

In favour: Councillors Michel Beauchamp, Charles Colomb, Brian Manning, Lynda Phelps and Janet Ryan.

Opposed: Councillor Peter Fletcher.

MOTION CARRIED.

M. FINANCE

1. Approval of the list of expenses for the month of October 2016.

2016-11-267 It is moved by Councillor Michel Beauchamp, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED to approve the list of expenses for the month of October 2016 in the amount of \$ 231 962.45.

2. Financial contribution to the Baie-D’Urfé Citizens’ Association for the 2016 Holiday Concert and Festivities in the amount of \$1 500.

2016-11-268 It is moved by Councillor Janet Ryan, seconded by Councillor Lynda Phelps and UNANIMOUSLY RESOLVED to grant a financial contribution to the Baie-D’Urfé Citizens’ Association for the 2016 Holiday Concert and Festivities in the amount of \$1 500 and to charge this expense as follows:

Source: General Funds
Charge to: 02-702-91-970

A certificate of availability of funds was issued by the Assistant-Treasurer.

N. CLOSING OF MEETING

2016-11-269 At 10:16 pm, it is moved by Councillor Peter Fletcher, seconded by Councillor Charles Colomb and UNANIMOUSLY RESOLVED to close the meeting.

Mayor

Town Clerk