

MINUTES
SPECIAL COUNCIL MEETING

MAY 15, 2025
6:30 p.m.

Minutes of the Special Meeting of the Council of Montreal West held on May 15, 2025 at the Town Hall located at 50 Westminster Avenue South.

Present:	Mayor:	Mr. Beny Masella	
	Councillors:	Ms. Elizabeth Ulin	Seat 2
		Ms. Colleen Feeney	Seat 3
Absent:	Councillor:	Ms. Lauren Small-Pennefather	Seat 1
		Ms. Maria Torres	Seat 4
Also present:	Director General:	Me Raffaella Di Stasio	
	Town Clerk:	Me Claude Gilbert	

Mr. Beny Masella, Mayor, acted as chairperson of the meeting.
Mr. Claude Gilbert, Town Clerk, acted as secretary of the meeting.

There were no residents in attendance.

1. Opening of the Meeting

It was moved by Councillor Colleen Feeney, seconded by Councillor Elizabeth Ulin and resolved:

That the Meeting be declared open.

Carried unanimously
20250515-001

The Mayor called the Meeting to order at 6:54 p.m.

2. Adoption of the Agenda

It was moved by Councillor Elizabeth Ulin, seconded by Councillor Colleen Feeney and resolved:

To adopt the Agenda of the Special Meeting of Thursday, May 15, 2025 as presented.:

Carried unanimously
20250515-002

3. Site Planning Projects and Architectural Integration Programs (SPAIP)

It was moved by Councillor Elizabeth Ulin, seconded by Councillor Colleen Feeney and resolved:

- 1) To acknowledge receipt of the minutes of a meeting held by the Planning Advisory Committee (PAC) on May 7, 2025.
- 2) To approve as presented under the SPAIP the following plans submitted to this meeting, in accordance with the recommendations of the PAC as outlined in the minutes:

Address	Project
166 Northview	Condemning a side door, demolishing the side porch and ramp, replacement of two windows and addition of a door;
137 Ballantyne S.	Replacement of two garage doors on the detached garage in the backyard;
135 Ballantyne N.	Replacement of roof cladding, wall cladding, soffits and fascia;
136 Percival	Replacement of five windows.

- 3) To approve with conditions under the SPAIP the following plans submitted to this meeting, in accordance with the recommendations of the PAC as outlined in the minutes:

Address	Project
415-419 Smart	Replacement of twenty windows, six doors, two patio doors and the garage door.

4) To defer the examination of the following plans to a next meeting of this Council, in accordance with the recommendations of the PAC as outlined in the minutes:

Address	Project
166 Northview	Construction of a new ramp.

5) To refuse as presented under the SPAIP the following plans submitted to this meeting, in accordance with the recommendations of the PAC as outlined in the minutes:

Address	Project
344 Brock North	Replacement of cladding and soffits as well as a window.

Carried unanimously
20250515-003

4. Minor exemption request – 8101 Montréal-Toronto

NOTE Councillor Colleen Feeney summarized the issues involved in the following matter. She also noted that it had been advertised in the newspaper. No comments were received since the publication.

It was moved by Councillor Colleen Feeney, seconded by Councillor Elizabeth Ulin and resolved:

That the plans and request submitted to the November 20, 2024 meeting of the Planning Advisory Committee be approved with conditions, in accordance with By-Laws 2020-002 and G-18-0005, for the following minor exemptions from sections 3.3.2, 4.8.3 (paragraph 2), 5.1.3, 5.2.5, 5.3.2 and 5.3.4 of the Zoning By-Law, regarding the immovable located at 8101 Montreal-Toronto in zone IB-1 to:

- Accept a stucco embossed or similar metal panel as an acceptable cladding material, provided that at least 10% of the total façade surface area be clad with masonry materials (such as brick or stone), instead of forbidding the use of any metal cladding on the ground floor and limiting it to a maximum of 15% of the building surface;
- Allow to have 15 trees located to the left and right of the front property line, instead of one tree for every 5 linear meters directly along the property line fronting the street;
- Accept the non-conforming location of aisles as part of an overall softscape landscaping and parking lot layout of 146 parking spaces which meets the requirements, providing that this layout must be optimized to maximize green space on the property, even if this results in a reduction of the number of parking spaces;
- Accept the location of the loading dock areas and their doors to be facing Montreal-Toronto Boulevard, instead of forbidding them at the front of the building.

Carried unanimously
20250515-004

5. Protection of personal information – confidentiality policy

WHEREAS the Town must ensure the protection of personal information it detains;

WHEREAS section 63.4 of the Act respecting Access to documents held by public bodies and the Protection of personal information (CQLR chapter A-2.1) provides that municipalities are required to publish on their website, and disseminate by any means likely to reach the persons concerned, a privacy policy written in clear and simple terms;

WHEREAS to fulfill its obligations in this regard, the Town has developed such a Privacy Policy, which sets out, among other things, the principles applicable to the protection of personal information collected by the municipality through technological means;

WHEREAS this Policy was recommended by the Committee on Access to Information and the Protection of Personal Information;

THEREFORE :

It was moved by Councillor Elizabeth Ulin, and seconded by Councillor Colleen Feeney, and resolved :

That the Town of Montreal West adopt the Confidentiality Policy recommended for approval by the Committee on Access to Information and the Protection of Personal Information.

Carried unanimously
20250515-005

6. Protection of personal information – policy on the rules of governance

WHEREAS the Town must ensure the protection of personal information it detains;

WHEREAS section 63.3 of the Act respecting Access to documents held by public bodies and the Protection of personal information (CQLR chapter A-2.1) requires municipalities to publish on their website rules governing their governance with respect to personal information;

WHEREAS to fulfill its obligations in this regard, the Town has developed such a Framework Policy on Governance, which sets out, among other things, the principles applicable to the protection of personal information held by the municipality throughout its life cycle, as well as the rights of the individuals concerned;

WHEREAS this Policy was approved by the Committee on Access to Information and the Protection of Personal Information;

THEREFORE :

It was moved by Councillor Colleen Feeney, and seconded by Councillor Elizabeth Ulin, and resolved :

That the Town of Montreal West adopt the Policy on the rules of Governance recommended for approval by the Committee on Access to Information and the Protection of Personal Information.

Carried unanimously
20250515-006

7. Policy on capitalisation, amortization and public infrastructure financing

It was moved by Councillor Colleen Feeney, seconded by Councillor Elizabeth Ulin and resolved:

That the Town of Montreal West accept the Policy on capitalisation, amortization and public infrastructure financing proposed by the Treasurer.

Carried unanimously
20250515-007

8. Awarding of contracts – sidewalk repairs

WHEREAS the Town of Montreal West issued a public call for tenders for the purpose of sidewalk repairs;

WHEREAS six tender documents were ordered and five contractors submitted a bid;

WHEREAS these bids were received and assessed to verify their conformity with administrative and technical requirements;

THEREFORE:

It was moved by Councillor Elizabeth Ulin, seconded by Councillor Colleen Feeney and resolved:

1) To award the contract for sidewalk repairs to Cojalac Inc., being the lowest conforming bidder, that is, for a total price of \$105,375.90 plus taxes.

2) To charge this expense to budget code 55-991-00-000.

3) To authorize the Mayor and the Town Clerk to sign any documents required to implement this resolution, as the case may be.

Carried unanimously
20250515-008

9. Awarding of contracts – bus services

WHEREAS the Town of Montreal West issued a call for tenders by invitation for the hiring a bus company during the summer day camp;

WHEREAS four contractors were invited;

WHEREAS two bids were received and assessed to verify their conformity with the requirements of the tender document;

THEREFORE:

It was moved by Councillor Colleen Feeney, seconded by Councillor Elizabeth Ulin and resolved:

- 1) To award the contract for bus services to Autobus Transco (1988) Inc., being the lowest conforming bidder, that is, on the basis of a daily price of \$600.00 plus taxes.
- 2) To charge this expense to budget code 02-745-00-699.
- 3) To authorize the Mayor and the Town Clerk to sign any documents required to implement this resolution, as the case may be.

Carried unanimously
20250515-009

10. Public Question Period

The Mayor noted the beginning of the Public Question Period at 7:06 p.m.

11. Termination of the Meeting

At 7:07 p.m., no questions being asked,

It was moved by Councillor Elizabeth Ulin, seconded by Councillor Colleen Feeney and resolved:

That the Meeting be terminated.

Carried unanimously
20250515-010

Beny Masella
Mayor

Claude Gilbert
Town Clerk

The annexes mentioned above are deposited
in the municipal archives in File *Archives-20250515*