

MINUTES
SPECIAL COUNCIL MEETING

JULY 23, 2026
6 :00 P.M.

Minutes of the special Meeting of the Council of Montreal West held on July 23, 2026, at the Town Hall located at 50 Westminster Avenue South.

Present:

Councillors:	Ms. Lauren Small-Pennefather	Seat 1
	Ms. Martha Slocombe	Seat 2
	Mr. Nicholas Tassé	Seat 3
	Mr. Philippe Bergeron	Seat 4

Absent : Mayor: Mr. Jonathan Cha

Also present : Me Claude Gilbert, Town Clerk
Me Raffaele Di Stasio, Director General
Me Mathieu Poitevin, Assistant Town Clerk

Councillor Lauren Small-Pennefather, Pro Mayor, presided over the meeting.
Mr. Claude Gilbert, Town Clerk, acted as secretary of the meeting.

2 residents and visitors were in attendance.

1. Opening of the Meeting

It was moved by Councillor Martha Slocombe, seconded by Councillor Nicholas Tassé and resolved:

That the Meeting be declared open.

Carried unanimously.
20260723-001

The Pro Mayor called the Meeting to order at 7 :09 pm.

2. Adoption of the Agenda

It was moved by Councillor Nicholas Tassé, seconded by Councillor Philippe Bergeron and resolved:

To adopt the Agenda of the Special Meeting of Thursday, July 23, 2026, while deferring item 14 to a future meeting.

Carried unanimously
20260723-002

3. Site Planning and Architectural Integration Programs (SPAIP) – July 22 2026

It was moved by Councillor Martha Slocombe, seconded by Councillor Lauren Small-Pennefather and resolved:

1) To acknowledge receipt of the minutes of the meeting held by the Urban Planning Advisory Committee (CCU) on July 22, 2026.

2) To approve, as presented under the SPAIP (Site planning and Architectural program), the following plans submitted at this meeting, in accordance with the CCU recommendations set out in the minutes:

Address	Project
140 Northview	Replacement of a backyard deck.
32 Fenwick	Replacement of sixteen windows, the front door, and a side door.

263 Brock N.	Replacement of a garden shed in the backyard.
342 Ballantyne N.	Replacement of the Garage door.
456-458 Westminster N.	Replacement of four basement windows.
30 Campbell	Replacement of six windows.
150 Wolseley N.	Replacement of the front and rear dormer cladding.
183 Bedbrook	Replacement of five windows.

- 3) To approve, without conditions, pursuant to SPAIP, the following plans, notwithstanding the recommendations of the CCU as set out in the minutes:

Address	Project
120 Ballantyne S.	Replacement of eighteen windows.

- 4) To defer consideration of the following plans to a future council meeting, in accordance with the CCU recommendations as set out in the minutes:

Address	Project
233 Percival	Reconstruction of the front staircase and landing, And installation of new railings.
40 Westland	Replacement of cladding material on the front façade, modification of the roof, replacement of fascia and soffits, replacement of fifteen windows, the front door and 2 regular doors.

- 5) To reject the following plans and projects, in accordance with the recommendations of the CCU as specified in the minutes:

Address	Project
456-458 Westminster N.	Replacement of eight windows.
107 Brock N.	Replacement of fascia and soffits.

Carried unanimously
20260723-003

4. **Minor Exemption Application – 10-12 Wolseley South**

NOTE Councillor Martha Slocombe summarized the details of the file. She also noted that the application had been published in a newspaper. No comments were received following that publication (and none were made after these explanations had been provided).

It was moved by Councillor Martha Slocombe, seconded by Councillor Lauren Small-Pennefather and resolved:

To accept the plans submitted at the meeting of the Planning Advisory Committee held on June 17, 2026, in accordance with the provisions of By-law 2020-002, and the following application for minor exemption to paragraph 5.3 of section 5.2.3 of the Zoning By-law with respect to the building located at 10-12 Wolseley South in zone RC-5:

- Allow paving 38.06% of the land surface in the front yard of an immovable, while the maximum is 35% for a lot of this width, according to paragraph 5.3 of section 5.2.3 of the Zoning By-Law. The consequence of accepting this request would be to exceed this requirement by 3.06%.

Carried unanimously
20260723-004

5. **Minor Exemption Application – 101 Ballantyne South**

NOTE Councillor Martha Slocombe summarized the details of the file. She also noted that this application had been published in a newspaper. No comments were received following that publication (and none were made after these explanations had been provided).

It was moved by Councillor Martha Slocombe, seconded by Councillor Lauren Small-Pennefather and resolved:

To accept the plans submitted at the meeting of the Planning Advisory Committee held on June 17, 2026, in accordance with the provisions of By-law 2020-002, and the following applications for minor exemption to sections 3.2.2 of the Zoning By-law, according to the applicable schedule of specifications, as well as to section 4.1.1 of the said by-law, according to the applicable schedule of specifications, with respect to the building located at 101 Ballantyne South in zone RD-2:

- Normalize the front setback of the main building which is of 2.82 metres, instead of the minimum 4.57 metres required in that zone, pursuant to section 3.2.2 of the Zoning By-Law as per the relevant schedule of uses and standards. The consequence of accepting this request would be to reduce the requirement by 1.75 metres;
- Normalize the rear setback of the main building which is of 2.89 metres, instead of the minimum 6.1 metres required in that zone, pursuant to section 3.2.2 of the Zoning By-Law as per the relevant schedule of uses and standards. The consequence of accepting this request would be to reduce the requirement by 3.21 metres;
- Normalize the front setback of the front veranda, which is located at 2.4 metres instead of the minimum 4.57 metres required in that zone, pursuant to section 4.1.10, paragraph 8 of the Zoning By-Law. The consequence of accepting this request would be to reduce this requirement by 2.17 metres.

Carried unanimously
20260723-005

6. Minor Exemption Application – 16 Ballantyne South

NOTE Councillor Martha Slocombe summarized the details of the file. She also noted that this application had been published in a newspaper. Comments were received following that publication and during the meeting.

M. Tyson Lowrie, as the owner of the property subject to the minor exemption application, spoke on this agenda item.

6.1 Adjournment of the meeting

It was moved by the Councillor Lauren Small-Pennefather, seconded by Councillor Martha Slocombe and resolved :

That the meeting be adjourned at 7:34 p.m.

Carried unanimously
20260723-006

6.2 Resumption of the session

It was moved by Councillor Lauren Small-Pennefather, seconded by Councillor Nicholas Tassé and resolved:

That the meeting be resumed at 7 :41 p.m.

Carried unanimously
20260723-07

It was moved by Councillor Lauren Small-Pennefather, seconded by Councillor Martha Slocombe and resolved :

To refuse the plans submitted at the meeting of the Planning Advisory Committee held on June 17, 2026, in accordance with the provisions of By-law No. 2020-002, as well as the minor exemption applications concerning paragraph 5.3 of section 5.2.3 of the Zoning By-law, and sections 5.2.1.1 and 4.7.3.1 of said by-law, with respect to the immovable

located at 16 Ballantyne South, in zone RA-8, in accordance with the recommendation made by the PAC.

Carried unanimously
20260723-008

7. Awarding of Contract for Stump Removal and Site Restoration

WHEREAS the Town has launched an open tendering process published on the Electronic Tendering System (SEAO), for stump removal and site restoration;

WHEREAS the seven open procedure documents were ordered, and three tenders were received and evaluated for compliance with the specifications;

THEREFORE :

It was moved by Councillor Nicholas Tassé, seconded by Councillor Martha Slocombe, and resolved:

- 1) That the one-season contract for stump removal and site restoration work be awarded to Biothec Foresterie Inc., the lowest compliant bidder, at a price of \$41,370.00 (before taxes) based on the unit prices submitted and the estimated quantities listed in the bid schedule, plus two annual renewal options;
- 2) That this expenditure be charged to budget item 02-750-03-419;
- 3) That the Mayor and the Clerk are authorized to sign any contractual documents required for the purposes of the resolution, as the case may be.

Carried unanimously
20260723-009

8. Notice of Agreement Renewal – Éco Entreprise

WHEREAS, pursuant to Resolution No. 20240109-006, the Town of Montreal West, as well as the towns of Baie- d'Urfé, Hampstead, and Montréal East and the Village of Senneville, agreed to form a group for the purpose of concluding an agreement with Éco Entreprises Québec (ÉEQ) to govern the collection and transportation services for recyclable materials;

WHEREAS, pursuant to this resolution, the Town of Montreal West was designated as the body to sign, on behalf of the group, an agreement with ÉEQ to that effect;

WHEREAS, pursuant to Resolution No. 20240122-005, the signing of such an agreement with ÉEQ was authorized;

WHEREAS, pursuant to the third paragraph of Article 4.2 of this partnership agreement between ÉEQ and the Town of Montreal West, signed on August 26, 2025, if one of the parties proposes an extension thereof, the other has three (3) months to confirm the extension;

WHEREAS, on May 4, 2026, ÉEQ submitted a notice extending the partnership agreement from April 3, 2027, to April 2, 2028;

WHEREAS, on April 2, 2026, the Town of Montreal West notified the contractor of the extension of its contract, in conjunction with the other municipalities in the group;

It was moved by Councillor Martha Slocombe, seconded by Councillor Philippe Bergeron :

That the Town of Montreal West, on its own behalf and on behalf of the group, confirms its acceptance of the one-year (1) extension of the partnership agreement.

Carried unanimously
20260723-010

9. Write-off – Municipal Court Files

WHEREAS the fourth paragraph of section 84 of the Municipal Courts Act (R.S.Q., chapter 72.01) stipulates that the council of the municipality entitled to the fine and costs imposed by judgment for a violation of its by-laws is the only body authorized to remit them, in whole or in part;

WHEREAS the Municipal Court of Montreal has identified 58 cases in which a judgment was rendered more than ten (10) years ago and for which no effective enforcement measure could be carried out during that period;

WHEREAS the collection measures provided for by law have been completed or have become impossible, according to the Municipal Court, it is necessary to terminate enforcement proceedings by writing off the balances in question, taking into account the applicable ten (10) year limitation period under the Civil Code;

WHEREAS the total amount of the balances in question is estimated at \$36,261.92, corresponding to judgments dating back more than ten (10) years;

WHEREAS the Municipal Court is seeking the Town's approval to strike these files from the record;

It was moved by Councillor Lauren Small-Pennefather, seconded by Councillor Philippe Bergeron:

To accept this request and authorize the Municipal Court of Montreal to expunge these files.

Carried unanimously
20260723-011

10. Notice of Motion and Draft By-Law for an Amendment to Traffic By-Law No. 405

The presiding officer, Ms. Small Pennefather, gave notice of motion for the presentation, at a future Council meeting, of a by-law entitled "By-law amending Traffic By-law No. 405."

A draft regulation was submitted to the Council and made available to the public.

11. Approval of Acquisition Contract – Ford F450 XL Trucks

WHEREAS the Town must acquire a Ford F-450 XL pickup truck for the operations of the Public Works Department;

WHEREAS the price submitted by Ford Gabriel for the acquisition of the vehicle is \$117,668.74, all taxes included;

WHEREAS the estimated cost is below the \$139,000 threshold that currently requires municipal bodies to use an open tendering process;

WHEREAS, for contracts involving expenditures between \$25,000 and \$138,999, the rules set out in the municipality's by-law on contract management may apply;

WHEREAS Article 20.1 of the Town's By-law on Contract Management authorizes the Town to enter into a contract by mutual agreement for the acquisition of a light vehicle when the expenditure exceeds \$25,000 but remains below the threshold requiring an open tendering process;

WHEREAS, in order to avail itself of this option, the Town must establish and annually update a list comprising at least three suppliers capable of meeting its need;

WHEREAS the Town has established and maintains such a file;

THEREFORE

It was moved by Councillor Nicholas Tassé, seconded by Councillor Lauren Small-Pennefather and resolved:

- 1) To authorize the acquisition from Ford Gabriel S.E.C of a Ford F-450 XL pickup truck for the Public Works Department, in accordance with the bid received on July 7, 2026, at a price of \$117,668.74;
- 2) To charge the expense to the working capital Fund GL 55-911-00-000;
- 3) To authorize the Director General to sign, for and on behalf of the Town, any document necessary to give full effect to this resolution;
- 4) To appoint the Assistant Director of the Public Works Department as the person responsible for the administration monitoring of the contract;

Carried unanimously
20260723-012

12. Intermunicipal Agreement with the City of Côte Saint-Luc – Ice Rental

WHEREAS the City of Côte-Saint-Luc wishes to rent ice time at the Montreal West arena from September 1, 2026, to April 9, 2027, excluding the period from December 21, 2026, to January 3, 2027;

WHEREAS this agreement represents approximately 281 hours of rental at a rate of \$220 per hour, for estimated gross revenue of \$61,820;

WHEREAS the City wishes to acknowledge the support provided by Côte-Saint-Luc regarding the use of its aquatic facilities in 2024 and 2025;

THEREFORE

It was moved by Councillor Philippe Bergeron, seconded by Councillor Nicholas Tassé and resolved:

- 1) To authorize the execution of an ice rental agreement between the Town of Montreal West and the City of Côte-Saint-Luc for the period from September 1, 2026, to April 9, 2027, excluding the period from December 21, 2026, to January 3, 2027;
- 2) To grant the City of Côte-Saint-Luc a one-time discount of \$6,000, in recognition of the support provided to the Town of Montreal West regarding the use of its aquatic facilities during the 2024 and 2025 summer seasons;
- 3) To appoint Mr. Chris Kearney as the person responsible for the administrative monitoring of the project.

Carried unanimously
20260723-013

13. Temporary Adjustment to the Remuneration of the Assistant Director of Public Works

WHEREAS Mr. Allen Idle holds the position of Assistant Director of Public Works;

WHEREAS the position of Interim Director of Public Works was assigned to him effective July 7, 2026, to ensure the continuity of the Public Works Department's operations during the absence of the Director of Public Works;

WHEREAS the terms and conditions regarding this interim assignment and the temporary increase in remuneration were communicated to the individual in writing by senior management on July 15, 2026;

THEREFORE

It was proposed by Councillor Lauren Small-Pennefather, seconded by Councillor Nicholas Tassé and resolved:

To authorize a temporary increase in the remuneration of Mr. Allen Idle, in accordance with the terms communicated in writing by senior management on July 15, 2026, which apply retroactively to July 7, 2026, and remain in effect until the Public Works Director returns to duty, at which time Mr. Idle will revert to the remuneration terms normally associated with his position as Assistant Public Works Director.

Carried unanimously
20260723-014

14. Financial Assistance Application – Green Municipal Fund, Tree Planting

WHEREAS the Town of Montreal West wishes to gradually renew its municipal tree canopy, increase the resilience of its urban forest, and maintain the environmental, social, and economic benefits associated with trees;

WHEREAS the Town wishes to carry out a project comprising the stump removal at sites where public trees have been removed, site preparation, the planting of replacement trees, as well as their watering, inspection, maintenance, and, where necessary replacement;

WHEREAS the Federation of Canadian Municipalities Green Municipal Fund offers financial assistance under the Canadian Community Canopy Growth initiative Tree Planting;

WHEREAS the preliminary cost of the project is estimated at \$172,500 and the financial assistance requested could amount to 50% of eligible costs, representing an estimated sum of \$86,250;

THEREFORE

It was moved by Councillor Philippe Bergeron, seconded by Councillor Martha Slocombe and resolved:

- 1) To authorize the application for financial assistance from the Federation of Canadian Municipalities, under the Canadian Communities Canopy Growth initiative (Tree Planting), for the project entitled “Renewal and Planting of Public Trees in Montreal West”;
- 2) To authorize a financial contribution from the Town of approximately \$86,250, subject to the eligibility of expenses, approval of the application, and the terms of the funding agreement;
- 3) To charge the expenses to the Town’s unappropriated surplus;
- 4) To authorize the Director General to prepare, sign, and submit the application for financial assistance, as well as any document necessary to give effect to this resolution.

Carried unanimously
20260723-015

15. Financial Assistance Application – Green Municipal Fund, Urban Forestry Plans and Studies

WHEREAS the Town of Montreal West wishes to strengthen the planning, management, and protection of its urban forest, while effectively guiding future tree-planting initiatives within its territory;

WHEREAS the Town wishes to develop, with the assistance of a specialized firm, an arboricultural policy and an urban forest master plan establishing a strategic vision for the next 20 to 25 years;

WHEREAS this project will include in particular:

- a) Updating the tree inventory;
- b) A canopy analysis;
- c) Identification of future planting sites;
- d) A species diversification strategy;
- e) A tree replacement plan as well as an implementation plan;

WHEREAS the Federation of Canadian Municipalities Green Municipal Fund offers financial assistance under the Canadian Communities Canopy Growth initiative for urban forestry plans and studies;

WHEREAS the preliminary cost of the project is estimated at \$190,000 and the Town could receive financial assistance of up to 90% of eligible costs, to a maximum of \$175,000;

THEREFORE

It was moved by Councillor Martha Slocombe, seconded by Councillor Philippe Bergeron and resolved:

- 1) To authorize the funding application to the Federation of Canadian Municipalities, under the Canadian Communities Canopy Growth Initiative (Urban Forestry Plans and Studies), for the project entitled “Montréal-Ouest Urban Forest Management and Development Plan”;
- 2) To authorize a financial contribution from the Town of approximately \$19,000, subject to the eligibility of expenses, approval of the application, and the terms of the funding agreement;
- 3) To charge the expense to the Town’s unallocated surplus;

- 4) To authorize the Director General to prepare, sign, and submit the application for financial assistance, as well as any document necessary to give effect to this resolution.

Carried unanimously
20260723-016

17. Public Question Period

The Pro Mayor announces the beginning of the Public Question Period at 8:02 p.m.

1. Benoit Malette

He asks whether it would be possible to replace only the windows on the building's front façade, rather than all the windows.

18. Termination of the Meeting

At 8 :12 p.m., no other questions being asked,

It was moved by Councillor Philippe Bergeron, seconded by Councillor Nicholas Tassé and resolved:

That the Meeting be terminated.

Carried unanimously
20260723-017

Lauren Small Pennefather
Pro Mayor

Claude Gilbert
Town Clerk

The annexes mentioned above are deposited in the municipal archives in File
Archives-20260723