Minutes of the City of Beaconsfield's regular Municipal Council meeting, held at City Hall, 303 Beaconsfield Boulevard, Beaconsfield, Québec, on June 19, 2023, at 8:00 p.m.

WERE PRESENT:
His Honour the Mayor Georges Bourelle and Councillors Dominique Godin, Martin St-Jean, Robert Mercuri, David Newell, Roger Moss, Peggy Alexopoulos

ALSO PRESENT:
Patrice Boileau, Director General, Nathalie Libersan-Laniel, City Clerk and Director of Public Affairs, Charlotte Couture, Law student

1. OPENING OF MEETING

His Honour the Mayor calls the meeting to order.

2. AGENDA

2.1 Adoption of the agenda of the City of Beaconsfield's regular Council meeting of June 19, 2023

2023-06-452 It is moved by Councillor Roger Moss, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to adopt the agenda of the City of Beaconsfield's regular Council meeting of June 19, 2023, as presented.

5. PUBLIC QUESTION PERIOD

The City Clerk announces the beginning of the public question period.

A resident mention in a preamble a New York Times article that provides evidence that noise takes years off lives which was sent to the Ministers of Health and Transport of Quebec upon recommendation of the Mayor. The resident gives information on cars and trains traffic following Highway 20 in Beaconsfield and on a sound wall in Pointe-Claire. He would like Council to give priority to solving traffic noise. He reminds Council that Highway 20 speed limit was increased from 70 km/h to 100 km/h, without an environmental impact study carried out for over 4,000 metres in Beaconsfield between St-Charles and Baie D'Urfé.

His Honour the Mayor indicates that the City has already answered this question several times, the answer remains the same: He explains that the City has sent 3 letters to the Minister of Health and the Minister of Transport. The last letter was also sent to the Minister Responsible for the Montreal region. He indicates that the request was to clarify the position of the MTQ that stated at a public meeting that they were not aware of any health issues in Beaconsfield directly related to the excessive noise form Highway 20. His Honour the Mayor adds that Dr. David Kaiser, an environmental specialist, has expressed a different view based on the World Health Organization (WHO) who confirms health risks due to excessive noise. Despite the 3 letters, which the last one is dated April 14, 2023, the City has had no response from the Ministers. He indicates that health issues created by road noise is the direct responsibility of the Provincial or Federal Governments depending on the road system. In the case of the Highway20, any evidence of health issues would require that a sound wall be built by the Provincial Government at its own cost. His Honour the Mayor explains that as he said before, to date the City has had no response to the 3 letters written to the Provincial Ministers. He then adds that the City has adopted various measures in the budget to improve the quality of life within its jurisdiction, he gives examples as planting trees along Highway 20, Beaurepaire and Elm Streets. The City has also prepared a sound attenuation guide to inform all owners of various possibilities, it can be found on the City website. His Honour explains that the question was already answered several times, the answer remains the same: The MTQ

representatives were very clear that the speed limit will remain 100 km/h. He states again that neighbouring cities do not support the reduction of the speed limit.

A resident ask to get a copy of the City by-law concerning the interior of a house.

His Honour the Mayor asks for Mr. Patrice Boileau to answer. M. Boileau confirms that a copy of the by-law concerning the sanitation and maintenance of dwelling units will be left at the taxes counter tomorrow afternoon.

His Honour the Mayor invites commandant Couture to provide updates and information regarding citizen's security in Beaconsfield.

The question period ends at 8:13 p.m.

10. MINUTES

10.1 Approval of the minutes of the City of Beaconsfield's special Council meeting of May 12, 2023, at 8:00 a.m.

2023-06-453 It is moved by Councillor Peggy Alexopoulos, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED to approve the minutes of the City of Beaconsfield's special Council meeting of May 12, 2023, at 8:00 a.m.

10.2 Approval of the minutes of the City of Beaconsfield's Public Consultation of May 23, 2023, at 7:30 p.m.

2023-06-454 It is moved by Councillor Dominique Godin, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to approve the minutes of the City of Beaconsfield's Public Consultation of May 23, 2023, at 7:30 p.m.

10.3 Adoption of the minutes of the City of Beaconsfield's regular Council meeting of May 23, 2023

2023-06-455 It is moved by Councillor Martin St-Jean, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to approve the minutes of the City of Beaconsfield's regular Council meeting of May 23, 2023, at 8:00 p.m.

15. CORRESPONDENCE

15.1 Filing of a resolution unanimously adopted on April 25, 2023, by the members of the National Assembly of Québec calling on the Government to maintain the mission of the Lachine Hospital

---

2023-06-456 Council takes note of the filling of resolution unanimously adopted on April 25, 2023, by the members of the National Assembly of Québec calling on the Government to maintain the mission of the Lachine Hospital.

20. CONTRACTS

20.1 Awarding of contract 611-23-GC for the watermain network structural rehabilitation work, several streets to the lowest conforming bidder, Foraction Inc., in the amount of $1,719,000, all taxes included

---

2023-06-457 It is moved by Councillor Robert Mercuri, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to award contract 611-23-GC for the watermain network structural rehabilitation work, several streets to the lowest conforming bidder, Foraction Inc., in the amount of $1,719,000, all taxes included; and

MAYOR

CITY CLERK

To authorize the Finance and Treasury Department to charge the expense to budget code 22-413-00-711.

20.2 Awarding of contract 613-23-GC for the supply of ice rink boards to the single and conforming bidder, Les Installations Sportives Agora Inc., in the amount of $181,337.25, all taxes included

---

2023-06-458 It is moved by Councillor Roger Moss, seconded by Councillor David Newell and UNANIMOUSLY RESOLVED to award contract 613-23-GC for the supply of ice rink boards to the single and conforming bidder, Les Installations Sportives Agora Inc., in the amount of $181,337.25, all taxes included; and

To authorize the Finance and Treasury Department to charge the expense to budget code 22-729-00-722. As provided for in the budget for the current fiscal year, this expense will be financed under By-law BEAC-150.

20.3 Awarding of contract 618-23-GC for the drainage correction work to the lowest conforming bidder, Travaux Routier Métropole (9129-2201 Québec Inc.), in the amount of $999,655.89, all taxes included

---

2023-06-459 It is moved by Councillor Peggy Alexopoulos, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to award contract 618-23-GC for the drainage correction work to the lowest conforming bidder, Travaux Routier Métropole (9129-2201 Québec Inc.), in the amount of $999,655.89, all taxes included; and

To authorize the Finance and Treasury Department to charge the expense to budget code 22-415-00-711. As provided for in the current fiscal year budget, this expense will be financed by tax revenues.

20.4 Awarding of contract 644-23-GC for the plantation of the Recreation Centre parking lot to the single and conforming bidder, 9190-8673 Québec Inc. (Les entreprises Rose Neige Inc.), in the amount of $69,834.67, all taxes included

---

2023-06-460 It is moved by Councillor Roger Moss, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED to award contract 644-23-GC for the plantation of the Recreation Centre parking lot to the single and conforming bidder, 9190-8673 Québec Inc. (Les entreprises Rose Neige Inc.), in the amount of $69,834.67, all taxes included; and

To authorize the Finance and Treasury Department to charge the expense to budget code 22-729-00-711.

20.5 Application of penalties for non-performance to Sodem Inc. for contract CL-18-04 concerning the managing maintenance and coordination operations of Beaconsfield Recreation Centre

---

2023-06-461 CONSIDERING that on Monday, May 29, a Sodem Inc. employee did not open the Recreation Centre at 6:00 a.m. as stated in Contract CL-18-04 concerning the managing maintenance and coordination operations of Beaconsfield Recreation Centre] because of a lack of communication between the manager and the employee, causing an impact for the pool and the arena users; and that a penalty of $1,000 must be applied, as stated in Section 12.1 of Contract CL-18-04 for not opening the Centre on time.

CONSIDERING that on Thursday, June 1st, there was no hot water in the arena showers and that a Sodem Inc. employee had noticed the issue on Sunday, May 28, since the Zamboni did not have any hot water, but no actions were taken to resolve the problem.

CONSIDERING that the hot water shortage had a major impact on the Recreation Centre services to the users; and that a penalty of $1,000 must be applied, as stated in Article 12.1 of the Contract CL-18-04 for the

MAYOR

CITY CLERK

lack of maintenance surveillance and building mechanical operations.

CONSIDERING that the water quality control data sheets were not completed as required by the current safety standards on May 27, 28 and 31, 2023; and that a penalty of $,1000 must be applied, as stated in Section 12.1 of the Contract CL-18-04 for the lack of maintenance surveillance and pool water operations.

CONSIDERING that the building maintenance was not up to standards on Monday, June 5, even though lots of reminders were given to the contractor management, particularly stated during the Thursday, May 25, 2023, meeting; and that a penalty of $1,000 must be applied, as stated in Section 12.1 of the Contract CL-18-04 for the lack of maintenance obligations in the Centre.

CONSIDERING that the number of employees was considered insufficient on Sunday, June 4, 2023, and that this caused some skating activity disturbances since the employee was not able to do the required tasks.

CONSIDERING that the employee was not able to do the ice maintenance before the noon activity since he was busy setting up another room; and that a penalty of $1,000 must be applied, as stated in Section 12.1 of the Contract CL-18-04 for the lack of maintenance obligations in the Centre.

It is moved by Councillor Martin St-Jean, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to claim $5,000 to Sodem Inc. for all the penalties detailed above.

30. FINANCE AND TREASURY

30.1 Approval of the list of accounts payable as of June 19, 2023, and of the list of pre-authorized payments for the period of May 11, 2023, to May 22, 2023, and for the period of May 24, 2023, to June 7, 2023, for a total disbursement of $17,123,664.25

2023-06-462 CONSIDERING the lists submitted by the Treasurer regarding the payment of expenses for financial and investment activities;

It is moved by Councillor Robert Mercuri, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED:

To approve the list of accounts payable as of June 19, 2023, regarding expenses for financial and investment activities totalling $737,164.41; and

To approve the list of pre-authorized payments from May 11, 2023, to May 22, 2023, and for the period of May 24, 2023, to June 7, 2023, totalling $15,859,266.53 and electronic payments, for the same period, of salaries paid to municipal employees, bank fees and the debt service, totalling $527,233.31; and

That all these disbursements totalling $17,123,664.25 be drawn from the City's bank account at Royal Bank of Canada, Beaconsfield branch.

30.2 Approval of a $400 contribution to Hannah Gargul for participating in the New Holland Canadian Curling Junior Championship 2023 in Rouyn-Noranda (Québec) from March 26 to April 3, 2023

2023-06-463 It is moved by Councillor Dominique Godin, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to approve a $400 contribution to Hannah Gargul for participating in the New Holland Canadian Curling Junior Championship 2023 held in Rouyn-Noranda (Québec) from March 26 to April 3, 2023; and

To authorize the Finance and Treasury Department to charge the expense to budget code 02-722-10-992.

MAYOR

CITY CLERK

30.3 Approval of a $400 contribution to Amber Gargul for participating in the New Holland Canadian Curling Junior Championship 2023 in Rouyn-Noranda (Québec) from March 26 to April 3, 2023

2023-06-464 It is moved by Councillor Dominique Godin, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to approve a $400 contribution to Amber Gargul for participating in the New Holland Canadian Curling Junior Championship 2023 held in Rouyn-Noranda (Québec) from March 26 to April 3, 2023; and

To authorize the Finance and Treasury Department to charge the expense to budget code 02-722-10-992.

30.4 Transfers from unappropriated surplus as of December 31, 2022, to appropriated surplus (upon recommendation of the Finance Committee)

2023-06-465 CONSIDERING the recommendation by the Finance Committee to approve a distribution of the unappropriated surplus, as indicated in the minutes of the meeting held on May 23, 2023;

It is moved by Councillor Robert Mercuri, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED that Council transfers from the unappropriated surplus as of December 31, 2022:

- $1,500,000 towards the reserved fund - Budget reserve.

40. <u>BY-LAWS</u>

40.1 Filing and notice of motion of Draft By-law BEAC-070-4 entitled "By-law modifying By-law BEAC-070 on the use of drinking water in order to modify provisions regarding new landscaping"

2023-06-466 Councillor Martin St-Jean files Draft By-law BEAC-070-4 entitled "By-law modifying By-law BEAC-070 on the use of drinking water in order to modify provisions regarding new landscaping" and gives notice of motion of intent to submit for adoption at a subsequent meeting of Council, said draft, in compliance with the *Cities and Towns Act*.

40.2 Adoption of By-law BEAC-098-2 entitled "By-law modifying Site planning and architectural integration programmes By-law BEAC-098 to modify the form of the financial guarantee requested in the provisions concerning conditions of approval"

2023-06-467 The City Clerk mentions the by-law's object, and where applicable, the differences between the draft by-law that was filed and the by-law being submitted for passing, the expenditure, the mode of financing, payment and repayment of the expenditure;

It is moved by Councillor Peggy Alexopoulos, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to adopt By-law BEAC-098-2 entitled "By-law modifying Site planning and architectural integration programmes By-law BEAC-098 to modify the form of the financial guarantee requested in the provisions concerning conditions of approval".

40.3 Adoption of By-law BEAC-128-2 entitled "By-law modifying by-law BEAC-128 regarding contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield's territory to modify the terminology of the expression "redevelopment plan""

MAYOR

CITY CLERK

2023-06-468 The City Clerk mentions the by-law's object, and where applicable, the differences between the draft by-law that was filed and the by-law being submitted for passing, the expenditure, the mode of financing, payment and repayment of the expenditure;

It is moved by Councillor Roger Moss, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to adopt By-law BEAC-128-2 entitled "By-law modifying by-law BEAC-128 regarding contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield's territory to modify the terminology of the expression "redevelopment plan"".

40.4 Adoption of By-law 720-126 entitled "By-law modifying zoning By-law 720 to modify the uses of the class of use "Lodging services" (C5), to modify provisions regarding additional authorized usages for "Housing" group of usages, to prescribe specific provisions concerning principal residence establishments, to modify provisions regarding signs permitted without a certificate of authorization and signs for bed and breakfast establishments, to modify and add definitions concerning lodging services to the terminology index, to allow usages of the class of use "Lodging services" (C5) in zones H119, C120, C208, H231, H235, C309, H315, H343 and H344, and to modify the limits of zone H231 in order to enlarge zone H115 within zone H231"

2023-06-469 The City Clerk mentions the by-law's object, and where applicable, the differences between the draft by-law that was filed and the by-law being submitted for passing, the expenditure, the mode of financing, payment and repayment of the expenditure;

It is moved by Councillor Peggy Alexopoulos, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to adopt By-law 720-126 entitled "By-law modifying zoning By-law 720 to modify the uses of the class of use "Lodging services" (C5), to modify provisions regarding additional authorized usages for "Housing" group of usages, to prescribe specific provisions concerning principal residence establishments, to modify provisions regarding signs permitted without a certificate of authorization and signs for bed and breakfast establishments, to modify and add definitions concerning lodging services to the terminology index, to allow usages of the class of use "Lodging services" (C5) in zones H119, C120, C208, H231, H235, C309, H315, H343 and H344, and to modify the limits of zone H231 in order to enlarge zone H115 within zone H231".

40.5 Deposit by the City Clerk of the certificates regarding the results of an application to participate in a referendum poll for the Draft By-laws 720-127-1 to 720-127-45 entitled "By-law modifying Zoning By-law 720 to provide a specifically prohibited use in several zones on the territory of Beaconsfield"

2023-06-470 Council takes act of the deposit by the City Clerk of the certificates regarding the results of application to participate in a referendum poll for the Draft By-laws 720-127-1 to 720-127-45 entitled "By-law modifying Zoning By-law 720 to provide a specifically prohibited use in several zones on the territory of Beaconsfield".

40.6 Authorization to correct nuisances at 205 Alton (lots 6 266 766 and 6 266 982) and to bill the costs to the owner, in virtue of By-law BEAC-033

2023-06-471 CONSIDERING that a 10-day notice to correct nuisances at 205 Alton (lots 6 266 766 and 6 266 982) was sent to the owner, in conformity with By-law BEAC-033, but the notice was not respected;

It is moved by Councillor Dominique Godin, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED that the Public Works Department be authorized, in virtue of By-law BEAC-033, section

MAYOR

CITY CLERK

11.3, to perform the necessary corrective work at 205 Alton (lots 6 266 766 and 6 266 982) and that the City bill the costs to the owner.

45. URBAN PLANNING

45.1 Request for a minor exemptions for the property located at 97 Beaconsfield

---

2023-06-472 CONSIDERING THAT a request for minor exemptions was presented to the Planning Advisory Committee meeting held on May 31, 2023, for the property located at 97 Beaconsfield;

CONSIDERING THAT the request for minor exemptions is to authorize (1) that the main building be located at 4.37 metres from the left landsite line, while the Zoning by-law 720 requires that the minimum distance between a main building and a lateral landsite line be 4.5 metres, resulting in an encroachment of 0.13 metres (2) the shed to be installed at 0.28 metres and 0.30 metres away from the right lateral landsite lines, while the Zoning by-law 720 requires a minimum distance of 0.60 metres away from lateral landsite lines, resulting in an encroachment of 0.32 metres and 0.30 metres;

CONSIDERING THAT a minor exemption application must respect the conditions enumerated in section 2.9 in By-law BEAC-044 concerning minor exemptions;

CONSIDERING THAT the Planning Advisory Committee considers that the conditions listed in By-law BEAC-044 are fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the minor exemptions request to authorize (1) that the main building be located at 4.37 metres from the left landsite line, while the Zoning by-law 720 requires that the minimum distance between a main building and a lateral landsite line be 4.5 metres, resulting in an encroachment of 0.13 metres and (2) the shed to be installed at 0.28 metres and 0.30 metres away from the right lateral landsite lines, while the Zoning by-law 720 requires a minimum distance of 0.60 metres away from lateral landsite lines, resulting in an encroachment of 0.32 metres and 0.30 metres, for the property located at 97 Beaconsfield;

It is moved by Councillor David Newell, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to APPROVE the request for a minor exemptions to authorize (1) that the main building be located at 4.37 metres from the left landsite line, while the Zoning by-law 720 requires that the minimum distance between a main building and a lateral landsite line be 4.5 metres, resulting in an encroachment of 0.13 metres and (2) that the existing shed be located at 0.28 metres and 0.30 metres away from the right lateral landsite lines, while the Zoning by-law 720 requires a minimum distance of 0.60 metres away from lateral landsite lines, resulting in an encroachment of 0.32 metres and 0.30 metres, for the property located at 97 Beaconsfield.

45.2 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for a new main building located at 12 Hansen

---

2023-06-473 CONSIDERING THAT a building permit application was filed for a new main building located at 12 Hansen;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents submitted with the building permit application at the May 31, 2023, meeting and is of the opinion that that the objective to propose sustainable, quality architecture is not respected because the criterion on the exterior cladding materials and architectural components match together, in form, texture and colour is not fulfilled;

MAYOR

CITY CLERK

WHEREAS to comply with these objectives and criteria, the applicant should modify the dimension of the window located on the 2nd floor, above the garage;

WHEREAS new plans were submitted on June 5, 2023, which, according to the Planning Advisory Committee, meet the objectives and criteria to be respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to the building permit application for a new main building located at 12 Hansen;

WHEREAS Council has taken note of the recommendation of the Planning Advisory Committee;

WHEREAS the preamble is an integral part of this resolution;

It is moved by Councillor David Newell, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to the building permit application for a new main building located at 12 Hansen, according to the plans filed on June 5, 2023.

45.3 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for a new main building located at 131 Woodland

---

2023-06-474 CONSIDERING THAT a building permit application was filed for a new main building located at 131 Woodland;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents submitted with the building permit application at the May 31, 2023, meeting and is of the opinion that the objective to propose sustainable, quality architecture is not respected because the criteria on (1) the building is inspired by the dominant architectural styles on that stretch of street, (2) exterior cladding materials and architectural components match together, in form, texture and colour and (3) all walls of a single building visible from one or more streets are architecturally harmonized, are not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to the building permit application for a new main building located at 131 Woodland;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to the building permit application for a new main building located at 131 Woodland.

45.4 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for a new main building located at 140 Larch

---

2023-06-475 CONSIDERING THAT a building permit application was filed for a new main building located at 140 Larch;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents submitted with the building permit application at the May 31, 2023, meeting and is of the opinion that the plans submitted are incomplete to ensure that the objective of proposing high-quality, sustainable architecture is met, in particular that the criterion on exterior cladding materials and architectural components harmonizing with each other in terms of form, texture and colour be met;

MAYOR

CITY CLERK

WHEREAS to comply with these objectives and criteria, the applicant should provide an explanatory document to the Planning Advisory Committee by e-mail on June 1, 2023;

WHEREAS the explanatory document was submitted on June 1, 2023, which, according to the Planning Advisory Committee, meets the objectives and criteria to be respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to the building permit application for a new main building located at 140 Larch;

WHEREAS Council has taken note of the recommendation of the Planning Advisory Committee;

WHEREAS the preamble is an integral part of this resolution;

It is moved by Councillor David Newell, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to the building permit application for a new main building located at 140 Larch, according to the explanatory document filed on June 1, 2023.

45.5 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 36 Hansen

---

2023-06-476 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 36 Hansen;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the objective in the case of an extension, that it respects the architectural characteristics of the main building is not met because the criteria of (1) the type and angle of the roof of an extension are similar to those of the building being extended and (2) the exterior cladding materials and openings of the addition are harmonized with those of the main building are not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 36 Hansen;

It is moved by Councillor David Newell, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 36 Hansen.

45.6 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 95 St-Louis

---

2023-06-477 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 95 St-Louis;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that:
- the objective to propose a building with harmonious forms and volumes is not met because the criterion on the architectural treatment of the new building or extension allowing for a harmonious relationship mitigating a difference in height and volume and number of storeys in relation to

MAYOR

CITY CLERK

neighbouring buildings or a building adjacent to another municipality is not fulfilled;
- the objective of proposing a quality and sustainable architecture is not met because the criterion on exterior cladding materials and architectural components harmonize with each other, form, texture and colour is not fulfilled;
- the objective to mitigate the impact of garages on the façade of the main building is not met because the criterion to provide a setback in the form of a notch between an integrated or attached garage and the entire building façade is not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 95 St-Louis;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 95 St-Louis.

45.7 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 99 Lakeshore

---

2023-06-478 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 99 Lakeshore;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the objective in the case of an extension, that it respects the architectural characteristics of the main building is not met because the criterion the type and angle of the roof of an extension are similar to those of the building being extended is not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 99 Lakeshore;

It is moved by Councillor David Newell, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 99 Lakeshore.

45.8 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 119 Angell

---

2023-06-479 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 119 Angell;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that:
- the objective to propose a building with harmonious forms and volumes is not met because the criterion on the architectural treatment of the new building or extension allowing for a harmonious relationship mitigating a difference in height and volume and number of storeys in relation to neighbouring buildings or a building adjacent to another municipality is not fulfilled;
- the objective of proposing a quality and sustainable architecture is not met because the criterion on exterior cladding materials and architectural

components harmonize with each other, form, texture and colour is not fulfilled;
- the objective in the case of an extension, that it must respect the architectural features of the main building is not met because the criterion on the type and angle of the roof of an extension are similar to those of the building subject to the extension are not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 119 Angell;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 119 Angell.

45.9 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 417 Doric

---

2023-06-480 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 417 Doric;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the objective to propose sustainable, quality architecture is not respected because the criteria on (1) the exterior cladding are durable, with sober colours and compatible with the surrounding buildings and (2) exterior cladding materials and architectural components match together, in form, texture and colour, are not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 417 Doric;

It is moved by Councillor David Newell, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 417 Doric.

45.10 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 544 Cypress

---

2023-06-481 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 544 Cypress;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the objective in the case of an extension, that it respects the architectural characteristics of the main building is not met because the criterion of the type and angle of the roof of an extension are similar to those of the building being extended is not fulfilled;

CONSIDERING the Planning Advisory Committee's recommendation to REFUSE the SPAIP relating to a building permit application for the extension of the main building located at 544 Cypress;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to REFUSE the

MAYOR

CITY CLERK

SPAIP relating to a building permit application for the extension of the main building located at 544 Cypress.

45.11 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the extension of the main building located at 561 Lakeshore

---

2023-06-482 CONSIDERING THAT a building permit application was filed for the extension of a main building located at 561 Lakeshore;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the applicable objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to a building permit application for the extension of the main building located at 561 Lakeshore;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to a building permit application for the extension of the main building located at 561 Lakeshore.

45.12 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the modification of the facade of a main building located at 134 St-Louis

---

2023-06-483 CONSIDERING THAT a building permit application was filed for the modification of the facade of a main building located at 134 St-Louis;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the applicable objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to the building permit application for the modification of the facade of a main building located at 134 St-Louis;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to the building permit application for the modification of the facade of a main building located at 134 St-Louis.

45.13 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application for the modification of the facade of a main building located at 289 Mayfair

---

2023-06-484 CONSIDERING THAT a building permit application was filed for the modification of the facade of a main building located at 289 Mayfair;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of permit application;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the applicable

objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to the building permit application for the modification of the facade of a main building located at 289 Mayfair;

It is moved by Councillor David Newell, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to the building permit application for the modification of the facade of a main building located at 289 Mayfair.

45.14 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application to modify the already approved plan at 8 Woodland

---

2023-06-485 CONSIDERING THAT on June 20, 2022, Council adopted resolution 2022-06-248 approving the site planning and architectural integration programme for a building permit application at 8 Woodland;

CONSIDERING THAT after the resolution was adopted, an application to modify the approved plan was filed;

CONSIDERING THAT this modification application must respect the applicable objectives and criteria included in By-law BEAC-098 on Site Planning and Architectural Integration Programmes (SPAIP);

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the applicable objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to a building permit application to modify the already approved plan at 8 Woodland;

It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to a building permit application to modify the already approved plan at 8 Woodland.

45.15 Request the approval of the Site Planning and Architectural Integration Programme (SPAIP) related to carrying out backfilling work for the property located at 506 Montrose

---

2023-06-486 CONSIDERING THAT a request was filed to carry out backfilling work for the property located at 506 Montrose;

CONSIDERING THAT By-law BEAC-098 regarding Site Planning and Architectural Integration Programmes (SPAIP) indicates objectives and criteria to fulfill for this type of request;

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the request to carry out backfilling work at the May 31, 2023, meeting and is of the opinion that the applicable objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to the permit application requesting to carry out backfilling work on the property located at 506 Montrose;

It is moved by Councillor David Newell, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to the permit application requesting to carry out backfilling work on the property located at 506 Montrose.

45.16 Request for the approval of the Site Planning and Architectural Integration Programme (SPAIP) relating to a building permit application to modify the already approved plan at 101 Kirkwood

---

MAYOR

CITY CLERK

2023-06-487 CONSIDERING THAT on April 20, 2020, Council adopted resolution 2020-04-126 approving the site planning and architectural integration programme for a building permit application at 101 Kirkwood;

CONSIDERING THAT after the resolution was adopted, an application to modify the approved plan was filed;

CONSIDERING THAT this modification application must respect the applicable objectives and criteria included in By-law BEAC-098 on Site Planning and Architectural Integration Programmes (SPAIP);

CONSIDERING THAT the Planning Advisory Committee has considered the plans and documents accompanying the building permit application at the May 31, 2023, meeting and is of the opinion that the applicable objectives and criteria are respected;

CONSIDERING the Planning Advisory Committee's recommendation to APPROVE the SPAIP relating to a building permit application to modify the already approved plan at 101 Kirkwood;

It is moved by Councillor David Newell, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to APPROVE the SPAIP relating to a building permit application to modify the already approved plan at 101 Kirkwood.

45.17 Acceptance of an amount of $45,347.40 for park fees to be paid by the owner of lot 1 416 925 (119 Lakeview) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield’s territory

---

2023-06-488 It is moved by Councillor Martin St-Jean, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to ACCEPT the amount of $45,347.40 for park fees to be paid by the owner of lot 1 416 925 (119 Lakeview) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield’s territory, equivalent to 10% of the $453,474.00 standardized municipal value of lot 1 416 925, and to transfer this sum to a fund specially reserved for park fees.

45.18 Acceptance of an amount of $37 250.80 for park fees to be paid by the owner of lot 2 425 278 (12 Hansen) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield’s territory

---

2023-06-489 It is moved by Councillor Robert Mercuri, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to ACCEPT the amount of $37,250.80 for park fees to be paid by the owner of lot 2 425 278 (12 Hansen) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield’s territory, equivalent to 10% of the $372,500.00 standardized municipal value of lot 2 425 278, and to transfer this sum to a fund specially reserved for park fees.

45.19 Acceptance of an amount of $300,840.00 for park fees to be paid by the owner of projected lot 6 576 815 (140 Larch) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of Beaconsfield’s territory

---

2023-06-490 It is moved by Councillor Roger Moss, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED to ACCEPT the amount of $300,840.00 for park fees to be paid by the owner of projected lot 6 576 815 (140 Larch) to the City, according to By-law BEAC-128 concerning contributions for the establishment, maintenance and improvement of parks, playgrounds and natural areas on the City of

Beaconsfield's territory, equivalent to 10% of the standardized municipal value of lot 2 424 121, representing an area of 10,744.40 square metres, namely $3,008,400.00, and to transfer this sum to a fund specially reserved for park fees.

50. HUMAN RESOURCES

50.1 Nomination in view of permanency as Aide-bibliothécaire to position 6529

2023-06-491 It is moved by Councillor Peggy Alexopoulos, seconded by Councillor David Newell and UNANIMOUSLY RESOLVED that the nomination in view of permanency of Nidia Galofre to position 6529, as Aide-bibliothécaire, be approved as of July 11, 2023;

THAT this nomination be subjected to a probation period of six (6) months as stipulated in paragraph 2.01b) of the White Collar Collective Agreement;

THAT her salary be established at level 1 of salary group 3 of the White Collar Collective Agreement; and

THAT her seniority be recognized as of July 11, 2023.

53. COMMITTEES

53.1 Minutes of the Finance Advisory Committee meeting of May 23, 2023

2023-06-492 It is moved by Councillor Robert Mercuri, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to approve the minutes of the Finance Advisory Committee meeting of May 23, 2023.

53.2 Minutes of the Planning Advisory Committee meeting of May 31, 2023

2023-06-493 It is moved by Councillor David Newell, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED that Council take act of the minutes of the Planning Advisory Committee meeting of May 31, 2023.

53.3 Minutes of the Traffic Advisory Committee meeting of May 12, 2023

2023-06-494 It is moved by Councillor Martin St-Jean, seconded by Councillor David Newell and UNANIMOUSLY RESOLVED to approve the minutes of the Traffic Advisory Committee meeting of May 12, 2023.

53.4 Minutes of the Traffic Advisory Committee meeting of June 2, 2023

2023-06-495 It is moved by Councillor Martin St-Jean, seconded by Councillor David Newell and UNANIMOUSLY RESOLVED to approve the minutes of the Traffic Advisory Committee meeting of June 2, 2023.

60. GENERAL

60.1 Adherence to the collective insurance contract (achat regroupé) - Solution UMQ - Montréal Agglomeration purchase group, from April 1, 2024, to March 31, 2029

2023-06-496 WHEREAS in accordance with the *Cities and Towns Act* and the Solution UMQ, the City of Beaconsfield and its Municipal Council wish to authorize the launch of a public call for tenders to obtain collective insurance coverage for its employees and, where applicable, its elected officials, for the period of April 1, 2024, to March 31, 2029;

WHEREAS Mallette actuaires inc. were previously awarded the mandate, following a public call for tenders, for professional services from an independent consultant required by the Union des municipalités du Québec (UMQ) in the application of Solution UMQ;

MAYOR

CITY CLERK

WHEREAS the contract pertaining to - Solution UMQ - stipulates a remuneration of 0.65% for the consultant Mallette actuaires inc. as well as estimated management fees of 1.15% for the UMQ;

WHEREAS the City of Beaconsfield now wishes to confirm its adherence to the Solution UMQ purchase group for collective insurances and to mandate Mallette actuaires inc. accordingly;

It is moved by Councillor Dominique Godin, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED that the preamble forms an integral part herewith as if it were cited in its entirety;

THAT Council hereby confirms its adherence to the Solution UMQ pertaining to collective insurance coverage for its employees and/or elected officials, at the municipality's choice;

THAT the adherence to the Solution UMQ purchase group will be for a maximum of five (5) years, from April 1, 2024, to March 31, 2029;

THAT the City of Beaconsfield hereby mandates the UMQ to act as its representative in said collective insurance contract, to be granted following the application of this resolution and its renewal, as well as for access to its collective insurance file with the insurer, in compliance with the rules regarding the protection of personal information;

THAT the City of Beaconsfield hereby agrees to pay management fees of 1.15% to the UMQ of the total premiums paid by the City for the duration of the contract and a remuneration of 0.65% to Mallette actuaires inc., for which the City of Beaconsfield also adheres to the mandate obtained for the group, following a public call for tenders;

THAT the City of Beaconsfield undertakes to respect all the terms and conditions of the contract with the insurance company to whom the contract will be awarded, following the application of the present resolution as well as the conditions of the consultant's mandate.

60.2 Approval from the City of Beaconsfield to perform a cadastral operation on the lot 1 418 727 (Devon Park)

2023-06-497 It is moved by Councillor Martin St-Jean, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED that the City, as the owner, authorizes the City Clerk, Me Nathalie Libersan-Laniel, or in her absence, the Assistant City Clerk, Me Dominique Quirk, to sign the prescribed cadastral documents and take any necessary or useful measures and make any changes relating to said documents, without affecting their nature, in order to request a lot number from the Ministry responsible for the cadastre for the lot 1 418 727 (Devon Park);

THAT the subdivision permit is issued;

THAT the costs relating to this cadastral operation be allocated to the budget item 02-141-00-419.

60.3 Approval from the City of Beaconsfield to perform a cadastral operation on lots 1 970 700, 1 970 759 and 1 970 795 properties known as Centennial Marina, Memorial Park and Centennial Hall

---

2023-06-498 It is moved by Councillor Roger Moss, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED that the City, as the owner, authorizes the City Clerk, Me Nathalie Libersan-Laniel or in her absence, the Assistant City Clerk, Me Dominique Quirk, to sign the prescribed cadastral documents and take any necessary or useful measures and make any changes relating to said documents, without affecting their nature, in order to request a lot number from the Ministry responsible for the cadastre for lots 1 970 700, 1 970 759 and 1 970 795 properties known as Centennial Marina, Memorial Park and Centennial Hall;

THAT the subdivision permit is issued;

MAYOR

CITY CLERK

THAT the costs relating to this cadastral operation be allocated to the budget item 02-611-00-418.

60.4 Resolution recognizing June 26, National Cancer Wellness Awareness Day

---

2023-06-499 WHEREAS the West Island Cancer Wellness Centre is a charitable organization dedicated to provide compassionate care to cancer patients and their caregivers;

WHEREAS the objective of this annual awareness day is to highlight the importance of cancer wellness services and the potential benefits they have for those who could greatly benefit from them. The whole-person approach complements traditional medicine, which treats cancer, and helps people live well by focusing on their physical, emotional and spiritual needs;

It is moved by Councillor Peggy Alexopoulos, seconded by Councillor Martin St-Jean and UNANIMOUSLY RESOLVED that the City of Beaconsfield recognizes June 26, as National Cancer Wellness Awareness Day; and

THAT the City mention this day on its various communication platforms to raise awareness among as many people as possible.

60.5 Authorization to request a grant for Celebrate Canada for 2023-2024

2023-06-500 It is moved by Councillor Dominique Godin, seconded by Councillor Robert Mercuri and UNANIMOUSLY RESOLVED to authorize the Director, Culture and Leisure, Mélanie Côté or a designated representative to request a grant for the annual Celebrate Canada for 2023-2024 in Beaconsfield.

60.6 Request for official recognition of the Club Cycliste Beaconsfield by the City of Beaconsfield

---

2023-06-501 It is moved by Councillor Robert Mercuri, seconded by Councillor Roger Moss and UNANIMOUSLY RESOLVED to approve the request for official recognition of the Club Cycliste Beaconsfield by the City of Beaconsfield.

60.7 Authorization to submit a financial assistance request (542994) to the Ministry of Culture and Communications for a grant program towards cultural initiatives supporting mental health of individuals between 12 and 18 years old

---

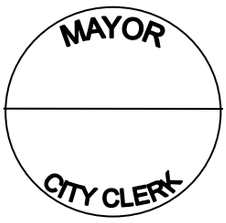
2023-06-502 It is moved by Councillor Roger Moss, seconded by Councillor Peggy Alexopoulos and UNANIMOUSLY RESOLVED to authorize a request for financial assistance with the Ministry of Culture and Communications within the program "Appel de projets en culture pour la santé mentale des jeunes de 12 à 18 ans";

To mandate Élizabeth Lemyre, Division Head, Library and Culture, or in her absence, Mélanie Côté, Director, Culture and Leisure, to sign all documents related to this request.

70. <u>AGGLOMERATION COUNCIL</u>

70.1 Mayor’s report on the decisions made by the Agglomeration Council at its meeting of June 15, 2023

2023-06-503 His Honour the Mayor indicates that he does not have much information to share but he indicates that the public assembly where the pre-budget recommendations by the Commission sur les finances et sur l’administration will be presented on June 22 at 3:00 p.m.; the public assembly can be watched on Visio Conference or on webcast.



80. DIRECTORS REPORTS

80.1 Deposit of the Directors reports

2023-06-504 Are received and accepted for information purposes:

Urban Planning Department's building report for May 2023;
Report on live and deferred viewing of Council meetings via webcast.

90. NEW BUSINESS

Nil.

95. CLOSING OF MEETING

It is moved by Councillor Roger Moss, seconded by Councillor Dominique Godin and UNANIMOUSLY RESOLVED to close the regular meeting at 8:58 p.m.

MAYOR **CITY CLERK**