

**TOWN COUNCIL MEETING MINUTES AMENDED**

**Town of Windsor, NS – 100 King St.**

**January 26, 2016**

**7:00 – 8:16pm**

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Present: Paul Beazley Mayor  
John Bregante Deputy Mayor  
Laurie Murley Councillor  
Scott Geddes Councillor  
Dave Seeley Councillor  
  
Louis Coutinho CAO  
Shelleena Thornton Municipal Clerk  
VanEssa Roberts Director of Community Development, Tourism & Recreation  
Scott Burgess Fire Chief, WFD  
Doug Armstrong Director of Finance  
Todd Richard Acting Director of Public Works

Regrets: None

Public: Colin Chisholm Reporter, Hants Journal  
4 Members of the public

1. **CALL TO ORDER** – Chair Beazley called the meeting to order at 7:00pm.
2. **COMMUNITY ANNOUNCEMENTS / ACKNOWLEDGEMENTS** – Annual Long Pond Heritage Classic is Saturday, January 30<sup>th</sup>. As well, the Province of NS is hosting an event at Long Pond on Friday, January 29<sup>th</sup> from 10:30 a.m. – Noon. Everyone is invited to both. Mayor Beazley circulated hockey jerseys to members of council, CAO Coutinho and Clerk Thornton. He continued to read the Hockey Heritage Day Proclamation.
3. **APPROVAL OF MINUTES**  
**MOVED BY BREGANTE/MURLEY THAT THE DECEMBER 15, 2015 TOWN COUNCIL MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED**
4. **APPROVAL OF ORDER OF BUSINESS**  
Item 12(a) Add – UNSM Report  
Item 12(b) Add – First Reading Bylaw #24 Partial Tax Exemption Bylaw (Adding the Windsor Daycare Society)  
**MOVED BY BREGANTE/GEDDES THAT THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED**
5. **PUBLIC HEARING** - None
6. **DELEGATIONS / PRESENTATIONS** - None
7. **BUSINESS ARISING FROM THE MINUTES**  
(a) **Municipal Government Act (MGA) Review Update** – CAO Coutinho said there were no updates at this time.
8. **MOTIONS OF RECONSIDERATION / RESCISSION** – None

9. CONSIDERATION OF DEFERRED BUSINESS - None

10. REPORTS

10.1 CHIEF ADMINISTRATIVE OFFICER

(a) Pressure Reduction Valve Chambers (PRV) and Water Pressure Investigation Update Information Report

– An overview of the report was held. Staff will be making an adjustment to set the water pressure in the range of 70 to 75 psi.

10.2 COMMITTEES OF COUNCIL - None

(a) AUDIT COMMITTEE – None

(b) COMMITTEE OF THE WHOLE

(i) **2016 Municipal Elections Returning Officer & Assistant Returning Officer Appointments, Preliminary List of Electors, and Advance Poll Days Recommendation**

**MOVED BY BREGANTE/SEELEY THAT**

**SHELLEENA THORNTON, MUNICIPAL CLERK FOR THE TOWN OF WINDSOR BE APPOINTED AS RETURNING OFFICER AND JANET REDDEN, PLANNING AND COMMITTEE ASSISTANT FOR THE TOWN OF WINDSOR BE APPOINTED AS ASSISTANT RETURNING OFFICER FOR THE 2016 NOVA SCOTIA MUNICIPAL ELECTIONS; AND**

**THAT STAFF HAVE DISCUSSIONS WITH ELECTIONS NOVA SCOTIA TO USE ANY PERMANENT REGISTER OF ELECTORS ESTABLISHED AND MAINTAINED FOR USE IN A FEDERAL OR PROVINCIAL ELECTION, AS THE BASIS FOR THE PRELIMINARY LIST OF ELECTORS FOR ALL OR PART OF THE MUNICIPALITY FOR THE 2016 MUNICIPAL ELECTIONS; AND FURTHER**

**THAT THURSDAY, OCTOBER 06, 2016 (THE NINTH DAY BEFORE ORDINARY POLLING DAY) BE THE FIRST ADVANCE POLL DAY). MOTION CARRIED**

(ii) **Newport & District Rink Funding Request Recommendation**

**MOVED BY BREGANTE/MURLEY THAT THE FUNDING REQUEST FROM NEWPORT & DISTRICT RINK BE BROUGHT FORWARD DURING BUDGET DISCUSSIONS. MOTION CARRIED**

Mayor Beazley said Pisiquid Canoe Club also gave a presentation at the January 2015 Committee of the Whole meeting asking for funding. A motion to have that brought to budget discussions is not made at this meeting because Pisiquid Canoe Club also made the funding request in December 2015 at which time council made the motion then to bring their request forward at 2016/2017 budget discussions.

(ii) **Dykeland Lodge Board Citizen-member Dan Boyd Re-appointment Recommendation**

**MOVED BY BREGANTE/SEELEY THAT CITIZEN MEMBER, DAN BOYD'S APPOINTMENT TO DYKELAND LODGE BOARD BE EXTENDED UNTIL NOVEMBER 1, 2016. MOTION CARRIED**

(c) STRATEGY & POLICY COMMITTEE - None

(d) PLANNING ADVISORY COMMITTEE (PAC) / HERITAGE ADVISORY COMMITTEE (HAC)

(i) **First Reading – Land Use By-Law Amendment – Rezoning of 99 Wentworth Rd (PID 45055738) from General Commercial (GC) to Wentworth Rd Commercial (WR-C) – A overview of the report was held**

indicating the Town received an application from Valley Ford Ltd (potential tenant) and Melmik Holdings Ltd (property owner) to rezone 99 Wentworth Road (PID 45055738) from General Commercial (GC) to Wentworth Road Commercial (WR-C) to enable automobile sales on the property.

**MOVED BY MURLEY/BREGANTE THAT FIRST READING BE GIVEN THAT WOULD REZONE PID 45055738 FROM GENERAL COMMERCIAL (GC) TO WENTWORTH ROAD COMMERCIAL (WR-C) TO ENABLE AUTOMOBILE SALES ON THE PROPERTY. MOTION CARRIED**

(e) **POLICE ADVISORY BOARD** – None

(f) **JOINT COUNCIL** – None

(g) **WATERFRONT DEVELOPMENT COMMITTEE** – The committee met last night and are working on a strategy document.

(h) **WINDSOR BUSINESS ENHANCEMENT SOCIETY (WBES)** – The WBES meeting minutes of January 11, 2016 were included in the agenda package. CAO Coutinho said the WBES is looking at doing something with respect to signage and they may approach council for some assistance. When asked if that had anything to do with the façade program, CAO Coutinho said he believes it would be separate. Mayor Beazley asked that Director Roberts send the proclamation to the WBES and encourage them to wear hockey sweaters.

(i) **REMO ADVISORY** - None

**10.3 Members of Council** - None

## **11. CORRESPONDENCE, PETITIONS & CALENDAR REVIEW**

### **(a) CORRESPONDENCE (INFORMATION ONLY)**

(i) **Dept. of Municipal Affairs, Bernie White, Municipal Elections Officer (Jan. 15, 2016) RE. 2016 Municipal & School Board Election Preparations** – A letter was received outlining some preparations needing to be done by particular dates (i.e. Appointment of Returning Officer and Method of Preparation of the Preliminary List of Electors).

(ii) **Dept. of Municipal Affairs, Minister Zach Churchill RE. Response to Town of Windsor letter of Nov. 24, 2015 re Binding Arbitration (Jan. 6, 2016)** – A letter in response to the Town's Nov. 24, 2015 letter regarding the letter to the UNSM from the Dept. of Municipal Affairs regarding binding arbitration.

**MOVED BY BREGANTE/SEELEY THAT ALL CORRESPONDENCE BE RECEIVED AND KEPT ON FILE. MOTION CARRIED**

(b) **CORRESPONDENCE (REQUESTS ONLY)** - None

(c) **PETITIONS** – None

(d) **MEETING CALENDAR REVIEW** – A review of the February 2016 meeting calendar was held and the following noted: Feb. 6<sup>th</sup> is the Mermaid Theater fundraiser.

## **12. ADDED ITEMS**

(a) **UNSM Report Update** – Councillor Murley reviewed the January 2016 UNSM Board Report which included Accessibility Legislation, Caucus Structure, CAP Update, Fire Services Study, Advocacy, UNSM Appointments, and upcoming UNSM Events. She provided an update on the UNSM President and her

health. In the interim, Cecil Clarke has been appointed President. Mayor Beazley thanked Councillor Murley (VP for the UNSM) for temporarily stepping in before Cecil Clarke's appointment.

- (b) First Reading of Bylaw #24 Partial Tax Exemption Proposed Amendment to Add Windsor Daycare Society**  
– This came to light in the past 24 hours. An overview of the report was held. Director Armstrong said the Assessment Numbers have changed slightly.

**MOVED BY BREGANTE/MURLEY THAT FIRST READING BE GIVEN TO AMENDING BYLAW #24 – PARTIAL TAX EXEMPTION BYLAW TO INCLUDE ASSESSMENT ACCOUNT #046570771, 236 VICTORIA STREET. MOTION CARRIED**

### **13. IN-CAMERA**

#### **(a) Legal Matter**

*Only members of council, CAO Coutinho, and Clerk Thornton remained for the in-camera session.*

**MOVED BY BREGANTE/SEELEY THAT AT 7:38PM THE MEETING MOVE IN-CAMERA TO DISCUSS A LEGAL MATTER. MOTION CARRIED**

**MOVED BY BREGANTE/MURLEY THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:16PM. MOTION CARRIED**

### **14. NOTICES OF MOTION – None**

### **15. ADJOURNMENT**

**MOVED BY BREGANTE/MURLEY THAT AT 8:16PM WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING BE ADJOURNED. MOTION CARRIED**

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ADMINISTRATOR

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MAYOR