

TOWN COUNCIL MEETING MINUTES

Town of Windsor, NS – 100 King St.

February 23, 2016

7:09 – 8:24pm

Present:	Paul Beazley	Mayor
	John Bregante	Deputy Mayor
	Laurie Murley	Councillor
	Dave Seeley	Councillor
	Louis Coutinho	CAO
	Todd Richard	Director of Public Works
	Troy Burgess	Superintendent of Operations, Traffic Authority
	Devin Lake	Planner
	Shelleena Thornton	Coordinator to the CAO
	Scott Burgess	Fire Chief, WFD
	Doug Armstrong	Director of Finance
	VanEssa Roberts	Director of Community Development, Tourism & Recreation
	John Shanks	Solicitor for the Town of Windsor
Regrets:	Scott Geddes	Councillor
Public:	Colin Chisholm	Reporter, Hants Journal
	Rob Frost	Municipal Advisor, Department of Municipal Affairs
	23	Members of the public
	Kathy Monroe	Avon Region Citizens (Coalition) (ARC)
	Stan Kochanoff	Avon Region Citizens (Coalition) (ARC)
	Kevin White	Avon Region Citizens (Coalition) (ARC)
	Tom Calkin	Avon Region Citizens (Coalition) (ARC)
	Solicitor Jack Innes	Avon Region Citizens (Coalition) (ARC)

1. **CALL TO ORDER** – Chair Beazley called the meeting to order at 7:09pm.
2. **COMMUNITY ANNOUNCEMENTS / ACKNOWLEDGEMENTS** - None
3. **APPROVAL OF MINUTES** – Amendment made by Clerk Thornton to change the footer date from 2015 to 2016.

MOVED BY BREGANTE/MURLEY THAT THE JANUARY 26, 2016 TOWN COUNCIL MINUTES BE APPROVED AS AMENDED. MOTION CARRIED

4. APPROVAL OF ORDER OF BUSINESS

- Item 12(a) Add – Culvert behind elementary school on Tremain Cres.
Item 12(b) Add – WH Ground Search and Rescue Correspondence
Item 13(a) Add – Personnel Matter (In-camera)

MOVED BY MURLEY/BREGANTE THAT THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED

5. PUBLIC HEARING

- (a) **Second Reading – Bylaw #24 Partial Tax Exemption By-Law (Proposed Amendment to add Windsor Day Care Assessment # 04657071)** – An overview of the submitted report was held.

MOVED BY BREGANTE/SEELEY THAT SECOND READING BE GIVEN TO AMEND BYLAW #24, TO ADD THE EXISTING LAND AND BUILDING PROPERTY AT 236 VICTORIA STREET, LISTED AS ASSESSMENT ACCOUNT #04657071 ON SCHEDULE 'A' OF THE PARTIAL TAX EXEMPTION BYLAW. (the public hearing portion related to this matter was held. After it was held, it was voted on). **MOTION CARRIED**

Mayor Beazley asked for written submissions – There were none.

Mayor Beazley asked for oral presentations in-favour of the bylaw – Bonnie Smith, Vice President with the Day Care Board of Directors provided information on the daycare and how the daycare has grown. She thanked council in advance for this consideration.

Mayor Beazley asked for oral presentations opposed to the bylaw - None

Questions to the public by members of council – None

Concluding discussion by Councillors – Council members said the new Day Care Board deserves credit for the amount of work (effort and dedication) they have put in to repay the debt owed to the Town and council wished them all the best in future endeavors.

Question on the motion.

Vote – Motion Carried

(b) Land Use Bylaw Amendment PID #45055738 – The public hearing was held prior to this regular meeting of council and will be addressed and voted on under Item 10.2(d) (i)

6. DELEGATIONS / PRESENTATIONS

(a) Avon Region Citizens (Coalition) (ARC) – CAO Coutinho introduced ARC member, Kathy Monroe. Ms. Monroe introduced fellow members, Stan Kochanoff, Kevin White, and Tom Calkin (she also introduced Vic Swinimer (however, he wasn't present at this meeting)). She added that Mr. Greg Miller was paramount in getting this endeavor going prior to becoming a West Hants Councillor. He's resigned since becoming a councillor. She said this is the core team but many others have contributed along the way. She thanked CAO Louis Coutinho and Clerk Thornton for their assistance. She further introduced Jack Innes, ARC Solicitor and John Shanks, Town of Windsor Solicitor. She also thanked all public supporters.

Ms. Monroe gave history leading to this point and the need for action. Everywhere they canvassed there were citizens looking for change. Over 18% of the electors in West Hants and Windsor signed the petition which is almost double what the Municipal Government Act (MGA) requires. She advised the application for amalgamation will be delivered to the NS Utility & Review Board tomorrow. Ms. Monroe said the Municipality of the District of West Hants was approached twice about considering joining and ARC was denied each time. West Hants is ignoring the wishes of their citizens. She said ARC is disappointed in West Hants' lack of willingness to participate in this endeavor. This citizen-led action has never occurred in Nova Scotia before but will benefit this area in its entirety. Ms. Monroe thanked all that supported this forward-thinking endeavor.

CAO Coutinho provided history with respect to ARC's request to Windsor council to support this initiative in October 2015. Windsor Council has met its commitment to ARC and citizens of the region. He provided history on correspondence to West Hants and the Minister of Municipal Affairs and advised that the Town of Windsor is applying jointly with ARC in application for amalgamation to the NS Utility & Review Board. The preliminary application will be filed tomorrow, Wednesday, February 24, 2016.

Members of council thanked ARC for their time & effort put into this, staff for their efforts, fellow council members for supporting this and citizen-support as well.

**MOVED BY SEELEY/BREGANTE THAT COUNCIL APPROVE AND JOIN WITH THE AVON REGION CITIZENS (ARC) COALITION'S APPLICATION TO THE NOVA SCOTIA UTILITY & REVIEW BOARD FOR AN ORDER OF AMALGAMATION OF THE MUNICIPALITY OF THE DISTRICT OF WEST HANTS AND THE TOWN OF WINDSOR; AND THAT WINDSOR TOWN COUNCIL DOES SO IN PARTNERSHIP WITH THE ARC COALITION REPRESENTING THE CITIZENS OF THE DISTRICT OF THE MUNICIPALITY OF WEST HANTS AND THE CITIZENS OF THE TOWN OF WINDSOR.
MOTION CARRIED**

Big applause was given from the gallery.

Presentation concluded at 7:33pm and many people in the gallery left the meeting with the exception of seven public members, Municipal Advisor Frost and Solicitor Shanks.

7. BUSINESS ARISING FROM THE MINUTES

(a) Municipal Government Act (MGA) Review Update – CAO Coutinho said they met last week and the working teams have been a bit slow getting going likely due to being budget 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) Funding & Budget Variance Information Report – CAO Coutinho provided an overview of the submitted report. The report identifies the additional funding is coming from the Depreciation Reserve.

(b) Designation of Building Official Mr. Ergin Nemburt Recommendation Report – CAO Coutinho reviewed the submitted report.

**MOVED BY MURLEY/BREGANTE THAT MR. ERGIN NEMBURT BE APPOINTED AS THE TOWN OF WINDSOR'S "BUILDING OFFICIAL" PURSUANT TO SECTION 5(2) OF THE BUILDING CODE ACT, CHAPTER 46 OF THE REVISED STATUTES, 1989.
MOTION CARRIED**

(c) Proposed Traffic Flow Recommendation Report – CAO Coutinho provided an overview of the submitted report, including costing. Advertising will be done in the Hants Journal, Windsor's Facebook page, and the Town's website. Traffic Authority Burgess said this would be done in spring 2016 with at least a 4-week advertisement lead-up before implementation. It was suggested when the change kicks-off, perhaps the RCMP could assist in directing traffic for the first few days for visibility and safety purposes. CAO Coutinho said it was discussed and there will be enough flags and such to ensure clarity. Traffic Authority Burgess said they are looking at putting a red beacon on top of the stop sign. It was further added that the public will ask questions and the Town should let the public know that there will be public consultation taking place before anything is permanently implemented and this would just be a trial period.

MOVED BY MURLEY/BREGANTE THAT PHASE I OF THE PROPOSED TRAFFIC FLOW CHANGES BE IMPLEMENTED ON A TRIAL BASIS AND EVALUATED THREE MONTHS AFTER THE TRIAL PERIOD BEGINS. AND THAT PHASE I INCLUDE:

PART I – TWO-WAY TRAFFIC ON KING STREET BETWEEN WENTWORTH STREET AND STANNUS/O’BRIEN STREETS;

PART II – RELOCATION OF THE STOP SIGN ON THE SOUTH END OF O’BRIEN STREET TO THE ONE-WAY PORTION OF KING STREET, DIRECTLY ADJACENT TO THE EXISTING LOCATION. MOTION CARRIED

10.2 COMMITTEES OF COUNCIL

(a) AUDIT COMMITTEE – None

(b) COMMITTEE OF THE WHOLE

(i) 100-Series Highways Snow Removal Recommendation

MOVED BY BREGANTE/SEELEY THAT MAYOR BEAZLEY WRITE A LETTER TO THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE RENEWAL, GEOFF MACLELLAN EXPRESSING CONCERN WITH THE POOR QUALITY OF SNOW REMOVAL ON HIGHWAY 101, WITH COPIES OF THE LETTER TO MLA CHUCK PORTER AND PREMIER STEPHEN McNEIL. MOTION CARRIED

(ii) 2016 School Board Election Returning Officer & Assistant Returning Officer Appointments Recommendation

MOVED BY BREGANTE/MURLEY THAT FOR THE 2016 NOVA SCOTIA SCHOOL BOARD ELECTION, RHONDA BROWN, MUNICIPAL CLERK WITH THE MUNICIPALITY OF THE DISTRICT OF WEST HANTS BE APPOINTED AS RETURNING OFFICER, AND CHRYSTAL REMME, EXECUTIVE ASSISTANT FOR THE MUNICIPALITY OF THE DISTRICT OF WEST HANTS BE APPOINTED AS ASSISTANT RETURNING OFFICER FOR THE TOWN OF WINDSOR, ELECTORAL DISTRICT 13. MOTION CARRIED

(iii) 2017 Annapolis Valley International Town Criers’ Competition Funding Request Recommendation

MOVED BY BREGANTE/SEELEY THAT THE FUNDING REQUEST FOR THE 2017 INTERNATIONAL TOWN CRIERS COMPETITION BE TAKEN TO 2016/2017 BUDGET DISCUSSIONS SUBJECT TO A FORMAL FUNDING REQUEST. MOTION CARRIED

(iv) Jewish Legion Commemorative Memorial Recommendation

MOVED BY BREGANTE/SEELEY THAT STAFF INVESTIGATE WAYS TO COME UP WITH AN APPROPRIATE COMMEMORATIVE MEMORIAL FOR THE 100TH ANNIVERSARY OF THE FORMATION OF THE JEWISH LEGION HEADING INTO 2017. MOTION CARRIED

(v) Photo File Purchase of 2016 Long Pond Heritage Classic Recommendation

MOVED BY BREGANTE/MURLEY THAT THE TOWN OF WINDSOR PURCHASE THE 2016 LONG POND HERITAGE CLASSIC PHOTO FILE FOR \$125.00. MOTION CARRIED

(vi) Traffic Flow Proposal Recommendation – Addressed under Item 10.1(c)

(c) STRATEGY & POLICY COMMITTEE - None

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

- (i) Second Reading – Land Use By-Law Amendment – Rezoning of 99 Wentworth Rd (PID 45055738) from General Commercial (GC) to Wentworth Rd Commercial (WR-C) – A public hearing was held prior to this regular meeting of council.**

MOVED BY MURLEY/BREGANTE THAT SECOND READING BE GIVEN AND THAT COUNCIL APPROVE THE LAND USE BYLAW AMENDMENT 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 – None**

- (h) WINDSOR BUSINESS ENHANCEMENT SOCIETY (WBES) – None**

- (i) REMO ADVISORY - None**

10.3 Members of Council - None

11. CORRESPONDENCE, PETITIONS & CALENDAR REVIEW

- (a) CORRESPONDENCE (INFORMATION ONLY) –**Correspondence was added to the agenda and is under 12(b)

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

- (c) PETITIONS – See Item 6(a)**

- (d) MEETING CALENDAR REVIEW –** A review of the March 2016 meeting calendar was held.

12. ADDED ITEMS

- (a) Culvert behind Windsor Elementary School –** Mayor Beazley said it is quite overgrown. He is not sure if it's on school property or not and asked if it could be looked into as there seems to be some drainage issues.

- (b) West Hants Ground Search & Rescue Correspondence (Information Only) –** Thank-you letter for advertising support on the banner and in the brochure during the 2015 RCMP Musical Ride.

MOVED BY SEELEY/MURLEY THAT THE CORRESPONDENCE BE RECEIVED AND KEPT ON FILE. MOTION CARRIED

13. IN-CAMERA

- (a) Personnel Matter**

Only members of council and CAO Coutinho remained for the in-camera session.

MOVED BY BREGANTE/MURLEY THAT AT 8:01PM THE MEETING MOVE IN-CAMERA TO DISCUSS A PERSONNEL MATTER. MOTION CARRIED

MOVED BY MURLEY/SEELEY THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:23PM. MOTION CARRIED

Moved into Council:

MOVED BY SEELEY/BREGANTE TO MOVE BACK INTO THE REGULAR MEETING OF COUNCIL AT 8:24PM. MOTION CARRIED

MOVED BY SEELEY/BREGANTE TO RENEW THE CAO CONTRACT AND AMEND SECTION 8 AS DISCUSSED AND DIRECTED THE MAYOR TO SPEAK TO THE DIRECTOR OF FINANCE ON COMPENSATION (INCREASE) AS APPROPRIATE. MOTION CARRIED

14. NOTICES OF MOTION – None

15. ADJOURNMENT

MOVED BY BREGANTE/SEELEY THAT AT 8:24PM WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING BE ADJOURNED. MOTION CARRIED

ADMINISTRATOR

DEPUTY MAYOR