

TOWN COUNCIL MEETING MINUTES

Town of Windsor, NS – 100 King St.

May 24, 2016

7:00 – pm

Present:	John Bregante	Acting Mayor
	Laurie Murley	Deputy Mayor
	Scott Geddes	Councillor
	Dave Seeley	Councillor
	Louis Coutinho	CAO
	Todd Richard	Director of Public Works
	Shelleena Thornton	Municipal Clerk
Regrets:	Doug Armstrong	Director of Finance
	VanEssa Roberts	Director of Community Development, Tourism & Recreation
Public:	Colin Chisholm	Reporter, Hants Journal
	3	Member(s) of the public

1. **CALL TO ORDER** – Chair Bregante called the meeting to order at 7:00pm.

2. **COMMUNITY ANNOUNCEMENTS / ACKNOWLEDGEMENTS** - None

3. **APPROVAL OF MINUTES** – April 26, 2016 Town Council.

MOVED BY MURLEY/GEDDES THAT THE APRIL 26, 2016 TOWN COUNCIL MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED

4. **APPROVAL OF ORDER OF BUSINESS**

Item 12(a) Add Hants Community Hospital Annual Golf Tournament Request Correspondence
Item 12(b) Add Feed NS Request Correspondence
Item 12(c) Add Tregothic Marsh Body – Town Appointment Recommendation Report
Item 13(a) Add In-Camera – Legal Matter

MOVED BY GEDDES/SEELEY 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 committees are working in high gear. He highlighted the status of each committee and indicated some committees will meet the June timeline.

8. **MOTIONS OF RECONSIDERATION / RESCISSION** – None

9. **CONSIDERATION OF DEFERRED BUSINESS** – None

10. REPORTS

10.1 CHIEF ADMINISTRATIVE OFFICER

(a) 2016/17 Windsor Business Enhancement Society (WBES) Levy Resolution Recommendation

MOVED BY MURLEY/SEELEY THAT THE TOWN ADMINISTRATOR IS HEREBY AUTHORIZED TO LEVY AN AREA RATE OF \$ 0.32 PER HUNDRED DOLLARS OF THE ASSESSED VALUE OF ALL COMMERCIAL REAL ASSESSMENTS SHOWN AS TAXABLE IN THE ASSESSMENT ROLL LOCATED IN THE AREA OF THE TOWN FORMERLY KNOWN AS THE "WINDSOR BUSINESS IMPROVEMENT DISTRICT" AS DESCRIBED IN THE BY-LAW PASSED BY THE TOWN COUNCIL ON THE 26TH DAY OF APRIL, A.D., 1994, PURSUANT TO SECTION 75 OF THE MUNICIPAL GOVERNMENT ACT. MOTION CARRIED

(b) Pavement Reconstruction – King Street Information Report – A review of the report was held noting that Cumberland Paving Ltd was awarded the patching contract and will begin the work of planing King Street, replacing asphalt curbing and applying a new coat of asphalt on the section of King Street between Water Street and Victoria Street.

(c) Water Utility Enclosed 16 foot Trailer Information Report – Lowest bidder *Lifestyle Trailers, Sales & Service* has been awarded the tender to supply and deliver one (1) 16 foot enclosed trailer to the Town at a cost of \$9,728.80 plus HST.

(d) Wall Coating W.B. Stephens Building Information Report – *Duron Atlantic Limited* was the lowest bidder at \$20,775 plus HST and has been awarded the contract to undertake repair and apply wall coatings to protect the exterior surfaces from exposure to the north side of the WB Stephens building. In 2014, the south side of the building was completed.

MOVED BY GEDDES/MURLEY THAT THE REPORTS BE RECEIVED AND KEPT ON FILE. MOTION CARRIED

(e) Former Visitor Information Centre (VIC) Recommendation Report – The permanent relocation of the VIC to the Hants County War Memorial Community Centre was approved by Council on December 15, 2015. The former location is very dated, not a winterized building, and in need of much repair. The property was recently reassessed to evaluate the prospect of repurposing the building for other uses given that Council has now permanently relocated the VIC to the Community Centre. There were numerous observations made to the former facility identified by Building Official Ergin Nemburt (as identified in the report). Members of council agreed that the building's condition and cost to bring it up to standard, the fact the Town does not own the land, and potential liability issues are all of concern.

MOVED BY GEDDES/SEELEY THAT THE DEMOLITION OF THE FORMER VISITOR INFORMATION CENTRE LOCATED AT 31 COLONIAL ROAD, WINDSOR, NS BE APPROVED AT A COST OF \$3,500.00 PLUS HST. MOTION CARRIED

(f) Bill 177 – Amendments to the Municipal Government Act (MGA) Information Report – CAO Coutinho reviewed the report circulated at the Town Council meeting. He noted that on May 5, 2016, the Province introduced Bill 177 to make amendments to the MGA and the Halifax Charter. He added that the Bill was introduced as a means to phase in the property tax related to increases in commercial assessment in urban Commercial Development Districts and eligible contaminated properties.

An email/letter dated May 17, 2016 was sent out to all Mayors, Wardens and Councillors by Jim Smith, the Warden of East Hants. The letter encourages all Mayors and Wardens to contact their MLA immediately to urge the Province to delay the final reading of Bill 177 until all stakeholder recommendations have been

reviewed and in East Hants' view, a holistic approach to economic development incentive programs be presented to the Ministers Round Table through the MGA review process.

CAO Coutinho expressed support for Bill 177 and advised council that this would benefit many towns and small communities and is what was requested through the Town's Task Force.

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

10.2 COMMITTEES OF COUNCIL

(a) **AUDIT COMMITTEE** – None

(b) **COMMITTEE OF THE WHOLE** - None

(c) **STRATEGY & POLICY COMMITTEE** – None

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

(i) **First Reading - Municipal Planning Strategy (MPS) and Land Use By-law (LUB) Amendments – Residential Uses on the Ground Floor in a portion of the Town Centre Designation and Zone**

MOVED BY MURLEY/SEELEY THAT FIRST READING BE GIVEN TO AMEND THE MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW TO ENABLE GROUND LEVEL RESIDENTIAL USES IN THE AREA BOUNDED BY KING STREET, STANNUS STREET, GRAY STREET, AND VICTORIA STREET IN THE TOWN CENTRE DESIGNATION AND ZONE BY AMENDING THE FOLLOWING:

MUNICIPAL PLANNING STRATEGY

1. THAT POLICY 7.4.1 OF THE MUNICIPAL PLANNING STRATEGY BE AMENDED TO READ AS FOLLOWS:

POLICY 7.4.1 IT SHALL BE THE POLICY OF COUNCIL TO RECOGNIZE RESIDENTIAL LAND USE AS AN IMPORTANT ACTIVITY IN THE TOWN CENTRE AND TO LIST AS PERMITTED USES IN THE TOWN CENTRE ZONE EXISTING RESIDENTIAL DWELLINGS AND RESIDENTIAL USES ON FLOORS OF COMMERCIAL BUILDINGS OTHER THAN THE MAIN LEVEL EXCEPT IN THE AREA BOUNDED BY KING STREET, STANNUS STREET, GRAY STREET AND VICTORIA STREET WHERE RESIDENTIAL USES ON THE MAIN LEVEL SHALL BE PERMITTED.

LAND USE BY-LAW

2. THAT SECTION 14.1 OF THE LAND USE BY-LAW BE AMENDED BY AMENDING BULLET 18, "RESIDENTIAL USES (NOT ON THE GROUND FLOOR)" TO READ AS FOLLOWS:

- **RESIDENTIAL USES (NOT ON THE GROUND FLOOR EXCEPT FOR THE AREA BOUNDED BY KING STREET, STANNUS STREET, GRAY STREET AND VICTORIA STREET WHERE GROUND FLOOR RESIDENTIAL IS PERMITTED).**

AND THAT THE MATTER PROCEED TO A PUBLIC HEARING PRIOR TO SECOND READING. MOTION CARRIED

(e) **POLICE ADVISORY BOARD** – None

(f) **JOINT COUNCIL** – None

(g) WATERFRONT DEVELOPMENT COMMITTEE – None

(h) WINDSOR BUSINESS ENHANCEMENT SOCIETY (WBES)

- (i) **WBES 2016 AGM** – Deputy Mayor Murley sent an email (circulated in the Council agenda package) that provided an overview of some motions passed, along with some questions, concerns and comments that came out of the WBES AGM. She reviewed it and noted the most recent AGM Meeting Minutes have not yet been approved. CAO Coutinho provided a brief overview with respect to disc golf and noted he and Adrienne Wood would be meeting to discuss who will be paying for it and maintaining it (but that it seemed like a great idea). With respect to more garbage cans, the Town will look into it; however, there are responsibilities of being a dog owner and to carry poop bags until the next garbage is a responsibility. He said the Town will ensure there are sufficient number of garbage cans. Discussion was also briefly held with respect to Mr. Joe Cuffari's question as to whether the Town could establish a bylaw pertaining to how empty storefronts may look and how a building can appear. CAO Coutinho said yes; however, he'll be meeting with businesses re. vacant window space. Staff can look into suggestions. Councillor Geddes said comments were also made by Mr. Cuffari related to the condition of sidewalks on Gerrish Street. Councillor Geddes said the Town applied for funding for Gerrish Street upgrades but was denied because of the Town's debt-service ratio due to the new Waste Water Treatment Plant the Town was forced to do. He added that it wasn't right that the Town cannot provide essential services (like Gerrish Street upgrades) because of the waste water treatment facility. CAO Coutinho said that regulations must be met (as with the waste water treatment facility) and there is potential the Town may get funding this year for Gerrish Street; the Province just ran out of funding money for it last year with other projects to other municipal units. The new Waste Water Treatment Plant is a good news story for this Town.

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

(i) REMO – None

10.3 Members of Council – None

11. CORRESPONDENCE, PETITIONS & CALENDAR REVIEW

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

- (i) **Annapolis Valley Regional School Board (May 11, 2016) – Re. AVRSB electoral boundary review** – They are awaiting the outcome & final decisions on the municipalities' electoral boundary reviews before proceeding the school board's.

(b) **CORRESPONDENCE (REQUESTS ONLY)**

- (i) **NS Utility & Review Board (May 20, 2016) – Re. Draft Hearing Agenda** - Seeking comments/suggestions from parties with respect to the draft agenda for the June 28, 2016 Preliminary Order Hearing for amalgamation. Deadline to make suggestions is June 8, 2016.
- (ii) **Relay for Life** – Re. Noise Bylaw Exemption Request for June 4, 2016.

MOVED BY GEDDES/MURLEY THAT THE RELAY FOR LIFE EVENT SCHEDULED FOR SATURDAY, JUNE 4, 2016 BE EXEMPT FROM THE TOWN'S PREVENTION OF EXCESSIVE NOISE BYLAW # 33. MOTION CARRIED

MOVED BY MURLEY/GEDDES THAT ALL CORRESPONDENCE BE RECEIVED AND KEPT ON FILE. MOTION CARRIED

(c) PETITIONS – None

(d) MEETING CALENDAR REVIEW – There were no changes to the June 2016 meeting calendar.

12. ADDED ITEMS

(a) Hants Community Hospital Golf Tournament Request Correspondence

MOVED BY MURLEY/GEDDES THAT THE TOWN DONATE \$500 FROM THE GRANTS CONTINGENCY TO PUT A TEAM INTO THE HANTS COMMUNITY HOSPITAL FOUNDATION'S GOLF TOURNAMENT. MOTION CARRIED

(b) Correspondence RE. Feed Nova Scotia – Staff will look into this and report back to council. Councillor Geddes said that funds should be directed to Windsor's food bank.

(c) Tregothic Marsh Body – Town Appointment – CAO Coutinho reviewed the recommendation report circulated to council at the meeting.

MOVED BY SEELEY/GEDDES THAT TODD RICHARD, DIRECTOR OF PUBLIC WORKS BE APPOINTED AS THE TOWN OF WINDSOR'S REPRESENTATIVE ON THE TREGOTHIC MARSH BODY. MOTION CARRIED

13. IN-CAMERA

(a) Legal Matter

MOVED BY MURLEY/SEELEY THAT THE MEETING MOVE IN-CAMERA AT 7:44PM TO DISCUSS A LEGAL MATTER. MOTION CARRIED

MOVED BY GEDDES/MURLEY THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:00PM. MOTION CARRIED

14. NOTICES OF MOTION – None

15. ADJOURNMENT

MOVED BY GEDDES/SEELEY THAT AT 8:00PM WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING BE ADJOURNED. MOTION CARRIED


ADMINISTRATOR


ACTING MAYOR

