

**TOWN COUNCIL MEETING MINUTES**

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

**June 28, 2016**

**7:00 – 9:04 pm**

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Present:	John Bregante	Acting Mayor
	Laurie Murley	Deputy Mayor
	Scott Geddes	Councillor
	Dave Seeley	Councillor
	Louis Coutinho	CAO
	Todd Richard	Director of Public Works
	Doug Armstrong	Director of Finance
	VanEssa Roberts	Director of Community Development, Tourism & Recreation
	Janet Redden	Recording Secretary
Regrets:	Shelleena Thornton	Municipal Clerk
Public:	4	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** – May 24, 2016 Town Council.

**MOVED BY MURLEY/GEDDES THAT THE MAY 24, 2016 TOWN COUNCIL MINUTES BE APPROVED IF FOUND CORRECT. MOTION CARRIED**

**4. APPROVAL OF ORDER OF BUSINESS** - Item 10.1(a) 2016 Grant Fund to follow Item 6. Delegations/Presentations

**5. PUBLIC HEARING** – None

**6. DELEGATIONS / PRESENTATIONS** – Doug Orman – Classic Heritage Beef Show – Mr. Orman was requesting \$5000 in support of the Classic Heritage Beef Show. He reported the event brings people in from all over including Quebec and Ontario and is an economic generator. Councillor Seeley explained that any money to be paid by the Town is considered by way of a grant application. Council requires applications be made by any interested organization by March 1 of each year so as to be discussed during budget deliberations. The “Grant Fund Situation” Information Report was provide for Council’s review. Deputy Mayor Murley indicated that it would be difficult to consider this request as there were 13 grant applications from organizations which were submitted by the deadline which had to be turned down. Council were in agreement that while this is an important event, no additional grant funds are available at this time. Deputy Mayor Murley suggested the Town might be able to offer some ‘in kind’ assistance, however Mr. Orman indicated he was only interested in obtaining financial assistance. Mr. Orman was encouraged to make application for a grant next year prior to budget deliberations.

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

7. BUSINESS ARISING FROM THE MINUTES

(a) **Municipal Government Act (MGA) Review Update**– MGA review update provided under 10.1(b)

8. MOTIONS OF RECONSIDERATION / RESCISSION – None

9. CONSIDERATION OF DEFERRED BUSINESS – None

10. REPORTS

10.1 CHIEF ADMINISTRATIVE OFFICER

(a) **2016 Grant Fund**- This report was included in discussion under Item 6

(b) **Housekeeping MGA Amendments** – CAO Coutinho reported progress has been made on the review of the Municipal Government Act. This included minor housekeeping changes which were identified by various Councils. These have been vetted by the MGA Review Committee and now submitted to all the Councils for feedback. Legal Counsel provided rationale as to why the proposed amendments may or may not go forward. CAO Coutinho indicated that he would be happy to pass along any thoughts to the Review Committee. As there were no additional comments or questions from Council the proposed amendments were accepted.

MOVED BY GEDDES/SEELEY THAT THE PROPOSED HOUSEKEEPING AMENDMENTS OF THE MUNICIPAL GOVERNMENT ACT AS INCLUDED IN THE ATTACHMENT TO THE INFORMATION REPORT REGARDING MGA HOUSEKEEPING CHANGES BE ACCEPTED. MOTION CARRIED

(c) **Nova Scotia's Action Plan for an Aging Population** – CAO Coutinho indicated he was seeking direction from Council as to how it wanted to respond to the request for feedback regarding The Department of Seniors request for feedback on three issues contained in the policy paper: 1) How to engage seniors more in the economics of the community and the province; 2) How seniors can be assisted to stay home longer in their own homes; and 3) Healthy Active Aging. Three options to provide feedback were discussed: 1) Complete the Online Survey individually, 2) Engagement in a box, or 3) Open discussion at this meeting and request CAO to write to the Province. All members of Council agreed they would prefer to complete the online survey individually and for staff to ensure it's made available on the Town website. It was noted the deadline is July 22, 2016. CAO Coutinho has distributed lists of agencies and seniors' homes to the Department of Seniors so that this can be sent directly to them.

(d) **Clean Water and Wastewater Funding Applications** – CAO Coutinho reported the Department of Municipal Affairs (DMA), on behalf of Canada, and the Province of Nova Scotia, announced a call for applications under the recently announced federal Clean Water and Wastewater Fund (CWWF). The program is funded 50% by the federal government; the other 50% is split between the province and the Municipality. Two projects in the Town's 5 year Capital Budget approved by Council fit into this category: the Gerrish Street underground infrastructure replacement/street reconstruction; and the Tongue Hill water main replacement (126 year old pipe). No debt funding will be required for the Gerrish Street Project but funds will be from operations reserve. The Tongue Hill will have to be financed but will have to go through UARB for approval. Any debt would be incurred directly by the water utility and doesn't affect the Town's debt ratio.

In order for applications to be considered, certain conditions must be adhered to including the requirement that projects must be prioritized via a Resolution of Council dated after April 1, 2016.

MOVED BY MURLEY/SEELEY THAT COUNCIL PASS A RESOLUTION TO APPROVE THE GERRISH STREET UNDERGROUND INFRASTRUCTURE REPLACEMENT/STREET RECONSTRUCTION BETWEEN GREY AND WATER STREET AS A PRIORITY ONE CAPITAL PROJECT AND THE TONQUE HILL TRANSMISSION LINE REPLACEMENT AS PRIORITY TWO CAPITAL PROJECT AND, IF THE GERRISH STREET PROJECT RECEIVES COST SHARING APPROVAL, THAT IN ADDITION TO PROJECT FINANCING PLANNED FOR IN THE 2016/17 CAPITAL BUDGETS, \$200,000 FROM THE OPERATING RESERVE FUND ALSO BE ALLOCATED TO THE PROJECT TO REDUCE BORROWING COSTS THAT WOULD IMPACT THE GENERAL OPERATING BUDGET. 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) Second 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/GEDDES THAT SECOND 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).

MOTION CARRIED

(e) POLICE ADVISORY BOARD – None

- (f) JOINT COUNCIL – None
- (g) WATERFRONT DEVELOPMENT COMMITTEE – None
- (h) WINDSOR BUSINESS ENHANCEMENT SOCIETY (WBES)
  - (i) Minutes of May 2, 2016 and May 16, 2016

**MOVED BY MURLEY/SEELEY THAT THE MINUTES 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) **June 24, 2016-Letter to Elaine Wagner-Municipalities Position on the Merits** – CAO Coutinho explained this is the submission provided by West Hants Council regarding the amalgamation process. The preliminary hearing took place June 28 and this letter was the subject of much discussion.

- (ii) **West Hants-Notice of Public Hearing-Land Use By-Law Housekeeping Amendments**

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

- (iii) **Donations to Threads of Life**

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

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

- (c) **PETITIONS – None**

- (d) **MEETING CALENDAR REVIEW** – There will be no meetings in August. The next Planning Advisory Committee meeting will be rescheduled to September 14, 2016. As Chair Seeley will be away, Deputy Mayor Murley will Chair the Watershed Advisory Committee Meeting (July 11, 2016) and Acting Mayor Bregante will Chair the next Police Advisory Board (July 18, 2016).

## **12. ADDED ITEMS - None**

## **13. IN-CAMERA**

- (a) **Legal Matters (2)**

- (b) **Land Matter**

**MOVED BY MURLEY/GEDDES THAT THE MEETING MOVE IN-CAMERA AT 7:40 PM TO DISCUSS A LAND MATTER AND TWO LEGAL MATTERS. MOTION CARRIED**

**MOVED BY MURLEY/GEDDES THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:55 PM. MOTION CARRIED**

MOVED BY SEELEY/GEDDES THAT THE MEETING MOVE BACK IN-CAMERA AT 8:58 PM TO FURTHER DISCUSS A LAND MATTER AND ONE LEGAL MATTER. MOTION CARRIED

MOVED BY GEDDES/SEELEY THAT THE MEETING MOVE OUT OF IN-CAMERA AT 9:02 PM. MOTION CARRIED

MOVED BY MURLEY/GEDDES THAT PURSUANT TO IN-CAMERA DISCUSSION, THE CAO OR DIRECTOR OF FINANCE BE AUTHORIZED TO BID AND PURCHASE AT TAX SALE, PROPERTY FOR ANY MUNICIPAL PURPOSE WHICH WOULD INCLUDE LAND DEVELOPMENT ALONG THE WATERFRONT, WITH THE PURCHASE BEING FUNDED FROM THE OPERATING RESERVE FUND. MOTION CARRIED

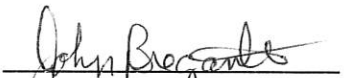
MOVED BY GEDDES/SEELEY THAT THE TOWN PAY ANY AMALGAMATION RELATED LEGAL FEES AND EXPENSES BEING VERIFIED AS NECESSARY EXPENDITURES AS AUTHORIZED BY THE CAO. MOTION CARRIED

14. NOTICES OF MOTION – None

15. ADJOURNMENT

MOVED BY GEDDES/SEELEY THAT AT 9:04 PM WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING BE ADJOURNED. MOTION CARRIED

  
ADMINISTRATOR

  
ACTING MAYOR

