

**SPECIAL TOWN COUNCIL Meeting Minutes**

**Town of Windsor, NS**

**February 14, 2017 • 6:45 – 6:52pm**

**Council Chambers**

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Present: Anna Allen Mayor, Chair  
Laurie Murley Deputy Mayor  
John Bregante Councillor  
Jim Ivey Councillor  
Shelley Bibby Councillor  
  
Louis Coutinho CAO  
Luc Cote Cpl, RCMP  
Shelleena Thornton Municipal Clerk  
Doug Armstrong Director of Finance  
Todd Richard Director of Public Works  
Troy Burgess Superintendent of Operations and Traffic Authority

Regrets: None

Gallery: 3

1. **CALL TO ORDER** - Mayor Allen called the Special Meeting of Council to order at 6:45 pm.
2. **MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN TOWN OF WINDSOR & MUNICIPALITY OF THE DISTRICT OF WEST HANTS** – This meeting is to provide an overview of the MOU and to ratify its approval and signing between the Town of Windsor and the Municipality of the District of West Hants. Windsor will suspend its amalgamation application with the NS Utility & Review Board with the intent of better cooperation between the two municipal units for the benefit of the citizens in our communities.

The MOU was signed by Warden Abraham Zebian and Mayor Anna Allen on February 8, 2017.

**MOVED BY MURLEY/BREGANTE THAT THE ATTACHED MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF WINDSOR AND MUNICIPALITY OF THE DISTRICT OF WEST HANTS BE SIGNED. MOTION CARRIED**

**3. ADJOURNMENT**

**MOVED BY BREGANTE/IVEY THAT AT 6:52PM THE SPECIAL MEETING OF COUNCIL BE ADJOURNED. MOTION CARRIED**

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Municipal Clerk

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Chair

**Memorandum of Understanding**  
**Between the parties of**  
**Town of Windsor (Windsor)**  
**And**  
**Municipality of the District of West Hants (West Hants)**

**Whereas**, Windsor and West Hants have agreed to resume joint council meetings on a regular basis; and,

**Whereas**, the two municipalities have also signed a *Terms of Reference* on how such meetings will be conducted; and,

**Whereas**, West Hants has asked Windsor to withdraw its application for amalgamation through the UARB process because West Hants does not believe it is supported by the citizens of West Hants, and,

**Whereas**, Windsor wishes to pursue amalgamation because it believes the citizens of Windsor support amalgamation; and,

**Whereas**, both municipal councils believe they represent the citizens and their interests in each of their respective constituencies; and,

**Whereas**, both West Hants and Windsor have a desire to work collaboratively and more closely on areas that will strengthen our greater community; and

**Whereas**, Windsor and West Hants agree the differing views on amalgamation between Windsor and West Hants is straining the relationship and trust given to Windsor and West Hants by its respective citizens; then

**Therefore, the parties agree** to enter into a Memorandum of Understanding:

- to evolve the positive climate and relationship that is developing between our two municipalities
- to ensure coordination and alignment of initiatives in areas of shared interest
- to maximize cost sharing, access and utilization of resources, services and programs for the benefit of the citizens in our community.

**And, the parties also agree** through this MOU, that they will commit to ensuring that an ongoing community benefit is realized whereby

- both parties will endorse the partnership and the results in the community
- both parties will focus on a balance of strategic and tactical partnership opportunities

- both parties agree to review the MOU annually for any updates that may be necessary

#### **Goodwill**

The MOU is designed to help foster an environment conducive to consultation and ongoing two-way communications between Windsor and West Hants.

The CAOs will be the appointed staff representatives for the Windsor and West Hants for any matters that arise.

#### **Initiatives**

The first initiatives arising from the approval of this MOU include:

1. The parties agreeing to immediately approach the UARB and the Court of Appeal to suspend the proceedings before them to allow for the content of the MOU between the parties to take place.
2. Beginning immediately, a review of the cost sharing formulae, agreements and models for fairness and equitability to both Windsor and West Hants for programs, resources and services with potential benefits as early as this year's budget deliberations.
3. Joint application for full funding assistance and help of the provincial government for studies that will inform our respective communities on the merits or demerits of operating as one regional entity.
4. After a period not exceeding 12 months, and subject to the mutual agreement of the parties, the Town of Windsor will immediately withdraw from the UARB process.

#### **Term**

This MOU shall become effective from the date of execution by the Warden of the Municipality of the District of West Hants and the Mayor of the Town of Windsor.

Dated: Feb 8, 2017.

Witness: James Gault  
Althea Osborne

Mayor Anna Allen  
Mayor Anna Allen

Warden Abraham Zebian  
Warden Abraham Zebian