

**SPECIAL TOWN COUNCIL Meeting Minutes – RE. BUILDING OFFICIALS**

**Town of Windsor, NS**

**March 16, 2017 • 9:00 – 9:16a.m.**

**Council Chambers**

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Present: Anna Allen Mayor, Chair  
John Bregante Councillor  
Jim Ivey Councillor  
Shelley Bibby Councillor  
  
Louis Coutinho CAO  
Shelleena Thornton Municipal Clerk

Regrets: Laurie Murley Deputy Mayor

Gallery: 0

- 1. CALL TO ORDER** - Mayor Allen called the Special Meeting of Council to order at 9:00am.
- 2. BUILDING OFFICIALS** – Amend the recommendation report date to reflect March 16, 2017 and revise Mayor Beazley’s name to read Mayor Anna Allen. CAO Coutinho reviewed the Designation of Building Officials recommendation report.

Brief discussion was held and it was noted that this will not cost the Town any more money than the Town is currently paying the Town of Wolfville as per the Agreement. When asked about working with West Hants and their planning department, CAO Coutinho said the contract with the Town of Wolfville says that either party is required to give one year’s notice. He added that West Hants discontinued their planning services with the Town and then approximately 9 months to a year later, discontinued building inspection services with the Town. West Hants has two building officials.

CAO Coutinho noted he gave notice to Wolfville on the Town’s individual building official status. At this time, Chief Burgess can inspect; however, unable to sign-off on at this time.

**UN-APPOINTMENT OF BUILDING OFFICIALS**

**MOVED BY BREGANTE/IVEY THAT COUNCIL UNAPPOINT ALL LEVEL I & II BUILDING OFFICIALS APPOINTED PRIOR TO MARCH 16, 2017 UNDER SECTION 5(2) OF THE NOVA SCOTIA BUILDING CODE ACT (1989). MOTION CARRIED**

**APPOINTMENT OF BUILDING OFFICIALS**

**MOVED BY BIBBY/BREGANTE THAT COUNCIL APPOINT, EFFECTIVE MARCH 16, 2017, EACH OF THE FOLLOWING BUILDING OFFICIALS AS LEVEL I & II BUILDING INSPECTORS FOR THE TOWN OF WINDSOR, NOVA SCOTIA AS PER SECTION 5(2) OF THE NOVA SCOTIA BUILDING CODE ACT (1989):**

- KEITH FRASER
- CHARLIE CROCKER
- DON BURNS
- DAWSON PATERSON

**MOTION CARRIED**

- 3. ADJOURNMENT**

**MOVED BY BREGANTE/IVEY THAT AT 9:16A.M. THE SPECIAL MEETING OF COUNCIL BE ADJOURNED. MOTION CARRIED**

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Municipal Clerk

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Chair