

**Attendance**

Laurie Murley	Deputy Mayor, Vice-Chair
John Bregante	Councillor
Jim Ivey	Councillor
Shelley Bibby	Councillor
Louis Coutinho	CAO
Shelleena Thornton	Municipal Clerk
Doug Armstrong	Director of Finance
VanEssa Roberts	Director of Community Development, Tourism & Recreation
Todd Richard	Director of Public Works
Scott Burgess	Fire Chief, WFD

**Regrets**

Anna Allen                      Mayor

**Public**

Colin Chisholm                Reporter, Valley Journal Advertiser  
1                                    Member(s) of the Public

1. **CALL TO ORDER** – Vice-chair Murley called the meeting to order at 7:00pm.
2. **ANNOUNCEMENTS / ACKNOWLEDGEMENTS** – Apple Blossom Festival Opening Ceremony is at 7pm May 23, 2018 at the Community Centre.  
  
King’s Edgehill School – Councillor Bregante will be making a presentation to a cadet on May 23, 2018.
3. **CITIZEN (GALLERY) ACKNOWLEDGEMENT** – Gallery was welcomed.
4. **APPROVAL OF MINUTES**  
  
**MOVED BY BREGANTE/IVEY THAT THE APRIL 24, 2018 COUNCIL MEETING MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED**
5. **APPROVAL OF ORDER OF BUSINESS & AGENDA** (Additions/deletions if any)  
Item 11.2(h) – Add Region 6 verbal update  
Item 13(a) – Add Standpipe Painting Tender Award Recommendation  
Item 13(b) – Add draft letter to the Canadian Transportation Agency re rail line acquisition  
Item 14(a) – Add In-camera legal matter  
  
**MOVED BY BREGANTE/BIBBY TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED**
6. **PUBLIC HEARING** – None
7. **DELEGATIONS / PRESENTATIONS** - None
8. **BUSINESS ARISING FROM PREVIOUS MINUTES** - None

9. MOTIONS OF RECONSIDERATION / RESCISSION - None

10. CONSIDERATION OF DEFERRED BUSINESS

- (a) **Postponed Motion Re Regional Service Corporations** – This will be raised at the next Valley Community Fiber Network Authority meeting. Postpone this recommendation until the July 2018 Council meeting.

11. REPORTS

11.1 Chief Administrative Officer

(a) **Building Official Designation, Scott Burgess Recommendation Report**

**MOVED BY BREGANTE/IVEY THAT MR. SCOTT BURGESS BE APPOINTED THE TOWN OF WINDSOR'S "BUILDING OFFICIAL" PURSUANT TO SECTION 5(2) OF THE BUILDING CODE ACT, CHAPTER 46 OF THE REVISED STATUTES, 1989 FOR LEVELS 1 AND 2. MOTION CARRIED**

(b) **2018/19 Proposed Water Utility Operating Budget**

Director Armstrong presented the proposed 2018/19 Water Utility Operating Budget noting the rates will remain unchanged; however, a rate study is planned during fiscal 2018/19.

Discussion was held and the following points noted/highlighted:

- The rate study presented to council in 2017 was for sewer rates; not water rates;
- Water rates not only get approved by council, but also need to be approved by the NS Utility & Review Board (NSURB);
- Water and sewer are two separate rate structures;
- Sewer is presented in the general operating budget;
- Variances in the proposed budget were highlighted with explanations as to why (examples included: new accounts, re-allocations, review of previous years, year-to-dates). With respect to some larger variances, looking at some services (i.e. replacing underground infrastructure before fixing a sidewalk, etc).

**MOVED BY BREGANTE/BIBBY THAT THE 2018/19 WATER UTILITY OPERATING BUDGET BE APPROVED. MOTION CARRIED**

(c) **2018/19 Proposed Water Utility Capital Budget**

Director Armstrong presented the proposed 2018/19 Water Utility Capital Budget noting that Director Richard could respond to the scope of specific projects.

Discussion held and the following points noted/highlighted:

- The capital budget is projected over five years;
- Projects over \$250,000 need to be approved by council and the NS Utility & Review Board;
- 'Future Years' capital budget items: Water tank land purchase and water storage tank facility or Falmouth Connection. Director Richard said lacking system storage so will need to explore whether looking for storage or connection. Engineering studies will have to be assessed and if necessary, land will have to be purchased. Costs for these are currently identified as Class "D" estimates;
- Location of current storage facility is at the water treatment plant and is below ground. The storage standpipe is on Ivey Lane and is at the end of our system;
- Proposed capital budget shows \$688,000 debt for 2018/19 water utility capital projects. Long-term debt for the Utility as at March 31, 2017 is \$1,797,193.00. Director Armstrong added that it is regulated by the NSURB and the ability to borrow is factored in with the rate

studies. Debt projections are included in that process and rates are forecasted to include that debt. He referred back to the general operating budget and noted the principal and interest on long term debt;

- Debt ratio – looked at on an individual basis of Town debt ratio and the Utility. On year-end financials, debt consolidation would be reflected; however, Municipal Affairs does not view it from the consolidated view point; they are treated separately.

**MOVED BY BREGANTE/BIBBY THAT THE 2018/19 WATER UTILITY CAPITAL BUDGET BE APPROVED AND COUNCIL APPROVES USING DEPRECIATION FUNDS, PAINT RESERVE, SURPLUS FUNDS, AND DEBT AS NOTED IN THE WATER UTILITY CAPITAL BUDGET. MOTION CARRIED**

## 11.2 Committees of Council

(a) **Audit Committee - None**

(b) **Committee of the Whole Recommendations**

(i) **2018/19 Operating Budget Approval**

**MOVED BY BREGANTE/BIBBY THAT THE TOWN OF WINDSOR 2018/19 OPERATING BUDGET BE APPROVED. MOTION CARRIED**

(Councillor Ivey voted Nay)

Director Armstrong highlighted some areas that would be slightly adjusted with reallocations (totals do not change) and will also provide a memo with the final budget.

(ii) **2018/19 Capital Budget Approval**

**MOVED BY BREGANTE/BIBBY THAT THE TOWN OF WINDSOR 2018/19 CAPITAL BUDGET, INCLUSIVE OF THE AUTHORIZATION OF RESERVE FUND WITHDRAWALS, AND USE OF DEBT, BE APPROVED. MOTION CARRIED**

(Councillor Ivey voted Nay)

(iii) **2018/19 Low Income Partial Tax Exemption Approval**

**MOVED BY BREGANTE/IVEY THAT THE TOWN OF WINDSOR 2018/19 LOW INCOME PARTIAL TAX EXEMPTION POLICY BE APPROVED. MOTION CARRIED**

(iv) **2018/19 REMO Budget Approval**

**MOVED BY BREGANTE/IVEY THAT THE 2018/19 REMO BUDGET BE APPROVED. MOTION CARRIED**

(v) **2018/19 Grants Approval**

**MOVED BY BREGANTE/BIBBY THAT THE FOLLOWING GRANTS BE APPROVED:**

- |                                                                        |                         |
|------------------------------------------------------------------------|-------------------------|
| • <b>WH GROUND SEARCH &amp; RESCUE</b>                                 | <b>\$ 300</b>           |
| • <b>HANTS COUNTY CHRISTMAS ANGELS</b><br>(Same as in year 2017/18)    | <b>COMM. CENTRE USE</b> |
| • <b>PISQUID CANOE CLUB</b><br>(And continue with \$1/year lease)      | <b>\$ 2,000</b>         |
| • <b>NEW BOUNDARIES</b><br>(And continue with partial tax exemption)   | <b>\$ 500</b>           |
| • <b>WINDSOR PEOPLE FIRST</b><br>(And continue providing office space) | <b>\$ 200</b>           |

- **MERMAID THEATRE OF NS** \$ 500  
(And continue with partial tax exemption)
- **NEWPORT & DISTRICT RINK** \$ 500
- **9-LIVES CAT RESCUE** \$ 275
- **HANTS WEST HAPPY COMMUNITY PROJECT** \$ 2,000
- **WAEFA BURSARY (AVON VIEW)** \$ 500
- **HANTS LEARNING NETWORK ASSOC.** \$ 750
- **GORDON HUGHES TENNIS CLUB** \$ 12,500
- **HERITAGE CLASSIC BEEF SHOW** \$ 500
- **SENIOR SAFETY PROGRAM OF HANTS CO.** \$ 1,000
- **WH HISTORICAL SOCIETY** \$ 1,500  
(For 2018/19, 2019/20, & 2020/21 given in one lump-sum)  
(And continue with partial tax exemption)
- **WH MINOR BASEBALL** \$ 1,500
- **QUICK AS A WINK THEATRE SOCIETY** \$ 500
- **HANTS COMM.HOSPITAL FOUND. GOLF** \$ 500
- **HANTS WEST RELAY FOR LIFE** \$ 300  
(And exemption from noise bylaw during event)
- **HANTS CO. SPCA** \$ 250
- **WINDSOR DAY CARE CENTRE**  
(And continue with partial tax exemption)
- **WINDSOR HOCKEY HERITAGE SOCIETY** \$ 2,000  
(And continue with providing snow removal and annual long pond heritage classic support)
- **SMOKIN' BLUES FEST** \$ 0

**TOTAL: \$ 28,075.00** (not incl. In-kind)

**MOTION CARRIED**

**(vi) 2018/19 Tax Rates Resolution**

**MOVED BY BREGANTE/BIBBY THAT,**

**THE TOWN ADMINISTRATOR BE HEREBY AUTHORIZED TO LEVY A RATE OF \$ 3.95 PER HUNDRED DOLLARS OF THE ASSESSED VALUE OF ALL COMMERCIAL REAL PROPERTY ASSESSMENTS SHOWN AS TAXABLE IN THE 2018 ASSESSMENT ROLL;**

**AND FURTHER RESOLVED THAT THE TOWN ADMINISTRATOR BE HEREBY AUTHORIZED TO LEVY A RATE OF \$ 1.88 PER HUNDRED DOLLARS OF THE ASSESSED VALUE OF ALL RESIDENTIAL AND RESOURCE REAL PROPERTY SHOWN AS TAXABLE IN THE 2018 ASSESSMENT ROLL;**

**AND FURTHER RESOLVED THAT THE ADMINISTRATOR SHALL BE AUTHORIZED TO LEVY A FIRE PROTECTION RATE OF \$ 0.1295 PER HUNDRED DOLLARS OF THE ASSESSED VALUE FOR TAX EXEMPT PROPERTIES;**

**AND FURTHER RESOLVED THAT THE ADMINISTRATOR AND/OR TREASURER SHALL BE AUTHORIZED TO ISSUE WARRANTS FOR THE COLLECTION OF ALL RATES AND TAXES AND INSTALMENTS THEREOF UNPAID AFTER SEPTEMBER 30, 2018. MOTION CARRIED**

**(c) Strategy & Policy Committee Recommendations - None**

(d) **PAC / HAC Recommendations** – None

(e) **Police Advisory Board** – Next meeting is Sept. 10 at 7pm

(f) **Joint Council** – Next meeting is June 28 at 6pm in Windsor. It was also agreed by both Windsor and West Hants to get together with members of the Department of Municipal Affairs for Municipal Modernization discussions. Saturday, June 16, 2018 at 9:00a.m. has been arranged.

(g) **REMO** - None

(h) **Region 6** – Councillor Bibby advised a 'Waste' widget will be released in July 2018 and people will be able to go into the app on their phones, tablets, etc.

(i) **Watershed Committee** – None

(j) **VCFN (Valley Community Fibre Network)** – Nothing to report at this time.

### 11.3 Members of Council

(a) **NSFM (formerly 'UNSM')** – Board Initiatives Report (May 10, 2018)

**MOVED BY BREGANTE/IVEY THAT THE NSFM BOARD INITIATIVES REPORT OF MAY 10, 2018 BE RECEIVED. MOTION CARRIED**

## 12. CORRESPONDENCE / PETITIONS & MEETING CALENDAR REVIEW

(a) **Correspondence (Information Purposes Only)**

**MOVED BY BREGANTE/BIBBY THAT ALL CORRESPONDENCE BE RECEIVED AND KEPT ON FILE. MOTION CARRIED**

(i) **Fr. Smoke Free NS** – Cannabis Use in Public Spaces

(ii) **Fr. NS Solid Waste Resource Management Regional Chairs Committee** – Extended Producer Responsibility (EPR) – Building an EPR Program Proposal

(iii) **Fr. Town of Kentville to MLA John Lohr** – Windsor was cc'd RE. Kentville asking the MLA's support of his support of Extended Producer Responsibility (EPR) legislation

(iv) **Fr. Town of Kentville to Hon. Derek Mombourquette** – Windsor was cc'd RE. Kentville asking the Minister of Dept. Municipal Affairs' support of moving legislation forward in the Legislature to enact the program.

(v) **Fr. Dept. Municipal Affairs (20180503)** – Amendments to Town of Windsor Municipal Planning Strategy (MPS) – Bill 177 and Commercial Development District (Does not require Minister Approval)

**MOVED BY BIBBY/BREGANTE THAT THE TOWN OF WINDSOR SEND A LETTER TO BOTH MLA CHUCK PORTER AND THE MINISTER OF MUNICIPAL AFFAIRS, DEREK MOMBOURQUETTE REQUESTING SUPPORT OF EXTENDED PRODUCER RESPONSIBILITY (EPR) LEGISLATION, AND FURTHER REQUESTING THE MINISTER'S OFFICE, SUPPORTING MOVING THIS FORWARD IN THE LEGISLATURE TO ENACT THE PROGRAM. MOTION CARRIED**

(b) **Correspondence (Requests)** - None

(c) **Petitions**

(d) **Meeting Calendar Review** – June/July 2018 were reviewed.

**13. ITEMS ADDED TO AGENDA UNDER #5**

- (a) Standpipe Painting Tender Award** – Joint tender done with the Municipality of the District of West Hants. It was \$450 to design the hockey player logo.

**MOVED BY BREGANTE/IVEY THAT COUNCIL APPROVES PROCEEDING WITH THE STANDPIPE PAINTING PROJECT IDENTIFIED IN THE 2018/19 WATER CAPITAL BUDGET AT A TOTAL COST FOR WINDSOR OF \$153,870 PLUS HST AND AWARD THE TENDER TO THE LOW COMPLIANT BIDDER BYRON MACDONALD, FOR THE LOW TENDERED PRICE OF \$607,060 PLUS HST. MOTION CARRIED**

- (b) Draft Letter to Canada Transport Agency Re. Careful Consideration of rail line acquisition by W&HR** – CAO Coutinho provided an overview of the letter outlining the desire for the Province to take over ownership of the rail line corridor. The Mayor of King's County is interested in partaking in this letter as well, so the letter will be re-drafted to include King's County.

The request is supporting the Province acquiring ownership of the rail corridor and allowing local governments to use the corridor for active transportation trails until such possible time as rail may be re-considered in the future.

Council consensus was to support the letter being redrafted to include the Mayor of King's County, and Windsor's Mayor then signing the letter.

**14. IN-CAMERA MATTERS**

**MOVED BY BREGANTE/IVEY THAT AT 8:24PM, THE MEETING MOVE IN-CAMERA TO DISCUSS A LEGAL MATTER. MOTION CARRIED**

Councillor Ivey declared conflict of interest for the in-camera legal matter.

Only council, CAO Coutinho, Clerk Thornton, and Directors Armstrong & Richard remained for the in-camera discussions.

**MOVED BY BREGANTE/BIBBY THAT AT 8:59PM, THE MEETING MOVE OUT OF IN-CAMERA. MOTION CARRIED**

**MOVED BY BREGANTE/BIBBY THAT CAO COUTINHO FORWARD THE NEGOTIATIONS INFORMATION DISCUSSED IN-CAMERA TO THE TOWN OF WINDSOR SOLICITOR, JOHN SHANKS. MOTION CARRIED**

**15. NOTICES OF MOTION - None**

**16. ADJOURNMENT**

**MOVED BY BREGANTE/BIBBY THAT WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING BE ADJOURNED AT 9:00PM. MOTION CARRIED**

  
Chair

  
Municipal Clerk