

**Attendance**

Anna Allen	Mayor, Chair
Laurie Murley	Deputy Mayor
John Bregante	Councillor
Jim Ivey	Councillor
Shelley Bibby	Councillor
Louis Coutinho	CAO
Shelleena Thornton	Municipal Clerk
Doug Armstrong	Director of Finance
Todd Richard	Director of Public Works
Jamie Juteau	Deputy Fire Chief, WFD

**Regrets**

VanEssa Roberts      Director of Community Development, Tourism & Recreation

**Public**

Colin Chisholm      Reporter, Valley Journal Advertiser  
11 members of the public

- 1. CALL TO ORDER** – Mayor Allen called the meeting to order at 7:00 pm.
- 2. ANNOUNCEMENTS / ACKNOWLEDGEMENTS** – Mayor Allen acknowledged that the land on which we gather is traditional unceded Mi'kmaq territory.  
  
Yarmouth - Going through difficult time with respect to the recent tragedy of a four year old girl at their annual Santa Parade and condolences were sent on behalf of Windsor.
- 3. CITIZEN (GALLERY) ACKNOWLEDGEMENT** – Everyone was welcomed.
- 4. APPROVAL OF MINUTES**  
**MOVED BY IVEY/MURLEY THAT THE OCTOBER 23, 2018 TOWN COUNCIL MEETING MINUTES AND NOVEMBER 19, 2018 TOWN HALL MEETING MINUTES (Re. CONSOLIDATION) BE APPROVED AS CIRCULATED. MOTION CARRIED**
- 5. APPROVAL OF ORDER OF BUSINESS & AGENDA** (Additions/deletions if any)  
**MOVED BY BREGANTE/BIBBY THAT THE AGENDA BE APPROVED AS CIRCULATED. MOTION CARRIED**
- 6. PUBLIC HEARING(S)**  
**(a) PAWNBROKERS BYLAW # 45 – SECOND READING**  
**MOVED BY MURLEY/IVEY THAT PAWNBROKERS BY-LAW #45 BE GIVEN SECOND READING. (Discussion and public hearing held prior to the vote). MOTION CARRIED**

### **Brief Overview**

This was initially Identified in the 2018-19 RCMP Business Plan. Pursuant to the NS Municipal Government Act, Section 172 (1)(i), councils are permitted to make laws for municipal purposes, requiring that pawnbrokers report all transactions by pawn or purchase. (Chapter 18 of the Act of 1998, as amended in 2017). The staff report outlines the benefits of having a Pawnbrokers Bylaw.

**Mayor asked for written submissions** – None.

**Mayor asked for oral presentations in favour of the bylaw** – None.

**Mayor asked for oral presentations opposed to the bylaw** – None.

**Questions to the public by members of council** – None.

**Concluding discussion by Councillors** – None.

**Question/Vote** – Vote held and carried.

### **(b) RESPECTING SMOKE FREE PUBLIC SPACES BY-LAW #28 – SECOND READING** (formerly called 'Protection from Second-Hand Smoke Bylaw #28)

**MOVED BY IVEY/BREGANTE THAT SECOND READING BE GIVEN TO THE RESPECTING SMOKE FREE PUBLIC SPACES BY-LAW # 28.** (Discussion and public hearing held prior to the vote). **MOTION CARRIED**

### **Brief Overview**

Formerly called "Protection from Second-Hand Smoke Bylaw #28," it has now been amended to address council's direction to include streets and sidewalks, and cannabis, vapes and other smoking products. The Bylaw has also been renamed (as identified).

### **Mayor asked for written submissions**

- Smoke Free Kings – supports bylaw
- NS Health Authority – supports bylaw

### **Mayor asked for oral presentations in favour of the bylaw**

- Dr. Jessica Jackman, Medical Officer of Health – Central Zone – Reviewed some public health considerations (as outlined in their correspondence from the NS Health Authority). Supports the proposed bylaw.

**Mayor asked for oral presentations opposed to the bylaw** – None.

**Questions to the public by members of council** – None.

**Concluding discussion by Councillors** – Enforcement was discussed. Notices will be done up and given to the Town's Bylaw Enforcement Officer for distribution so as to continue with the education component. Enforcement will start January 1, 2019.

Signage – CAO will provide a report to council on signage options (i.e. perhaps at locations such as the pool and community centre. CAO suggested the Town entrances indicate "Windsor is Smoke Free."). Options will be identified in the report.

**Question/Vote** – held and carried.

*Seven people left the meeting at 7:23pm.*

### **7. DELEGATIONS / PRESENTATIONS** – None

**8. BUSINESS ARISING FROM PREVIOUS MINUTES**

**(a) DEPUTY MAYOR NOMINATION/ELECTION** – Nominations held.

**MOVED BY BIBBY/BREGANTE THAT COUNCILLOR LAURIE MURLEY BE RE-APPOINTED DEPUTY MAYOR FOR THE TERM NOVEMBER 28, 2018 UNTIL CONSOLIDATION IS EFFECTIVE (BUT TO NOT EXTEND PAST THE 2020 MUNICIPAL ELECTIONS). MOTION CARRIED**

**(b) COUNCIL-MEMBER COMMITTEE APPOINTMENTS** – All remain the same with the following changes/notes:

- Accessibility Committee – Suggested it perhaps be a joint committee with West Hants. CAO will discuss with WH CAO Laycock. Mayor Allen and Councillor Ivey expressed interest in sitting on the committee. It was also asked the Accessibility Report be forwarded to council;
- Affordable Housing Committee – advertise in newspaper and online weekly for citizen members;
- Audit Committee – advertise in newspaper and online for one citizen member;
- Annapolis Valley Regional Library Board – Bregante (with Ivey as alternate);
- Remove 'Birthplace of Hockey Arena Project' committee;
- Remove 'Joint Border Planning' committee (Windsor and West Hants are discussing consolidating planning-related items beyond just border matters). CAO advised that he will raise with WH CAO Laycock and look to discuss at a future meeting between both councils.

**MOVED BY MURLEY/BREGANTE THAT THE ABOVE-MENTIONED APPOINTMENTS BE MADE AND CITIZENS BE ASKED TO REMAIN ON THEIR RESPECTIVE COMMITTEES UNTIL CONSOLIDATION. MOTION CARRIED**

*Three members of the public left the meeting at 7:36pm. No public members remained in the gallery.*

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

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

**11. REPORTS**

**11.1 Chief Administrative Officer**

**(a) DESIGNATION OF BUILDING OFFICIALS TIM LESLIE AND JODY DEN HANN**

**MOVED BY BREGANTE/IVEY THAT MR. TIM LESLIE BE APPOINTED AS THE TOWN OF WINDSOR'S BUILDING OFFICIAL PURSUANT TO SECTION 5(2) OF THE BUILDING CODE ACT, CHAPTER 46 OF THE REVISED STATUTES, 1989, AND AS FIRE INSPECTOR IN ACCORDANCE WITH SECTION 19(1) (B) OF THE PROVINCIAL FIRE SAFETY ACT; AND, THAT**

**MR. JODY DEN HANN BE APPOINTED AS ASSISTANT BUILDING OFFICIAL UNDER THE NOVA SCOTIA BUILDING CODE ACT. MOTION CARRIED**

**(b) FIRST READING - BYLAW # 46 – REPEAL OF FIRE CHIEF & SERVICES BYLAW** – Second reading to be held at the January 2019 Town Council meeting.

**MOVED BY MURLEY/BREGANTE THAT FIRST READING BE GIVEN TO BYLAW # 46 RESPECTING REPEAL OF BYLAW #29 FIRE CHIEF AND SERVICES. MOTION CARRIED**

## 11.2 Committees of Council

(a) Committee of the Whole Recommendations – None.

(b) Strategy & Policy Committee Recommendations – None.

(c) PAC / HAC Recommendations

(i) Land Use Bylaw Amendments for Brewery and Distilleries – Public hearing Jan. 9, 2018

**MOVED BY MURLEY/BIBBY THAT FIRST READING BE GIVEN TO THE FOLLOWING PROPOSED WINDSOR LAND-USE BYLAW AMENDMENTS WITH RESPECT TO BREWERIES & DISTILLERIES:**

1. Amend Land Use Bylaw sections:

14.1 Town Centre (TC) Permitted Uses

17.1 General Commercial (GC) Permitted Uses

18.1 Highway Commercial (HC) Permitted Uses

19.1 Shopping Centre (SC) Permitted Uses

To include the following uses:

- Microbrewery
- Microdistillery
- Winery

2. In Parts 21.1 Light Industrial (LI-1) Permitted Uses, delete “Breweries, distilleries, wineries, and accessory brewpubs and restaurants” and insert the following uses:

- Brewery – Commercial
- Distillery – Commercial
- Winery – Commercial
- Winery
- Microbrewery
- Microdistillery

3. In Parts 22.1 Joint Industrial Type Two (LI-2) and Part 23.1 Joint Industrial Type Three (LI-3), delete “Breweries, distilleries, wineries” and insert the following uses:

- Brewery – Commercial
- Distillery – Commercial
- Winery - Commercial
- Winery
- Microbrewery
- Microdistillery

4. In Part 6.1 insert (q) Commercial Breweries, Commercial Distilleries and Commercial Wineries in any commercial zone.

5. In Part 31.0 Definitions, delete the definition of “Accessory Use” and replace with the following:

**Accessory Use means the use of land or a building or portion thereof customarily incidental and subordinate to the principal use of the land or building and located on the same lot.**

6. In Part 31.0 Definitions, add the following definitions:

**Brewery – Commercial** means a brewery or cidery engaged in the production of more than 15,000 hectolitres per year of beer or other related beverages where the primary business function is to sell packaged product to the Nova Scotia Liquor Commission and thence to the general public through retail liquor stores or for export.

**Distillery - Commercial** means a facility in the production of more than 75,000 litres per year of liquor and spirits, other than wine or beer, where the product is blended or bottled for sale to the Nova Scotia Liquor Commission or for export.

**Winery - Commercial** means a manufacturing plant to which a permit has been issued by the NSLC and where wine is manufactured or blended and bottled for sale to the NSLC or for export.

**Microbrewery** means a craft brewery or cidery primarily engaged in the production and packaging of less than 15,000 hectolitres per year of specialty or craft beer, ale, cider or other related beverages. The facility may include accessory uses such as retail sale, wholesale, tours and events or hospitality room where beverages produced at the facility can be sampled.

**Microdistillery** means a craft distillery primarily engaged in the production and packaging of less than 75,000 litres per year of liquor and spirits, other than wine or beer. The facility may include accessory uses such as retail sale, wholesale, tours and events or hospitality room where beverages produced at the facility can be sampled.

**Winery** means an establishment engaged in the production of wine less than 10,000 litres per year and includes facilities on the same lot where wine may be blended, mixed, stored or packaged and may include accessory uses such as retail sale, wholesale, tours and events or hospitality room where beverages produced at the facility can be sampled.

**MOTION CARRIED**

- (d) **Police Advisory Board** – None.
- (e) **Joint Council** – None.
- (f) **REMO** – None.
- (g) **Region 6** – None.
- (h) **Watershed Committee** – None.
- (i) **VCFN (Valley Community Fibre Network)** – None.

**11.3 Members of Council** – None.

**12. CORRESPONDENCE / PETITIONS & MEETING CALENDAR REVIEW**

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

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

**(i) 20181122 from Min Chuck Porter - ICIP Call for Applications 2018**

**(ii) 20181108 from Town of Shelburne to Dep. Minister of Municipal Affairs Kelliann Dean - Central  
Dispatch System for NS Fire Stations**

**(b) Correspondence (Requests) – None**

**(c) Petitions – None**

**(d) Meeting Calendar Review – December 2018**

**13. ITEMS ADDED TO AGENDA UNDER #5 – None.**

**14. IN-CAMERA MATTERS – None.**

**15. NOTICES OF MOTION – None.**

**16. ADJOURNMENT - Next meeting is December 18, 2018**

**MOVED BY BREGANTE/BIBBY THAT AT 7:51PM, THE MEETING BE ADJOURNED.  
MOTION CARRIED**

  
Chair

  
Municipal Clerk