

WINDSOR TOWN COUNCIL
Town Council Meeting Minutes
December 18, 2018 – 7:00 – 7:55pm
Windsor Council Chambers, 100 King St, Windsor, NS

Attendance

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

Regrets None

Public

Colin Chisholm	Reporter, Valley Journal Advertiser
Dan Lavers	Lieutenant, WFD
Jennifer Davison	Safety Officer, WFD

4 members of the public

1. **CALL TO ORDER** – Mayor Allen called the meeting to order at 7:00 pm and noted that this is the first time Windsor council is going Facebook live with its meetings and welcomed those in the gallery and tuning in.
2. **ANNOUNCEMENTS / ACKNOWLEDGEMENTS** – On behalf of council, Mayor Allen respectfully acknowledged that the land on which we gather is traditional unceded Mi'kmaw territory.
 - (a) **Town of Windsor 16-year Medal Presentation (Windsor Fire Dept.)** – Mayor Allen presented Lieutenant Daniel Lavers and Safety Officer, Jennifer Davison with their 16-year medals and thanked them for their service. Joel Dauphinee is also to receive one; however, unable to attend this evening's meeting.
3. **CITIZEN (GALLERY) ACKNOWLEDGEMENT** – Welcome to those in attendance and online.
4. **APPROVAL OF MINUTES**

MOVED BY BREGANTE/MURLEY THAT THE NOVEMBER 27, 2018 MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED
5. **APPROVAL OF ORDER OF BUSINESS & AGENDA** (Additions/deletions if any)
 - Item 13(a) – Windsor Business Enhancement Society (WBES) previous meeting update
 - Item 14(a) – In-camera - Personnel Matter

MOVED BY BIBBY/BREGANTE THAT THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED

6. **PUBLIC HEARING(S)** - None
7. **DELEGATIONS / PRESENTATIONS** – None
8. **BUSINESS ARISING FROM PREVIOUS MINUTES** - None
9. **MOTIONS OF RECONSIDERATION / RESCISSION** - None
10. **CONSIDERATION OF DEFERRED BUSINESS** - None

11. REPORTS

11.1 Chief Administrative Officer

(a) **Smoke Free Windsor – Signage** (fr. Dec. 11, 2018 COTW mtg) - Signage (attached draft on page 4) will be consistent; large signs for the entrances to town and smaller ones for key areas. Brief discussion held noting the image is likely copyrighted so either make some changes or get permission. Signage should be done within three weeks and an additional few weeks following that for installation.

(b) **Event Signage/Banner Draft Policy and Report** (fr. Dec. 11, 2018 COTW mtg) – CAO reviewed the report. Traffic Authority Burgess said having our own poles is a simpler procedure and the Town is in control of the signage, etc. Poles approx. \$800 each installed; however, staff is also researching the pulley system; hopefully will get an estimate later this week. Other points noted:

- Traffic controllers would be required when raising/removing banners (could possibly be done in-house as staff is certified; however, would depend on other workload);
- Like the concept of banners, would create excitement and help with economic development; however, cost is more than anticipated. Would like to see this done but not at a loss;
- Review and research this further with other options (including other forms of advertising that may or may not include crossing streets), and discuss during budget deliberations;
- Promotion and advertising for not-for-profit organizations shouldn't be financially unattainable;
- The costs proposed in the report doesn't recover costs;
- Other jurisdictions have said that once poles are erected for banners, everyone has banners to be erected. Should this occur, reassess fee structure;
- Wolfville has said that if they had the choice today on being asked to do this (banners/poles), they wouldn't;
- Windsor considering doing this would be an added level of service with the same resources so there would be sacrifices in other areas;
- Look into whether this could be contracted out.

Summary: Research further and raise during budget deliberations.

Six people left the meeting at 7:23pm.

11.2 Committees of Council

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

(i) **Fire Apparatus Pumper #3**

MOVED BY MURLEY/IVEY THAT TOWN-OWNED PUMPER #3 BE DECLARED SURPLUS. MOTION CARRIED

(b) **Strategy & Policy Committee Recommendations** – None. Next meeting Jan. 15, 2019 at 7pm.

(c) **PAC / HAC Recommendations** – None. Next meeting Jan. 9, 2019 at 7pm.

(d) **Police Advisory Board** – None.

(e) **Joint Council** – None.

(f) **REMO** – New coordinator has started.

(g) **Region 6**

(i) **Board Brief Report Nov. 2018**

MOVED BY MURLEY/BREGANTE THE REGION 6 REPORT BE RECEIVED AND KEPT ON FILE. MOTION CARRIED

(h) **Watershed Committee** – None.

(i) **VCFN (Valley Community Fibre Network)** – Responses to the RFP have come in and interviews were held. The Board meets early January to make a decision on the Business Case.

11.3 Members of Council - None

12. CORRESPONDENCE / PETITIONS & MEETING CALENDAR REVIEW

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

(i) **NSFM Board Initiatives Reports Nov & Dec 2018**

(ii) **NSFM 2018/19 Final Resolutions Submitted to Province**

(iii) **NSFM 2018/19 Statements of Municipal Concern Submitted**

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

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

(c) **Petitions** - None

(d) **Meeting Calendar Review** – January 2018 – Joint Council mtg Jan. 16 at 6pm in Windsor. Jan 25 – 27 Long Pond Classic events.

13. ITEMS ADDED TO AGENDA UNDER #5 (if any)

(a) **WBES** – Councillor Ivey attended the last WBES meeting and some highlights included:

- New Smoking Bylaw update.
- Litter and downtown cleanliness - WBES raised how they look after downtown litter and cleanliness during the summer months. Mention was given to an old anti-littering bylaw the Town had and whether it should be re-enacted. Reference was also given to the number of waste bins downtown and how there typically aren't enough during events.

Director Richard said litter clean-up evolved because WBES wasn't happy with the Town's litter collection so they hired summer students. This being said, the Town still does litter clean-up as well as community groups/individuals. Re. garbage collectors for special events; extra bins are rolled out and staff comes in during the events to collect. Could look at additional bins. Mayor – if there are budget implications, raise that during budget deliberations. Director Richard – there will be budget implications.

14. IN-CAMERA MATTERS

(a) Personnel Matter

MOVED BY BREGANTE/BIBBY THAT AT 7:36PM, THE MEETING MOVE IN-CAMERA TO DISCUSS A PERSONNEL MATTER. MOTION CARRIED

MOVED BY BREGANTE/MURLEY THAT AT 7:55PM, THE MEETING MOVE OUT OF IN-CAMERA. MOTION CARRIED

15. NOTICES OF MOTION – None.

16. ADJOURNMENT

MOVED BY BREGANTE/IVEY THAT AT 7:55PM, THE MEETING BE ADJOURNED.
MOTION CARRIED


Chair


Municipal Clerk

