

**WINDSOR TOWN COUNCIL**  
**Town Council Meeting Minutes**  
**January 22, 2019 – 7:00 – 7:57pm**  
**Windsor Council Chambers, 100 King St, Windsor, NS**

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**Attendance**

Anna Allen	Mayor, Chair
Laurie Murley	Deputy Mayor
John Bregante	Councillor
Jim Ivey	Councillor
Shelley Bibby	Councillor
VanEssa Roberts	Director of Community Development, Tourism & Recreation and Acting CAO
Shelleena Thornton	Municipal Clerk
Doug Armstrong	Director of Finance
Jamie Juteau	Fire Chief, WFD
Todd Richard	Director of Public Works

**Regrets**

Louis Coutinho            CAO (on vacation)

**Public**

Colin Chisholm            Reporter, Valley Journal Advertiser  
No members of the public

- 1. CALL TO ORDER** – Mayor Allen called the meeting to order at 7:00 pm.
- 2. ANNOUNCEMENTS / ACKNOWLEDGEMENTS** – On behalf of council, Mayor Allen respectfully acknowledged that the land on which we gather is traditional unceded Mi'kmaw territory.  
Annual Long Pond Classic is this weekend.  
Agricultural Society won \$50,000 in the competition they entered; which should assist in their kitchen renovations.
- 3. CITIZEN (GALLERY) ACKNOWLEDGEMENT** – None.
- 4. APPROVAL OF MINUTES** – December 18, 2018 Minutes and January 8, 2019 Special Meeting Minutes  
**MOVED BY BREGANTE/BIBBY THAT THE DECEMBER 18, 2018 MEETING MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED**  
Amendments: Jan. 8 minutes, Item #3, in the motion, Councillor Ivey's name is spelled incorrectly.  
**MOVED BY BREGANTE/BIBBY THAT THE JANUARY 8, 2019 SPECIAL MEETING MINUTES BE APPROVED AS AMENDED. MOTION CARRIED**
- 5. APPROVAL OF ORDER OF BUSINESS & AGENDA** (Additions/deletions if any)  
Item 13(a) – Add Plastic Bags Ban  
Item 13(b) – Add Smoke Free Signage Update  
Item 13(c) – Add Notice of Resignation received Dec. 18, 2018 – Arrange a date for Council to discuss

Item 15(a) – Notice of Motion

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

**6. PUBLIC HEARING(S)**

**(a) BYLAW #46 – REPEAL OF FIRE CHIEF & SERVICES BYLAW #29 – SECOND READING**

**MOVED BY BREGANTE/IVEY THAT SECOND READING BE GIVEN TO BYLAW #46  
TO REPEAL BYLAW #29 – FIRE CHIEF AND SERVICES BYLAW. MOTION CARRIED**

Written submissions – None

Oral presentations in-favour of proposed bylaw – None

Oral presentation opposed to proposed bylaw – None

Questions by council – None

Concluding discussion by council – None

Question/Vote held and Motion Carried.

**7. DELEGATIONS / PRESENTATIONS – None**

**8. BUSINESS ARISING FROM PREVIOUS MINUTES**

**(a) OUTSTANDING PRIORITIES – ICSP – Staff to compile the list of items/matters noted during the 2017 priority sessions, 2018 ICSP focus group sessions, and 2018/19 budget deliberations and include them on the February 2019 Strategy & Policy Committee meeting agenda for discussion.**

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

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

**11. REPORTS**

**11.1 Chief Administrative Officer**

**(a) TOWN OF WINDSOR CREST/LOGO USAGE – REQUEST FOR DIRECTION REPORT – An overview of the report was held. Points raised included:**

- Why the Town crest rather than the Club's own design;
- Badges of the crest worn could reflect an official Town position/employee and is not recommended/supported;
- If approved by council, the Town should advise of the specific uses for the crest/logo i.e. on the coin and whether supported elsewhere);
- Would the Town's crest/logo be used on other things besides the coin;
- Do other collectors clubs use their local government's crest/logo.

Staff will follow up with the Club Member that made the request.

**(b) TEMPORARY BORROWING RESOLUTION FILE NO. 17/18-01 ALEXANDER STREET DISTRIBUTION MAIN (WATER UTILITY)**

MOVED BY BREGANTE/MURLEY THAT THE RENEWAL OF TEMPORARY BORROWING RESOLUTION (TBR) FILE NO. 17/18-01 ALEXANDER STREET DISTRIBUTION MAIN IN THE AMOUNT OF \$ 237,170 BE APPROVED AND FORWARDED TO THE DEPARTMENT OF MUNICIPAL AFFAIRS FOR THE MINISTER'S APPROVAL. MOTION CARRIED

**11.2 Committees of Council**

**(a) Committee of the Whole Recommendations - None**

**(b) Strategy & Policy Committee Recommendations – None. Next meeting Feb. 19, 2019 at 7pm**

**(c) PAC / HAC Recommendations**

**(i) LAND USE BYLAW AMENDMENTS FOR BREWERIES & DISTILLERIES – SECOND READING**

MOVED BY MURLEY/BREGANTE THAT SECOND READING BE GIVEN AND THE FOLLOWING LAND USE BYLAW AMENDMENTS BE APPROVED.

**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 DEVELOPMENT AGREEMENTS, 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** – January 2019 meeting was cancelled; could be rescheduled if agenda items are of an urgent and/or joint nature. Some items included on the past agenda included: joint planning matters approaching consolidation, Joint Accessibility Committee, and the aboiteau. Mayor Allen will discuss with CAO Coutinho upon his return from vacation.
- (f) **REMO** - None
- (g) **Region 6** - None
- (h) **Watershed Committee** – Feb. 20, 2019 will be their first meeting to look at revising the Best Management Practices (BMPs). Also – Northern Pulp didn't follow the BMPs and the committee is pursuing what action can be taken.
- (i) **VCFN (Valley Community Fibre Network)** – VCFN put out Requests for Proposals for a Business Plan. Interviews were held and currently in contract negotiations with the successful bidders. Bidders want to meet with interested parties so we may be called upon. They will be going to the Valley REN as well.

**11.3 Members of Council** – See Items 13(a), (b), (c); and 15(a).

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

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

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

- (i) **Minister, Attorney General Justice (20181212) – Accessibility Act** – Municipalities will be required to establish an accessibility committee and accessibility plan.
- (ii) **NS Minister Municipal Affairs (20181211) – 911 Cost Recovery Fund**
- (iii) **NS Deputy Minister Municipal Affairs (20181205) – cc'd on this correspondence re Central Dispatch for Fire Depts. (excl. HRM)**
- (iv) **NS Minister Municipal Affairs (20181217) – Windsor Bylaws #28 Respecting Smoke Free Public Spaces and Bylaw #45 Pawnbrokers Bylaw** – Didn't require Ministerial approval; therefore approved on date of passage publication.
- (v) **Municipality of West Hants (20190108) – Emergency Gate at Edward Drive and Underwood Drive** – Advising they will be installing an emergency access gate on Municipal land. Councillor Ivey was not certain this was solely informational and seems to be a topic that has bounced around. Mayor Allen noted that this is an item that advised West Hants will be installing an emergency gate on their municipal property. Councillor Ivey said it would result in an illegal trespass on Town property. If needed, he is prepared to put forward a Notice of Motion to rescind the Town of Windsor Policy to Close a Portion of Underwood Drive of September 22, 2015 (see 15(a)).
- (vi) **Environment Minister (20190116) – Amended definitions of waste diversion in the regulations to include energy recovery**

**(b) Correspondence (Requests)**

**MOVED BY MURLEY/BIBBY THAT ALL REQUEST CORRESPONDENCE BE RECEIVED AND KEPT ON FILE AND THAT BOTH BE FOLLOWED UP BY STAFF AND REPORTS PROVIDED AT A FUTURE MEETING. MOTION CARRIED**

- (i) NS Association of Realtors – Deed Transfer Tax (DTT) (20190102)** – Requesting that municipal units waive the DTT for first-time home buyers or extend the DTT payment over five years. Council requested a staff report on its impact and to also see a Realty report outlining the statistics of first-time home buyer purchases in Windsor.
- (ii) Municipality of West Hants (20190108) – Additional funding request for the Indoor Field of the new sports complex** – Asking for an additional \$800,000.00 from the Town of Windsor. Council requested a staff report providing information and the potential impact.

**(c) Petitions - None**

**(d) Meeting Calendar Review – February 2019.**

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

- (a) Plastic Bags Ban** – Halifax Regional Municipality (HRM) has taken the lead and they have other municipal units who support the ban. Director Richard stated that Region 6 has a position that less plastics is better but is aware it would affect small businesses. They would like to see a Provincial approach prior to smaller communities adopting the ban-approach. Reference was given to Windsor's local food bank and their need for boxes and plastic bags all the time. It was decided to see how HRM's approach unfolds and in the meantime, perhaps speak with local merchants in town to see their position and collect their thoughts.
- (b) Smoke Free Signage Update** – Signs are in; however, the weather has not been ideal to install the posts. With respect to education and enforcement, Director Roberts (Acting CAO) will talk with the police and bylaw enforcement officer for an update.
- (c) Dec. 18, 2018 resignation letter given to council** – Council to have discussions. In-Camera Session (Personnel Matter) for 6pm Jan. 28, 2019 (Council only).

**14. IN-CAMERA MATTERS - None**

**15. NOTICES OF MOTION – None**

- (a) Notice of Motion to Rescind “A Policy to Close a Portion of Underwood Drive”** - Councillor Ivey put forward a Notice of Motion to rescind this policy of September 22, 2015. It was asked staff prepare a report for the next meeting.

**16. ADJOURNMENT**

**MOVED BY BREGANTE/MURLEY THAT AT 7:57PM, THE MEETING BE ADJOURNED. MOTION CARRIED**

  
Chair

  
Municipal Clerk