



**REGION OF WINDSOR AND WEST HANTS MUNICIPALITY**  
**Regular Meeting of Council Agenda **AMENDED****  
**April 28, 2020, 6:00 p.m.**  
**Virtual Meeting**

1. Call to Order
2. Roll Call
3. Declaration of Conflict of Interest
4. Announcements
5. Approval of the Agenda, including additions or deletions
6. Approval of Previous Meeting Minutes – April 01, 2020 Special Council Meeting Minutes
7. Unfinished Business/Postponed Motions
  - (a) Public Participation Program and Public Hearing Requirements (due to COVID-19)
8. Public Hearings
  - (a) PID # 45059755, 411 King Street, Windsor – Land-Use By-law Amendments
9. Mayor’s Report (**Report added**)
10. Committee of Council Recommendations
  - (a) Committee of the Whole Excerpts - April 14, 2020 and April 21, 2020
    - i. Resident-member Committee Appointments (Windsor Area Advisory Committee, French Mill Brook Watershed Advisory Committee, and Audit Committee)
    - ii. Financial Services Policies (Acceptance of Donations Policy, Investment Policy, and Tax Collection Policy)
    - iii. RBC Funding Resolution re. Operating Line of Credit
    - iv. Water and Sewer Rates Three Mile Plains
    - v. Internet Access Business Plan
    - vi. Sports Complex Funding
    - vii. Naming of Regional Municipality
  - (b) Planning Advisory Committee Excerpts – February 20, 2020
    - i. 741 McKay Road First Reading and Reports

11. Councillor Municipal Business Reports
12. Reconsiderations or Rescissions of Resolutions of Which Notice has Been Given on a Previous Day
13. Correspondence
  - (a) Avon Community Farmers' Market – Thank you letter
14. In-Camera
15. Next Meeting Date / Adjournment

**REGION OF WINDSOR AND WEST HANTS MUNICIPALITY**

Regular Council Minutes  
April 28, 2020 6:00 pm  
Virtual Meeting – via Zoom

---

**1. Call to Order**

Mayor Zebian called the meeting to order at 6:00 p.m. and welcomed everyone to the meeting.

**2. Call of Roll**

Council Present:

Abraham Zebian, Mayor  
Rupert Jannasch, Councillor, District 1  
Scott McLean, Councillor, District 2  
Mark McLean, Councillor, District 3  
Jeff Hartt, Councillor, District 4  
Debbie Francis, District 5 (6:04 pm)

Paul Morton, Deputy Mayor, District 8  
Bob Morton, Councillor, District 6  
Ed Sherman, Councillor, District 7  
Richard Murphy, Councillor, District 9  
Laurie Murley, Councillor, District 10  
Jim Ivey, Councillor, District 11

Staff and Guests Present:

Mark Phillips, Chief Administrative Officer  
Todd Richard, Dir. Public Works  
Kathy Kehoe, Dir. Community  
Development  
Shelleena Thornton, Administrative  
Supervisor  
Sara Poirier, Planner

Carlee Rochon, Dir. Financial Services  
Rhonda Brown, Municipal Clerk  
Madelyn LeMay, Dir. Planning &  
Development  
Diana Gibson, Manager, Accounting and  
Financial Reporting

Members of the public watched the meeting using Facebook Live.

**3. Declarations of Conflict of Interest**

Councillor Murley declare a conflict of interest for agenda item 10(a)(iii).

**4. Announcements**

Councillors will be using coloured cards to indicate voting and speaking requests. An update on the COVID-19 situation was provided. Residents were encouraged to continue with the current health measures and go to [www.novascotia.ca](http://www.novascotia.ca) for financial help if needed.

*Councillor Francis joined the meeting at 6:04 pm.*

**5. Approval of Agenda, including additions or deletions**

**MOVED by Councillors Murley and Sherman that the agenda be approved as circulated.**

**Motion Carried.**

**6. Approval of Previous Meeting Minutes – April 01, 2020 Special Council Meeting Minutes**

**MOVED by Councillors Ivey and M. McLean to approve the April 01, 2020 Special Council Meeting Minutes.**

**Motion Carried.**

**7. Unfinished Business/Postponed Motions**

**a. Public Participation Program and Public Hearing Requirements (due to COVID-19)**

Director LeMay reviewed the report clarifying Public Participation Program Policy would be a permanent policy and the Enhanced Notification Practices would be temporary. The Public Participation Program needs to be completed before a document goes to First Reading of a document. The motion for the Public Participation Policy was revised since the original report to allow for the repeal of the old Public Participation Program Policies.

**MOVED by Councillors Ivey and Murley that Council approve the Public Participation Program attached as Attachment C to the report entitled Public Participation Program and Public Hearing Requirements due to COVID-19 dated April 1, 2020, with Section 6.1 of the Public Participation Program being replaced with: "6.1 The Public Participation Program Policy, COPL-001.00, dated October 10, 2017 of the former Municipality of the District of West Hants and the Public Participation Program Policy 2019 dated March 26, 2019 of the former Town of Windsor is hereby repealed."**

**Motion Carried.**

**MOVED by Councillor Ivey and Deputy Mayor Morton that Council approve the Enhanced Notification Practices for Planning Matters attached as Attachment A to the report entitled Public Participation Program and Public Hearing Requirements Due to COVID-19 dated April 28, 2020 and that these notification practices be effective only until such time as Council may lawfully hold an in-person public hearing.**

**Motion Carried.**

**8. Public Hearing**

**a. PID #45059755, 411 King Street, Windsor – Land-Use By-law Amendments**

**MOVED by Councillors Murley and Francis to go into Public Hearing.**

**Motion Carried.**

*The meeting moved into Public Hearing at 6:12 pm. Further information on the Public Hearing is available in the 2020-04-28 Public Hearing Minutes - PID#45059755, 411 King, Windsor – Land-Use By-law Amendments.*

**Mayor Zebian declared the Public Hearing adjourned until May 26, 2020 at 6:00 pm.**

*Meeting reconvened at 6:25 pm.*

**9. Mayor's Report**

Mayor Zebian read his report.

**MOVED by Councillors Murley and Francis to receive the report and place on file.**

**Motion Carried.**

**10. Committees of Council Recommendations**

**a. Committee of the Whole Excerpts – April 14, 2020 and April 21, 2020**

**i. Resident-member Committee Appointments (Windsor Area Advisory Committee, French Mill Brook Watershed Advisory Committee and Audit Committee)**

**MOVED by Councillors Murphy and Francis that Council approves the following resident members be appointed to the Windsor Area Advisory Committee (WAAC) for the term April 01, 2020 to October 31, 2022: Melissa Richard and Debbie Cleveland-Foster.**

**Motion Carried.**

**MOVED by Councillors Murley and Francis that Council approves the following landowner representative be appointed to the French Mill Brook Watershed Advisory Committee for the term April 01, 2020 – October 31, 2022: Jamie Whidden.**

**Motion Carried.**

**MOVED by Councillors Murley and Francis that Council approves the following resident members be appointed to the Audit Committee for a two-year term April 01, 2020 – October 31, 2022: Glenn Robinson and Jane Davis.**

**Motion Carried.**

**ii. Financial Services Policies (Acceptance of Donations Policy, Investment Policy, and Tax Collection Policy)**

**MOVED by Deputy Mayor Morton and Councillor Francis that Council approves the Acceptance of Donations Policy RCOFN-007.00 for the Region of Windsor**

**and West Hants Municipality.**

**Motion Carried.**

**MOVED by Deputy Mayor Morton and Councillor Francis that Council approves the Investment Policy RCOFN-005.00 for the Region of Windsor and West Hants Municipality.**

**Motion Carried.**

**MOVED by Deputy Mayor Morton and Councillor Francis that Council approves the Tax Collection Policy RCOFN-004.00 for the Region of Windsor and West Hants Municipality.**

**Motion Carried.**

*Councillor Murley left the meeting due to conflict of interest.*

**iii. RBC Funding Resolution re Operating Line of Credit**

**MOVED by Councillors Ivey and M. McLean that Council approves the Borrowing Resolution to enter into an agreement with Royal Bank Canada (RBC) to allow for an ongoing operating line of credit in the amount of \$500,000.**

**Motion Carried.**

*Councillor Murley re-joined the meeting.*

**iv. Water and Sewer Rates Three Mile Plains**

**MOVED by Councillors Francis and Deputy Mayor Morton that Council direct staff for a report to look for options for the sewer rates to be put on the tax bill.**

**Motion Carried.**

**v. Internet Access Business Plan**

**MOVED by Councillors Ivey and Murley that Council provide direction to our CAO to initiate the process for the development of a business plan to be presented back to Council, which may require consultation with market / industry experts for the delivery of high-speed internet access for the benefit of the residents of Windsor West Hants.**

**Motion Carried.**

**vi. Sports Complex Funding**

**MOVED by Councillors Francis and Deputy Mayor Morton that Council pre-approve the addition of \$1,280,642.00 for the Municipal Sports Complex in the 2020/21 Municipal Capital Budget, amending the total project cost to \$17,523,384.**

**Further, that the required funding for the municipal contribution for the project be from a combination of withdraws from existing Windsor and West Hants reserves and municipal debentures, recognizing it is the priority to withdraw from reserves, pending budget deliberations.**

**Motion Carried.**

*Councillors Hartt, M. McLean, S. McLean and Jannasch voted nay.*

**vii. Naming of Regional Municipality**

**MOVED by Councillors Francis and Deputy Mayor Morton that Council approves the Region of Windsor and West Hants Municipality change its name to West Hants Regional Municipality.**

**Motion Carried.**

**b. Planning Advisory Committee Excerpts - February 20, 2020**

**i. 741 McKay Road First Read and Reports**

Planner Sara Poirier reviewed the development agreement application. After the Public Information Session two positive comments were received.

**MOVED by Councillors Francis and M. McLean that Regional Council give First Reading and hold a Public Hearing to consider entering into an amending development agreement which will permit an automobile sales establishment in addition to the permitted automobile repair shop and is substantively the same as the draft amending development agreement attached as Appendix D of the report to the West Hants Planning Advisory Committee dated February 20, 2020, taking note that this development agreement will discharge and replace the development agreement registered at the Land Registry Office on June 8, 2016 as document 109062613, which permits an automobile repair shop at 741 McKay Road, McKay Section, PID 45372224.**

**Motion Carried.**

(Vote was held after discussion)

Discussion Points

- Display of more than three vehicles on the property would require the Development Agreement to be amended again.

**11. Councillor Municipal Business Reports** – There were none.

**12. Reconsideration or Rescissions of Resolutions of Which Notice has Been Given on a Previous Day** - There were none.

**13. Correspondence**

**a. Avon Community Farmers' Market** – Thank you letter.

**14. In-Camera** - There was no in-camera.

**15. Next Meeting Date / Adjournment** – May 26, 2020 at 6:00 pm.

**MOVED by Councillors Ivey and Murley that the meeting adjourn.  
Motion Carried.**

*The meeting ended at 6:48 pm.*

---

Abraham Zebian, Mayor

---

Rhonda Brown, Municipal Clerk