



WEST HANTS REGIONAL MUNICIPALITY

Public Hearing Minutes – Civic Addressing By-law (conclusion)

November 24, 2020 6:00 pm

In-Person at Sanford Council Chambers, 76 Morison Drive, Windsor, NS

Also held via Zoom and Facebook Livestreamed

1. Call to Order

The Public Hearing was called to order at 7:22 pm.

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

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
Diana Gibson, Manager, Accounting and
Financial Reporting
Saira Shah, Planner
Jamie Juteau, Chief Windsor Fire Dept.
Paul McCulley, Brooklyn Fire Dept.

Shelleena Thornton, Administrative
Supervisor
Rhonda Brown, Municipal Clerk
Madelyn LeMay, Dir. Planning &
Development
Sara Poirier, Planner
Jason Cochrane, Chief Brooklyn Fire Dept.
Daniel Oulton, Presenter at Council

There were three (3) members of the public present in the Council Chambers, other members of the public watched the meeting using Facebook Live.

2. Introduction

Mayor Zebian advised that a Public Hearing for this By-law is required by Section 168 of the Municipal Government Act and Section 15.5 of the Meeting and Committee Procedural Policy. This virtual public hearing is hosted by Council. In order to gather comments from the public, material regarding the Civic Addressing By-law was posted on the West Hants Regional Municipality website on October 29th, and the public was invited to comment until 4 pm on November 23.

After the Public Hearing closes, Council will proceed to Second Reading and have opportunity to ask questions and make comments.

3. Presentation by Director of Planning

Director LeMay reviewed the presentation (attached) for the proposed Civic Addressing By-law. She stated that no comments in favour or against the By-law had been received. There were no comments or questions from members of the public present in the Council Chambers.

Mayor Zebian declared the Public Hearing closed.

The meeting ended at 7:27 pm.

Abraham Zebian, Mayor

Rhonda Brown, Municipal Clerk



Civic Addressing By-law
November 24, 2020
Council
Madelyn LeMay

Windsor and West Hants Civic Addressing By-laws

- each community had a Civic Addressing By-law; aligned over past 2 years
- one area of real difference: road naming in Windsor:
 - names must be based on list developed by West Hants Historical Society & approved by Council, or
 - name requested by applicant, researched by WHHS & approved by Council
- difference was retained in earlier Regional draft policy
- difference removed at request of PAC July 9

By-law Content

- establishes duties of Civic Addressing Coordinator:
 - assigning civic numbers to lots or buildings
 - keeping Civic Address File
 - reviewing & approving road names created through subdivision process and any existing unnamed roads
 - recommending to Council regarding changing the name of an existing Provincial or Regional road
- method of assigning civic numbers
- how & when civic numbers are assigned, refused or changed
- regulates posting of civic numbers
- processes for naming new or re-naming existing roads
- establishes criteria for naming roads and posting road signs

POLICY IMPACT

NO REGIONAL POLICY

- each former municipal unit's By-law will remain in force
- may create confusion for residents
- will require some differences in administration & time to process applications

REGIONAL POLICY

- rules consistent across the Region
- easier for residents to understand
- assured process for residents, staff & Council

PROCESS: By-law

Staff Review



July 9: PAC Review; Change Requested



September 9: PAC Review and Recommendation



September 22, 2020: Regional Council First Reading



Notice in paper and material on website November 3, 2020



**No comments
received**

Regional Council Public Hearing & Second Reading (November 24, 2020)



**All statutory
requirements met**

Notice of Approval in Local Paper



Notice of Approval to Municipal Affairs and Housing

RECOMMENDATION

... that Council gives Second Reading to and approves the Civic Addressing By-law, RC-001, which is substantively the same as that included as Attachment A to the report entitled *Civic Addressing By-law* dated September 10, 2020.