

**TOWN OF WINDSOR
STRATEGY & POLICY COMMITTEE
MEETING MINUTES**

Monday, November 21, 2017 – 7:00 – 7:47 p.m.
Council Chambers, 100 King Street, Windsor, NS

Attendance:

Jim Ivey	Councillor, Chair
Anna Allen	Mayor
Laurie Murley	Deputy Mayor
John Bregante	Councillor
Shelley Bibby	Councillor
Louis Coutinho	CAO
Shelleena Thornton	Municipal Clerk
VanEssa Roberts	Director of Community Development, Tourism & Recreation
Doug Armstrong	Director of Finance

Regrets: None

Public:

4	Members of the Public
Kathy Monroe	Councillor West Hants
Tanya Leopold	Councillor West Hants
Randy Hussey	Councillor West Hants
Colin Chisholm	Reporter, Valley Journal Advertiser

1. **CALL TO ORDER** – Chair Ivey called the meeting to order at 7:00pm and welcomed all guests.

2. **APPROVAL OF MINUTES**

MOVED BY BREGANTE/ALLEN THAT THE OCTOBER 30, 2017 STRATEGY & POLICY COMMITTEE MEETING MINUTES BE APPROVED AS CIRCULATED. MOTION CARRIED

3. **APPROVAL OF AGENDA** – Additions and/or Deletions

MOVED BY MURLEY/BREGANTE THAT THE AGENDA BE APPROVED AS CIRCULATED. MOTION CARRIED

4. **DELEGATIONS / PRESENTATIONS** - None

5. **BUSINESS ARISING FROM PREVIOUS MINUTES**

- (a) **Mass email distribution sign-up** (to be discussed at a 2018 Strategy & Policy Committee Mtg)
- (b) **Communications Plan/Procedures Document** (to be discussed at a 2018 Strategy & Policy Committee Mtg)
- (c) **Public Engagement Plan/Procedures Document** (to be discussed at a 2018 Strategy & Policy Committee Mtg)
- (d) **Land Assets/Capacity Update** (to be discussed at a 2018 Strategy & Policy Committee Mtg)
- (e) **Strategic Plan / Development** (on-going – refer to Item #7 on this agenda)

6. PROPOSED HOCKEY HERITAGE MUSEUM & ARENA - Establishing a process to address the "Feasibility Study to Assess Site Selection."

CAO Coutinho said this evening won't discuss the contents of the report but rather the go-forward process.

Discussion was held and consensus was that the report left loose ends and had no recommendations. It was also agreed there was some confusion as to how to move forward as it was both the Federal and Provincial levels of government that requested the study and no one knows their position since the study has been released.

Federal funding is tied to the Provincial funding commitment and the November 14, 2017 letter from Deputy Minister Taweel references that "the Province is prepared to review that offer in response to future developments." Committee members agreed that they were not sure what that meant. They are aware funding was subject to conditions.

DIRECTION:

- CAOs Coutinho and Osborne contact the Province and Federal Government representatives to ask what further obligations they have on this project on what their expectations are now that the report is released. Are they still funding partners? Further, if there are timelines that need to be met (i.e. funding from other levels of government (if any), fundraising, etc).
- Form a sub-committee comprising of members of the Town of Windsor and Municipality of the District of West Hants (Mayor, Warden, two Windsor councillors, two West Hants councillors, and CAOs Coutinho and Osborne).
- Sub-committee to meet and review the report. During this step, perhaps have the consultant present to the sub-committee to provide an opportunity for members to ask them questions.
- Councillor Hussey requested the Windsor Agricultural Society present to the sub-committee on their proposal and speak to the costs presented in their proposal.
- The sub-committee will determine a public engagement strategy which may include "public updates" at key points.

Other references made during discussion (in-reference to the "DIRECTION") included:

- Perhaps a staff report be presented to the sub-committee;
- There were some discrepancies in the study (i.e. accommodations);
- Perhaps the consultants do a public presentation so everyone can ask questions;
- Is there a case-model or tools available to use when reviewing the report? Are there other feasibility studies?
- The study references a 'third' proposal; could more information be provided on that?
- Ensure stakeholders and public are engaged (sub-committee to determine how/when) and ensure engagement fits in with the Towns engagement plan;
- The sub-committee to analyze the report and come up with solutions or alternatives so as to work on rectifying issues that doesn't add to more community divisiveness;
- That no 'tenders' or 'quotes' were given on the submitted proposals, but rather they were estimates; which could explain the difference in proposed project costs;
- When reviewing the report, look at all points and consider facts (not subjective);
- The Town of Windsor has requested a year's arena extension to the Windsor Agricultural Society based on the current Agreement;
- Councillor Hussey felt an eight-member sub-committee was good and agreed that all should work together to not add to community division;
- Councillor Hussey asked if King's-Edgehill School and the Long Pond Society were still interested and Councillor Monroe said if so, under what conditions?
- Councillor Monroe said she believes much of the report is based on dollar amount and she would like

clarity on construction costs (how did the proposals derive at their numbers as no tenders/quotes went out; is it being apples compared to apples);

- Hockey Heritage Society will be presenting in West Hants Council Chambers at 6:30pm on Tuesday, November 28, 2017 at West Hants' Committee of the Whole meeting. Windsor Town Council will video conference in to that meeting so as to see/hear the presentation as well (Windsor Council meeting will be starting at 6pm that evening).

Discussion concluded. Councillors Hussey and Leopold remained as well as two public members and Reporter Chisholm; all others left the meeting.

7. PUBLIC ENGAGEMENT – Go-forward Strategy & Policy Committee Meetings for the *Integrated Community Sustainability Plan (ICSP), Municipal Planning Strategy (MPS), etc.*

CAO Coutinho noted that current committee meetings (i.e. Strategy & Policy Committee) would be a great place to start discussions on upcoming matters (ICSP, MPS, Bill 177). Staff would ensure stronger advertising to attract people/businesses to attend.

Discussion was held noting:

- Using current committee meetings would be a great idea;
- Bill 177 and MPS amendments/review are a priority;
- Bill 177 and MPS may best be suited at the Planning Committee meetings to ensure the planner and appropriate staff/committee members are present to discuss thoroughly. It was further suggested inviting a Dept. of Municipal Affairs representative to also speak on Bill 177 and to respond to questions from the business community;
- The Town Hall scheduled for late-January 2018 is a separate meeting; more of a "year-in-review" type meeting;
- Mayor Allen would still like her separate meeting with members of the business community;
- ICSP review likely best to be done during Strategy & Policy Committee meetings. (CAO Coutinho added that the ICSP is still a living document. The review would be for validation and updating by the community and council. Can also have focus group sessions);
- Bill 177 and the appropriate MPS amendments for Bill 177 can occur anytime once a commercial development district is established. A full MPS review could be done separately and perhaps considered for next fiscal year in the budget.
- Mention was also given to reconsideration of a regional plan with West Hants and perhaps staff do a report to show what it may entail and what it could potentially mean so that both municipal councils have the same information so as to make an informed decision as to whether it's in the best interest to move forward with one or not.

8. ADDITIONS TO THE AGENDA (if any) - None

9. IN CAMERA - None

10. ADJOURNMENT

**MOVED BY ALLEN/BREGANTE THAT THE MEETING BE ADJOURNED AT 7:47PM.
MOTION CARRIED**

Chair

Municipal Clerk