



ATTENDING

Mayor Jeff Cantwell, Deputy Mayor Wendy Donovan, Councillor David Mangle, Councillor Hugh Simpson, Councillor Carl Oldham, Councillor Mercedes Brian, Councillor Dan Sparkman, Chief Administrative Officer Erin Beaudin, and Recording Secretary Dan Stovel

ALSO ATTENDING

Director Corporate Services Jen Boyd, Director Finance Mike MacLean, Director Public Works Kevin Kerr, Director Community Development Chrystal Fuller, and interested members of the public

CALL TO ORDER

The meeting was called to order at 4:32 pm

1. AGENDA APPROVAL

07-02-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.

CARRIED

2. APPROVAL OF MINUTES

a. 08-02-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 2, 2016 BE APPROVED AS CIRCULATED

Amendments to Minutes:

- Page 3 of 7 under Kings Transit 2nd bullet "...redesign the core service and ad additional service" amended to read "...redesign the core service and add additional service"
- Page 4 of 7 under Audit Committee 2nd bullet "...afforded the Committee to conduct a regular review" amended to read "...afforded the Committee the opportunity to conduct a regular review"

THE MINUTES WERE APPROVED WITH THE ABOVE NOTED CHANGES

CARRIED

3. STAFF REPORTS FOR DISCUSSION:

a. INFORMATION REPORT: 2016/17 BUDGET V3

Director MacLean presented the Draft Version 3 of the 2016/17 budget, highlighting that it reflects a balanced budget. To date Council and staff have worked through a process of positive/constructive discussion in an effort to develop a balanced draft budget for 2016/17, both in financial terms (as required) as well as addressing the many priorities of Council and the community.

Goals for presentation of the 2016/17 Budget V3:

- Review changes from Version 1 to Version 3 – Town Operating Budget
- Recap Project Charters identifying what's in the budget and what's not in the budget
- New/revised decision points
 - What, if any
 - If no changes, general consensus to bring Version 3 back to March Committee of the Whole Meeting with an RFD for Approval at March Town Council Meeting
- Review draft Ten Year CIP/Capital Budget
- Review Water Utility Budget Version 1



Summary of Changes from Version 2 to Version 3 Operating Budget:

- Changes to Revenues 8,200
 - Add 1 cent to residential & commercial tax rates \$41,300
 - Adjust revenue for sale of service – Planning Department 4,500
 - Remove grant related to summer GIS student (8,200)
 - Reduce estimated festival/events revenue (12,100)
 - Remove MPAL grant revenue (25,000)
 - Add Conditional Grant – recovery of summer wine bus Tourist Bureau staff 7,700

- Changes in expenditures 80,000
 - Reduction in Professional Development, net change in salaries/wages 1,800
 - Increase estimate of RCMP contract (37,000)
 - Remove Student Liaison Position & related expenses 20,100
 - Remove Alternative Justice Initiative 5,000
 - Reduce contracted service in Dept 450 3,500
 - Remove GIS Summer Student 12,300
 - Net reduction in one position/merge events and Rec programming positions 55,000
 - General reduction of Economic Development Marketing budget 5,000
 - Reduction in Operating equipment & supplies in Festival/Events 10,000
 - Reduction to Festival/Events program spending, reorganization related to MPAL 6,500
 - Add seasonal/PT wage costs for after school program (13,000)
 - Reduction in employee benefit estimate, Tourist Bureau 1,000
 - Reduce estimate for VWRM 12,000
 - Increase estimate for Regional Housing costs (2,200)

Total reduction of Draft Deficit \$88,200 which equates to a balanced budget.

Project Charters – Resources included in draft budget:

- Corporate Services
 - 2016 Municipal Election
- Finance
 - Water Utility Rate Study
- Public Works
 - Asphalt Street Repairs
 - New Permanent Parks position
 - Way-Finding Implementation
- Community Development
 - Economic Development
 - Business Licensing Bylaw
 - Business Retention & Expansion (BRE) Program
 - Recreation Programming
 - Mudley Fund Enhancement

Project Charters – Resources NOT included in Draft budget:

- Public Works
 - Moratorium Review
- Community Development
 - Event promotion & Implementation
 - Tourism Action Plan
 - Poet Laureate
 - Committee on the Environment & Climate Change
 - Expropriation of West End Lands
 - Restorative Justice
 - Student Liaison Officer
- Capital
 - Video Surveillance

Non Project Charter Items still not yet included in Draft Budget:

- Financial impact of Council Honorarium review
- Support for Wine Bus, beyond in kind
- WBDC support, decision pending
- Special Constable – RCMP request
- Valley Search & Rescue
- L'Arche Capital Request (may require one-off reserve decision under a different report)

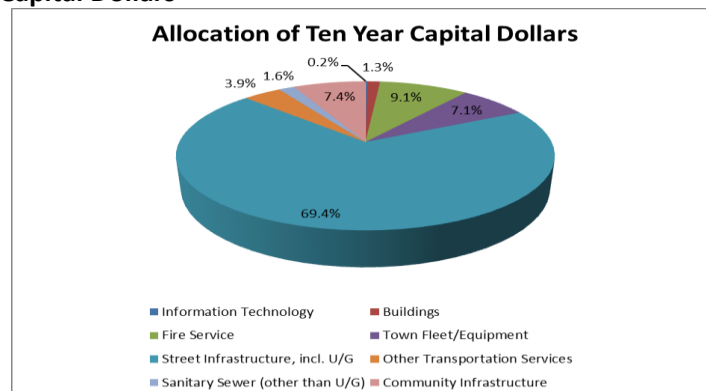
5:20 pm Chair called a break to the meeting

5:37 pm Chair called the meeting to order

Capital Budget / Ten Year CIP review points

- Key Assumptions/Notes
 - Long Term Debt interest rate = 4%
 - Average term of LTD = 15 years
 - 2% annual growth in town's allocation to capital related costs (LTD & Reserves)
 - Majority of Community Infrastructure projects based on 2/3 funding from external sources

Allocation of 10 Year Capital Dollars





Projects not on Draft CIP:

- Main St – now deferred beyond Year 10
- Traffic Lights – tentative approval, but with Main St Project, therefore out beyond Year 10 of CIP
- Video Surveillance System – core area
- Reservoir Park facilities
- Other buildings/facilities – pending Condition Assessment Project and Recreation Facilities Project

No new proposed changes were noted by the Committee, therefore a Request for Decision will be brought to March 1 Committee of the Whole, seeking approval of the 2016/17 Operations Plan and related financial budgets.

b. RFD 008-2016: GRANTS TO ORGANIZATIONS POLICY 710-003

- The Town of Wolfville has offered the Community Partnership Program (CPP) since 2003 to non-profit organizations and registered charities that: operate facilities which are available for use by residents of the Town of Wolfville; organize or operate programs for the benefit of the residents of the Town of Wolfville; or coordinate and implement festivals and events in the Town of Wolfville.
- In 2013, the Town adopted a Community Partnership Program Policy and later amended the Policy in 2014. Although the CPP Policy is fairly recent there are a number of factors that contributed to the current review and proposed Grants to Organizations Policy.
- The proposed policy has two programs the Strategic Partnership Program and the Community Partnership Program.

- Proposed Grants to Organizations Policy (Schedule A):

○ Acadia Cinema Co-Op (Facility)	\$4,500
○ Wolfville Curling Club (Facility)	2,850
○ Wolfville Lions Club (Facility)	4,500
○ Deep Roots Music Festival (Signature Festival)	5,000
○ Devour! The Food Film Festival (Signature Festival)	5,000
○ Valley Harvest marathon (Signature Festival)	5,000
○ Wolfville Farmers' Market (Community Organization)	5,000
○ Wolfville Historical Society (Community Organization)	10,000

Council indicated general agreement with the Grants to Organizations Policy 710-003, indicated that staff should administer the CPP grants and staff will do some consultation with the groups affected by the changes before approval of the Policy. The Policy will be brought forward at the March 2016 Committee of the Whole Meeting for further review/discussion.

4. QUESTION PERIOD

No questions arose from the public.



5. REGULAR MEETINGS ADJOURNED

11-02-16: IT WAS REGULARLY MOVED AND SECONDED THAT THE SPECIAL MEETING OF THE COMMITTEE OF THE WHOLE BE ADJOURNED AT 6:31 PM

CARRIED

Approved by Committee of the Whole Motion 06-03-16

As recorded by Dan Stovel, AA Corporate Services