



ATTENDING

Mayor Jeff Cantwell, Deputy Mayor Wendy Donovan, Councillor Hugh Simpson, Councillor Mercedes Brian, Acting Chief Administrative Officer Mike MacLean, and Recording Secretary Dan Stovel

ALSO ATTENDING

Director Public Works & Parks Kevin Kerr, Director Community Development Chrystal Fuller, Manager Economic Development Ericka Wicks, and interested members of the public, including Warden Diana Brothers - Municipality of the County of Kings, Mayor Don Clarke – Berwick, and Mayor David Corkum – Kentville.

ABSENT WITH REGRETS

Councillor David Mangle, Councillor Carl Oldham, and Chief Administrative Officer Erin Beaudin

CALL TO ORDER

Chair called the meeting to order at 9:01 am

1. AGENDA APPROVAL

01-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED

Amendment:

- AVCC presentation moved to first presentation followed by AVTC presentation and Landmark East School

Additions:

- The issue of detour signs added to Question and Answer session
- Staff Report for Discussion – item 6h – RFD 052-2016 Public Works Vehicle Replacements

THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGE

CARRIED

2. APPROVAL OF MINUTES

a. 02-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JUNE 7, 2016 BE APPROVED AS CIRCULATED

CARRIED

b. 03-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING OF JUNE 21, 2016 BE APPROVED AS CIRCULATED

CARRIED

3. PRESENTATIONS

a. [Annapolis Valley Chamber of Commerce \(AVCC\)](#) – Judy Rafuse

- Over the past year, regional cooperation has become a reality as provincial funding continues in a downward trend, it is now up to towns and municipalities to support AVCC efforts to continue to promote regional tourism marketing
- Funding for marketing from Tourism Nova Scotia (TNS) in 2016 is non-existent.
- AVCC is asking the Town of Wolfville to continue support with a contribution of \$5,000 towards the 2016 AVCC Tourism Marketing Plan. The funding would help develop a new regional map, an interactive smart phone app, as well as continue the multi-media campaign to the Maritimes



b. [Annapolis Valley Trails Coalition \(AVTC\)](#) – Mike Trinacty

- AVTC's purpose was outlined to Council:
 - To bring together partners interested in the development and maintenance of the trail system within the Annapolis Valley
 - To create trail standards and a common vision
 - To provide an opportunity to network
 - To facilitate the hiring of a trail coordinator for the Valley region and to provide support to trail builders in the region served by the AVTC
- Trail status 2015-16
 - 3,700 km of hiking, walking, biking, snowmobiling and ATV trails in the Valley in various stages of planning, construction and nearing completion
- Focus for 2016-2017:
 - Partnership Agreements
 - Completion of the Harvest Moon Trailway
 - Safe and consistent standards for all different types of trails
 - Effective communication with all partners

c. [Landmark East School](#) – Peter Coll & Henry Hicks

- Today was a preliminary meeting to report on exciting news for Landmark East School – expansion of the school with the building of a new facility
- The student population today is at 77 which is the optimum for the current footprint – students from all over the world attend
- Wolfville was chosen as the location of the school by the Johnson Foundation due to the sense of Community within Wolfville
- The planned new facility will include a high school size gymnasium, and a “cafetorium” (a combined cafeteria and auditorium which will seat 200),
- The new facility will permit an increase in enrolment by an additional 30 students
- This is seen as an opportunity for Wolfville as the facility would be available during off-season (Christmas, March Break and the summer) for use by Wolfville on a rental basis for both the gymnasium and auditorium
- Landmark East School seeking the Town of Wolfville's support for the project

4. CAO REPORT:

The CAO's report was presented to Council as part of the [Agenda Package](#)

A/CAO highlighted the following issues from the report:

- The Capital Programs are underway and Highland Avenue reconstruction underway early in the season is a good sign that the Town is proceeding with capital projects
- Community Development has held a couple of meetings with the community both on the Municipal Planning Strategy and 336 Main Street

Mayor highlighted:

- Canada Day Chair project that was held at Willow Park on July 1st was outstanding
- Official opening of the Annapolis Cidery is coming up Thursday, July 7th
- Valley Summer Theatre kicks off this week with opening night July 7th



- Wayfair Craft Brewery in Port Williams just opened
- Barrelling Tide Distillery in Port Williams just opened
- Uncommon Common Art has a fabulous portfolio this year

5. COMMITTEE REPORTS

a. EXTERNAL

(1). VALLEY WASTE RESOURCE MANAGEMENT – Councillor Simpson

- The Valley Region Solid Waste-Resource Management Authority met on June 15, 2016
- Official notification regarding the approval of the Authority's 2016-2017 Draft Operating and Capital budgets has been received from the majority of partners
- The Authority was presented with the Audited Financial Statements for the year ending March 31, 2016. The Audit confirmed that the Authority enjoyed a very successful 2015-2016 fiscal year resulting in a surplus position in the amount of \$648,158 which will be immediately returned to partners in their proportional shares. Partners reminded that the key driving factors resulting in this surplus were:
 - The unanticipated reduction in the per-tonne disposal rate for landfill services,
 - Larger than anticipated diversion credit funding, and
 - Overall lower than anticipated fuel pricing among others.

RFD 048-2016: VWRM TBR #16/17-1 Municipal Guarantee Approval

04-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE ATTACHED GUARANTEE RESOLUTION IN THE AMOUNT OF \$25,989, COVERING THE TOWN'S SHARE OF THE LONG TERM DEBT FUNDING REQUIRED BY THE 2016/17 CAPITAL BUDGET FOR VALLEY WASTE RESOURCE MANAGEMENT.

CARRIED

(2). KINGS TRANSIT – Councillor Brian

- The Kings Transit Authority (KTA) Board met on June 22, 2016
- Kings Transit is currently accepting applications to fill the role of Transit Education Coordinator, this is funded by a Provincial Age friendly grant. The role of the coordinator is an initiative to educate and instill confidence in Annapolis Valley seniors to use the bus effectively for recreation, employment and volunteer activities. The purpose of the 30 week term position is to identify groups that will benefit from obtaining a better understanding of Kings Transit and the role it plays in the community as well as organize group day trips throughout Kings Transit's services areas during the months immediately ahead
- On July 11th, advertisement for the new service will start
- Wifi is on schedule for availability on the bus
- Google Transit project is starting to happen

(3). VALLEY COMMUNITY FIBRE NETWORK (VCFN) – Councillor Simpson

- Request For Proposals (RFPs) are being looked at for:
 - Accounting and Business Reporting
 - Contract Administration and Business Development, and
 - Maintenance and Operations

(4). ANNAPOLIS VALLEY TRAILS COALITION (AVTC) – Councillor Oldham

- Trail Status 2016-2017
 - 3,700km of hiking, walking, biking, snowmobiling and ATV trails in the Valley in various stages of planning, construction and nearing completion
- Major Challenges:
 - Volunteer recruitment and retention
 - Land access, east and west ends
 - Contractor safety – striving for zero accidents
- Focus for 2016-2017:
 - Partnership agreements
 - Completion of the Harvest Moon Trailway
 - Safe and consistent standards for all different types of trails
 - Effective communication with all partners

(5). WOLFVILLE BUSINESS DEVELOPMENT CORPORATION (WBDC)

- The WBDC's Annual General Meeting was held June 14, 2016, during which the budget was presented and approved
- The Town's Manager of Economic Development, Ericka Wicks, gave a presentation on the economic development related activities completed in 2015/16 and planned for in 2016/17. Discussion items included food trucks and business engagement during the MPS review
- The WBDC Board of Directors met on June 15, 2016, during which the following issues were discussed:
 - The Town's proposed Business Retention and Expansion (BRE) Program, and
 - A billboard and marketing campaign ("Do It In Wolfville")
- The WBDC's is still recruiting members for their four proposed committees:
 - Brand Boosting Committee
 - Communication Committee
 - WBDC Board Liaison Committee
 - Opportunities Committee

(6). VALLEY REGIONAL ENTERPRISE NETWORK (REN)

- The Valley REN held its first Annual General Meeting on June 16, 2016
- The agenda for the meeting included a keynote presentation by Danny Graham, an overview of previous year's accomplishments and a review of the financial statements

b. INTERNAL

(1). ART IN PUBLIC SPACES – Councillor Simpson

- The Art in Public Spaces met on July 16, 2016
- The community is very engaged and issues put forward on the agenda included the following:
 - Liam Elliott: Sound Sculpture Project
 - The Committee motioned to proceed with the installation of the sound sculptures and for Staff to assist in navigating any administrative barriers that may be encountered

- Small Scale Projects: Reservoir Park Utility Building
 - The Committee favourably received Staff's suggestion to make the space more welcoming by using the building as a canvas for a community-based painting event to be held this summer
- Request for Proposals (RFP): Clock Park Water Feature
 - The Committee is pleased with the Draft RFP and Staff are working internally to gather the necessary technical information

(2). PLANNING ADVISORY COMMITTEE (PAC) – Deputy Mayor Donovan

- The PAC met on June 27, 2016
- Key issues were put forward on the agenda included:
 - MPS Amendment Application: 5 Blomidon Terrace
 - MPS Phase II
 - Staff presented the Committee with three *Issue Identification Papers* that aim to identify important issues that emerged from the MPS Review on which Staff require direction
 - Staff provided an overview of the Phase II timeline and spoke to the success of the recent Open House during a verbal update of the consultation plan
 - The discussion topics for the symposium will be broken into four streams:
 - Social Integration of Seniors and Students/Young People in Wolfville
 - Affordable Housing
 - Residential Rental Business Bylaw
 - Downtown Redevelopment Supporting an Age-Friendly Community Opportunities

(3). RCMP ADVISORY BOARD – Councillor Oldham

- The RCMP Advisory Board met on June 28, 2016
- The main issue of discussion revolved around the Town of Wolfville Policing Priorities and that it was important to not lose sight of the Wolfville priorities identified at the January 2016 Joint Council/RCMP Advisory Board meeting that were not captured in the RCMP Annual Performance Plan.
- In response to an inquiry about Communications Strategy, CAO highlighted that there will be a Community Satisfaction Survey conducted in the Fall of 2016 and there is an opportunity to obtain some baseline data on how the community perceives their community both from a safety perspective and policing.
- 2016 was identified as the baseline year for the establishment of Wolfville specific Policing Priorities, and based on the 2016-17 RCMP Annual Performance Plan, Wolfville specific objectives do not yet have targets set for each objective



6. STAFF REPORTS FOR DISCUSSION:

a. RFD 045-2016: BUSINESS REGISTRY PROJECT CHARTER

- Developed to more easily maintain a current list of businesses and their contact details

05-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL REVOKE THE BUSINESS LICENSING BYLAW PROJECT CHARTER DATED 2016-02-02

CARRIED

06-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE BUSINESS REGISTRY PROJECT CHARTER

CARRIED

b. RFD 046-2016: BUSINESS RETENTION AND EXPANSION (BRE) PROGRAM PROJECT CHARTER

- Essentially all efforts to encourage survival and growth of existing businesses
- BRE programs aim to retain and expand existing businesses

07-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL REVOKE THE BUSINESS RETENTION AND EXPANSION PROGRAM PROJECT CHARTER DATED 2016-02-02

CARRIED

08-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE BUSINESS RETENTION AND EXPANSION PROGRAM PROJECT CHARTER DATED 2016-06-07

CARRIED

c. RFD 043-2016: APPOINTMENT OF DEVELOPMENT OFFICER

09-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE APPOINTMENT OF DEVIN LAKE AS DEVELOPMENT OFFICER FOR THE TOWN OF WOLFVILLE

CARRIED

d. RFD 049-2016: FIRE PROTECTION AREA RATE

10-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL SET THE FIRE PROTECTION AREA RATE AT 6.2 CENTS PER HUNDRED DOLLARS OF ASSESSMENT IN ORDER TO RECOVER ESTIMATED FIRE PROTECTION (HYDRANT) CHARGES OF \$401,832 AND THAT THE AREA RATE BE REFLECTED ON THE FINAL 2016/17 TAX BILLS, SUBJECT TO THE SAME DUE DATES AND ARREARS INTEREST AS ALL OTHER AMOUNTS ON THE TAX BILLS

CARRIED

e. RFD 047-2016: FIRE DEPARTMENT VEHICLE REPLACEMENT

11-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE PURCHASE OF A 2017 DODGE RAM 3500 4*4 ONE TON DIESEL UTILITY RESCUE TRUCK FROM DARTMOUTH DODGE AT A NET COST (AFTER TRADE IN OR SALE OF 2000 FORD) NOT TO EXCEED \$99,756.02, PLUS HST ALONG WITH SEVEN YEAR EXTENDED WARRANTY AT A COST OF \$3,790.00.

CARRIED



f. RFD 051-2016: RCMP ADVISORY BOARD BYLAW, CH86 AMENDMENT

12-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL GIVE FIRST READING TO THE AMENDED RCMP ADVISORY BOARD BYLAW, CHAPTER 87, AND FORWARD TO THE SEPTEMBER 27, 2016 TOWN COUNCIL MEETING FOR SECOND READING

CARRIED

g. INFORMATION REPORT: NOVA SCOTIA MUNICIPAL GOVERNMENT ACT (MGA) REVIEW

- The Nova Scotia Municipal Government Act (MGA) is currently undergoing review.
- The Report presented to Committee of the Whole provided an update to Council on the status of the ongoing review and provides an opportunity for Council to comment on any of the draft recommendations and proposed housekeeping amendments.

h. RFD 052-2016: PUBLIC WORKS VEHICLE REPLACEMENTS – 2016/17 PURCHASES

13-07-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE PURCHASE OF THE FOLLOWING PUBLIC WORKS VEHICLES AT NET COSTS (LESS TRADE IN) AS FOLLOWS;

- **2017 INTERNATIONAL 7500 WORKSTAR 5-TON C/W PLOW & DUMP PACKAGE FROM SILVERS GARAGE LIMITED FOR \$162,779.99, HST extra**
- **2017 FORD F250 4X4 FROM VALLEY FORD LIMITED FOR \$28,101.01, HST extra**
- **2017 FORD F250 2WD EXTENDED CAB FROM VALLEY FORD LIMITED FOR \$25,691.12, HST extra**

CARRIED

7. QUESTION PERIOD

- Detour Signs – Councillor Simpson inquired about better visibility/placement of contractor detour signs supporting Highland Ave construction
 - A/CAO will relay concern to Director Public Works

8. REGULAR MEETING ADJOURNED

14-07-16: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF THE COMMITTEE OF THE WHOLE BE ADJOURNED AT 11:49 AM

CARRIED

Approved by Committee of the Whole Motion 02-09-16, September 6, 2016

As recorded by Dan Stovel, AA Corporate Services/Town Clerk