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**ATTENDING**

Mayor Jeff Cantwell, Deputy Mayor Carl Oldham, Councillor Mercedes Brian, Councillor Wendy Donovan, Councillor Wendy Elliott, Councillor Jodi MacKay, Chief Administrative Officer Erin Beaudin, and Recording Secretary Dan Stovel

**ALSO ATTENDING**

Director Corporate Services Jen Boyd, Director Community Development Chrystal Fuller, Manager Economic Development Marianne Gates, Planner Colin Simic, and interested members of the public

**ABSENT WITH REGRETS**

Councillor Oonagh Proudfoot

**CALL TO ORDER**

Chair called the meeting to order at 8:33 am

**1. AGENDA APPROVAL**

**01-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

**CARRIED**

**2. APPROVAL OF MINUTES**

**02-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 2, 2017 BE APPROVED AS CIRCULATED**

Amendments:

- Page 2 of 7 (3a – Presentations). Council Comments/Questions, amend “what changes are seen that...?” to read “What changes would be seen that have greater emphasis on the roles that the library could have?”

**THE MINUTES WERE APPROVED WITH THE ABOVE NOTED CHANGES**

**CARRIED**

**3. PRESENTATIONS:**

- a. **CANADA CUP & U16 EASTERNS, Karen Ouellette, Executive Director Football NS & Louie Velocci, Board Member Football Canada/NS Chair of 2017 Canada Cup Events**
- Football Nova Scotia in conjunction with Football Canada will be hosting a pan-Canadian football experience comprised of three separate events played at Acadia University in Wolfville NS
  - 2017 Football Canada Cup: July 6-14, 2017
  - 2017 Challenge East: July 18-21, 2017
  - 2017 Atlantic Bowl: July 15-21, 2017
- All in there will be approximately 865 athletes and coaching staff in attendance with an estimated 1,400 related tourists
- When Football NS hosted the Football Canada Cup (single event) in 2010 at Acadia University there was an estimated economic impact to the region of \$1.3M
- The Host Organizing Committee is looking for the Town of Wolfville to invest a total of \$10,000 with the following support:
  - \$6,000 for the Football Canada Cup; and
  - \$4,000 for the combined U16 Eastern Challenge & Atlantic Bowl

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**Council Questions:**

- What age are the players? The Canada Cup is 16-17 years of age, the U16 is 14-15 years of age and the Atlantic Bowl is also 14-15 years of age.
- The event was previously held at Acadia in 2010
- A question to staff – there have been a number of these type of events in the past, such as Rogers Hometown Hockey, and there was streaming/National broadcast, what impact did this have on the Wolfville business community in terms of visitation from those events? Are these types of things helpful to the Town? Staff will look into this issue
- Issue will be moved to June 20<sup>th</sup> Council meeting with a Staff Report

**4. CAO REPORT:**

The CAO's report was presented to Council as part of the Agenda Package

CAO highlighted the following issues from the report:

- Three issues within the CAO report highlighted for discussion by Manager Economic Development dealing with [Canada 150 and Canada Day](#) celebrations:
  - Staff are continuing to work on Canada 150 program and Canada Day. Canada Day will have festivities start at Willow Park at 10:00am. An exciting part of this event, and as part of Canada 150 is having a Tile Project that will see 150 tiles being painted in commemoration of Canada 150 – the tiles will be put together as a collage and presented at Mud Creek Days
  - Working with Confederation Centre in PEI to have the Young Canadian Performers come on July 6<sup>th</sup>, and in partnership with Acadia using the Irving Botanical Gardens
  - Looking to do five Muskoka Chairs in conjunction with Canada Day and Placemaking initiative; representing each of the five Wineries that are part of the Magic Winery Bus tour
  - The Walkability Grant has been applied for and received funding to promote walking in the Town
  - Ambassadors Tour is another initiative of having sales staff (approximately 50) come to Wolfville on June 16<sup>th</sup> to provide them a familiarization of Wolfville as a tourist destination. This will give Ambassadors staff an idea of what the Town has to offer tourists
- The Tender for the mobile skate park has closed and staff is looking at a July date for the installation in the previous skate park location
- Capital programs are well underway and making the effort to communicate those to the public through the website and social media
- Thanks to the Lions Club for work on the Apple Blossom float
- The Town's 2016/17 Audit started yesterday and looking to have the statements prepared for Council by July
- The RCMP provided a policing perspective snapshot of Apple Blossom: there were 32 liquor control act Summary Offence Tickets that were issued / 7 mischief complaints were investigated with 1 charge laid / 1 assault with a charge laid / 1 noise Bylaw ticket issue in relation to a house party / 1 possession of cocaine for the purpose of trafficking
- In support of the RCMP space utilization there will be an Open House in Council Chambers from 6:00pm – 8:00pm, Tuesday, June 6, and a further pop-up information session planned for June 8
- Councillor Elliott brought up the following issues for staff to further look into:
  - Accessible parking outside the Mud Creek Medical Clinic
  - LED correct colour/temperature for street lights



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**5. CONFERENCE UPDATES:**

**a. UNSM 2017 SPRING WORKSHOP, Mayor Cantwell**

- The UNSM 2017 Spring Workshop was hosted at St Francis Xavier University, Antigonish NS, May 10-12, 2017 and attended by Mayor Cantwell
- Highlighted as one of the better Spring Workshops that the Mayor has attended – these type of conferences are very much professional development for Council and the Mayor encouraged all of Council to be involved in future conferences – both from a networking issue and the gathering of information

**b. INTERNATIONAL TOWN & GOWN ASSOCIATION (ITGA), Councillor Proudfoot**

- The International Town & Gown Association (ITGA) 2017 Conference was hosted in Eugene, OR and attended by Councillor Proudfoot and CAO Erin Beaudin
- A written submission will be prepared to the next Committee of the Whole meeting, July 4, 2017
- An excellent conference that would be available for any Councillor in the future
- Interesting that there was some discussion on how the legalization of marijuana has impacted the stated of Oregon
- It would be interesting for Wolfville to investigate hosting a future ITGA conference within the next couple of years – a great opportunity for our region

**c. COMMUNITY TRANSIT NOVA SCOTIA (CTNS), Councillor Brian**

- The Community Transit Nova Scotia conference was hosted at the NSCC Truro, NS Campus May 16, 2017 and attended by Councillor Mercedes Brian

**6. COMMITTEE REPORTS**

**a. EXTERNAL**

**(1). VALLEY WASTE RESOURCE MANAGEMENT (VWRM), Councillor Wendy Elliott**

- The Valley Region Solid Waste-Resource Management Authority met on May 17, 2017 in keeping with the normal meeting schedule
- **VWRM Authority's 2017-2018 Budget.** Discussions resulted in the Board's endorsement, by motion, of the following:
  - that all participating partner invoicing be based on the "2017-2018 budget with no increase"
  - Valley Waste staff meet with the representatives of all the Parties to the Intermunicipal Services Agreement to discuss and resolve any budget issues,
  - that staff provide all Parties to the Intermunicipal Services Agreement with an active spreadsheet of the 2017-2018 budget as passed by the Authority and that staff also provide detailed substantiation for major budget items including salary and benefits and contractual increases,
  - that Valley Waste staff consider what budget items might require a supplementary budget and prepare for that eventuality.
- The next meeting of the Valley Region Solid Waste-Resource Management Authority will be held on Wednesday, June 21, 2017

**(2). KINGS TRANSIT AUTHORITY (KTA), Councillor Mercedes Brian**

- The Kings Transit Authority held its regular Board meeting on Wednesday, May 24, 2017
- Ridership numbers have been disappointing and transit ridership is down across North America



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- **Computer Aided Dispatch and Automated Vehicle Location (CAD/AVL)**
    - Kings Transit has issued an RFP for the supply and installation of computer aided dispatch and automated vehicle location (CAD/AVL) software
    - The technology will allow customers to see the bus location in real-time and provide automated stop announcements to better assist passengers with their travels.
    - The KTA is in hopes of having the technology in place in the Fall of 2017
  - **Student Pass**
    - The UARB has approved the new student pass program offered by Kings Transit
  - The next KTA Board meeting is scheduled for June 28, 2017
- (3). [KINGS POINT TO POINT TRANSIT \(KPPT\)](#), Councillor Mercedes Brian**
- The KPPT Board met on Tuesday, May 23, 2017 and the next regularly scheduled Board meeting is Tuesday, June 27, 2017
- (4). [VALLEY COMMUNITY FIBRE NETWORK \(VCFN\)](#), Mayor Jeff Cantwell**
- Nothing significant to report
- (5). [ANNAPOLIS VALLEY TRAILS COALITION \(AVTC\)](#), Councillor Jodi MacKay**
- The AVTC met on May 18, 2017
- (6). [WOLFVILLE BUSINESS DEVELOPMENT CORPORATION \(WBDC\)](#)**
- Nothing significant to report
- (7). RACE RELATIONS AND ANTI-DISCRIMINATION COMMITTEE (RRADC), Councillor Oonagh Proudfoot**
- Nothing significant to report – Councillor Proudfoot not in attendance at June 6<sup>th</sup> Committee of the Whole meeting
- b. INTERNAL**
- (1). [TOWN & GOWN COMMITTEE](#), Councillor Oonagh Proudfoot**
- The Town & Gown Committee met on Tuesday, May 16, 2017
  - The Town & Gown Committee will come together July 6<sup>th</sup> for the Housing Symposium Recommendations Workshop and will hold it's next regularly scheduled meeting on Tuesday, July 18, 2017
- (2). [PLANNING ADVISORY COMMITTEE](#), Deputy Mayor Carl Oldham**
- The Planning Advisory Committee met on May 17, 2017
  - The following issues were discussed:
    - Development Agreement Discharge Report
    - Development Agreement – 14 Acadia Street
    - Plan Amendment – Lounge Seating
  - The next regularly scheduled meeting of the Planning Advisory Committee is set for Wednesday, June 21<sup>st</sup>, with a supplementary all-day meeting on Thursday, June 29<sup>th</sup> focussing on the Municipal Planning Strategy (MPS) Review
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**i. RFD 035-2017 DISCHARGE OF DEVELOPMENT AGREEMENTS**

**03-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE DISCHARGE OF THE DEVELOPMENT AGREEMENTS OUTLINED IN RFD 035-2017**

**CARRIED**

**ii. RFD 033-2017 14 ACADIA DEVELOPMENT AGREEMENT**

**04-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE REFER THE DRAFT DEVELOPMENT AGREEMENT FOR 14 ACADIA STREET TO A PUBLIC HEARING ON JULY 18, 2017**

**CARRIED**

**(3). [AUDIT COMMITTEE](#), Councillor Jodi MacKay**

- The Audit Committee met on Friday, May 19, 2017
- The following issues were discussed:
  - Reporting on Variances
  - March 31, 2017 Doubtful Accounts Review
  - Update on Joint Municipal Accountability and Transparency (JMAT) Committee
- The next meeting of the Audit Committee is scheduled for Friday, June 30, 2017

**7. STAFF REPORTS FOR DISCUSSION:**

**a. RFD 029-2017: POLICY 215-003, DANGEROUS OR UNSIGHTLY PREMISES POLICY**

**05-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE POLICY 215-003, DANGEROUS OR UNSIGHTLY PREMISES POLICY**

**CARRIED**

**b. RFD 037-2017: PARKING ACTION PLAN PROJECT CHARTER**

- Manager Economic Development provided background information to Council on the proposed Parking Action Plan Project Charter

**06-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE PROJECT CHARTER FOR THE PARKING ACTION PLAN**

- Issues identified for inclusion in the Project Charter:
  - Consultation with residents who are being impacted, the impact of residential development in the commercial area, and that the strategy of paid/permit parking be researched

**THE MOTION WAS TABLED AND THE PROJECT CHARTER WILL BE REVISED BY STAFF TO INCLUDE GREATER CONSULTATION. THE PROJECT CHARTER WILL BE PUT FORWARD TO COUNCIL AT A LATER MEETING**

**10:42 am Chair called a break to Committee of the Whole meeting**

**10:57 am Committee of the Whole Meeting reconvened**



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**c. RFD 032-2017: RESIDENTIAL RENTAL REGISTRATION BYLAW CH101**

- Director Community Development provided background information to Council on the proposed Residential Rental Registration Bylaw

**07-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION ON OCTOBER 17, 2017: THAT COUNCIL GIVE FIRST READING TO THE RESIDENTIAL RENTAL REGISTRATION BYLAW, CH101**

**CARRIED**

**d. RFD 036-2017: POLICY 120-006, FLAG FLYING POLICY AMENDMENTS**

**08-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE AMENDMENTS TO THE FLAG FLYING POLICY 120-006**

**CARRIED**

**8. QUESTION PERIOD**

- Elisabeth Kusters, in looking to have a ban on one-time plastic shopping bags, highlighted the following issues:
  - Valley Waste Resource Management support all efforts to reduce the amount of solid waste in the community, especially when it comes to single use items such as shopping bags. While plastic bags are recyclable in the region, they are no doubt wasteful and in many cases unnecessary. According to Valley Waste, in 2015-2016, 618 metric tons of plastic film was recycled and Wolfville was responsible for 34 metric tons, while not all of that was shopping bags, a good portion of it was
  - Making consumers conscious of the waste they create is important education. Banning plastic bags is an important educational tool for consumers
  - The cost to the municipality to collect and recycle plastic bags can be considerable. It costs the Town of Wolfville \$125 per ton to have plastic film recycled, not including the cost associated with the collection trucks and transfer facilities. So, for 34 tons it cost Wolfville \$4,250 for plastic recycling by Valley Waste Resources
  - There should be a cost charged for each and every plastic bag used by the consumers
  - There needs to be a plastic bag ban in the Town of Wolfville. As a town of firsts, the Town of Wolfville needs to ban plastic bags
  - Council was urged to make a difference by banning and charging for the use of one-time plastic bags
  - Mayor highlighted that this was an issue that could be taken back to the Wolfville Business Development Corporation.
  - Councillor Brian, as Chair to the Environmental Sustainability Committee, highlighted that there will also be a recommendation coming forward from the Environmental Sustainability Committee
- Deputy Mayor Oldham inquired about future meetings having recorded voting. CAO recommended that it be put forward as a recommended Agenda item for a future Council meeting
- CAO closed out issues from earlier in the meeting:



- The accessible parking spot will be painted across from Mud Creek Medical clinic within the next few weeks, and
- Parks staff will check on the Smoke-Free signs
- Staff will investigate LED lighting

**9. ADJOURNMENT TO IN-CAMERA MEETING**

**09-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING BE ADJOURNED AT 11:57 AM TO AN IN-CAMERA MEETING UNDER THE MUNICIPAL GOVERNMENT ACT SECTION 22(2)(A) TO DISCUSS THE ACQUISITION, SALE, LEASE AND SECURITY OF MUNICIPAL PROPERTY**

**CARRIED**

**10. IN-CAMERA MEETING ADJOURNED**

**10-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 12:07 PM**

**CARRIED**

**11. REGULAR COMMITTEE OF THE WHOLE MEETING RECONVENED**

**11-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE RECONVENED AT 12:09 PM**

**CARRIED**

**12. MOTIONS FROM IN-CAMERA MEETING**

**a. RFD 034-2017: WOLFVILLE TO GRAND PRE TRAIL LEASE AND CAPITAL APPROVAL**

**12-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE TERMS OF THE DRAFT LEASE AS OUTLINED IN RFD 034-2017**

**CARRIED**

**13-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT THE CAO TO EXECUTE THE GRAND PRE TO WOLFVILLE RAIL LEASE AGREEMENT**

**CARRIED**

**14-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE MOVING THE RAIL TRAIL EAST PROJECT FROM YEARS 2 & 3 OF CIP TO YEAR 1, WITH A CAPITAL EXPENDITURE OF \$95,000**

**CARRIED**

**13. ADJOURNMENT**

**15-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 12:13 PM**

**CARRIED**

**Approved by Special Committee of the Whole Motion 32-06-17, June 27, 2017**

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