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**ATTENDING**

Mayor Jeff Cantwell, Deputy Mayor Wendy Donovan, Councillor Dan Sparkman, Councillor Mercedes Brian, Councillor David Mangle, Chief Administrative Officer Erin Beaudin, Town Clerk Denise Bonnell and Recording Secretary Lorraine Jones

**LATE ARRIVAL**

Councillor Hugh Simpson

**ABSENT WITH REGRET**

Councillor Carl Oldham

**ALSO ATTENDING**

Director of Financial Services Mike MacLean, Director of Economic & Community Jen Boyd, Director of Planning & Regulatory Services Chrystal Fuller and other interested persons

**CALL TO ORDER**

The first Committee of the Whole meeting for 2015 was called to order at 9:02 a.m.

**1. APPROVAL OF AGENDA**

**01-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED.**

Changes to the agenda

1. In camera meeting added at the end of meeting to discuss personnel and contractual issues
2. Item 4(f) moved to 3(b) on the Special Council agenda at 1:00 p.m.
3. Discussion of committee appointments

**THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGES. CARRIED.**

**2. CAO REPORT**

The report was presented and reviewed for Council.

It was noted that there is a copy of the Vital Signs Report for the City of Victoria, BC available should anyone wish to read it.

**3. COMMITTEE REPORTS**

**a. EXTERNAL**

**1. VALLEY WASTE RESOURCE MANAGEMENT**

- Valley Waste met in December
- Deputy Mayor Mark Pearl continues as Chair with Warden Reg Ritchie as Vice Chair
- Management Centres at Kentville and Lawrencetown are now official electronic recycling depots
- Expect a surplus this year; draft budget has been received

A brief discussion on the fall cleanup took place, as well as surpluses/reserves and whether surpluses should be returned to the member units.

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**MOTION TO COUNCIL**

**02-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND TO COUNCIL AT ITS NEXT MEETING THAT VALLEY WASTE REINSTATE THE FALL CLEANUP IN THE 2015-16 BUDGET. CARRIED.**

**SECOND MOTION TO COUNCIL**

**03-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT OUR REPRESENTATIVE BE ASKED TO DISCUSS WITH VALLEY WASTE THE POSSIBILITY OF USING RESERVES TO ACCOMPLISH OTHER PROJECTS THAT COULD HAVE BEEN ACCOMPLISHED THIS YEAR IF THERE HAD BEEN A RESERVE. VOTE WAS A TIE; MOTION DEFEATED.**

**2. KINGS TRANSIT AUTHORITY**

- Not all Wolfville representatives could attend the November meeting
- Transit Study deferred
- Budget was submitted January 1

**3. VCFN**

- CAOs have met to determine which committees they will act as a resource for this year and CAO Beaudin has been asked to sit on VCFN
- Don Clarke is Chair
- Working on new business plan

**4. KPSC**

- Met on December 18
- Town of Wolfville will take over as host this year
- Agenda items included – village representation on KPSC; ECO Kings; all Councils workshop on April 21-22 facilitated by Gordon McIntosh
- The workshop will likely one-half day on April 21 and full day on April 22
- All units would contribute to the cost of the workshop which may be between \$5,000-\$6,000
- Minutes will go out very timely after meetings
- The next meeting is scheduled for February 19 from 5:00-7:00 p.m. in the Acadia Room, KCIC

**5. ECO KINGS**

- Presented to Kings Partnership Steering Committee
- The County does not have a full understanding of issue
- Kentville approved the budget the same as last year for a summer student
- Berwick will likely approve
- Looking for letters of support for the summer student application
- Feasibility Study is now complete; 3M will be presenting draft report; an express bus is feasible from Halifax to Valley
- Wolfville's alternate member, Councillor Brian, will attend meeting along with CAO



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**b. INTERNAL**

**1. INFORMATION REPORT – CITIZEN REPRESENTATION ON COMMITTEES OF COUNCIL**

The Town Clerk presented the report and reviewed it for Council.

Council requested that the appointments for the Planning Advisory Committee and the RCMP Advisory Board be discussed at an in camera meeting. Council also had concerns about accepting an application from someone not currently living in Wolfville. There is a need to define “significant interest” in the policy/bylaw.

**2. INFORMATION REPORT – ECONOMIC DEVELOPMENT SPECIALIST REVIEW**

The Director presented the report and answered questions from Council.

A break was called at 10:03 a.m.

The meeting reconvened at 10:16 a.m.

**4. STAFF REPORTS FOR DISCUSSION**

**a.RFD NO. 001-2015, MPS PLAN REVIEW PROJECT CHARTER**

The Director presented the subject request and reviewed the goals, objectives, assumptions, guiding principles, focus of the policy review, deliverables, process for phase 1 and phase 2.

Some points of note included

- Who will be oversight group
- How would PAC be involved
- What is Council’s involvement
- Does Council want COW or PAC to oversee the project
- Staff recommends that the PAC oversee the project
- How does communication happen between the PAC and Council
- Engagement in first phase is critical

**04-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND TO COUNCIL THE APPROVAL OF THE MPS PLAN AMENDMENT CHARTER AT THE SPECIAL TOWN COUNCIL MEETING THIS AFTERNOON. CARRIED.**

**b.RFD NO. 002-2015, RECREATION MASTER PLAN – 2015/2016 BUDGET APPROVAL**

The Director presented the subject request and reviewed it for Council. The Recreation Master Plan had been approved in 2013-14. The RFP had been prepared and requests had been received from 5 firms. The proposal from the RETHINK GROUP and C. Talbot & Associates is being recommended for award. Their proposal was \$25,000 over the original budget amount of \$30,000. Timeline for the project is February to September.

After further discussion it was agreed that this item needs to be discussed in camera and if Council is still not comfortable with the contract, an independent person should look at it.

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**c.RFD NO.004-2015, VILLAGE REPRESENTATION ON KINGS PARTNERSHIP STEERING COMMITTEE**

It was noted that the question of villages being considered for membership in the KPSC had been included in a letter of request from the County. This will be an item for discussion at the February 19 KPSC meeting.

After discussion the following motion was entertained:

**05-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND TO COUNCIL THAT THE STATUS QUO FOR KPSC BE RETAINED. CARRIED.**

**d.RFD NO. 005-2015, ROUTINE ACCESS POLICY**

The CAO presented the request and policy which would provide clarity on which information can and cannot be released to the public.

**06-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND THAT COUNCIL ADOPT THE DRAFT ROUTINE ACCESS POLICY AS ATTACHED TO RFD. NO.005-2015. CARRIED.**

**e.RFD. NO. 009-2015, LEGAL SERVICES**

The CAO presented the request. Staff are very comfortable that the firm of Nathanson Seaman Watts can meet the needs of the Town.

**07-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND THAT COUNCIL APPOINT NATHANSON SEAMAN WATTS AS MUNICIPAL SOLICITORS FOR THE TOWN OF WOLFVILLE FOR THE PERIOD JANUARY 26, 2015-MARCH 31, 2020. CARRIED.**

**f.RFD NO. 006-2015, COUNCIL CONFERENCE SCHEDULE**

The conference schedule was presented and discussed. A policy is needed to confirm conference attendance. This should be discussed in advance of the next Council term.

Councillor Sparkman expressed an interest in attending the SCC in February in London, ON. Councillor Oldham will attend the FCM in Councillor Sparkman's stead.

**g.RFD NO. 007-2015, AMENDMENT TO 2015 COUNCIL MEETING SCHEDULE**

The request for amendments was presented by the Town Clerk. The meeting originally scheduled for March 17 has been changed to March 24. The meeting originally scheduled for April 21 has been changed to April 20.

**5.QUESTION PERIOD**

Wendy Elliott informed Council that Kentville Town Council had voted to add one village representative to the KPSC.

**6. ADJOURNMENT TO AN IN CAMERA MEETING**

**08-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COW BE ADJOURNED TO AN IN CAMERA MEETING. CARRIED.**

**7. ADJOURNMENT OF IN CAMERA MEETING**

**09-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE IN CAMERA MEETING BE ADJOURNED. CARRIED.**

**8. REGULAR COW MEETING RECONVENED**

**9. MOTIONS FROM IN CAMERA MEETING**

**a. COMMITTEE APPOINTMENTS - PLANNING**

**10-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND TO COUNCIL TO APPROVE THE APPOINTMENT OF SHARON HORNE (3 YEAR TERM); ROBERT BARACH (3 YEAR TERM); STEVE MATTSON (3 YEAR TERM); PAUL CABILIO (2 YEAR TERM) AND SCOTT ROBERTS (2 YEAR TERM) TO THE PLANNING ADVISORY COMMITTEE. CARRIED.**

**b. COMMITTEE APPOINTMENTS – RCMP**

**11-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT COW RECOMMEND TO COUNCIL TO APPROVE THE APPOINTMENT OF JIM MORGENSTERN TO A TWO YEAR TERM ON THE RCMP ADVISORY BOARD; FURTHER, THAT THE SECOND APPOINTMENT BE ADVERTISED FOR SUBMISSIONS. CARRIED.**

**8. REGULAR MEETING ADJOURNED**

**12-01-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED. CARRIED.**

**Approve by Council Motion #02-02-15**