



ATTENDING

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

ALSO ATTENDING

Director Finance Mike MacLean, Director Community Development Chrystal Fuller, Director Corporate Services Jen Boyd, Planner Devin Lake, and interested members of the public

CALL TO ORDER

Chair called the meeting to order at 9:00 am

1. AGENDA APPROVAL

01-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED

Amendments:

- New Business Item 8 – Recognition of May 17th as International Day against Homophobia, Transphobia and Biphobia
- New Business Item 8 – Examine the possibility of establishing an alternative to the Rainbow Crosswalk
- Moved Item 8a – Request for Agenda Item (L'Arche Homefires) to immediately following Presentations
- Question period moved forward to immediately following item L'Arche Homefires Agenda Item in order to provide the municipality the opportunity to put forward questions

THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGE

CARRIED

2. APPROVAL OF MINUTES

02-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF APRIL 5, 2016 BE APPROVED AS CIRCULATED

CARRIED

3. PRESENTATIONS

a. 2017 Annapolis Valley International Town Criers Competition – Gary Long

- The concept of this project started back in 2013 - there will be an international town crier competition in the Annapolis Valley in 2017, coinciding with Canada's 150th anniversary
- The competition would involve 25 top town criers from countries such as Canada, United States, United Kingdom, Ireland, Belgium, Netherlands, Germany, Australia and New Zealand
- The coordinators of the event are looking at 12-17 September 2017 as this timeframe works best for many of the interested criers and is usually an excellent time to extend the Annapolis Valley tourism period
- Organizers of the event are seeking support and encouragement from partners in the Annapolis Valley promotion – specific request to Wolfville is sponsorship for a supper at the Farmers' Market on Wednesday September 14th



b. Extension of Water and Sewer Services – Michael Lightfoot / Ian Porter (WBDC)

- Request was put forward to Council to reconsider its position in regards to the extension of sewer services to the Lightfoot property located directly abutting Eastern Wolfville town line
- The Lightfoot family entered the wine business to diversify and add value to their existing farm
- In 2017 a new on-farm retail building is set to open with wine production projected at 7000+ cases by 2021
- Service usage will be only for retail and kitchen usage. Processing/manufacturing will not be done at this site
- Lightfoot and Wolfville is willing and expecting to cover all charges associated with the hook up, annual and future maintenance of the system and the usage fees (by volume)
- Request put forward for the Town of Wolfville to re-look at the original ask for the provision of service
- Ian Porter, WBDC President, highlighted that the WBDC fully supports this initiative and expressed no reservations in extending sewer services to the area
- Lightfoot & Wolfville offered to support the International Town Criers competition

c. L'Arche Homefires – Ingrid Blais, Director

- Director L'Arche Homefires highlighted that this was an important meeting for L'Arche, for the elected officials of Wolfville, and for the Town of Wolfville
- Presenting today to not speak to the defeat of the Motion from the April 19th Town Council meeting, but attending to correct some of the inaccuracies that were spoken at the meeting
- L'Arche representatives were not notified about the two meetings in which L'Arche was an item on the Agenda – in the past, notification has been provided when L'Arche was an agenda item. L'Arche will make it a point in the future to check the Town's website to see if they are on the agenda
- Disappointed with the defeat of the Motion and committed to building respectful and collaborative relationships with all members of the Town and members of Town Council
- Will continue to contribute positively to the fabric of Wolfville
- On January 13th 2015 L'Arche presented a written submission to the Town of Wolfville requesting a total of \$80,000 support spread over four (4) years, it acknowledged the site preparation work, it acknowledged the property tax exemption received from the Town until occupancy, and it offered a partnership with the Town which would allow the Town to use the building after hours for public meetings for no charge
- L'Arche was repeatedly assured by staff, at meetings and in writing, that the submission would be part of the budget process
- At the end of February 2016 L'Arche was informed that their submission fell outside of the newly developed Grants for Organizations Policy [710-003], but again reassured that the request would be reviewed in the context of the upcoming budget discussions
- L'Arche did not try to avoid being part of public discussions
- Charitable organizations do need local government support
- This is a project to build L'Arche's dream of a needed accessible building, which could not succeed without government funding
- The support of Town and County governments early on signals to others that the community is behind the project and that the cause is one of importance to voting and tax paying citizens



- L'Arche has received financial support from three levels of government – federal, provincial and Municipal, none of whom will reap as much between from the Project as the Town of Wolfville
- The Town has benefited greatly from L'Arche Homefires for over 35 years as L'Arche has also benefited
- The Director of L'Arche Homefires is disappointed but appreciated the opportunity to address Council
- L'Arche offered support to the International Town Criers competition of 25 Nova Scotia candles

4. QUESTION PERIOD

- Ian Porter, President WBDC – recognized the Mayor for his support to the Curling Championship
- Reverend Tim McFarland – fully in support of Council revisiting the funding support of L'Arche Homefires. Why would we not continue to support L'Arche Homefires
- One of the things that makes Wolfville different is that caring goes deep – urge Council to reconsider the L'Arche Homefires request. The benefit back to the Town of Wolfville is the spirit of L'Arche
- Mr David Daniels – Micro Boutique inquiry requesting further details and the issue of enforcement of the Development Agreement for 336 Main Street
 - No further details were able to be put forward at the meeting due to ongoing litigation

10:23am Chair called a 5 minute break

10:31am Chair reconvened the Committee of the Whole meeting

Chair highlighted that the following agenda item (L'Arche Homefires Grant Request) was dealt with at the April 19, 2016 Town Council meeting. Included in this agenda package is a new motion proposing a different recommendation for Council's consideration.

5. REQUEST FOR AGENDA ITEM

1. [L'ARCHE HOMEFIRES](#) GRANT – Councillor Mangle

03-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE A CASH GRANT TO L'ARCHE HOMEFIRES IN THE AMOUNT OF \$50,000. THE AMOUNT BEING FUNDED BY A TRANSFER FROM THE TOWN'S OPERATING RESERVE ACCOUNT, FOR THE PURPOSES OF ASSISTING THE CAPITAL RENOVATION PROJECT BEING CARRIED OUT AT 341 MAIN STREET. THE GRANT PROVIDED WILL BE RETURNED TO THE TOWN IF NOT REQUIRED FOR THE PROJECT

Discussion ensued during which comments and questions by individual councillors were clarified.

11:43am Chair turned over Chair to Deputy Mayor to address Council

11:57am Chair resumed Chair over Committee of the Whole meeting

With regards to [Policy 710-003 Grants to Organizations](#) discussions, CAO highlighted that there are issues of the Policy that can be looked into by staff

04-05-16 IT WAS MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE TABLE THE L'ARCHE HOMEFIRES GRANT MOTION 03-05-16 UNTIL FURTHER POLICY DISCUSSION IS CONDUCTED CARRIED



05-05-16 IT WAS MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO REVISE POLICY 710-003, GRANTS TO ORGANIZATIONS, TO CREATE A MORE ROBUST PROCESS AND EVALUATION REQUIREMENT FOR GRANTS TO ORGANIZATIONS

CARRIED

06-05-16 IT WAS MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE TAKE FROM THE TABLE THE L'ARCHE HOMEFIRES GRANT MOTION 03-05-16

CARRIED

07-05-16 IT WAS MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE AMEND THE L'ARCHE HOMEFIRES GRANT MOTION 03-05-16 TO READ: THAT COUNCIL APPROVE A CASH GRANT TO L'ARCHE HOMEFIRES IN THE AMOUNT OF \$80,000. THE AMOUNT BEING FUNDED BY A TRANSFER FROM THE TOWN'S OPERATING RESERVE ACCOUNT, FOR THE PURPOSES OF ASSISTING THE CAPITAL RENOVATION PROJECT BEING CARRIED OUT AT 341 MAIN STREET. THE GRANT PROVIDED WILL BE RETURNED TO THE TOWN IF NOT REQUIRED FOR THE PROJECT

CARRIED

08-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE A CASH GRANT TO L'ARCHE HOMEFIRES IN THE AMOUNT OF \$80,000. THE AMOUNT BEING FUNDED BY A TRANSFER FROM THE TOWN'S OPERATING RESERVE ACCOUNT, FOR THE PURPOSES OF ASSISTING THE CAPITAL RENOVATION PROJECT BEING CARRIED OUT AT 341 MAIN STREET. THE GRANT PROVIDED WILL BE RETURNED TO THE TOWN IF NOT REQUIRED FOR THE PROJECT. THIS WOULD ALSO ACKNOWLEDGE THE PREVIOUS IN KIND WORK THAT HAS BEEN DONE AND EXEMPTING OF TAXES UNTIL THE OCCUPANCY PERMIT IS ISSUED

CARRIED

12:16pm Chair called a break to Committee of the Whole Meeting

12:28pm Committee of the Whole meeting reconvened

Agenda revised to present Staff Report for Discussion: Information Report – Facilities Condition Assessment

6. STAFF REPORT FOR DISCUSSION:

INFORMATION REPORT: FACILITIES CONDITION ASSESSMENT – Director Public Works & Parks

- Town Council budgeted in the 2015/16 Capital budget to complete a municipal facilities condition assessment. Hatch Mott MacDonald was contracted in August 2015 to complete the assessment and the final report was submitted in March 2016.
- Executive summary presented to Council
- The report reviewed the spatial functionality, physical condition assessment, energy consumption and maintenance and capital improvements required for each of the following buildings;
 - Town Hall
 - Community Development and Public Works
 - Recreation Centre
 - Visitor Information Centre
 - Library



Agenda revised to present Committee Report (Internal) – Planning Advisory Committee

7. COMMITTEE REPORTS

a. INTERNAL

(1). PLANNING ADVISORY COMMITTEE – Deputy Mayor Donovan

- The Planning Advisory Committee met on Wednesday, March 30, 2016.
- Staff circulated the Draft Municipal Planning Strategy documents and informed the Committee of the upcoming PIM for the West End Lands on April 12th, 2016 and of the UARB's decision regarding 7 Gaspereau Avenue
- The next meeting of the PAC is scheduled for Wednesday, May 25th

12:52pm Chair turned over Chair to Deputy Mayor

12:55pm Chair resumed Chair of Committee of the Whole meeting

i. RFD 034-2016: CATHERINE COURT DEVELOPMENT AGREEMENT

- Town of Wolfville Planner, Devin Lake, presented the Development Agreement Amendment

09-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL RECOMMEND THE APPLICATION TO AMEND THE DEVELOPMENT AGREEMENT AT 2-80 CATHERINE COURT AND PROCEED TO A PUBLIC HEARING BEFORE A DECISION IS MADE BY COUNCIL ON THE APPLICATION

CARRIED

ii. RFD 032-2016: PHASE 2 MUNICIPAL PLANNING STRATEGY (MPS)

- Directory Community Development, Chrystal Fuller, presented highlights of the Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB) review process focusing on the objectives of Phase 2:
 - To hold a housing symposium that brings together experts and representatives of a variety of groups to provide input and develop solutions for housing in Wolfville
 - To finalize a draft of all documents for review by PAC and Council
 - To consult with all identified communities of interest
 - To prepare a draft Residential Business Licensing Bylaw and consult on it with landlords, the university and impacted property owners

10-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE PROJECT CHARTER FOR MUNICIPAL PLANNING STRATEGY PHASE 2 REVIEW

CARRIED

8. CAO REPORT:

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

Highlights of the report included:

- Introduced new staff members:
 - Connor Sheehan, Special Projects Assistant, working on Municipal Election and Council Orientation, and
 - Andrew Webber, Community Development Officer

1:17pm Deputy Mayor Donovan departed Committee of the Whole Meeting due to a previous commitment

- Shared takeaways with Council regarding the Committee of the Whole process
 - Recognition that if an organization is part of the agenda, not in the presentation section but part of a Request for Decision (RFD), they will be notified
 - During future budget discussion, there is a requirement to more clearly reinforce what is and what is not in the budget
 - Committee of the Whole meeting is for discussion, and if at any time there is a feeling of lack of information, the issue should not be moved on to Council
- Public Works has completed one round of street sweeping and will be going through the town again before Convocation Week
- Highland Ave reconstruction tender closes May 17th
- Tender for Asphalt supply was awarded to Dexter Construction Company Ltd as a joint tender with Acadia University
- Director of Public Works and Manager Economic Development are in the process of determining how the town kiosks are going to be repaired
- Visitor Information Centre opened May 1st and an interactive screen is going to be installed so that local happenings can be shared with visitors to the town
- There have been a number of Development Agreement Amendments come through to staff and over the next few months there will be a requirement to manage expectations as not all will be able to be processed over the next four to five months – a huge impact on planning staff
- Working on preparing for the NS EMO Emergency Management audit which will be coming later in the Spring
- Public Hearing for Vending Bylaw and Prevention of Excessive Noise Bylaw scheduled for May 18th
- The Provincial Financial indicators were released
- The Parks Department is in the process of filling the Horticulture Technician position and Dylan Morse was hired as the Solid Waste Technician
- New signage for Town Hall, the Public Works-Community Development building, Willow Park and the Visitor Information Centre will be installed in the near future
- Budget 2016/17 infographic report attached to CAO report and will be sent to every resident with Tax bill
- Director Finance consumed with Year-End financial statements for presentation to Council in July



9. CONFERENCE UPDATE

a. UNSM Towns Caucus Meeting – Mayor Jeff Cantwell

- The UNSM hosted the Towns Caucus Meeting in Truro, NS April 7, 2016
- Issued discussed included:
 - Common approach with stated goals
 - Because something worked in one region does not mean it will work everywhere. "Cookie cutter philosophy"
 - Stronger municipal framework. Not about "winners and losers". It's about collaboration and cooperation.
- Capped Assessment Program (CAP) – continue to work with the Province through Partnership Agreement
- The next Towns Caucus Meeting will be held in conjunction with the UNSM Spring Conference in Greenwich, NS May 4, 2016
- Congratulations passed along to Mayor Cantwell as a newly elected Board member of the UNSM

b. UNSM Symposium on Municipal Structure – Mayor Jeff Cantwell

- The UNSM hosted the symposium in Truro, NS April 8, 2016
- The symposium provided an opportunity to discuss common issues of interest regarding municipal governance and structure
- Facilitated conversation was held around the following issues:
 - Strategies for the Province to consider regarding those municipal units who do not wish to pursue traditional approaches to structural change;
 - What additional information is needed from the Province?
 - What questions need to be answered? By council and on behalf of the community?
 - What are some alternative service delivery strategies
 - Public engagement strategies for municipalities wishing to discuss structural change prior to going to UARB;
 - Long term vision for municipalities

10. COMMITTEE REPORTS

a. EXTERNAL

(1). [VALLEY WASTE RESOURCE MANAGEMENT](#) – Councillor Simpson

- No meeting held in April 2016

(2). [KINGS TRANSIT](#) – Councillor Brian

- The Kings Transit Authority (KTA) Board met on April 27, 2016

(3). [ECO-KINGS](#) – Councillor Mangle

- The Eco-Kings Committee met on April 26, 2016
- Issues discussed at the meeting included:
 - Book-a-Bike Project

- Municipal Environment Committees
- Future direction of Eco-Kings
- Eco-Kings committee is now scheduled to meet quarterly
- The next meeting of the Committee is scheduled for June 15, 2016

(4). [VALLEY COMMUNITY FIBRE NETWORK \(VCFN\)](#) – Councillor Simpson

- Different proposals received for the various Request For Proposals (RFPs)
 - Operations
 - Administration
 - Sales
- All proposals being reviewed with a report to come forward at the next meeting

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

- The AVTC Committee met on April 21, 2016
- Discussion was held around doing presentations to partners, making sure that presentations were made to every municipal unit
- The Harvest Moon trail will be available soon and the Committee is seeking to ensure that signs are installed in the right places
 - Each municipality will be responsible for putting signs up in a consistent manner

(6). [WOLFVILLE BUSINESS DEVELOPMENT CORPORATION \(WBDC\)](#)

- The WBDC Board of Directors met on April 13, 2016
- Key discussion items included the following:
 - The Culinary Tourism Centre now has a functioning Board which will meet on the third Wednesday of every month
 - The Board discussed the need to begin forming WBDC Committees:
 - Boost the Brand Committee
 - Communications Committee
 - Love Our Downtown and Shop Local Committee
 - WBDC Board Liaison Committee
 - WBDC is looking to improve and possibly expand web presence
 - The Town of Wolfville's Draft Vending Bylaw was received by the Board and will be shared amongst WBDC membership prior to the Public Hearing on May 18, 2016
 - A formal review of the WBDC Bylaws will be undertaken in the 2017/18 fiscal year
 - The WBDC Annual General Meeting will be held sometime in late May
- The next meeting of the WBDC Board of Directors is scheduled for May 20, 2016

b. INTERNAL

(1). [Art in Public Spaces](#) – Councillor Simpson

- The Art in Public Spaces Committee met on Thursday, April 21, 2016
- Key issues put forward on the agenda included:
 - Clock Park Water Feature Request for Proposals is in draft format
 - Mona Parsons Project
 - Public Art Inventory and Sites for Consideration Map
 - Canada 150 Mosaic



- The next meeting of the Committee is scheduled for June 16, 2016

(2). TOWN & GOWN – Councillor Mangle

- The Town & Gown Committee met on Tuesday, April 26, 2016
- The Committee received an update on the following Committee priorities:
 - Research and Implement best practices
 - Promote Neighbourhood Connections
 - Development of Partnership Agreement for Facilities
 - Event Coordination
 - Provide Input on Key Bylaws/Policies
- An overview of a proposed “Student Ambassador Program” was presented to the Committee as a means of further developing the Town of Wolfville/Acadia relationship

11. STAFF REPORTS FOR DISCUSSION:

a. RFD 031-2016: TEMPORARY BORROWING

11-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE ATTACHED TEMPORARY BORROWING RESOLUTION:

•	TBR #16/17-??	VARIOUS PURPOSES TOWN	\$1,175,000
		WATER UTILITY	592,500
		TOTAL BORROWING	\$1,767,500

TO COVER LOAN FACILITIES WITH THE BANK OF MONTREAL UNTIL SUCH TIME AS THE SHORT TERM LOANS ARE REPLACED WITH DEBENTURE BORROWINGS AS PER THE 2016/17 TOWN CAPITAL BUDGET, TEN YEAR CAPITAL INVESTMENT PLAN (CIP), WATER UTILITY BUDGET, AND TOWN CAPITAL ASSET FUNDING POLICY

CARRIED

- Note: Exact TBR number to be assigned once known

b. RFD 030-2016: BUILDING OFFICIAL APPOINTMENT – LEVEL 2

12-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPOINT ERGIN NEMBURT AS THE LEVEL 2 BUILDING OFFICIAL FOR THE TOWN OF WOLFVILLE

CARRIED

c. RFD 033-2016: ENVIRONMENTAL SUSTAINABILITY COMMITTEE POLICY 120-015

13-05-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE ENVIRONMENTAL SUSTAINABILITY COMMITTEE POLICY 120-015

CARRIED

d. INFORMATION REPORT: MINUTES OF COUNCIL MEETINGS

- The report was provided to Committee of the Whole to provide general information to Council regarding the accepted standards for the drafting of Minutes for Council Meetings
- MGA review is looking at this issue



12. NEW BUSINESS

a. MAY 17, 2016 – INTERNATIONAL DAY AGAINST HOMOPHOBIA, TRANSPHOBIA AND BIPHOBIA

- The Town of Wolfville has recognized this event in the past and will again support this event
- Proclamation to be posted to Town of Wolfville website

b. ALTERNATIVE TO RAINBOW CROSSWALK

- The option of painting the front steps leading into Town Hall in Rainbow colours was put forward and approved by Council
 - Staff to further investigate

13. REGULAR MEETINGS ADJOURNED

14-05-16: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF THE COMMITTEE OF THE WHOLE BE ADJOURNED AT 2:18 PM

CARRIED

Approved by Committee of the Whole Motion 04-06-16, June 7, 2016

As recorded by Dan Stovel, AA Corporate Services