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**ATTENDING**

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

**ALSO ATTENDING**

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

**LATE ARRIVALS**

Councillor Hugh Simpson and Councillor David Mangle

**CALL TO ORDER**

Chair called the meeting to order at 9:00 am

**1. AGENDA APPROVAL**

**01-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

**CARRIED**

**2. APPROVAL OF MINUTES**

**a. 02-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JULY 5, 2016 BE APPROVED AS CIRCULATED**

Amendments:

- Kings Transit Report – amend “...the role of Transit Education Coordinator.” to read “...the role of Transit Education Coordinator, this is funded by a Provincial Age friendly grant”.
- PAC Report: amend “...important issues that emerging from the MPS Review...” to read “...important issues that emerged from the MPS Review...”

**MINUTES APPROVED WITH ABOVE NOTED CHANGES**

**CARRIED**

**3. PRESENTATION**

**a. Acadia Athletics – Kevin Dickie**

- Rogers Sportsnet & City TV – National CIS Football presentation
- There are many more things that can be done through ‘Sports Tourism’
- Two major National Networks promoting this event
- Sportsnet/City TV will broadcast four CIS regular season football games in 2016
- Acadia will be the last game in the series featuring Homecoming against Mount Allison
- National Coverage Benefits:
  - Exclusivity – Wolfville one of only four host communities
  - Fully leverage Homecoming Weekend at Acadia and in Wolfville
  - Build on momentum from Rogers Hometown Hockey
  - Significant cost savings and exposure
- There are economic spinoffs attached to large events
- This is a significant brand-building opportunity for both Wolfville and Acadia
- Partnership Opportunity:



- Wolfville requested to contribute 25% OF production/hosting costs = \$10,000
- In-game exposure: interviews, features, etc.
- National reach – promotion during/preceding three national broadcasts with coast to coast audience

Comments/Questions from Council:

- Events such as this are very good for the community and they drive economic development
- The Town needs to be more of a partner with Acadia in regards to recreation and sports
- Acadia should look at bringing this issue forward to Kings County

**03-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO COME BACK TO COUNCIL WITH A REPORT CONCERNING THE SPORTSNET AND CITY TV PRESENTATION FROM ACADIA UNIVERSITY WITH REGARDS TO FUNDING ACADIA UNIVERSITY'S REQUEST**

**CARRIED**

**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:

- The is the last CAO Report for this Council's Term
- Highland Avenue is winding down and should be completed by September 9<sup>th</sup>
- Orchard Ave is well underway and should be completed in October
- A few weeks back, staff held a 'Fall Events review' and invited five of the Town's key signature events to come together with our business community
- The Pumphouse in Reservoir Park was painted – a fun community event and a great placemaking event that was very successful
- MPS consultations have continued over the summer – surveys are now closed
- The afterschool programs are being advertised – good feedback on those programs with the first one starting in October
- Management has started discussions on the Capital Improvement Plan (CIP) and the Draft Capital Budget should be available for the early November Committee of the Whole meeting
- EMO NS Emergency Management evaluation is scheduled for Thursday, September 8
- IPSOS Reid contracted to conduct Citizen Satisfaction Survey, starting mid-September and to be completed by end-September
- Election 2016:
  - Revisions to preliminary voter's list are complete
  - Voter cards have been distributed
  - The Town has partnered with ASU to host a debate on September 28<sup>th</sup>
  - Nomination Day is September 13<sup>th</sup>
  - The Town is hosting a Panel Discussion on "What it means to be a Councillor" with former Councillors, Tuesday, September 6
  - A Candidate information session is scheduled for September 15<sup>th</sup>
- The Town of Wolfville has started welcoming back Acadia Students



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## 5. COMMITTEE REPORTS

### a. EXTERNAL

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

- The Valley Region Solid Waste-Resource Management Authority met on July 21, 2016
- The Authority was provided with an exciting, interesting and informative presentation by representatives from [Sustane Technologies](#) who are working with the Municipality of the District of Chester on an innovative residual waste recycling project where waste normally destined for landfill will be pelletized into fuel sources.
- Still not a customer of VCFN
- The Authority has engaged SPL Development Services Inc. to undertake the anticipated employee salary review. The Authority would like to encourage all partner municipalities contacted to provide supporting information to participate

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

- Seniors reach out position funded by Provincial Seniors Grant
- A new route has started September 1<sup>st</sup>
- Kings Transit Authority is connecting to Valley Community Fibre Network (VCFN)
- Kings Transit's Board of Directors will meet again on September 28, 2016

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

- Still looking for an Operations Manager
- Committee looking at proposals that have been received
- An update to Council is expected in the October timeframe

#### (4). [ANNAPOLIS VALLEY TRAILS COALITION \(AVTC\)](#) – Councillor Oldham

- The AVTC had their last board meeting on August 24, 2016
- The Harvest Moon Trailway is passable from Wolfville to Round Hill
- Signage – the design for the signs is complete and Kentville will be the first community to install them. Wolfville will be identifying where signs will go along the section of the Harvest Moon Trailway that falls within Town borders
- A meeting of the Destination Trail Committee is scheduled for September 15, 2016 during which trail signage will be discussed in more detail
- The next AVTC meeting will be on September 22, 2016

#### (5). [WOLFVILLE BUSINESS DEVELOPMENT CORPORATION \(WBDC\)](#) – Mayor Cantwell

- The WBDC is undertaking multiple marketing and promotion initiatives that all fall under an umbrella campaign called "Do it in Wolfville"
- The Board has decided to host social gatherings for business approximately once per month

### b. INTERNAL

#### (1). [PLANNING ADVISORY COMMITTEE \(PAC\)](#) – Deputy Mayor Donovan

- The PAC met on August 25, 2016 for an all-day MPS review session
- Key MPS issues discussed were:
  - Revised Phase II Schedule
  - Summary of Consultations



- Environmental Constraints Map
- Parking Downtown / Cash-in-lieu
- Future Commercial Development Overlay
- The Live / Work (C-2) Transition Zone
- Personal Offices
- The next meeting of the PAC is scheduled for September 28, 2016

**i. RFD 057-2016: MPS AMENDMENT - 5 BLOMIDON TERRACE**

**04-09-16 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 RESOLUTION ATTACHED IN APPENDIX A TO RE-DESIGNATE 5 BLOMIDON TERRACE FROM LOW DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL AND ALSO CHANGE THE ZONING FROM R1A TO R2/HD AND FORWARD TO A PUBLIC HEARING ON SEPTEMBER 27, 2016**

**CARRIED**

**(2). TOWN AND GOWN COMMITTEE – Councillor Mangle**

- The Wolfville-Acadia Town and Gown Committee met on July 26, 2016
- Key issues from the Action plan were discussed
  - Research and Implement Best Practices
  - Promote Neighbourhood Connections
  - Development of Partnership Agreement for Facilities
  - Event Coordination
  - Provide input on Key Bylaws/Policies
- The next meeting of the Town and Gown Committee is scheduled for September 27, 2016

**(3). ENVIRONMENTAL SUSTAINABILITY COMMITTEE – Councillor Mangle**

- The Environmental Sustainability Committee met on August 15, 2016
- The schedule for Council's Strategic Plan (late Fall 2016) was outlined to the Committee and how the Committee will fit into the strategic planning exercise to take place December 13-14, 2016. The Committee's role will be to:
  - Inform Council of environmental sustainability issues or principles they should be aware of what could be incorporated into the strategic plan; and
  - Discuss with staff and report back on Council's 4-year operating plan
- The next meeting of the Environmental Sustainability Committee is scheduled for September 7, 2016

**6. NOTICE OF MOTION**

**a. DEVOUR! THE FOOD FILM FESTS – FOOD TRUCK RALLY**

The Committee of the Whole first needs to consider whether or not this is an issue for discussion  
**05-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE OPEN FOR DISCUSSION THE ISSUE OF FOOD TRUCK FEES**

**CARRIED**

- This issue is to look at the Fee structure for Food Trucks, and not a change to the Bylaw



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**06-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE FOR THE 2016 SEASON OF SPECIAL EVENTS, INCLUDING DEEP ROOTS, VALLEY HARVEST MARATHON, AND DEVOUR, THE REMOVAL OF FEES FOR FOOD TRUCKS AND LEADING UP TO THE NEXT SEASON OF EVENTS THAT COUNCIL MEET WITH DOWNTOWN VENDORS, OUR PERMANENT FOOD SERVICE PROVIDERS, TO CONFIRM WHAT IS AN ACCEPTABLE FEE FOR SPECIAL EVENTS, AND ALSO THE COST TO THE TOWN HAS TO BE CONSIDERED IN THOSE DISCUSSIONS**

**CARRIED**

- Staff will provide a Report to Council at the September 27, 2016 Town Council meeting

**7. STAFF REPORTS FOR DISCUSSION:**

**a. RFD 062-2016: TRAFFIC AUTHORITY**

**07-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE POLICY 320-004 TRAFFIC AUTHORITY FOR THE TOWN OF WOLFVILLE**

**CARRIED**

**b. RFD 055-2016: EASEMENT FOR PETER MOWAT**

**08-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE DRAFT ACCESS EASEMENT AGREEMENTS FOR LOT PM-1, 90 AND 96 MAIN STREET**

**CARRIED**

**c. RFD 063-2016: ANNUAL OPERATING LINE OF CREDIT**

**09-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE FOLLOWING LINES OF CREDIT WITH THE BANK OF MONTREAL, EFFECTIVE OCTOBER 1, 2016 TO SEPTEMBER 30, 2017:**

- |  |                                 |
|--|---------------------------------|
| <b>1. TOWN OPERATING FUND, BANK ACCOUNT</b>          | <b>\$400,000 MAXIMUM CREDIT</b> |
| <b>2. WATER UTILITY OPERATING FUND, BANK ACCOUNT</b> | <b>\$150,000 MAXIMUM CREDIT</b> |
| <b>3. CORPORATE CREDIT CARDS</b>                     | <b>\$ 50,000 MAXIMUM CREDIT</b> |

**CARRIED**

**d. RFD 061-2016: COUNCIL HONOURARIUM REVIEW**

**10-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE AMENDMENTS TO THE COUNCIL REMUNERATION POLICY 110-005 WITH POLICY OPTION 3:**

- **IN THE FISCAL YEAR 2017/18, THE MAYOR OF THE TOWN SHALL RECEIVE REMUNERATION OF \$29,400, THE DEPUTY MAYOR SHALL RECEIVE REMUNERATION OF \$19,995 AND EACH COUNCILLOR SHALL RECEIVE REMUNERATION OF \$17,700. THESE RATES WILL BE ADJUSTED BY THE CPI RATE FOR THE 2016 CALENDAR YEAR**

**CARRIED**

Staff will provide further clarification of IT equipment supplied to Councillors at the September 27, 2016 Town Council meeting



**e. RFD 056-2016: DOG CONTROL BYLAW, CHAPTER 16 - AMENDMENT**

**11-09-16 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 DOG CONTROL BYLAW, CHAPTER 16 AND FORWARD TO A PUBLIC HEARING ON SEPTEMBER 27, 2016 AND SECOND READING AT THE SEPTEMBER 27, 2016 TOWN COUNCIL MEETING**

**CARRIED**

**f. RFD 059-2016: FEES WAIVING FOR 336 MAIN STREET**

**12-09-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE WAIVING OF THE APPLICATION FEES WITH THE DEVELOPMENT AGREEMENT AMENDMENT FOR 336 MAIN STREET**

**CARRIED**

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

Housekeeping review documents provided to Council for information purposes

**8. QUESTION PERIOD**

Mr Daniels posed the following questions to Council:

- Has the Town's insurance company agreed to pay the fee for the work done on the Amendments to the Development Agreement for 336 Main Street?
  - At this point the Town has covered the costs for the amendments to the Development Agreement for 336 Main St
- Have any of the 336 Main St units been made accessible?
  - Not yet.
- Has the Building Inspector issued an occupancy permit for any of the four units on the East side, the ramp level, of 336 Main St?
  - The Building Inspector has allowed temporary accommodation of the four accessible units to be relocated so that the work can be done on the four units that require upgrade
- What is the status of the sidewalk located in front of Wickwire facility in the West End of Wolfville?
  - Director Public Works is working with the property developer
- Do you know when the accessible units will be constructed
  - No definitive schedule yet

**9. REGULAR MEETING ADJOURNED**

**13-09-16: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF THE COMMITTEE OF THE WHOLE BE ADJOURNED AT 11:37 AM**

**CARRIED**

**Approved by Special Committee of the Whole Motion 06-10-16, October 27, 2016**

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