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**ATTENDING**

Mayor Jeff Cantwell, Deputy Mayor Carl Oldham, Councillor Mercedes Brian, Councillor Wendy Donovan, Councillor Wendy Elliott, Councillor Jodi MacKay, Councillor Oonagh Proudfoot, 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, Manager Community Development Andrew Webber, and interested members of the public

**LATE ARRIVALS**

Councillor Mercedes Brian and Councillor Wendy Elliott

**EARLY DEPARTURES**

Councillor Oonagh Proudfoot

**CALL TO ORDER**

Chair called the meeting to order at 8:31 am

**1. AGENDA APPROVAL**

**01-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

**CARRIED**

**2. APPROVAL OF MINUTES**

**a. 02-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 1, 2016 BE APPROVED AS CIRCULATED**

Amendment:

- Amend date of next RCMP meeting to December 20, 2016 instead of December 13, 2016

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

**CARRIED**

**3. 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 final lift of asphalt was completed on Highland Ave and the lawn and driveway restorations have also been completed. The last remaining piece to be completed is the new pedestrian crossing signals which are scheduled to be installed in January 2017
- Staff is working on a Service Extension Report to bring to Council in January 2017 – request received from Michael Lightfoot last April
- Starting the evaluation process for the Regional Enterprise Network (REN) for Council to make the decision, prior to March 31, 2017, of staying in the REN
- Planning for Housing Symposium is well underway, scheduled for January 19, 2017
- The Statement of Principles document with the RCMP is close to bringing in Draft to the RCMP Advisory Board. The goal is to bring the document to the RCMP Advisory Board on December 20th



- A Council Strategic Planning Session is scheduled for December 13-14 at the Old Orchard Inn
- The Town of Wolfville has unofficially scored a 76% on the Emergency Management evaluation conducted by EMO NS – good feedback from EMO NS that can be incorporated into the next revision of the Town’s Emergency Management Plan

**8:35am Councillor Mercedes Brian arrived**

**8:37am Councillor Wendy Elliott arrived**

#### **4. COMMITTEE REPORTS**

##### **a. EXTERNAL**

##### **(1). VALLEY WASTE RESOURCE MANAGEMENT – Councillor Elliott**

- Nothing to report

##### **(2). KINGS TRANSIT AUTHORITY – Councillor Brian**

- The Kings Transit Authority (KTA) held its regular Board meeting on October 26, 2016
- Noted that the ridership is compared to budget
- A new initiative by Kings Transit to connect transit riders with complimentary WiFi on all buses throughout the service. This initiative is made possible through the use of Federal and Provincial Transit Funds

##### **(3). VALLEY COMMUNITY FIBRE NETWORK (VCFN) – Mayor Cantwell**

- Nothing to report

##### **(4). ANNAPOLIS VALLEY TRAILS COALITION (AVTC) – Councillor MacKay**

- The AVTC had their last board meeting on November 17, 2016 during which the following issues were discussed:
  - The MOU between Wolfville and the AVTC – minor changes were recommended from the AVTC which staff have incorporated into the MOU. The latest version has been sent to the Town’s solicitor for legal review before signing
  - Membership payments from other municipalities are still being followed up on
  - AVTC is developing a human resources policy
  - AVTC is pursuing \$10,000 from the Nova Scotia Department of Natural Resources for consulting services that the AVTC has been providing to the department annually – a funding agreement was in place in the past, but has since ended and the AVTC is interested in reinstating this agreement
  - Plans underway to offer volunteer training sessions in hopes of developing a core group of volunteers to help Trail Coordinator
- The next AVTC meeting is scheduled for December 16, 2016

##### **(5). WOLFVILLE BUSINESS DEVELOPMENT CORPORATION (WBDC) – Councillor Donovan**

- The WBDC Board of Directors met on October 19, 2016
- The results of the business survey conducted in September were shared with the Board. The following issues were ones that solicited the most discussion:
  - Lots of positive feedback
  - No particular good time for meetings with businesses



- Need to get town/businesses on board to engage folks in different ways
- Respondents love Acadia
- Many comments about parking
- Many comments about the 4-way stop (Main & Gaspereau)
- Support for WBDC is strong
- Preparations and planning are underway to host an informal meeting with Council on December 7, 2016

**b. INTERNAL**

**(1). PLANNING ADVISORY COMMITTEE (PAC) – Deputy Mayor Oldham**

- The PAC met on November 28, 2016
- Three options were presented to the Committee for consideration in addressing the requirement for all power and communication infrastructure to be located underground in the RCDD designation/zone, and more specifically, for 3-phase power in the West End Lands development
- Service Extension discussion
  - The current servicing moratorium was initiated in response to concerns that facilitating growth around Wolfville's borders would negatively impact internal growth
  - The Committee agreed that the Town must have a hand in broader development in order to safeguard its interests and establish a policy on servicing extension
- The next meeting of the PAC is scheduled for January 25, 2017

**8:44am Chair called a break to Committee of the Whole Meeting**

**9:02am Committee of the Whole meeting reconvened**

**5. PRESENTATIONS:**

**a. Grand Pré 2017 – A Peace & Unity Gathering of the Mi'kmaq & Acadian Nations (Andree Gracie-Event Producer and Corinne MacLellan-Marketing and Communications)**

- August 10-13, 2017 at Grand Pré National Historic Site
- The celebration of the historic relationship between the Mi'kmaq and Acadians will be a wonderful addition to the Canada 150 program
- The event will include a Cultural Village, a Vendor marketplace, Culinary demonstrations, a Meditation area, a Main Stage for entertainment, and a Dance Circle
- Funding - the budget to put on this event is close to 1.5 million dollars
- Looking for municipal contributions (cash and in kind)
- Plans will be announced at a Regional Media Event on Heritage Day, February 20, 2017 and the event will be activated in downtown Toronto with big announcements in May 2017
- A second MP/NS Chief Summit will be held the day before the kick off of Grand Pré 2017 on August 9, 2017
- How can Towns and Municipalities can help
  - Financial Contributions
  - Marketing and promotion materials
  - Services support such as transportation, shuttles, food for volunteers, parking areas, security, tents, etc



**6. STAFF REPORTS FOR DISCUSSION:**

**a. RFD 060-2016: 336 MAIN ST DEVELOPMENT AGREEMENT AMENDMENT**

- Changes to the Development Agreement are required in order to issue a building permit to fix the remainder of the Building and Fire Code non-compliance issues

**03-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL REFER THE DRAFT DEVELOPMENT AGREEMENT ATTACHED TO RFD 060-2016 TO A PUBLIC HEARING ON JANUARY 30, 2017 AT 6:30PM**

**CARRIED**

**b. RFD 066-2016: COMMITTEES OF COUNCIL APPOINTMENTS**

- Interviews will be conducted with Committee applicants and a Motion will be presented at the December 19<sup>th</sup> Town Council Meeting

**c. RFD 074-2016: COUNCIL CONFERENCE AND PROFESSIONAL DEVELOPMENT POLICY 110-004**

**04-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE CHANGES TO THE COUNCIL CONFERENCES & PROFESSIONAL DEVELOPMENT POLICY 110-004**

**CARRIED**

**7. QUESTION PERIOD**

- Mr David Daniels put forward the following comments/observations:
  - Voting of Council – not clear as to why votes are not recorded
  - Process for 336 Main Street – of the four units on the east side designated as commercial, one unit is being rented – why is this going on?
  - 336 Main St is fairly unique in that it has academic year leases
  - Is the roof being used for social gatherings?
  - There is a bike rack missing that is part of the development agreement at 336 Main Street – was the Town notified that the bike rack was going to be removed?
- How many units on the ground floor are being provided access for wheelchairs – there will be four units put in place

**10:46am Councillor Oonagh Proudfoot departed Committee of the Whole Meeting**

**8. ADJOURNED TO IN CAMERA MEETING**

**05-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 10:50 AM TO AN IN CAMERA MEETING UNDER THE MUNICIPAL GOVERNMENT ACT:**

**a. SECTION 22(2)(C) – PERSONNEL MATTERS:**

**(1). REVIEW OF COMMITTEE OF COUNCIL APPLICATION FORMS**

**b. SECTION 22(2)(F) – LITIGATION OR POTENTIAL LITIGATION:**

**(1). ENFORCEMENT DIRECTION ON 2/4 PROSPECT**

**(2). ENFORCEMENT DIRECTION ON 23 HIGHLAND**

**(3). ENFORCEMENT DIRECTION ON WICKWIRE ASSISTED LIVING**

**CARRIED**



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**9. ADJOURNMENT OF IN CAMERA AND REGULAR COMMITTEE OF THE WHOLE MEETINGS  
06-12-16 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN CAMERA AND REGULAR  
MEETINGS OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 1:00 PM**

**CARRIED**

**Approved by Special Committee of the Whole Motion 02-01-17, January 17, 2017**

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