ATTENDING
- Mayor Jeff Cantwell
- Deputy Mayor Wendy Donovan
- Councillor Mercedes Brian
- Councillor Wendy Elliott
- Councillor Jodi MacKay
- Councillor Oonagh Proudfoot
- Chief Administrative Officer Erin Beaudin, and
- Recording Secretary Jean-Luc Prevost

ALSO ATTENDING
- Director Corporate Services Jen Boyd
- Director Finance Mike MacLean
- Director Public Works & Parks Kevin Kerr
- Director Planning & Development Devin Lake
- Manager Economic Development Marianne Gates
- Community Planner Jeremy Banks and,
- Interested members of the public

CALL TO ORDER
Chair, Mayor Cantwell, called the meeting to order at 8:32 am

Agenda Item                                    Discussion and Decisions

1. Approval of Agenda                          01-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE
   AGENDA BE APPROVED AS CIRCULATED
   Amendments:
   • Strike items 5 and 6 from the Agenda.
   THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGES
   CARRIED

2. Approval of Minutes                         02-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES
   OF THE COMMITTEE OF THE WHOLE MEETING OF APRIL 3, 2018 BE
   APPROVED AS CIRCULATED
   Amendments:
   • The meeting adjourned at 12:59pm.
   THE MINUTES WERE APPROVED WITH THE ABOVE NOTED CHANGES
   CARRIED

3. Question Period                             There were no questions.
## Agenda Item
### 4. Presentations
   a. **Valley Regional Enterprise Network**
      Colby Milne
      
      Coby Milne of the Valley REN introduced Council to their new CEO, Deborah Dennis. Together they gave a brief presentation of the Valley REN goals.

### 5. Internal Committee Reports
   a. **Emergency Management Advisory Committee**
      
      The update was included in the Agenda Package

   b. **Art in Public Spaces Committee**
      Councillor Elliott
      
      Town Planner, Jeremy Banks presented on the incorporation of art into the Town using everyday objects, such as benches and stairs.

   b.i. **RFD-030-2018 Art and Infrastructure**
      
      03-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO INCLUDE AN ART COMPONENT, WHERE POSSIBLE, WITH THE DEVELOPMENT OF THE EAST END GATEWAY AND OTHER INFRASTRUCTURE PROJECTS, AS REVIEWED BY THE ART IN PUBLIC SPACES COMMITTEE
      
      CARRIED

   c. **Planning Advisory Committee**
      Devin Lake
      
      Director of Planning Development, Devin Lake presented an update to the Towns Municipal Planning Strategy outlining a proposed review process.

### 6. Staff Reports for Discussion
   a. **RFD 036-2018 Rental Licensing**
      
      04-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO EXPLORE A REVISED RENTAL LICENSING APPROACH THAT WOULD BE BROUGHT BACK TO COUNCIL FOR CONSIDERATION IN THE FALL OF 2018 TO BE CONSIDERED WITH THE MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW
      
      CARRIED

      - Staff was looking for direction on whether the Town should move forward with the RRBB as written or if we should look at a revised approach to encompass a broader range of rental properties, including short-term rentals (Airbnb). Staff are seeking direction from Council moving forward.
The revised Licensing approach could be brought back in the fall once our Building Official/Fire Inspector has had time to understand the issue. The process should move concurrently with the MPS toward adoption.

a. RFD 023-2018 Asset Management Plan

05-05-2018 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL ACCEPT THE ASSET MANAGEMENT PLAN AS PRESENTED AND AUTHORIZE STAFF TO PROCEED WITH THE IMPLEMENTATION OF RECOMMENDATIONS CONTAINED IN THE PLAN SUBJECT TO APPROVAL OF ANNUAL BUDGETS

CARRIED

- R.V. Anderson Associates Ltd. was contracted to prepare an Asset Management Plan (AMP) for the Town of Wolfville. The objective was to establish an initial AMP that provides the information necessary for staff to ensure Town infrastructure is safe, sustainable and addresses the needs of the residents and businesses of Wolfville.

b. RFD 032-2018 Temporary Borrowing Resolutions

06-05-2018 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 RESOLUTIONS;

- TBR #18/19 01 Various purposes Town $1,424,400
- TBR #18/19-02 Water Distribution 151,700

Total Borrowing $1,576,100

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 2018/19 TOWN CAPITAL BUDGET, TEN YEAR CAPITAL INVESTMENT PLAN (CIP), WATER UTILITY BUDGET, AND TOWN CAPITAL ASSET FUNDING POLICY

CARRIED

- Required annually by municipalities planning to use long term debt as part of their funding source for their capital budget.
- The Temporary Borrowing Resolution (TBR) provides the mechanism to have temporary debt to cover the cost until the first opportunity arrives to put in place a fixed term, debenture.
c. Information Report: Provincial CAP program
   This report was included in the Agenda Package

d. RFD 031-2018 East End Gateway
   07-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL ACCEPT THE EAST END GATEWAY MASTERPLAN PREPARED BY EKISTICS PLAN + DESIGN DATED MARCH 28, 2018
   CARRIED
   • The East End Gateway consists of Willow Park and the Visitor Information Centre, the NSPI land and the millennium trail connection to the Harvest Moon Trail.

e. Information report: UNSM 2018/19 Priorities
   Chief Administrative Officer, Erin Beaudin summarized the priorities provided by Council to forward to UNSM as per their request

7. CAO Report
   The CAO’s report was included as part of the Agenda Package
   11:15am Chair Called a break to the Committee of the Whole Meeting
   11:19am Chair Reconvened the Committee of the Whole meeting.

8. Committee Reports (External)

a. Valley Waste Resource Management (VWRM)
   Councillor Brian
   - The Valley Region Solid Waste-Resource Management Authority last met on April 25, 2018.
   - A temporary 3 month draft budget was voted by the board to send to various parties for consideration.
   - CAO’s have been appointed as a committee of CAO’s as interim General Manager.

a.i. RFD 035-2018 VWRM Temporary Budget
   08 05-18 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: TO COUNCIL TO APPROVE THE 3 MONTH TEMPORARY 2018/19 OPERATING BUDGET FOR VALLEY WASTE RESOURCE MANAGEMENT APPROVED BY THE BOARD ON APRIL 25TH, 2018.
   CARRIED
   • Valley Waste Resource Management Authority (VWRM) is in the process of establishing a twelve month budget while at the same time dealing with a vacancy at the General Manager position
Issues being dealt with by VWRM and the municipal partners have delayed the Board’s adoption of a full 12 month budget.

The Board felt it appropriate to adopt a 3 month budget to provide operational clarity over the short term.

b. **Kings Transit Authority (KTA)**

   Councillor Brian

   - KTW has a new website up.
   - There is expected to be a gap in GM service between a new GM and the current interim GM due to contract negotiations.
   - Mercedes Brian has been accepted as new Chair for the Board.

c. **Kings Point-to-Point (KPPT)**

   Councillor Brian

   - KPPT has been in operation for 20 years!
   - A grant of $3800 will be received for providing affordable & accessible transportation to Kings County residents.

d. **Valley Community Fibre Network (VCFN)**

   Mayor Cantwell

   - The Town of Wolfville provided financial information to the Board
   - The Town will be working with the Auditors on the year-end audited statements

e. **Annapolis Valley Trails Coalition (AVTC)**

   Councillor MacKay

   - AVTC’s finances are in good shape at this point in time
   - The Treasurer is asking for a review of the books to be done as most of the funds received are from public entities
   - The TCT do not typically work with a community development model, so this will take some more conversations

f. **Wolfville Business Development Corporation (WBDC)**

   Councillor Donovan

   - Recommended changes to the next WBDC Board were discussed including adding a VP position
   - Skate Park to move to Rotary Park (potentially). Town staff will be speaking to skate park patrons
   - Summer students have been hired

9. **Question Period**

Audrey Conroy commented that we should look to the Western Regional Housing Authority for guidance regarding our own rental licensing revision. Insisting that people do want to live in Wolfville and that adequate housing is a need.

11. **Adjournment to In-Camera**

   **09-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING BE ADJOURNED AT 11:57AM TO AN IN-CAMERA MEETING AS PER SECTION 22(2)C OF THE MUNICIPAL GOVERNMENT ACT – PERSONNEL MATTERS**

   **CARRIED**

   Mayor Cantwell left the In-Camera meeting at 11:57pm.
   Deputy Mayor Wendy Donovan assumed the Chair at 12:14
<table>
<thead>
<tr>
<th>12. Adjournment of In-Camera Meeting</th>
<th>10-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MEETING BE ADJOURNED AT 12:14PM CARRIED</th>
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| 14. Motion from In-Camera Meeting   | 12-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL AMEND THE ACCESSIBILITY ADVISORY COMMITTEE POLICY 110-009, SECTION 5.1.3 MEMBERSHIP TO BE:  
  - TO TWO-TERM – ONE (1) MEMBERS OF COUNCIL,  
  - TO TWO-YEAR TERMS – FOUR (4) MEMBERS AT LARGE,  
  - TO THREE-YEAR TERMS – TWO (2) MEMBERS AT LARGE  
  THAT COUNCIL APPOINT THE FOLLOWING COUNCILLORS, EFFECTIVE MAY 2018, AS MEMBERS OF THE ACCESSIBILITY ADVISORY COMMITTEE FOR TWO-YEAR TERMS:  
  - COUNCILLOR OONAGH PROUDFOOT  
  - ALTERNATE COUNCILLOR WENDY ELLIOTT  
  THAT COUNCIL APPOINT THE FOLLOWING MEMBERS, EFFECTIVE MAY 2018, TO THE ACCESSIBILITY ADVISORY COMMITTEE FOR TWO-YEAR TERMS:  
  - DAVID DANIELS  
  - REBECCA SMITH  
  - AGNIESZKA HAYES  
  - ANDREW ROACH  
  THAT COUNCIL APPOINT THE FOLLOWING MEMBERS, EFFECTIVE MAY 2018, TO THE ACCESSIBILITY ADVISORY COMMITTEE FOR THREE-YEAR TERMS:  
  - BIRGIT ELSSNER  
  - EMILY DUFFETT CARRIED |
| 13. Adjournment                     | 02-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN AT 12:15PM |

Approved by Committee of the Whole Motion 02-06-18, June 5th, 2018
As recorded by Jean-Luc Prevost, Administrative Assistant Corporate Services/Town Clerk