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**ATTENDING**

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

**ALSO ATTENDING**

- Director of Finance, Mike MacLean,
- Director Planning & Development, Devin Lake,
- Director Parks and Recreation, Kelton Thomason,
- Manager Economic Development, Marianne Gates,
- Administrative Services Coordinator, Vanessa Pearson,
- Community Planner, Jeremy Banks, and
- Interested members of the public

**ABSENT WITH REGRETS**

- Councillor Mercedes Brian

**CALL TO ORDER**

Chair, Mayor Cantwell, called the meeting to order at 8:31 am

<b>Agenda Item</b>	<b>Discussion and Decisions</b>	
1. Approval of Agenda	01-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED	CARRIED
2. Approval of Minutes		
a. March 5, 2019	02-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MARCH 5, 2019 BE APPROVED AS CIRCULATED	CARRIED
b. March 5, 2019	03-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MARCH 5, 2019 BE APPROVED AS CIRCULATED	CARRIED

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<b>Agenda Item</b>	<b>Discussion and Decisions</b>
<b>3. Presentations</b>	
<b>a. Annapolis Valley Chamber of Commerce</b>	<p>Executive Director Judy Rafuse presented Council with a 3-year annual \$4,000 budget request for the AVCC to be used for tourism marketing of the Annapolis Valley. The AVCC represents 370 business members and their employees. Examples of marketing efforts include television commercials, CTV Morning Live and newspaper advertising.</p>
<b>b. Town of Windsor</b>	<p>Over the past 5 years, the Wolfville Planning Department has been providing planning and development support to the Town of Windsor. In light of the amalgamation between the Town of Windsor and Municipality of West Hants, Mayor Anna Allen and CAO Louis Coutinho presented Mayor Cantwell, CAO Erin Beaudin and Director of Planning and Development Devin Lake with an etched crystal vase, as a thank you for the support.</p>
<b>c. Flower Cart</b>	<p>The Flower Cart Group is an organization that manages social enterprises that promote the community participation of adults with barriers through training and employment. Executive Director Jeff Kelly presented to Council the projects they have lined up for the near future, one of which is a new fully accessible building for their operations. To date they have secured/requested funding from various sources and will have a campaign which will launch publicly in 2019.</p>
<b>4. Public Input / Question Period</b>	<p>A concerned member of the public approached Council asking for support on a declaration of Climate Emergency, based on the latest United Nations Intergovernmental Panel on Climate Change report, the Hot House Earth Report and the World Wildlife Fund's Global Living Planet Report which indicate that the earth is on a trajectory toward global temperatures exceeding 1.5 degrees Celsius above pre-industrial levels.</p>
<b>5. Committee Reports (Internal)</b>	
<b>a. Accessibility Advisory Committee</b>	<ul style="list-style-type: none"><li>• Councillor Proudfoot, Councillor Brian, and Chair, Agnieszka Hayes presented on March 13<sup>th</sup> as part of the Acadia University Accessibility Week, on the work of the Committee so far, and next steps.</li><li>• The Committee is planning a launch event with a tentative date of May 1<sup>st</sup> at the Wolfville Farmers Market to inform the public of the newly approved workplan.</li></ul>
<b>b. Planning Advisory Committee</b>	<ul style="list-style-type: none"><li>• Staff led a discussion on work-to-date related to parking management in the Town.</li><li>• 2 Development Agreements were reviewed;<ul style="list-style-type: none"><li>○ 249 Main Street Development Agreement</li><li>○ Lot PM-1 Development Agreement changes</li></ul></li><li>• Staff announced that there are two open spots for Committee members to</li></ul>



**Agenda Item**

**Discussion and Decisions**

attend the LPPANS/NSPDA Spring Conference.

**i. RFD 017-2019:  
292 Main Street**

*Councillor Oldham left Council chambers at 9:27 am.*

The Proposal for PID 55278675 is to construct a mixed use residential and commercial building at 292 Main Street, with 60 dwelling units and ground floor commercial space. The dwelling units shall be split between 10 permanent hotel units, 40 permanent residential dwellings and 10 units that are seasonal rentals (May through August only).

More detailed floor plans, a landscape plan provided by a landscape architect (and integrated with improvements envisioned for the East End Gateway), and other details requested by PAC and Council will be provided as the process moves forward and feedback is provided.

**04-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE DRAFT DEVELOPMENT AGREEMENT FOR PID 55278675 TO A PUBLIC HEARING, SUBJECT TO A PROVISION OF ADEQUATE PARKING, INCLUDING THE PROVISION OF TWO ELECTRIC CAR-SHARE SPACES AND ADEQUATE INTERIOR BIKE SPACES, AND A COMMITMENT OF ONGOING MAINTENANCE OF THE EXTERIOR LIVING WALL.**

**CARRIED**

*Councillor Oldham returned to Council Chambers at 10:11 am and Mayor Cantwell called that the meeting adjourn for a short break.*

*The Committee of the Whole meeting resumed at 10:19 am.*

**ii. RFD 016-2019:  
Lot PM-1**

A new Development Agreement application for PID 55275671 was received to allow for the construction of a single unit dwelling with an attached garage and accessory dwelling. The development agreement is required as per the current MPS, as the home sits in the Architectural Control Area B.

**05-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE APPROVE THE SUBSTANTIAL CHANGES TO THE INCOMPLETE DEVELOPMENT AGREEMENT FOR PID #55443048, ORIGINALLY APPROVED AT THE OCTOBER 16, 2018 MEETING OF COUNCIL, AND FORWARD A NEW DEVELOPMENT AGREEMENT FOR PID #55443048 TO A PUBLIC HEARING WHICH INCLUDES THE CHANGES OUTLINED IN THIS REPORT.**

**CARRIED**



**Agenda Item**

**iii. RFD 018-2019:  
249 Main Street**

**Discussion and Decisions**

A new Development Agreement application for PID 55275671 was received to allow for the construction of a single unit dwelling with an attached garage and accessory dwelling. The development agreement is required as per the current MPS, as the home sits in the Architectural Control Area B.

**06-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE DRAFT DEVELOPMENT AGREEMENT FOR PID 55275671 TO A PUBLIC HEARING BEFORE A FINAL DECISION BY COUNCIL.**

**CARRIED**

**c. Source Water Protection  
Advisory Committee**

- 'Due Diligence and the 5 Step Process for Source Water Protection' presentation was provided by Dawn MacNeill, Water Shed Planner with N.S Environment.
- The Committee discussed the ABC's of Source Water Protection
- A tour of the Water Treatment Plant was suggested for Committee members.
- Future agenda items, were discussed including, reviewing the terms of references, reviewing Potential Sources of Contamination and sharing water quality tests with committee

**6. Staff Reports for Discussion**

**a. RFD 001-2019:  
Travel Expense  
Reimbursement Policy**

During the discussion at the January 8<sup>th</sup> COW meeting, staff were directed to research the details around the \$70/day per diem noted in the draft changes to the Town's Policy for childcare. The updated RFD deals with the results of that additional review. Staff made recommendations to increase the scope to any member of family residing in a Councillor's home requiring care, and that the maximum be set at \$70.00.

**07-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION; THAT COUNCIL APPROVE THE AMENDED POLICY 120-008, ATTACHED, AND THE CHANGES BE EFFECTIVE APRIL 1, 2019.**

**CARRIED**

**b. RFD 019-2019:  
Skateboard Park Tower  
Field**

Discussions were held with Acadia University about moving the skatepark to an area adjacent to the Tower Soccer fields. It was felt that developing the site with the addition of a basketball court, seating area and/or passive exercise space would provide an enhanced recreational experience for all users. The overall total project cost exceeds what was approved by Council (\$75,000) in the 2019-20 Capital Budget and requires further approval.

Council asked if any of the money from the Cash-in-lieu of Parking for the 292 Main Street Development Agreement could be used to cover the cost of the Skateboard Park Project as it was now above the initial budget, or if there could



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**Agenda Item**

**Discussion and Decisions**

be a donation opportunity that could be possible with naming rights for the new park/recreation hub. It was pointed out that Acadia and the Town both also have very different naming policies. Council requested that staff ensure the users of the skatepark not be without a park for too long.

**08-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DISCUSSION: THAT COUNCIL APPROVE INCREASING THE ALLOCATED CAPITAL SPENDING TO SUPPORT MOVING THE SKATEBOARD PARK FROM THE EAST END GATEWAY TO A NEWLY DEVELOPED RECREATION HUB LOCATED NEXT TO THE TOWER SOCCER FIELDS TO \$125,000. THE INCREASE IN TOWN SPENDING WOULD BE TO A MAXIMUM OF \$90,000.**

**CARRIED**

**c. Information Report:  
MPS Update**

Director of Planning and Development Devin Lake gave Council a verbal update on the Municipal Planning Strategy and Land Use By-law. The completed documents should be ready for review by Council in July of 2019.

**7. CAO Report**

The CAO report was attached as a regular agenda item. Chief Administrative Officer Erin Beaudin did mention that the Kings County Seniors' Safety Society did receive \$2,000 from the Community Partnership Program (CPP) and will be considered as part of a Strategic Partnership Program next year.

There will be a meeting with the consultants working on the Acadia Athletics Complex business plan to present their preliminary findings.

**8. Committee Reports  
(External)**

**a. Valley Waste Resource  
Management (VWRM)  
Councillor Elliott**

- The authority approved issuing a credit to all the municipal parties for their proportional share of consulting costs totaling \$25,551.99 and will issue a refund before March 31, 2019.
- The budget for Valley Waste is still uncertain. Much depends on the success of Sustane's operation at Kaiser Meadow. Board members had a tour of the plant on March 20.
- Currently the authority is estimating a \$230,000 surplus, but finances due to the withdrawal of Annapolis County are challenging.
- If the Sustane Plant functions as intended, 90% - 95% of our garbage will be turned into various forms of fuel. The plant will employ 25 people and operate six 24-hour days per week.

**Agenda Item**

**Discussion and Decisions**

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

**Councillor Donovan**

- A contract staff person has been assisting Chair and GM to prepare financial reports in preparation for upcoming audit process.
- The ASU will be voting on the MOU for the UPass at next week's Acadia Student Union meeting. If the MOU is approved by the Board to move forward a student vote will be held between September 29<sup>th</sup> – October 3<sup>rd</sup>, 2019. If approved the UPass program would begin in August 15th, 2020.
- The GM has initiated discussion with Department of Community Services to administer low income bus passes for eligible people to access KT busses.
- Ridership has decreased by 10.69% over the same month in 2018, with only Annapolis West and Digby showing increases for the month.
- For the Core Service Area (Greenwood to Hants Border) - Administration salaries and expenses are below budget as is bus maintenance and fuel. Supervisor, Mechanic and Operator wages are above budget. Annapolis East (Bridgetown to Greenwood) is below budget for revenue and operator wages but above budget for bus maintenance and fuel. Annapolis West (Cornwallis to Bridgetown) is below budget for fare revenue, operator wages and bus maintenance and above budget for fuel. Digby is below budget for fare revenue and operator wages and fuel, and above budget for bus maintenance.

**c. Kings Point to Point Transit Authority (KPPT)**  
**Councillor Brian**

- The 2018-19 year to date surplus is \$52,826.
- The Manager Job Description was updated and approved by the Board.
- Passenger efficiency (paid kms/total driven kms) was 87.4%,
- Total drives in Feb 2019 were 1,923 with 256 originating in Wolfville. Total drives for the year to date were 22,625 with 2,689 originating in Wolfville.
- The Provincial Poverty Reduction Grant, a Rural Transportation Association (RTA) grant shared among the 18 RTA transit agencies was well-used. The grant allowed KPPT to offer free or reduced-rate rides to those in need. At the end of the year-long program there were 80-100 people who had been assisted by the grant.

**9. Public Input / Question Period**

There was no input.

**10. Adjournment**

**09-04-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 11:01 AM**

**CARRIED**

**Approved by Committee of the Whole Motion XX-05-19.  
As recorded by Jean-Luc Prevost, Office of the CAO.**