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### ATTENDING

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

### ALSO ATTENDING

- Director Planning & Development Devin Lake,
- Director Parks and Recreation Kelton Thomason,
- Manager Economic Development Marianne Gates,
- Administrative Services Coordinator Vanessa Pearson, and
- Interested members of the public

### ABSENT WITH REGRETS

- Councillor Carl Oldham

### CALL TO ORDER

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

Agenda Item	Discussion and Decisions	
1. Approval of Agenda	<b>01-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED</b> Amendment; addition of in-camera session at the end.	<b>CARRIED</b>
2. Approval of Minutes a. June 4, 2019	<b>02-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JUNE 4, 2019 BE APPROVED AS CIRCULATED</b>	<b>CARRIED</b>
3. Public Input / Question Period	There were no questions.	
4. Conference Update a. ITGA Conference	Deputy Mayor MacKay attended the International Town and Gown Association's annual conference which took place at Penn State. A full report of the conference is attached as an agenda item.	

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**Agenda Item**

**Discussion and Decisions**

**5. Committee Reports**

**a. Accessibility Advisory Committee**

- Agnieszka Hayes and Birgit Ellsner were reconfirmed as Chair and Vice Chair respectively.
- The Committee decided to begin meeting quarterly.
- The Committee did a quick review of the Community Launch Event held in early May.
- Discussion took place around need to develop a template for the annual Report Card
- Staff updated the Committee on the next steps to be carried out in the coming months.

**b. Design Review Committee**

- The Committee reviewed the designs for 16 King Street for a second time, as well as the continuing evolution of the Tattingstone Inn.

**c. Environmental Sustainability Advisory Committee**

The Environmental Sustainability Committee met to discuss:

- Town of Wolfville Climate Mitigation Draft Workplan (*see Info Report "Climate Change Mitigation Workplan Presentation" for more information*)
- Renewable Energy in Wolfville
- Public Works building update
- Horton Highschool
- Solar Electricity for Community Buildings Pilot Program
- Town Hall for Green New Deal (PPT overview attached)
- MELG meeting recap (Agenda attached)
- Single use plastic bag ban update (News stories attached?)
- Kings Power (Regional Energy Utility) meeting recap (Agenda and PPT attached)
- Acadia UPass (PPT attached)
- Summer student hires
- MPS update

**i. Info Report: Climate Change Mitigation Role**

Climate Change Mitigation Coordinator Omar Bhimji presented this report to provide information on the Climate Change Mitigation project and confirm Council's direction with respect to the workplan of the Climate Change Mitigation Coordinator. The programs and initiatives included in the workplan are scheduled over the next 20 months. The Climate Change Mitigation Coordinator's workplan is supported by an approved budget of \$60,000.



**Agenda Item**

**Discussion and Decisions**

**ii. Workplan  
Presentation**

Climate Change Mitigation Coordinator Omar Bhimji presented his workplan for the next 20 months which included projects touching on the following subjects:

- Renewable Energy
- Energy Efficiency
- Sustainable transportation
- Urban Forests
- Water Conservation
- Local Food
- Complete Communities

**d. Planning Advisory  
Committee**

The Planning Advisory Committee met on June 20<sup>th</sup>, 2019 to discuss a proposed development agreement for 16 King Street.

e.

**i. RFD 041-2019:  
16 King Street**

The applicant is seeking a development agreement to allow for the construction of a single-unit dwelling, pending subdivision of 16 King Street.

**03-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE GIVE INITIAL CONSIDERATION AND FORWARD THE DRAFT DEVELOPMENT AGREEMENT FOR PID 55275549 TO A PUBLIC HEARING BEFORE A FINAL DECISION BY COUNCIL.**

**CARRIED**

**f. Source Water  
Protection Advisory**

The Committee toured the two well sites, Cherry Lane and Wickwire and then the water treatment facility. Committee member Terry Hennigar provided additional information on the hydrogeology and condition of the aquifer.

**6. Staff Reports for Discussion**

**a. RFD 039-2019:  
Landmark East**

Manager of Economic Development Marianne Gates provided an update to Council on the Landmark MOU. Not much had changed since the last time it came before Council as Landmark is still unsure how much time the Centre could be open to the public during the school year.

One concern raised by Council was that a \$50,000 grant should allow for the Town to use the space either for free or at a reduced rate. Marianne will discuss this with Landmark East before the coming Council meeting.

**b. RFD 043-2019:  
Public Participation at  
Council Meetings**

The Town of Wolfville does not have a written policy on how often, and for how long the public can ask questions and offer comments at regular Council and Committees of Council meetings. If Council adopts a policy to clarify the configuration and rules of public participation/input at future council and



**Agenda Item**

**Discussion and Decisions**

committee meetings, this Policy will be incorporated as part of a draft Procedures of Council Bylaw being brought to Council later in the fall 2019.

Council requested a few amendments to the policy and to have it deferred to the coming Council meeting.

**c. RFD 045-2019:  
Minimum Property  
Standards Bylaw  
Amendments**

The Property Minimum Standards Bylaw was passed on October 8<sup>th</sup>, 2013. The proposed amendments are minor in nature and do not propose any substantial changes. The requested action to update and strengthen the Property Minimum Standards Bylaw is expected to assist the staff in dealing with substandard properties within the Town in an expeditious and efficient manner.

**04-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE AMENDED WORDING FOR THE PROPERTY MINIMUM STANDARDS BYLAW AND DIRECT STAFF TO PREPARE THE PROPERTY MINIMUM STANDARDS BYLAW FOR SUBMISSION TO OBTAIN APPROVAL, FOR THE ISSUANCE OF A SUMMARY OFFENCE TICKET (SOT) WITH OUT OF COURT SETTLEMENT (OCS) FINES, FROM THE DEPARTMENT OF JUSTICE, REGISTRY OF REGULATIONS OF NOVA SCOTIA.**

**CARRIED**

**d. RFD 044-2019:  
System of Municipal  
Fire Inspections  
Amendments**

The purpose of this report is to amend the System of Municipal Fire Inspections Policy to include Single Room Occupancies in the occupancy class for fire and life safety inspections.

**05-07-2019 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL AMEND POLICY NO. 220-002 SYSTEM OF FIRE INSPECTIONS AS FOLLOWS:**

- **ADD A DEFINITION OF SINGLE ROOM OCCUPANCY IN SECTION 4.0 DEFINITIONS; AND**
- **ADD "SINGLE ROOM OCCUPANCY (FOUR OR MORE RENTAL ROOMS)" WITH A FREQUENCY OF INSPECTION TO BE EVERY 4 YEARS IN SECTION 5.3 INSPECTION SCHEDULE.**

**CARRIED**

**7. Request for Agenda Item**

A request was received by the Mayor to be brought back to Council to consider closing Central Avenue for a period of 6 weeks in the summer. The idea is to have the street be temporarily for pedestrians. Concerns were raised over parking and deliveries for the business community and for seniors using these services. A staff report will be brought back to Council on the subject.

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**Agenda Item**

**Discussion and Decisions**

**8. CAO Report**

The CAO report was attached as a regular agenda item. CAO Erin Beaudin did want to highlight:

- The Tower Field name update would come to Council in July and that the Town and Gown Committee would like to look into a community reach out event in support of this project.
- Staff are working with the NSLC on some Keep It Social Swag.
- The Crosswalk Pilot Project will be going to tender for the Main and University location. Councillor Proudfoot mentioned that it would be good to follow up with the students from Horton who came to Council and presented the idea.
- CAO Beaudin also asked Council to follow up with her via email should there be any items not mentioned on the CAO report which Council would like an update on.

**9. Committee Reports  
(External)**

**a. Kings Transit Authority  
Councillor Donovan**

- The campaign for the roll out for the UPass will begin next week.
- Sales of student passes for the summer a little slow
- Fuel prices continue to be low, working to the benefit of KT
- Ridership shows a total increase of 4.6% year over year
- The Board reviewed the letter from the Town of Wolfville that accompanied the notice of approval of the 2019/2020 Operating and Capital Budgets

**b. Kings Point to Point  
Transit  
Councillor Brian**

- Passenger efficiency is up to 91.5 %.
- Two new vehicles will be purchased this year and two will be declared surplus.
- Revenue was up 30.6% over last year.
- The bylaws were changed to prohibit councillors from serving as chair or vice-chair. The chair continues to not have a vote, except to break a tie.

**c. Annapolis Valley Trails  
Coalition  
Councillor Oldham**

- Association of NS Geocaching are trying to set up a passport book for geocaching on the Harvest Moon Trail
- Councillor Oldham was elected as Vice Chair of the AVTC.
- The trail is now fully open from Annapolis Royal to Grand Pre.
- A Destinations trail website will be developed soon.

**d. NSFM**

The NSFM board report and updates on initiatives was attached and included updates on:

- CAP



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Agenda Item	Discussion and Decisions
	<ul style="list-style-type: none"><li>• EPR</li><li>• Roads</li><li>• Accessibility</li><li>• The NSFMs contract to support the administration of the Gas Tax Fund</li><li>• Asset Management</li></ul>
<b>10. Public Input / Question Period</b>	There were no questions.
<b>11. Adjournment to In-Camera</b>	<b>06-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL MOVE TO AN IN-CAMERA MEETING UNDER SECTION 22(2)F OF THE MUNICIPAL GOVERNMENT ACT FOR POTENTIAL LITIGATION AT 11:22 AM</b> <b>CARRIED</b>
<b>12. Adjournment</b>	<b>09-07-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA AND REGULAR COMMITTEE OF THE WHOLE MEETINGS BE ADJOURNED AT 11:40 AM</b> <b>CARRIED</b>

As recorded by Jean-Luc Prevost, Office of the CAO.  
Approved by Council Motion 03-09-19, September 3, 2019