



ATTENDING

- Mayor Jeff Cantwell
- Deputy Mayor Jodi MacKay
- Councillor Mercedes Brian
- Councillor Wendy Donovan
- Councillor Wendy Elliott
- Councillor Carol Oldham
- Councillor Oonagh Proudfoot
- Chief Administrative Officer Erin Beaudin, and
- Recording Secretary Amanda Brown

ALSO ATTENDING

- Administrative Services Coordinator, Vanessa Pearson,
- Director of Finance, Mike MacLean,
- Director of Public Works, Kevin Kerr,
- Director Planning & Development Devin Lake,
- Director of Parks and Recreation, Kelton Thomason,
- Manager Economic Development Marianne Gates, and
- Interested members of the public

CALL TO ORDER

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

Agenda Item

- 1. Approval of
Agenda**

Discussion and Decisions

**01-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE
APPROVED AS CIRCULATED**

CARRIED

- 2. Approval of
Minutes
a. October 1, 2019**

**02-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF
THE COMMITTEE OF THE WHOLE MEETING OF OCTOBER 1, 2019 BE APPROVED
AS CIRCULATED**

Amendments:

- A letter to the Minister of Environment was sent from the Town of Wolfville requesting a more robust consultation as recommended by the Environmental Sustainability Committee. The letter concerned the proposed Nova Scotia Sustainability Prosperity Act and was sent to the Nova Scotia Minister of Environment, The Honourable Gordon Wilson.

THE MINUTES WERE APPROVED WITH THE ABOVE NOTED CHANGES

CARRIED

Agenda Item	Discussion and Decisions
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3. Presentations

a. Library Group Presentation

- An overview was provided regarding the Library and the location it currently is occupying.
- Two options are currently being investigated to provide a larger space. The first option is to remain in the current space and increase with an addition. The second option is to build a new space with a recommendation of 8,750 square footage of space comprising meeting areas, private study areas.
- Recommendations were made for an architect assessment to be completed to determine which option would be best suited to proceed with in terms of both space and cost efficiency.
- Research for partnerships have been completed and fundraising is also being completed by forming a “Friends of the Future” however, something concrete needs to be determined regarding a start to the process.
- With the building of a new space it will provide for the capacity of an additional 650 more people to be accommodated and 44,000 additional items to be borrowed.
- It has been requested the Library be moved forward in the timeline in the Capital Budget and \$75,000 be approved for the architect assessment to be completed.

b. Kings REMO Winter Storm Plan

- Awareness regarding REMO is increasing throughout Kings County and it’s a positive movement. The Storm Plan is designed to deal with long term effects on Kings County regarding power outages, loss of heat, transportation, phones, businesses being closed and residents having to leave their homes.
- Emergency Management – It provides 22 Comfort Centres, 6 shelters and now there is an Emergency Transportation plan in place with Kings County Transit and Kings County Point to Point.
- Notifications have been developed to provide updated information regarding closures/openings within the community and to bring the community back to its normal state within reasonable time- lines.

4. Public Input / Question Period

- No public input.

Agenda Item Discussion and Decisions

5. Committee Reports (Internal)

- a. Art in Public Spaces**
- No further updates to be provided. Exciting news regarding the Jury selection and Brad Hall being selected. Director Lake confirmed all members who applied were contacted.
- b. Audit Committee**
- i. Info Report – 2019/20 2nd Quarter Financial Updates**
- Director MacLean advised there are two reports and in preparing financials there would be additional invoices received after September and it would mean an adjustment would have to be completed.
 - The adjusted forecast or surplus in the report is more or less the same, but most of the information came in after Audit Committee.
- ii. RFD 063 2019 Council/CAO Remuneration and Expenses – New Provincial Requirements**
- Director MacLean explained the Province has implemented a new reporting system surrounding travel and hospitality. The year end statements are currently being published however it will now be required they be added to the note in a different format from what is currently being completed.
 - The report provided currently lists each of the Councillor’s pays and stipend as well as the CAO’s. The information is currently posted on our website and included in the budget in a different format.
- 03-11-2019 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:
THAT COUNCIL APPROVE THE ATTACHED “REMUNERATION AND EXPENSES NOTE – FISCAL 2018/19”**
- c. Design Review Committee**
- No further updates outside of the report.
- d. Planning Advisory Committee**
- Tatingstone Inn – Overview of the Development Agreement was provided by Director Lake regarding the application for an addition to the dining room area.
 - Acknowledgment regarding the public hearing being a favorable idea due to the space doubling in size.

Agenda Item

Discussion and Decisions

- i. **RFD 070-2019-Tattingstone Inn Development Agreement and Heritage Alterations** **04-11-2019-IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COMMITTEE OF THE WHOLE GIVE INITIAL CONSIDERATION AND FORWARD THE DRAFT DEVELOPMENT AGREEMENT AND HERITAGE ALTERATION FOR 620 MAIN STREET (PID 55383137) TO A PUBLIC HEARING BEFORE A FINAL DECISION BY COUNCIL.**
- e. **RCMP Advisory Board Committee**
 - There will be a Special Meeting of the RCMP Advisory Board on November 25, 2019. The meeting will be a presentation from the members of Justice to explain how the Provincial Policing Services Agreement is used and the funding requirements associated.
- f. **Source Water Protection Advisory Committee**
 - No further updates outside the report.
- g. **Regional Emergency Management Advisory Committee**
 - No further updates provided aside from report and presentation.
- i. **RFD 064-2019 Kings REMO Winter Storm Preparedness & Response Plan** **05-11-2019-IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE KINGS REMO WINTER STORM PREPAREDNESS AND RESPONSE PLAN, DATED SEPTEMBER 2019**
- 6. Staff Reports for Discussion**
- a. **RFD 068-2019 Council-Committee Appointments**
 - The Mayor expressed interest for Valley Waste Resource Management Committee and Councillor Elliott would be an alternate on the Committee. Councillor Elliott would be Chair on REMAC Committee. The Mayor thanked Councillor Elliott for her hard work related to Valley Waste Resource Management Committee.
 - It was noted these would be the only changes of Councillors made to the Committees for the fiscal year.
 - The Diversity Committee is encouraging all Councillors to participate in the regular meetings held on the first Monday of every month.



Agenda Item

Discussion and Decisions

05-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THAT COUNCIL APPOINT THE FOLLOWING COUNCILLORS AS LISTED IN THE ATTACHED COUNCIL – COMMITTEE APPOINTMENTS, EFFECTIVE DECEMBER 2019, FOR A ONE-YEAR TERM IN ACCORDANCE WITH:

Policy 110-001 Committees

Policy 110-009 Accessibility Advisory Committee

Policy 760-002 Public Art

Policy 140-007 Audit Committee

Bylaw 57 Emergency Measures

Policy 120-015 Environmental Sustainability Committee

Policy 610-002 Planning Advisory Committee (PAC)

Bylaw 87, RCMP Advisory Board

Policy 910-001 Source Water Protection Advisory Committee

Policy 120-012 Wolfville – Acadia Town and Gown

CARRIED

**b. RFD 072-2019
King’s County
Planning
Documents Public
Hearing**

- Overview of draft Municipal Development Documents. Further explanation provided regarding the Growth and Settlement patterns as of 2050 on a projected basis for the Town of Wolfville and surrounding areas in Kings County.

06-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THAT COUNCIL PROVIDE A WRITTEN SUBMISSION AS PART OF THE COUNTY OF KINGS PUBLIC HEARING ON THE PROPOSED COUNTY OF KINGS PLANNING DOCUMENTS.

CARRIED

**c. Direction Report
Woodman’s Grove
Neighbourhood
Association
Zoning**

- Review of Public Meeting where residents of Woodman’s Grove indicated the Development Agreement put in place should not be discharged and the Restrictive Covenants attached should continue.
- The residents further indicated they are not accepting of the zoning change.

07-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THAT COUNCIL PROVIDE DIRECTION TO

Agenda Item

Discussion and Decisions

STAFF TO KEEP THE WOODMAN'S GROVE AREA ZONED 'COMPREHENSIVE DEVELOPMENT DISTRICT' IN THE PROPOSED PLANNING DOCUMENTS AND

THAT A LETTER BE SENT TO THE RESIDENT'S ASSOCIATION OUTLINING COUNCIL'S INTENT.

CARRIED

**d. RFD 071-2019
Water Reservoir
Cleaning**

- Director Kerr provided an overview regarding the process required to clean the reservoir. It was indicated the amount previously submitted for the contract was in the amount of \$35,000. The new quote is for contract is \$42,000. This amount would provide the ability for the reservoir to be cleaned and treated by divers allowing for the reservoir to continue without having to be taken off-line.

08-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THAT COUNCIL APPROVE THE AWARD OF THE CONTRACT TO CLEAN THE RESERVOIR FOR THE TOTAL CONTRACT PRICE OF \$42,770, PLUS HST.

CARRIED

**e. RFD-069-2019
Wastewater
Treatment Facility
Upgrades**

- Director Kerr advised a recommendation was provided indicating the Wastewater Treatment Facility Upgrades be completed in two phases. There has been a grant provided for the upgrades. A risk assessment was completed and after the upgrades of the first Phase are completed, it will determine the requirements for Phase 2.

09-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL AUTHORIZE STAFF TO COMMENCE DESIGN AND CONSTRUCTION OF PHASE 1 OF THE WASTEWATER TREATMENT FACILITY UPGRADES PRIOR TO FISCAL 2020/21 BASED ON THE RECOMMENDATIONS OF THE CONCEPTUAL DESIGN REPORT AND WITHIN THE PROJECT COSTS IN THE CURRENT CAPITAL INVESTMENT PLAN.

**f. Info Report –
2020/2021 Capital
Budget and
Operating
Direction**

Preliminary Discussions regarding the 2020/21 Budget was conducted by Director MacLean. Some of the key points discussed were as follows:

- The Management Team has worked together to prepare discussion topics regarding the yearly budget. The budget is divided in two sections, one being the Operating Budget and the other being the Capital Budget.
- No formal motion of Committee of the Whole or of Town Council will be required at this stage. Rather staff is seeking consensus from members



Agenda Item	Discussion and Decisions
	<p>of Council on overall budget goals as they move towards the first draft of the 2020/21 Operating and Capital Budgets. These are projected to be presented to Committee of the Whole in January.</p> <ul style="list-style-type: none">• Discussion surrounding the tax rate for the fiscal year and services and amenities provided come at a cost in order to develop. When considering the rate, both Accessibility/Climate Change need to be a priority and decisions will need to be made with this in consideration.• Director MacLean provided an update regarding the carry-over projects, the new projects and the existing projects that are included in the budget calculations. Further updates on possible projects that have not yet been included.• Discussion on if the Library project should be moved forward and what the impacts would be.
7. Adjournment – Break	<p>10-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL ADJOURN FOR A BREAK AT 10:03 AM</p> <p style="text-align: right;">CARRIED</p>
8. Adjournment - Break	<p>11-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING RECONVENE AT 10:15 AM</p> <p style="text-align: right;">CARRIED</p>
9. CAO Report	<ul style="list-style-type: none">• The CAO’s report was presented to Council as part of the Agenda Package.• It was noted by the CAO Crosswalk safety is a priority for the Town of Wolfville. A pilot project is being completed with flashing lights at crosswalks. HRM has recommended the poles be wrapped with reflective tape and flags not be used at crosswalks. The work will start on Highland and the tape will allow the signs to stand out more. The tape will be high intensity making them easier to see. There will also be double sided pedestrian signs placed closer to the crosswalk.
10. Committee Reports (External)	
a. Valley Waste Resource Management	<ul style="list-style-type: none">• No further updates outside of the report.
b. Kings Transit Authority (KTA)	<ul style="list-style-type: none">• No further updates outside of the report.



Agenda Item	Discussion and Decisions
11. Public Input / Question Period	<ul style="list-style-type: none">• No public input
12. Regular Meeting Adjourned	12-11-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR COMMITTEE OF THE WHOLE MEETING BE ADJOURNED AT 11:47 AM

CARRIED

**Approved by Committee of the Whole Motion 02-12-19, December 5, 2019
As recorded by Amanda Brown, Assistant, Office of the CAO.**