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**ATTENDING**

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

**ALSO ATTENDING**

- Director Planning & Development Devin Lake,
- Director of Parks and Recreation, Kelton Thomason,
- Director of Public Works, Kevin Kerr,
- Director of Finance & Corporate Services, Mike MacLean,
- Community Development Officer, Nick Zamora, and
- Vanessa Pearson, Coordinator Administrative Services

**CALL TO ORDER**

Chair, Mayor Cantwell, called the meeting to order at 8:35 a.m.

**Agenda Item**

**1. Approval of Agenda**

**Discussion and Decisions**

**01-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED WITH THE FOLLOWING ADDITIONS:**

Addition of 6(e) – Guarantee for Valley Waste Resource Management.

**CARRIED**

**2. Approval of Minutes**

**02-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES FROM SPECIAL COMMITTEE OF THE WHOLE, JANUARY 17, 2020 BE APPROVED WITH THE FOLLOWING AMENDMENTS:**

Section 4(b) – the word “amending” be changed in two spots to “amended”.

Section 4(d) – the sentence “Councillor Oldham sustained” be changed by replacing sustained with recuse.

**CARRIED**

**Proclamations:**

The following Proclamations were proclaimed at the Committee of the Whole meeting:

- African Heritage Month,
- International Day of Zero Tolerance Day for Female Genital Mutilation, and

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**Agenda Item**

**Discussion and Decisions**

- Freedom to Read Week.

**Discussion:**

There will be no Town Council on February 18th, there will be a Special Town Council meeting taking place directly after the Committee of the Whole meeting today. In the place of the Town Council meeting, there will be an Open House for Councillors to attend to speak to Director MacLean and CAO Erin Beaudin regarding the budget. There will further be additional meetings scheduled for the Public to speak with Director MacLean and CAO Erin Beaudin.

**3. Presentation –  
Nick Zamora,  
Memory Café**

- Beverly Cassidy, Phycologist and a member of the Community brought forward the idea to the Town.
- Background provided on how Memory Cafés were created.
- This is the only Memory Café in the area and work is currently being done with other Communities to have them also provide the opportunity to members to eliminate the stigma and create a welcoming environment for those suffering with memory loss.
- The café in Wolfville is running out of Charts Café. The location is accessible, quiet, the layout is an advantage and the cafés able to remain open to the public.
- The Memory Café is every 2<sup>nd</sup> Tuesday until March 31<sup>st</sup> with the hopes to start another session once the current one is complete. The hope is the existing group from this session will continue to support one another.

**4. Public  
Input/Questions**

No comments or questions.

**5. Committee  
Reports (Internal)**

It was noted there were updates to the Audit Committee report.

**6.**

**a. Information  
Report: Draft  
2020-21  
Budget V2**

- There have been no changes from version 1 to the Capital Budget.
- Version 2 shows a shortfall of \$198,600 larger than version 1. This is a result of the one-time Capital Grant requests being added in the amount of \$141,000.

**c. Information  
Report: Third  
Quarter  
Financial  
Update**

- The year end forecast data has now been included.
- Residential and Commercial tax rates will increase by one cent. ½ a cent is related to the cost of living and ½ a cent for Town operation.
- Interest on investments showed a small increase of \$5000.



**Agenda Item**

**Discussion and Decisions**

- Director MacLean advised Councillors decisions needed to be made regarding the final requests for the one-time grants and a total applied to each. The following was agreed upon:
  - **Chrysalis House - \$20,000**
  - **Lions Club - \$6,000**
  - **Legion - \$10,000**
  - **Acadia - \$60,000 with the additional \$20,000 left from the budget for this year for a total of \$80,000.**

It was further decided Councillors would complete a fundraiser for Chrysalis House.

- Discussion surrounding the position for Office of the CAO for a special projects coordinator which will be a one-year term position with the discussion at the end of each year if the term will be renewed. The position is similar to one previously held in 2016 and will be for support for the election, Accessibility Coordinator and support to Public Works regarding crosswalks and policy.

**Break called at 9:57 a.m.**

**Meeting reconvened at 10:11 a.m.**

- Ten-year Cap Plan – There are no changes from the previous version.
- Water Budget – Draft has a surplus of \$24,000
- The budget is still a work in progress and is not finalized.

**b. RFD 004-2020:  
Residential  
Rental  
Licensing**

- It was noted by Councillors their concern based on the details provided, it has potential to not be carried out to the full potential.

**03-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE DIRECT STAFF TO FOCUS ON CURRENT LANDLORD RELATIONS AND COMMUNITY HARMONY EFFORTS AND MOVE FURTHER ACTION ON A RENTAL LICENSING PROGRAM TO A FUTURE YEAR OF THE OPERATIONS PLAN.**

**CARRIED**

**d. RFD 005-2020:  
Annual  
Appointment  
of Town  
Auditor**

- Director MacLean provided a brief overview of the proposals for service provided by companies in the surrounding areas.

**04-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**



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<b>Agenda Item</b>	<b>Discussion and Decisions</b>	
	<b>THAT COUNCIL APPOINT GRANT THORNTON AS THE TOWN'S AUDITOR FOR THE FISCAL YEAR ENDING MARCH 31, 2020, AND PROVIDED THAT THE PERFORMANCE AND FEE CONTINUE TO BE SATISFACTORY THAT THEY MAY BE APPOINTED FOR EACH OF THE NEXT 3 FISCAL YEARS PENDING AN ANNUAL REVIEW OF THOSE FEES AND PERFORMANCE.</b>	<b>CARRIED</b>
<b>a. RFD 060-2019: VWRM Debt Guarantee Resolution</b>	<ul style="list-style-type: none"><li>• Director MacLean advised an email was received from VWRM on February 3, 2020 notifying us and requesting the resolutions be dealt with minus the qualifying statement. As such, staff are bringing these guarantees back to council at the earliest opportunity to consider the requested revisions.</li></ul>	
	<b>MOTION #1</b>	
	<b>05-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE REFER TO COUNCIL GUARANTEES THE 2018 VWRM SPRING DEBENTURE, IN THE AMOUNT OF \$121,985, WITH THE WOLFVILLE SHARE BEING 8.26% OR \$10,076, AS OUTLINED IN THE PERCENTAGE COST SHARING TABLE PROVIDED, SCHEDULE B, OF THE APRIL 2019 VALLEY WASTE RESOURCE MANAGEMENT AUTHORITY INTERMUNICIPAL SERVICE AGREEMENT.</b>	<b>CARRIED</b>
	<b>MOTION # 2</b>	
	<b>06-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE REFER TO COUNCIL GUARANTEES THE 2019 VWRM SPRING DEBENTURE, IN THE AMOUNT OF \$14,822, WITH THE WOLFVILLE SHARE BEING 8.26% OR \$1,225, AS OUTLINED IN THE PERCENTAGE COST SHARING TABLE PROVIDED, SCHEDULE B, OF THE APRIL 2019 VALLEY WASTE RESOURCE MANAGEMENT AUTHORITY INTERMUNICIPAL SERVICE AGREEMENT.</b>	<b>CARRIED</b>
<b>e. Public Input/Question Period</b>	<ul style="list-style-type: none"><li>• No public input or comments.</li></ul>	
<b>f. Adjournment to In-Camera Meeting</b>	<b>07-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN TO AN IN-CAMERA MEETING AT 11:13 A.M.</b>	<b>CARRIED</b>



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<b>Agenda Item</b>	<b>Discussion and Decisions</b>
<b>g. Adjournment of In-Camera Meeting</b>	<b>08-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MEETING ADJOURN AT 11:29 A.M.</b>  <b>CARRIED</b>
<b>h. Adjournment of Meeting</b>	<b>09-02-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN AT 11:30 A.M.</b>  <b>CARRIED</b>

**Approved by Committee of the Whole Motion 03-03-20, March 3, 2020**  
**As recorded by Amanda Brown, Assistant, Office of the CAO.**