



# Town Council Meeting

November 3, 2020

Follows COW meeting, via Zoom

## Agenda

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1. **Approval of Agenda**
2. **Approval of Minutes**
  - a. Town Council Meeting, September 15, 2020
3. **Comments from the Mayor**
4. **Motions from Committee of the Whole, November 3, 2020:**
  - a. RFD 047-2020: Council Committee Appointments
5. **Correspondence:** All Correspondence will be noted at the regular Town Council Meeting on November 17, 2020.
6. **Regular Meeting Adjourned**

## REQUEST FOR DECISION 047-2020

Title: Council – Committee Appointments  
Date: 2020-11-03  
Department: Office of the CAO

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## SUMMARY

### Council – Committee Appointments

This RFD is for Council to consider Councillor appointments for the Committees of Council for the period starting December 2020.

#### DRAFT MOTION:

That Council appoint the following Councillors as listed in the Attached Council – Committee Appointments, effective November 3, 2020 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

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### 1) CAO COMMENTS

The CAO and Mayor met to recommend committee appointments based on interest, equal representation/workload and skill sets. The CAO supports the recommendations in this report and feels that committees will all be well served with the appointments as presented.

### 2) LEGISLATIVE AUTHORITY

- [Nova Scotia Municipal Government Act](#) (NS MGA)

### 3) STAFF RECOMMENDATION

Staff recommends that Council appoint Committee representatives as outlined in Section 5 of this report.

### 4) REFERENCES AND ATTACHMENTS

- [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](#)

### 5) DISCUSSION

Council makes Committee appointments on an annual basis and the proposed appointments are as follows:

#### **Accessibility Advisory Committee**

- Councillor Jennifer Ingham
- Alternate: Councillor Jodi MacKay

#### **Art in Public Spaces Committee**

- Councillor Wendy Elliott (Chair)

#### **Audit Committee**

- Councillor Jodi MacKay (Chair)
- Councillor Mike Butler

#### **Environmental Sustainability Committee**

- Councillor Mike Butler (Chair)

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### **Planning Advisory Committee**

- Deputy Mayor Oonagh Proudfoot (Chair)
- Councillor Isabel Madeira-Voss
- Councillor Wendy Elliott

### **Wolfville RCMP Advisory Board**

- Councillor Isabel Madeira-Voss
- Councillor Jodi MacKay

### **Source Water Protection Advisory Committee**

- Deputy Mayor Oonagh Proudfoot (Chair)
- Councillor Wendy Elliott

### **Wolfville – Acadia Town and Gown Committee**

- Mayor Wendy Donovan
- Councillor Mike Butler

### **Inter-Municipal / Partner Organizations**

#### **Wolfville Business Development Corporation (WBDC)**

- Councillor Isabel Madeira-Voss
- Alternate: Councillor Jodi MacKay

#### **Valley Community Fibre Network (VCFN)**

- Mayor Wendy Donovan
- Alternate: Councillor Jodi MacKay

#### **Kings Transit Authority (KTA)**

- Councillor Jodi MacKay
- Alternate: Councillor Isabel Madeira-Voss

#### **Valley Waste Resource Management Authority**

- Mayor Wendy Donovan
- Alternate: Councillor Wendy Elliott

#### **Annapolis Valley Trails Coalition**

- Councillor Jennifer Ingham
- Alternate: Deputy Mayor Oonagh Proudfoot

#### **Kings Point to Point**

- Deputy Mayor Oonagh Proudfoot
- Alternate: Councillor Mike Butler

#### **Regional Emergency Management Advisory Committee**

- Councillor Jodi MacKay
- Councillor Wendy Elliott

## REQUEST FOR DECISION 047-2020

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### **Diversity Kings**

- Councillor Jennifer Ingham

### **Bishop-Beckwith Marsh Body**

- Councillor Wendy Elliott

### **Grand Pre Marsh Body**

- Councillor Wendy Elliott

## 6) FINANCIAL IMPLICATIONS

Not Applicable

## 7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Council Strategic Principles:

1. **Affordability:** N/A
2. **Transparency:** This decision supports Policy & Bylaw guidelines for Council involvement in the Town of Wolfville Committees of Council
3. **Community Capacity Building:** The Council appointments to Committees of Council provide focused Council involvement in those issues of importance to the Town of Wolfville
4. **Discipline to Stay the Course:** N/A
5. **United Front:** Council's decision to appoint Councillors to the Town's Committees of Council supports a collaborative approach with the citizens of the Town
6. **Environmental Sustainability:** N/A

## 8) COMMUNICATION REQUIREMENTS

Once appointed, the November 2020 Council Committee appointments will be updated to the Town of Wolfville website upon being effective

## 9) ALTERNATIVES

Should Council indicate preferred appointments to the Committees of Council, appointments may be updated to reflect the changes

# APPOINTMENTS

## COUNCIL & COMMITTEES

November 2020



**COUNCIL & COMMITTEES**

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## COUNCIL

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### **Wendy Donovan (Mayor)**

24 Cobblers Court,  
Wolfville, NS B4P 1H1  
Phone: 902-542-0298  
Cell: 902-698-6342  
Fax: 902-542-4789  
Email: [wdonovan@wolfville.ca](mailto:wdonovan@wolfville.ca)

### **Isabel Madeira-Voss**

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Wolfville, NS B4P 2A3  
Cell: 902-542-2416  
Fax: 902-542-4789  
Email: [imadeira-voss@wolfville.ca](mailto:imadeira-voss@wolfville.ca)

### **Jennifer Ingham**

43 Orchard Avenue  
Wolfville, NS B4P 2J2  
Cell: 902-670-8184  
Fax: 902-542-4789  
Email: [jingham@wolfville.ca](mailto:jingham@wolfville.ca)

### **Mike Butler**

9 Balcom Drive (Apt 5)  
Wolfville, NS B4P 2N8  
Cell: 902-542-1907  
Fax: 902-542-4789  
Email: [mbutler@wolfville.ca](mailto:mbutler@wolfville.ca)

### **Wendy Elliott**

39 Kent Avenue  
Wolfville, NS B4P 1V4  
Phone: 902-542-2533 (home)  
Cell: 902-599-1675  
Fax: 902-542-4789  
Email: [welliott@wolfville.ca](mailto:welliott@wolfville.ca)

### **Jodi MacKay**

10 Grandview Drive  
Wolfville, NS B4P 1W4  
Phone: 902-542-3141 (home)  
Cell: 902-599-2175  
Fax: 902-542-4789  
Email: [jmackay@wolfville.ca](mailto:jmackay@wolfville.ca)

### **Oonagh Proudfoot (Deputy Mayor)**

52 Woodland Drive  
Wolfville NS B4P 1H8  
Cell: 902-599-2844  
Fax: 902-542-4789  
Email: [oproudfoot@wolfville.ca](mailto:oproudfoot@wolfville.ca)



## TOWN OF WOLFVILLE COMMITTEES

### a. Accessibility Advisory Committee (AAC)

- **Reference:** [Policy 110 009 Accessibility Advisory Committee Webpage](#)

Name	Appointed	Expiry
<a href="#">Agnieszka Hayes (Chair)</a>	2018-05	2020-12
<a href="#">Mayor Wendy Donovan</a>	Not Applicable	Not Applicable
<a href="#">Andrew Roach</a>	2018-05	2020-12
<a href="#">David Daniels</a>	2018-05	2020-12
<a href="#">Rebecca Smith</a>	2018-05	2020-12
<a href="#">Emily Duffett</a>	2018-05	2021-12
<a href="#">Birigit Elssner</a>	2018-05	2021-12
<a href="#">Councillor Jennifer Ingham</a>	2020-11	2021-12
<a href="#">Alternate – Councillor Jodi MacKay</a>	2020-11	2021-12

### Ex-Officio Members

- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Mike MacLean](#) Director of Finance non-voting

**b. Art in Public Spaces Committee (APSC)**

**Reference:** [Policy No. 760-002](#)

[Webpage](#)

<b>Name</b>	<b>Appointed</b>	<b>Expiry</b>
<a href="#">Councillor Wendy Elliott (Chair)</a>	2020-11	2021-12
<a href="#">Mayor Wendy Donovan</a>	Not Applicable	Not Applicable
<a href="#">Sara-Lee Lewis</a>	2018-12	2020-12
<a href="#">Sally Benevides Hopkins</a>	2020-12	2023-12
<a href="#">Jessie Forman</a>	2017-12	2020-12
Beverly Ann Boyd	2019-12	2022-12

**Ex-Officio Members**

- [Erin Beaudin](#), Chief Administrative Officer non-voting

**c. Audit Committee**

**Reference:** [Policy No. 140-007](#)

[Webpage](#)

<b>Name</b>	<b>Appointed</b>	<b>Expiry</b>
<a href="#">Councillor Jodi MacKay (Chair)</a>	2020-11	2021-12
<a href="#">Mayor Wendy Donovan</a>	Not Applicable	Not Applicable
<a href="#">Councillor Mike Butler</a>	2020-11	2021-12
David Crabb	2019-12	2021-12
<a href="#">Frank Lussing</a>	2018-12	2020-12

**Ex-Officio Members**

- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Mike MacLean](#), Director Financial Services non-voting

**d. Design Review Committee (DRC)**

**Reference:** [Policy No. 610-001](#)

Name	Appointed
Angela Morin	2014-02
Michael Napier	2014-02
John Whidden	2014-02
Wil Lang	2014-02
Brian McKibbin	2018-01-23

- [Devin Lake](#), Director Planning & Development

## e. Environmental Sustainability Committee (ESC)

Reference: [Policy No. 120-015](#)

[Webpage](#)

Name	Appointed	Expiry
<a href="#">Councillor Mike Butler</a> (Chair)	2020-11	2021-12
<a href="#">Jodi Noiles</a> , Acadia University	2018-12	2020-12
<a href="#">Howard Williams</a> , Member at-Large	2018-12	2020-12
<a href="#">Bill Zimmerman</a> , Member at-Large	2018-12	2020-12
<a href="#">Janet Eaton</a> , Member at-Large	2018-12	2020-12
Max Abu-Laban, Youth Member At-Large	2019-12	2021-12

### Ex-Officio Members

- [Wendy Donovan](#), Mayor voting
- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Devin Lake](#), Director Planning and Development non-voting

## f. Planning Advisory Committee (PAC)

Reference: [Policy No. 610-002](#)

[Webpage](#)

Name	Appointed	Expiry
<a href="#">Deputy Mayor Oonagh Proudfoot (Chair)</a>	2020-11	2021-12
<a href="#">Councillor Wendy Elliott</a>	2020-11	2021-12
<a href="#">Councillor Isabel Madeira-Voss</a>	2020-11	2021-12
<a href="#">Mark Bishop</a>	2019-12	2022-12
<a href="#">Stephen Mattson</a>	2017-12	2020-12
David MacKinnon	2019-12	2022-12
Alice Cohen	2019-12	2022-12
<a href="#">Isabel Madeira-Voss</a>	2019-01	2020-01*

### Ex-Officio Members

- [Mayor Wendy Donovan](#) voting
- [Erin Beaudin](#), Chief Administrative Officer non-voting
- Devin Lake, Director of Planning non-voting

**g. Wolfville RCMP Advisory Board**

**References:**

A. Town of Wolfville Bylaw Ch 87

[Webpage](#)

<b>Name</b>	<b>Appointed</b>	<b>Expiry</b>
<u><a href="#">Councillor Isabel Madeira-Voss</a></u>	2020-11	2021-12
<u><a href="#">Councillor Jodi MacKay</a></u>	2020-11	2021-12
<u><a href="#">Kathy Bird</a></u>	2018-07	2020-12
<u><a href="#">Michael Jeffrey</a></u>	2018-12	2020-12
Laura Fisher	2019-12	2021-12

**Ex-Officio Members**

- [Mayor Wendy Donovan](#) voting
- [Erin Beaudin, Chief Administrative Officer](#) non-voting
- **VACANT, Department of Justice Consultant / Advisor** non-voting
- [Sgt Andy Buckle, Wolfville RCMP](#) non-voting

## h. Source Water Protection Advisory Committee (SWPA)

**Reference:** Policy No. 910-001

[Webpage](#)

Name	Appointed	Expiry
<a href="#"><u>Deputy Mayor Oonagh Proudfoot</u></a> (Chair)	2020-11	2021-12
<a href="#"><u>Councillor Wendy Elliott</u></a>	2020-11	2021-12
<a href="#"><u>John Brzustowski</u></a>	2017-03	2020-12
<a href="#"><u>Jennifer Kershaw</u></a>	2019-12	2021-12

### VOTING MEMBERS

- Councillor Peter Allen - Kings County Council
- Mayor Wendy Donovan
- [Marcel Falkenham](#), Acadia University
- Shane Warner, Member-at-Large, County of Kings

### NONVOTING MEMBERS

- Town of Wolfville, Director of Planning
- Town of Wolfville, Water System Operator
- Planning Staff, Kings County
- Nova Scotia Department of Environment & Labour representative
- Terry Hennigar, consultant
- Outside Resources as needed, NSDTIR, NS Agriculture



**i. Wolfville-Acadia Town and Gown Committee**

**Reference:** [Policy No. 120-012](#)

[Webpage](#)

Name	Appointed	Expiry
<a href="#">Mayor Wendy Donovan</a>	Not Applicable	Not Applicable
<a href="#">Councillor Mike Butler</a>	2020-11	2021-12
<a href="#">Erin Beaudin, CAO</a>	Not Applicable	Not Applicable
<a href="#">Bruce Phinney</a> , Board of Governors, Acadia	2018-12	2019-12
Kyle Vandertoorn, Acadia Student Union President	2019-05-01	2020-04-30
Chris Callbeck, Acadia University	2018-12	2019-12
Lynn Verheul, ASU Community Relations	2019-05-01	2020-04-30

## INTER-MUNICIPAL / PARTNER ORGANIZATIONS

### a. Wolfville Business Development Corporation (WBDC) Board

[Webpage](#)

Name	Appointed	Expiry
<a href="#">Councillor Isabel Maderia-Voss</a>	2020-11	2021-12
<a href="#">Councillor Jodi MacKay</a>	2020-11	2021-12
<a href="#">Hugh Simpson</a>	2017-12	Not Applicable

### b. Valley Community Fibre Network (VCFN)

[Webpage](#)

- [Mayor Wendy Donovan](#)
- Alternate: [Councillor Jodi MacKay](#)

### c. Kings Transit Authority (KTA)

[Webpage](#)

- [Councillor Jodi MacKay](#)
- Alternate: [Councillor Isabel Madeira-Voss](#)

### d. Valley Waste-Resource Management Authority

[Webpage](#)

- [Mayor Wendy Donovan](#)
- Alternate: [Councillor Wendy Elliott](#)

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

- [Councillor Jennifer Ingham](#)
- Alternate: [Deputy Mayor Oonagh Proudfoot](#)

### f. Kings Point to Point

- [Deputy Mayor Oonagh Proudfoot](#)
- Alternate: [Councillor Mike Butler](#)

### g. Regional Emergency Management Advisory Committee (REMAC)

- [Councillor Wendy Elliott](#)
- [Councillor Jodi MacKay](#)

## OTHER COMMITTEES / BOARDS

**a. Annapolis Valley Regional Library Board**

[Webpage](#)

- [Janet Ness](#), Vice Chair

**b. EKM Health Centre Liaison Team**

[Webpage](#)

- **Vacant** (previous representative – Erin Hennessy, up to December 16, 2015)

**c. Diversity Kings County**

[Webpage](#)

- [Councillor Jennifer Ingham](#)

**d. Bishop-Beckwith Marsh Body**

- [Councillor Wendy Elliott](#)

**e. Grand Pre Marsh Body**

- [Councillor Wendy Elliott](#)

**f. Western Regional Housing Authority (WRHA)**

[Webpage](#)

- Susan Cater