



# Special Town Council Meeting

Tuesday, November 1, 2016

11:00 A.m.

Council Chambers, Town Hall

359 Main Street

## Agenda

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1. Approval of the Agenda
2. Approval of the Minutes:
  - a. Town Council Meeting, October 25, 2016
3. Comments from the Mayor
4. Motions/Recommendations from Committee of the Whole, November 1, 2016:
  - a. RFD 065-2016: Council - Committee Appointments
5. Question Period

**Procedure: A thirty minute time period will be provided for members of the public to address Council regarding questions, concerns and/or ideas. Each person will have a maximum of two minutes to address Council with a second two minute time period provided if there is time remaining within the thirty minute Public Input/Question Period timeframe.**
6. Adjournment of Special Council meeting

**REQUEST FOR DECISION 065-2016**

Title: Council – Committee Appointments

Date: 2016-11-01

Department: CAO



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## SUMMARY

### Council – Committee Appointments

This RFD is for Council to consider Councillor appointments for all internal and external committees for the period starting November 2016.

#### **DRAFT MOTION:**

That Council appoint Committee Representatives as outlined in Section 6 of RFD 065-2016.

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### 1) COMMENT / RECOMMENDATION – CAO

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 RECOMMENDATIONS

Staff recommends that Council appoint Committee representatives as outlined in Section 6 of this report.

### 4) REFERENCES AND ATTACHMENTS

- [Policy 110-001 Committees](#)
- [Policy 760-002 Public Art Policy](#)
- [Policy 140-007 Audit Committee](#)
- [Policy 610-002 Planning Advisory Committee \(PAC\)](#)
- [Policy 910-001 Source Water Protection Advisory Committee](#)
- [Policy 120-012 Wolfville-Acadia Town and Gown Committee](#)
- [Policy 120-015 Environmental Sustainability Committee](#)

### 5) PURPOSE OF REPORT

This report lays out the Committee appointments for members of Council for the upcoming year. The Committee appointments are for various terms, depending on the policy or bylaws of the organization.

### 6) DISCUSSION

Council makes Committee appointments on an annual basis and the proposed appointments are as follows (highlighted in yellow):

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### INTERNAL TOWN OF WOLFVILLE COMMITTEES

#### a. Art in Public Spaces Committee

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

Name	Appointed	Expiry
Councillor Wendy Elliott ( <b>Chair</b> )	November 2016	December 2017
Mayor Jeff Cantwell	Not Applicable	Not Applicable
Sally Benevides Hopkins	December 2015	December 2016
Dr Laurie Dalton	December 2014	December 2016
Karen Diadick Casselman	December 2014	December 2017
Brad Hall	March 2015	March 2018

#### Ex-Officio Members

- Erin Beaudin, Chief Administrative Officer non-voting
- Chrystal Fuller, Director Community Development non-voting

#### b. Audit Committee

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

Name	Appointed	Expiry
Councillor Jodi MacKay ( <b>Chair</b> )	November 2016	December 2017
Mayor Jeff Cantwell	Not Applicable	Not Applicable
Councillor Mercedes Brian	November 2016	December 2018
Heather Hill	January 2015	January 2017
Gordon Joice	January 2016	January 2018

#### Ex-Officio Members

- Erin Beaudin, Chief Administrative Officer non-voting
- Mike MacLean, Director Financial Services non-voting

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### c. Emergency Measures Advisory Committee

Reference: [Emergency Measures Bylaw, Chapter 57](#)

Name	
Mayor Jeff Cantwell	November 2016
Councillor Oonagh Proudfoot	November 2016

Erin Beaudin, CAO

Dan Stovel, Emergency Management Coordinator (EMC)

Blair MacMurtery, Deputy EMC

### d. Environmental Sustainability Committee

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

Name	Appointed	Expiry
Councillor Mercedes Brian ( <b>Chair</b> )	November 2016	December 2017
Jodie Noiles, Acadia University	June 2016	December 2018
Bill Zimmerman, Member at-Large	June 2016	December 2018
Janet Eaton, Member at-Large	June 2016	December 2018
Hayden McKee-Godry, Member at-Large	June 2016	December 2018
Grace Hamilton-Burge, Youth Member At-Large	June 2016	December 2018

#### Ex-Officio Members

- Mayor Jeff Cantwell voting
- Erin Beaudin, Chief Administrative Officer non-voting
- Chrystal Fuller, Director Community Development non-voting

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**e. Planning Advisory Committee (PAC)**

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

Name	Appointed	Expiry
Deputy Mayor Carl Oldham ( <b>Chair</b> )	November 2016	December 2017
Councillor Wendy Donovan	November 2016	December 2017
Councillor Jodi MacKay	November 2016	December 2017
Stephen Mattson	January 2015	January 2018
Bobby Barach	January 2015	January 2018
Paul Cabilio	January 2015	January 2017
Scott Roberts	January 2015	January 2018
Philip Edgar	January 2016	January 2019

**Ex-Officio Members**

- Mayor Jeff Cantwell voting
- Erin Beaudin, Chief Administrative Officer non-voting
- Chrystal Fuller, Director Community Development non-voting

**f. RCMP Advisory Board****References:**

- A. Town of Wolfville Bylaw Ch 87
- B. Policy No. 210-800

Name	Appointed	Expiry
Councillor Wendy Donovan	November 2016	December 2017
Deputy Mayor Carl Oldham	November 2016	December 2017
Joan Boutilier	December 2015	December 2018
Jim Morgenstern	January 2015	January 2017
Meg Townsend	March 2015	March 2017

**Ex-Officio Members**

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|---|------------|
| • Mayor Jeff Cantwell   | voting     |
| • Erin Beaudin, Chief Administrative Officer  | non-voting |
| • Terry Hennigar, Department of Justice Consultant / Advisor<br>o Three-year appointment as of 2016-04-26 | non-voting |
| • Sgt Stephen Power, Wolfville RCMP   | non-voting |

### g. Source Water Protection Advisory Committee (SWPAC)

Reference: Policy No. 910-001

Name	Appointed	Expiry
Councillor Oonagh Proudfoot	November 2016	December 2017
Councillor Wendy Elliott	December 2015	December 2017
John Brzustowski	March 2015	March 2017
Jennifer Kershaw	March 2015	March 2017

#### VOTING MEMBERS

- Councillor Patricia Bishop - Kings County Council
- Marcel Falkenham, Acadia University
- Agricultural Resource Coordinator for NS Department of Agriculture & Fisheries, Agriculture Community
- Peter Elderkin, County citizen/land owner

#### 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
- Nova Scotia Department of Transportation representative
- Terry Hennigar, consultant

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### h. Wolfville-Acadia Town & Gown Committee

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

Name	Appointed	Expiry
Councillor Oonagh Proudfoot	November 2016	December 2017
Mayor Jeff Cantwell	Not Applicable	Not Applicable
Erin Beaudin, Chief Administrative Officer	Not Applicable	Not Applicable
Patrick Difford, Acadia Director Safety and Security	Not Applicable	Not Applicable
Samantha Sproule, Acadia Student Union President	May 2016	Not Applicable
James Sanford, Acadia Senior Director Student Affairs	Not Applicable	Not Applicable
Sam Nielsen, ASU VP Communications	May 2016	Not Applicable
Sgt Stephen Power, Wolfville RCMP	Not Applicable	Not Applicable

### INTER-MUNICIPAL / PARTNER ORGANIZATIONS:

#### a. Wolfville Business Development Corporation Board

- Councillor Wendy Donovan
- Deputy Mayor Carl Oldham

#### b. Kings Partnership Steering Committee

- Mayor Jeff Cantwell
- Deputy Mayor Carl Oldham
- Councillor Wendy Donovan

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

- Councillor Jodi MacKay
- Alternate: Councillor Wendy Elliott

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

- Mayor Jeff Cantwell
- Alternate: Councillor Wendy Donovan

#### e. Kings Transit Authority (KTA)

- Councillor Mercedes Brian
- Alternate: Councillor Oonagh Proudfoot



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### f. Valley Waste Resource Management Authority

- Councillor Jodi MacKay
- Alternate: Councillor Mercedes Brian

### g. Eco Kings Action Team

- Councillor Mercedes Brian
- Alternate: Councillor Wendy Elliott

### h. Regional Enterprise Network (REN) – Liaison & Oversight Committee

- Councillor Wendy Donovan
- Alternate: Mayor Jeff Cantwell

## OTHER COMMITTEES / BOARDS

### a. Race Relations and Anti-Discrimination Committee (RRADC)

- Councillor Oonagh Proudfoot

### b. Bishop-Beckwith Marsh Body

- Councillor Wendy Elliott

### c. Western Regional Housing Authority (WRHA)

- Councillor Wendy Donovan

**NOTE: This position identified as a 'Community Member' – no volunteers came forward to fill position**

In a number of cases the Mayor and CAO sit as ex-officio, non-voting members as determined by the terms of reference of the Committee. There may be other committees that have community representatives and those appointments will be made as the terms of service expire.

## i. FINANCIAL IMPLICATIONS

Not Applicable

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**j. REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS**

Strategic Priority 5: Efficient and Effective Leadership from a Committed and Responsive Executive and Administrative Team. The recommendations contained within this report are reflective of the requirements of each committee terms of reference and associated bylaws and policies.

**k. COMMUNICATIONS REQUIREMENTS**

Once appointed, the 2016 Council Committee appointments will be updated to the Town of Wolfville website upon being effective and announced via Social Media (Twitter/Facebook).

**l. ALTERNATIVES**

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