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**ATTENDING**

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

**ALSO ATTENDING**

Director Public Works & Parks Kevin Kerr, Director Community Development Chrystal Fuller, and a number of interested members of the public

**CALL TO ORDER**

Chair, Mayor Cantwell, called the Special Town Council Meeting to order at 4:34 pm

**1. APPROVAL OF AGENDA**

**13-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

**CARRIED**

**2. APPROVAL OF MINUTES**

**14-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE TOWN COUNCIL MEETING OF JANUARY 31, 2017 BE APPROVED AS CIRCULATED**

**CARRIED**

**3. MOTIONS/RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE, JANUARY 17, 2017:**

**a. MORATORIUM – EXTENSION OF MUNICIPAL SERVICES**

**i. RFD 069-2016: SERVICE EXTENSION POLICY**

- The staff conclusion is that there is merit to provide municipal services outside Wolfville's borders when linked to health and safety issues or to stimulate economic development opportunities, but services must be extended in a considered manner to avoid sprawl or encourage development that is not in the best interest of Wolfville and the broader region. Service extensions must also be done in cooperation with our neighbouring municipal unit
- The Moratorium is going on 20 years old and means that no water and sewer lines can be extended outside the town's boundary to service non-town uses
- No policy has yet been developed for the extension of municipal services outside the Town of Wolfville's boundaries
- Report to Council sought direction on 3 main questions:

**(1) Restrict or allow service extensions – options presented to Council:**

**a) Proceed with drafting and consulting on a service extension policy beginning in 2017-18**

- The policy would restrict service extensions except in the case of an identified health issue of a demonstrated economic benefit. If Council wishes to proceed with this option, then staff would draft a policy, enter into negotiations with the County, consult with residents and bring a draft policy back to Council for consideration. The first step would be to prepare a Project Charter for Council to review in order to understand the timelines and required resources to complete the project. It is recommended that the moratorium remain in place during this review

**b) Leave the moratorium in place until such time as Council wishes to proceed with policy development.**

**Staff Recommendation:** Proceed with drafting a service extension policy beginning in 2017-18



**(2) Extension of services to Michael Lightfoot – options presented to Council:**

- a) **Extend Services to Michael Lightfoot by entering into a service agreement with the Municipality of the County of Kings.** This will more than likely not work given the tight timeframe for construction on the Lightfoot property
- b) **Extend services by entering into a service agreement directly with the Lightfoot's.** This is the likely option due to time constraints
- c) **Reject the request until such time as a new policy is put in place.** This option would mean that Lightfoot would not be able to directly connect to Wolfville's sewer system. However, the County has indicated that it would consider allowing the Lightfoot development to connect to the sewer force main that provides sewer services to Grand Pre. The 1979 Agreement with the County that guides the installation and maintenance of the Grand Pre force main has no restrictions on what can be serviced on that line

**Staff Recommendation: Reject the request until such time as a new policy is put in place**

**(3) Fitzgerald and Elderkin requests – options presented to Council:**

- a) **Make a decision to handle the two additional requests as one-off requests.** Depending on timing, this could be accommodated either through a service agreement(s) with the County or through a direct service agreement
- b) **Defer consideration of the requests until such time as a new Policy is put in place**

**Staff Recommendation: Defer until a new Policy is in place**

**15-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL DIRECT STAFF TO DEVELOP A SERVICING EXTENSION POLICY AND INCLUDE THIS PROJECT IN THE OPERATIONS PLAN FOR 2017-18**

**CARRIED**

**16-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL APPROVE THE EXTENSION OF SEWER SERVICES BY ENTERING INTO A SERVICE AGREEMENT DIRECTLY WITH THE LIGHTFOOTS**

**CARRIED**

**17-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL DEFER CONSIDERATIONS OF ALL OTHER REQUESTS FOR EXTENSION OF SERVICES UNTIL SUCH TIME AS A NEW POLICY IS PUT IN PLACE**

**CARRIED**

**ii. INFORMATION REPORT: MUNICIPAL SERVICING CAPACITY**

- Council received a request to extend municipal services beyond the municipal boundaries and as a result a review of the water and wastewater services was conducted – [CBCL Limited](#) were contracted to conduct a preliminary review
- The purpose of this review was to determine the extent to which there is additional capacity available to service growth in the Town and surrounding areas. The systems reviewed included:
  - The Town's well field supplying raw water to the system;
  - The water storage, treatment, and distribution system; and
  - The wastewater collection and treatment infrastructure.
- The review indicated the water treatment, storage and distribution systems and the wastewater collection infrastructure all have sufficient capacity for current maximum flows and additional



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capacity for expansion. The two areas that are at or nearing capacity are the raw water supply and the wastewater treatment infrastructure

#### **4. Correspondence**

Council received the following correspondence:

- a. 2017-02-02 Letter: Peter Elderkin Re: Municipal Servicing – Water & Sewer
- b. 2016-08-06 Email: Fitzgerald's Re: Municipal Servicing

#### **5. QUESTION PERIOD**

- David Daniels put forward the following comments/questions:
  - On December 6<sup>th</sup> the question was put forward with regards to having individual Councillor voting put on the record
    - Mayor highlighted that it was deemed by Council, after having participated in Parliamentary orientation at the start of the new Council, that in accordance with Parliamentary procedures there is no requirement to indicate specifically individual Councillor votes
  - There should be, at least with the large Development Agreements, a requirement for the applicant (Developer) to indicate why it is consistent with the MPS
  - In submitting questions or comments, there should be a requirement for Council/Staff to provide responses in writing back to the submitter of the questions. This practice indicates that Council is actually taking the time to think about the questions and obtain a response from staff
  - Outlined that all votes are recorded in Kings County
- Michael Lightfoot expressed thanks to Council
- Susan MacArthur extended congratulations to Michael Lightfoot and looks forward to Viking Homes moving forward with the West End development

#### **6. SPECIAL COUNCIL MEETING ADJOURNED**

**18-02-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE SPECIAL TOWN COUNCIL MEETING BE ADJOURNED AT 6:12 PM**

**CARRIED**

**Approved by Council Motion 20-02-17, February 21, 2017**

**As recorded by Dan Stovel, AA Corporate Services/Town Clerk**