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## **ATTENDING**

Mayor Jeff Cantwell, Deputy Mayor Wendy Donovan, Councillor David Mangle, Councillor Mercedes Brian, Councillor Hugh Simpson, Councillor Dan Sparkman, Chief Administrative Officer Erin Beaudin and Recording Secretary Karen Outerleys

## **ALSO ATTENDING**

Director Corporate Services Jen Boyd, Director Community Services Chrystal Fuller, Director Public Works Kevin Kerr and Planner Devin Lake

## **ABSENT WITH REGRET**

Councillor Carl Oldham

## **CALL TO ORDER**

The meeting was called to order at 9:02 am

### **1. AGENDA APPROVAL**

**01-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.**

**CARRIED**

### **2. APPROVAL OF MINUTES**

**02-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JUNE 2, 2015 BE APPROVED AS CIRCULATED.**

**CARRIED**

### **3. PRESENTATION - Postponed to a future meeting**

a. Nature trust Property (Brian Adams, Glen McMullen, Collin Banks)

### **4. CAO REPORT**

The report was presented and reviewed for Council.

CAO, Erin Beaudin, responding to comments that tenders were running a little behind this year and that later in the agenda there is an information report on a revised budget process that will help address some of those concerns. That being said, Tenders have been awarded and work has been started.

CAO also highlighted the following:

- Oak Street work has moved ahead and Prospect Road work will push into the fall when student are coming back at which time proactive communication will inform students of the work
- Our Rainbow Sidewalk has been well received with positive comments through the News
- The Wolfville Magic Winery Bus is now a stand-alone organization running Thursday to Sunday, July 3<sup>rd</sup> to October 18<sup>th</sup>
- Hiring of the Economic Development Manager continues to be ongoing with a second round of interviews having been completed
- Staffing updates. Devin Lake has been appointed development Officer for the Town of Windsor, Karen Dauphinee has filled the full time labourer/operator position with Public works and Brandon Leblanc is the newest seasonal employee with the Parks Department
- PlaceSpeak activity is increasing

- All Mudley-funded campers have been organized with transportation to camps
- The Mud Creek Day program soon to be launched, featuring free all age rock concert, food vendors and low level fireworks
- Canada Day celebrations went extremely well
- Year-end audit is substantially completed
- HRM has invited all municipalities to join their e-voting bulk purchasing RFP that will be put out in August 2015; we are accepting the invitation but no commitment at this time.

## 5. CONFERENCE UPDATES

### a. [ENGAGE NOVA SCOTIA](#) – Councillor Brian

- On June 16, 2015, Engage Nova Scotia, the Halifax Partnership, the Cape Breton Partnership, the Community Sector Council of Nova Scotia, and many other partners, sponsors and friends came together to host a one-day conference, “[Stepping Up – Let’s Take Charge of Our Future](#)”, that showcased success and mobilized change.
- The conference live-streamed from the Halifax Central Library to locations around the province.
- The Chief Engagement Officer, Danny Graham provided the [opening presentation](#).

## REGULAR MEETING ADJOURNED TO IN-CAMERA MEETING 0930 AM

### 03-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF THE COMMITTEE OF THE WHOLE BE ADJOURNED TO AN IN-CAMERA SESSION. CARRIED

Adjournment to in Camera Meeting under section 22(2)(g) *legal advice eligible for solicitor-client privilege of the Municipal Government Act.*

- 336 Main Street

## REGULAR MEETING RECONVENED 1104 AM

## 5. CONFERENCE UPDATES

### b. [CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS \(CAMA\)](#) – Erin Beaudin

- The 44<sup>th</sup> Annual CAMA Conference was hosted in Jasper, Alberta June 1-3, 2015.
- Full details of the Conference Program may be found via this [link](#)

### c. [AMANS SPRING CONFERENCE](#)

- The 2015 Spring Conference was hosted in Antigonish, June 17-19, 2015.

## 6. COMMITTEE REPORTS

### a. EXTERNAL

#### (1). [VALLEY WASTE RESOURCE MANAGEMENT](#) – Councillor Simpson

- The Valley Region Solid Waste-Resource Management Authority met on June 17, 2015 in keeping with the normal meeting schedule
- During the meeting, the Authority received and reviewed the Audited Financial Statements for the 2014-2015 fiscal year
- The Authority reported that as a result of the audit, partners will receive their proportional shares of \$399,881.00 in year-end surplus funds

- The Authority's small wind turbine project is successfully moving forward with site preparation work underway. The turbine has been ordered and it is anticipated that the equipment may be operational and generating electricity in September

**RFD 049-2015: DEBENTURE GUARANTEE**

**04-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE DEBENTURE GUARANTEE ATTACHED TO RFD 049-2015 IN THE AMOUNT OF \$55,642 COVERING THE LONG TERM DEBT FUNDING REQUIRED BY THE 2015-2016 CAPITAL BUDGET FOR VALLEY WASTE RESOURCE MANAGEMENT.**

**CARRIED**

**(2). KINGS TRANSIT AUTHORITY – Councillor Brian**

- Ridership during the Month of May was down over the same period last year with the exception of Annapolis West
- Fare revenue for the month of May was also down from the same period last year with exception of Digby and Annapolis West which were both up from last year
- The next meeting of the Kings Transit's Board of Directors will be July 22<sup>nd</sup>

**(3). ECO KINGS – Councillor Mangle**

- The Eco-Kings Action Team met Wednesday, June 10<sup>th</sup> in Kentville
- Councillor Mangle responded to the question of an unexpected invoice that was received regarding a feasibility study. The total project cost of the study was \$32,905, half of which was paid for by the Green Municipal Fund, and the Nova Scotia Moves Grant covered 3,800, leaving a deficit of \$12,600 that then has to be paid for by the three Municipal partners
- CAO Erin Beaudin recommended that the bill be paid and that any further partnerships with other municipalities on grant applications be revisited

**(4). VALLEY COMMUNITY FIBRE NETWORK (VCFN) – Councillor Simpson**

- The VCFN held a Strategic Planning session June 8, 2015
- Councillor Simpson gave a review of the report and highlighted that the organization was very successful
- CAOs, IT staff and ex-officio members of the VCFN have met several times to discuss the challenges and opportunities associated with the VCFN
- The VCFN is working on RFPs to support legal services, management and marketing of the fibre network

**b. INTERNAL**

**(1). RCMP ADVISORY BOARD – Councillor Sparkman**

- Met on Tuesday, June 30, 2015
- Councillor Sparkman highlighted the issue of a more formalized manner in which the priorities are selected for Town Policing.
- The other idea brought forward was of more formalized means of tracking and measuring the temperature of the town, whether community standards are being measured for changes over the years.

- The committee brought forward frustrations with identifying the priorities of the RCMP to the Town and would like to see the Town and the RCMP Advisory Board have more formal input into setting priorities, with the ability to offer direction as to how the RCMP operate within the Town or to have discussions as to what the Town is to expect during different events that occur throughout the year.

**(2). TOWN AND GOWN – Mayor Cantwell**

- Met on Tuesday, June 30, 2015
- Strengths of having the private security the extra eyes and ears on the ground to advise RCMP and act as deterrent
- They have limited jurisdiction and one drawback is that residents expect that these security personnel can do more
- One other item noted was that the foot print for patrol should be expanded for future events.

**(3). AUDIT COMMITTEE – Councillor Brian**

- Met on Friday, July 3, 2015
- A clean audit from PricewaterhouseCoopers was favourably received by the committee. The report included two management notes that will be implemented by the finance department once fully staffed.

**(4). ARTS AND PUBLIC SPACES – Councillor Simpson**

**05-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE TO ACCEPT THE DONATION OF THE MONA PARSONS STATUE, PROVIDE PLACEMENT OF THE STATUE ON PUBLIC LAND, AND PREPARATION OF THE STATUE SITE AND BASE SUBJECT TO AN AGREEMENT WITH THE MONA PARSONS PROJECT TEAM AND THE TOWN OF WOLFVILLE AS PER THE PUBLIC ARTS POLICY. CARRIED**

**(5). PLANNING ADVISORY COMMITTEE**

**RFD 050-2015: LETTER TO MINISTER FUREY**

The Planning Advisory Committee recommended that Council send a letter to Minister of Municipal Affairs, Mark Furey, outlining the Town's support for the request made by the Union of Nova Scotia Municipalities in December 2014 to amend Section [Part] 8 of the MGA so that Municipalities have the ability to regulate architecture through the site plan approval process.

**06-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECTS STAFF TO SEND THE LETTER TO MINISTER FUREY AT THE DEPARTMENT OF MUNICIPAL AFFAIRS. CARRIED**



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**7. STAFF REPORTS FOR DISCUSSION:**

**a. RFD 008-2015: CORPORATE DONATIONS POLICY**

**07-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVES THE NEW CORPORATE DONATIONS POLICY TO PROVIDE STAFF WITH GUIDANCE IN ADMINISTERING THE ISSUANCE OF OFFICIAL CHARITABLE DONATIONS RECEIPTS, AND TO COMMUNICATE TO PRIVATE AND/OR CORPORATE CITIZENS THE OPTIONS AVAILABLE IN DONATING TO COMMUNITY INITIATIVES.**

**POSTPONED**

**ACTION:** Director Finance to further develop a Clause within the Corporate Donations Policy for submission at the September 2015 Committee of the Whole Meeting.

**b. RFD 048-2015: FIRE PROTECTION AREA RATE**

**08-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL SET THE FIRE PROTECTION AREA RATE AT 6.2 CENTS PER HUNDRED DOLLARS OF ASSESSMENT IN ORDER TO RECOVER ESTIMATED FIRE PROTECTION (HYDRANT) CHARGES OF \$388,306 AND THAT THE AREA RATE BE REFLECTED ON THE FINAL 2015/16 TAX BILLS, SUBJECT TO THE SAME DUE DATES AND ARREARS INTEREST AS ALL OTHER AMOUNTS ON TAX BILLS.**

**CARRIED**

**c. RFD 045-2015: DRAFT SERVICING AGREEMENT**

**09-07-15 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE DRAFT SERVICING AGREEMENT FOR LOTS 29 AND 30 AT THE STONEGATE SUBDIVISION (PHASE 4)**

**CARRIED**

**Noted that Councillor Mangle left the meeting at 12:28**

**d. INFORMATION REPORT: BUDGET PROCESS**

Director MacLean reviewed the annual budget process timeline. The CAO is supportive of formalizing the annual budget process with the intent of making budget decisions in 2016/17 in a more timely and informed manner. Feedback on the budget process has been sought from Council and staff incorporated into the new budget Standard Operating Procedure.

**e. INFORMATION REPORT: CONDITION ASSESSMENT**

Director Kerr provided an overview of the objectives of the report: determining spatial needs for corporate operations, quantify physical conditions of all Town owned buildings, optimize energy efficiency of each of Town owned facilities, and develop a maintenance and capital improvement schedule for each facility.

**8. QUESTION PERIOD**

No questions arose from the Public.



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**9. ADJOURNMENT TO IN CAMERA MEETING**

**10-07-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR COW MEETING BE ADJOURNED TO AN IN CAMERA MEETING TO DISCUSS A LEGAL MATTER PERTAINING TO 586 MAIN STREET AT 1:34 P.M.**

**CARRIED**

**10. IN CAMERA / REGULAR MEETING ADJOURNED**

**11-07-15: IT WAS REGULARLY MOVED AND SECONDED THAT THE IN CAMERA AND REGULAR MEETING BE ADJOURNED AT 1:48 P.M.**

**CARRIED**

**Approved by Committee of the Whole Motion 02-09-15**

**As recorded by Dan Stovel, AA Corporate Services**