



## POLICY

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<b>Wolfville-Acadia Town &amp; Gown Committee</b>	
<b>Policy No. 120-012</b>	<b>Supersedes Policy No. (Not Applicable)</b>
<b>Effective Date</b> 2013-04-02 2013-05-21 amended 2014-12-16 2017-02-20 2018-09-18	<b>Approved By Council Resolution No.</b> 08-04-13 Amending No. 08-05b-13 03-12b-14 27-02-18 16-10-18

### 1.0 Purpose

The primary purpose of the Wolfville & Acadia Town and Gown Committee is to develop and enhance relationships, communications and policies among Acadia students, Acadia Administration, community, residents, police and Town. This objective would be achieved by addressing issues of common concern and may include neighbourhood relations, housing, the environment, economic activities, recreational and cultural events, health and safety issues and academic outreach.

### 2.0 Scope

This Policy covers activities of the Town of Wolfville's Town & Gown Committee and those individuals appointed as members of the Committee.

### 3.0 References

- 3.1 [Nova Scotia Municipal Government Act](#)
- 3.2 [Policy 110-001, Committees Policy](#)
- 3.3 [Wolfville – Acadia Memorandum of Understanding](#)

### 4.0 Definitions

- 4.1 **Committee.** A group of people appointed for a specific function, typically consisting of members of a larger group.

### 5.0 Policy

#### 5.1 Composition:

- 5.1.1 The Town & Gown Committee will consist of 7 members:
  - a. President and Vice-Chancellor of Acadia University;



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- b. 1 additional member of the Board of Governors and/or Senate (2 year term);
- c. President of the Acadia Student Union;
- d. One member of the Students Representative Council
- e. Mayor of the Town of Wolfville;
- f. 1 additional member of the Town Council (2 year term);
- g. 1 member of the Wolfville community (2 year term). Both the Town and Acadia will cause notice of this position and its subsequent vacancy to be advertised publicly. The member so chosen shall be selected by the other 6 Committee members.

### 5.2 Appointments

- 5.2.1 The Wolfville and Acadia Town and Gown Committee will be chaired by the Mayor of the Town of Wolfville and the President and Vice-Chancellor of Acadia University on an alternating annual basis. The Mayor of the Town of Wolfville will chair during the remainder of the 2018/19 fiscal year;
- 5.2.2 All Committee members serve without pay. Council member will serve 2 year terms. All other representatives are connected to a position.
- 5.2.3 The CAO will serve as a member to the Committee.

### 5.3 Administration

- 5.3.1 The Wolfville and Acadia Town and Gown Committee will meet on a semi-annual basis, or as required, in November and May of each year; and
- 5.3.2 Meetings will be held in the Council Chambers of Town Hall or at an alternate location with agreement of the Committee.

### 5.4 Duties and Responsibilities

- 5.4.1 The mandate of the Wolfville and Acadia Town and Gown Committee will be to promote the Shared Goals stated in the Wolfville – Acadia MOU;
- 5.4.2 The Wolfville and Acadia Town and Gown Committee will review a joint annual workplan submitted by the Chief Administrative Officer (Town of Wolfville) and Vice



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President Finance & Administration (Acadia University) for endorsement at the November meeting. This Workplan will be developed with feedback from:

- a. Key staff at both institutions through regular joint meetings of management staff;
  - b. The Acadia Student Union through regular meetings with the ASU President and Executive Team
- 5.4.3 Once endorsed by the Wolfville and Acadia Town and Gown Committee, the joint annual workplan will be submitted for review to Wolfville Town Council, the ASU and the Acadia University Executive;
- 5.4.4 Once approved, the joint annual workplan will be embedded into the Town's four-year Operations Plan and Acadia University's Annual Business Plan; and
- 5.4.5 The Wolfville and Acadia Town and Gown Committee will provide feedback and direction on a semi-annual basis on the progress and implementation of the joint annual workplan of the Wolfville-Acadia Partnership and summary of year-to-date accomplishments presented by the CAO of the Town of Wolfville, and Vice President Finance & Administration of Acadia.

### 5.5 Policy Review

This policy will be reviewed every year from effective/amended date.

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CAO or Town Clerk

2018-10-16

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Date