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### ATTENDING

- Mayor Wendy Donovan
- Deputy Mayor Isabel Madeira-Voss
- Councillor Mike Butler
- Councillor Oonagh Proudfoot
- Councillor Jodi MacKay
- Councillor Jennifer Ingham
- Councillor Wendy Elliott
- Chief Administrative Officer Erin Beaudin, and
- Recording Secretary Laura Morrison

### ALSO ATTENDING

- Director of Financial Services, Mike MacLean
- Director Planning & Development Devin Lake,
- Director of Parks and Recreation, Kelton Thomason,
- Director of Public Works & Engineering, Tim Bouter
- Special Projects & Communications Coordinator, Barb Shaw

### CALL TO ORDER

Chair, Mayor Donovan, called the meeting to order at 8:34 am.

| Agenda Item                                 | Discussion and Decisions  |
|---|---|
| 1. Approval of Agenda                       | 01-03-22 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED.<br><br>CARRIED   |
| 2. Approval of COW Minutes February 1, 2022 | 02-03-22 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 1, 2022, BE APPROVED AS CIRCULATED<br><br>CARRIED   |
| 3. Presentations                            | <ul style="list-style-type: none"><li>• NSFM CEO Juanita Spencer &amp; Kentville Mayor Sandra Snow - Proposed Changes to NSFM's Structure</li></ul>   |
| 4. Public Input / Question Period           | <ul style="list-style-type: none"><li>• Noel McQueen - concerns regarding land use and planning documents and zoning.</li><li>• Would like addendums to the documents around R2/R3 zoning with regard to overcrowding in apartments, high volume of vehicles.</li><li>• Landlord registry, building enforcement for health and safety.</li><li>• Specific requests will be sent to Director of Engineering &amp; Planning and Council as Mayor Donovan advised, some of the concerns raised are already being looked at by the Planning Advisory Committee.</li></ul> |



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**Agenda Item**

**Discussion and Decisions**

- George Lohnes - items deferred last minute is unhelpful, specific thoughts about videoconferencing policy.
- Urged Council to read email sent last evening with thoughts on citizen members on Committees of Council and citizen attendance at Council/COW.
- Concerns around decisions to hold closed meetings – referenced the MOU with Acadia and Town from 2018 which was discussed entirely in camera. Advised concerns repeatedly brought forward at that time. Decisions made public after the fact have little meaning to those not involved in the process.

**5. Committee Reports (Internal)**

- a) Accessibility  
Advisory  
Committee
- b) Planning  
Advisory  
Committee

- Resolved length of meeting.
- It was clarified in the Committee Report the reference to an assistant was for summer camps.
- Meeting deferred until April 14<sup>th</sup>.

**6. CAO REPORT**

- Encourage members to look at Wolfville Blooms platform, several areas where residents are engaged including Micro Transit project page.
- Website work continues. Soft launch will take place initially for testing and working kinks out. Wireframes already shared with Council to give a sense of what the finished product will look like. Each department working on their content. If any member of Council has a specific query, connect with Communications Specialist Barb Shaw.
- A Recreational portal will link into the website where people can pay for camps online. Promotional material will be created to make the public aware of what services are available.
- Heritage Day celebrations were a success.
- Compliance Officers now have Special Constable status and able to fully carry out their duties.
- Community Alcohol Working Group has been rejuvenated. New members. Working on a draft strategy which will be presented later this Spring.
- Congratulations to James Collicutt who has achieved Level 1 Building Inspector status and who is expecting a new baby girl.
- Diversity Workshop – invitations have been sent out to Council. RSVP required.

**7. Staff Reports for Discussion**

- a. **RFD 015-2022:  
2022-23 Budget  
and Operations  
Plan**

- Director of Finance Mike MacLean presented on the Budget only. The Operations Plan has been deferred to Special COW meeting to take place Wednesday March 9, 2022.
- Council agrees there is a need for a pool but request more information, specifically a breakdown of what the \$72k grant request from Acadia would be used for. A meeting with Acadia and the CAO for the Town as well as CAO from County of Kings has been sent up to obtain more information.

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**Agenda Item**

**Discussion and Decisions**

- No budgeted costs as yet for Master Parks Plan - could be dealt with by reserves.
- Landmark East request was referred to budget process – it is not in budget yet as no clear decision made. Council requires more information in relation to how it fits with the strategic plan and what the community benefit would be.
- By consensus it was agreed the Residential Tax Rate will drop by 1.75cents.
- By consensus it was agreed the Commercial Tax Rate will drop by 1cent.
  
- New projects not in CIP – Clock Park install concrete walkways/Rec Centre automatic doors – grant secured linked to accessibility upgrades. \$90k funded 100% by grants.
  
- Wastewater – dollars in budget but may have to change – will direct to Council.
  
- It was agreed by consensus the budget motion will be revised to exclude the Ops Plan as well removal of the Stage Prophets grant (production deferred to 2023) and be presented to Council at the Town Council meeting of March 15<sup>th</sup>.
  
- b. IR 006-2022: Info Report – Traffic and Road Safety**
  - Director of Engineering & Public Works, Tim Bouter presented the pre-circulated report on Traffic and Road Safety.
  - Previously a request for police officer to be present directing traffic at the 4-way stop was denied due to safety concerns. Not enough space for someone to stand safely in the middle of the interchange.
  - In response to a question, having traffic lights installed would improve delays in all directions. North/south bound traffic not a significant issue at present. Previously when this was a two-way stop it would increase delays north/south bound but the 4-way stop improved that.
  - Variety of types of Traffic Signals which may have sensors or video cameras attached to them.
  - New library and Town Hall would be considered in traffic studies.
  - Results look at accommodating drivers more than pedestrians. Would like to see more work on increasing foot traffic. Not much in report regarding bicycles i.e., lanes.
  - Suggestion raised could be only cross one way over Main Street? Traffic lights may increase number of idling cars.
  - Many options looked at including mini roundabout. Some options improve only one aspect but have more risk or negative outcomes than others.
  - In response to a question - increased parking in the east end to help alleviate traffic through town, assuming the increase in traffic on weekends is visitors rather than residents, wasn't looked at in this study but agreed it warrants some more investigation.
  - CITTASLOW community - help promote that.



**Agenda Item**

**Discussion and Decisions**

- In short term could look at speed bumps trial on Willow Ave on either side of splash pad. Longer term - look at altering shape of sidewalks or introducing islands in the road if required.
- Would like to see more enforcement working with RCMP and use of mobile speed radar.
- Nova Scotia Department of Public Works – Previously known as Department of Transportation decide on reducing traffic speeds. The Town would require approval from Provincial Traffic Authority
- 40kms is lowest speed approved anywhere in province aside from school zones.
- Concerns around permanent bumps with regard to snow clearing.
- Feasibility of 101 interchange – three sites looked at - none deemed appropriate. Interchanges Dept wants them to be controlled access – which means no driveways off the road leading to the interchange. In all three sites looked at there is dense development. The interchange would introduce large amount of heavy traffic which you would not want to route through residential neighbourhoods with schools.
- Suggestion is to open up more discussions with NS Dept of Public Works to talk about Maple Ave to see if there is any possibility as well as looking at County areas outside the Town, although there has to be minimum distances between each interchange.
- Traffic volumes, as far as increased property development is looked at.
- If there is to be a future interchange, it would likely require traffic signals at the interchange with Main St.
- Director Bouter will continue discussions with the Province to discuss options suggested.

**c. RFD 011-2022: 03-03-22 It was regularly moved and seconded that Committee of the Whole Crosswalk Policy forward the following motion to Council for decision:**

**That Council approve attached Policy 320-008, Crosswalk Policy with amendments.**

**CARRIED**

**d. RFD 016-2022: 04-03-22 It was regularly moved and seconded that Committee of the Whole Pre-Approval Spring Debenture Issue forward the following motion to Council for decision:**

**That Council approve the attached resolution for pre-approval of participation in the Spring Debenture Issue, with the following maximum parameters:**

|  |                         |                             |
|--|-------------------------|-----------------------------|
| <b>Crosswalk/street lighting</b>         | <b>\$70,000</b>         | <b>10 year amortization</b> |
| <b>Water Utility – transmission line</b> | <b><u>\$230,000</u></b> | <b>20 year amortization</b> |

**TOTAL BORROWING \$300,000**

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**Agenda Item**

**Discussion and Decisions**

**Maximum average interest rate set at 5.5%**

**CARRIED**

- e. **Virtual Meeting Policy (Verbal Discussion)** • **Deferred to Special COW meeting March 9, 2022**

- f. **RFD 012-2022: Draft Social Media Policy** • **Deferred to Special COW meeting March 9, 2022**

**8. Committee Reports (External)**

- a. [Valley Waste Resource Management](#) • Nothing further to add
- b. [Kings Transit Authority](#) • Nothing further to add
- c. [Kings Point to Point](#) • In response to a question Director MacLean confirmed with potential changes coming from mobility and micro transit studies it would not be prudent to revise an agreement at this stage.
- d. [Valley Community Fibre Network](#) • No report.
- e. [Annapolis Valley Trails Coalition](#) • Cllr. Ingham advised meeting took place previous day, discussions included the winter conditions were catastrophic in Annapolis County, surface issues, many trees down, safety concerns. Not as bad in this area, however, landfill and debris came into a stream at Kentville Ravine which will be closed for a while as a result. A fuller written report will be available for next meeting.
- f. [Wolfville Business Development Corporation](#) • In process of hiring new coordinator hoping to have update for April COW.
- g. [Diversity Kings](#) • Cllr. Ingham advised no formal meeting but roundtable discussion – value in having an open honest discussion to highlight African Heritage month. Safe space to have this discussion which connected committee members – helpful when having formal discussions.  
• International Women’s Day later this month.



**Agenda Item**

**Discussion and Decisions**

- Cllr. Ingham advised Donald Oliver presentation was done well.
- Cllr Proudfoot clarified this was a fulfillment of her duties in her role at Acadia not a Council role. Dr. Oliver was a Canadian Senator who tabled the motion to have February recognized as Black Heritage month.
- Cllr Ingham will find out if links to presentations can be re-circulated.

h. Recreation Task Force

- Meeting was cancelled.

**10. Public Input / Question Period**

- George Lohnes - four-way stop – west of town boundary to get to Greenwich where there are traffic lights backups happen especially on holiday weekends and at the end of day.
- Should look at Commissionaires for traffic control.
- Believes it will be a long time before there will be an interchange at Maple Ave.

**11. Regular Meeting Adjourned to In Camera**

**05-03-22 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN TO INCAMERA AT 12:09pm.**

**CARRIED**

**12. Regular and In Camera Meeting Adjourned**

**07-03-22 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MEETING AND THE COMMITTEE OF THE WHOLE MEETING ADJOURN AT 12:21pm.**

**CARRIED**

**Approved by Committee of the Whole Motion 02-04-22, April 5, 2022  
As recorded by Laura Morrison, EA/Town Clerk, Office of the CAO.**