
ATTENDING

- Mayor Jeff Cantwell
- Deputy Mayor Wendy Donovan
- Councillor Mercedes Brian
- Councillor Wendy Elliott
- Councillor Jodi MacKay
- Councillor Oonagh Proudfoot
- Chief Administrative Officer Erin Beaudin, and
- Recording Secretary Jean-Luc Prevost

ALSO ATTENDING

- Director Corporate Services Jen Boyd
- Director Finance Mike MacLean
- Director Public Works & Parks Kevin Kerr
- Director Planning & Development Devin Lake
- Manager Economic Development Marianne Gates
- Community Planner Jeremy Banks and,
- Interested members of the public

CALL TO ORDER

Chair, Mayor Cantwell, called the meeting to order at 8:32 am

Agenda Item

Discussion and Decisions

1. Approval of Agenda

01-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED

Amendments:

- Strike items 5 and 6 from the Agenda.

THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGES

CARRIED

2. Approval of Minutes

02-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF APRIL 3, 2018 BE APPROVED AS CIRCULATED

Amendments:

- The meeting adjourned at 12:59pm.

THE MINUTES WERE APPROVED WITH THE ABOVE NOTED CHANGES

CARRIED

3. Question Period

There were no questions.

Agenda Item

Discussion and Decision

4. Presentations

- a. Valley Regional Enterprise Network
Colby Milne
- Coby Milne of the Valley REN introduced Council to their new CEO, Deborah Dennis. Together they gave a brief presentation of the Valley REN goals.

5. Internal Committee Reports

- a. Emergency Management Advisory Committee
- The update was included in the Agenda Package
- b. Art in Public Spaces Committee
Councillor Elliott
- Town Planner, Jeremy Banks presented on the incorporation of art into the Town using everyday objects, such as benches and stairs.
- b.i. RFD-030-2018
Art and Infrastructure
- 03-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO INCLUDE AN ART COMPONENT, WHERE POSSIBLE, WITH THE DEVELOPMENT OF THE EAST END GATEWAY AND OTHER INFRASTRUCTURE PROJECTS, AS REVIEWED BY THE ART IN PUBLIC SPACES COMMITTEE**
- CARRIED**
- c. Planning Advisory Committee
Devin Lake
- Director of Planning Development, Devin Lake presented an update to the Towns Municipal Planning Strategy outlining a proposed review process.

6. Staff Reports for Discussion

- a. RFD 036-2018
Rental Licensing
- 04-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO EXPLORE A REVISED RENTAL LICENSING APPROACH THAT WOULD BE BROUGHT BACK TO COUNCIL FOR CONSIDERATION IN THE FALL OF 2018 TO BE CONSIDERED WITH THE MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW**
- CARRIED**
- Staff was looking for direction on whether the Town should move forward with the RRBB as written or if we should look at a revised approach to encompass a broader range of rental properties, including short-term rentals (Airbnb). Staff are seeking direction from Council moving forward.



- The revised Licensing approach could be brought back in the fall once our Building Official/Fire Inspector has had time to understand the issue. The process should move concurrently with the MPS toward adoption.

**a. RFD 023-2018
Asset Management
Plan**

05-05-2018 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL ACCEPT THE ASSET MANAGEMENT PLAN AS PRESENTED AND AUTHORIZE STAFF TO PROCEED WITH THE IMPLEMENTATION OF RECOMMENDATIONS CONTAINED IN THE PLAN SUBJECT TO APPROVAL OF ANNUAL BUDGETS

CARRIED

- R.V. Anderson Associates Ltd. was contracted to prepare an Asset Management Plan (AMP) for the Town of Wolfville. The objective was to establish an initial AMP that provides the information necessary for staff to ensure Town infrastructure is safe, sustainable and addresses the needs of the residents and businesses of Wolfville.

**b. RFD 032-2018
Temporary
Borrowing
Resolutions**

06-05-2018 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE ATTACHED TEMPORARY BORROWING RESOLUTIONS;

TBR #18/19 01 Various purposes Town	\$1,424,400
TBR #18/19-02 Water Distribution	<u>151,700</u>
Total Borrowing	<u>\$1,576,100</u>

TO COVER LOAN FACILITIES WITH THE BANK OF MONTREAL UNTIL SUCH TIME AS THE SHORT-TERM LOANS ARE REPLACED WITH DEBENTURE BORROWINGS AS PER THE 2018/19 TOWN CAPITAL BUDGET, TEN YEAR CAPITAL INVESTMENT PLAN (CIP), WATER UTILITY BUDGET, AND TOWN CAPITAL ASSET FUNDING POLICY

CARRIED

- Required annually by municipalities planning to use long term debt as part of their funding source for their capital budget.
- The Temporary Borrowing Resolution (TBR) provides the mechanism to have temporary debt to cover the cost until the first opportunity arrives to put in place a fixed term, debenture.

c. **Information Report:** This report was included in the Agenda Package
**Provincial CAP
program**

d. **RFD 031-2018** **07-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE**
East End Gateway **COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO**
COUNCIL FOR DECISION: THAT COUNCIL ACCEPT THE EAST END
GATEWAY MASTERPLAN PREPARED BY EKISTICS PLAN + DESIGN
DATED MARCH 28, 2018

CARRIED

- The East End Gateway consists of Willow Park and the Visitor Information Centre, the NSPI land and the millennium trail connection to the Harvest Moon Trail.

e. **Information report:** Chief Administrative Officer, Erin Beaudin summarized the priorities
UNSM 2018/19 provided by Council to forward to UNSM as per their request
Priorities

7. **CAO Report** The CAO's report was included as part of the Agenda Package

11:15am Chair Called a break to the Committee of the Whole Meeting
11:19am Chair Reconvened the Committee of the Whole meeting.

8. Committee Reports (External)

a. **Valley Waste Resource** - The Valley Region Solid Waste-Resource Management
Management (VWRM) Authority last met on April 25, 2018.
Councillor Brian - A temporary 3 month draft budget was voted by the board to
send to various parties for consideration.
- CAO's have been appointed as a committee of CAO's as interim
General Manager.

a.i. **RFD 035-2018** **08 05-18 IT WAS REGULARLY MOVED AND SECONDED THAT**
VWRM **COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION**
Temporary **TO COUNCIL FOR DECISION: TO COUNCIL TO APPROVE THE 3**
Budget **MONTH TEMPORARY 2018/19 OPERATING BUDGET FOR VALLEY**
WASTE RESOURCE MANAGEMENT APPROVED BY THE BOARD ON
APRIL 25TH, 2018.

CARRIED

- Valley Waste Resource Management Authority (VWRM) is in the process of establishing a twelve month budget while at the same time dealing with a vacancy at the General Manager position

- Issues being dealt with by VWRM and the municipal partners have delayed the Board's adoption of a full 12 month budget.
 - The Board felt it appropriate to adopt a 3 month budget to provide operational clarity over the short term
- b. Kings Transit Authority (KTA)
Councillor Brian**
- KTW has a new website up.
 - There is expected to be a gap in GM service between a new GM and the current interim GM due to contract negotiations.
 - Mercedes Brian has been accepted as new Chair for the Board.
- c. Kings Point-to-Point (KPPT)
Councillor Brian**
- -KPPT has been in operation for 20 years!
 - -A grant of \$3800 will be received for providing affordable & accessible transportation to Kings County residents.
- d. Valley Community Fibre Network (VCFN)
Mayor Cantwell**
- The Town of Wolfville provided financial information to the Board
 - The Town will be working with the Auditors on the year-end audited statements
- e. Annapolis Valley Trails Coalition (AVTC)
Councillor MacKay**
- AVTC's finances are in good shape at this point in time
 - The Treasurer is asking for a review of the books to be done as most of the funds received are from public entities
 - The TCT do not typically work with a community development model, so this will take some more conversations
- f. Wolfville Business Development Corporation (WBDC)
Councillor Donovan**
- Recommended changes to the next WBDC Board were discussed including adding a VP position
 - Skate Park to move to Rotary Park (potentially). Town staff will be speaking to skate park patrons
 - Summer students have been hired
- 9. Question Period**
- Audrey Conroy commented that we should look to the Western Regional Housing Authority for guidance regarding our own rental licensing revision. Insisting that people do want to live in Wolfville and that adequate housing is a need.
- 11. Adjournment to In-Camera**
- 09-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING BE ADJOURNED AT 11:57AM TO AN IN-CAMERA MEETING AS PER SECTION 22(2)C OF THE MUNICIPAL GOVERNMENT ACT – PERSONNEL MATTERS**

CARRIED

Mayor Cantwell left the In-Camera meeting at 11:57pm.
Deputy Mayor Wendy Donovan assumed the Chair at 12:14

12. Adjournment of In-Camera Meeting **10-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE THAT THE IN-CAMERA MEETING BE ADJOURNED AT 12:14PM**
CARRIED

13. Regular Meeting Reconvened **11-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE RECONVENED AT 12:14PM**
CARRIED

14. Motion from In-Camera Meeting **12-05-18 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL AMEND THE ACCESSIBILITY ADVISORY COMMITTEE POLICY 110-009, SECTION 5.1.3 MEMBERSHIP TO BE:**

- **TO TWO- TERM – ONE (1) MEMBERS OF COUNCIL,**
- **TO TWO-YEAR TERMS – FOUR (4) MEMBERS AT LARGE,**
- **TO THREE-YEAR TERMS – TWO (2) MEMBERS AT LARGE**

THAT UNCIL APPOINT THE FOLLOWING COUNCILLORS, EFFECTIVE MAY 2018, AS MEMBERS OF THE ACCESSIBILITY ADVISORY COMMITTEE FOR TWO-YEAR TERMS:

- **COUNCILLOR OONAGH PROUDFOOT**
- **ALTERNATE COUNCILLOR WENDY ELLIOTT**

THAT COUNCIL APPOINT THE FOLLOWING MEMBERS, EFFECTIVE MAY 2018, TO THE ACCESSIBILITY ADVISORY COMMITTEE FOR TWO-YEAR TERMS:

- **DAVID DANIELS**
- **REBECCA SMITH**
- **AGNIESZKA HAYES**
- **ANDREW ROACH**

THAT COUNCIL APPOINT THE FOLLOWING MEMBERS, EFFECTIVE MAY 2018, TO THE ACCESSIBILITY ADVISORY COMMITTEE FOR THREE-YEAR TERMS:

- **BIRGIT ELSSNER**
- **EMILY DUFFETT**

CARRIED

13. Adjournment **02-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN AT 12:15PM**

Approved by Committee of the Whole Motion 02-06-18, June 5th, 2018
As recorded by Jean-Luc Prevost, Administrative Assistant Corporate Services/Town Clerk