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### ATTENDING

- Mayor Jeff Cantwell
- Deputy Mayor Wendy Donovan
- Councillor Mercedes Brian
- Councillor Wendy Elliott
- Councillor Jodi MacKay
- Councillor Carl Oldham
- 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 Planning & Development Devin Lake
- Manager Economic Development Marianne Gates
- Community Planner Jeremy Banks
- Compliance Officer Blair MacMurtery, and
- Interested members of the public

### LATE ARRIVALS

- Councillor Oonagh Proudfoot: 8:33am

### CALL TO ORDER

Chair, Mayor Cantwell, called the meeting to order at 8:31 am

### Agenda Item

- |  | <b>Discussion and Decisions</b>  |                |
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| <b>1. Approval of Agenda</b>                           | <b>01-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED</b><br>Amendments: <ul style="list-style-type: none"><li>• An in-camera session was added at the end of the meeting for contract negotiations.</li></ul> <b>THE AGENDA WAS APPROVED WITH THE ABOVE NOTED CHANGES</b> | <b>CARRIED</b> |
| <b>2. Approval of Minutes</b><br><b>a. May 1, 2018</b> | <b>02-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 1, 2018 BE APPROVED AS CIRCULATED</b>  | <b>CARRIED</b> |
| <b>3. Presentations</b><br><b>Landmark East</b>        | Henry Hicks, of the Board of Trustees for Landmark East School gave a presentation about their current fundraising goals and financial plans which would increase student capacity and program availability.   |                |

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**Agenda Item**

**Discussion and Decisions**

**4. Public Input /  
Question Period**

- There were no questions.

**5. Committee Reports (Internal)**

**a. Audit Committee  
Councillor MacKay**

- Representatives from PwC (External Auditors) reviewed the audit plan for the 2017/18 fiscal year and responded to questions from committee members
- Audit field work to commence on June 4<sup>th</sup>.

**b. Environmental  
Sustainability  
Committee  
Councillor Brian  
RFD 043-2018  
Ban on Plastic Bags**

- Community Planner Jeremy Banks gave a presentation of the harms that stem from single use plastics (Bags, lighters, food wraps, etc). Discussion at the May 23, 2018, meeting of the Environmental Sustainability Committee recognized the inability of a single municipality, anywhere in Nova Scotia, to dramatically alter the large-scale use of plastics in the region or Canada, and that a ban on single use plastic bags in Wolfville may influence consumer behavior towards (a) shopping elsewhere and paying additional costs in fuel, and (b) considering their use of plastic bags. To make regional change, ESC recognized a province-wide approach would be required.

**03-06-18 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 (1) DEVELOP AN AWARENESS STRATEGY AND BYLAW BANNING PLASTIC SHOPPING BAGS, IN COLLABORATION WITH STAKE HOLDERS SUCH AS VALLEY WASTE, (2) CONTINUE TO WORK WITH LOCAL, REGIONAL AND FEDERAL PARTNERS ON PLASTIC-REDUCTION EDUCATION AND AWARENESS CAMPAIGNS AND (3) CONTINUE TO WORK WITH LOCAL, REGIONAL AND FEDERAL PARTNERS ON SYSTEM APPROACH TO REDUCE OR END THE USE OF FILM PLASTICS AND (4) ENCOURAGE THE PROVINCE TO ESTABLISH AN EXTENDED PRODUCER RESPONSIBILITY PROGRAM.**

**CARRIED**

**5. Staff Reports for Discussion**

**a. RFD 040-2018  
Parking Management**

The purpose of this report is for Council to provide direction to Staff on making parking management improvements, primarily in the Core neighbourhood and commercial area (the "Core Area").

**04-06-18 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 MOVE FORWARD WITH INCREMENTAL IMPROVEMENTS TO THE TOWN'S PARKING SITUATION, AS OUTLINED IN THIS REPORT.**

**CARRIED**

**Agenda Item**

**Discussion and Decisions**

10:05am, Mayor Cantwell called for a 5-minute break.  
10:12am, Mayor Cantwell resumed the regular Meeting of Committee of the Whole.

**b. RFD 042-2018  
Appointment of  
Building Official / Fire  
& Life Safety  
Inspector**

In order to provide a continuous level of service to the residents it is necessary for the Town to appoint an inspector. Mr. Jamieson is a fully qualified level 2 Building Official with many years of experience in both HRM and East Hants.

**05-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPOINT MARK JAMIESON AS THE TOWN'S "BUILDING OFFICIAL" PURSUANT TO SECTION 5(2) OF THE BUILDING CODE ACT, CHAPTER 46 OF THE REVISED STATUTES, 1989.**

**CARRIED**

**06-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPOINT MARK JAMIESON AS THE MUNICIPAL FIRE AND LIFE SAFETY INSPECTOR, PURSUANT TO SECTION 19(1)(B) OF THE FIRE SAFETY ACT, CHAPTER 6 OF THE ACTS OF 2002.**

**CARRIED**

**c. RFD 041-2018  
Appointment of  
Assistant  
Development Officer**

As part of Mr. Collicutt's professional development, he has joined the *Municipal Development Officer's Association of Nova Scotia* and is already performing many of the duties of an Assistant Development Officer. This appointment will bring his title into alignment with the day-to-day responsibilities of his position and allow him to more effectively work towards eventual certification as a Development Officer.

**07-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE APPOINTMENT OF JAMES COLLICUTT AS ASSISTANT DEVELOPMENT OFFICER FOR THE TOWN OF WOLFVILLE.**

**CARRIED**

**d. RFD 039-2018  
Eco-Kings Committee**

Over the past few months, there has been a movement to try and get the Eco-Kings Committee reorganized. Despite an initial meeting of committee members in February 2018, there are currently no projects identified and the Chair has recently decided to step down from the committee to focus on other interests. Due to the focus and efforts the Town of Wolfville is now putting into Wolfville's Environmental Sustainability Committee, the Town's representative on Eco-Kings has requested that the Town consider withdrawing

<b>Agenda Item</b>	<b>Discussion and Decisions</b> from the organization.
	<p><b>08-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL WITHDRAW THE TOWN OF WOLFVILLE'S PARTICIPATION ON THE ECO-KINGS COMMITTEE</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>5. Information Report Waiving Banner Fees</b>	<p>Director of Corporate Services Jen Boyd presented Council with information about the process and costs associated with raising street banners. This report stems from a request from Harrison Czapalay to waive the fee he was invoiced for raising the "Light It Up Blue – Autism Awareness" banner in March and continue to waive the fee in the future.</p> <p><b>09-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL WAIVE THE BANNER FEE FOR "LIGHT IT UP BLUE" FOR THE CURRENT YEAR AND FURTHER THAT STAFF BE DIRECTED TO BRING BACK A STAFF REPORT OUTLINING A POTENTIAL POLICY CHANGE FOR FUTURE BANNER FEES.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>6. CAO Report</b>	<p>The report sparked a conversation about the Town's participation in the Apple Blossom Festival Parade. It was felt by Councillors that more could be done in terms of the float to make our presence better known and recognized.</p>
<b>7. Committee Reports (External)</b>	
<b>a. <u>Kings Transit Authority (KTA)</u> Councillor Brian</b>	<ul style="list-style-type: none"><li>• The board welcomed General Manager Glen Bannon as of May 4<sup>th</sup>.</li><li>• The Summer Student pass program is being offered again this year.</li><li>• DoubleMap is up and running. Anyone can download the app from <a href="http://DoubleMap.com">DoubleMap.com</a></li><li>• The GM is working with the Municipality of Kings to determine the way forward for the 2018-19 budget.</li></ul>
<b>b. <u>Kings Point-to-Point (KPPT)</u> Councillor Brian</b>	<ul style="list-style-type: none"><li>• KPPT had an exceptionally good April and May with increased ridership. There have been 9-12 new \$10 memberships each month.</li><li>• KPPT is reaching out for more volunteer drivers</li><li>• A co-op marketing student has joined KPPT for a term and is working on an Age-Friendly Communities grant</li></ul>
<b>c. <u>Wolfville Business Development Corporation (WBDC)</u> Councillor Donovan</b>	<ul style="list-style-type: none"><li>• June 18<sup>th</sup> AGM for WBDC will be held at the Farmers Market from 6:00 to 8:00 PM.</li><li>• Two summer staff have been hired – Jessica Sanford and Emma Graham.</li></ul>

Agenda Item	Discussion and Decisions
<b>8. Conference Reports</b> <b>a. NSFM Spring Conference</b> <b>Deputy Mayor Wendy Donovan</b>  <b>b. Active Transportation</b> <b>Councillor Jodi MacKay</b>	<ul style="list-style-type: none"><li>• Pending changes by CRA to remove the 1/3 tax free portion of elected official's stipend.</li><li>• Yarmouth puts the equivalent amount of annual depreciation on infrastructure into a capital reserve for future infrastructure replacement.</li><li>• Shelburne has also initiated a bi-annual bus tour of Town infrastructure that is offered to residents to assist them to appreciate and be aware of the Town's linear and building infrastructure.</li><li>• Where Parking was coming up as a discussion, it seemed timely to get these ideas on paper.</li><li>• There was a conversation about whether businesses should provide showers to accommodate people biking to work.</li><li>• There was a lot of conversation about curb cuts, accessibility, cost and health.</li></ul>
<b>9. Public Input / Question Period</b>	<p>Audrey Conroy made a comment about how great it was for the Apple Blossom Princess' to meet Al Whittle at Wickwire Place.</p> <p>David Daniels expressed frustration at how his submitted email comments did not seem to be addressed at the last Public Hearing. He also expressed that the comments from the Public Hearings don't seem to have proper time to be taken into consideration as the Hearing is followed by a Town Council meeting where a decision is made. Deputy Mayor Wendy Donovan mentioned in reply that they did not pertain to the decision being made later that evening at Town Council.</p>
<b>10. Adjournment to In-Camera</b>	<p><b>10-06-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN TO AN IN-CAMERA MEETING UNDER SECTION 22(2)(G) OF THE MUNICIPAL GOVERNMENT ACT – CONTRACT NEGOTIATIONS: VALLEY WASTE RESOURCE MANAGEMENT</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>11. Adjournment of in-Camera / Meeting</b>	<p><b>11-06-18 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA AND REGULAR MEETINGS OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 11:05AM.</b></p>

Approved by Committee of the Whole Motion 02-07-18, July 3, 2018

As recorded by Jean-Luc Prevost, AA Corporate Services