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**ATTENDING**

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

**ALSO ATTENDING**

- Director of Finance, Mike MacLean,
- Director Planning & Development, Devin Lake,
- Director Parks and Recreation, Kelton Thomason,
- Manager Economic Development, Marianne Gates,
- Administrative Coordinator, Vanessa Pearson,
- Community Planner, Jeremy Banks, and
- Interested members of the public

**CALL TO ORDER**

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

<b>Agenda Item</b>	<b>Discussion and Decisions</b>
<b>1. Approval of Agenda</b>	<b>01-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED</b>  <b>CARRIED</b>
<b>2. Approval of Minutes</b>	
<b>a. February 5, 2019</b>	<b>02-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 5, 2019 BE APPROVED AS CIRCULATED</b>  <b>CARRIED</b>
<b>b. January 18, 2019</b>	<b>03-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING OF JANUARY 18, 2019 BE APPROVED AS CIRCULATED</b>  <b>CARRIED</b>
<b>3. Presentations</b>	
<b>a. Kings County Seniors' Safety Society</b>	Daisy Dwyer, President of the Kings County Seniors' Safety Society, presented to Council on the services they provide, the need for their services especially with the increasing senior population, and the role their Coordinator plays. The Group is requesting \$2000 of funding from the Town to support their work.

**Agenda Item**

**4. Public Input / Question Period**

**Discussion and Decisions**

George Lohnes:

- Concerned about the proposal for Town Staff to use the RCMP space adjacent to the Town Hall and requested that proposed funding currently in the Operating budget for 19/20 be removed until a public consultation has taken place on the plans.
- Asked if the budget for the EV charging station was firm, and if the Town had opportunity to apply for a similar grant as Acadia?

**5. Committee Reports (Internal)**

**a. Design Review Committee**

The Design Review Committee (DRC) met on Wednesday, February 8, 2019 for a scheduled meeting to discuss the revised design for the Development Agreement proposal at 292 Main Street and to provide feedback on the Draft Core Area Design Guidelines.

No motions were passed by the Committee; however, the feedback will be valuable for Staff and Ekistics in preparing the guidelines for PAC and Council review. The DRC will review and provide feedback (which will be provided to PAC and Council) on the final version, once completed.

**b. Planning Advisory Committee**

The Planning Advisory Committee (PAC) met on Wednesday, February 20, 2019 for their regularly scheduled meeting.

The focus of the meeting was on a Development Agreement Application at 123 Highland Avenue; a motion was passed to move forward to Committee of the Whole. There was also continued discussion of key issues emerging from Draft 2 of the ongoing Municipal Planning Strategy review.

**i. RFD 013-2019  
123 Highland Ave**

Community Planner Jeremy Banks presented the Draft Development Agreement for 123 Highland Ave, that allows for the construction of a four-unit residential dwelling and a seven-unit residential dwelling in addition to the existing four-unit residential dwelling.

**04-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE DRAFT DEVELOPMENT AGREEMENT OF PID 55350045 TO A PUBLIC HEARING BEFORE A DECISION BY COUNCIL**

**CARRIED**

**ii. MPS Update**

Director of Planning and Development, Devin Lake mentioned that staff were ready to move forward with completed Draft MPS and LUB documents. Direction was needed on some topics from the last PAC meeting;

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**Agenda Item**

**Discussion and Decisions**

- Inclusionary zoning
  - Options for bonusing to increase the percentage of affordable housing could change from height to accessibility, high performance buildings, parking, etc.
- Personal Office
  - A new definition of Personal Office is being proposed which would allow a personal home business to have a client on site. Councillor Proudfoot requested the removal of the word simultaneously.
- Lodging houses and short-term rentals are being addressed and will be brought to a future meeting.
- Looking to merge R1-A into R2 which allows 2 units.
- A specific request came in from 63 Wickwire to change their zoning from R1 to R2 as they're currently surrounded by high-density residential and commercial.

**c. Town and Gown Committee**

A 2019/20 Work plan for the Town and Gown Committee was presented to Council which included initiatives under the following categories:

- Communications
- Economic Development
- Facilities/Infrastructure
- Academic Opportunities
- Strategic Planning
- Community Harmony

The detailed work plan is available in the Agenda Package.

*Mayor Cantwell called for a break at 10:07 am*

*The meeting resumed at 10:17 am*

**6. Staff Reports for Discussion**

**a. RFD 012-2019:  
2019/20 Budget and  
Operations Plan**

The Draft Budget (Version 3) was presented to Council. The direction from Council at the February COW was to bring a balanced budget (V3) to the March meeting, reflecting an average tax increase to residential customers of 1.76% for just over 86% of taxpayers. Both the residential and commercial tax rates see a ½ cent increase.

The final draft before COW is the result of hours of discussion with members of Council and staff and represents the plan for 2019/20 along with budget projections for 2020/21, 2021/22, & 2022/23.

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**Agenda Item**

**Discussion and Decisions**

**05-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: That Council approve the 2019/20 Town Operations Plan and related Operating Budget, Ten Year Capital Investment Plan, and the Water Utility Three Year Operating and Capital Budget, including the following details:**

- **Town Operating Budget with revenue & expenditures in the amount of \$10,690,100;**
  - Residential Tax Rate of \$1.465 per hundred dollars of assessment applied to taxable residential and resource assessments;
  - Commercial Tax Rate of \$3.575 per hundred dollars of assessment applied to taxable commercial assessments;
  - Taxes to be billed by way of Interim Tax Bill (issued in April, due June 3, 2019) and Final Tax Bill (issued in August, due the September 30, 2019);
  - Interest on overdue amounts to be charged at a rate of 1.25% per month;
- **Town Capital Budget with Year 1 totaling \$4,150,000, including capital reserve funding of \$1,638,425, operating reserve funding of \$100,000, gas tax reserve funding of \$316,900, long term debt funding of \$1,573,425, other/external grant/contribution funding of \$40,000, and \$481,250 from the Town's Water Utility for its share of street infrastructure.**
- **Water Utility Operating Budget with revenues of \$1,166,100, operating expenditures of \$946,500, and non-operating expenditures of \$243,600.**
- **Water Utility Capital Budget totaling \$533,300, including Depreciation Reserve Funding of \$63,300, Capital from Revenue Funding of \$70,000, and Capital from Accumulated Surplus of \$400,000.**
- **Fire Protection Area Rate (pursuant to Section 80 of the Municipal Government Act) of \$0.06 per hundred dollars of assessment**
- **Business Development Area rate (pursuant to Section 56 of the Municipal Government Act) of \$0.29 per hundred dollars of**



**Agenda Item**

**Discussion and Decisions**

**commercial assessment**

- **Sewer fees**
  - Sewer usage rate of \$3.59 per 1,000 gallons of water used by customer;
  - Flat Rate fee of \$69.50 per quarter;
  - Minimum quarterly charge for any metered customer \$17.00;
  - Sewer connection fee of \$3,500, if only sewer hook up
  - Sewer connection fee of \$1,000 if hook up combined with water
  
- **Low Income Property Tax Exemption**
  - Income threshold to qualify a maximum of \$27,413;
  - Maximum exemption of \$650.
  
- **Grants to Organizations under General Government/Community Development (not part of Community Partnership Policy)**
  - Acadia Scholar Bursaries \$10,500
  - Wolfville Historical Society \$5,000
  - Acadia University
    - MOU main grant allotment \$35,000
    - MOU Events hosting contribution \$10,000

**CARRIED**

**b. RFD 014-2019: 2019 Pre-Approval Debenture**

Annually the Municipal Finance Corporation (MFC) provides two opportunities for municipalities to participate in debenture issues to meet their long-term debt funding requirements. There is a spring and a fall debenture issue. The dollar amounts leveraged through the combined debt requirements of the province’s municipalities allow participants to obtain borrowing rates not otherwise available.

**06-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE 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>STREET INFRASTRUCTURE, INCLUDING: SIDEWALKS, UNDERGROUND</b>		
<b>SANITARY, STORM SYSTEMS</b>	<b>\$724,400</b>	<b>15-20 YEARS</b>
<b>SIDEWALK – BLOMIDON TERRACE</b>	<b>\$100,000</b>	<b>15 YEARS</b>
<b>WATER UTILITY – DISTRIBUTION LINES</b>	<b><u>\$151,700</u></b>	<b>20 YEARS</b>
<b>TOTAL BORROWING</b>	<b><u>\$976,100</u></b>	

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**Agenda Item**

**Discussion and Decisions**

**MAXIMUM AVERAGE INTEREST RATE SET AT 5.5%**

**CARRIED**

**c. Landmark East Update**

Economic Development Manager, Marianne Gates gave Council an update about two standing items from the last COW meeting which were about space availability and liability insurance for the community to be able to use the space at Landmark East. They are still waiting for information on insurance, however, Landmark East confirmed that no additional space would be available until the school year is out due to class schedules.

**7. CAO Report**

The CAO report was attached as a regular agenda item.

**8. Committee Reports  
(External)**

**a. Valley Waste Resource  
Management  
Councillor Elliott**

- Possibility of a charge to business and apartment buildings with more than 4 units.
- Could be up to 6 months before the waste-to-energy sustane plant in Chester is operational.

**b. Kings Transit Authority  
Councillor Donovan**

- BDO Canada received the contract for financial audit services for the next three years.
- KTA Transit building being considered in future photovoltaic project.
- Revenue and Ridership, Expenses, Surplus/Deficit and Ridership initiatives have been attached to the committee report.

**c. Kings Point-To-Point  
Councillor Brian**

- Direction was requested from Councillor Brian as the municipal units in the IMSA do not all have the same budget increase, which is not common.
- Also seeking support from Council on a multi-year agreement to provide longer term funding.

**9. Public Input / Question  
Period**

Audrey Conroy;

- Spoke to Western Regional Housing Authority in the last two weeks who have 89 seniors on waitlist for housing in Wolfville
- The definition of CORE housing needs to also include the word “acceptable” and not just “affordable”.
- There is a “tool kit” for implementing a HomeShare program for seniors which was built around some initiatives across Canada. The funding is available, but Municipalities need human resources to implement.



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Agenda Item	Discussion and Decisions
10. Adjournment to In-Camera	07-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE MOVE TO AN IN-CAMERA MEETING UNDER SECTION 22(2)E OF <i>THE MUNICIPAL GOVERNMENT ACT</i> FOR CONTRACT NEGOTIATIONS AT 11:41 AM CARRIED
11. Adjournment of Meeting	08-03-19 IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA MEETING AND REGULAR MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 11:59 AM CARRIED

Approved by Committee of the Whole Motion XX-04-19.  
As recorded by Jean-Luc Prevost, Office of the CAO.