



# Town Council Meeting

November 19, 2019

6:30 p.m.

Council Chambers, Town Hall

359 Main Street

## Agenda

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### Call to Order

#### 1. Approval of Agenda

#### 2. Approval of Minutes

- a. Town Council Meeting, October 15, 2019
- b. Town Council In-Camera Minutes, October 15, 2019

#### 3. Comments from the Deputy Mayor

#### 4. Public Input / Question Period

##### PLEASE NOTE:

- Public Participation is limited to 30 minutes
- Each Person is limited to 3 minutes and may return to speak once, for 1 minute, if time permits within the total 30-minute period
- Questions or comments are to be directed to the Chair
- Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.



**5. Motions/Recommendations from Committee of the Whole,  
November 5, 2019**

- a. RFD 064-2019: Kings REMO Winter Storm Preparedness & Response Plan
- b. RFD 069-2019: Wastewater Treatment Facility
- c. RFD 068-2019: Council-Committee Appointments

**6. New Business**

- a. RFD 062-2019: Lot 4A DeWitt Close of the Woodman Lands

**7. Correspondence**

- a. Email from Sandy Pickrell - Public Safety concerns along Waterfront
- b. WBDC Response Letter – Seaview Avenue
- c. WBDC Response Letter – RCMP Space
- d. Email from Kit Rigg – RCMP should stay in Wolfville
- e. Email from Michael Hynes – R2 Proposed rezoning violates Woodman Grove Standing Development Agreement
- f. Email from Peter Barlow – Japanese Knotweed Infestation – Wolfville
- g. Email from David Daniels – Draft MPS/LUB – Parking on front lawns
- h. Email from Charles & Carole Chittick – Woodman’s Grove Subdivision – Proposed change from R1 to R2 designation
- i. Email from Patricia Suddons – R2
- j. Email from Eleanore – Woodman’s Grove proposed zoning



- k. Email from Charles Chittick – Woodman’s Grove rezoning

## **8. Regular Meeting Adjourned**

## **REQUEST FOR DECISION 064-2019**

Title: Kings REMO Winter Storm Preparedness and Response Plan (HPRP)

Date: November 5, 2019

Department: CAO

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# **SUMMARY**

## **Winter Storm Preparedness and Response Plan**

The Draft Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019, has been developed to support extreme winter storm response within Kings County. The Draft Plan has been reviewed by the Regional Emergency Management Planning Committee (REMPC), September 19, 2019, and the Regional Emergency Management Advisory Committee (REMAC), October 21, 2019.

In keeping with the Kings County municipalities Inter-Municipal Services Agreement (IMSA), dated January 16, 2018, for the adoption of a Regional Emergency Management Organization, the Winter Storm Preparedness and Response Plan for Kings County will provide for a consistent standard for emergency response to both significant winter storm incidents across all of Kings County as an Emergency Management Support Plan to the Kings REMO Regional Emergency Management Plan (REMP), dated September 2018.

## **DRAFT MOTIONS:**

That Council approve the Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019

## REQUEST FOR DECISION 064-2019

Title: Kings REMO Winter Storm Preparedness and Response Plan (HPRP)

Date: November 5, 2019

Department: CAO

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### 1) COMMENT / RECOMMENDATION – CAO

The CAO supports staff's recommendation as the Kings REMO Winter Storm Preparedness and Response Plan is in keeping with a regional approach to Emergency Management as adopted by the Kings County municipalities as of April 1, 2018.

### 2) RECOMMENDATION

Staff recommends that Council approve the Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019, for the Town of Wolfville.

### 3) DRAFT MOTIONS

That Council approve the Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019.

### 4) PURPOSE OF REPORT

To support the Town of Wolfville adopting the Regional Emergency Management Support Plan – Winter Storm Preparedness and Response Plan, as part of the Kings Regional Emergency Management Organization (REMO), as adopted by the January 2018 Inter-Municipal Services Agreement.

### 5) DISCUSSION

Every two years NS EMO is required to report the state of Emergency Preparedness in the Province of Nova Scotia. In meeting this requirement, NS EMO Western Zone Coordinator, Andrew Mitton, conducted an Emergency Management Program Evaluation for Kings County's Municipalities in the Fall of 2016. In keeping with observations raised during this evaluation and the adoption of a Regional approach to Emergency Management, the Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019, was drafted as an Emergency Management Support Plan to the Regional Emergency Management Plan, dated September 2018, and is submitted to Council for approval.

This Kings REMO Winter Storm Preparedness and Response Plan will support emergency response efforts to a severe winter storm incidents within Kings County.

The [Nova Scotia Emergency Act](#) requires that all municipalities have:

- Emergency Management Organization;
  - Emergency Bylaw (dated 1 November 1990 or later);
  - **Emergency Management Plan;**
  - Emergency Management Coordinator (EMC); and
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## REQUEST FOR DECISION 064-2019

Title: Kings REMO Winter Storm Preparedness and Response Plan (HPRP)

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- Standing Committee of Council

### 6) POLICY CONSIDERATIONS

- [Nova Scotia Emergency Measures Act](#)
- Kings REMO Inter-Municipal Services Agreement, January 16, 2018
- [Kings REMO Regional Emergency Management Plan \(REMP\), September 2018](#)
- Kings REMO Regional Emergency Evacuation Plan (REEP), January 2019
- Kings REMO Flood Preparedness and Response Plan (FPRP), March 2019

### 7) BUDGET CONSIDERATIONS

N/A

### 8) COMMUNICATIONS REQUIREMENTS

Subject to approval of the Kings REMO Emergency Management Support Plan, Winter Storm Preparedness and Response Plan, by Kings County Municipal Councils, staff will publish the approved Kings REMO EM Support Plan, dated September 2019, on the Town of Wolfville Website and post announcements via Social Media. The Draft Kings REMO Emergency Management Support Plan will be put forward to Municipal Councils in accordance with the following schedule:

|                   |   |
|-------------------|---|
| <b>2019-11-05</b> | <b>Wolfville COW</b>                    |
| 2019-11-12        | Kentville CAC                           |
| 2019-11-19        | MoK COW                                 |
| <b>2019-11-19</b> | <b>Wolfville Council (for approval)</b> |
| 2019-11-25        | Kentville Council (for approval)        |
| 2019-11-26        | Berwick COW                             |
| 2019-12-03        | MoK Council (for approval)              |
| 2019-12-10        | Berwick Council (for approval)          |

## REQUEST FOR DECISION 064-2019

Title: Kings REMO Winter Storm Preparedness and Response Plan (HPRP)

Date: November 5, 2019

Department: CAO

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### 9) REFERENCES TO COUNCIL STRATEGIC PLAN

Council Strategic Principles:

1. **Affordability:** N/A
2. **Transparency:** This decision supports municipal involvement with the approved Kings REMO EM Plan being posted to the [Kings REMO Website](#)
3. **Community Capacity Building:** The Kings REMO Emergency Management Support Plans are focused on further preparing the Town and its residents and are in keeping with a regional approach to Emergency Management.
4. **Discipline to Stay the Course:** N/A
5. **United Front:** This supports a Regional Approach to Emergency Management as agreed upon in the Kings REMO Inter-Municipal Services Agreement (IMSA)
6. **Environmental Sustainability:** N/A

### 10) ATTACHMENTS

- Kings REMO Winter Storm Preparedness and Response Plan, dated September 2019

### 11) SUMMARY

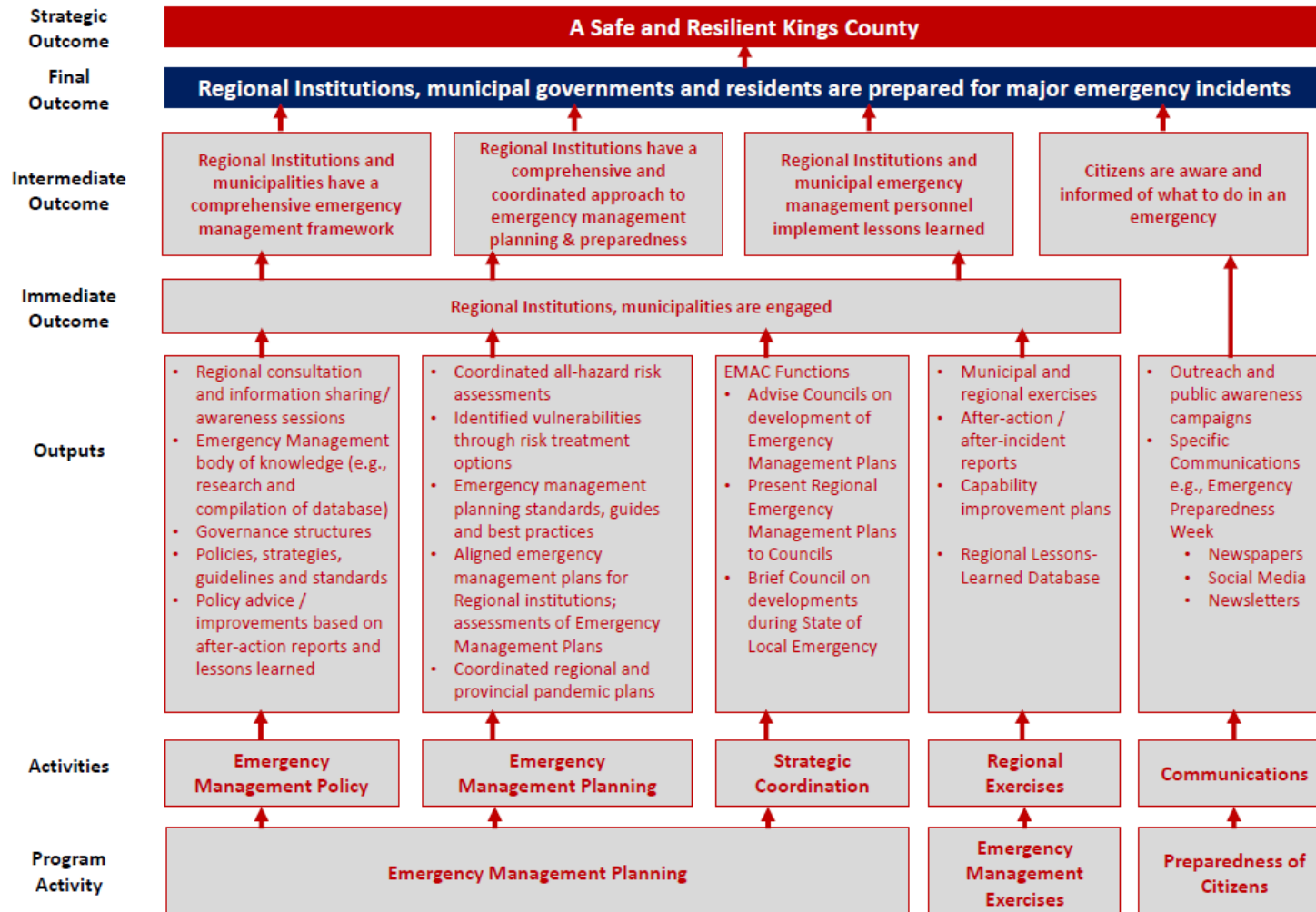
The Kings County Regional Emergency Management Coordinator (REMC) will continue to work towards ensuring that all of Kings County is fully prepared for any future Emergency that may impact any of the municipalities.

# REQUEST FOR DECISION 064-2019

Title: Kings REMO Winter Storm Preparedness and Response Plan (HPRP)  
 Date: November 5, 2019  
 Department: CAO



## Kings County – Regional Emergency Management





**REQUEST FOR DECISION 069-2019**

Title: Wastewater Treatment Facility Upgrades

Date: 2019-11-05

Department: Public Works

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## SUMMARY

### WASTEWATER TREATMENT FACILITY UPGRADES

exp Engineering has been contracted to design upgrades to the wastewater treatment facility. exp submitted a conceptual design report that recommends upgrades take place in two phases with the first phase scheduled for fiscal year 2020 at a budgeted cost of 3,070,000. The second phase will be designed after effluent quality have been monitored for a minimum of three years. As design work progresses, staff are suggesting that Council accept the recommendation of a two phased approach and allow capital funding for phase 1 to be released as soon as possible to allow construction to begin as soon design is completed.

#### DRAFT MOTION:

**THAT COUNCIL AUTHORIZE STAFF TO COMMENCE DESIGN AND CONSTRUCTION OF PHASE 1 OF THE WASTEWATER TREATMENT FACILITY UPGRADES PRIOR TO FISCAL 2020/21 BASED ON THE RECOMMENDATIONS OF THE CONCEPTUAL DESIGN REPORT AND WITHIN THE PROJECT COSTS IN THE CURRENT CAPITAL INVESTMENT PLAN.**

## REQUEST FOR DECISION 069-2019

Title: Wastewater Treatment Facility Upgrades

Date: 2019-11-05

Department: Public Works

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### 1) CAO COMMENTS

The CAO supports the recommendations of staff. It is important to note that Phase 1 and Phase 2 combined will be in excess of what has been contemplated in the current CIP. This will be addressed in the CIP currently under consideration by Council for next year.

### 2) LEGISLATIVE AUTHORITY

The Municipal Government Act Section 47 enables Council to make decisions in the exercise of its powers on behalf of the Municipality, which includes directing staff.

### 3) STAFF RECOMMENDATION

That Council authorize staff to proceed with design and construction of Phase 1 of the wastewater treatment facility upgrades based on the recommendations of the conceptual design report and within the project costs in the current capital investment plan.

### 4) REFERENCES AND ATTACHMENTS

1. Town of Wolfville Operations Plan 2019- 2023
2. Conceptual Design Report
3. Wolfville Wastewater Treatment Facility Environmental Risk Assessment
4. Infrastructure Capacity and Future Requirements Technical Memo
5. Approval to Operate

### 5) DISCUSSION

The Town operates a wastewater treatment facility originally built in 1979. In the past few years improvements such as sludge removal and replacing aeration lines have been completed.

Inflow/infiltration reduction efforts in the collection system are ongoing. For the facility to meet regulatory requirements and allow for continued growth of the community, significant capital improvements are required.

exp Engineering has been contracted to complete the design of the facility upgrades. Exp submitted a conceptual design report that recommends the upgrades take place in two phases with phase 1 scheduled for 2020. Once phase 1 is completed exp recommend the Town monitor operations and effluent quality for a minimum of three years before designing phase 2.

The phase 1 upgrades include the installation of a screening system to reduce waste loads at the facility, improvements to the aerated cells and the installation of ultraviolet disinfection to replace the current chlorination disinfection system. Once completed exp recommend the Town continue with inflow infiltration reduction and carry out a study to determine the source of particular contaminants identified in the Environmental Risk Assessment during the three-year monitoring period. exp suggest that

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## REQUEST FOR DECISION 069-2019

Title: Wastewater Treatment Facility Upgrades

Date: 2019-11-05

Department: Public Works

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eliminating or treating the contaminants at the source is a much more cost effective approach than trying to treat for these parameters at the treatment facility.

As part of phase 2, exp considered three options – an aerated lagoon, an activated sludge system and a subsurface wetland. Each option was reviewed and rated based on technical merit and lifecycle cost for a 20-year life cycle. Based on the results of this review the aerated lagoon option was recommended.

During a review of the conceptual design exp staff asked exp to consider an open wetland as a fourth option. The open wetland would be a more environmentally friendly option and less expensive than the subsurface wetland considered in the conceptual design report. The open wetland requires a larger footprint and will require the purchase of addition property if this is the option chosen. A decision on the phase 2 options is not required at this time.

## 6) FINANCIAL IMPLICATIONS

Council approved the 2019-2023 Operations Plan in March 2019 which includes \$3,070,000 in capital funding for the wastewater treatment facility upgrades. The Town applied for and received a commitment of financial assistance through the Investing in Canada Infrastructure Program for up to \$2,251,370.

The motion will allow spending prior to approval of the 2020/2021 capital budget if necessary, so design can be completed and construction started on the phase 1 upgrades of the treatment facility as soon as possible and based on meeting budget requirements.

## 7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

### Council Strategic Principles:

1. **Affordability** – Project is included the Town’s Capital Investment Plan and grant funding has been acquired
2. **Transparency** - project was included in public budget process and all documentation is publicly available
3. **Community Capacity Building** – project will allow continued growth of the community, improve operational efficiencies and ensure facility meet regulatory requirements.
4. **Discipline to Stay the Course** – wastewater treatment facility improvements have been part of the CIP for the past five plus years.
5. **United Front** – N/A
6. **Environmental Sustainability** – ultraviolet disinfection will eliminate the need for chlorine gas and exp have been directed to incorporate green technology into the design where applicable

## 8) COMMUNICATION REQUIREMENTS

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**REQUEST FOR DECISION 069-2019**

Title: Wastewater Treatment Facility Upgrades

Date: 2019-11-05

Department: Public Works

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Project updates will be provided throughout the course of the project and phase 2 options will be brought to council once additional information is available and further decisions are required.

**9) ALTERNATIVES**

Do not accept the proposed motion and possibly delay the start of construction until the 2020/21 budget is approved.

## REQUEST FOR DECISION 068-2019

Title: Council – Committee Appointments  
Date: 2019-11-05  
Department: Office of the CAO

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# SUMMARY

## Council – Committee Appointments

This RFD is for Council to consider Councillor appointments for the Committees of Council for the period starting December 2019.

### DRAFT MOTION:

That Council appoint the following Councillors as listed in the Attached Council – Committee Appointments, effective December 2019, for a one-year term in accordance with:

- Policy 110-001 Committees
- Policy 110-009 Accessibility Advisory Committee
- Policy 760-002 Public Art
- Policy 140-007 Audit Committee
- Bylaw 57 Emergency Measures
- Policy 120-015 Environmental Sustainability Committee
- Policy 610-002 Planning Advisory Committee (PAC)
- Bylaw 87, RCMP Advisory Board
- Policy 910-001 Source Water Protection Advisory Committee
- Policy 120-012 Wolfville – Acadia Town and Gown

## REQUEST FOR DECISION 068-2019

Title: Council – Committee Appointments  
Date: 2019-11-05  
Department: Office of the CAO

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### 1) CAO COMMENTS

The CAO and Mayor met to recommend committee appointments based on interest, equal representation/workload and skill sets. The CAO supports the recommendations in this report and feels that committees will all be well served with the appointments as presented.

### 2) LEGISLATIVE AUTHORITY

- [Nova Scotia Municipal Government Act](#) (NS MGA)

### 3) STAFF RECOMMENDATION

Staff recommends that Council appoint Committee representatives as outlined in Section 5 of this report.

### 4) REFERENCES AND ATTACHMENTS

- [Policy 110-001 Committees](#)
- [Policy 110-009 Accessibility Advisory Committee](#)
- [Policy 760-002 Public Art](#)
- [Policy 140-007 Audit Committee](#)
- [Bylaw 57 Emergency Measures](#)
- [Policy 120-015 Environmental Sustainability Committee](#)
- [Policy 610-002 Planning Advisory Committee \(PAC\)](#)
- [Bylaw 87, RCMP Advisory Board](#)
- [Policy 910-001 Source Water Protection Advisory Committee](#)
- [Policy 120-012 Wolfville – Acadia Town and Gown](#)

### 5) DISCUSSION

Council makes Committee appointments on an annual basis and the proposed appointments are as follows:

#### **Accessibility Advisory Committee**

- Councillor Mercedes Brian (Member)
- Alternate: Councillor Oonagh Proudfoot

#### **Art in Public Spaces Committee**

- Councillor Wendy Elliott (Chair)

#### **Audit Committee**

- Councillor Oonagh Proudfoot (Chair)
- Councillor Wendy Donovan

#### **Environmental Sustainability Committee**

- Councillor Mercedes Brian (Chair)

## REQUEST FOR DECISION 068-2019

Title: Council – Committee Appointments

Date: 2019-11-05

Department: Office of the CAO

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### **Planning Advisory Committee**

- Deputy Mayor Jodi MacKay (Chair)
- Councillor Wendy Donovan
- Councillor Oonagh Proudfoot

### **Wolfville RCMP Advisory Board**

- Councillor Wendy Elliott
- Councillor Oonagh Proudfoot

### **Source Water Protection Advisory Committee**

- Councillor Carl Oldham (Chair)
- Deputy Mayor Jodi MacKay

### **Wolfville – Acadia Town and Gown Committee**

- Mayor Jeff Cantwell
- Deputy Mayor Jodi MacKay

### **Inter-Municipal / Partner Organizations**

#### **Wolfville Business Development Corporation (WBDC)**

- Councillor Carl Oldham
- Alternate: Councillor Wendy Donovan

#### **Valley Community Fibre Network (VCFN)**

- Mayor Jeff Cantwell
- Alternate: Councillor Wendy Donovan

#### **Kings Transit Authority (KTA)**

- Councillor Wendy Donovan
- Alternate: Councillor Mercedes Brian

#### **Valley Waste Resource Management Authority**

- Mayor Jeff Cantwell
- Alternate: Councillor Wendy Elliott

#### **Annapolis Valley Trails Coalition**

- Councillor Carl Oldham
- Alternate: Deputy Mayor Jodi MacKay

#### **Kings Point to Point**

- Councillor Mercedes Brian
- Alternate: Councillor Wendy Donovan

#### **Regional Emergency Management Advisory Committee**

- Councillor Wendy Elliott
- Councillor Mercedes Brian

## REQUEST FOR DECISION 068-2019

Title: Council – Committee Appointments

Date: 2019-11-05

Department: Office of the CAO

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### **Diversity Kings**

- Councillor Oonagh Proudfoot

### **Bishop-Beckwith Marsh Body**

- Councillor Wendy Donovan

### **Grand Pre Marsh Body**

- Councillor Wendy Donovan

## 6) FINANCIAL IMPLICATIONS

Not Applicable

## 7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Council Strategic Principles:

1. **Affordability:** N/A
2. **Transparency:** This decision supports Policy & Bylaw guidelines for Council involvement in the Town of Wolfville Committees of Council
3. **Community Capacity Building:** The Council appointments to Committees of Council provide focused Council involvement in those issues of importance to the Town of Wolfville
4. **Discipline to Stay the Course:** N/A
5. **United Front:** Council's decision to appoint Councillors to the Town's Committees of Council supports a collaborative approach with the citizens of the Town
6. **Environmental Sustainability:** N/A

## 8) COMMUNICATION REQUIREMENTS

Once appointed, the December 2019 Council Committee appointments will be updated to the Town of Wolfville website upon being effective

## 9) ALTERNATIVES

Should Council indicate preferred appointments to the Committees of Council, appointments may be updated to reflect the changes



# APPOINTMENTS

## COUNCIL & COMMITTEES

Fiscal 20/21



**COUNCIL & COMMITTEES**

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## COUNCIL

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### **Jeff Cantwell (Mayor)**

42 Sherwood Drive  
Wolfville NS B4P  
Phone: 902-542-9822 (home)  
Phone: 902-542-4008 (office)  
Cell: 902-698-1676  
Fax: 902-542-4789  
Email: [jcantwell@wolfville.ca](mailto:jcantwell@wolfville.ca)

### **Mercedes Brian**

5 Toye Lane  
Wolfville, NS B4P 2C9  
Phone: 902-542-1465 (home)  
Cell: 902-670-7896  
Fax: 902-542-4789  
Email: [mbrian@wolfville.ca](mailto:mbrian@wolfville.ca)

### **Wendy Elliott**

39 Kent Avenue  
Wolfville, NS B4P 1V4  
Phone: 902-542-2533 (home)  
Cell: 902-599-1675  
Fax: 902-542-4789  
Email: [welliott@wolfville.ca](mailto:welliott@wolfville.ca)

### **Oonagh Proudfoot**

52 Woodland Drive  
Wolfville NS B4P 1H8  
Cell: 902-599-2844  
Fax: 902-542-4789  
Email: [oproudfoot@wolfville.ca](mailto:oproudfoot@wolfville.ca)

### **Wendy Donovan**

25 Gaspereau Avenue  
Wolfville, NS B4P  
Phone: 902-542-0298  
Cell: 902-698-6342  
Fax: 902-542-4789  
Email: [wdonovan@wolfville.ca](mailto:wdonovan@wolfville.ca)

### **Carl Oldham**

42 Bigelow Street  
Wolfville, NS B4P 0A4  
Phone: 902-697-2549 (home)  
Cell: 902-679-7702  
Fax: 902-542-4789  
Email: [coldham@wolfville.ca](mailto:coldham@wolfville.ca)

### **Jodi MacKay (Deputy Mayor)**

10 Grandview Drive  
Wolfville NS B4P 1W4  
Phone: 902-542-3141 (home)  
Cell: 902-599-2175  
Fax: 902-542-4789  
Email: [jmackay@wolfville.ca](mailto:jmackay@wolfville.ca)

## TOWN OF WOLFVILLE COMMITTEES

### a. Accessibility Advisory Committee (AAC)

- **Reference:** [Policy 110 009 Accessibility Advisory Committee Webpage](#)

| Name  | Appointed      | Expiry         |
|---|----------------|----------------|
| <a href="#">Agnieszka Hayes (Chair)</a>                 | 2018-05        | 2020-12        |
| <a href="#">Mayor Jeff Cantwell</a>                     | Not Applicable | Not Applicable |
| <a href="#">Andrew Roach</a>                            | 2018-05        | 2020-12        |
| <a href="#">David Daniels</a>                           | 2018-05        | 2020-12        |
| <a href="#">Rebecca Smith</a>                           | 2018-05        | 2020-12        |
| <a href="#">Emily Duffett</a>                           | 2018-05        | 2021-12        |
| <a href="#">Birigit Elssner</a>                         | 2018-05        | 2021-12        |
| <a href="#">Councillor Mercedes Brian</a>               | 2019-11        | 2020-12        |
| <a href="#">Alternate – Councillor Oonagh Proudfoot</a> | 2019-11        | 2020-12        |

### Ex-Officio Members

- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Mike MacLean](#) Director of Finance non-voting

## b. Art in Public Spaces Committee (APSC)

**Reference:** [Policy No. 760-002](#)

[Webpage](#)

| Name   | Appointed      | Expiry         |
|--|----------------|----------------|
| <a href="#">Councillor Wendy Elliott (Chair)</a> | 2019-11        | 2022-12        |
| <a href="#">Mayor Jeff Cantwell</a>              | Not Applicable | Not Applicable |
| <a href="#">Sara-Lee Lewis</a>                   | 2018-12        | 2020-12        |
| <a href="#">Sally Benevides Hopkins</a>          | 2020-12        | 2023-12        |
| <a href="#">Jessie Forman</a>                    | 2017-12        | 2020-12        |

### Ex-Officio Members

- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Jeremy Banks](#), Town Planner non-voting
- [Dr Laurie Dalton](#), Director, Acadia Art Gallery voting

**c. Audit Committee**

**Reference:** [Policy No. 140-007](#)

[Webpage](#)

| <b>Name</b>   | <b>Appointed</b> | <b>Expiry</b>  |
|---|------------------|----------------|
| <a href="#">Councillor Oonagh Proudfoot (Chair)</a> | 2019-11          | 2020-12        |
| <a href="#">Mayor Jeff Cantwell</a>                 | Not Applicable   | Not Applicable |
| <a href="#">Councillor Wendy Donovan</a>            | 2019-11          | 2020-12        |
| <a href="#">Gordon Joice</a>                        | 2017-12          | 2019-12        |
| <a href="#">Frank Lussing</a>                       | 2018-12          | 2020-12        |

**Ex-Officio Members**

- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Mike MacLean](#), Director Financial Services non-voting

**d. Design Review Committee (DRC)**

**Reference:** [Policy No. 610-001](#)

| Name           | Appointed  |
|----------------|------------|
| Angela Morin   | 2014-02    |
| Michael Napier | 2014-02    |
| John Whidden   | 2014-02    |
| Wil Lang       | 2014-02    |
| Brian McKibbin | 2018-01-23 |

- [Devin Lake](#), Director Planning & Development
- [Jeremy Banks](#), Community Planner

## e. Environmental Sustainability Committee (ESC)

**Reference:** [Policy No. 120-015](#)

[Webpage](#)

| Name  | Appointed | Expiry  |
|---|-----------|---------|
| <a href="#">Councillor Mercedes Brian</a> (Chair) | 2019-11   | 2020-11 |
| <a href="#">Jodi Noiles</a> , Acadia University   | 2018-12   | 2020-12 |
| <a href="#">Howard Williams</a> , Member at-Large | 2018-12   | 2020-12 |
| <a href="#">Bill Zimmerman</a> , Member at-Large  | 2018-12   | 2020-12 |
| <a href="#">Janet Eaton</a> , Member at-Large     | 2018-12   | 2020-12 |
| Hanna Machat, Youth Member At-Large               | 2018-12   | 2020-12 |

### Ex-Officio Members

- [Jeff Cantwell](#), Mayor voting
- [Erin Beaudin](#), Chief Administrative Officer non-voting
- [Devin Lake](#), Director Planning and Development non-voting



## f. Planning Advisory Committee (PAC)

Reference: [Policy No. 610-002](#)

[Webpage](#)

| Name   | Appointed | Expiry   |
|--|-----------|----------|
| <a href="#">Deputy Mayor Jodi MacKay (Chair)</a> | 2019-11   | 2020-12  |
| <a href="#">Councillor Wendy Donovan</a>         | 2019-11   | 2020-12  |
| <a href="#">Councillor Oonagh Proudfoot</a>      | 2019-11   | 2020-12  |
| <a href="#">Mark Bishop</a>                      | 2020-12   | 2023-12  |
| <a href="#">Stephen Mattson</a>                  | 2017-12   | 2020-12  |
| Vacant   | 2019-12   | 2022-12  |
| <a href="#">Melinda Norris</a>                   | 2016-12   | 2019-12  |
| <a href="#">Isabel Madeira-Voss</a>              | 2018-01   | 2020-01* |

### Ex-Officio Members

- [Mayor Jeff Cantwell](#) voting
- [Erin Beaudin](#), Chief Administrative Officer non-voting
- Devin Lake, Director of Planning non-voting

**g. Wolfville RCMP Advisory Board**

**References:**

A. Town of Wolfville Bylaw Ch 87

[Webpage](#)

| <b>Name</b>  | <b>Appointed</b> | <b>Expiry</b> |
|--|------------------|---------------|
| <u><a href="#">Councillor Wendy Elliott</a></u>    | 2019-11          | 2020-12       |
| <u><a href="#">Councillor Oonagh Proudfoot</a></u> | 2019-11          | 2020-12       |
| <u><a href="#">Kathy Bird</a></u>                  | 2018-07          | 2020-12       |
| <u><a href="#">Michael Jeffrey</a></u>             | 2018-12          | 2020-12       |
| <u><a href="#">Robert Lutes</a></u>                | 2017-03          | 2019-12       |

**Ex-Officio Members**

- [Mayor Jeff Cantwell](#) voting
- [Erin Beaudin, Chief Administrative Officer](#) non-voting
- **VACANT, Department of Justice Consultant / Advisor** non-voting
- [Sgt Andy Buckle, Wolfville RCMP](#) non-voting

## h. Source Water Protection Advisory Committee (SWPA)

**Reference:** Policy No. 910-001

[Webpage](#)

| Name  | Appointed | Expiry  |
|---|-----------|---------|
| <u><a href="#">Councillor Carl Oldham</a></u> (Chair) | 2019-11   | 2020-12 |
| <u><a href="#">Deputy Mayor Jodi MacKay</a></u>       | 2019-11   | 2020-12 |
| <u><a href="#">John Brzustowski</a></u>               | 2017-03   | 2020-12 |
| <u><a href="#">Jennifer Kershaw</a></u>               | 2017-03   | 2019-12 |

### VOTING MEMBERS

- Councillor Peter Allen - Kings County Council
- [Marcel Falkenham](#), Acadia University
- Vacant, Member-at-Large, County of Kings

### NONVOTING MEMBERS

- Town of Wolfville, Director of Planning
- Town of Wolfville, Water System Operator
- Planning Staff, Kings County
- Nova Scotia Department of Environment & Labour representative
- Terry Hennigar, consultant
- Outside Resources as needed, NSDTIR, NS Agriculture

**i. Wolfville-Acadia Town and Gown Committee**

**Reference:** [Policy No. 120-012](#)

[Webpage](#)

| <b>Name</b>  | <b>Appointed</b> | <b>Expiry</b>  |
|--|------------------|----------------|
| <a href="#">Deputy Mayor Jodi MacKay</a>                   | 2019-11          | 2021-12        |
| <a href="#">Mayor Jeff Cantwell</a>                        | Not Applicable   | Not Applicable |
| <a href="#">Erin Beaudin, CAO</a>                          | Not Applicable   | Not Applicable |
| <a href="#">Bruce Phinney</a> , Board of Governors, Acadia | 2018-12          | 2019-12        |
| Kyle Vandertoorn, Acadia Student Union President           | 2019-05-01       | 2020-04-30     |
| Chris Callbeck, Acadia University                          | 2018-12          | 2019-12        |
| Vacant, ASU Community Relations                            | 2018-05-01       | 2019-04-30     |

## INTER-MUNICIPAL / PARTNER ORGANIZATIONS

### a. Wolfville Business Development Corporation (WBDC) Board

[Webpage](#)

| Name   | Appointed      | Expiry         |
|--|----------------|----------------|
| <a href="#">Councillor Carl Oldham</a>               | Not Applicable | Not Applicable |
| <a href="#">Councillor Wendy Donovan</a> (Alternate) | Not Applicable | Not Applicable |
| <a href="#">Hugh Simpson</a>                         | 2017-12        | Not Applicable |

### b. Valley Community Fibre Network (VCFN)

[Webpage](#)

- [Mayor Jeff Cantwell](#)
- Alternate: [Councillor Wendy Donovan](#)

### c. Kings Transit Authority (KTA)

[Webpage](#)

- [Councillor Wendy Donovan](#)
- Alternate: [Councillor Mercedes Brian](#)

### d. Valley Waste-Resource Management Authority

[Webpage](#)

- [Mayor Jeff Cantwell](#)
- Alternate: [Councillor Wendy Elliott](#)

### e. Annapolis Valley Trails Coalition (AVTC)

- [Councillor Carl Oldham](#) <sup>(1)</sup>
- Alternate: [Deputy Mayor Jodi MacKay](#)

### f. Kings Point to Point

- [Councillor Mercedes Brian](#)
- Alternate: [Councillor Wendy Donovan](#)

### g. Regional Emergency Management Advisory Committee (REMAC)

- [Councillor Wendy Elliott](#)
- [Councillor Mercedes Brian](#)

## OTHER COMMITTEES / BOARDS

### a. Annapolis Valley Regional Library Board

[Webpage](#)

- [Janet Ness](#), Vice Chair

### b. EKM Health Centre Liaison Team

[Webpage](#)

- **Vacant** (previous representative – Erin Hennessy, up to December 16, 2015)

### c. Kings Crime Prevention Association (KCPA)

- Maurice McKee – Appointed from RCMP Advisory Board, reappointed for two-year term to **expire December 2013 – next RCMP Advisory Board**
  - Chair – Paul D. Gates ([pdgates@ns.sympatico.ca](mailto:pdgates@ns.sympatico.ca))
  - Vice Chair – Marge Debogt
  - Treasurer – Carol Robar
  - Secretary – Violet Francis

### d. Diversity Kings County

[Webpage](#)

- [Councillor Oonagh Proudfoot](#)

### e. Bishop-Beckwith Marsh Body

- [Councillor Wendy Donovan](#)

### f. Grand Pre Marsh Body

- [Councillor Wendy Donovan](#)

### g. Western Regional Housing Authority (WRHA)

[Webpage](#)

- Vacant

**REQUEST FOR DECISION 062-2019**

Title: Development Agreement Proposal  
Lot 4A DeWitt Close of the Woodman Lands  
Date: 2019-10-01  
Department: Planning and Development

---



## SUMMARY

To amend an existing development agreement (DA 04-09) to vary the allowed siding on single family dwellings, within architecture areas, within the “Woodman Lands”.

*Motion from PAC*

*THAT THE PLANNING ADVISORY COMMITTEE PROVIDE A POSITIVE RECOMMENDATION TO COUNCIL REGARDING THE DRAFT AMENDING DEVELOPMENT AGREEMENT FOR LOT 4 AND 5 OF THE WOODMAN LANDS (PID 55516868 AND 55516876) AND THAT THE ATTACHED DRAFT DEVELOPMENT AGREEMENT BE FORWARDED TO COUNCIL FOR INITIAL CONSIDERATION BEFORE A PUBLIC HEARING IS HELD.*

## REQUEST FOR DECISION 062-2019

Title: Development Agreement Proposal  
Lot 4A DeWitt Close of the Woodman Lands  
Date: 2019-10-01  
Department: Planning and Development

---



### 1) CAO COMMENTS

None required.

### 2) LEGISLATIVE AUTHORITY

See Staff report (attached) titled: Development Agreement Proposal – Lots 4&5 Woodman’s Grove.

### 3) STAFF RECOMMENDATION

As above.

### 4) REFERENCES AND ATTACHMENTS

- (a) See Staff report (attached) titled: Development Agreement Proposal – Lots 4&5 Woodman’s Grove (including draft development agreement).

### 5) DISCUSSION

The applicant is seeking an Amendment to an existing development agreement to allow for vertical siding rather than horizontal. The existing DA requires developments on this property to have horizontal siding.

The draft amending development application will require siding for developments on this site to be in accordance with residential architectural guidelines as determined by the development officer.

### 6) FINANCIAL IMPLICATIONS

None.

### 7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

See Staff report (attached) titled: Development Agreement Proposal – Lots 4&5 Woodman’s Grove.

### 8) COMMUNICATION REQUIREMENTS

If approved, a public hearing will require advertising and direct mail to residents.

### 9) ALTERNATIVES

Alternatives to the above recommendation may include:

- a. Recommend the proposal, subject to specific changes.



**REQUEST FOR DECISION 062-2019**

Title: Development Agreement Proposal  
Lot 4A DeWitt Close of the Woodman Lands  
Date: 2019-10-01  
Department: Planning and Development

---



- b. Recommend specific changes and that another review by the Planning Advisory Committee take place.

**REQUEST FOR DECISION 062-2019**

Title: Development Agreement Proposal  
Lot 4A DeWitt Close of the Woodman Lands  
Date: 2019-10-01  
Department: Planning and Development

---



**ATTACHMENT (A)**

This Amending Development Agreement is made this \_\_\_ day of MONTH, YEAR.

BETWEEN:

ROGER BEN BOLT and MARILYN JEAN BOLT  
(Hereinafter called the "Developer")

OF THE FIRST PART

- and -

TOWN OF WOLFVILLE,  
A municipal body corporate,  
(Hereinafter called the "Town")

OF THE SECOND PART

WHEREAS the Town ~~and the Developer~~ entered into a development agreement effective November 9, 2005 and filed at the Registry of Deeds office in Kentville Nova Scotia as document number 84621847 on March 20, 2006, herein referred to as *Original Development Agreement*;

AND WHEREAS the Town ~~and the Developer~~ entered an amending development agreement herein referred to as *Amending Development Agreement No. 1*, effective April 16, 2008 and filed at the Registry of Deeds office in Kentville Nova Scotia as document number 91597261 on September 11, 2008;

AND WHEREAS the Town ~~and the Developer~~ entered a second amending development agreement, herein referred to as *Amending Development Agreement No. 2*, effective March 15, 2012 and filed at the Registry of Deeds office in Kentville Nova Scotia as document number 101743533 on October 15, 2012;

AND WHEREAS the Town ~~and the Developer~~ entered a second amending development agreement, herein referred to as *Amending Development Agreement No. 3*, effective January 11, 2019 and filed at the Registry of Deeds office in Kentville Nova Scotia as document number 114641070 on June 19, 2019;

AND WHEREAS *Original Development Agreement, Amending Development Agreement No. 1, Amending Development Agreement No. 2, and Amending Development Agreement No. 3* shall be collectively referred to as *Original Development Agreement as amended*;

AND WHEREAS the Developer has requested that the Town enter into a further amending development agreement, herein referred to as *Amending Development Agreement No. 4*, relating to the use, subdivision, and development of the land pursuant to the provisions of the Municipal Government Act and the Municipal Planning Strategy for the Town of Wolfville;

AND WHEREAS a condition of granting approval of Amending Development Agreement No. 3, for the development of the lands is that the parties enter into this amending development agreement;

AND WHEREAS the Town Council for the Town, at its meeting on \_\_\_\_\_, approved entering into this Amending Development Agreement No. 4 to enable variation in siding;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the covenants made in this Amending Development Agreement No. 3 and other valuable consideration, the Developer and the Town agree to the following terms.

**1. Schedules**

1.1 The following schedules form part of this Amending Development Agreement No. 4:

Schedule "A" – Description of lands.

**3. Background**

The Town and the developer entered the original Development Agreement approved by Council on June 20, 2005 which permitted for the residential development of the Lands. An amendment to this Development Agreement was approved by Council on March 17, 2008, which provided requirements for construction of buildings within the Residential Architectural Control Area. A second amendment to this Development Agreement was approved by Council on Feb 20, 2012, which altered the requirements for proposed multi-unit residential buildings. A third amendment to this Development Agreement was approved by Council on July 31, 2019, which enabled an additional multi-unit building. The developer has requested approval to permit variations of siding other than horizontal which are in accordance with the relevant architectural guidelines. This Amending Development Agreement No. 4 responds to this request.

**4. Terms**

**4.1 General**

**4.1.1** This Amending Development Agreement No. 4 applies to all the lands as described in Schedule "D".

**4.1.2** Except as amended by this Amending Development Agreement No. 4, the Original Development Agreement as amended, between the Town and the Developer for the Lands as filed at the Registry of Deeds in Kentville on March 20, 2006 as document number 84621847 shall remain in full force and effect.

**4.2 Buildings and Lot Design Conditions**

**4.2.1** The text of clause 4.3.2 of the *Original Development Agreement As Amended* is replaced with:

*" 4.3.2 Exterior cladding shall be horizontal in orientation with a maximum of five inch exposure. Limited decorative elements such as brick, stone, or exterior cladding*

*with orientations other than horizontal shall be permitted for no more than 25% of the area of any face of the building*

- *excepting PID 55516876 and 55516868 where exterior cladding shall be permitted in accordance with the relevant architectural guidelines as confirmed by the Development Officer.”*

#### **4.5 Timing**

**4.5.1** This Amending Development Agreement No. 4 shall be deemed entered into on the day following the day on which the time for appeal of Town Council’s approval has elapsed, or the day on which any appeals have been disposed of and the policy of the Wolfville Town Council approving this Development Agreement has been affirmed by the Nova Scotia Utilities and Review Board, under the provisions of the MGA, or other judiciary body as applicable.

**4.5.2** This Amending Development Agreement No. 4 does not come into effect until the requirements of Section 228(3) of the Municipal Government Act are fulfilled and this development agreement is filed in the Registry of Deeds. All time requirements imposed in this Development Agreement shall be calculated from that date, the effective date.

#### **4.6 Expenses**

**4.6.1** The developer shall pay all costs and expenses incurred by the Town related to this Amending Development Agreement No. 3 including but not limited to; advertising and notification of adjoining landowners incurred in drafting this development agreement.

### **5. Warranties by the Developer**

#### **5.1 Title and Authority**

**5.1.1** The developer warrants as follows:

- (a) The developer has good title in fee simple to the lands or good beneficial title subject to a normal financing encumbrance. No other entity has an interest in the lands which would require their signature on this development agreement to validly bind the lands or the developer has obtained the approval of every other entity which has an interest in the lands whose authorization is required for the developer to sign this Development Agreement to validly bind the lands.
- (b) The developer has taken all steps necessary to, and it has full authority to, enter this Amending Development Agreement No. 4.

### **6. Full Agreement**

**6.1 Other Agreements**

**6.1.1** This Amending Development Agreement No. 4, together with the Original Development Agreement as amended and filed at the Registry of Deeds in Kentville, Nova Scotia as document number 84621847, constitute the entire agreement and contract entered into by the Town and the Developer. No other agreement or representation, whether oral or written, shall be binding.

**7. Binding Effect**

This Amending Development Agreement No. 4 shall enure to the benefit of and be binding upon the parties to this Development Agreement, their respective successors, administrators, and assigns.

**8. Notice**

Any notice to be given under this Amending Development Agreement No. 3 shall be made in writing and either served personally or forwarded by courier or by registered mail, postage prepaid, if to the Town to:

Town of Wolfville  
Town Hall  
359 Main Street  
Wolfville, Nova Scotia  
B4P 1A1  
Attention: Development Officer

And if to Roger Ben Bolt and Marilyn Jean Bolt:

Roger Ben Bolt And Marilyn Jean Bolt  
1386 Barlochan Road  
Gravenhurst Ontario  
P1p 1r2

**9. Headings**

The headings used in this development agreement are for convenience only. If any of the headings are inconsistent with the provisions of the development agreement which it introduces, the provisions of the development agreement shall apply.

**10. Execution**

In witness of this Development Agreement the parties have signed, sealed and delivered it to each other on the date set out at the top of the first page.

SIGNED, SEALED AND DELIVERED )

In the presence of:

)

)

) TOWN OF WOLFVILLE

)

)

) By \_\_\_\_\_

) MAYOR

)

\_\_\_\_\_  
Witness

)

)

) By \_\_\_\_\_

) TOWN CLERK

)

)

SIGNED, SEALED AND DELIVERED )

In the presence of:

)

)

)

) By \_\_\_\_\_

Witness ) ROGER BEN BOLT

)

)

)

) By \_\_\_\_\_

Witness ) MARILYN JEAN BOLT

)

CANADA  
PROVINCE OF NOVA SCOTIA  
COUNTY OF KINGS

I certify that on \_\_\_\_\_, 201\_, \_\_\_\_\_ a witness to this agreement came before me, made oath, and swore that the **Town of Wolfville**, caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.

\_\_\_\_\_  
A Commissioner of the Supreme Court of Nova Scotia

CANADA  
PROVINCE OF NOVA SCOTIA  
COUNTY OF KINGS

I certify that on \_\_\_\_\_, 201\_, \_\_\_\_\_ a witness to this agreement came before me, made oath, and swore that **Roger Ben Bolt and Marilyn Jean Bolt** caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.

\_\_\_\_\_  
A Commissioner of the Supreme Court of Nova Scotia



**Schedule "A" – Description of lands.**

**PID 55516876**

REGISTRATION COUNTY: KINGS COUNTY

STREET/PLACE NAME: DEWITT CLOSE /WOLFVILLE

TITLE OF PLAN: PLAN OF S/D SHOWING LOT 4 TO LOT 8 S/D OF PARCEL G LOT 33 & LOT 34 S/D OF PARCEL Z LOT 27 & LOT 28 S/D OF PARCEL Y-1 LANDS OF POLYCORP REAL ESTATE DEVELOPMENT FUND (#2) INC WOODMAN GROVE S/D DEWITT CLOSE LAURA MOORE RD & WOODMAN RD TOWN OF WOLFVILLE

DESIGNATION OF PARCEL ON PLAN: LOT 5

REGISTRATION NUMBER OF PLAN: 101139419

REGISTRATION DATE OF PLAN: 2012-07-18 13:26:15

BURDEN:

SUBJECT TO RESTRICTIVE COVENANTS AS MORE PARTICULARLY DESCRIBED IN DEED RECORDED ON AUGUST 13, 2014 AS DOCUMENT 105595814 IN THE KINGS COUNTY LAND REGISTRATION OFFICE.

\*\*\* MUNICIPAL GOVERNMENT ACT, PART IX COMPLIANCE \*\*\*

COMPLIANCE:

THE PARCEL IS CREATED BY A SUBDIVISION (DETAILS BELOW) THAT HAS BEEN FILED UNDER THE REGISTRY ACT OR REGISTERED UNDER THE LAND REGISTRATION ACT

REGISTRATION DISTRICT: KINGS COUNTY

REGISTRATION YEAR: 2012

PLAN OR DOCUMENT NUMBER: 101139419

**PID 55516868**

REGISTRATION COUNTY: KINGS COUNTY

STREET/PLACE NAME: DEWITT CLOSE /WOLFVILLE

TITLE OF PLAN: PLAN OF S/D LOT 4 & LOT 5 WOODMAN GROVE S/D LAND OF ROGER B BOLT MARILYN J BOLT TO BE CONSOLIDATED TO FORM LOT 4A DEWITT CLOSE WOLFVILLE

DESIGNATION OF PARCEL ON PLAN: LOT 4A

REGISTRATION NUMBER OF PLAN: 115029341

REGISTRATION DATE OF PLAN: 2019-08-29 10:27:40

\*\*\* MUNICIPAL GOVERNMENT ACT, PART IX COMPLIANCE \*\*\*

COMPLIANCE:

THE PARCEL IS CREATED BY A SUBDIVISION (DETAILS BELOW) THAT HAS BEEN FILED UNDER THE  
REGISTRY ACT OR REGISTERED UNDER THE LAND REGISTRATION ACT  
REGISTRATION DISTRICT: KINGS COUNTY  
REGISTRATION YEAR: 2019  
PLAN OR DOCUMENT NUMBER: 115029341

# REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

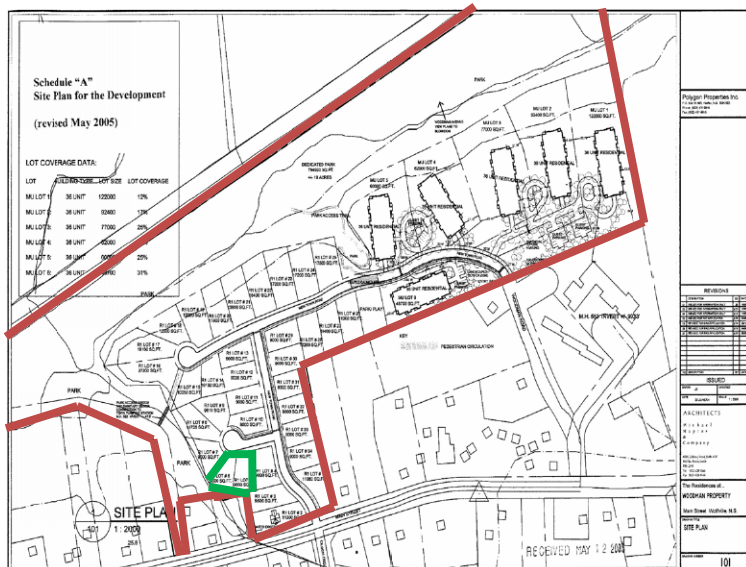
Date: September 19, 2019

Department: Planning & Development



|                                 |   |
|---------------------------------|---|
| <b>APPLICANT</b>                | Roger Bolt, owner of Lot 4 and 5 of the Woodman Lands (PID 55516876 & 55516868)   |
| <b>PROPOSAL</b>                 | To amend an existing development agreement (DA 04-09) to vary the allowed siding on single family dwellings, within architecture areas, within the “Woodman Lands”. |
| <b>LOCATION</b>                 | Lot 4 and 5 of the Woodman Lands (PID 55516876 & 55516868)  |
| <b>LOT SIZE</b>                 | The 40 acre “Woodman Lands” parcel, as outlined in DA 04-09, yet the area immediately relevant to this amendment is 1.27 acres                                      |
| <b>DESIGNATION</b>              | Comprehensive Development District (CDD)  |
| <b>ZONE</b>                     | Residential Comprehensive Development District (RCDD)   |
| <b>SURROUNDING USES</b>         | Residential (low density)   |
| <b>ARCHITECTURAL GUIDELINES</b> | East Main Street “B”  |
| <b>NEIGHBOUR NOTIFICATION</b>   | Email list from PIM meeting; Newspaper ads and notices mailed to surrounding property owners within 100 metres; Sign placed on property                             |

## PROPERTY LOCATION



The “Woodman Lands” is the area outlined in red, and the parcels immediately relevant to this application is outlined in green

Figure 1 – Original site plan for Woodman Grove area.

# REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

Date: September 19, 2019

Department: Planning & Development



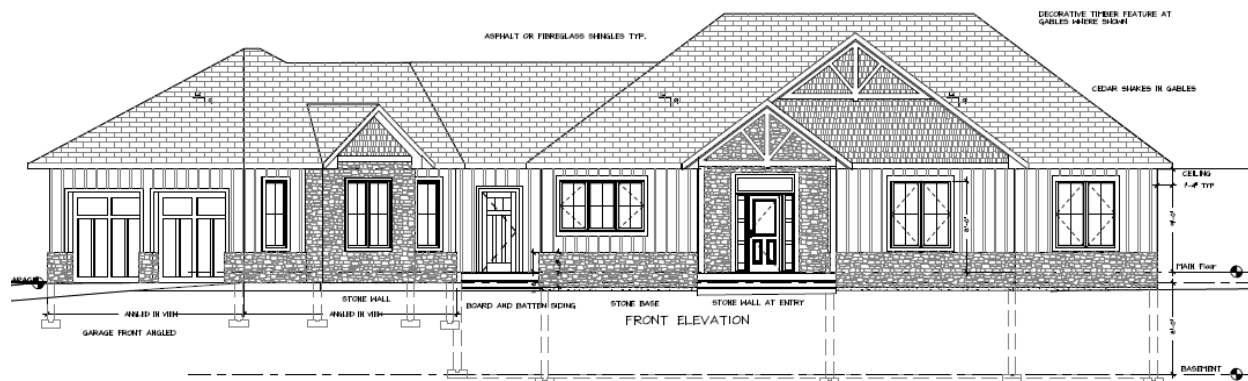
## PROPOSAL

The applicant, Roger Bolt, is seeking an amendment to an existing development agreement (DA 04-09), originally dated January 4, 2006, to allow a variation to the requirement for horizontal siding for his property, on Lots 4 and 5 in Woodman’s Grove (PID 55516868 and 55516876). The existing development agreement contains a provision that requires horizontal siding for buildings within an architectural zone, yet enables as-of-right development for developments that comply with this and other regulations. The applicant would like vertical siding and seeks an amending development agreement to enable variation in siding as long as it remains consistent with relevant architectural guidelines and neighborhood context.

Alterations to the subject lands require an Amending Development Agreement as there is an existing Development Agreement that applies to the overall subdivision.

The applicant is approved to develop the lands for a residential building, which currently includes horizontal siding.

Fig 1.1: Proposed vertical siding.



# REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

Date: September 19, 2019

Department: Planning & Development



## PROCESS & NEXT STEPS

Section 230 of The Municipal Government Act (MGA) establishes the process for the approval of a Development Agreement. This process requires review by the Planning Advisory Committee and the holding of a Public Hearing by Council prior to a decision by Council to approve or reject the proposal. The decision by Council may be appealed to the Nova Scotia Utility and Review Board by an aggrieved person or by the Applicant.

The first stage of this application is to have the Planning Advisory Committee (PAC) review this report and provide a recommendation to Council. Staff have not held a public information meeting at this time. Council will then provide Initial Consideration, and if passed, a Public Hearing will be scheduled prior to a decision on the proposal from Council.

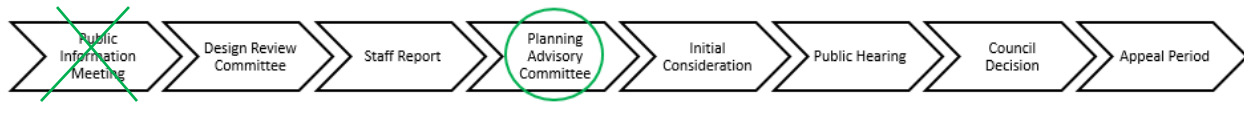


Figure 5 – Development Agreement Process

## POLICY REVIEW & DISCUSSION

The property is designated Comprehensive Development District in the Municipal Planning Strategy (MPS) and zoned Residential Comprehensive Development District (RCDD) in the Land Use Bylaw (LUB).

The Municipal Planning Strategy (MPS) includes several policies for Council to consider when reviewing such an application. This proposal to amend the development agreement focuses on exterior aesthetics, and does not alter the existing approved land use, therefore this section focuses on policies related to heritage and design.

### **Municipal Planning Strategy – Part 8 – Residential Development and Land Use**

Part 8.4.3 of the MPS establishes that proposals in the RCDD zone can only be considered by development agreement, as per Policy:

**8.4.3** *to consider only by development agreement, all proposals for development within the Residential Comprehensive Development District (RCDD) zone for mixed residential uses, limited institutional uses and local commercial uses.*

A proposal within this zoning is also required to follow MPS policy 8.4.4, and 8.4.5. See the following table for policies contained and discussion

### **Part 12 – Architectural Heritage**

# REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

Date: September 19, 2019

Department: Planning & Development



*“12.1.4 to require that all developments located within a designated Architectural Control Area be consistent with the design principles and guidelines contained in the appropriate Architectural Guidelines Manual.”*

*“12.1.5 to ensure that when considering development agreements, the architectural character of any proposed new building, or the addition to or alteration of any building is visually compatible with the established architectural character of other buildings in the neighbourhood, in terms of height, bulk, scale, roof shape, materials, and relationships of windows and doors and architectural details. Require that the applicable Design Review checklist contained in the Architectural Guidelines Manuals be satisfactorily completed as part of the development agreement application.”*

| Table A – Discussion of Possible Policy Conflicts                     |   |
|---|---|
| Criterion   | Discussion  |
| 18.6.1 the height, mass or architectural design of proposed buildings | <p>The architectural design of buildings in this architectural control area may be permitted to have vertical siding if consistent with existing architectural controls and neighboring context. This is a substantial alteration from the existing development agreement which currently requires horizontal siding, yet shall be regulated by the development officer in accordance with existing architectural guidelines.</p> <p>The process of Development Officer approving architectural designs already happens for proposed renovations and alterations for existing buildings within the Architectural Control Area, and is proposed as part of site-plan approval in the future-draft MPS.</p> |

Staff believe the development proposal is consistent with the intent and criteria set out in Policies 8.4.4, and 8.4.5. A Policy review of MPS policy 18.6.1 is included below.

## **Municipal Planning Strategy – Part 18 – Implementation**

The last criteria outlined in Policy 8.7.3 of the MPS states that a “development is in accordance with Policy 18.6.1.” Policy 18.6.1 of the MPS contains general policies that are to be considered for all development agreement applications. An overview of issues arising from these general criteria is reviewed below in Table B while a summary of the entire policy, with Staff comment to each criterion, is provided as Attachment 1.

| Table B – Discussion of MPS Policy 18.6.1 |                                   |
|---|-----------------------------------|
| Select Criterion                          | Discussion                        |
| ARCHITECTURE / NEIGHBORING CONTEXT        | Section 12.1.5 of the MPS States: |

## REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

Date: September 19, 2019

Department: Planning & Development



|  |   |
|--|---|
|  | <p><i>“ensure that when considering development agreements, the architectural character of any proposed new building, or the addition to or alteration of any building is visually compatible with the established architectural character of other buildings in the neighbourhood...”</i></p> <p>Section 18.6.1 (b) of the MPS states:</p> <p><i>“to ensure that the development does not cause conflict with adjacent land uses, disturb the quiet enjoyment of adjacent lands, or alter the character and stability of surrounding neighbourhoods...”</i></p> <p><i>ii. the height, mass or architectural design of proposed buildings; ...“</i></p> <p>The architectural design of buildings in this architectural control area may be permitted to have vertical siding if consistent with existing architectural controls and neighboring context. This is a substantial alteration from the existing development agreement which currently requires horizontal siding, yet shall be regulated by the development officer in accordance with existing architectural guidelines.</p> <p>The process of Development Officer approving architectural designs already happens for proposed renovations and alterations for existing buildings within the Architectural Control Area, and is proposed as part of site-plan approval in the future-draft MPS.</p> |
|--|---|

Staff believe the development proposal is consistent with the intent and criteria set out in Policy 18.6.1 of the MPS. A summary table for MPS Policy 18.6.1 with Staff comment to each criterion is provided in *Attachment 1*.

### REVIEW FROM OTHER DEPARTMENTS

This proposed amending development agreement does vary from existing, approved, requirements for recreation, public works, or traffic.

## REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman’s Grove

Date: September 19, 2019

Department: Planning & Development



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### PUBLIC INFORMATION MEETING

A public Information Meeting has not been held at this time, as this proposed amendment shall continue to require architectural controls regulated by the Development Officer, as outlined in the relevant architectural guidelines.

### DESIGN REVIEW COMMITTEE

A verbal update of Design Review Committee member feedback shall be provided at PAC.

### SUMMARY OF DRAFT DEVELOPMENT AGREEMENT PROVISIONS

The Draft Development Agreement, as attached (*Attachment 2*), alters the following original statement:

*4.3.2 Exterior cladding shall be horizontal in orientation with a maximum of five inch exposure. Limited decorative elements such as brick, stone, or exterior cladding with orientations other than horizontal shall be permitted for no more than 25% of the area of any face of the building.*

And replaces it with:

*4.3.2 Exterior cladding shall be horizontal in orientation with a maximum of five inch exposure. Limited decorative elements such as brick, stone, or exterior cladding with orientations other than horizontal shall be permitted for no more than 25% of the area of any face of the building*

- *excepting PID 55516876 and 55516868 where exterior cladding shall be permitted in accordance with the relevant architectural guidelines as confirmed by the Development Officer.*

### COMMENTS & CONCLUSIONS

This proposal enables variation in siding of a building if it remains consistent with relevant architectural guidelines and neighborhood context as determined by the Development Officer. This alteration will directly this proposed development, which can occur on the applicant’s property. Other new developments shall continue to be regulated by the existing Development Agreement.

### STAFF RECOMMENDATION

Staff recommends that the Planning Advisory Committee provide a positive recommendation to Council regarding the Draft Amending Development Agreement for Lot 4 and 5 of the Woodman Lands (PID



## REPORT TO PLANNING ADVISORY COMMITTEE

Development Agreement Proposal – Lots 4&5 Woodman's Grove

Date: September 19, 2019

Department: Planning & Development



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55516868 and 55516876) and that the attached Draft Development Agreement be forwarded to Council for Initial Consideration before a Public Hearing is held.

### ATTACHMENTS

1. Policy Summary Tables
2. Draft Development Agreement

## ATTACHMENT 1 – Policy Summary Tables

**Policy 8.4.4 and 8.4.5** of the MPS states the general policies for development in lands zoned Residential Comprehensive Development District (RCDD). As part of the review for this section, staff may have contacted other departments or outside agencies to seek specific information. The following table outlines the policy and provides Staff comment:

| General Development Agreement Policies of the MPS (Section 18.6.1)   | Staff Comment   |
|--|---|
| <p><b>8.4.4</b> to ensure the following criteria are met when Council is considering development proposals in the Residential Comprehensive Development District (RCDD) zone:</p>  |   |
| <p><i>(a) a minimum EnerGuide rating of 80 is achieved by all new single unit and two unit residential dwellings; and</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>(b) the maximum density of residential dwellings units shall be an average of 12 dwelling units per acre and the minimum density shall be an average of 5 dwelling units per acre;</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><b>8.4.5</b> to require that all developments within the Residential Comprehensive Development District (RCDD) zone respond to sustainability principles. The sustainability principles to be considered by Council shall include, but not be limited to the following:</p> <p><i>(a) the project provides buildings and site design that reduce the required operational energy requirements by a significant amount from conventional buildings. (e.g. district heating systems)</i></p> <p><i>(b) the project provides buildings and site design that substantially reduce the impact on the environment through:</i></p> <p><i>i. retention of natural systems, e.g. retaining natural slopes</i></p> <p><i>ii. retention of Category 2 soils, e.g. community gardens</i></p> <p><i>iii. use of renewable energy sources, e.g. site orientation</i></p> <p><i>iv. management of construction wastes</i></p> <p><i>v. reduced storm water run off, e.g. storm retention ponds</i></p> <p><i>vi. water conservation; e.g. low flow fixtures</i></p> | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |

- vii. waste reduction including solid waste and sewage*
- viii. use of environmentally sustainable materials*
- ix. use of certified Fair Trade products*
- (c) the project provides an affordability component that would meet the need to provide housing in Wolfville that is affordable and available for all sectors of society.*
- (d) the project provides for alternative or shared housing and services models such as co-operative housing, co-housing, life lease, car pooling/sharing, district heating, etc.*
- (c) the project provides barrier free/accessible housing units.*
- (f) the project demonstrates high quality architectural and environmental design that is compatible with the landscape and that will contribute positively to the immediate area and the Town in general.*
- (g) the project provides a mixture of housing types and densities as well as a variety of housing designs*
- (h) the project provides public or private amenities such as parks, walkways, public art, daycare, cultural venues, and public gathering spaces.*
- (i) the project provides active transportation routes and amenities and maximizes connections with existing trail/walkway systems.*
- (j) the project provides access to public transportation.*
- (k) the project provides mixed uses of a local commercial nature including but not limited to convenience stores, laundromats, farm markets, etc.*
- (l) the proposal makes efficient use of land in relation to infrastructure requirements (e.g. clustering of homes).*

**Policy 18.6.1** of the MPS states the general policies for all development agreements. As part of the review for this section, staff may have contacted other departments or outside agencies to seek specific information. The following table outlines the policy and provides Staff comment:

| <b>General Development Agreement Policies of the MPS (Section 18.6.1)</b>   | <b>Staff Comment</b>  |
|---|---|
| <i>(a) to ensure that the proposal conforms to the intent of the MPS and to all other applicable Town By-Laws and regulations, except where the application for a development agreement modifies the requirements of the LUB or Subdivision By-Law.</i> | <ul style="list-style-type: none"> <li>• This proposal is enabled for consideration by development agreement and in Staff’s opinion the proposal is consistent with the intent of the MPS.</li> </ul>   |
| <i>(b) to ensure that the development does not cause conflict with adjacent land uses, disturb the quiet enjoyment of adjacent lands, or alter the character and stability of surrounding neighbourhoods through:</i>                                   |   |
| <i>i) the type and intensity of use</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>ii) the height, mass or architectural design of proposed buildings</i>   | <p>The architectural design of buildings in this architectural control area may be permitted to have vertical siding if consistent with existing architectural controls and neighboring context. This is a substantial alteration from the existing development agreement which currently requires horizontal siding, yet shall be regulated by the development officer in accordance with existing architectural guidelines.</p> <p>The process of Development Officer approving architectural designs already happens for proposed renovations and alterations for existing buildings within the Architectural Control Area, and is proposed as part of site-plan approval in the future-draft MPS.</p> |
| <i>iii) hours of operation of the use</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>iv) outdoor lighting</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>v) noise, vibration, or odour</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>vi) vehicles and pedestrian traffic</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>vii) alteration of land levels/or drainage patterns</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |
| <i>viii) deprivation of natural light</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul>   |

|   |   |
|---|---|
| <b>(c)</b> <i>to ensure that the capacity of local services is adequate to accommodate the proposed development and such services will include, but not be limited to the following:</i>              | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>i) sanitary and storm sewer systems</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>ii) water systems</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>iii) schools</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>iv) recreation and community facilities</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>v) fire and police protection</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>vi) street and walkway networks</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>vii) solid waste collection and disposal systems</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <b>(d)</b> <i>to ensure that the proposal is not premature or inappropriate by reason of the financial ability of the town to absorb capital and/or maintenance costs related to the development.</i> | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <b>(e)</b> <i>to ensure that the proposal does not cause environmental damage or damage to adjacent properties through:</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>i) pollution of soils, water or air</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>ii) erosion or sedimentation</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>iii) interference with natural drainage systems</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>iv) flooding</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <b>(f)</b> <i>to ensure that the proposal protects and preserves matters of public interest such as, but not limited to:</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>i) historically significant buildings</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>ii) public access to shorelines, parks and public and community facilities</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <i>iii) important and significant cultural features, natural land features and vegetation</i>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <b>(g)</b> <i>to ensure that the proposed site and building design provides the following:</i>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |

|  |   |
|--|---|
| <p><i>i) useable active transportation networks that contribute to existing active transportation links throughout the community</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>ii) functional vehicle circulation and parking and loading facilities designed to avoid congestion on or near the property and to allow vehicles to move safely within and while entering and exiting the property</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>iii) facilities for the safe movement of pedestrians and cyclists</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>iv) adequate landscaping features such as trees, shrubs, hedges, fences, flower beds and lawns to successfully integrate the new development into the surrounding area</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>v) screening of utilitarian elements, such as but not limited to; mechanical and electrical equipment, and garbage storage bins</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>vi) safe access for emergency vehicles</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>vii) adequate separation from, and consideration of, public and private utility corridors to ensure their continued safe and functional operation</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>viii) architectural features, including but not limited to, mass, scale, roof style, trim elements, exterior cladding materials, and the shape, size and relationship of doors and windows; that are visually compatible with surrounding buildings in the case of a new building or with the existing building in the case of an addition</i></p> | <ul style="list-style-type: none"> <li>• See 18.6.1(b)ii</li> </ul>                               |

|  |   |
|--|---|
| <p><i>ix) useable outdoor amenity space for use of residents in a residential development</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>x) accessible facilities for the storage and collection of solid waste materials</i></p>   | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>xi) appropriate consideration for energy conservation</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><i>xii) appropriate consideration of and response to site conditions, including but not limited to; slopes, soil, and geological conditions, vegetation, watercourses, wet lands, and drainage</i></p>  | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |
| <p><b>(h)</b> <i>where Council determines, on the advice of a licensed professional, that there is a significant risk of environmental damage from any proposed development which does not require an assessment under the Environmental Assessment Act, environmental studies shall be carried out at the expense of the developer for the purpose of determining the nature and extent of any environmental impact and no agreement shall be approved until Council is satisfied that the proposed development will not create or result in undue environmental damage</i></p> | <ul style="list-style-type: none"> <li>• No change from existing development agreement</li> </ul> |

**Policy 18.6.2** establishes what conditions may be established in the development agreement. The conditions are limited to those listed, and to the specific policies guiding the particular type of development.

| <b>Policy 18.6.2 of the MPS</b>   |  |
|---|--|
| <b>SECTION 18.6.2</b>   | <b>STAFF COMMENT</b>   |
| <p><b>18.6.2</b> that a development agreement may contain such terms and conditions that are provided for in Section 227 of the Municipal Government Act which ensures that the proposed development is consistent with policies of this Municipal Planning Strategy. The agreement may include some or all of the following:</p> <ul style="list-style-type: none"> <li><b>(a)</b> the specific type of use;</li> <li><b>(b)</b> the size of the structure(s) within a development;</li> <li><b>(c)</b> the percentage of land that may be built upon and the size of yards, courts, or other open spaces;</li> <li><b>(d)</b> the location of structure(s) in relation to watercourses, steep slopes and development constraint areas;</li> <li><b>(e)</b> storm water drainage plans;</li> <li><b>(f)</b> the maximum and minimum density of the population within the development; the architectural design or external appearance of structures, in particular its compatibility with adjacent structures, where required by policy;</li> <li><b>(g)</b> traffic generation, access to and egress from the site and impact on abutting streets and parking;</li> <li><b>(h)</b> landscape design plan indicating the type, size and location of all landscaping elements that buffer or screen the development. This may also</li> </ul> | <ul style="list-style-type: none"> <li>• The draft Development Agreement includes terms and conditions in relation to many of the items included in 18.6.2.</li> </ul> |



|  |  |
|--|--|
| <p><i>include fencing, walkways and outdoor lighting;</i></p> <p><b>(i)</b> <i>open storage and outdoor display;</i></p> <p><b>(j)</b> <i>public display or advertising;</i></p> <p><b>(k)</b> <i>maintenance of the development;</i></p> <p><b>(l)</b> <i>any other matter which may be addressed in the Land Use By-law or Subdivision By-Law, such as parking requirements, yard requirements, etc.;</i></p> <p><b>(m)</b> <i>site specific information relating to soils, geology, hydrology and vegetation.</i></p> |  |
|--|--|

## **ATTACHMENT 2 - Draft Development Agreement**

## **Amanda Brown**

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**Subject:** RE: Public Safety concerns along the Waterfront

**From:** Sandra Pickrell

**Sent:** October 10, 2019 2:01 PM

**To:** Town Council <towncouncil@wolfville.ca>

**Subject:** Public Safety concerns along the Waterfront

Good day,

I am writing to bring my concern to the attn of the Town of Wolfville, in the hope of some safety improvements being made. I often walk along the waterfront trail on my lunch hour, and today was sitting with my boyfriend enjoying our lunch in the parking lot looking out the window, and saw an elderly man fall face down onto the rocks below. My boyfriend, also on his lunch, jumped out to help him and I called 911 as he was bleeding and had a head injury and was somewhat stuck amongst the rocks.

I was just saying the week before to my friend as we were walking along the same area last week and witnessed a toddler almost fall onto the rocks/over the embankment, how unsafe it is and was surprised there are no Safety guard rails or some sort of fencing at that particular area.

Regards and really hoping some precautions get set up before there is a fatality.

Sandy Pickrell



October 15<sup>th</sup>, 2019

Dear Council,

At our most recent meeting of the board (October 2019) the WBDC agreed that decreasing the number of parking areas or spaces within town is not a good idea. We would not want to reduce accessibility to downtown Wolfville or to the shops and restaurants that occupy our commercial area. However, it is also our desire to ensure the safety of business' staff as well as area residents. That said, it was agreed that parking be limited to one side of Seaview Ave. only.

Best Regards,

Jill Delaney

President

Wolfville Business Development Corp.



October 15<sup>th</sup>, 2019

Dear Council,

Upon surveying our membership with the Yes or No answer statement **“We should keep the remaining RCMP office and RCMP presence within the Town of Wolfville”** we received a **90%** feedback of **Yes** to keep the remaining presence of the RCMP in Wolfville by our Business Community.

Please use this data as the Wolfville Business Development Corporations response to the debate of moving the remaining RCMP offices out of the Town of Wolfville.

Best Regards,

Jill Delaney

President

Wolfville Business Development Corp.

## Amanda Brown

---

**Subject:** RE: RCMP should stay in Wolfville

-----Original Message-----

From: Jeff Cantwell <JCantwell@wolfville.ca>  
Sent: October 18, 2019 10:29 AM  
To: Kit Rigg Cc: Town Council <towncouncil@wolfville.ca>  
Subject: Re: RCMP should stay in Wolfville

Hi Kit,

Just a brief note to acknowledge and thank you for your letter respecting the space issue recently before Council. As you may well be aware, Council has decided, once again, to ensure the RCMP stay in Town. It is my opinion, we cannot be without police presence as long as we are a university community and a significant destination area for visitors.

Again, many thanks.

Sincerely,

Jeff Cantwell  
Mayor  
Town of Wolfville

> On Oct 18, 2019, at 9:46 AM, Kit Rigg wrote:  
>  
> Hello Mayor Cantwell,  
>  
> I just want to add my voice to those calling for the RCMP to continue  
> to be based in Wolfville. We are a tourist town and a town-and-gown town.  
> This means that we have many tourists and students in our daily  
> population. I think that the obvious presence of the RCMP office, not  
> merely the people in uniform means that the people in Wolfville, not  
> just the permanent residents, but those others, take public safety and  
> respect for the law more seriously than if there is absence of an  
> obvious permanent presence of law enforcement. Even recognizing that  
> RCMP based in New Minas can get to Wolfville quite speedily in case of  
> trouble, the more continual reminder presence of police presence as  
> well as the shorter possible response time provides more stability.  
>  
> Therefore, I think we should keep the RCMP based in Wolfville. I'm  
> not sure what savings are involved in putting other Wolfville staff in  
> the current RCMP building, but I suspect they are not great. Even if  
> they are not trivial, I think the residents ought to be able to be  
> presented with the alternatives, their costs, the change in taxes that  
> those costs would involve and then let the residents, especially those  
> who pay the taxes, have a clear choice. That could be done by an

> on-line survey as well as public meetings.  
>  
> Thank you for taking time to read my e-mail and for considering  
> seriously the points I have raised.  
>  
> See you on the bike trail.  
>  
> --  
> With my regards,  
> Kit  
>  
> Christopher L. "Kit" Rigg  
>

## Amanda Brown

---

**Subject:** RE: NO to R2! Proposed LUB rezoning violates Woodman Grove standing Development Agreement.

**From:** Sidonie Hynes

**Sent:** October 24, 2019 2:31 PM

**To:** Jeff Cantwell <JCantwell@wolfville.ca>; Jodi MacKay <JMacKay@wolfville.ca>; Mercedes Brian <MBrian@wolfville.ca>; Carl Oldham <COldham@wolfville.ca>; Wendy Elliott <WElliott@wolfville.ca>; Wendy Donovan <WDonovan@wolfville.ca>; Oonagh Proudfoot <OProudfoot@wolfville.ca>; Town Council <towncouncil@wolfville.ca>; Erin Beaudin <EBeaudin@wolfville.ca>; Devin Lake <DLake@wolfville.ca>; Marcia Elliott <MElliott@wolfville.ca>; Jeremy Banks <jbanks@wolfville.ca>; James Collicutt <JCollicutt@wolfville.ca>;

**Subject:** NO to R2! Proposed LUB rezoning violates Woodman Grove standing Development Agreement.

To Wolfville Mayor Jeff Cantwell, Wolfville Town Councillors, and Town Administrators:

Please be advised that as of the time of this emailing, the Woodman's Grove Residents' Association has collected 80 signatures from WGRA members, and other supporters of this issue.

As per our petition, we believe that the plan to rezone Woodman's Grove lots 1-34, to an R2 LU designation, constitutes a violation of the 2005 Town and Developer Agreement. Please follow the link below to view and monitor this growing body of protest.

Michael Hynes  
WGRA President

Hello,

I just started the petition "NO to R2! Proposed LUB rezoning violates Woodman Grove standing Development Agreement." and wanted to see if you could help by adding your name.

My goal is to reach 100 signatures and I need more support. You can read more and sign the petition here:

<http://chng.it/8gNsMgZc>

Thanks!

Woodman's Grove Residents 'Association Woodman's Grove Subdivision Wolfville



**Amanda Brown**

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**Subject:** RE: Japanese Knotweed infestation - Wolfville

**From:** Peter Barlow

**Sent:** October 24, 2019 3:44 PM

**To:** Town Council <towncouncil@wolfville.ca>

**Subject:** Japanese Knotweed infestation - Wolfville

Dear Sir/Madam,

I'm currently visiting Nova Scotia from Scotland, and noticed a significant infestation of knotweed near the waterfront - west of the new 3-storey development. Some is dangerously close to buildings.

In case you weren't already aware of this, I thought it would be worthwhile drawing it to your attention. Photos attached, and a screenshot, marked, of a map showing the location.

Yours faithfully,

Peter Barlow

## Amanda Brown

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**Subject:** RE: Draft MPS/LUB: Parking on front lawns

-----Original Message-----

From: David Daniels

Sent: October 24, 2019 10:00 AM

To: Amanda Brown <abrown@wolfville.ca>

Subject: Draft MPS/LUB: Parking on front lawns

Dear Ms. Brown

Please distribute to members of the PAC. Thank you.

Are their policies or bylaws which would prevent parking on front lawns as shown in the attached photos taken this morning?

Respectfully,

David A. Daniels



## Amanda Brown

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**Subject:** RE: Woodmans Grove Subdivision proposed change from R1 to R2 designation

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**From:** cpchittick

**Sent:** October 25, 2019 10:34 AM

**To:** Devin Lake <DLake@wolfville.ca>

**Cc:** Town Council <towncouncil@wolfville.ca>; Jeff Cantwell <JCantwell@wolfville.ca>; Jodi MacKay <JMacKay@wolfville.ca>; Mercedes Brian <MBrian@wolfville.ca>; Carl Oldham <COldham@wolfville.ca>; welliot@wolfville.ca; Oonagh Proudfoot <OProudfoot@wolfville.ca>; Wendy Donovan <WDonovan@wolfville.ca>

**Subject:** Re: Woodmans Grove Subdivision proposed change from R1 to R2 designation

Planning Committee, Town Council

It seems to us to be improper, and unfair to change the zoning from R1 to R2 for a small subdivision that is already more than 80% developed. Especially in light of the quite demanding covenants that we have already built our homes to and had previously been accepted by council. Covenants that we understand, are legally binding.

Making changes this late in the development has the real potential of pitting neighbour against neighbour vs nurturing the cohesive and healthy community that currently exists.

Changing the designation from R1 to R2 would not create "affordable" housing as these units would demand a premium (rent or purchase price), but instead further increase the density of this small community creating even more traffic on Woodman and Laura Moore Roads. Given the experiences in other communities, it would also negatively impact current housing values, reducing the attractiveness of Wolfville for resident home investors. Take a look at what's happening in Halifax, density increases as do prices and developers profits. Increasing density in this small community would further impact harmony and safety.

We strongly urge Town Council and the development planning authorities, to maintain the current R1 classification for the Woodman's Grove community identified as lots 1-34.

We appreciate the process and our right to voice our concerns.

Sincerely

Charles and Carole Chittick

## Amanda Brown

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**Subject:** RE: R2

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**From:** Pat Suddons  
**Sent:** October 26, 2019 9:18 AM  
**To:** Town Council <towncouncil@wolfville.ca>  
**Subject:** R2

My thoughts on R2...

Our Woodman Grove resident association meeting on October 22, was an example of how “united we are” to preserve and protect our signed legal agreement and the power we have in following our covenants.

It is a surprise and disappointment that our town council honours our covenants and sends us letters about our covenants being legal and binding when it means trees in front gardens. Trees do not vote and pay taxes. At this time I leap into the future and pretend with dread that R2 has arrived.

Lots available could become duplexes. It is covenant broken, single family home gone. Then the duplexes have rentals in them, single family home gone. More, OH NO.. a single family home is sold, the buyer has an apartment put in, or decides to duplex his single family dwelling. Single family home gone.

Our future with R2 zoning denied, our neighbourhood standing united, honouring the integrity of our signed contracts, and a community of single family homes protected by our covenants now and in future sales for generations. 🛑 R2....

**Patricia Suddons**

## Amanda Brown

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**Subject:** RE: Woodman's Grove proposed re-zoning

-----Original Message-----

From: Eleanore

Sent: October 30, 2019 4:26 PM

To: Wendy Donovan <WDonovan@wolfville.ca>; Town Council <towncouncil@wolfville.ca>; Devin Lake <DLake@wolfville.ca>; Jeff Cantwell <JCantwell@wolfville.ca>; Jodi MacKay <JMacKay@wolfville.ca>; Mercedes Brian <MBrian@wolfville.ca>; Carl Oldham <COldham@wolfville.ca>; Wendy Elliott <WElliott@wolfville.ca>; Oonagh Proudfoot <OProudfoot@wolfville.ca>

Subject: Woodman's Grove proposed re-zoning

Mayor Cantwell, Wolfville Town Councillors and Mr Lake,

I am writing this email to register my displeasure at hearing the Town of Wolfville is considering breaking the covenant in our housing subdivision and re-zoning to R2 to allow duplexes. When we bought this lot we were under the impression that it was single family homes only and would remain so. I was surprised and very disappointed to hear that the Town is considering changing this. Especially since there was no notification of this and the meeting was scheduled at a very inconvenient time for those of us who are working.

This area is not suitable for duplexes which will mean more traffic, more cars and more noise. We have already seen that with the apartment development the current town council has not honoured its original intent regarding number of units and has greatly exceeded what was first agreed upon by a previous Town Council. Please do not re-zone this area R2. Honour the commitment to single family homes in Woodman Grove.

Sincerely,

Eleanore Howard

## Amanda Brown

---

**Subject:** RE: Woodmans Grove Rezoning

-----Original Message-----

From: C. Chittick

Sent: November 13, 2019 4:58 PM

To: Devin Lake <DLake@wolfville.ca>

Cc: Town Council <towncouncil@wolfville.ca>; Jeff Cantwell <JCantwell@wolfville.ca>; Jodi MacKay <JMacKay@wolfville.ca>; Mercedes Brian <MBrian@wolfville.ca>; Carl Oldham <COldham@wolfville.ca>; welliot@wolfville.ca; Oonagh Proudfoot <OProudfoot@wolfville.ca>; Wendy Donovan <WDonovan@wolfville.ca>

Subject: Woodmans Grove Rezoning

Mr Devin Lake

Thanks to you, your committee and Town Council for allowing the residents of Woodman's Grove the opportunity to voice our concerns. We appreciate your considering and accepting our position for our community to maintain the RCDD, R-1 designation.

We appreciate living in a town that gives voice to it's citizens.

Sincerely,

Charles and Carole Chittick