



# Town Council Meeting

March 17, 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. Special Town Council Meeting, March 3, 2020

**3. Comments from the 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,  
March 3, 2020 date:**

- a. RFD 010-2020: Operations Plan and Budget
- b. RFD 014-2020: Spring Debenture



- c. RFD 006-2020: Signing a Code of Conduct for Elected Municipal Officials Policy
  - d. RFD 007-2020: Employee Conduct Policy – Amendments
  - e. RFD 015-2020: Grants to Organizations – Acadia University – New Turf
- 6. Motions/Recommendations from Town Council Meeting January 21<sup>st</sup>, 2020:**
- a. RFD 001-2020: Valley Waste Bylaw – Amendments - Second Reading
- 7. New Business:**
- a. Information Report: Reporting the Number of Polling Divisions for 2020 Municipal Elections
- 8. Correspondence:**
- a. Wolfville Children’s Centre invite to AGM
  - b. Jim & Judith Banach Concerns about Westwood Avenue rezoning
  - c. Keith Irving MLA – Physician Funding ask
  - d. Mark Elderkin – Westwood Avenue and adjacent parklands
  - e. Shon Whitney – Westwood Neighbourhood
  - f. Michael Jeffrey – Resident Parking Westwood Avenue
  - g. Community Oven Board – Thank you
  - h. Thomas Clahane – Smart Meters Red Flag
  - i. Andrea Schwenke Wyle email and 2 attachments
  - j. Theo Orr – Concerns with Wolfville Booking
  - k. David Daniels – MPS Questions
  - l. Email re building placement at Willow Park
  - m. Alex LeBlanc – Accessibility funding opportunities
  - n. David Daniels – Proposed MPS/LUB
  - o. Michael Bawtree – Legion invite



- p. Debra Philpitt – Invite to Celebration Event NSHA
- q. Kevin Gildart – Latitude 45 Suites
- r. Darrell Steele – Park signage re dog control
- s. Vicki Bennett – Request of Wolfville re: Proclamation
- t. Allan Shay – Valley REN

## **9. Regular Meeting Adjourned**

**REQUEST FOR DECISION 014-2020**

Title: 2020 Spring Debenture Issue Approval

Date: 2020-03-03

Department: Finance

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## SUMMARY

### 2020 Spring Debenture Issue Approval

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.

The Town of Wolfville typically participates in the spring issue to obtain long term debt funding for capital projects completed in the previous fiscal year (or completed early in current year). This is the process being followed again this year.

So, the purpose of this report is to complete the process for long term borrowing approved by Council in the 2019/20 Capital Budget. **This is the last formal step required** in order to participate in the 2020 Spring Debenture Issue issued through the MFC

#### DRAFT MOTION:

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

Street Infrastructure,		
Including sidewalks, underground sanitary, storm systems	\$1,263,425	15-20 years
Shoreline Protection	\$ 350,000	20 years
TOTAL BORROWING	<u>\$1,613,425</u>	

Maximum average interest rate set at 5.5%

## REQUEST FOR DECISION 014-2020

Title: 2020 Spring Debenture Issue Approval

Date: 2020-03-03

Department: Finance

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### 1) CAO COMMENTS

The CAO supports the recommendations of staff.

### 2) LEGISLATIVE AUTHORITY

MGA Section 66 – Power to borrow money.

### 3) STAFF RECOMMENDATION

That Council approve the 2020 Spring Debenture Issue funding requirements.

### 4) REFERENCES AND ATTACHMENTS

- 2019/20 Capital Budget and related funding requirements
- Capital Asset Funding Policy
- RFD 030-2019 – Temporary Borrowing Resolution, 2019/20 Capital (May/19 Council)
- TBR #19/20-01 (Town) in amount of \$1,748,425
- MFC Pre-Approval Resolution Wording (attached)

### 5) DISCUSSION

This is one of the steps required in order to participate in the debenture issues processed by the Nova Scotia Municipal Finance Corporation (MFC) each year. ***This is a housekeeping matter at this stage*** as it relates to the 2019/20 capital projects previously approved by Council.

***As in past years, this matter is time sensitive.*** The MFC has set a deadline of April 17<sup>th</sup> to submit commitment letters for the spring issue.

Last year Council approved Temporary Borrowing Resolution (TBR) #19/20-01. This covered the capital projects included in the 2019/20 Capital Budget for the Town. The TBR's were broken down as follows as it relates to amounts needed for project complete/almost complete:

Street Infrastructure,	
Including sidewalks, underground sanitary, storm systems	\$1,263,425
Municipal Buildings – Public Works Solar Panels	\$ 135,000
Shoreline Protection	<u>\$ 350,000</u>
TOTAL BORROWING	<u>\$1,748,425</u>

## REQUEST FOR DECISION 014-2020

Title: 2020 Spring Debenture Issue Approval

Date: 2020-03-03

Department: Finance

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The amount moving forward to long term borrowing, i.e. debenture issue, is lower due to the following:

- The Solar Panel; Project did not occur and has been carried forward to the 2020/21 Capital Budget. Therefore no borrowings for that item in this debenture issue.

As expected, based on funding projections using the Towns Ten Year Capital Investment Plan (CIP), the above noted borrowings can occur without negatively impacting the Town's Debt Service Ratio, which has been in the 7.6% range (according to provincial FCI Report) for last two years. The Province has a guideline that flags a municipality when their Debt Service Ratio exceeds 15%.

As noted during annual capital budget discussions, the Town's Debt Ratio will continue to increase over the next 10 years. This relates to Council's focus to address the existing infrastructure deficit in Town and the need to fund major infrastructure projects. Based on current capital funding model assumptions, the Town will not reach a 15% Debt Ratio until sometime after 2030.

The noted maximum interest rate is the figure suggested by the MFC given current market conditions. In the last two years the final debenture terms have included interest rates lower than the annually suggested threshold. The "maximum" is simply set to ensure the Town is able to participate in the spring debenture issue without having to revise documentation. Timelines do not allow councils to revise parameters and resubmit to the Municipal Finance Corporation (MFC).

## 6) FINANCIAL IMPLICATIONS

The financial impact of this year's debt requirement was considered as part of the 2018/19 budget approval process. No further analysis is provided here

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

Not applicable at this stage. Refer back to Council approval of Annual Operations Plan and related budget documentation.

## 8) COMMUNICATION REQUIREMENTS

Staff will communicate, in the required format, all information to the NS Municipal Finance Corporation.

## 9) ALTERNATIVES

At this stage no alternatives, as the budget plan included debt financing for the items identified.

Name of Unit: \_\_\_\_\_

**Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate**

**WHEREAS** Section 91 of the *Municipal Government Act* provides that a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs (hereinafter "the Minister);

**AND WHEREAS** the resolution of council to borrow for \_\_\_\_\_ was approved by the Minister \_\_\_\_\_;

**AND WHEREAS** clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

**AND WHEREAS** clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

**BE IT THEREFORE RESOLVED**

**THAT** under the authority of Section 91 of the *Municipal Government Act*, the

\_\_\_\_\_

(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$\_\_\_\_\_, for a period not to exceed \_\_\_\_\_ years, subject to the approval of the Minister;

**THAT** the sum be borrowed by the issue and sale of debentures of the

\_\_\_\_\_

(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of **5.5%**;

**THAT** the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

**THAT** this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

**THIS IS TO CERTIFY** that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

\_\_\_\_\_

(Name of Unit)

held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**GIVEN** under the hands of the Mayor/Warden and the Clerk of the

\_\_\_\_\_

(Name of Unit)

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Mayor/Warden

\_\_\_\_\_  
Clerk

**REQUEST FOR DECISION 006-2020**

Title: Signing a Code of Conduct for Elected Municipal Officials Policy

Date: 2020-03-03

Department: Office of the CAO

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## SUMMARY

### Signing a Code of Conduct for Elected Municipal Officials Policy

This Policy requires all elected municipal officials to sign a Code of Conduct document as per the Municipal Elections Act and the Code of Conduct for Elected Officials Regulation.

#### DRAFT MOTION:

That Council approve the attached Policy # 110-011 requiring all elected municipal officials sign a Code of Conduct document.



## REQUEST FOR DECISION 006-2020

Title: Signing a Code of Conduct for Elected Municipal Officials Policy

Date: 2020-03-03

Department: Office of the CAO

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### 1) CAO COMMENTS

The CAO supports the recommendation of staff.

### 2) LEGISLATIVE AUTHORITY

- Section 147 Municipal Elections Act RSNS 1989, c.300
- The Code of Conduct for Elected Officials Regulation, AR 200/2017 (Regulation)

### 3) STAFF RECOMMENDATION

Staff recommends that Council approve this new Policy #110-011.

### 4) ATTACHMENTS

- Current NSFM Model template Code of Conduct

### 5) DISCUSSION

The Town requires all elected officials to sign a Code of Conduct document. The Code of Conduct document is based on the NSFM model template and used by over 40 municipalities in NS. The Code of Conduct document is currently under review and maybe subject to change; attached is the current version for Council's information.

### 6) FINANCIAL IMPLICATIONS

N/A

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

This policy is administrative.

### 8) COMMUNICATION REQUIREMENTS

N/A

### 9) ALTERNATIVES

That Council not approve the attached Policy.

# Signing a Code of Conduct For Elected Municipal Officials Policy

<b>Policy Number:</b> 110-011	<b>Supersedes Policy Number:</b> Not Applicable
<b>Effective Date:</b> March 3, 2020	<b>Approval By Council (Motion Number):</b>

## **1.0 Purpose**

To ensure that all elected municipal officials sign and adhere to a Code of Conduct as per legislative requirements.

## **2.0 Scope**

This Policy is applicable to all elected municipal officials.

## **3.0 References**

- Section 147 Municipal Elections Act RSNS 1989, c.300
- The Code of Conduct for Elected Officials Regulation, AR 200/2017 (Regulation)

## **4.0 Policy**

It is the Policy of the Town of Wolfville that all elected municipal officials sign the most current version of the Code of Conduct best practices template endorsed by the Nova Scotia Federation of Municipalities.

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CAO

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Date

For information purposes this is the current NSFM Model template:

# CODE OF CONDUCT

## FOR ELECTED MUNICIPAL OFFICIALS

### I. PURPOSE

The public expects the highest standards of professional conduct from Members elected to local government. The purpose of this Code is to establish guidelines for the ethical and interpersonal conduct of Members of Council ("Members"). The Council is answerable to the community through democratic processes and this Code will assist in providing for the good government of the Town of Wolfville.

### II. STANDARDS OF CONDUCT

Members shall uphold the law and at all times:

- (a) Seek to advance the common good of the municipality as a whole while conscientiously representing the communities they serve;
- (b) Perform the functions of office truly, faithfully and impartially to the best of their knowledge and ability in accordance with the following core values:
  - (i) **Integrity** - giving the municipality's interests absolute priority over private individual interests;
  - (ii) **Honesty** - being truthful and open;
  - (iii) **Objectivity** - making decisions based on a careful and fair analysis of the facts;
  - (iv) **Accountability** - being accountable to each other and the public for decisions taken;
  - (v) **Leadership** - confronting challenges and providing direction on the issues of the day.

- (c) Uphold this Code as a means of promoting the standards of behaviour expected of Members and enhancing the credibility and integrity of Council in the broader community.

### **III. COUNCIL RESPONSIBILITIES**

The Council (or its designated committee) will:

- (a) review the municipality's Code of Conduct as required and make any amendments considered appropriate
- (b) review, consider or take other action concerning any violation of the Code of Conduct which is referred to Council for consideration.

Where there is any conflict between the Code of Conduct and the requirements of any statute of the provincial or federal government, provincial or federal statutes shall take precedence.

### **IV. MEMBER RESPONSIBILITIES**

#### CONDUCT TO BE OBSERVED

Members are agents of the public whose primary objective is to address the needs of the citizens. As such, they're entrusted with upholding and adhering to the by-laws of the municipality as well as all applicable provincial and federal laws. As public servants, Members must observe a high standard of morality in the conduct of their official duties and faithfully fulfill the responsibilities of their offices, regardless of their personal or financial interests.

#### DEDICATED SERVICE

All Members should faithfully work towards developing programs to address the needs of the citizens in the course of their duties. Members should strive to perform at a level which is expected of those who work in the public's interest.

#### RESPECT FOR DECISION-MAKING PROCESS

All Members recognize the responsibility of the Mayor to accurately communicate the decisions of the Council, even if they disagree with such decisions, such that respect for

the decision-making processes of Council is fostered.

#### CONDUCT AT MEETINGS

Members shall respect the chair, colleagues, staff and members of the public present during Council meetings or other proceedings of the municipality. Meetings shall provide an environment for transparent and healthy debate on matters requiring decision-making.

#### RELEASE OF CONFIDENTIAL INFORMATION PROHIBITED

No Member shall disclose or release to any member of the public any confidential information acquired by virtue of their office, in either oral or written form except when required by law or authorized by the municipality to do so. Nor shall Members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.

#### GIFTS AND BENEFITS

No Member shall show favouritism or bias toward any vendor, contractor or others doing business with the municipality. Members are prohibited from accepting gifts or favours from any vendor, contractor or others doing business with the municipality personally, or through a family member or friend, which could give rise to a reasonable suspicion of influence to show favour or disadvantage to any individual or organization.

#### USE OF PUBLIC PROPERTY

No Member shall request or permit the use of municipal-owned vehicles, equipment, materials or property for personal convenience or profit, except where such privileges are granted to the general public. Members shall ensure that the business of the municipality is conducted with efficiency and shall avoid waste, abuse and extravagance in the provision or use of municipal resources.

#### OBLIGATIONS TO CITIZENS

No member shall grant any special consideration, treatment, or advantage to any citizen or group of citizens beyond that which is accorded to all citizens.

#### INTERPERSONAL BEHAVIOUR

Members shall treat every person, including other Members, corporate employees, individuals providing services on a contract for service, and the public with dignity,

understanding and respect and ensure that their work environment is free from discrimination, bullying and harassment.

#### COMMUNITY REPRESENTATION

Members shall observe a high standard of professionalism when representing the municipality and in their dealings with members of the broader community.

#### COMPLIANCE WITH EXPENSE POLICY AND HOSPITALITY POLICY

Members shall comply with the expense policy and the hospitality policy for the municipality.

### **V. GOOD GOVERNANCE**

Members accept that effective governance of the Town of Wolfville is critical to ensuring that decisions are taken in the best interests of all stakeholders and to enable the municipality to function as a good corporate citizen.

### **VI. GOVERNMENT RELATIONSHIPS**

Members recognize the importance of working constructively with other levels of government and organizations in Nova Scotia and beyond to achieve the goals of the municipality.

### **VII. CONFLICT OF INTEREST AVOIDANCE**

Members are committed to making decisions impartially and in the best interests of the municipality and recognize the importance of fully observing the requirements of the *Municipal Conflict of Interest Act*, R.S.N.S. 1989, c. 299 with regard to the disclosure and avoidance of conflicts of interest.

### **VIII. REPORTING BREACHES**

Persons who have reason to believe that this Code has been breached in any way are encouraged to bring their concerns forward. No adverse action shall be taken against any Member or municipal employee who, acting in good faith, brings forward such information.

### **IX. CORRECTIVE ACTION**

Any reported violation of the Code will be subject to investigation by the Council. Violation of this Code by a Member may constitute a cause for corrective action. If an investigation finds

a Member has breached a provision of the Code, Council may impose corrective action commensurate with the nature and severity of the breach, which may include a formal warning or reprimand to the Member.

## **X. COMPLIANCE WITH CODE**

Pursuant to section 23 of the *Municipal Government Act*, S.N.S. 1998, c 18., the code of conduct applies to mayors, wardens, councillors, and positions prescribed by provincial regulations. Every person to whom a code of conduct for a municipality applies shall comply with the code of conduct. Each of these persons is required to sign a "Statement of Commitment to the Code" (Attachment A) within seven (7) days of taking the Councillors' oath pursuant to section 147 of the *Municipal Elections Act*, R.S.N.S. 1989, c. 300.

**ATTACHMENT A**

**STATEMENT OF COMMITMENT TO COUNCILLORS' CODE OF CONDUCT**

I, (Full Name) \_\_\_\_\_ declare that as a Councillor of the Town  
of Wolfville I acknowledge and support the Councillors' Code of Conduct.

Signed: \_\_\_\_\_

Declared this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Before me:

\_\_\_\_\_  
Chief Administrative Officer/Town Clerk



**REQUEST FOR DECISION 007-2020**

Title: Employee Conduct Policy Amendments

Date: 2020-03-03

Department: Office of the CAO

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## **SUMMARY**

### **Employee Conduct Policy # 130-019 - Amendments**

The Town requires all employees to be aware of the above Policy and to ensure clarity, the Policy has been revised.

The main change is that the title of the Policy is now Employee Conduct and Disciplinary Policy and there have been additional changes to clarify what is meant by Corrective Action and Conduct.

These are housekeeping amendments and do not change the substance of the Policy.

#### **DRAFT MOTION:**

That Council approve the revised Employee Conduct and Disciplinary Policy Number 130-019.

## REQUEST FOR DECISION 007-2020

Title: Employee Conduct Policy Amendments

Date: 2020-03-03

Department: Office of the CAO

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### 1) CAO COMMENTS

The CAO supports the recommendation of staff.

### 2) LEGISLATIVE AUTHORITY

- Section 47 (1) Municipal Government Act.

### 3) STAFF RECOMMENDATION

Staff recommends that Council approve this revised Policy.

### 4) REFERENCES AND ATTACHMENTS

1. Current Employee Conduct Policy
2. Revised draft Employee Conduct and Disciplinary Policy

### 5) DISCUSSION

The Town requires all employees to be aware of the above Policy and to ensure clarity, the Policy has been revised.

The main change is that the title of the Policy is now Employee Conduct and Disciplinary Policy and there have been additional changes to clarify what is meant by Corrective Action and Conduct. These are housekeeping amendments and do not change the substance of the Policy.

### 6) FINANCIAL IMPLICATIONS

N/A

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

This Policy is administrative.

### 8) COMMUNICATION REQUIREMENTS

The Policy would be communicated to all employees.

### 9) ALTERNATIVES

That Council not approve the revised Policy.

## Original Policy:

<b>Employee Conduct</b>	
<b>Policy Number</b> 130-019	<b>Supersedes Policy Number</b> 8-20
<b>Effective Date</b> 2008-10-20	<b>Approved by Council (Meeting Date)</b> 2008-10-20

### 1.0 Purpose

It is the policy of the Town of Wolfville to promote and ensure appropriate conduct among staff and to facilitate the fair and consistent treatment of all employees.

### 2.0 Scope

This Policy applies to all permanent employees for the Town of Wolfville.

### 3.0 References

- 3.1 Employee Conduct SOP 130-816

### 4.0 Definitions

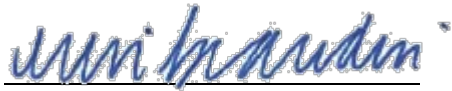
- 4.1 **Corrective Action:** Corrective actions are measures which are applied to an employee in order to address unsatisfactory conduct. This action may consist of:
- a) measures taken in instances where the employee should be aware of the performance and conduct expected of him/her, and/or where the employee has the capacity to meet the performance or conduct expected, but fails to provide satisfactory performance or conduct;
  - b) measures taken in instances where the employee is not aware of the performance standard. This lack of awareness may reflect a lack of communication between the supervisor and the employee and may be considered as a mitigating circumstance in the conduct of investigations and the implementation of corrective actions.

## 5.0 Policy

### 5.1 Specific Objectives

The objectives of this Policy are to:

- a) encourage positive employee/employer relations by providing for the fair and consistent treatment of staff throughout the Town of Wolfville;
- b) encourage the proper conduct of Town of Wolfville employees;
- c) ensure that all employees of the Town of Wolfville are aware of their obligations and the consequences of disregarding those obligations; and
- d) ensure that employee misconduct is dealt with in an appropriate manner.



CAO

2015-12-15

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Date

# Employee Conduct & Disciplinary Policy

<b>Policy Number</b> 130-019	<b>Supersedes Policy Number</b> 8-20
<b>Effective Date</b> <del>2008-10-20</del>	<b>Approved by Council (Meeting Date)</b> 2008-10-20

## 1.0 Purpose

It is the policy of the Town of Wolfville to promote and ensure appropriate conduct among staff and to facilitate the fair and consistent discipline of all employees where the need arises.

## 2.0 Scope

This Policy applies to all employees of the Town of Wolfville.

## 3.0 References

3.1 Employee Conduct & Disciplinary SOP 130-816

## 4.0 Definitions

**4.1 Corrective Action:** is the process of communicating with an employee to improve behavior or performance and prevent their recurrence.

**4.2 Conduct:** is personal behavior; the manner in which a person behaves, especially on a particular occasion or in a particular context.

## 5.0 Policy

### 5.1 Specific Objectives

The objectives of this Policy are to:

- a) encourage positive employee/employer relations by providing for the fair and consistent treatment of staff throughout the Town of Wolfville;
- b) encourage the appropriate conduct of Town of Wolfville employees;
- c) ensure that all employees of the Town of Wolfville are aware of their obligations and the consequences of disregarding those obligations; and
- d) ensure that employee poor performance and misconduct is dealt with in an appropriate manner.

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CAO

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Date

**REQUEST FOR DECISION 015-2020**

Title: Grant to Organizations – Acadia University – New Turf

Date: 2020-03-03

Department: Finance

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## SUMMARY

### Grant to Organizations – Acadia University – New Turf

The 2020/21 budget process this year has included review/evaluation of One-Time Capital Grant requests from outside organizations. A number of the requests have been carried forward into V3 of the draft budget now being recommended to Council for approval. One of the requests involved discussions on ways to accommodate the large amount requested, i.e. \$100,000 request from Acadia to go towards replacement of the turf at the Athletics Complex.

This RFD deals with a proposal to accommodate a portion of the amount requested within the existing 2019/20 fiscal year. The total amount granted, if approved by Council, will be a combination of the \$20,000 noted in this RFD and \$60,000 included in the 2020/21 draft budget. The total amount granted would be \$80,000 over the two fiscal years towards the new turf.

#### DRAFT MOTION:

That Council allocate \$20,000 of the \$35,000 amount noted in the Wolfville-Acadia MOU to go towards the new turf at the Acadia Athletic Complex.

## REQUEST FOR DECISION 015-2020

Title: Grant to Organizations – Acadia University – New Turf

Date: 2020-03-03

Department: Finance

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### 1) CAO COMMENTS

The CAO supports the recommendations of staff.

### 2) LEGISLATIVE AUTHORITY

- Municipal Government Act 65A and 65B.

### 3) STAFF RECOMMENDATION

This Council approve the allocation of MOU operational grant money to go towards the cost of the new turf at the Acadia Athletic Complex.

### 4) REFERENCES AND ATTACHMENTS

1. RFD 078-2019 One Time Capital Grant Request Acadia University (January 17/20 Special COW Agenda Package)
2. RFD 010-2020 Draft 2020/21 Operations Plan and Budget V3 (March COW Agenda Package)

### 5) DISCUSSION

Council reviewed a number of grant requests at the January 17/20 Special Committee of the Whole Meeting (COW). One of those requests was for \$100,000 contribution towards Acadia's plan to replace the turf at the Athletic Complex. Information related to the request can be found in RFD 078-2019 from that January agenda package.

During the discussion, Council provided direction to staff to include a portion of the grant in the 2020/21 Budget document, and to look at utilizing a portion of the annual operational contributions noted in the Wolfville-Acadia MOU to be re-designated towards the turf.

Under Section 3 of the MOU the Town is committed to considering an annual \$35,000 contribution towards **operations** of the Athletic Complex. This commitment was to be reviewed once the business planning exercise was finalized as noted in the MOU. Staff at both Acadia and the Town continue to work on the final recommendations of the business plan study, including looking towards the regional service the Acadia Complex provides. Given the work of the business plan is not yet complete, the Town would not necessarily have to provide the \$35,000 grant in the current 2019/20 fiscal year contemplated in the MOU.

Staff proposed Council might consider, for 2019/20 only, allowing \$20,000 of the contemplated amount to be paid to Acadia for purposes of their capital requirements for new turf. The use of the funds is



## REQUEST FOR DECISION 015-2020

Title: Grant to Organizations – Acadia University – New Turf

Date: 2020-03-03

Department: Finance

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different than contemplated in the MOU (capital versus operating) and therefore staff require a Council decision to repurpose the budgeted dollars.

### 6) FINANCIAL IMPLICATIONS

There is no direct implication to the 2019/20 fiscal year as the funds are being allocated from already approved budgeted dollars.

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

No specific references provided. Generally this initiative to financially support the turf replacement helps the community (both Wolfville and regionally) maintain recreation facilities that the Town would not otherwise be able to provide on its own.

### 8) COMMUNICATION REQUIREMENTS

Staff to advise Acadia University of Council's decision.

### 9) ALTERNATIVES

Council could decide not to approve the grant funding noted in this RFD, or change the dollar amount noted.

**REQUEST FOR DECISION 001-2020**

Title: Valley Region Solid Waste-Resource Management Bylaw

Date: ~~2020-01-21~~ March 17, 2020

Department: Office of the CAO

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## SUMMARY

### VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT BYLAW

The current Valley Region Solid Waste-Resource Management Bylaw was last amended in 2012. There is a need to now update this Bylaw to:

1. Reflect changes to collection required as per the waste collection contract coming into effect April 1, 2020;
2. Remove Annapolis County, Bridgetown and Hantsport from the Bylaw;
3. Update the list of materials banned from landfill by the Province and Valley Waste-Resource Management Authority (VWRM); and
4. Address other housekeeping issues as required.

#### DRAFT MOTIONS:

That Council give first reading to the attached Valley Region Solid Waste-Resource Management Bylaw and direct staff to prepare the notice of intention and set a date for second reading.

#### DRAFT MOTION March 17, 2020:

That Council give second reading to the attached Valley Region Solid Waste-Resource Management Bylaw.

## REQUEST FOR DECISION 001-2020

Title: Valley Region Solid Waste-Resource Management Bylaw

Date: ~~2020-01-21~~ March 17, 2020

Department: Office of the CAO

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### 1) CAO COMMENTS

See discussion for comments from the CAO.

### 2) LEGISLATIVE AUTHORITY

Section 325 of the *Municipal Government Act* enables Council to approve this Bylaw.

### 3) STAFF RECOMMENDATION

Staff recommend that Council adopt the proposed changes to the Bylaw.

### 4) REFERENCES AND ATTACHMENTS

1. 2020-01-09 VWRM – Report to Council on Proposed Changes to the Bylaw
2. 2020-01-09 Valley Region Solid Waste-Resource Management Bylaw – Draft
3. 2020-01-09 Valley Regional Solid Waste-Resource Management Bylaw Directives - Draft

### 5) DISCUSSION

In May 2019, VWRM awarded the contract for the Provision of Services for the Curb-side Collection and Transportation of Source-Separated Waste for the 5-year period of April 1, 2020 – March 31, 2025 to EFR Environmental. Key changes as a result of this awarding are (1) a move to a four day per week collection program; (2) the allowance of materials to be placed curbside in the evening prior to collection starting at 7:00 pm and (3) a collection commencement time of 7:00 am (currently this is 8:00 am). Additionally, special collection waste is now to be placed curbside “no earlier than the weekend before the scheduled week” (currently the Bylaw states “no earlier than 7 day prior”).

Over the past few years there have also been changes to the Parties of the VWRM Inter-municipal Services Agreement. Bridgetown and Hantsport no longer exist as municipalities and the Municipality of the County of Annapolis and Municipality of West Hants have both withdrawn from VWRM, necessitating an update to the Bylaw.

Aside from other changes of a housekeeping nature, the Directives have also been updated to include new provincially banned materials such as certain types of oil products and electronics.

### 6) FINANCIAL IMPLICATIONS

There are no direct financial implications from the adoption of the amended Bylaw. It should be noted that the Residential Collection Contract collective budget line item for 2020-21 is anticipated to be a decrease of \$144,145 over the 2019-20 budget.

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

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## REQUEST FOR DECISION 001-2020

Title: Valley Region Solid Waste-Resource Management Bylaw

Date: ~~2020-01-21~~ March 17, 2020

Department: Office of the CAO

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N/A

### 8) COMMUNICATION REQUIREMENTS

There will be a great deal of communication required for Wolfville residents as a result of amending the Bylaw and the start of the new waste collection contract. Specifically, the impacts for Wolfville that need to be communicated are as follows:

#### Regular Collection (Effective March 31, 2020)

The Town of Wolfville will be switching from the current Wednesday & Thursday Week 1 to Friday Week 2 for everyone

This means the last time Wolfville will have collection on Wednesday/Thursday will be March 18/19 and the **first collection on the new day would be Friday April 10**; however, that is Good Friday so the first collection will actually be **Saturday, April 11**.

It will then be every second Friday (April 24, May 8, May 22...)

Also **collection begins at 7:00 am** starting in April and residents will be permitted to place the materials at roadside after 7:00 pm the night before.

#### Spring & Fall Cleanup

There will also be a completely new cleanup schedule. There are no more Zone A or B or specific dates for each town.

Clean-up will still be on one day only – once in the spring and once in the fall.

The collection day area (Friday Week 2) will now be assigned a specific week each spring and fall for clean-up.

For Wolfville that will be the **weeks of April 27-May 1 and September 28 – October 2**

Residents will be asked to wait until the weekend before their cleanup week to put materials out. Bulky waste must be at roadside by 7:00 am on April 27<sup>th</sup> and September 28<sup>th</sup>.

The Clean-up truck will be along sometime that week, Monday-Friday, to pick up the items and the truck will be by only once.

The cleanup dates will fall on the opposite week of regular collection. This helps VWRM keep the materials separate from regular materials and also helps them balance out the amount of incoming materials to the transfer stations.

**REQUEST FOR DECISION 001-2020**

Title: Valley Region Solid Waste-Resource Management Bylaw

Date: ~~2020-01-21~~—March 17, 2020

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Also, as VWRM is switching to a 4-day/week collection schedule (Tuesday – Friday), the transfer station will be closed on all holidays.

Finally, Monday, instead of Saturday, will become the alternate collection day for any storms or other holidays.

Town staff will be communicating with residents on these changes in the coming months.

**9) ALTERNATIVES**

Council can choose not to amend the Bylaw as requested, however this would ensure that the new waste collection contract awarded by VWRM would be offside the existing Valley Region Solid Waste-Resource Management Bylaw.

# Valley Waste-Resource Management Authority

## Report to Council

**Subject:** Proposed changes to Valley Waste Bylaw 2012 and Bylaw Directives 2014

**From:** Andrew Garret, Communication Manager  
Grace Proszynska, Bylaw Enforcement Officer

**Date:** January 9, 2020

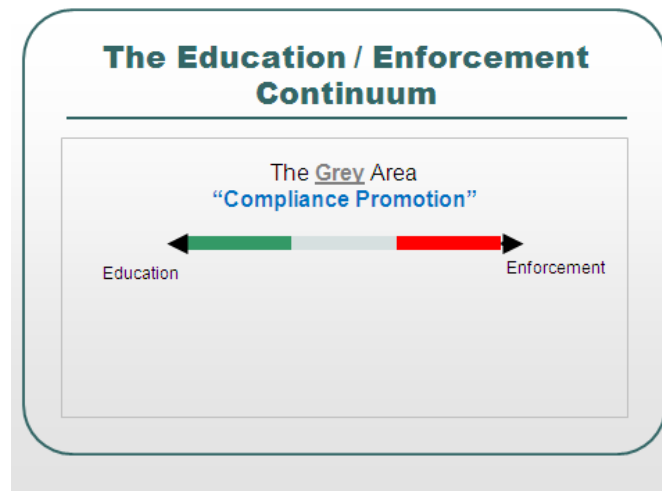
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### Introduction

#### Valley Waste Enforcement Style

- Valley Waste staff deliver services to taxpayers
  - a. We are both Educators/helpers and Enforcers
  - b. We are responsible for both our Municipal Bylaw and Provincial Regulations
- We understand that “People are People”
- Our goal is Compliance not Punishment
- Our Philosophy is: Education first and Enforcement last - only when needed
- The Bylaw gives staff a solid foundation to stand on:
  - a. The rules we can show the public (for information and compliance promotion)
  - b. The tools we need when enforcement action is required



## **Why change the Bylaw (2012) and Directives (2014) now?**

1. **Change in the collection contract**
    - a. **Collection start time needs to be adjusted**
    - b. **Set-out time needs to be changed to permit putting waste out in the evening before collection day**
    - c. **Set-out time for Spring and Fall special collections needs to be changed**
  2. **Change in the Valley Region Structure**
    - a. **Removal of Annapolis County**
    - b. **Removal of Towns of Bridgetown and Hantsport**
  3. **Changes to the list of materials banned from landfill disposal by Province and Authority**
  4. **Deficiencies in Current Bylaw and Directives**
    - a. **Missing definitions**
    - b. **Minor inconsistencies between clauses**
    - c. **Editorial and layout (corrections of spelling and wording)**
    - d. **Changes in wording of existing clauses for clarity and to reflect the current practice**
    - e. **New clauses added for clarity and to improve administration and enforceability of law**
- 

## **About the Changes**

### **Types of Changes**

1. **New clauses, concepts or provisions**
  - a. **collection commencement time changed from 8 am to 7 am (Directives section 3.8)**
  - b. **set-out time changed from “between 6 am and 8 am of collection day” to “7 pm the night before and 7 am on collection day” (Bylaw section 5.2.1)**
  - c. **set-out time for Special Collections changed from “no earlier than 7 days prior” to “no earlier than the weekend before scheduled week” (Bylaw section 5.2.2)**
  - d. **included new provincially banned materials such as certain types of oil products and electronics (Directives s. 2 Source Separation)**
  - e. **defined “litter” as a new concept to establish that general litter falls outside the authority of this Bylaw (Bylaw section 3.1.2)**
  - f. **added prohibition against leaving lid or door to waste storage open when not used (Bylaw sections 3.9, 5.5.1, & 6.2.1.1)**
  - g. **added unsafe road condition as another situation for a temporary suspension of collection (Bylaw section 5.9.3)**
  - h. **added requirement for signage on waste receptacles for public waste and for non-Authority (private) collection (Bylaw sections 4.3 and 6.2.1.6)**
  - i. **added clause regarding proper placement of solid waste when delivered to Valley Waste for disposal (Bylaw section 6.8)**

- j. updated Bylaw Part 8 Penalties:
  - minimum court fines set higher, up to \$250 from \$100 (Bylaw sections 8.1 and 8.3)
  - imprisonment times for lesser offences lowered from 90 to 14 days and for major offences from 90 days to 30 days (Bylaw sections 8.1, 8.2 & 8.3)
  - some offences moved from lesser offences group to more severe offences to reflect seriousness of violations
- k. set higher amounts for Bylaw Tickets: \$75 changed to \$125 and \$150 changed to \$175 (Bylaw section 8.9)
- l. expanded wording in Illegal Dumping “reverse onus” clause to improve Bylaw administration and enforceability by requiring additional information be provided by the generator of the dumped waste (Bylaw section 8.11).

## **2. Clarifications of intent**

- a. Flow Control in clause 3.5 of Bylaw (ban on hauling residual waste generated within Authority geographic jurisdiction anywhere outside the geographic area except for when permitted by the GM)
- b. set-out restrictions in section 3.9 under Prohibitions (moving waste between properties, for example from cottage to home)
- c. updated wording in clause referring to establishment of the common Bylaw to reflect the current Authority structure (Bylaw section 2.2)
- d. clarified requirements for what is eligible premises (Directives section 3.1)

## **3. Adding, re-writing and clarifying definitions and terminology**

- a. new definitions: Bylaw Enforcement Officer, dwelling unit, multi-unit residential dwelling or apartment building, multi-unit building, unsorted waste (term used in Bylaw section 3.5 Flow Control)
- b. re-wrote definition of solid waste (created own definition different from the definition in Environment Act to eliminate sludge and tailings, and to clarify the inclusion of recyclables, compostables, and C&D waste)
- c. expanded the description of illegal dumping offence to clearly include more dumping situations (Bylaw section 3.1)
- d. in the Directives, Sections # 1 Bans, 3.3 Non-collectable Materials, 3.6 Curbside Inspections, 6.7 Inspections at Management Centres, and 7.0 Enforcement have been re-written to include updated information and to make them succinct
- e. cat litter added - as optional - to the list of compostable organics acceptable for green carts (Directives s. 2 Source Separation)
- f. modified clause regarding waste setouts for residents on private roads in cases where collection vehicles do not travel (Bylaw section 5.1.6)
- g. removed clause on the requirement to regularly clean out storage bin (Bylaw section 5.6.1.5) as it has been deemed redundant, already covered in 5.6.1.3

## **4. Housekeeping**

- a. minor spelling and wording corrections, and clarifications
- b. inserting new definitional terms into the text
- c. re-numbering and reordering clauses for more logical order and include new clauses
- d. cross-referencing numbering system for definitions and clauses



## **Recommended Approval Process and Timeline**

- 1. Review at the Authority table draft Bylaw and Directives (amended by Valley Waste staff and reviewed by the legal advisor) – staff report presentation to Authority on November 20, 2019**
- 2. With recommendation from the Authority, send the amended documents to CAOs for Municipal partners' staff and partners' legal review and feedback – late November 2019 followed by another presentation to Authority on December 13, 2019**
- 3. Final feedback received from municipalities by Valley Waste – January 7, 2020**
- 4. Recommendation for approval by Councils from the Authority – January 9, 2020**
- 5. Circulate finalized bylaw to Municipal Councils for first and second public readings and Councils' approval – January 10, 2020**
- 6. Register the amended Bylaw at the provincial Department of Municipal Affairs – end of March 2020.**

**VALLEY REGION  
SOLID WASTE-RESOURCE MANAGEMENT  
BYLAW**

DRAFT

*Draft date: January 9, 2020*

*Approved by Council: March ....., 2020*

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## 1.0 DEFINITIONS

In this Bylaw:

- 1.1 **“Authority collection”** means collection of solid waste by or on behalf of the Authority from waste generators pursuant to this Bylaw and any Directives issued by the Authority pursuant to this Bylaw.
- 1.2 **“boxboard”** means cereal, shoe, tissue, detergent, cracker, cookie, baking product and frozen food boxes, toilet paper rolls and paper towel rolls or other similar items, with plastics removed.
- 1.3 **“bulky items”** means large items of a household nature including but not limited to furniture, stoves, fridges with “CFC-free” sticker on, mattresses, bed springs, barrels, water tanks, dishwashers, oil tanks, and pieces of fencing.
- 1.4 **“Bylaw Enforcement Officer”** means a person with a designation of a Special Constable under the Police Act, sections 89 and section 90, employed by the Authority to administer and enforce the solid waste management bylaws of the municipal partners comprising the Authority.
- 1.5 **“collection cart”** or **“cart”** means a cart supplied by the Authority for the storage of source-separated solid waste such as an aerated cart for the collection of organic materials.
- 1.6 **“collection containers”** means bags, garbage cans or other containers approved in any Directive issued by the Authority regarding collection containers.
- 1.7 **“compostable organics”** or **“organics”** means food waste, leaf and yard waste, soiled and non-recyclable paper, branches and bushes, natural Christmas trees without decorations and stands and other material of plant or animal origin as set out in any Directive issued by the Authority, but it does not include whole companion animal or livestock carcasses or parts thereof that are of significant volumes that may create hazards or nuisance unless at the discretion of the General Manager or designate.
- 1.8 **“construction and demolition waste”** means materials which are normally used in the construction of buildings, structures, roadways, walls and other landscaping material, and includes, but is not limited to, soil, asphalt, brick, mortar, concrete, drywall, plaster, cellulose, fibreglass fibres, lumber, wood, asphalt shingles, and metals.
- 1.9 **“dispose”** includes the actions of dumping, abandoning, placing or leaving or the causing or permitting of any of these actions with respect to any solid waste on any property anywhere within the Region.
- 1.10 **“eligible premises”** means those properties within the jurisdiction of the Authority, which are eligible for Authority collection as set out in any Directive issued by the Authority.
- 1.11 **“dwelling unit”** means a building or a unit with a separate entrance, kitchen, and sanitary facilities in a building; occupied or intended to be occupied as a home or residence by one

or more persons but does not include a hotel, motel, guesthouse, inn, or a travel trailer.

- 1.12 “food waste”** means fruit and vegetable peelings, table scraps, meat, poultry and fish, shellfish, dairy products, cooking oil, grease and fat, bread, grain, rice and pasta, bones, egg shells, coffee grounds and filters, tea leaves and bags or other similar items.
- 1.13 “General Manager” or “Manager”** means the General Manager of the Valley Region Solid Waste-Resource Management Authority, the successor to such position, or a person designated by the Manager to act in place of the Manager.
- 1.14 “hazardous waste”** means solid or liquid waste that may be harmful to humans animals, plant life or natural resources including, but not restricted to, industrial chemicals, toxic, flammable, corrosive, radioactive, reactive, pathological and PCB waste, oil, gasoline, paint solvent, wood preservatives, ink, battery acid and pesticides.
- 1.15 “household hazardous waste” or “HHW”** means hazardous waste materials generated in households including, but not restricted to, solvents, glues, cleaners, paints and finishes, asphalt sealers, gasoline, diesel, kerosene, pesticides, lawn and garden chemicals, poisons, propane tanks, roofing tar, pool chemicals, lubricating oil, batteries, and automotive fluids. For the purposes of this bylaw, household hazardous waste does not include PCBs, radioactive materials, explosives, fireworks, pathological wastes, and ammunition.
- 1.16 “industrial/commercial/institutional waste” or “IC&I waste”** means solid waste generated by, from or within any IC&I premises.
- 1.17 “industrial/commercial/institutional premises” or “IC&I premises”** means a lot of land occupied by one or more industrial, commercial or institutional establishments and “IC&I” has an equivalent meaning.
- 1.18 “litter”** means loose solid waste items, usually smaller in size, that are distributed over a distance or area, such as, but not limited to, disposable drink cups, beverage bottles and containers, cigarette boxes, cigarette butts, potato chip bags, and food and candy wrappers.
- 1.19 “multi-unit residential dwelling” or “apartment building”** means a dwelling containing three or more residential dwelling units
- 1.20 “leaf and yard waste”** means grass clippings, leaves, brush, twigs, house and garden plants, sawdust and wood shavings and other similar items.
- 1.21 “mini-bin”** means a small container supplied to eligible premises by the Authority for the collection of organic materials prior to deposit in an organics collection cart.
- 1.22 “occupant”** means anyone who occupies property, including lands or buildings, and includes anyone who is a tenant, lessee, roomer, subtenant, under-tenant or co-tenant, or who otherwise occupies or has occupied land or buildings and his, her or their heirs and assigns and legal representatives.
- 1.23 “oil tanks”** means residential oil tanks, cleaned and empty of all liquids to a maximum size of 900 litres.

- 1.24 “property owner” or “owner”** has the same meaning as “owner” in the *Municipal Government Act* and, for greater certainty, includes a landlord, a lessor, an owner, the person giving or permitting the occupation of premises, his, her and their heirs and assigns and legal representatives and, in the case of a corporation, the officers and directors of that corporation.
- 1.25 “public waste”** means solid waste generated in or on premises where the public is or would normally be responsible for disposing of waste generated at such premises including, but not limited to enclosed or exterior shopping centres, malls, food courts, quick service or counter service restaurants, sports arenas, office or other commercial premises, retail premises, private or public parks or campgrounds, and public event venues (inside or outside).
- 1.26 “recyclable materials” or “recyclables”** means newsprint, corrugated cardboard, boxboard and other paper products, redeemable beverage containers, milk cartons, glass bottles and jars, steel/tin food cans, aluminum cans, aluminum foil plates, trays and wrap, high density polyethylene plastic containers (HDPE #2), low density polyethylene plastic containers (LDPE #4), and polyethylene terephthalate plastic bottles (PET #1), plastic bags (#2 and #4), stretch wrap (pallet wrap) or other items set out in any Directive issued by the Authority.
- 1.27 “residential premises”** means any house, dwelling, apartment, condominium, flat, tenement, mobile home, mobile home park, mobile home space or any property that is occupied or may be occupied by an individual as a residence or that part of any such place that is or may be occupied by an individual as a residence, and includes any such property or premises occupied by an owner and his or her or their family.
- 1.28 “residual waste” or “residuals”** means any solid waste remaining after diversion of recyclables, organics and hazardous waste, tires, and electronics.
- 1.29 “soiled and non-recyclable paper”** means dinner napkins, paper towels & fast food wrappers, wax paper, wrapping paper, soiled pizza boxes, paper plates and cups, damp and soiled newspaper and flyers, sugar, flour & potato paper bags or other similar items or such other items that may be set out in any Directive issued by the Authority.
- 1.30 “solid waste”** means residual waste, recyclables, compostable organics, construction and demolition debris, and other discarded materials resulting from residential, commercial, institutional and industrial activities which are commonly accepted at a municipal solid waste management facility, but excludes wastes from industrial activities regulated by an approval issued under the *Environment Act*.
- 1.31 “source separated solid waste”** means solid waste which has been sorted and separated at the point of origin, to facilitate its reuse, recycling, composting or disposal and “**source separation**”, “**source separation of solid waste**” has the same meaning.
- 1.32 “special collection”** means an Authority collection for bulky items and such other materials as may be set out in any Directive issued by the Authority.

- 1.33 “storage facility” or “storage”** includes any container, collection cart, receptacle, building, structure, enclosure or other facility capable of, or intended to be used for, the temporary holding or storage of solid waste.
- 1.34 “unsorted solid waste”** means any solid waste that was not sorted and separated and contains materials banned from landfill as per section 1.0 of the Directives issued by the Authority.
- 1.35 “Valley Region” or “the Region”** means the Valley Region as defined in the Nova Scotia Solid Waste-Resource Management Regulations and any amendments thereto.
- 1.36 “Waste-Resource Management Centre”** means a facility operated by the Authority for receiving, storing, sorting and shipping of solid waste.

## **2.0 AUTHORITY AND REGIONAL BYLAW**

- 2.1.** The **Valley Region Solid Waste-Resource Management Authority**, referred to in this Bylaw as “the Authority,” is a body corporate established pursuant to an Intermunicipal Services Agreement to which this municipality is a party. The municipal parties to that Agreement have given the Authority responsibility for the management of solid waste within their respective jurisdictions, pursuant to the *Municipal Government Act*, s. 60 and the Solid Waste-Resource Management Regulations made pursuant to the *Environment Act*.
- 2.2.** Pursuant to the Intermunicipal Services Agreement among the members of the Authority it is agreed to establish a Valley Region Solid Waste-Resource Management Bylaw for the efficient and consistent execution of the Authority’s mandate throughout the municipal parties. Accordingly, this Bylaw may make necessary or incidental references to places or facilities within the Valley Region Solid Waste-Resource Management Authority jurisdiction that are outside of the geographical boundaries of this municipality and it is intended that any such references in this Bylaw be construed and applied in a manner consistent with the provincially-mandated regional approach to solid waste-resource management.
- 2.3.** The General Manager of the Authority is the chief administrator of the Authority and is responsible to the Authority for the proper administration of its affairs in accordance with provincial legislation and regulations and any Directive issued by, and plans approved and established by, the Authority. The General Manager shall be responsible for the overall administration and enforcement of the provisions of this Bylaw and any Directive or Order issued by the Authority pursuant to this Bylaw.
- 2.4** The Authority may by resolution issue Directives to supplement and assist with the better implementation of this Bylaw and it is the intent of this Municipality that such Directives made by the Authority pursuant to the provisions of this Bylaw shall be and shall become Directives of this Municipality to be enforced pursuant to this Bylaw in the same manner as any other provision of this Bylaw. It shall be an offence to fail to comply with any such

Directive.

- 2.5 The Authority may appoint a Bylaw Enforcement Officer to assist with the administration and enforcement of this Bylaw.
- 2.6 For the purpose of the administration of this Bylaw, the General Manager or the Bylaw Enforcement Officer, or an agent or employee of the Authority so designated by either of them, may, at any reasonable time, enter and inspect any land or premises, other than a dwelling or a room being used as a dwelling to determine compliance with this Bylaw and Directives issued pursuant to this Bylaw, including the right to inspect solid waste and any storage facility.
- 2.7 The General Manager or the Bylaw Enforcement Officer may by an Order in writing direct any person to do any act or thing to comply with the provisions of this Bylaw or any Directive issued pursuant to this Bylaw in the manner and within the time specified in the written Order.
- 2.8 Any written Order signed by the General Manager or Bylaw Enforcement Officer, is effective if delivered personally to the person named in such Order or if sent by prepaid post or facsimile or email transmission to the most recent known address of the person named and shall be deemed to have been received by such person, in the case of facsimile or e-mail transmission on the day after it was sent and in the case of prepaid post, on the third day after it was sent unless receipt of same is acknowledged.
- 2.9 It shall be an offence for any person to fail or refuse to comply with a written Order signed by either the General Manager or Bylaw Enforcement Officer pursuant to this Bylaw.

### **3.0 PROHIBITIONS**

#### **3.1 Illegal Dumping of Solid Waste**

- 3.1.1. No person shall dispose of or permit the disposal of, dump, place, leave, abandon, or deposit solid waste at any public or private place within the Municipality unless that place is duly licensed to receive and dispose of that particular category of solid waste.
- 3.1.2. Litter, as defined in section 1.18 is not considered illegal dumping, and therefore falls outside the authority of this Bylaw.

#### **3.2 Illegal Dumping of Solid Waste at Authority Waste Facility**

No person shall dispose of residual waste or solid waste at or on the lands of a Waste-Resource Management Centre or any other facility licensed to receive any category of waste except for during operational hours and where directed by the directional signage or by staff of the Centre or facility.

#### **3.3 Illegal Burning of Solid Waste**

No person shall burn solid waste in the Municipality in a barrel, stove or other device or in



the open as a method of solid waste disposal, except for brush, tree limbs and milled wood that is free from adhesives, coatings and preservatives and, with respect to such products, only where such burning is permitted by law.

### **3.4 Disposal of Banned Materials**

No person shall dispose of the following materials at any licensed solid waste management facility, or dispose of any such materials in a storage area, storage facility, or collection container, intended for residual waste disposal in an incinerator or landfill, namely:

#### **3.4.1 Banned by Provincial Regulation**

Materials banned from disposal by provincial regulation, including those materials listed in Schedule B of the Nova Scotia Solid Waste-Resource Management Regulations as amended from time to time.

#### **3.4.2 Banned by the Authority**

Materials banned from time to time by the Authority in any Directive issued by the Authority pursuant to this Bylaw.

### **3.5 Flow Control**

No person shall export or remove residual waste, construction and demolition waste, or unsorted solid waste generated within the Municipality outside the boundaries of the jurisdiction of municipalities comprising the Authority unless permitted otherwise by the General Manager or designate.

**3.6** Notwithstanding section 3.5, the Authority may export residual waste or unsorted solid waste to licensed facilities outside the boundaries of the municipal partners' jurisdiction.

### **3.7 Waste Accumulation**

No occupant or owner of property in the Municipality shall allow, permit or authorize the accumulation of solid waste on or around property owned or occupied by them or allow, permit or authorize any uncollected solid waste to remain on or around property owned or occupied by them other than in a proper storage facility as approved in this Bylaw (section 5.5 and section 6.2) or in any Directive issued by the Authority pursuant to this Bylaw.

**3.8** No person shall leave the lid or door of the storage facility open except when the facility is being loaded or unloaded.

**3.9** No person shall place any solid waste for collection on a property other than a property owned or occupied by that person, except when permitted at the discretion of the General Manager or designate.

## **4.0 SOURCE SEPARATION REQUIREMENTS**

**4.1** The Authority may by resolution issue Directives pertaining to source separation of solid waste and it shall be an offence of the Bylaw to fail to comply with any such Directive.

**4.2** All solid waste being generated by or from any residential premises or any IC&I premises shall be source-separated and packaged in accordance with any Directive issued by the Authority and shall also comply with section 3.4 of this Bylaw.

**4.3 Public Waste**

The property owner and the occupier of any premises where public waste is generated shall provide common area containers designed to receive and accommodate the quantities of source separated solid waste generated on that site, as required by this Bylaw or any Authority Directive issued pursuant to this Bylaw, and shall ensure that such containers are clearly labeled and are accessible to the public, tenants, employees, visitors and occupiers of such premises.

**5.0 AUTHORITY COLLECTION**

Solid waste to be collected by or on behalf of the Authority must comply with the provisions of this section.

**5.1 Collection Container Placement**

**5.1.1** Except where otherwise permitted by this Bylaw, or permitted at the discretion of the General Manager due to practicability, collection containers shall be placed at roadside for collection as close as practical to the edge of the street or roadway, and in any event no further than five (5) meters from the travelled portion of the street or roadway to facilitate efficient unobstructed collection taking into consideration factors such as urban versus rural setting, winter snow clearing operations, ditches, brush, etc.

**5.1.2** All solid waste placed for collection shall be placed in front of and on the same side of the street or roadway as the eligible premises from which it has been generated.

**5.1.3** Collection carts shall be placed at roadside in an upright position with the lid closed.

**5.1.4** In the case of multi-unit apartment buildings or condominium buildings, the owner shall provide a storage facility for source-separated solid waste in an easily accessible location on the building property meeting the requirements of this Bylaw, any Directive issued pursuant to this Bylaw and other applicable municipal requirements. The Authority's collection contractor will collect solid waste from this location in accordance with Authority source-separation and collection Directives provided it is accessible when the collection truck arrives. If the storage facility or the solid waste contained in any such storage facility is not

accessible to the truck, all such solid waste shall be placed at roadside for collection.

**5.1.5** Collection will take place on public streets and roads only, except for: private roads maintained by the Government of Nova Scotia or this Municipality; mobile home trailer park roads; roads on federal lands in cases where the cost of collection has been paid for by a grant in lieu of taxes or other means; or other roads as designated from time to time by the Authority, provided that all such roads must be in acceptable condition for the collection vehicles.

**5.1.6** For all other roads not included in clause 5.1.5 collection will occur at the nearest intersection with a public street or road. The source-separated solid waste must be brought to the intersection and placed in accordance with section 5.2 Set-out Times of this Bylaw; otherwise it must be placed in the solid waste generator's own permanent storage facility or in a closest storage facility provided by the Authority for that purpose, where it shall be collected.

Any such storage facility must be in compliance with the storage requirements as set out in clause 5.5 Solid Waste Storage.

## **5.2 Set-out Times**

**5.2.1** Solid waste shall be set out at roadside for collection only between 7:00 pm the night before and 7:00 am on collection day. In the event of conditions preventing collection routes from being completed, the property owner shall remove from the roadside prior to the end of collection day all solid waste not collected and set it out again on the scheduled alternative collection day or the next regularly scheduled collection day.

**5.2.2** Notwithstanding clause 5.2.1, during special collections (Spring and Fall cleanups) solid waste for roadside collection shall be set out no earlier than the weekend immediately before the scheduled special collection week.

## **5.3 Removal of Collection Containers and Uncollected Material from Roadside**

### **5.3.1 Removal of Collection Containers**

Solid waste collection containers shall be removed or caused to be removed by the property owner from roadside by the end of collection day except in the case of permanent solid waste storage facilities. Permanent storage facilities shall comply with this Bylaw and any Directive issued pursuant to this Bylaw. Collection carts shall be removed from the roadside and stored on the premises.

### **5.3.2 Removal of Uncollected Solid Waste**

Any solid waste not collected or picked up for any reason, including litter in or around any storage facility, shall be removed or caused to be removed by the property owner by the end of collection day and properly sorted, contained, stored and disposed of in accordance with this Bylaw.

In cases where uncollected solid waste has not been removed from the roadside within 24 hours following the end of collection day, and in cases where solid waste has been placed at roadside outside the permitted time, the General Manager may arrange for the removal and disposal of such waste and invoice the property owner for the removal and disposal costs. For the purposes of this section and section 507 of the *Municipal Government Act* the General Manager shall be deemed to be an employee of the Municipality.

#### **5.4 Authority Directives**

Subject to this Bylaw and other Municipal Bylaws, the Authority may by resolution issue Directives pursuant to this Bylaw and pertaining to the collection of solid waste including but not limited to the contents of, type, nature, location and weight of collection containers or storage facilities, and it shall be an offence to fail to comply with any such Directive.

#### **5.5 Solid Waste Storage**

Solid waste storage facilities shall be:

- 5.5.1** Weather-tight and animal-proof with the lid or door maintained in a closed position when not being loaded or unloaded; and
- 5.5.2** Capable of accommodating the quantities of source-separated solid waste generated between collections at that location; and
- 5.5.3** Designed and constructed such that solid waste remains in a source-separated condition; and
- 5.5.4** Easily accessible to all users and easily serviced by the collector; and
- 5.5.5** Safe for their intended users; and
- 5.5.6** In cases where Authority collection is provided at the storage location, placed so as to provide unobstructed access over clear ground free of snow, ditches, brush or other obstacles to the Authority collection truck within five (5) meters of the loading hopper.

#### **5.6 Owner and Occupant Responsibilities for Solid Waste Management**

The responsibility for the management of solid waste in residential premises and IC&I premises is shared by each property owner or owners, jointly and severally, and each and every occupant or occupants, jointly and severally, as follows:

##### **5.6.1 Property Owner's Responsibilities**

The property owner shall:

- 5.6.1.1** Provide solid waste storage facilities as set out in section 5.5; and

**5.6.1.2** In cases where any storage facility is inaccessible to the collection truck as required in section 5.5.6 on regular or special collection days, ensure that solid waste is set at roadside in accordance with section 5.2; and

**5.6.1.3** Maintain any solid waste storage facilities in good repair and in a clean, tidy, and sanitary condition at all times, both inside and outside, including the immediate surroundings; and

**5.6.1.4** Ensure that collection containers, storage facilities and uncollected solid waste, including litter produced or resulting from set-out solid waste by pests, weather conditions, or otherwise, are removed by the end of collection day; and

### **5.6.2 Occupant's Responsibilities**

The occupant shall:

**5.6.2.1** Source separate and package all solid waste generated in the occupant's premises as provided in section 4 of this Bylaw and Directives issued pursuant to this Bylaw; and

**5.6.2.2** Between collections, place sorted and packaged solid waste in the storage facility provided by the property owner or in their own storage facility as the case may be.

### **5.7 Inspection and Rejection Guidelines**

Solid waste set out for Authority Collection shall be subject to inspection by the collection contractor or by Authority staff. Solid waste found not to be in compliance with this Bylaw or any Directive may be rejected and not collected.

### **5.8 Authority Collection Prohibitions**

No person shall:

**5.8.1** Pick over, remove, disturb or otherwise interfere with any solid waste that has been set out for Authority collection except that solid waste which is set out for special collections may be removed for salvage or reuse providing that the set-out location must be left in a clean and tidy condition;

**5.8.2** Collect solid waste placed for collection by the Authority; or

**5.8.3** Remove a collection container placed at roadside.

These prohibitions do not apply to the person who placed the waste out for collection or to the Authority, or its contractors.

## **5.9 Suspension of Collection**

The General Manager may suspend Authority Collection, upon written notice, at any eligible premises where one of the following deficiencies develops until the deficiency is corrected to the General Manager's satisfaction, namely:

- 5.9.1** An unsafe or potentially unhealthy condition or a nuisance or a potential nuisance related to storage or collection of solid waste;
- 5.9.2** Persistent violation of any provision of this Bylaw or any Directive or Order issued pursuant to this Bylaw;
- 5.9.3** Road conditions unsafe for collection.

## **6.0 NON-AUTHORITY COLLECTION AND DISPOSAL OF SOLID WASTE**

These provisions apply to all residential and IC&I premises generating waste which is unacceptable for Authority collection or exceeds the allowable limits of Authority Collection or which for any other reason is not placed for Authority Collection by the owner or the occupant, and is managed either by the owner or the occupant or by another person or corporation for or on behalf of the owner or the occupant.

### **6.1 Solid Waste Removal**

The property owner or occupant of premises shall promptly remove and dispose of all solid waste not collected by Authority Collection.

### **6.2 Solid Waste Storage**

**6.2.1** The owner of any premises on which a storage facility has been placed, or the owner or user of such storage facility shall each ensure that such storage facility is:

- 6.2.1.1** weather-tight and animal-proof with the lid or door maintained in a closed position when not being loaded or unloaded; and
- 6.2.1.2** capable of accommodating the quantities of source-separated solid waste generated between collections at that location; and
- 6.2.1.3** designed and constructed such that solid waste remains in a source-separated condition; and
- 6.2.1.4** emptied and cleaned out regularly; and
- 6.2.1.5** maintained in good repair and in a clean and tidy condition at all

times, both inside and outside, including the immediate surroundings, and

**6.2.1.6** clearly labelled with signage for separate waste streams.

- 6.3** No person shall place solid waste in any storage facility without permission of the owner of the premises or the owner or renter of the storage facility.
- 6.4** All storage facilities are subject to inspection under section 2.6 of this Bylaw.
- 6.6** The owner of the premises or the owner or renter or user of any storage facility shall each ensure that all solid waste placed in such storage facility is source-separated and packaged as required by this Bylaw and any Directive issued by the Authority pursuant to this Bylaw.
- 6.7** Any person collecting or transporting or hauling solid waste or any storage facility shall ensure that all solid waste contained within such vehicle or storage facility is delivered to the Waste-Resource Management Centre in a source-separated condition and deposited at the Waste-Resource Management Centre in the designated locations for each type of source-separated solid waste.
- 6.8** It is an offense to haul unsorted solid waste to the Waste Management Centre for disposal or to fail to deposit each type of source-separated solid waste in designated locations at the Waste Management Centre.

## **7.0 WASTE-RESOURCE MANAGEMENT CENTRES**

- 7.1** The Authority may by resolution issue Directives pertaining to the efficient, safe and environmentally sound operation of Waste-Resource Management Centres in the Region and it shall be an offence to fail to comply with any such Directive.
- 7.2 Inspection and Enforcement**  
All loads entering the Waste-Resource Management Centre are subject to inspection and enforcement action by the General Manager or designate. The General Manager or designate may issue warnings, charge increased tipping fees, or revoke privileges of site users for non-compliance with this Bylaw or any Directive issued by the Authority. The Authority may from time to time establish administrative penalties to be levied against site users for non-compliance.
- 7.3** No person shall remove solid waste from a Waste-Resource Management Centre except as authorized by the General Manager or designate.
- 7.4** The operator of every commercial collection vehicle entering the Management Centre site shall produce, upon request of the General Manager or designate, a manifest consisting of a list of the customers whose solid waste is on board the vehicle.

## **8.0 PENALTIES**

**8.1** Any person who violates any of the following sections of this Bylaw:

- 8.1.1** Section 3.8 (failing to close the lid or door of storage)
- 8.1.2** Section 3.9 (unauthorized placing of waste for curbside collection)
- 8.1.3** Section 5.1 (improper collection container placement)
- 8.1.4** Section 5.2 (improper set-out time)
- 8.1.5** Section 5.8.1 (interfering with solid waste set out for collection)

is guilty of a summary offense and liable to a fine of not less than two hundred and fifty dollars (\$250) and not more than five hundred dollars (\$500) and, in default of payment thereof, to imprisonment for a period of not more than fourteen (14) days.

**8.2** Any person who violates any of the following sections of this Bylaw:

- 8.2.1** Section 2.4 (failure to comply with a Directive)
- 8.2.2** Section 2.9 (failure to obey a written Order)
- 8.2.3** Section 3.1 (illegal dumping)
- 8.2.4** Section 3.2 (illegal disposal at licensed facility)
- 8.2.5** Section 3.3 (illegal burning)
- 8.2.6** Section 3.4 (disposing of banned solid waste)
- 8.2.7** Section 3.5 (removing or exporting residual waste or unsorted solid waste)
- 8.2.8** Section 3.7 (accumulating of solid waste)
- 8.2.9** Section 4.2 (failure to source-separate solid waste)
- 8.2.10** Section 4.3 (failure to provide for source-separation of public waste or label containers)
- 8.2.11** Section 5.3 (failure to remove uncollected containers or waste from roadside)
- 8.2.12** Section 5.6.1 (failure to fulfill property owner's responsibilities)
- 8.2.13** Section 5.6.2 (failure to fulfill occupant's responsibilities)
- 8.2.14** Section 5.8.2 (illegally collecting solid waste set out for Authority collection)
- 8.2.15** Section 5.8.3 (illegally removing collection containers)
- 8.2.16** Section 6.1 (failure to promptly remove solid waste from premises)
- 8.2.17** Section 6.2 (failure to provide proper waste storage for non-Authority collection)
- 8.2.18** Section 6.3 (unauthorized use of solid waste storage)
- 8.2.19** Section 6.6 (owner's or renter's of storage facility failure to ensure solid waste in storage facility is source separated and packaged)
- 8.2.20** Section 6.7 (hauler's failure to keep hauled solid waste source separated and packaged)
- 8.2.21** Section 6.8 (hauling unsorted solid waste or failure to deposit solid waste in designated locations at Management Centre)
- 8.2.22** Section 7.4 (hauler's failure to provide a manifest)

is guilty of a summary offence and liable to a fine of not less than five hundred



dollars (\$500) and not more than five thousand dollars (\$5,000) and, in default of payment thereof, to imprisonment for a period of not more than thirty (30) days.

- 8.3** Any person who violates any other provision of this Bylaw is guilty of a summary offense and liable to a fine of not less than two hundred and fifty dollars (\$250) and not more than five thousand dollars (\$5,000) and, in default of payment thereof, to imprisonment for a period of not more than thirty (30) days.
- 8.4** No person shall be convicted of an offence under this Bylaw if the person establishes that the person:
- 8.4.1** exercised all due diligence to prevent the commission of the offence; or
  - 8.4.2** reasonably and honestly believed in the existence of facts that, if true, would render the conduct of that person innocent.
- 8.5** Where a person is convicted of an offence under this Bylaw and the Court is satisfied that, as a result of the commission of the offence, monetary benefits accrued to the offender, the Court may order the offender to pay, in addition to the fine prescribed for that offence, a fine in an amount equal to the estimation of the Court of the amount of those monetary benefits.
- 8.6** Where a person is convicted of an offence under this Bylaw and the Court is satisfied that, as a result of the commission of the offence, that clean up or site remediation costs were incurred, whether by another person, the Authority or a Municipality, the Court may order the offender to pay, in addition to all other fines and penalties, restitution in an amount equal to the clean up or site remediation costs.
- 8.7** In any prosecution for an offence under this Bylaw, it is sufficient proof of the offence to establish that it was committed by an employee or agent of the accused, whether or not the employee or agent is identified or has been prosecuted for the offence, unless the accused establishes that the offence was committed without the knowledge or consent of the accused.
- 8.8** Where a corporation commits an offence under this Bylaw, any officer or director of the corporation who directed, authorized, assented to, acquiesced in or participated in the violation of this Bylaw is guilty of the offence and is liable to the punishment provided for the offence, whether or not the corporation has been prosecuted.
- 8.9** In lieu of prosecution under this Bylaw, the Manager or his delegate may, in his sole and absolute discretion, issue to any person he believes upon reasonable grounds has committed an offence under this Bylaw a Notice of Violation (Bylaw Ticket), which Notice shall require the person to whom it is directed to pay to the Authority within fourteen (14) days of the issuance of the Notice the sum of one hundred and twenty-five dollars (\$125) for offences listed in section 8.1 and one hundred and seventy five dollars (\$175) for offences listed in section 8.2; and one hundred and twenty-five dollars (\$125) for offences covered by section 8.3. Where a Notice of Violation is issued and if that sum is paid as required therein, no prosecution shall ensue in respect to the matter or matters referred to in the Notice. For greater certainty, nothing in this Bylaw requires the General Manager or designate to issue a Notice of Violation before initiating a prosecution.

**8.10** Every day during which an offence pursuant to section 8.1, 8.2, or 8.3 continues is a separate offence.

**8.11** Proof that solid waste that is disposed of anywhere in contravention of this Bylaw originated from a particular person, from a residence of a particular person, from a particular premises or from a particular vehicle shall be evidence that the person, the owner, or the current occupant of said premises or the owner of the vehicle so disposed of it in the absence of evidence to the contrary.

When a person is identified as owner of solid waste deposited or dumped on a premises in violation of this Bylaw, the owner, on request of the Bylaw Enforcement Officer shall, within 48 hours of the request, supply the name and address of the person(s) responsible for the dumping. When the owner of the materials refuses, fails, neglects, or is unable to supply the requested information, the owner shall be liable for an infraction under sections 3.1 or 3.2 of this Bylaw.

Passed by Council this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2020.

# **VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT BYLAW DIRECTIVES**

**Pursuant to the Valley Region  
Solid Waste-Resource Management Bylaw**

**Made under section 2.4 of the Bylaw**

*Draft date: January 9, 2020*

*Approved by Council: March ....., 2020*

# Valley Region Solid Waste-Resource Management Bylaw Directives

Pursuant to  
the Valley Region Solid Waste-Resource Management Bylaw

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## Introduction

The Valley Region Solid Waste-Resource Management Bylaw (the Bylaw) empowers the Valley Region Solid Waste-Resource Management Authority (the Authority) to issue Directives for the effective and efficient management of solid waste within the jurisdictions of the Parties to the *Valley Region Solid Waste-Resource Management Intermunicipal Services Agreement* or *IMSA* (i.e. the Municipality of Kings, and the Towns of Annapolis Royal, Berwick, Kentville, Middleton, and Wolfville), otherwise known as the Valley Region Solid Waste-Resource Management Authority, or any other municipality who may enter the IMSA to become a member of who contracts or designates the Authority to enforce their solid waste bylaw and directives.

Section 2.4 of the Bylaw reads as follows:

**2.4** *The Authority may by resolution issue Directives to supplement and assist with the better implementation of this bylaw and it is the intent of this Municipality that such Directives made by the Authority pursuant to the provisions of this bylaw shall be and shall become Directives of this Municipality to be enforced pursuant to this bylaw in the same manner as any other provision of this bylaw. It shall be an offence to fail to comply with any such Directive.*

The Directives in the following pages have been approved by the Authority pursuant to section 2.4 of the Bylaw and may be amended from time to time by the Authority.

## 1.0 Banned Materials

### Materials Banned from Disposal

Section 3.4 of the Valley Region Solid Waste Resource Management Bylaw names two classes of materials that are banned from disposal in landfill: 1.1 materials banned by Provincial Regulation; and 1.2 materials banned by the Authority. Banned items may be managed as recyclables, compostable organics, household hazardous waste, tires, electronics, or by other means appropriate to the material. Disposal bans are in effect at Authority facilities for the materials listed below.

***Materials on the list that are accepted at the Management Centres must be delivered separated from other garbage. Questions about how to handle specific items should be directed to Valley Waste at 902-679-1325 or toll free at 1-877-927-8300.***

**1.1. Materials banned from landfill disposal by the provincial Solid Waste-Resource Management Regulations and accepted at the Management Centres:**

- Beverage containers
- Corrugated cardboard
- Newsprint
- Steel/tin food containers
- Glass food containers
- Low Density Polyethylene (LDPE #4) bags and packaging including industrial/commercial/institutional stretch wrap (pallet wrap)
- High Density Polyethylene (HDPE #2) non-hazardous containers and packaging such as food containers, detergent containers, shampoo containers, jugs, pails and lids, windshield washer containers, non-hazardous cleaner containers, etc.
- Compostable organic material (food waste, yard waste, soiled and non-recyclable paper)
- Lead-acid automotive batteries
- Waste paint & their containers
- Ethylene glycol (automotive antifreeze)
- Used glycol
- Glycol containers
- Used oil
- Used oil filters
- Oil containers
- Electronic products specified by the Province

Where there is doubt about whether a particular item is included in the above list of the banned items, the current policy of Nova Scotia Environment will take precedence over this list. Refer to Schedule “B” — Designated Materials Banned from Destruction or Disposal in Landfills and Incinerators in the Nova Scotia Solid Waste-Resource Management Regulations.

**1.2. Materials banned from landfill disposal by the Authority and accepted at the Management Centres:**

- Polycoat or gable top cartons (milk, juice, soy, rice, etc.) and aseptic cartons (Tetra Pak®)
- All non-hazardous plastic bottles and containers Glossy paper, office paper, and other recyclable and compostable paper products
- Boxboard
- Household Hazardous Waste (HHW)
- Propane tanks

- Expanded polystyrene foam (beaded styrofoam®)

**1.3. Materials banned federally, provincially, or by the Authority and not accepted at the Management Centres:**

- Industrial, Commercial, Institutional Hazardous Waste
- Liquid waste, or solid waste saturated to a fluid consistency, which is not part of the HHW program
- Highly combustible or explosive materials, such as celluloid cuttings, motion picture film, gasoline or solvent soaked rags or other combustible residues, ammunition, dynamite, or other similar material
- Medical material that is considered pathogenic or biomedical including anatomical waste, saturated blood-soaked dressings, infected material, and hypodermic needles from physicians, surgeons, dentists or veterinarians
- Whole carcasses of any animal or parts thereof that are of significant volumes that may create hazards or nuisance unless at the discretion of the General Manager or designate, except for the bodies of companion animals delivered to the Management Centre by a municipal animal control officer
- Waste listed or characterized as hazardous by federal or provincial law
- Large pieces of sheet iron, scrap metal or machine parts, automobile bodies and fuel tanks
- Septic tank pumpings, raw sewage or industrial sludge
- Radioactive materials
- Soil and rock, and tree branches and stumps exceeding 15 cm (6 in) in diameter, unless approved by the General Manager or designate
- Manure, kennel waste, excreta, fish processing waste
- Asbestos
- Fuel tanks exceeding 2250 litre (500 gal) capacity
- Hot ashes or cinders
- Used Tires (rim size 24.5 inches or less)
- Specified Risk Materials (SRM) - the skull, brain, trigeminal ganglia, eyes, palatine tonsils, spinal cord and dorsal root ganglia (DRG) of cattle aged 30 months or older, as well as the distal ileum of cattle of all ages. In cattle infected with Bovine Spongiform Encephalopathy (BSE), these tissues contain the BSE agent and may transmit the disease

## **2.0 Source-Separation**

To facilitate recycling and composting of banned materials, all persons in the Valley Region are required to source separate the waste they generate at permanent, seasonal or temporary

residential premises; at Industrial, Commercial, and Institutional premises; in public places; and at events held in public places, commercial premises, and other public event venues. Waste must be separated into the following categories: compostable organics, recyclables, residual waste, hazardous waste, tires, and electronics. The items that fall into each of these categories are listed below. For up-to-date sorting information including proper preparation, see current Valley Waste sorting lists in the annual calendar, on the Valley Waste website ([www.vwrm.com](http://www.vwrm.com)), a free Recycle Coach app, or call the Valley Waste office at 1-902-679-1325 or toll free at 1-877-927-8300.

### **2.1. Compostable Organics**

- food waste including fruits and vegetables and peelings, table scraps, meat, poultry and fish, bones, shellfish (including shells), dairy products, egg shells, cheese, cooking oil, grease and fat, bread, grain, rice and pasta, coffee grounds and filters, tea leaves and bags, and other similar items
- leaf and yard waste including grass clippings, leaves, brush, twigs, house and garden plants, waste potting soil, sawdust, and wood shavings
- soiled boxboard with all plastics, foil and metal fasteners removed (unless soiled with HHW, paint, petroleum products, etc.) including cereal, shoe, tissue, cracker, cookie, baking product and frozen food boxes (not coated with plastic), paper towel and toilet paper rolls, soiled pizza boxes and waxed corrugated cardboard
- soiled and non-recyclable paper products (unless soiled with petroleum products)
- branches and prunings tied in bundles no longer than four (4) feet
- Christmas trees with decorations and stands removed; and
- Other materials of plant or animal origin, including cat litter (optional), except for whole companion animal or livestock carcasses or parts thereof and Specified Risk Materials (see section 1.0).

### **2.2. Recyclables**

#### **Recyclable Paper**

- phone books
- paper egg cartons and other molded paper products
- newspaper
- file folders
- office paper including shredded paper (bond paper, computer paper, envelopes)
- paperback books
- cereal boxes and other boxboard packaging
- flyers and magazines



- non-waxed corrugated cardboard

### **Recyclable Containers**

- milk and juice containers (no caps)
- beverage containers (soft drinks, beer, liquor may also be returned to an Enviro-Depot for refund)
- tin/steel food cans
- aluminum foil plates, trays and wrap
- glass bottles and jars (remove lids)
- clean and empty plastic bags
- all plastic bottles and containers
- stretch wrap (pallet wrap)

### **2.3. Household Hazardous Waste (HHW)**

**HHW** to be delivered at no charge to the HHW Depot at one of the Management Centres. In general, material with hazardous symbols on the packaging illustrated below shall be considered hazardous.



**Toxic**



**Corrosive**



**Flammable**



**Explosive**

Examples of Household Hazardous Waste include:

- batteries
- propane tanks
- fluorescent light bulbs
- paint, stain, finishes, sealers
- motor oil
- household cleaners
- pool chemicals
- pesticides
- needles and lancets

### **2.4. Residual Waste**

Examples of residual waste include:

- chip bags and candy wrappers
- toothpaste tubes, tooth brushes and floss

- disposable drink cups
- diapers
- toys, clothing and footwear
- incandescent light bulbs, empty spray cans
- feminine hygiene products
- oil and antifreeze containers
- kitty litter (optional)
- dog feces
- broken glass
- appliances not considered part of the electronics program
- furniture
- carpet
- construction and demolition (C&D) materials
- permitted medical solid waste\*
- and other items not listed as compostable or recyclable or as hazardous waste

\* Permitted medical waste means medical waste that is not medical waste listed in section 1.3 of the Directives.

### **3.0 Authority Collection**

The Authority provides a roadside waste collection program serving all residential and IC&I premises within the jurisdictions of the municipal units which are parties to the *Valley Region Solid Waste-Resource Management Intermunicipal Services Agreement*, i.e. the Municipality of Kings, and the Towns of Annapolis Royal, Berwick, Kentville, Middleton, and Wolfville. Solid waste is collected through the Authority Collection program provided it is source separated and set out according to the Bylaw and these Bylaw Directives.

All eligible premises are subject to the same source-separation requirements, set-out limits, and collection container requirements. It is the responsibility of the owner or occupant to provide for collection and disposal of materials which are not eligible for Authority Collection or which exceed the allowable limits.

#### **3.1 Eligible Premises**

The basic unit of Authority Collection is a property, or “eligible premises”. To be deemed eligible, a premises must be in compliance with applicable municipal zoning and development requirements, and required property taxes must be paid. In the case of federal lands for which

property taxes are not paid premises may be deemed eligible if an agreement is in place to provide waste management services on those lands.

Residential premises eligible for Authority Collection include self-contained long term living accommodations, containing kitchen facilities, in which the occupant(s) sleep, cook, and eat meals. Each such unit comprises one eligible premises.

Industrial Commercial and Institutional (IC&I) eligible premises may include a variety of industrial, commercial or institutional enterprises or organizations including home occupation type businesses. An IC&I serviced unit must:

- i. conform to municipal zoning bylaw requirements
- ii. comprise the entire building, or form a separate business unit within a building containing two or more separate units
- iii. be an operating business generating waste through activities of that business; and
- iv. be assessed as commercial, resource farm, or another designation aside from residential, or resource forest

The owner or occupant of any eligible premises generating waste in excess of the standard collection limits must make arrangements, either through private service providers or using their own resources, to remove and dispose of their waste materials in compliance with the Bylaw.

Examples of residential and IC&I eligible premises include:

- i. single detached residential dwellings including mobile homes
- ii. each individual unit in a duplex or semi-detached residential dwelling (under-and-over and side-by-side)
- iii. each individual unit in a multi-unit residential building (e.g. apartments and condominiums) or in a multi-unit ICI building or in a multi-unit mixed use building
- iv. each individual unit in a row house or townhouse dwelling
- v. an individual unit in an industrial, commercial or institutional building as defined above;
- vi. seasonal residential dwellings (e.g. a cottage)
- vii. church halls, community halls, fire halls, service club halls, and other similar public buildings
- viii. residential dwellings and IC&I premises on private roads providing that properly sorted and contained waste materials shall be deposited in a drop-off depot designated by Authority for the purpose, or, in the absence of a drop-off depot, placed at the nearest intersection with a public road at the set-out times specified in section 5.2 of the Bylaw
- ix. public wharves: a wharf is one eligible premises

- x. cemeteries: a cemetery is one eligible premises
- xi. seasonal agricultural worker accommodations where occupants eat, sleep and prepare their meals

## **3.2 Green Carts and Mini-bins**

### **3.2.1 Cart Distribution**

The Authority provides aerated organics collection carts (“green carts”) and kitchen mini-bins for each eligible premises. Green carts and mini-bins are assigned to a given premises and remain the property of the Authority. In all cases, the Authority supplies the green cart and mini-bin only for the storage and collection of compostable organics from the premises. Green carts and mini-bins are assigned as outlined below:

- i. a single detached permanent, residential dwelling including a mobile home, individual row house, and individual unit in a semi-detached dwelling - one cart and one mini-bin will be assigned automatically to the property
- ii. each single industrial, commercial, or institutional premises - one cart and mini-bin will be supplied
- iii. a multi-unit apartment or condominium building - a sufficient number of carts will be assigned to provide storage for the amount of organics generated between collections by all the building’s units combined. Usually that means one cart for every four units. A mini-bin will be provided to each individual apartment unit.
- iv. duplexes (side by side or over and under) - one cart will be assigned to each unit
- v. seasonal homes on private roads - one mini-bin will be provided to each unit; a green cart will only be provided if there is no seasonal waste drop-off depot in the area and the resident places the cart at a public road for collection; and
- vi. church halls, community halls, fire halls, service club halls and other similar buildings, one cart and one mini-bin will be provided on request to each unit

### **3.2.2 Cart Ownership**

Green carts and mini-bins are and remain the property of the Valley Region Solid Waste-Resource Management Authority. The cart and mini-bin are registered to the residential or IC&I property, and are assigned to the property. When a property is sold, the cart and mini-bin shall remain on the property.

### **3.2.3 Green Cart Exchange**

The Authority may from time to time offer more than one size of green carts to accommodate the varying needs of residents. The standard cart size has a nominal volume of 240 liters. When other cart sizes are available, the current cart may be exchanged for one of a more suitable size. There is no service fee for this exchange. Green carts will not be exchanged due to uncleanliness or design preference.

#### 3.2.4 Lost, Stolen or Damaged Carts or Mini-bins

If a green cart is lost, stolen or damaged, except through normal use, it is the property owner's responsibility, subject to the Manager's discretion, to pay the Authority the replacement cost. If damaged or stolen due to negligence of the collection contractor, it will be the contractor's responsibility to purchase a new cart.

The Authority will replace carts rendered unusable through normal use at no cost.

It is the property owner's responsibility to replace lost or broken mini-bins, except that when a property is sold, the Authority will replace missing or destroyed mini-bins free of charge at the owner's request.

#### 3.2.5 Sale of Property

Green carts are the property of Valley Waste-Resource Management. Upon the sale of a property, the cart shall be left on the property. The new owner is responsible for making new green cart arrangements with the Authority if necessary.

### **3.3 Non-Collectable Materials**

In addition to all materials detailed in **Section 1.0 Banned Materials**, subsection iii, the Authority will not collect the following materials at curbside through the Authority Collection program:

- i. solid waste produced outside the jurisdictions administered by the Authority
- ii. any materials not meeting collection requirements
- iii. items banned by the province from landfill disposal, as per Schedule B of Solid Waste-Resource Regulations, for example electronics
- iv. large windows or large glass doors
- v. items covered under the Authority's Household Hazardous Waste program

### **3.4 Collection Containers**

Waste shall be set out for Authority Collection in the following containers and quantities. Containers must be designed to allow for safe and efficient collection. Containers that do not allow the collector to remove waste in an ergonomically acceptable manner may be rejected at roadside provided the collector affixes a rejection sticker explaining reason.

#### 3.4.1 Acceptable Containers for Authority Collection

Acceptable Containers for Recyclable Materials shall be:

- i. Transparent blue plastic bags weighing no more than 15 kg (33 lb) when full; no wider than 0.8 m (30 inches), and no longer than 1 m (39 inches) when flat
- ii. Bundles of corrugated cardboard: flattened and securely tied or otherwise bound together, weighing no more than 15 kg (33 lb) and measuring no more than 30 cm by 60 cm by 90 cm (1 foot by 2 feet by 3 feet)

Acceptable Containers for Compostable Organics shall be:

- i. Organics Collection Carts as assigned to properties by the Authority weighing no more than 100 kg (220 lb) when full
- ii. Bundles of brush, no more than 60 cm (2 feet) in diameter, securely tied, and weighing no more than 15 kg (33 lb) with no individual piece of material being more than 5 cm (2 inches) in diameter or longer than 1.2 m (4 feet)

Acceptable Containers for Residual Waste shall be:

- i. Clear Transparent Plastic Bags:
  - a. Securely tied and watertight
  - b. No wider than 0.8 m (30 inches) , and no longer than 1 m (39 inches) when flat; and
  - c. Weighing no more than 15 kg (33 lb) when full
- ii. Each serviced unit may set out one (1) solid-coloured regular plastic garbage bag (e.g. black, green, brown, white, etc.) as a “privacy bag” each collection cycle, to contain private items such as permitted medical waste and other residual waste. A clear bag filled with smaller opaque bags is considered one solid-coloured “privacy bag”. The privacy bag counts as one residual waste container and is subject to inspection for proper source-separation like any other residual waste container.
- iii. Broken glass shall be safely boxed or wrapped to prevent injury
- iv. To prevent litter created by pests, snow plows, etc., acceptable residual waste bags may be set out for collection inside water tight metal or plastic garbage cans which are:
  - a. constructed of durable metal, plastic or other impermeable material designed for containment of waste
  - b. equipped with a tight fitting impermeable cover
  - c. equipped with handles in good repair
  - d. as large or larger in diameter at the top than at the bottom

NOTE: The basic collection container unit remains the plastic bag (clear or solid-coloured) regardless whether the bag is set out on its own, in a garbage can, or in a storage bin at roadside.

### 3.4.2 Allowable Number of Containers

The number of containers allowed per serviced unit per collection is as follows:

1. A total of eight bags of recyclables and residual waste combined
  - a. Up to eight bags may be recyclable materials (in blue bags)
  - b. No more than four bags may be residual waste (in clear bags)
  - c. One clear bag may be replaced with a solid-coloured privacy bag – see section 3.4.1, Acceptable containers for residual waste, ii.
2. One green cart; except in the case of a multi-unit apartment building where the number of green carts allowed shall be the number issued by the Authority to the building in accordance with section 3.2.1 of the Directives
3. Two bundles of brush
4. Two bundles of corrugated cardboard

### **3.5 Exemptions from Collection Rules**

Occasionally, the occupant(s) of a serviced unit may be unable to comply with Authority Collection rules, such as for medical or similar reasons. In such cases, after verifying the reasons for the inability to comply, and after confirming that the occupants are aware of their responsibilities and are complying to the best of their ability, Authority staff may grant an exemption to the normal collection rules.

Staff shall maintain a list of civic addresses where exemptions have been granted and the reasons for the exemptions. The civic address list shall be provided to the Authority Collection Contractor to ensure that collection at exempted address is carried out consistent with the exemptions.

### **3.6 Curbside Inspection of Solid Waste Setouts**

#### **Inspection Guidelines**

Authority staff regularly inspect waste materials set out for collection as a means of assessing compliance with the Bylaw and the source separation and waste container Directives.

- When the Inspector finds improperly sorted or packaged material set out for collection, the inspector may respond with educational tools including leaving the waste with an

information sticker and/or follow-up communication with the occupant and/or owner of the property

- Repeated subsequent violations, depending on their severity, may result in a more serious penalty, such a Bylaw Ticket or the suspension of the collection service

### **3.7 Special Collections**

#### **3.7.1 Spring and Fall Clean-up**

Bulky items such as furniture, stoves, mattresses, scrap metal, bed springs, barrels, water tanks, dishwashers, clothes, washers and dryers, pieces of fencing, refrigerators, freezers, air conditioners (with a “CFC refrigerant-free” sticker) and debris from home renovations are not collected roadside during regular Authority collection days.

The Authority provides special collections for bulky items. The dates, schedules, and rules for these collections appear on the annual Authority calendar distributed through the jurisdiction of municipal partners and on the Valley Waste-Resource Management website.

Rules for Spring and Fall Cleanup are as follows:

- i. cleanups are intended for large, bulky and excess residual waste only. Recyclable materials and compostable organics will not be collected by the clean-up trucks.
- ii. items may be set out for clean-up no earlier than the weekend before the scheduled collection day
- iii. all items must be set out for collection in front of the property where they were generated
- iv. a maximum of 20 items will be collected from each serviced unit
- v. an item means a single object, bag, container, or securely tied bundle
- vi. a bundle shall measure no more than 120 cm (4 feet) in length
- vii. bagged waste must be placed in clear bags
- viii. corrugated cardboard cartons are banned from landfill in Nova Scotia and collection crews will empty and leave them for the owner or occupant of the serviced unit to recycle
- ix. no more than two of any one appliance type will be collected from any one serviced unit
- x. items shall weigh no more than 34 kg (75 lb) each
- xi. certain large items such as furniture and appliances may weigh up to 91 kg (200 lb)
- xii. items weighing more than 91 kg (200 lb) will not be collected
- xiii. large windows and glass doors may not be collected because of the potential danger to the collection crew if the glass shatters when compacted in the collection truck



- xiv. items not collected are the responsibility of the owner or occupant and must be removed from roadside at the end of the collection day

### 3.7.2 Other Special Collections

The General Manager may schedule other special collections as approved by the Authority.

## **3.8 Collection Schedule**

Regular roadside Authority Collection of recyclable materials, compostable organics, and residual waste takes place every second week. Details of collection routes are available in the annual Valley Waste Calendar, online at [www.vwrm.com](http://www.vwrm.com), or by phone through the Hotline at 902-679-1325 or toll free at 1-877-927-8300.

Collection will start no earlier than 7:00 a.m. on any collection day, unless otherwise specified.

## **3.9 Holidays**

There shall be no collection on the following designated holidays:

- New Year's Day
- Heritage Day
- Good Friday
- Easter Monday
- Victoria Day
- Canada Day
- Labour Day
- Thanksgiving Day
- Remembrance Day
- Christmas Day
- Boxing Day

The Manager will notify the public, in advance, of the designated alternate collection day for each Holiday, normally through the annual calendar. Information is also available online at [www.vwrm.com](http://www.vwrm.com) or through the Hotline at 902-679-1325 or toll free at 1-877-927-8300.

## **3.10 Storm Day Collection**

If Authority Collection is totally cancelled because of a storm, the collection contractor will collect the route the following Monday. If that Monday is a holiday or already scheduled for collection, the Manager will designate another day.

If the collection contractor begins the day's routes but is called off the road due to inclement weather before completing the routes, no alternate collection day will be scheduled. Collection stops missed due to the cancellation will be granted double collection limits for the next regularly scheduled collection day.

## **4.0 Hazardous Waste**

The Authority Collection program is not designed to collect hazardous waste. Residents shall dispose of household hazardous waste through the Household Hazardous Waste (HHW) Depots operated by the Authority at the Eastern Management Centre or the Western Management Centre.

The Management Centres are not permitted by the Province to accept hazardous waste generated in the Industrial, Commercial and Institutional sector. It is the responsibility of the IC&I sector to ensure that their hazardous waste is disposed of in accordance with provincial regulations.

## **5.0 Public Waste and Special Events**

The Bylaw requires the generator to source separate their waste. There is no exception for waste generated at a public event where public waste is generated, or a private event such as a wedding, family reunion or other such gathering at a home, or other public or private venue.

The Bylaw defines public waste as:

*“solid waste generated in or on premises where the public is or would normally be responsible for disposing of waste generated at such premises including, but not limited to enclosed or exterior shopping centres, malls, food courts, quick service or counter service restaurants, sports arenas, office or other commercial premises, retail premises, private or public parks or campgrounds, and public event venues (inside or outside)”*

It is challenging for businesses or special event managers to control the actions of the public or invited guests who use their facilities and/or attend their events. Public education and

cooperation between the public, guests, the manager, staff, the waste hauler and Valley Waste-Resource Management are the keys to successfully managing public waste. Similar guidelines apply also to operators of private events such as private parties, family events etc.

Event organizers may contact Valley Waste-Resource Management for information and borrow sorting stations. It is the responsibility of event operators to dispose of materials collected in borrowed sorting stations. The event organizer is also responsible for picking up, cleaning and returning borrowed sorting stations.

### **Guidelines for Managing Public Waste:**

- i. in any staff controlled area all waste shall be source separated
- ii. where waste is not under staff control, the business or event manager shall exercise due diligence to provide the public with conveniently located source-separation containers
- iii. Labels and signage shall be posted indicating what materials should be placed in each container. This will help the public know where to correctly place their waste.
- iv. public washroom waste is considered residual waste and there is no requirement to sort it
- v. all waste delivered to Management Centres is subject to inspection and compliance measures
- vi. Valley Waste staff are available to provide advice on setting up a public waste sorting system
- vii. on request, Valley Waste lends sorting stations to event organizers

## **6.0 Management Centres**

The Authority operates two Waste Management Centres, one at 100 Donald E. Hiltz Connector Road, in Kentville and one at 343 Elliot Road, south of Exit 19 off Highway 101 near the Village of Lawrencetown. The Management Centres are approved by the Minister of the Environment to accept source-separated waste from the general public and the IC&I sector. The various streams of solid waste are transferred off site to approved processing or disposal locations.

### **6.1 Hours of Public Operation**

The Eastern Management Centre in Kentville is open to the public from 8:00 am to 4:00 pm from Monday to Friday inclusive and from 8:00 am to 12:00 noon on Saturdays. The Western Management Centre in Lawrencetown is open 8:00 am to 4:00 pm on Tuesday, Wednesday, and Friday and from 8:00 am to 12:00 pm on Saturdays.

### **6.2 Materials Not Acceptable as Residual Waste**

See **Section 1.0 Banned Materials** for information on what can be delivered to the Management Centres.

### **6.3 Waste Disposal Fee Structure**

The following provisions apply to the waste disposal fee structure:

- i. The Authority shall stipulate the fees and charges for disposing of materials at its waste management facilities. These fees shall be set from time to time by the Authority and displayed in a Fee Schedule (see attached sample in Schedule 1 (a)).
- ii. The applicable disposal fee shall be paid by the hauler who delivers the waste to the Management Centre.
- iii. Haulers or waste generators wishing to dispose of materials requiring special handling or disposal techniques shall give the Authority 48 hours' notice requesting permission to deposit such special wastes, stating the properties, characteristics, origins and amounts of the waste. Authority staff shall advise the hauler whether the waste is acceptable and, if so, under what conditions.
- iv. No waste disposal fees shall apply to waste collected from eligible premises by the collection contractor(s) engaged by the Authority to undertake the Authority Collection program.

### **6.4 Haulage Vehicle Registration**

- i. Commercial haulers using the Authority's Management Centres may be required to comply with the registration requirements of the Authority including vehicle registration for such haulers.
- ii. The following provisions may apply to vehicle registration for haulers using the Authority's Management Centres:
  - a. Haulers using the Authority's waste management facilities shall pre-register identifying information and the tare weight of each vehicle as required by the Authority from time to time, and separately identify those vehicles to be used in contracted Authority collection services operated on behalf of the Authority (if the hauler is also a commercial collection contractor).
  - b. Haulers who wish to be granted credit privileges with the Authority must register adequate information with the Authority. Each hauler will be assigned an account number and each vehicle may be assigned a unique identification number which shall be displayed on the left front of the vehicle in a location, size and format specified by the Manager.

- c. The driver of each registered vehicle must present the assigned account number to the scale operator upon entering the facility. The hauler in whose name the account is registered will be invoiced for materials delivered under that account.

## **6.5 Waste packaging and placement requirements**

Waste materials may be brought to the Waste Management Centre either bagged, bundled or loose. For bagged materials, recyclables must be in blue or clear bags, compostables in green carts or compostable bags for organics, and residual waste in clear bags. In case of recyclables or residual waste brought in cardboard boxes, the boxes must be emptied by the user.

All solid waste shall be placed in appropriate designated locations for each type of source separated waste. Failing to do so is an offence as specified in section 6.8 of the Bylaw.

## **6.6 Fee Payment**

- i. Haulers who transport acceptable material to a facility operated by the Authority, either with his/her own vehicles, or through his/her contractors or agents shall pay tipping fee charges in cash, by credit card, or by current electronic payment technology available at the site or, if they have been granted credit privileges, upon invoice in accordance with sections a, b, and c below:
  - a. When both inbound and outbound scales are operating, the vehicle will be weighed upon entering the facility and shall be weighed again upon leaving. The hauler will pay the fee in accordance with the current fee structure prior to leaving the facility, or upon receipt of an invoice if the hauler has been granted credit privileges.
  - b. When only one scale is in operation and the tare weight of a vehicle transporting materials has been predetermined, payment in accordance with the fee structure is required upon being weighed prior to leaving the facility, or upon receipt of an invoice if the hauler has been granted credit privileges.
  - c. When only one scale is in operation and the tare weight of a vehicle transporting materials for disposal has not been predetermined, the vehicle will be weighed upon entering the facility and again upon leaving. The hauler will then pay the tipping fee in accordance with the fee structure set from time to time by the Authority prior to leaving the facility, or upon receipt of an invoice if the hauler has been granted credit privileges.
- ii. Haulers who have been granted credit privileges are subject to the current Overdue Account Collection Policy.

## **6.7 Volume Based Tipping Fees**

The Manager shall set per cubic meter rates payable by the haulers to be used when the weigh scales at the Management Centres become inoperative. These shall be applied based on the capacity of the vehicle and the volume of the material in the vehicle as estimated by the scale operator, and shall be based on material weights displayed in Schedule 1(b) Volume-based Tipping Fee Calculation.

## **6.8 Inspection and Compliance Guidelines**

Waste at the Management Centres may be inspected to promote compliance with the source-separation and waste packaging requirements established by provincial regulation, the Bylaw, and operational rules of the Management Centres.

- Based on a visual inspection, random selection or other factors, Management Centre staff may choose a load for more thorough screening. Waste screening normally means removing bagged waste or individual items from a load for careful examination to assess compliance and to identify the waste generator(s).
- As provided in section 7.4 in the Bylaw, inspection staff have the authority to request the names of all customers whose waste is contained in commercial loads being inspected.
- non-compliant materials found in a load are communicated to the hauler, customer, and/or generator of the waste.
- non-compliant materials found in a load may also result in penalties such as a warning, a Bylaw Ticket, a double tipping fee, or rejection of the load and sending it back to the generator for corrective action before it can be accepted at the Management Centre.

## **7.0 BYLAW ENFORCEMENT**

### **7.1 Compliance Philosophy**

Authority staff use a balance of education and enforcement strategies to improve compliance with municipal bylaws and provincial regulations. Providing information and assistance to citizens and businesses is the first step in achieving compliance, followed if necessary by progressively stronger forms of enforcement actions such as formal letters, warnings, fines and charges laid in court.

### **7.2 Enforcement Tools and Procedures**

The graduated enforcement response has been developed to address cases of failure to comply with the requirements of the Bylaw and Directives.

The tools used by enforcement staff range from verbal communication, warning letters, Waste Orders with specific deadlines, suspension of curbside waste collection, Notices of Violation providing for an administrative out-of-court settlement (Bylaw Tickets), Summary Offence Tickets (SOTs) and Long Form Information charges in provincial court.

The enforcement tools are chosen based on the type and severity of offence and are at the discretion of the enforcement staff.

### **7.3 Investigation**

All complaints and information concerning possible violations of the Bylaw received are prioritized and investigated as quickly as resources allow. As needed, during the investigation enforcement staff will work closely with other Authority staff, municipal staff, Nova Scotia Environment Inspectors, and with the local police agencies.

The Bylaw Enforcement Officer shall be qualified as a Special Constable under the Nova Scotia Police Act, be a member of the Atlantic Bylaw Officers Association (ABOA) and shall participate in enforcement and compliance training opportunities.

## Schedule 1(a) – Fee Schedule

Current April 1, 2020

Waste Category	Price Per Tonne	
	Authority Members	Non-members
Recyclables	\$97	\$129
Organics		
• Food waste	\$97	\$129
• Brush, Grass Clippings, Pine Needles	\$97	\$129
• Leaves	No Charge	
Garbage	\$121	\$161
Construction & Demolition Debris – Sorted	\$57	\$76
• Brick, block, concrete      • Asphalt shingles		
• Asphalt                              • Drywall		
Construction & Demolition Debris – Mixed	\$121	\$161
Scrap Metals and White Goods One free appliance per day	\$57	\$76
Minimum Fee	\$5	\$10
Penalty Fee	\$242	\$322
<b>Other Services</b>		
CFC Removal from Refrigeration Units	\$20/unit	\$20/unit
Household Hazardous Waste	No Fee	No Fee
Contaminated Soil: Contact the Authority for disposal locations.	Dependent on disposal location	Dependent on disposal location
Other Special Wastes: Generator must give Valley Waste 48 hours notice to make special arrangements.	To be arranged	To be arranged
Weighscale usage (loaded weight and tare weight)	\$10.00 per load	
Used wood pallets (for sale)	\$2.00 each	

### Hours of Operation:

**Kentville: Mon – Fri 8am-4pm. Saturday 8am-12noon**

**Lawrencetown: Tues, Wed, Fri 8am – 4pm. Saturday 8 am-12 noon**

**Note 1:** The minimum fee applies to the following: 41kg and less for garbage, 50 kg and less for organics, 50 kg and less for recyclables or 90 kg and less for sorted construction & demolition debris and scrap metal.

**Note 2:** The term **Authority Members** applies to anyone bringing a load generated in the Municipality of Kings, the Towns of Annapolis Royal, Berwick, Kentville, Middleton and Wolfville, and the First Nations communities of Annapolis Valley, Bear River, and Glooscap. Loads originating outside these areas are considered **non-members**.



**Schedule 1 (b)**  
**Volume Based Tipping Fee Calculation**

It may be necessary at times to operate one or both of the Management Centres with inoperable scales – for example, during an emergency such as a major power failure. In such a circumstance it would be impossible to charge tipping fees based on incoming weights. Volume based fees are one option that could be used.

The following table gives conversion factors that the scale operator can use to calculate fees based on the type and volume of the material on the delivery truck.

**Volume Based Weights**

<b>MSW</b>	<b>lb/cu yd</b>	<b>kg/cu yd</b>	<b>kg/cu m</b>
Non-compacted	225	102	134
Compacted	750	341	446
<b>C&amp;D</b>			
Loose Mixed	560	255	333
Wood	169	77	100
Roofing	731	332	434
Concrete	860	391	511
<b>Organics</b>			
Food Waste	1,070	486	635
Leaves	225	102	134
Brush	300	136	178
Grass	400	182	238
<b>Recyclables</b>			
Paper Mixed Loose	875	398	520
Containers Mixed Loose	35	16	21

**Information from various sources including**

National Recycling Coalition Measurement Standards and Reporting Guidelines; EPA; FEECO; CIWMB 2006

**Conversions:** 1 kg = 2.2 lb; 1 cu yd = .765 cu meter

## INFORMATION REPORT

Reporting the Number of Polling Divisions

Date: March 17, 2020

Department: Office of the CAO

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## SUMMARY

### Reporting the Number of Polling Divisions for the 2020 Municipal Election

The *Municipal Elections Act* is the main statute governing all elections for municipal councils. Section 9 (1) states “on or before the thirty-first day of March in a regular election year, the returning officer shall divide the polling districts in the municipality into such divisions for purposes of better taking the vote as he deems necessary, and shall forthwith report the divisions to the council.”

The returning officer is reporting that the Town of Wolfville be divided into two polling divisions, the same as in the 2016 Elections, for the upcoming 2020 Municipal Election. One division will be the Town at large and the second division will include both the Wolfville Elms and the Wolfville Nursing Home.

## INFORMATION REPORT

Reporting the Number of Polling Divisions

Date: March 17, 2020

Department: Office of the CAO

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### 1) CAO COMMENTS

N/A

### 2) REFERENCES AND ATTACHMENTS

- [Municipal Elections Act](#)

### 3) PURPOSE OF REPORT

To report to Council the number of polling divisions for the Town of Wolfville in the 2020 Municipal Election.

### 4) DISCUSSION

The *Municipal Elections Act* is the main statute governing all elections for municipal councils. Section 9 of the Act outlines the requirement to report the polling divisions to Council on or before the thirty-first day of March in a regular election year.

The returning officer is reporting that the Town of Wolfville be divided into two polling divisions for the 2020 Municipal Election, the same as was the case with the 2016 Election.

A polling division means one of the parts into which a polling district is divided for the purpose of ease of voting for the public. Polling divisions are geographically determined and typically each polling division would be a unique location in the Town where the voters of that division would vote. Polling stations are the booths/physical locations within a polling division where votes can be cast.

Section 9 (4) provides 'Notwithstanding subsection (2), the returning officer shall establish a separate polling division for each home for the aged approved and each nursing home licensed under the Homes for Special Care Act and in which ten or more electors reside.'

Section 9 (5) provides 'Where, by reason of an established practice or other special circumstances, it is more convenient to establish a polling division containing substantially more than seven hundred electors and to divide the list of electors for the polling division between two or more polling stations, the returning officer may establish a polling division which contains as nearly as possible some multiple of seven hundred electors.'

Section 9 (7) provides 'The divisions of a polling district for an election shall be those established by the returning officer pursuant to this Section or, if he has not prescribed new divisions or changes in the existing divisions, the divisions shall be those established for the last municipal election.'

Based on the past practices, geography of the Town and the requirement to establish a separate polling division for each home for the aged and licensed nursing home, the returning officer is recommending two polling divisions. One division will be the Town at large and the second division will include both the Wolfville Elms and the Wolfville Nursing Home.

## **INFORMATION REPORT**

Reporting the Number of Polling Divisions

Date: March 17, 2020

Department: Office of the CAO

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### **5) FINANCIAL IMPLICATIONS**

The financial implications are minimal and would be covered in the municipal elections budget.

### **6) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS**

Strategic Goal #5: Efficient and Effective Leadership from a Committed and Responsive Executive and Administrative Team

### **7) COMMUNICATION REQUIREMENTS**

N/A



17 Earnscliffe Ave.  
Wolfville, NS  
B4P 1X4  
(902) 542-5087  
(902) 542-4594

Laurie St. Amour  
Executive Director  
[wolfville.childrencentre@ns.aliantzinc.ca/](http://wolfville.childrencentre@ns.aliantzinc.ca/) [wolfvillechildren@gmail.com](mailto:wolfvillechildren@gmail.com)

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March 9, 2020

Dear Mayor Cantwell, Deputy Mayor MacKay and Wolfville Town Councilors:

As many of you know, Wolfville Children's Centre (WCC) has been providing quality childcare and education for children ages 18 months to 12 years since 1972. Some of you may have had children attend our programs over the years; this is an opportunity to connect with an organization that was once near and dear to your hearts!

On behalf of the Board of the Wolfville Children's Centre, you are cordially invited to attend our **Annual General Meeting on Tuesday, March 31<sup>st</sup> at 6:30 p.m.** The meeting will take place at the Wu Welcome Centre located at **512 Main Street, Wolfville.**

Our agenda will proceed as follows:

- Guest Speaker: Becca Green-La Pierre, Nutritionist, New Canada's Food Guide
- 2019 AGM minutes approval
- 2019 Annual Report presentation
- 2019 Reviewed Financial Statements
- Acknowledgement of staff, volunteer and board member accomplishments
- Slate of Officers for 2020/2021 year
- Discussion of upcoming goals: Playground beautification

In the upcoming weeks, I will forward a copy of our 2019 Annual Report. I look forward to your reply.

Respectfully,

Laurie St. Amour

*"Caring for Our Future since 1972"*

## Vanessa Pearson

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**From:** Judith Speelman <.com>  
**Sent:** March 4, 2020 11:17 AM  
**To:** Town Council; Jim Banach; Judith Speelman  
**Subject:** Concerns about the proposed rezoning of Westwood Ave.

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

-- to be included as correspondence at a subsequent Committee of the Whole Council meeting --

Good Morning

My husband and I are very concerned about the proposed re-zoning of our street (we live at Westwood Ave, an historic property, the "Patterson House"). We spent almost two years looking for the "right" house in Wolfville; we then relocated from Calgary to retire here. We have been renovating for the past two years now, putting in a considerable financial investment (as well as time). Recently, we have become apprised of the fact that our street area (which includes a large property directly behind us) is proposed to be rezoned from R1 to R3. I am now envisioning, to my horror, tacky apartment buildings up Westwood Ave and directly behind us; owned by uncaring absentee investors (judging by other near-by apartment buildings that were apparently approved by town hall at some point in the not so distant past). This was supposed to be our "forever" home. I had plans to create beautiful gardens on our spare lot (to our south). The street currently has charm and tall trees, which is what attracts residents and visitors to Wolfville. Soon the golden goose will simply be suffocated if re-zoning changes the character of the most visible areas. We did not move 4,000 miles to end up in an Atlantic slum. Is this the new vision for Wolfville? We don't think much of it.

We are anxious to discuss this with you at your earliest convenience.

Jim and Judith Banach



February 27, 2020

**RE: Doctor Recruitment**

Dear Mayor Cantwell and Council;

I am writing to follow-up on my letter of November 25, 2019, regarding a financial contribution toward the local initiative to recruit and retain more doctors.

In the coming days we anticipate that the NS Department of Communities, Culture and Heritage will announce approval of our \$20,000 funding request. We have also secured a contribution from the Kentville Rotary Club and the New Minas Sunrise Rotary Club for \$2,500 each.

In sum, we have been successful at raising \$25,000 toward our budget of \$51,000 (attached) and are seeking additional funding from other partners including municipalities. We are requesting a contribution from the Town of Wolfville for \$4,000.

These funds will be used to hire a staff person to work approximately 25 hours per week for one year on recruitment and retention initiatives for family doctors.

Wolfville Councillor Jodi MacKay serves as your representative on our committee and can provide you with any additional information around this request.

I hope the Wolfville Town Council will support this important initiative.

Keith Irving  
MLA – Kings South

**Annapolis Valley Collaborative -  
2020-2021 Proposed Budget**

**Funding**

Cultural Innovation Fund	\$20,000
Muni of Kings County	\$10,000
Town of Wolfville	\$4,000
Town of Berwick	\$4,000
New Minas Rotary	\$2,500
Kentville Rotary	\$2,500
Other Fundraising	<u>\$8,000</u>
	\$51,000

**Project Costs**

Project Coordinator	\$36,000
Community Volunteer Attraction	\$3,000
Volunteer Training & Project Planning	\$2,500
Resident Survey	\$3,000
Video – Community Experience	\$10,000
Program Admin	\$1,500
Toolkit for Medical Education Advisor	<u>\$5,000</u>
	\$51,000



## Vanessa Pearson

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**From:** Mark Elderkin < >  
**Sent:** March 2, 2020 8:42 AM  
**To:** Town Council; Devin Lake  
**Cc:** Richard Shaffner; Susan Grant; Shon Whitney  
**Subject:** Proposed Rezong of Westwood Avenue & Adjacent Parklands

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Devin Lake, and Town Council,

During my review of the town's draft rezoning plan in three separate meetings to discuss the proposed plan; two primary 'elevated' concerns were identified with relevance to proposed 'future use' of lands on and surrounding Westwood Avenue. This letter summarizes each of these concerns individually in light of my lifetime connection to Wolfville, and in particular, Westwood Avenue, where I now live (Civic # ) and two other homes on the street where I was raised(Civic #22 and #60).

### **(1) Zoning Categories of Woodlands and Walking Trails As Proposed Belonging to Acadia from R1A to R2 (Shown as Civic #48 on LUB Zoning Tool Map) - Green Space for Ecological, Conservation and Recreational Value of Parks in a Living Urban Landscape**

Over the last century of the Town's history, it is perhaps no accident that Westwood Avenue has been home for so many of the Province's professional biologists, botanists and naturalists. In the 1920's, Dr. Robie Tufts built the house now known as 'Patterson House" (Civic #36) for his new bride, but moved a year or two later, when his wife found the location "too remote and too wild". The 'wild' lands on Westwood enjoyed by Tufts and so many others that came after him, includes a ravine, a brook, old fields and forests behind the west residential face on the street, that now comprises the rear lots of all the homes at the top of Westwood Avenue (Top down Civic Numbers 60, 54, 50, 46). To this day, this undeveloped habitat provides functional ecological 'connectivity' for wild birds and mammals with direct access from Westwood Avenue to Acadia's Irving Centre while affording extremely high complementary recreational value to the Town's citizens through its coaligned network of walking trails.

Tufts was drawn to these same natural 'values' back over one hundred years ago and despite much development since that time; this primary connective 'green artery' promotes conservation and protection of highly important natural values through the corridor of riparian habitat that serves as a natural funnel for wildlife over Acadia's woodlands (running North to south shown as civic number 48 on the rezoning map). Landscape connectivity protects habitat integrity southward to Highway 101 with the Irving Botanical Centre, resulting in extremely high urban conservation value and 'green space' that continues to this day. Each year, many of the rarest birds sightings (for example) in the western part of the town are found here and enjoyed by naturalists from near and far, Wolfville residents, children and Acadia biology/ecology students, who use the woodlands as a living natural laboratory with direct access from Westwood Avenue's gateway to the trail from the Irving Centre.

- ***Recommendations and Conclusions: (1) All lands owned by Acadia University (Identified as Civic #48 on LUB Zoning Analyzer Map) that include the corridor of lands between Civic Numbers 46 and #50***

***(Across the Street from the Irving Centre) and the west property boundary of residences 46, 50, 54 and 60, running westward to Beckwith Street and then south toward Skyway Drive and then eastward toward the Acadia Physical Plant SHOULD BE REZONED FROM R1A to P2 - NOT R2 as PROPOSED. (2) The Town should also consider subdividing the rear lot boundary south of the hospital parking lot (Town lands) to align with the south boundary of Civic # 44 and north boundary of Civic #46 on Westwood Ave. and westward to the east boundary of the "Little Brook" property block and rezoning this land parcel as P2 for purposes of better protection of walking trails, maintenance of ecological and functional integrity of the brook recharge area and connection with the Acadia Irving Centres' Woodlands.***

**(2) Proposed Rezoning of Lower part of Westwood Avenue from R2 to R3.**

I am concerned about the planning committee's proposal to change zoning on the bottom half of Westwood Avenue (West side) to R3. It's so very easy for PAC to put this proposal to change the R1A zoning to R3 on paper and to just "throw it out there" to see what the reaction of our street's residents will be; but in so doing, creates a highly unfair, disrespectful and highly prejudicial onus on long-time residents of single home dwellings on all of Westwood Avenue to refute this proposed change, when the impetus for it is being fueled only by the voices of politically vocal developers and real estate interests promoting the future for our street, solely on a personally vested, economic business case. Furthermore, the proposal to exhortate the zoning change from R1A to R3, instead of R2 - is unfair, when reasonable due diligence has not been applied by the Town to directly engage, hear, fairly inform and to respect the wishes of individual property owners on Westwood Avenue.

Lastly, the perverse aftermath of Acadia University's ownership of the properties (Acquired in the 1990's) that are now proposed for R3 zoning, after years of neglect by that institution and the Town's lack of will to hold the University accountable to any standard of upkeep and maintenance for these landmark properties; were all sold (or demolished) nearly two decades later to buyers without even basic repairs or improvements, with a clause divesting the University from of any responsibility for their negligence. Fortunately, all recent buyers of homes on Westwood have invested significantly to restore the buildings that were once owned by the University.

***Recommendation and Conclusion: ALL PROPERTIES ON THE WEST SIDE OF WESTWOOD AVENUE SHOULD BE REZONED R2 NOT R3.***

In conclusion, I would be pleased to clarify any points and recommendations in this letter and have signed the petition with other private homeowners on our street that outlines recommendations that I strongly encourage council to adopt! Thank you for your consideration.

Sincerely,

Mark F. Elderkin

Westwood Avenue

March 1, 2020

Mayor and Council

Town of Wolfville

Re: the proposed rezoning of Westwood Avenue

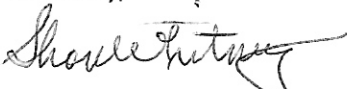
We, Shon (Sharon) Whitney and Michael Jeffrey, live at 8 Westwood Avenue, a home bought by Shon's parents when she was one year old. When we were married in 2016, we briefly considered looking for a home new to both of us; however, we decided that we really appreciate this particular neighbourhood of residents, many of them long term like ourselves with several more recent purchasers, who value the wonderful, walkable access to the university, the Festival Theatre, the Eastern Kings Health Centre, and the vibrant downtown, as well as the walking trails both up the hill from the environmental centre and down the hill near the dykelands. We and the other resident homeowners enjoy our properties and we love the beautiful trees, some of them at least 200 years old, for which the avenue is famous. Westwood Avenue residents are a community.

Several of the larger homes have become student residences, some of them with the problems that numbers of people renting individual rooms can present. Michael and Shon like to have students nearby except when the behaviour is uncontrolled, and we recognize that bad behaviour affecting other neighbours is often related to the landlord's lack of responsibility. We recognize gratefully that the Town has implemented policies and continues to discuss measures to address this situation. Some houses are rarely or never a neighbourhood issue.

As we understand it, the proposal to rezone much of Westwood Avenue to R3 evolved recently in the late autumn. Homeowners in the area were not contacted individually for input. Representatives of the Westwood Avenue community did, however, make our own arrangement to meet with the Director of Planning and Development. This was helpful to our deliberations.

We, Michael and Shon, feel that a greater degree of respect is due to people who love living in Wolfville and particularly on Westwood Avenue, who maintain our properties, who engage in organizations and activities in the town, and who value our lifestyles. We all know the possibilities inherent in R3 zoning. We can foresee larger segments of property purchased by developers, older homes demolished, and larger units built on those lots. For those of us on Westwood, these are changes which would not contribute positively to our appreciation of our environment. We cannot support adoption of the currently proposed R3 zoning. We, like the other homeowners of Westwood, wish the original R2 zoning proposal to be reinstated.

Sincerely,



Shon Whitney and Michael Jeffrey



8 Westwood Ave  
Wolfville, NS  
B4P 1X9  
March 1, 2020

Devin Lake  
Director of Planning and Development  
200 Dykeland Street  
Wolfville, NS  
B4P 1A1

Dear Devin,

Thank you for meeting with Westwood Avenue residents on February 26 to discuss the Municipal Planning Strategy.

Parking was also discussed at the last public meeting, but there seems to be no strategy to address the concerns of Westwood residents regarding periodic on-street parking for meetings or events in our own homes. Although these events frequently include seniors from distances which require the use of automobiles, we understand that when the "No Parking" signs are replaced as a result of the infrastructure renewal project, there will be no daytime on-street parking on either side of Westwood Avenue during the day on weekdays, and in our segment on weekends either.

We recognize that in the absence of signs on the west side of Westwood, vehicles associated with Acadia have been filling in most of the available space. However, we also recognize that the Town generally waives parking enforcement on Westwood Avenue to accommodate large scale events at Acadia University.

We request an option where, after "No Parking" signs have been replaced, bona fide private homeowners can obtain short term parking exemptions from the Town for planned events in our homes.

Yours truly,



Shon Whitney



Michael Jeffrey

Dear members of town council,

thank you for your support,

trust & enthusiasm for the

Oven!

Adam, Duncan, Anne, Eleonora, Brian & Nancy  
(the board)

## Vanessa Pearson

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**From:** Thomas Clahane <a> February 25, 2020  
**Sent:** 2:10 PM  
**To:** Town Council  
**Subject:** Smart Meters Red Flag

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings to all –

At the planning meeting last Thursday (Feb.20) I raised the growing concern many of us have about the proposed deployment of “smart meters” and 5G technology in our community.

These two recent articles send up warning flags against the premature deployment of these technologies until there are comprehensive and longitudinal research safety studies.

[https://globalnews.ca/news/1483134/saskpower-ordered-to-remove-all-smart-meters-in-the-province/?fbclid=IwAR32mTXW711Gmebk5x9UJeQ20cGv8UBSUU1hBBA-56jPrZ2Dy\\_oUE3rAuwU](https://globalnews.ca/news/1483134/saskpower-ordered-to-remove-all-smart-meters-in-the-province/?fbclid=IwAR32mTXW711Gmebk5x9UJeQ20cGv8UBSUU1hBBA-56jPrZ2Dy_oUE3rAuwU)

<https://www.ft.com/content/848c5b44-4d7a-11ea-95a0-43d18ec715f5>

I suggest a moratorium of a minimum of two years, and longer if necessary, be placed on installation of these technologies within our community.

Thank you for your thoughtful consideration of this important issue.

Yours,

Tom Clahane  
Hillcrest Ave.,  
Wolfville, NS

**Vanessa Pearson**

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**From:** Andrea Schwenke Wyile <com> February 20, 2020 8:50 AM  
**Sent:** Town Council; James Collicutt  
**To:** Re: Electromagnetic Frequency Radiation Exposures  
**Subject:** EMF radiation Levels & Effects20022020.pdf  
**Attachments:**

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning All,  
I should have included a chart showing what the health concerns are with last night's message, so I've attached one. I've drawn a colour coded line to correspond to the colours used on the Wolfville map.  
All the best,  
Andrea

On Thu, Feb 20, 2020 at 12:36 AM Andrea Schwenke Wyile <a.com> wrote:  
Dear Wolfville Town Council and Planning,

I can't make the public meeting tomorrow, but have become increasingly concerned about the high level of Electrosmog we are all living with, or Electromagnetic Frequencies radiation exposures. I've organized five events in the past few months to raise awareness about this topic, but there is much more education needed. To provide a visual, I'm attaching a colour coded map of Wolfville. Tomorrow I'll be creating a more detailed graph with the help of another concerned citizen. I'll submit that to you as soon as possible.

My concern is exacerbated by the roll out of smart meters by Nova Scotia Power--they are due in the Valley this spring. People have not been adequately made aware that they have the right to opt-out. I am also very concerned about the roll-out of 5G due in the next year or so. I hope that the Town of Wolfville will do its due diligence in researching these matters and take steps to protect all its inhabitants, plants, animals, insects, earth and waters included. Requesting SAFE G rather than 5G, and saying NO to smart meters would be a good start..

If you'd like a presentation on any of these matters, the volunteers at No Smart Meters in Nova Scotia would be happy to provide you with one. A further screening of Generation Zapped can also be arranged.

I recently learned that there are 3 cell towers on the Acadia campus, so that accounts for a lot of the **extreme exposures** in Wolfville, INCLUDING AT THE ELEMENTARY SCHOOL! You can see the locations here: [https://www.ertyu.org/steven\\_nikkel/cancellsites.html](https://www.ertyu.org/steven_nikkel/cancellsites.html) search for Wolfville area NS  
I haven't yet been able to spot what buildings these are attached to, other than Crowell Tower.

I've had high readings outdoors on campus ranging between 10 and 25 mW/m sq this past week and a high of 38 last fall. Severe concern, as outlined in the chart below, begins at 0.01 mW/m sq.

Layout 1

1> BUILDING BIOLOGY PRECAUTIONARY GUIDELINES (SBM-2015) For Sleeping Areas Power density microWatts per square meter $\mu\text{W}/\text{m}^2$	No Concern	Slight Concern	Severe Concern	Extreme Concern
	< 0.1	0.1 - 10	10 - 1000	> 1000

microWatts per square cm $\mu\text{W}/\text{cm}^2$	< 0.000,01	0.000,01 - 0.001	0.001 - 0.1	> 0.1
milliWatts per square meter $\text{mW}/\text{m}^2$	<0.000,1	0.000,1 - 0.01	0.01 - 1	> 1
<b>Signal strength</b>				
Volts per meter $\text{V}/\text{m}$	< 0.006,14	0.006,14 – 0.061,4	0.061,4 – 0.614	> 0.614

I leave you with one comprehensive source of information, and can supply many more upon request.

Layout 1

*IRRADIATED: A comprehensive compilation and analysis of the literature on radiofrequency fields and the negative biological impacts of non-ionizing electromagnetic fields (particularly radiofrequency fields) on biological organisms*

<https://ecfsapi.fcc.gov/file/1060927842647/irradiated.pdf>

website: <https://wirelessaction.wordpress.com/irradiated/>

Thank you for your attention to this critical matter,

Andrea Schwenke Wylie,  
concerned citizen and human being living on Wolfville Ridge

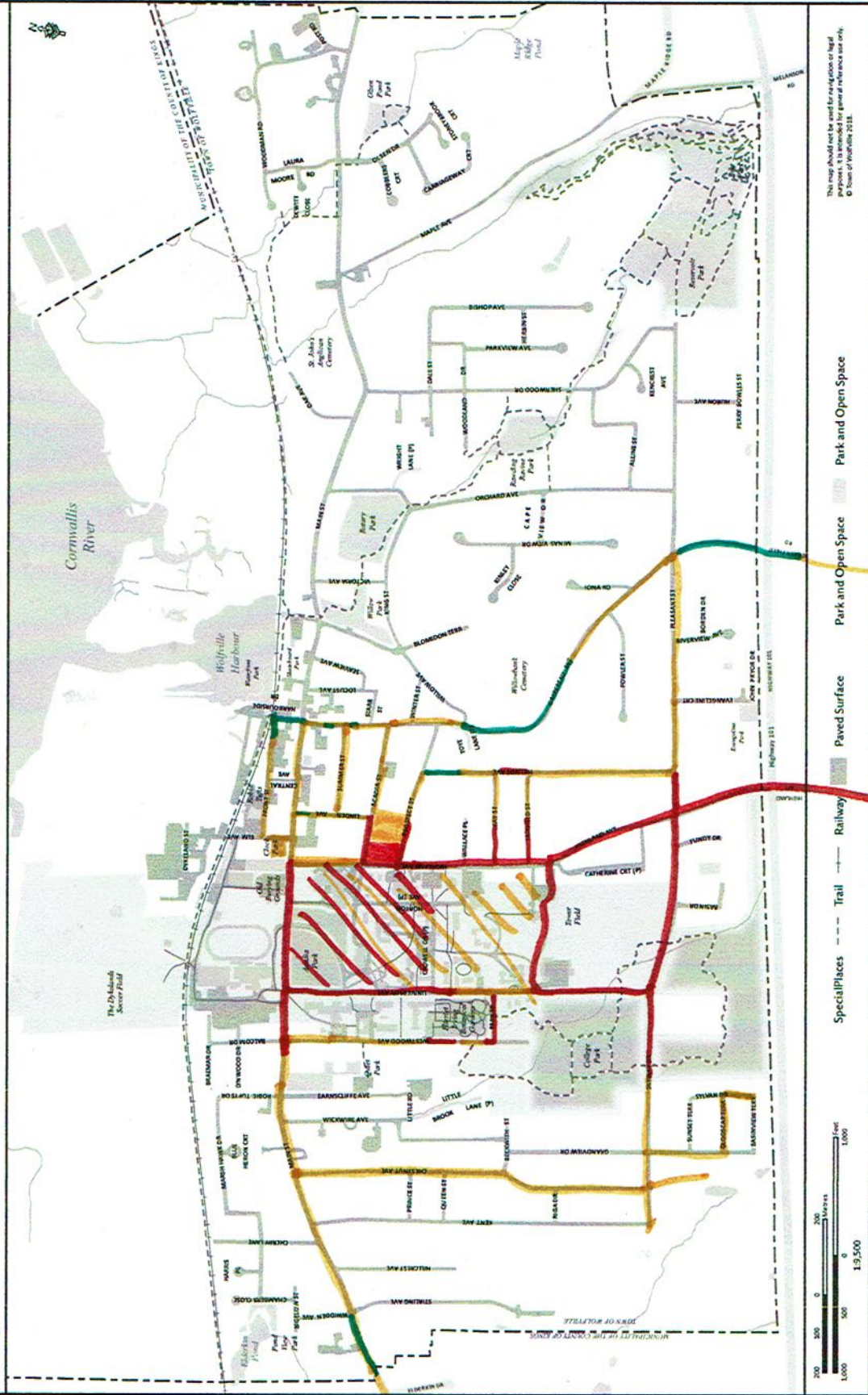


- = no concern to slight concern
- = slight concern to severe concern
- = extreme concern

COMMUNITY DEVELOPMENT  
DEPARTMENT

STREET MAP  
2018

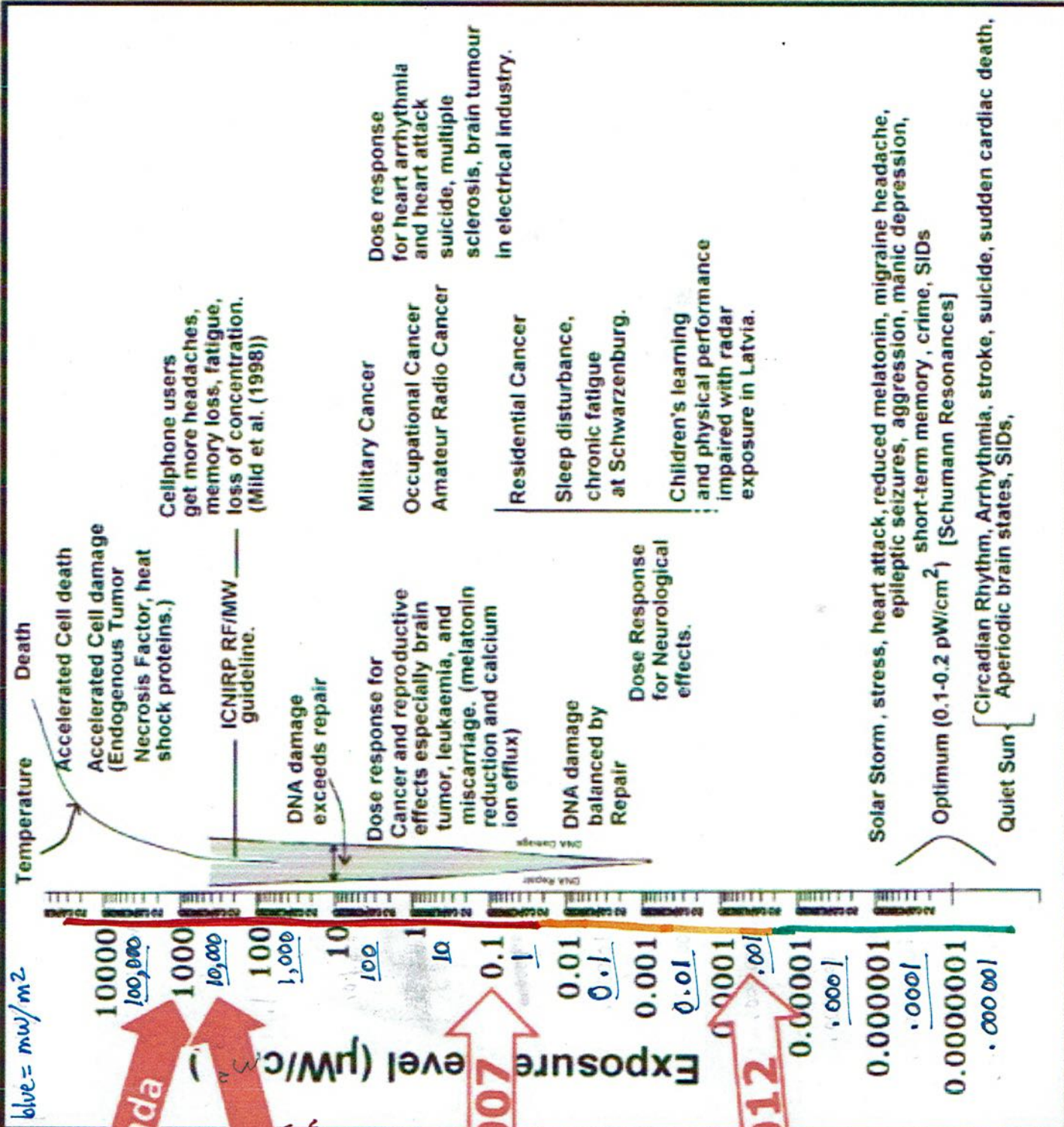
MAP S3  
2018-04-26



The map should not be used for navigation or legal purposes. © Town of Wolfville 2018.

*Tower*

*Ridge*



Cellphone users get more headaches, memory loss, fatigue, loss of concentration. (Mild et al. (1998))

Military Cancer  
Occupational Cancer  
Amateur Radio Cancer  
Residential Cancer  
Sleep disturbance, chronic fatigue at Schwarzenburg.  
Children's learning and physical performance impaired with radar exposure in Latvia.

Dose response for heart arrhythmia and heart attack suicide, multiple sclerosis, brain tumour in electrical industry.

Solar Storm, stress, heart attack, reduced melatonin, migraine headache, epileptic seizures, aggression, manic depression, short-term memory, crime, SIDs

Optimum (0.1-0.2 pW/cm<sup>2</sup>) [Schumann Resonances]

Quiet Sun { Circadian Rhythm, Arrhythmia, stroke, suicide, sudden cardiac death, Aperiodic brain states, SIDs,

**Health Canada**  
"Safety Code 6"

**ICNIRP**  
International Commission on Non-Ionizing Radiation Protection

**BIO 2007**

Bioinitiative.org  
A rationale for Biologically-based Exposure Standards for Low-Intensity Electromagnetic Radiation.

**BIO 2012**

## Vanessa Pearson

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**From:** Theo Orr <com>  
**Sent:** February 18, 2020 6:27 PM  
**To:** manager@alwhittletheatre.ca  
**Cc:** counselling@acadiiau.ca; info@justuscoffee.com; info@fundycinema.ca; info@fundyfilm.ca; valleyyouthproject@gmail.com; manager@wolfvillefarmersmarket.ca; info@drinkannapolis.ca; info@thereddoor.ca; Jeff Cantwell; Jodi MacKay; Mercedes Brian; Carl Oldham; Wendy Elliott; Wendy Donovan; Oonagh Proudfoot; Town Council; Devin Lake; Kelton Thomason  
**Subject:** Concerns for Wolfville Booking  
**Attachments:** Screenshot\_20200207-103825\_YouTube.jpg; Screenshot\_20200207-131546\_Samsung Internet.jpg

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey there,

It has recently come to my attention that Dena Churchill is promoting the viewing of Vaxxed II at the Al Whittle Theater. This is deeply concerning as a member of the LGBTQ\* community as this group promotes the idea that gender identity/sexual orientation is an injury due to vaccinations or an injury caused by "poison". I am not sure if you are aware of hate propaganda spread by the anti-vaxx group toward the LGBTQ\* community, as well as the neurodiversity community. My heart hurts that this movement has been able to spread misinformation towards vulnerable people looking for reasoning for pain in their lives. I recommend reviewing some of the material the anti-vaxx movement is promoting. If you follow through with allowing this propaganda to have space in your facilities these actions will display that the Al Whittle Theater is not a safe space for the LGBTQ\* community. My sexual identity is not an injury, I refuse to be bullied by misinformation.

A concerned member of the LGBTQ\* community, Theo Orr

Devon:

Thank you for taking the time to respond to my questions.

I've placed my comments to your responses in the texts of the emails in CAPS.

Sincerely,

David

I have a few questions regarding the proposed MPS and LUB.

1. You mentioned last night in response to my question about negotiating affordable housing in development agreements that there were priorities/guidelines set out when negotiating. Please tell me where those priorities/guidelines are in the MPS and/or LUB.

Part 4.16 of the LUB speaks to the Bonusing criteria that would frame negotiations with Council and the Developer (public benefits) for Development Agreements.

Also – part 8.6.1 of the MPS speaks to Affordable Housing.

If you want to talk affordable housing let me know and we can set up a time – too much to type out here. It's a complicated area where all 3 levels of government need to do better. As I mentioned at the meeting, supply is critical, not a silver bullet but very important – CMHC is launching an entire program to figure out how to better deal with this (<https://impact.canada.ca/en/challenges/housing-supply-challenge>) and jurisdictions all over North America are struggling with this, particularly with the changing nature of households compared to when a lot of housing stock was built. Like many other issues, I think we will need to continue our work on improving the situation; however, this is where we are today. Additional leadership from the Province would certainly be helpful.

DEVON, HERE ARE SOME OF THE FACTORS WHICH SHAPE MY VIEWS ON AFFORDABLE HOUSING IN THE TOWN.

I BELIEVE THAT THE ABILITY TO OBTAIN BONUS ZONING FOR PUBLIC AMENDITIES LIKE AFFORDABLE HOUSING HAVE BEEN PART OF THE TOWN'S MPS AND LUB SINCE I MOVED HERE IN 2004. AT LEAST IN THE PROJECTS I HAVE FOLLOWED CLOSELY IN THE TOWN, BONUS ZONING WAS NEVER UTILIZED BY A DEVELOPER.

THE PROJECTS I'M MOST FAMILIAR WITH ARE THE MICRO BOUTIQUE LIVING APPARTMENT BUILDING AND THE NEW BUILDING YET TO BE BUILD BUT WITH AN APPROVED DEVELOPMENT AT THE PETRO CAN SITE. I HAVE NOT FOLLOWED THE WEST END DEVELOPMENT.

IN THE CASE OF MBL, I RECALL THAT AT A PUBLIC MEETING THE DEVELOPER WAS ASKED ABOUT AFFORDABLE HOUSING. HE REPLIED THAT THE UNITS WERE SMALL AND WOULD BE AFFORDABLE. THE TOWN TO MY KNOWLEDGE DID NOT MAKE ANY FURTHER INQUIRIES OR EFFORTS CONCERNING AFFORDABLE HOUSING.

IN REGARDS TO THE PETRO CAN APARTMENT BUILDING, AT THE PUBLIC INFORMATION MEETINGS OTHERS AND I ASKED ABOUT AFFORDABLE HOUSING. THE DEVELOPMENT AGREEMENT CONTAINS REQUIREMENTS FOR THE CONSTRUCTION OF A GREEN WALL, FOR CAR SHARES AND FOR CONTRIBUTIONS BY THE DEVELOPER FOR PUBLIC ART. THE DA DOES NOT CONTAIN ANY REQUIREMENT FOR AFFORDABLE HOUSING. THIS LOCATION WOULD HAVE BEEN IDEAL FOR PEOPLE IN NEED OF AFFORDABLE HOUSING AND WHO MAY NOT OWN A CAR.

I AM AWARE THAT THE DEVELOPER STATED HE WAS COMMITTED TO AFFORDABLE HOUSING. IF THE DEVELOPER FAILS TO LIVE UP TO HIS COMMITMENT, OR IF THE PROPERTY IS SOLD, WILL THE TOWN BE ABLE TO REQUIRE THE DEVELOPER OR THE NEW OWNER TO INCLUDE AFFORDABLE HOUSING IN THE BUILDING?

IN MY WORK AT NOVA SCOTIA LEGAL AID I SEE ON A WEEKLY BASIS THE NEED FOR AFFORDABLE HOUSING IN THIS AREA.

THE *WOLFVILLE WHITE PAPER: AFFORDABLE HOUSING* CONTAINS A CHART ON PAGE 6 SHOWING THE PERCENTAGE OF HOUSEHOLDS IN THE TOWN BELOW THE PROVINCIAL LOW-INCOME THRESHHOLD IN 2010.

I UNDERSTAND THAT THERE IS NO EASY FIX TO ENSURE AN ADEQUATE SUPPLY OF AFFORDABLE HOUSING; AND I ALSO UNDERSTAND THAT TOWN IS UNABLE TO REQUIRE AFFORDABLE HOUSING IN NEW DEVELOPMENTS.

HOWEVER, IF THE TOWN CAN BARGAIN FOR A GREEN WALL, A GREEN ROOF (ON MBL) AND A CAR SHARING ARRANGEMENT, IT SHOULD BE ABLE TO BARGAIN FOR AFFORDABLE HOUSING.

IT MAY NOT BE FEASIBLE TO INCLUDE IN THE MPS AND/OR LUB THAT NEGOTIATIONS WITH DEVELOPERS MUST INCLUDE CONSIDERATION OF AFFORDABLE HOUSING. PERHAPS A TOWN POLICY INSTRUCTING THE PLANNING DEPARTMENT "TO RAISE AN ISSUE" OR " TO ENCOURAGE"

## DEVELOPERS DURING NEGOTIATIONS TO CONSIDER AFFORDABLE HOUSING AS A PART OF THE DEVELOPMENT WOULD BE BENEFICIAL.

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2. Page 5 of the LUB contains a chart setting out the process for site plan approval. The third item on that chart is: "3. *Staff review and negotiate a site plan with applicant. Items negotiated as set out in the planning documents.*" What "items" are you referring to? I suggest that there be a reference on this page to the "items" that can be negotiated.

Fair enough – the process summary table was meant to be a snapshot and I can reference page 8 “how to use this by-law” where the buckets of “items”, depending on the site, are outlined...

There is some information here that I worked through with PAC [https://www.wolfville.ca/component/com\\_docman/Itemid,264/alias,2478-presentation-mps-draft3-pacand-council-10-09-2019-workshop/category\\_slug,planning/view/download/](https://www.wolfville.ca/component/com_docman/Itemid,264/alias,2478-presentation-mps-draft3-pacand-council-10-09-2019-workshop/category_slug,planning/view/download/) (see starting on pg 40) - but here is a summary of where we landed:

The Site Plan approval process is mandated through the MGA (the minimum), we are doing a bit more than that and the process would look like this:

2. Applicant (hopefully) does pre-consultation with us
3. Application received and initial look to see if complete, issues
4. A sign is placed on the property to notify neighbouring property owners that a site plan application is being considered (they can then contact us with questions, etc)
5. Staff work with the applicant (“negotiate”).
  - In terms of negotiation, this is the process of deciding whether a proposal actually works on the site, pursuant to the new LUB and in the Design Control areas, the design guidelines in consultation with the Design Review Committee.
  - “Negotiation” are the words from the process chart that the Province supplies but really it is Staff, and in site plan situations it will mostly be me (less complicated would go to Marcia) working with the applicant on what will work – site coverage, unit count, parking, buffering, landscaping, hard surfacing, grading, building height – many things (see LUB sections) – given that all sites have their own unique characteristics, existing conditions, etc.
  - What will make a big difference here as well are the submission requirements. See 2.10 of the new LUB.
- Decision is made on the application
- Appeal period (to Council) and notification. We have built in the ability (see Public Participation Policy) to use a wider notification area as per discussions at PAC.

2. I mentioned having some public engagement in the site plan review process. Either you are the mayor referenced wishing to limit council involvement in the process. The engagement I have in mind does not require council involvement. Is there any provision in the LUB that neighbours are notified when a site plan application is being considered in their neighbourhood? If there are none, why not?

- See above, an actual sign would be placed on the property to notify neighbours a site plan is being considered and to contact us with questions

PLACING A SIGN AT THE SITE MAY NOT BE SUFFICIENT TO NOTIFY ALL CONCERNED PARTIES. WHY NOT DO A MAILING AT THE APPLICANT'S EXPENSE? OR LEAFLETS AND TELEPHONE POLES? PUBLIC ENGAGEMENT HAS MANY ADVANTAGES. FOR EXAMPLE, THE PUBLIC MAY HAVE KNOWLEDGE (HISTORICAL, DEMOGRAPHIC, PRACTICAL) THAT TOWN OFFICIALS AND PERSONNEL (BROADLY SPEAKING) MAY NOT POSSESS. PUBLIC PARTICIPATION MAY ALSO RESULT IN BUY IN TO THE PROJECT AND FEWER APPEALS.

See the criteria for site plan approval in the LUB subsections 8.9(1), (5), (7) and (12). Will the development officer be making decisions on these issues without neighbours' input?

- Yes and no. Given the sign will be placed on the property – if someone is concerned, they should reach out to us and we would listen to their concerns. SEE ABOVE. It is also our job to go out and look at the context. But yes, the idea is that professional staff will work through the applications under a framework that should yield predictable results and is being debated now.

(IT'S UNCLEAR WHAT YOU ARE REFERRING TO AS "BEING DEBATED NOW".)

PLANNING STAFF'S ANALYSES OF THE FACTORS SET OUT IN LUB S. 8.9 MAY BENEFIT FROM PUBLIC INPUT. PEOPLE WHO LIVE NEAR THE PROPOSED PROJECT MAY HAVE KNOWLEDGE OF CIRCUMSTANCES AND FACTS THAT MAY NOT BE OBVIOUS TO SOMEONE WHO IS TAKING A FIRST LOOK AT A NEIGHBOURHOOD.

PERHAPS THERE ARE REASONS NOT TO HAVE PUBLIC INFORMATION MEETINGS WHERE THE PUBLIC MAY PROVIDE INPUT. BUT I CAN THINK OF NONE.

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Has the town produced any visual renditions of what a streetscape would look like if an 8 unit building is built on permissible and random sites in the R-3 zone? Or what a street would look like if a developer purchased two homes on separate lots, knocked them down, and built an 8 unit building?

Whether the situation involves knocking down existing buildings (or not) or consolidating properties, that depends on many factors. But yes, this is a possibility. The bulk and scale requirements of the R3 zone, along with the many other requirements will not yield developers being able to cram 8 units on a lot of sites. This is a maximum. Some sites may request more units (larger sites) by DA. If underground parking is utilized – which is a huge accessibility benefit – then perhaps 8 units work but that is a lot more up front investment and other factors. As places change there may be a 1-storey building next to a 3 storey (the height limit) – but this is very typical throughout Town already. I have showed to PAC many times this graphic that illustrates the way places should incrementally change versus how Euclidean zoning has creating areas not able to change and adapt and demand leads to very large projects - this is essentially what happened in Woodman's Grove.

We put a lot of focus on the actual built form in the LUB and trying to set maximums that are compatible. This is an example of housing choices existing in a small area (oversimplified) but the actual bulk and scale are not that different.

I may not have really addressed your concern but I am not clear on what your trying to get at. TO be clear, we have not gone around and built out speculative scenarios on different streets. I believe the intent statements and examples should show what could be and we hope are better outcomes than are currently being achieved.

HERE IS MY CONCERN. THAT THE MPS AND LUB WILL NOT PREVENT INAPPROPRIATELY SIZED BUILDINGS BEING CONSTRUCTED. I AM FAMILIAR WITH THREE NON-CORNER MODEST HOMES LOCATED ON THE WEST SIDE OF GASEREAU BETWEEN ACADIA AND PROSPECT. ONE OF THE HOMES HAS SEVERAL STUDENTS LIVING IN IT; TWO OLDER COUPLES LIVE IN THE OTHER TWO HOMES.

THERE MAY BE OTHER SIMILAR HOMES ON OTHER STREETS THAT I AM NOT AWARE OF.

THE REASON I ASKED WHETHER RENDITIONS HAVE BEEN PROVIDED IS THAT IT MAY BE HELPFUL TO KNOW UNDER THE PROPOSED MPS AND LUB WHAT COULD HAPPEN TO THOSE AND PERHAPS OTHER PROPERTIES IN THE CORE AND NON-CORE NEIGHBOURHOODS. IF A



DEVELOPER PURCHASED ONE OR TWO OF THE LOTS, COULD HE CONSTRUCT A SIX OR EIGHT UNIT BUILDING ON ONE LOT OR TWO LOTS COMBINED?

ALONG THESE LINES, I NOTE THAT THE *DESIGN GUIDELINGS, CORE NEIGHBOURHOOD*, S. 3.3.3 INFILL LISTS AS A FACTOR: "MAINTAIN A SCALE OF DEVELOPMENT THAT IS COMPATIBLE WITH NEIGHBOURING CONTEXT."

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5. MPS policy 1 on 74 states: "*To encourage an overall dwelling type mix in the Neighbourhood and Core Neighbourhood designations of at least 30% but not more than 35% detached dwellings, at least 15% attached dwellings, and at least 45% but not more than 50% apartment dwellings.*"

The next policy states: "*2. To monitor and report on the pattern and amount of residential and non-residential growth and relate it to established targets.*"

I could not locate provisions in the LUB that would set limits on developments that would result in variances from the "dwelling type mix"? If there are such limits, please tell me where they are. If the monitoring and reporting shows a pattern of development is occurring that varies from the ideal "mix" percentages, then what?

The intent is not to impose hard and fast targets. This is an aspirational target to try and provide a diverse range of housing for the various demographics and their needs. We know accommodating growth with single family homes is not fiscally responsible and consumes far more land than is needed in a Town setting. We also know that large apartment buildings are difficult to site given the limited land base. So much of the focus of the LUB is to 'encourage' and guide development toward things that are compatible (in terms of bulk, scale, etc) and we have tried to articulate these in the by-law. The R-2 zone creates more options and opportunities – beyond single family homes, that can hopefully resonate with people and be attractive living arrangements. The R-3 zone does the same. The LUB is the implementation document of the MPS and I hope moves the needle on these targets. The 2020 census will tell the story.

I DID NOT MAKE MYSELF CLEAR. I UNDERSTAND THAT THE PERCENTAGES WERE NOT HARD NUMBERS. MY QUESTION IS: DOES THE MPS AND/OR LUB HAVE ANY MECHANISM IN PLACE BY WHICH FUTURE DEVELOPMENT MAY BE CONTROLLED IF YOU DISCOVER THAT THE DEVELOPMENT THAT IS OCCURRING IN PARTICULAR AREAS OR NEIGHBOURHOODS IS SKEWED TO ONE OR ANOTHER TYPE OF HOUSING?

## Vanessa Pearson

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**From:** @gmail.com February 13, 2020  
**Sent:** 9:07 PM Devin Lake; Kelton  
**To:** Thomason Town Council  
**Cc:** building placement at Willow Park  
**Subject:**

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi! Love the thoughts of a new splash pad and investment in Willow Park.

Thank-you! It would, however, be ironic to have valuable outdoor activity space sacrificed for the sake of indoor "activity space".

When designing and placing buildings, will you please ensure that the integrity of one of the only sledding hills we have in Wolfville is preserved, at Willow Park.

If a building were placed too close to the runout of the sledding hill, it would be a very negative consequence to what should have been an augmentation to the park. Perhaps if buildings were kept at a reasonable distance from the sledding runout, a berm or hill could be planned to divert the longest of sledders away from the building.

It is so very important to have free outdoor fun, at a time when sports are organized and expensive. The hill is a source of winter happiness that benefits the neighborhood, hopefully, for years to come.

Much Appreciated!

## Vanessa Pearson

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**From:** Alex LeBlanc <com> February 13, 2020 5:08 PM  
**Sent:** Jeff Cantwell  
**To:** Town Council  
**Cc:** Re: Funding opportunities in Accessibility research  
**Subject:**

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon, Town of Wolfville team.

The accessibility Directorate is holding a focus group, March 12th. In Kentville for people who are in the industry that would like to have input into the educational and built environment regulations.

Please pass the invitation along to interested parties who participate in the accessibility sector.

I would like to encourage the town councillors who would like to be involved in the focus group to attend.

"As part of its ongoing Accessibility Standards Development Consultation, the Province of Nova Scotia will be holding a series of discussions across the province with persons with disabilities and others in the Education and Built Environment sectors. Input from these sessions will help to shape the development of recommendations for accessibility standards in these areas.

Your name has been provided as someone who might be interested in taking part in a consultation session. Please feel free to share this invitation with others from your organization or community who might be interested in participating. ASL/English interpreters and CART captioning will be provided.

Pre-registration is necessary to ensure adequate space is booked and that we meet the accessibility needs of those attending. Registration for the event will close on February 19th.

Please click the link below to register for a session, and to access this information in ASL.

<https://www.narrativeresearchsurveys.ca/SE/87/222970/>

Narrative Research"

Regards

Alex Leblanc

Get [Outlook for Android](#)

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**From:** Jeff Cantwell <JCantwell@wolfville.ca>  
**Sent:** Monday, January 27, 2020 4:32:15 PM  
**To:** Alex LeBlanc <>  
**Cc:** Town Council <towncouncil@wolfville.ca>  
**Subject:** Re: Funding opportunities in Accessibility research

Alex,

Thank you for your note re: joint accessibility funding with Acadia. We will have to check with senior staff and the Accessibility Committee to ensure there is proper follow-up on this. There are meetings this week and early next week, therefore I expect we will be within the "tight timeline" you mention. Cheers,

Jeff Cantwell  
Mayor  
Town of Wolfville

On Jan 24, 2020, at 12:32 PM, Alex LeBlanc <a > wrote:

[EXTERNAL]

Good afternoon town of Wolfville  
counsellors

I'm writing you today to let you know of funding opportunities available within the accessibility sector.

The application process has a tight deadline of February 28th I was hoping we could all get together and think of a project for our town, pairing with Acadia for research into various access issues we experience in our community.

I look forward to hearing from you soon and securing a joint project application with Acadia before the deadline, if possible.

Regards

Alex Leblanc  
Wolfville NS

## Vanessa Pearson

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**From:** David Daniels <d > February 13, 2020  
**Sent:** 1:26 PM  
**To:** Devin Lake  
**Cc:** Town Council  
**Subject:** Proposed MPS and LUB

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

February 13, 2020

Devon:

I have a few questions regarding the proposed MPS and LUB.

1. You mentioned last night in response to my question about negotiating affordable housing in development agreements that there were priorities/guidelines set out when negotiating. Please tell me where those priorities/guidelines are in the MPS and/or LUB.
  2. Page 5 of the LUB contains a chart setting out the process for site plan approval. The third item on that chart is: "*3. Staff review and negotiate a site plan with applicant. Items negotiated as set out in the planning documents.*" What "items" are you referring to? I suggest that there be a reference on this page to the "items" that can be negotiated.
  3. I mentioned having some public engagement in the site plan review process. Either you are the mayor referenced wishing to limit council involvement in the process. The engagement I have in mind does not require council involvement. Is there any provision in the LUB that neighbours are notified when a site plan application is being considered in their neighbourhood? If there are none, why not?
- See the criteria for site plan approval in the LUB subsections 8.9(1), (5), (7) and (12). Will the development officer be making decisions on these issues without neighbours' input?
4. Has the town produced any visual renditions of what a streetscape would look like if an 8 unit building is built on permissible and random sites in the R-3 zone? Or what a street would look like if a developer purchased two homes on separate lots, knocked them down, and built an 8 unit building?
  5. MPS policy 1 on 74 states: "*To encourage an overall dwelling type mix in the Neighbourhood and Core Neighbourhood designations of at least 30% but not more than 35% detached dwellings, at least 15% attached dwellings, and at least 45% but not more than 50% apartment dwellings.*"

The next policy states: "*2. To monitor and report on the pattern and amount of residential and non-residential growth and relate it to established targets.*"

I could not locate provisions in the LUB that would set limits on developments that would result in variances from the "dwelling type mix"? If there are such limits, please tell me where they are. If the monitoring and reporting shows a pattern of development is occurring that varies from the ideal "mix" percentages, then what?

Thank you in advance for responding to my questions.

David



Dr. C.B. Lumsden Wolfville Legion Br. 74  
310 Main Street, Wolfville

The Wolfville Legion Executive Committee  
cordially invites you to join us for a

## **MAJOR ANNOUNCEMENT!**

The Wolfville Legion will be playing host on Tuesday 11 Feb 2020 to **The Honourable Deb Schulte, Federal Minister for Seniors**. The Minister will be arriving at 10 am for the regularly scheduled Coffee and Tea Social. The Minister will then be making an announcement at 10:30am.

"We'll be delighted to have you with us," says Donn Miles, President of the Wolfville Legion. "The Legion is open to everyone, and we are happy to share this important event with as many Valley folks as possible, especially seniors." The Legion is located at 310 Main Street in Wolfville. There is lots of public parking nearby.

Guests are urged to attend by 9.45 so as not to block the entrance of the Minister and her party.

## Vanessa Pearson

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**From:** Philpitt, Debra < >  
**Sent:** February 7, 2020 10:25 AM  
**To:** Town Council  
**Subject:** Invitation to Attend CHB Wellness Fund Celebration Event - February 11th

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Town Council,

My apologies for the late notice but our Eastern Kings Community Health Board would like to extend an invitation for you to attend our Wellness Fund Celebration scheduled to take place on

*Tuesday, February 11<sup>th</sup>  
7:00pm-8:00pm  
Boardroom, Eastern Kings Memorial Health Centre*

Each year our Eastern Kings Community Health Board looks forward to receiving submissions from many organizations and groups in our communities for our Wellness Funds. We are always pleased to see the level of interest, commitment and great project ideas to build healthier communities and healthier people. This is an event to celebrate the recipients of this year's Wellness Fund as they receive their cheques and contracts and move forward with their excellent community initiatives.

We would love to have you celebrate with us!

Please let me know if you are able to attend.

Take care,



**Debra Philpitt**  
(she/her)(they/them)  
Community Health Board Coordinator

**Eastern Kings Memorial Community Health Centre**  
23 Earncliffe Avenue  
Wolfville, NS B4P 1X4  
Office: 902-542-1244  
[Debra.Philpitt@nshealth.ca](mailto:Debra.Philpitt@nshealth.ca)  
[www.communityhealthboards.ns.ca](http://www.communityhealthboards.ns.ca)



## Vanessa Pearson

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**From:** Kevin Gildart <.com> February 6, 2020 4:49  
**Sent:** PM  
**To:** Town Council  
**Subject:** Latitude 45 Suites is now live !

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings to Mayor Cantwell and Councillors:

We are pleased to announce the launch of Latitude 45 Suites website as of today.

There will be a few small image changes over the next 24 hours as we attempt to give website visitors a welcoming experience, but essentially we are 98% complete

Our objectives in designing this website were multi faceted:

- To promote our development and its many features and benefits for residents and visitors alike
- To promote the Town of Wolfville as both a wonderful place to live, and just as importantly, a great place to visit, be it for a day or an extended stay
- To give positive reference to Acadia University and what it brings to Wolfville
- To give the ever expanding food and beverage culture and its positive contribution to Wolfville, an economic and marketing mention
- To reinforce the leadership position that current and previous councils took in promoting the welcoming of “ all people”, regardless of place of birth, sexual orientation or religious choices.

Our script writers have done numerous revisions, our web developers and design team have shared creative efforts, and we have focus group tested this website in Wolfville and in other markets across the country.

Now, it is time for YOU to give your comments on whether or not we have met our goals.

Any suggestions are appreciated as we anticipate a monthly refreshing as we move to and through the construction phase to occupancy.

Yours truly.

Kevin Gildart

Sent from [Mail](#) for Windows 10

## Vanessa Pearson

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**From:** dst  
**Sent:** February 3, 2020 7:36 PM  
**To:** Kelton Thomason  
**Cc:** Town Council  
**Subject:** Park signage with dog control wording still not adequate

[EXTERNAL]

Hi Kelton, Mayor and Councilors,

I have waited about 6 months since seeing the new signs installed, before commenting on their success or effectiveness.

Unfortunately, as well done and eye catching as the signs are, they leave an ambiguous message with contradictory phrasing. On one hand it says that dogs should be under control, but also advises that dogs may be running free... it begs the question of how free and how far they can run away from their owner and how close they can approach other park users, including elderly and children, without being considered out of control... And considered out of control by whom, the owner or the other park user?

An owner, whom we ran into this evening, felt her dog (a beautiful rambunctious large 60+ lb "puppy") was under control even though it was 200 feet from her and was running alternately between my two young children, while I tried to ensure it did not jump up on them.. When i asked her to control her dog, she said it was an off leash park... I advised her that the signage said that dogs do need to be under control... she felt her's was under control.. it clearly wasn't under control if she could not keep it from approaching within a foot of my children and bounding around in all directions.

I spend time biking on the great mountain bike trails here as well, and I appreciate the fact that taxpayers (including ourselves but also including many who do NOT mountain bike) have paid for these great trails.

Along the same lines, although my wife and I are not dog owners (yet anyway), I would certainly support the town investing adequate time and money cutting new trails and fencing in a fairly large (truly) off lease area within the park center where dog owners could feel free to let their dogs run. This would then allow other park users to be free of having dogs jump up on them on the rest of the regular trails. All regular trails could still be accessed by all dog owners, but leashes or leads would be mandatory as it is in the vast majority of other public parks and spaces.

To continue on the current path of allowing dog owners to decide for themselves what is acceptable control is NOT fair to other taxpaying park users, who do have the right to use the trails without having strange dogs approach them (with owners nowhere in sight).

If the above incident were isolated, it may be one thing. In fact this type of encounter happens daily. We have several friends, including those with children, who no longer use the park as they are afraid of dogs jumping or acting aggressively. We have failed these families if we have not provided a safe space for them to enjoy the outdoors. Having dog owners keep their pet on a lead is a small inconvenience to allow everyone to walk, bike or ski the trails safely and without being accosted by stranger's pets.

Sincerely,

Darrell Steele

Wolfville



## Vanessa Pearson

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**From:** Vicki Bennett <.ca> January 24,  
**Sent:** 2020 7:52 PM  
**To:** Jeff Cantwell; Town Council  
**Subject:** Re: REQUEST OF WOLFVILLE

[EXTERNAL]

Dear Jeff and Wolfville Town Council,

Further to the below correspondence and Mayor Cantwell's reply, we wish to advise that cities, towns and provinces all across Canada are responding positively to this request and issuing Proclamations for Feb. 6, including the following approved to date, with many more in the consideration phase: Ottawa, Toronto, Halifax, St. John's, Barrie, Kingston, Windsor, Kelowna, Whistler, and Victoria, and also the Provinces of PEI, NB, Manitoba and Alberta.

Your town, in giving its early agreement, was part of this wave in support of raising awareness of the harmful practice and human rights violation of FGM.

Would you kindly sign the Proclamation and return to me by reply email a copy of the signed Proclamation.

Thank you again for agreeing to the Proclamation.

Vicki M Bennett

On Jan 13, 2020, at 6:42 PM, Jeff Cantwell <[JCantwell@wolfville.ca](mailto:JCantwell@wolfville.ca)> wrote:

Dear Vicki,  
Thank you for your note and for the request. As one who supports this stand against such a horrid practise, please rest assured this will be proclaimed for February 6.  
All best to you for 2020.  
Sincerely,

Jeff Cantwell  
Mayor  
Town of Wolfville

Sent from my iPhone

On Jan 13, 2020, at 4:49 PM, Vicki Bennett <> wrote:

Hi Jeff,

I hope that you don't mind me writing to you in your official Mayoral capacity to make a request of you and Wolfville.

I just met, through skiing, Giselle Portenier, the co-founder of End FGM (female genital mutilation) Canada Network, and an award-winning documentary filmmaker, journalist and human rights activist. She and End FGM Canada Network are seeking to raise awareness about the issue of FGM in Canada by applying to cities in Canada for a proclamation to recognize Feb. 6 as the International Day of Zero Tolerance Day for Female Genital Mutilation. The following cities or Province have agreed to the below drafted Proclamation: Whistler, St. John's, Barrie, Ottawa, Toronto, Province of Alberta, and cities from PEI to Victoria are in the progress of passing the Proclamation.

Please see the below attached files for further information that will, hopefully, persuade you and your Council to take a stand and help raise awareness of FGM as a harmful practice and human rights issue:

In the Name of Your Daughter- official trailer  
Proclamation precedent document for cities  
End FGM Canada Network information document

I recognize that this is a "last minute" request and thank you for your timely consideration of the request.

Warm regards,

Vicki M. Bennett

## Vanessa Pearson

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**From:** Allan Shay <a .ca> February 14,  
**Sent:** 2020 2:18 PM Erin Beaudin  
**To:** Town Council  
**Cc:** Valley REN  
**Subject:**

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My name is Allan Shay, and I'm the Owner of Shay Tirecraft. As you may have heard, I'm a new business owner in the Town of Wolfville, as we've purchased John Williams Service Center. All of us at Shay Tire are excited to be joining and becoming active members in the Wolfville community.

Realizing that it is budget time, I was wondering if you were reconsidering joining the Valley REN. The reason I'm asking is that I am considering joining their board, and in the process of researching the organization, I found that while you had previously been a member, you withdrew your membership last year. If you're not reconsidering, could you please provide me with the reason you feel it's not worth the investment?

Thank you for your time and I look forward to your response.

Allan Shay

President

Shay Tire Limited - Shay Trailer Sales

Locations:

4241 Hwy #1, Berwick, NS

33 Elm Ave, Wolfville, NS

(902)538-1155 - Berwick Location

(902)542-2174 - Wolfville Location

[www.shaytire.ca](http://www.shaytire.ca)