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**ATTENDING**

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

**ALSO ATTENDING**

- Director Planning & Development Devin Lake,
- Director of Parks and Recreation, Kelton Thomason,
- Director of Finance & Corporate Services, Mike MacLean,
- Director of Public Works, Kevin Kerr, and
- Vanessa Pearson, Coordinator Administrative Services

**CALL TO ORDER**

Chair, Mayor Cantwell, called the meeting to order at 8:32 a.m.

**Agenda Item**

**Discussion and Decisions**

**1. Approval of Agenda**

**01-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED:**

- Removal of item 3(b).

**CARRIED**

**2. Approval of Minutes**

**02-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES FROM COMMITTEE OF THE WHOLE, JULY 7, 2020 BE APPROVED AS CIRCULATED**

**CARRIED**

**3. Presentations**

**Chris Fuller – Willowbank Cemetery**

- General Manager of Cemetery Chris Fuller introduced himself. Advised he is retiring at the end of the year. Announced all the staff is also retiring and the question now becomes who will look after the cemetery.
- Chris Fuller is requesting the Town take over the maintenance. Volunteered to remain for a year to assist.
- Mayor advised an arrangement would be made with Senior Management to do a walk through.

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**Agenda Item**

**Discussion and Decisions**

**Kelly Marie Redcliffe, Ann Hubley and Devin Lake – Wolfville Farmers Market**

- Presentation provided by Director Lake, Kelly Marie and Ann surrounding the Wolfville Market.
- The market is facing challenges surrounding space. The market has experienced a lot of growth.
- During COVID the market shifted to on-line marketing until July when the market resumed.
- The market is growing and there is not enough space to allow all the farmers/vendors to attend.
- Review of concept plan to expand the Farm Market.

**4. Public Input/Questions**

- No public input.

**5. Committee Reports  
(Internal)**

**(a.) Art in Public Spaces** – Nothing further outside of the report submitted.

- Request to add the location of where the art is.

**(b.) Audit Committee** – Nothing further outside of the report submitted. There will be a meeting this Friday, July 10<sup>th</sup>.

**(c.) RCMP Advisory Board** – Nothing further outside of the report.

- Request the Council folders be updated to allow access to view the agenda packages and reports from the RCMP.

**6. Staff Reports for  
Discussion**

**a. RFD 036-2020:  
REMO Wildfire  
Plan**

- Presentation provided by Dan Stovel surrounding the Wildfire plan.
- Review of emergency measures put in place and additional supplies that have been acquired.

**03-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL APPROVE THE KINGS REMO WILDFIRE PREPAREDNESS AND RESPONSE PLAN, DATED MARCH 2020**



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**Agenda Item**

**Discussion and Decisions**

**CARRIED**

**b. RFD 037-2020:  
Council  
Remuneration  
Policy Review**

- Director MacLean provided an overview of the Remuneration which occurs every four years prior to the election.
- Comparative data was obtained from other Municipalities and an average comparison completed surrounding the high and the low to calculate the proposed amounts.

**04-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**MOTION 1:**

**THAT COUNCIL APPROVE THE FOLLOWING AMENDMENTS TO POLICY 110-005**

- **5.1 - MAYORS REMUNERATION INCREASED TO \$39,100, DEPUTY MAYOR TO \$24,700, AND COUNCILLOR TO \$22,200 EFFECTIVE 2021/22 FISCAL YEAR.**
- **7.1 - THE DATE OF THE NEXT MARKET ANALYSIS BE CHANGED TO 2024 IN ORDER TO SET REMUNERATION FOR THE FISCAL YEAR 2025/26.**

**MOTION 2:**

- **THAT COUNCIL DIRECT STAFF TO IMPLEMENT THE BUDGETED COLA CHANGE TO COUNCIL REMUNERATION EFFECTIVE OCTOBER 1<sup>ST</sup>, 2020.**

**CARRIED**

**c. RFD 041-2020:  
Annual Operating  
Line of Credit**

- Director MacLean provided input surrounding the Line of Credit may not be required however, it will be set up should the need arise.
- The Town Operating limit is increased.
- The Credit Card limits will remain the same.

**05-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**



**Agenda Item**

**Discussion and Decisions**

**THAT COUNCIL APPROVES THE FOLLOWING LINES OF CREDIT WITH THE BANK OF MONTREAL, EFFECTIVE OCTOBER 1, 2020 TO SEPTEMBER 30, 2021:**

- |  |                  |
|--|------------------|
| <b>1. TOWN OPERATING FUND, BANK ACCOUNT<br/>MAXIMUM CREDIT</b>           | <b>\$700,000</b> |
| <b>2. WATER UTILITY OPERATING FUND, BANK ACCOUNT<br/>MAXIMUM CREDIT</b>  | <b>\$150,000</b> |
| <b>3. CORPORATE CREDIT CARDS<br/>MAXIMUM CREDIT (ALL CARDS COMBINED)</b> | <b>\$ 50,000</b> |

**CARRIED**

**d. RFD 042-2020:  
Financial Update  
#2 – Decision  
Points**

- Director MacLean advised the updates being provided are a little outside of the normal and a little more frequent due to COVID.
- Previously projects were deferred to assist in maintaining the budget. Due to savings the Town has the financial room to bring some items back.

**06-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL DIRECT STAFF TO IMPLEMENT THE FOLLOWING INITIATIVES PREVIOUSLY DEFERRED:**

**PATCHING/PAVING**

- **SUBJECT TO AVAILABILITY OF CONTRACTOR, AND SCHEDULING ADD \$30,000 BACK TO THE SCOPE OF WORK**

**CROSSWALK UPGRADES**

- **SUBJECT TO AVAILABILITY OF CONTRACTOR, SELECTION OF LOCATION AND SCHEDULING ADD \$30,000 BACK TO THE SCOPE OF WORK**

**SPP GRANTS**

- **SUBJECT TO REASONABLE MEETING THE REQUIREMENTS OF THE SPP AGREEMENTS, WITH SOME LATITUDE ON ATTENDANCE EXPECTATIONS, PROVIDE SPP GRANTS FOR ANY EVENT THAT IS NOW SCHEDULED TO OCCUR**
- **ADD BACK \$30,000**



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**Agenda Item**

**Discussion and Decisions**

**CARRIED**

**e. RFD 039-2020:  
Wolfville  
Monument**

- Director Thomason provided an overview of the request surrounding to have increased funds to finish around the monument.

**07-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:  
THAT COUNCIL INCREASE CAPITAL SPENDING ON THE REPLACEMENT OF THE WOLFVILLE WAR MONUMENT PROJECT FROM \$50,000 TO \$89,000, RECOGNIZING A GRANT CONTRIBUTION OF \$25,000 AND THE ADDITION OF THE FINISHED WALKWAY IN AND AROUND THE MONUMENT.**

**CARRIED**

**f. RFD 038-2020:  
Visitor Information  
Centre**

- Director Thomason advised tender was put forward and came in significantly over budget.
- Additional options were discussed and to maintain the budget the option would be to proceed with a renovation to the current building.

**08-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL AUTHORIZE STAFF TO START THE PROCESS OF DETAILING AND UNDERTAKING A RENOVATION TO THE CURRENT VISITOR INFORMATION CENTRE, PROVIDED THAT COSTING MEETS CURRENT CAPITAL ALLOCATIONS FOR THE NEW VISITOR INFORMATION CENTRE AND THAT THE SITE CAN BE READY FOR THE 2021 SEASON.**

**CARRIED**

**7. CAO Report**

- Director Lake provided clarity regarding several of the quality of life points. Mobility choices within the Town are being looked at surrounding micro-transit as well as further resources to present a package to the new Council.



**Agenda Item**

**Discussion and Decisions**

- A Code of Conduct for Acadia students will be completed near the end of the week and all students will be required to sign the document prior to attending University. Self-isolation by all students as well as testing has been implemented as per the direction of the health authority. This is the responsibility of Acadia University and information is updated surrounding their policies with COVID on the Acadia website.
- There has been additional security on behalf of the Town provided by a private security company over the past few weeks. Updates are being provided to the Town on a regular basis. The same schedule of Thursday, Friday and Saturday will continue for the month of September by the company for additional security measures.

**8. Committee Reports**

- (a.) **Kings Transit Authority (KTA)** – Nothing further to update outside of the included report.
- (b.) **Kings Point to Point** – Nothing further to update outside of the included report.

**9. Public Input/Question Period**

- No public input.

**10. Adjournment to In-Camera Meeting**

**09-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN TO AN IN-CAMERA MEETING AT 10:37 A.M.**

**CARRIED**

**11. Reconvene Regular Meeting**

**10-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING RECONVENE AT 10:54 A.M.**

**CARRIED**

**12. Adjournment of Regular Meeting**

**11-09-20 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN AT 10:55 A.M.**

**CARRIED**



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**Agenda Item**

**Discussion and Decisions**

**Approved by Committee of the Whole Motion 02-11-20, November 3, 2020  
As recorded by Amanda Brown, Assistant, Office of the CAO.**