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**ATTENDING**

- Mayor Wendy Donovan
- Deputy Mayor Oonagh Proudfoot
- Councillor Mike Butler
- Councillor Isabel Madeira-Voss
- Councillor Jodi MacKay
- Councillor Jennifer Ingham
- Councillor Wendy Elliott
- Chief Administrative Officer Erin Beaudin, and
- Recording Secretary Laura Morrison

**ALSO ATTENDING**

- Director of Engineering & Public Works, Tim Bouter
- Director of Planning & Development, Devin Lake
- Special Projects & Communications Coordinator, Barb Shaw
- Roger Boychuck, Fathom Studios
- Interested members of the Public

**CALL TO ORDER**

Chair, Mayor Donovan, called the meeting to order at 8:36am.

**Agenda Item**

- 1. Approval of Agenda**

**Discussion and Decisions**

**01-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED.**

**THE AGENDA WAS APPROVED AS AMENDED.**

**CARRIED**

- 2. Approval of Minutes September 7, 2021**

**02-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF SEPTEMBER 7, 2021, BE APPROVED AS CIRCULATED**

**CARRIED**

Mayor Donavan clarified in the minutes where it stated there was no additional cost for lease of land there is an additional cost related to the refurbishing of the tennis courts.

- 3. Public Input / Question Period**

- Kevin Gildart, property developer of the 292 Main Street project, shared his views on lack of affordable housing, environmental/lifestyle concerns and housing shortages.

- 4. Committee Reports (Internal)**



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**Agenda Item**

**Discussion and Decisions**

a. [Accessibility Advisory Committee](#)

No further information.

b. [Art in Public Spaces](#)

No further information.

c. [Audit Committee](#)

- Second quarter financials contain more information and available in coming weeks.
- Deed transfer tax has slowed for August & September meeting budget.
- On track for a small surplus at end of year, still lots of variables.
- Tax receivables up over last year.

d. [Planning Advisory Committee](#)

**03-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL ADOPT THE RECOMMENDATIONS FROM THE PLANNING ADVISORY COMMITTEE, FOCUSED ON IMPROVING THE HOUSING SITUATION IN THE TOWN, AND DIRECT STAFF TO WORK ON AND BRING BACK POTENTIAL AMENDMENTS TO SHORT-TERM RENTALS,**

**CARRIED**

**04-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL ADOPT THE RECOMMENDATIONS FROM THE PLANNING ADVISORY COMMITTEE, FOCUSED ON IMPROVING THE HOUSING SITUATION IN THE TOWN, AND DIRECT STAFF TO WORK ON AND BRING BACK POTENTIAL AMENDMENTS TO SINGLE ROOM OCCUPANCIES.**

**CARRIED**

**05-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL ADOPT THE RECOMMENDATIONS FROM THE PLANNING ADVISORY COMMITTEE, FOCUSED ON IMPROVING THE HOUSING SITUATION IN THE TOWN, AND DIRECT STAFF TO WORK ON AND BRING BACK POTENTIAL AMENDMENTS TO BUILDING HEIGHT.**

**CARRIED**

**06-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**Agenda Item**

**Discussion and Decisions**

**THAT COUNCIL AUTHORIZE STAFF TO SPEND UP TO \$150,000 FROM RESERVES TO COMPLETE A SECONDARY PLAN AND OTHER DILIGENCE RELATED TO WATER AND SEWER INFRASTRUCTURE FOR THE EAST END COMPREHENSIVE DEVELOPMENT DISTRICT LANDS.**

**CARRIED**

e. [Economic Development Task Force Project](#)

- Mayor Donovan provided an overview of the pre-circulated Information Report and Project Charter. Report to be brought back in December.

5. **CAO Report**

- Unable to get Special Constable designation for DTM Safety & Security officers.
- Rescoping Compliance Officer role.
- Homecoming weekend – working with Acadia looking at how to mitigate issues. Acadia working on an on-campus event.
- CAO will be bringing an RFD to Council regarding Municipal Services Agreement
- Staff retreat next week to finalize budget for 2022/23. Looking at special budget meeting in November for Council.
- Pickleball will be part of budget process for 2022/23.
- Our Climate Action Coordinator’s position will be extended until the end of March to allow completion of a number of initiatives being worked on. This position will come forward in the budget discussion
- CAO is meeting with CAO’s from HRM and Antigonish to discuss a variety of issues.
- At the retreat staff will consider how to improve communications around smaller operation items so when Council members are asked questions in the Town they can provide a response.

**6. Staff Reports for Discussion**

a. [IR: Crosswalk Update](#)

- Director of Engineering and Public Works Tim Bouter and Roger Boychuck, Fathom Studio presented on the pre-circulated reports on the Crosswalk Strategy.
- Director Bouter advised his department will be developing priorities going forward coming from these reports as well as information received from the Town residents and Council.
- The priorities are flexible to provide for engineering reports and unknowns.
- Director Lake provided an update on the Climate Action Plan.

b. [IR: Climate Action Plan](#)

c. [RFD 053-2021: Building Inspector Designation](#)

**07-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL APPOINT JAMES COLLICUTT AS A “BUILDING OFFICIAL” PURSUANT TO SECTION 5(2) OF THE BUILDING CODE ACT, CHAPTER 46 OF THE REVISED STATUTES, 1989 AND THAT THE MUNICIPALITY ALSO APPOINT JAMES COLLICUTT AS A “MUNICIPAL FIRE INSPECTOR” PURSUANT TO SUBSECTION 19(1)(B) OF THE FIRE SAFETY ACT, CHAPTER 6 OF THE ACTS OF 2002.**

**CARRIED**

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**Agenda Item**

**Discussion and Decisions**

- d. [RFD 044-2021: Municipal Alcohol Strategy](#)

**08-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:**

**THAT COUNCIL APPROVE THE DRAFT MUNICIPAL ALCOHOL POLICY FOR THE TOWN OF WOLFVILLE AS AMENDED; AND,**

**THAT STAFF REVIEW AND REPORT ON TOBACCO AND CANNABIS REGULATIONS AT A FUTURE DATE TO ENSURE ANY GAPS ARE ADDRESSED IN FUTURE POLICY REVIEW.**

**CARRIED**

**7. Committee Reports (External)**

- a. Valley Waste Resource Management ([VWRM](#)) • No further information
- b. Kings Transit Authority ([KTA](#)) • No further information
- c. Kings Point-to-Point ([KPPT](#)) • No further information
- d. Valley Community Fibre Network ([VCFN](#)) • No further information
- e. [Annapolis Valley Trails Coalition \(AVTC\)](#) • No further information
- f. Wolfville Business Development Corporation ([WBDC](#)) • No further information
- g. Diversity Kings ([DK](#)) • No further information

**8. Request for Agenda Item**

- a. Speed Limits • Cllrs. MacKay and Elliot request Town staff provide a report on speed limits and other traffic calming options in the Town with a lens on road safety.
- b. Harvest Moon Trail • Cllr. Ingham provided direction to Town staff to review the use of the Harvest Moon Trail.

**9. Public Input / Question Period**

- Kevin Gildart appreciates the process council went through relating to planning 18 to 20 months ago advising the pandemic has changed things.
- His project is about providing a solution, he is not wanting to do anything beyond height restrictions.
- There is a time sensitivity - certain windows when things can be executed.
- Public Art was not a cornerstone of the project but would support that.



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<b>Agenda Item</b>	<b>Discussion and Decisions</b>	
<b>10. Regular Meeting Adjourned to In- Camera Meeting</b>	<b>09-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE MEETING ADJOURN TO IN CAMERA MEETING AT 11:23AM</b>	<b>CARRIED</b>
<b>11. Regular Meeting Adjourned</b>	<b>10-10-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN AT 11:50 A.M.</b>	<b>CARRIED</b>

**Approved by Committee of the Whole Motion 02-11-21, November 2, 2021  
As recorded by Laura Morrison, EA/Town Clerk, Office of the CAO.**