



# Committee of the Whole

November 2, 2021

8:30 a.m.

Council Chambers, Town Hall

359 Main Street

## Agenda

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### 1. **Approval of Agenda**

### 2. **Approval of Minutes**

- a. Committee of the Whole Minutes, October 5, 2021

### 3. **Presentations**

### 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. **Conference Reports (Council)**

- a. Sustainable Communities (Cllr. Butler)

### 6. **Committee Reports (Internal)**

- a. Accessibility Advisory Committee



- b. Audit Committee
  - i. Info Report - Second Quarter Financials
- c. Environmental Sustainability
- d. RCMP Advisory Board
- e. Source Water Protection Advisory

## **7. CAO Report**

## **8. Staff Reports for Discussion**

- a. Info Report: Climate Action Plan
- b. Info Report: Active Transportation Network and Highland Avenue
- c. RFD 054-2021: Council Appointments to Committees
- d. RFD 055-2021: Policing Services Review
- e. Request for Direction: Policy Discussion – Grants to Organizations, Committees of Council, Deputy Mayor

## **9. Committee Reports (External)**

- a. Valley Waste Resource Management (VWRM)
- b. Kings Transit Authority (KTA)
- c. Valley Community Fibre Network (VCFN)
- d. Annapolis Valley Trails Coalition (AVTC)
- e. Wolfville Business Development Corporation (WBDC)
- f. Diversity Kings (DK)
- g. Kings REMO-REMAC

## **10. Public Input / Question Period**

## **11. Adjournment to In-Camera Meeting under *section 22(2)(e)(g) of the Municipal Government Act.***



- a. Contract Negotiations
- b. Legal

**12. Adjournment of In-Camera Meeting**

**13. Regular Meeting Reconvened**

**14. Regular Meeting Adjourned**

## CONFERENCE UPDATE

Title: Sustainable Communities Conference Report  
Date: 2021 October 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>

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The October Sustainable Communities Conference through the FCM (Federation of Canadian Municipalities) was held over three days in a virtual style. National and International industry experts led workshops and generated thoughtprovoking discussion around sustainability within communities, with much disucssion over marginilized communities throughout Canada.

Over 200 sustainability leaders participated.

From what I could tell from the many chat rooms I was in, I was one of very few from Nova Scotia so it was great to listen to what was happening, knowing how hard we're working in Wolfville to be environmentally sustainable.

All conference workshops will be made available at a later date if one was missed or if a participant wished to share it with colleagues,

### **Day One:**

- Keynote speaker Dr. Debroah McGregor led a great workshop on reconciliation, Indigenous justice and nature-based solutions within the Indigenous communities, with lots of discussion around safe drinking water, funding for climate programs, using the teachings of the Indigenous communties in schools and in community workshops.
- A few workshops around local financing programs which didn't pertain to Wolfville/Smaller Communities but still informative as more funding and grants become available.
- Net-Zero Community Deisgn workshop was fascinating but again, our speaker was from Edmonton, using that city as a model so, I had to adjust my way of processing the information for Wolfville; and it seems we are already on a great path for our goals. There was a bit of focus on AT plans, grid style movement, and micro-transit.

### **Day Two:**

- The Expert Panel disucssion was in regard to 'What's Next for Communities in the Path to Net Zero' and it focused on how to engage those within the community (all ages and abilities) to educate each other, make information available through all forms (social media, mail outs) and put emphasis on making everyone a part of the change, not just Government.
- The three afternoon workshops were: Solutions for Smaller Municipalities, Parks and Resiliency, and The Pathway to Net Zero Home Retrofits and all were very interesting. It made me realize that Wolfville is ahead of the game in many ways and the local companies we have are already promoting a better way to build a home, upgrade a home and promote that to all ages. We



## CONFERENCE UPDATE

Title: Sustainable Communities Conference Report  
Date: 2021 October 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>

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discussed, in depth, about AT plans and accessibility for parks and public spaces and once those areas are defined in a community- use them as a space to hold climate walks, info sessions etc.

### Day Three:

- This day wasn't as productive as day two, with most of the workshops discussing communities that were much larger in scale than Wolfville, but still, some ideas were retained. Example: one workshop compared Singapore to Canada, and they tried to break it down for smaller areas but, it lost something. Still, some of the micro-transit ideas, solar farm, and home upgrade discussions were great.

- The workshop on funding and municipal support was interesting and I'm excited to explore the local, provincial, and federal government options for funding that might be available, but Wolfville came across as unique in that we are already discussing many of the options that were presented as NEW at this conference.

Very beneficial and I'm excited for Wolfville's Climate Change path.

**Respectfully Submitted,  
Councillor Mike Butler**

## COMMITTEE UPDATE

Title: Accessibility Advisory Committee

Date: November 2, 2021

Department: Committee of the Whole

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The last meeting of AAC met virtually via Teams on October 18, 2021. The next meeting is scheduled for November 8, 2021 in hybrid form, virtual and in person.

The meeting started off with another discussion of Rick Hansen certified and Rick Hansen Gold certified around the Town's public buildings. The committee recommends striving for minimum RHC on most buildings. Public input will be valuable from now until April 2022.

Director MacLean reported there were no written complaints, however he did respond to a request to have railings installed on the Millennium Trail by Orchard Ave. Without winter maintenance this would prove high risk, and safety standards cannot be met this year.

Feedback from the walkabout of public spaces in July was presented briefly with more detailed information to follow. Topics included: what surface to consider, what services or service level to provide, what signage, and what standards are important.

An update on an audit of Accessible parking spaces was presented. With 32 total spaces identified. Only 14 met all accessible standards. Staff will address deficiencies and incorporate in the next version of the Accessibility plan.

Respectively submitted by:

Councillor Jennifer Ingham

## COMMITTEE UPDATE

Title: Audit Committee Update  
Date: October, 2021  
Department: Audit for Committee of the Whole

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### UPDATE

Meeting was held in Council Chambers with all members present.

From Director that will be noted in his report to COW:

- Director MacLean provided an overview of the 2<sup>nd</sup> Quarter Financial Information Report.
- There is a slight adjusted surplus mainly due to timings/delays.
- Discussion on how ongoing operational costs/savings are included in the budget for Capital Projects.
- Some of the larger Capital projects will flow into next year. Some of the smaller ones have started.
- Discussion on using Deed Transfer tax surplus development projects.

We are in the upper half of the year end benchmark regarding outstanding taxes.

Questions around Deed Transfer – and should surplus go into a special project and not general rate.

Committee was notified that Active Transportation was coming to November COW – and there would be financial considerations. Crosswalk Policy was circulated to the committee for information,

When looking at Capital Expenditures – is there an operational spin off – if so how do we incorporate that into future budgeting.

Development fees – we don't currently charge – should we? Future discussions.

Tax Sale Policy – could this be distributed to the Audit Committee?

Considerations for PACE – taxes plus the tax loan could increase receivables that could potentially not be paid. Something to watch.

Respectfully submitted,

Jodi MacKay

## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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## SUMMARY

### 2<sup>nd</sup> Quarter Financial Update

The quarterly financial update reviewed by Audit Committee and forwarded to Council (Committee of the Whole) contributes to ensuring the Town fulfils it's responsibilities outlined in Section 44 of the Municipal Government Act (MGA) and Council's role of financial oversight. The financial updates also contribute to the Town's commitment to transparency and accountability to the public.

This is the Audit Committee's second look at financial results for the Town and Water Utility in the 2021/22 fiscal year. Second quarter variances should provide a better indicator of trends likely to impact the year-end financial results. There have been a few changes in actual results compared to expected budget results in the second quarter as compared to the June 30<sup>th</sup> results. The adjusted surplus forecast has improved since the last quarterly update. The COVID pandemic continues to impact the economy and to some extent makes it more difficult to forecast year end results with the same confidence level as pre-covid days.

Taking all variances into account, as well as expected timing differences, the Town remains in a position to end the year with a relatively small surplus.

**This Information Report, as well as the financial reports attached to it, were reviewed by the Audit Committee on October 22<sup>nd</sup>. After review and discussion the Audit Committee passed the following motion:**

*THAT THE AUDIT COMMITTEE FORWARD THE INTERIM FINANCIAL REPORT (AS AT SEPT 30, 2021) TO THE NOVEMBER 2, 2021 COMMITTEE OF THE WHOLE MEETING.*

**This report is now before Committee of the Whole (COW) to complete the reporting cycle on the half way point of the fiscal year.**

**No further motion is required at COW as this report is for information purposes only.**

## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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### 1) CAO COMMENTS

Typically added when report moves forward to Committee of the Whole.

### 2) REFERENCES AND ATTACHMENTS

- 2021/22 Operations Plan, approved by Council in March 20212
- September 30/21 Variance Report (**attached**)
- September 30/21 Summary of Significant Variances (**attached**)
- June 30/21 Variance Report
- June 30/21 Summary of Significant Variances

### 3) DISCUSSION

**The discussion below, reviewed at Audit Committee, requires little to no update since that meeting. A review of supplier invoices posted subsequent to preparing the September variance report shows no material amounts were missed in the cut-off required for September 30<sup>th</sup> analysis. There is a small update under the Outstanding Taxes sub-heading further down this report.**

This is the Committee's second look at a financial update for the 2021/22 fiscal year. The quarterly financial update provides the Audit Committee and Council with an overview of how the Town's financial results are doing in comparison to the budgeted expectations up to the most recent quarter end. The financial variances can provide insight into how well Town staff are carrying out the goals of Council's annual Operations Plan, i.e. the reason why an actual result is different than budget plan can be an indicator of issues that need to be addressed, opportunities for improvements, and/or successful initiatives.

In addition, it provides an opportunity to update on other financial balances that might otherwise not be reviewed until year end, e.g. outstanding accounts receivables.

The following information will:

- cover the second quarter variance reports for the Town's Operating and Water Utility Operating Funds,
- updates on the Capital Projects, and
- updates on outstanding receivables

The attached Financial Variance Report and Summary of Significant Variances provides additional details.

#### **Town Operating Fund**

## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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The attached September 30<sup>th</sup> Financial Variance Report focuses on actual results compared to expected budget results for the first half of the year. The monthly breakdown is based on when the revenue or expenditure is planned, not simply a 1/12ths allocation.

Included is the summary page of all Town operating activities, accompanied by Divisional and Department breakdowns. The report includes actual to date, budget to date, annual budget, and prior year actual to date. Although not directly related to planned operations for the current year, the prior year comparison is an added piece of data to aid financial analysis.

### Town of Wolfville Operating Fund

	<b>Actual</b> <b>Sept 30, 2021</b>	<b>Budget</b> <b>Sept 30, 2021</b>	<b>Variance</b> <b>over/(under) budget</b>
<b>Revenues</b>	\$9,572,150	\$9,322,301	\$249,849
<b>Expenditures</b> (operating/capital & reserves)	5,817,102	6,148,504	(331,402)
<b>Net Surplus</b>	\$3,755,048	\$3,173,797	\$581,251

As noted in the table, results for the first half of the year are \$581,000 better than budget. This is a larger variance than reported in June results. Taking the Sept 30<sup>th</sup> Net Surplus, and accounting for timing differences and expected changes yields a somewhat smaller adjusted year end forecast.

#### Timing Difference Reconciliation

Surplus variance, as of Sept 30/21		\$ 581,251
Revenue variance timing adjustments		
Deed Transfer Tax	(70,000)	
Other	-	
		<u>(70,000)</u>
Expense variance timing adjustments		
Salary and Wages	(16,600)	
Operational Equip/Supplies	(76,600)	
Grants to Organizations	(120,000)	
Partner Contributions	(130,000)	
Other Debt Charges	(10,300)	
		<u>(353,500)</u>
<b>Adjusted Surplus Forecast</b>		<b><u>\$ 157,751</u></b>

## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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The adjusted result is still a surplus and it has increased from the very small Adjusted Surplus Forecast noted in the 1<sup>st</sup> quarter financial update (\$19,459 at that time). Although still a relatively small forecast surplus (1.4% variance from budget), it is more likely that a surplus result can be achieved. It would largely be attributed to higher than expected revenues, not from overall savings on expenditures.

A review of the summary of all revenues and expenses pages of the Financial Variance Report (page 2 and 3 of the report) shows the largest overspending variances from budget are generally smaller amounts in terms of dollars (less than \$10,000). The exception to this trend would be Program Expenditures and Legal with each of these \$19,000 more than budget.

- Program Expenditures includes the cost of PACE Atlantic CIC, the company administering the Town's "Switch" Program. There was no budget amount for this expense. Through an FCM Climate Change program the cost of PACE Atlantic CIC will be fully offset by way of grant revenue.
- Legal is over budget and this was previously reported in the June 30<sup>th</sup> financial update. Costs associated development of the Town's new harassment policy (\$11,400) make up the majority of the overage. Smaller cost overruns occur in other departments, but they may be timing differences by year end.

The largest overspending percentage variances also tend to be in the smaller dollar amounts, again with Program Expenditures and Legal being the exception to that.

There are numerous larger variances related to underspending to date. In some cases, those are actual costs coming in less than budget estimates, but in many cases they are timing differences between when actual costs incurred compared to what month the budget was allocated to. Note above where \$353,000 is noted as timing differences in spending, i.e. the apparent savings reflected in September 30<sup>th</sup> results will disappear by year end when dollars actually spent.

A table containing key Divisional variances > \$5,000 is attached to this report. Additional explanations of those variances can be found in that document.

### **Town Capital Fund**

A summary is provided in the Interim Variance Report attached. Actual costs incurred in current year remains well below budget with only \$1,061,671 having been spent to end of September. This compares to a \$4,641,500 total budget. Refer to summary of all projects in the Interim Financial Variance Report (page 43).

Several projects are now underway, however the following note from the June 30<sup>th</sup> Financial Update still applies;

## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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*The change-over in staff within the Department of Public Works, as well as the additional analysis underway to review active transportation options on Highland Avenue has meant major projects in this year's budget are unlikely to occur this year. Several, such as Highland Avenue, have already been moved to early drafts of the 2022/23 Capital Budget. In the long run many of these projects should benefit with the additional analysis and cost estimates should be improved.*

### **Water Utility**

The Utility ended the first half of the year \$28,900 worse than budget, i.e. net deficit. This is less than the deficit variance of \$117,700 at end of June. It is once again largely expenditure based, not revenue. In fact, revenues are now \$18,000 higher than budget.

In terms of expenditures, the Utility shows the following:

- Operational Equipment in Power & Pumping Dept is \$45,000 over budget. This mainly relates to a pump replacement and once final costs finalized, this new pump will be reallocated to capital spending. This is an o/s journal from first quarter.
- Operational Equipment and Supplies in Distribution Dept is still \$36,600 over budget. At this point in time this is a timing difference. Almost \$28,000 has been incurred for pavement replacement as part of repairs related to water main breaks/leaks. In past years this allocation of costs is not posted to the Water Utility accounts until 3<sup>rd</sup> or 4<sup>th</sup> quarter.
- Contracted Service now shows as well under budget by \$23,200. This is comprised of two parts. One is well decommissioning costs of \$10,000 has not been incurred yet (Power and Pumping Dept) and \$15,000 in Adm Dept is part of an allocation of Town costs now being reflected in Office expenses. The Utility is also looking to carry out a Rate Study which likely won't start until the last quarter of this fiscal year.

As noted in the update on June 30<sup>th</sup> results, metered sales appear to be making a recovery from the low levels during the 2020 COVID shutdowns. In addition to this, Acadia University incurred a higher than usual water bill for the sports facility. Town staff notified Acadia staff as soon as the consumption data was available from the 2<sup>nd</sup> quarter meter readings. Town Utility staff have carried out an extra reading of the meter and no issues were found with its operation. At this stage our staff are not aware if Acadia has identified the issue in their facility. Acadia has paid the invoice.

### **Outstanding Taxes**

**Since this Info Report was prepared for the Audit Committee meeting, an additional \$55,000 in property tax payments has been received. This brings the amount outstanding as of today's date**



## INFORMATION REPORT

Title: 2<sup>nd</sup> Quarter Financial Update  
Date: 2021-10-22 Audit Committee – **UPDATED FOR COW**  
Department: Finance

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**(October 22<sup>nd</sup>) down to \$585,000. This is not only lower than at end of October 2020, but also lower than the balance outstanding two years ago. (\$607,700).**

At September 30, 2021 there was just over \$1,024,000 in tax arrears. Over \$383,000 has been received since September 30<sup>th</sup>, leaving the total balance o/s as of today's date (October 20<sup>th</sup>) at \$640,766. This compares favourable to a year ago where there was still \$688,000 on the books at the end of October.

As always, efforts will continue to bring the balance down as far as possible. Some preliminary work was begun on a tax sale list, and this effort will have to start up again in the coming months.

### **Council/CAO Expenses**

No summary of costs has been provided with this report. Finance staff have been posting expense summaries on the Town's website after each quarter end. Note for Council, the dollar amount so far this year is quite low. Well below budget. For example, the Professional Development expense for all of Council is \$469 as of September 30<sup>th</sup>.

## **4) FINANCIAL IMPLICATIONS**

Not applicable. This report for information purposes only

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

No specific references provided. Generally, the quarterly financial updates help to provide transparency and accountability. In addition, where variances are materially significant, the reports can assist Council in ensuring projects/programs are affordable, and enhance the organization's ability to stay on course

## **6) COMMUNICATION REQUIREMENTS**

This document and associated report are part of Council's communication and accountability to the public. No other specific communications considered at this time.

## **7) FUTURE COUNCIL INVOLVEMENT**

After review by Audit Committee, this report and related financial statements will be forwarded to COW to complete the reporting cycle

**Interim Financial Variance Report**  
**Town of Wolfville**  
**As at September 30, 2021**



A cultivated experience for the mind, body, and soil

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GP-2013 Wolfville  
Town Operating Fund  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Taxes and grants in lieu of taxes	\$8,792,263	\$8,583,561	\$208,702	\$9,724,500	\$8,360,669
Cost sharing recoveries	332,846	330,410	2,436	660,900	341,671
Sewer charges	261,121	253,482	7,639	509,000	207,715
Sale of services and other revenue	126,983	103,248	23,735	268,900	62,584
Provincial & Federal Grants	58,937	51,600	7,337	98,600	58,752
	<u>9,572,150</u>	<u>9,322,301</u>	<u>249,849</u>	<u>11,261,900</u>	<u>9,031,391</u>
<b>EXPENSES</b>					
Salary and wages	1,300,624	1,374,318	(73,694)	2,597,300	1,137,452
Employee Benefits	265,658	256,032	9,626	501,800	232,483
Meetings, Meals and Travel	5,222	9,425	(4,203)	24,000	3,044
Professional Development	23,080	30,802	(7,722)	66,900	4,239
Membership Dues & Fees	9,022	11,873	(2,851)	19,600	10,307
Advertising	3,479	12,122	(8,643)	24,500	5,646
Telecommunications	17,346	19,467	(2,121)	39,300	17,576
Office Expense	27,566	31,845	(4,279)	59,900	23,488
Legal	43,154	23,848	19,306	52,700	15,293
Insurance	140,994	140,125	869	154,500	105,878
Marketing and Communications	4,221	2,250	1,971	4,500	
Audit	1,064		1,064	21,500	3,103
Stipends & Honorariums	93,999	96,927	(2,928)	207,900	92,301
Miscellaneous	1,452	600	852	1,400	5
Heat	4,435	3,480	955	26,200	2,380
Utilities	74,851	66,441	8,410	138,200	55,937
Building Repairs and Maintenance	89,434	93,476	(4,042)	136,600	16,610
Vehicle Fuel	20,542	20,181	361	47,700	13,032
Vehicle Repairs & Maintenance	67,936	65,677	2,259	144,100	69,309
Vehicle Insurance	18,941	19,200	(259)	19,200	12,630
Operational Equip & Supplies	308,939	374,032	(65,093)	563,100	221,917
Equipment Maintenance	4,560	5,000	(440)	10,000	12,913
Equipment Rentals	4,855	2,500	2,355	5,000	600
Program Expenditures	61,279	41,700	19,579	80,100	9,793
Contracted Services	1,538,088	1,553,620	(15,532)	2,693,600	1,319,004
Grants to Organizations	103,500	144,200	(40,700)	154,200	64,350
Licenses and Permits	1,589		1,589	3,300	1,674
Tax Exemptions	109,195	111,755	(2,560)	111,800	102,858
Election					11,391
Partner Contributions	780,141	942,446	(162,305)	1,823,900	753,968
Other debt charges	3,078	9,400	(6,322)	10,100	12,882
Doubtful accounts allowance				2,500	
	<u>5,128,244</u>	<u>5,462,742</u>	<u>(334,498)</u>	<u>9,745,400</u>	<u>4,332,063</u>
Net Operational Surplus	<u>4,443,906</u>	<u>3,859,559</u>	<u>584,347</u>	<u>1,516,500</u>	<u>4,699,328</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture principal	601,757	601,800	(43)	601,800	562,886
Debenture interest	87,101	83,962	3,139	180,400	79,052
Operating reserves				(294,600)	
Capital Reserves				1,028,900	
	<u>688,858</u>	<u>685,762</u>	<u>3,096</u>	<u>1,516,500</u>	<u>641,938</u>
NET SURPLUS (DEFICIT)	<u>3,755,048</u>	<u>3,173,797</u>	<u>581,251</u>		<u>4,057,390</u>

GP-2013 Wolfville  
Town Operating Fund  
For the Six Months Ending Thursday, September 30, 2021

	Financial Results To				Annual Budget 3/31/2022	Previous Year Actual 9/30/2020
	Actual 9/30/2021	Budget 9/30/2021	VARIANCE			
<b>REVENUES</b>						
Taxes and grants in lieu of taxes	\$ 8,792,263	\$ 8,583,561	\$ 208,702		\$9,724,500	\$8,360,669
Cost sharing recoveries	332,846	330,410	2,436		660,900	341,671
Sewer charges	261,121	253,482	7,639		509,000	207,715
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Provincial & Federal Grants	58,937	51,600	7,337		98,600	58,752
	<u>9,572,150</u>	<u>9,322,301</u>	<u>249,849</u>		<u>11,261,900</u>	<u>9,031,391</u>
<b>EXPENSES</b>						
Program Expenditures	61,279	41,700	19,579	147.0%	80,100	9,793
Legal	43,154	23,848	19,306	181.0%	52,700	15,293
Employee Benefits	265,658	256,032	9,626	103.8%	501,800	232,483
Utilities	74,851	66,441	8,410	112.7%	138,200	55,937
Equipment Rentals	4,855	2,500	2,355	194.2%	5,000	600
Vehicle Repairs & Maintenance	67,936	65,677	2,259	103.4%	144,100	69,309
Marketing and Communications	4,221	2,250	1,971	187.6%	4,500	-
Licenses and Permits	1,589		1,589	#DIV/0!	3,300	1,674
Audit	1,064	-	1,064	#DIV/0!	21,500	3,103
Heat	4,435	3,480	955	127.4%	26,200	2,380
Insurance	140,994	140,125	869	100.6%	154,500	105,878
Miscellaneous	1,452	600	852	242.0%	1,400	5
Vehicle Fuel	20,542	20,181	361	101.8%	47,700	13,032
Election	-	-	-	#DIV/0!		11,391
Doubtful accounts allowance	-	-	-	#DIV/0!	2,500	-
Vehicle Insurance	18,941	19,200	(259)	98.7%	19,200	12,630
Equipment Maintenance	4,560	5,000	(440)	91.2%	10,000	12,913
Telecommunications	17,346	19,467	(2,121)	89.1%	39,300	17,576
Tax Exemptions	109,195	111,755	(2,560)	97.7%	111,800	102,858
Membership Dues & Fees	9,022	11,873	(2,851)	76.0%	19,600	10,307
Stipends & Honorariums	93,999	96,927	(2,928)	97.0%	207,900	92,301
Building Repairs and Maintenance	89,434	93,476	(4,042)	95.7%	136,600	16,610
Meetings, Meals and Travel	5,222	9,425	(4,203)	55.4%	24,000	3,044
Office Expense	27,566	31,845	(4,279)	86.6%	59,900	23,488
Other debt charges	3,078	9,400	(6,322)	32.7%	10,100	12,882
Professional Development	23,080	30,802	(7,722)	74.9%	66,900	4,239
Advertising	3,479	12,122	(8,643)	28.7%	24,500	5,646
Contracted Services	1,538,088	1,553,620	(15,532)	99.0%	2,693,600	1,319,004
Grants to Organizations	103,500	144,200	(40,700)	71.8%	154,200	64,350
Operational Equip & Supplies	308,939	374,032	(65,093)	82.6%	563,100	221,917
Salary and wages	1,300,624	1,374,318	(73,694)	94.6%	2,597,300	1,137,452
Partner Contributions	780,141	942,446	(162,305)	82.8%	1,823,900	753,968
	<u>5,128,244</u>	<u>5,462,742</u>	<u>-334,498</u>		<u>9,745,400</u>	<u>4,332,063</u>
Net Operational Surplus	<u>4,443,906</u>	<u>3,859,559</u>	<u>584,347</u>		<u>1,516,500</u>	<u>4,699,328</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>						
Debenture principal	601,757	601,800	-43		601,800	562,886
Debenture interest	87,101	83,962	3,139		180,400	79,052
Operating reserves					(294,600)	
Capital Reserves					1,028,900	
	<u>688,858</u>	<u>685,762</u>	<u>3,096</u>		<u>1,516,500</u>	<u>641,938</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>3,755,048</u>	<u>3,173,797</u>	<u>581,251</u>		<u>1,516,500</u>	<u>4,057,390</u>

GP-2013 Wolfville  
Town Operating Fund  
For the Six Months Ending Thursday, September 30, 2021

	Financial Results To				Annual	Previous Year
	Actual 9/30/2021	Budget 9/30/2021	VARIANCE		Budget 3/31/2022	Actual 9/30/2020
<b>REVENUES</b>						
Taxes and grants in lieu of taxes	\$ 8,792,263	\$ 8,583,561	\$ 208,702		\$9,724,500	\$8,360,669
Cost sharing recoveries	332,846	330,410	2,436		660,900	341,671
Sewer charges	261,121	253,482	7,639		509,000	207,715
Sale of services and other revenue	126,983	103,248	23,735		268,900	62,584
Provincial & Federal Grants	58,937	51,600	7,337		98,600	58,752
	<u>9,572,150</u>	<u>9,322,301</u>	<u>249,849</u>		<u>11,261,900</u>	<u>9,031,391</u>
<b>EXPENSES</b>						
Audit	1,064	-	1,064	#DIV/0!	21,500	3,103
Licenses and Permits	1,589	-	1,589	#DIV/0!	3,300	1,674
Election	-	-	-	#DIV/0!	-	11,391
Doubtful accounts allowance	-	-	-	#DIV/0!	2,500	-
Miscellaneous	1,452	600	852	242.0%	1,400	5
Equipment Rentals	4,855	2,500	2,355	194.2%	5,000	600
Marketing and Communications	4,221	2,250	1,971	187.6%	4,500	-
Legal	43,154	23,848	19,306	181.0%	52,700	15,293
Program Expenditures	61,279	41,700	19,579	147.0%	80,100	9,793
Heat	4,435	3,480	955	127.4%	26,200	2,380
Utilities	74,851	66,441	8,410	112.7%	138,200	55,937
Employee Benefits	265,658	256,032	9,626	103.8%	501,800	232,483
Vehicle Repairs & Maintenance	67,936	65,677	2,259	103.4%	144,100	69,309
Vehicle Fuel	20,542	20,181	361	101.8%	47,700	13,032
Insurance	140,994	140,125	869	100.6%	154,500	105,878
Contracted Services	1,538,088	1,553,620	(15,532)	99.0%	2,693,600	1,319,004
Vehicle Insurance	18,941	19,200	(259)	98.7%	19,200	12,630
Tax Exemptions	109,195	111,755	(2,560)	97.7%	111,800	102,858
Stipends & Honorariums	93,999	96,927	(2,928)	97.0%	207,900	92,301
Building Repairs and Maintenance	89,434	93,476	(4,042)	95.7%	136,600	16,610
Salary and wages	1,300,624	1,374,318	(73,694)	94.6%	2,597,300	1,137,452
Equipment Maintenance	4,560	5,000	(440)	91.2%	10,000	12,913
Telecommunications	17,346	19,467	(2,121)	89.1%	39,300	17,576
Office Expense	27,566	31,845	(4,279)	86.6%	59,900	23,488
Partner Contributions	780,141	942,446	(162,305)	82.8%	1,823,900	753,968
Operational Equip & Supplies	308,939	374,032	(65,093)	82.6%	563,100	221,917
Membership Dues & Fees	9,022	11,873	(2,851)	76.0%	19,600	10,307
Professional Development	23,080	30,802	(7,722)	74.9%	66,900	4,239
Grants to Organizations	103,500	144,200	(40,700)	71.8%	154,200	64,350
Meetings, Meals and Travel	5,222	9,425	(4,203)	55.4%	24,000	3,044
Other debt charges	3,078	9,400	(6,322)	32.7%	10,100	12,882
Advertising	3,479	12,122	(8,643)	28.7%	24,500	5,646
	<u>5,128,244</u>	<u>5,462,742</u>	<u>-334,498</u>		<u>9,745,400</u>	<u>4,332,063</u>
Net Operational Surplus	<u>4,443,906</u>	<u>3,859,559</u>	<u>584,347</u>		<u>1,516,500</u>	<u>4,699,328</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>						
Debenture principal	601,757	601,800	-43		601,800	562,886
Debenture interest	87,101	83,962	3,139		180,400	79,052
Operating reserves					(294,600)	
Capital Reserves					1,028,900	
	<u>688,858</u>	<u>685,762</u>	<u>3,096</u>		<u>1,516,500</u>	<u>641,938</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>3,755,048</u>	<u>3,173,797</u>	<u>581,251</u>			<u>4,057,390</u>

GP-2013 Wolfville  
GENERAL GOVERNMENT DIVISION  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Taxes and grants in lieu of taxes	\$8,398,236	\$8,187,461	\$210,775	\$9,328,400	\$7,969,481
Cost sharing recoveries	127,746	126,410	1,336	252,900	127,989
Sale of services and other revenue	52,819	55,350	(2,531)	160,500	24,742
Provincial & Federal Grants	36,137	36,100	37	71,100	38,742
	<u>8,614,938</u>	<u>8,405,321</u>	<u>209,617</u>	<u>9,812,900</u>	<u>8,160,954</u>
<b>EXPENSES</b>					
Salary and wages	312,250	333,973	(21,723)	656,000	305,940
Employee Benefits	64,014	65,260	(1,246)	134,500	64,781
Meetings, Meals and Travel	2,212	2,350	(138)	6,700	42
Professional Development	17,620	23,302	(5,682)	51,900	3,451
Membership Dues & Fees	4,810	5,648	(838)	8,800	5,171
Advertising	3,410	4,122	(712)	8,500	3,767
Telecommunications	6,185	7,301	(1,116)	14,900	6,754
Office Expense	16,223	17,120	(897)	30,600	16,075
Legal	26,415	15,000	11,415	30,000	5,124
Insurance	137,834	138,325	(491)	147,000	104,413
Marketing and Communications	3,262	500	2,762	1,000	
Audit	1,064		1,064	21,500	3,103
Stipends & Honorariums	83,724	83,727	(3)	167,500	82,201
Miscellaneous	890	600	290	1,400	5
Heat	2,415	1,600	815	15,100	1,563
Utilities	2,038	2,850	(812)	5,700	2,459
Building Repairs and Maintenance	45,782	16,200	29,582	20,000	3,404
Operational Equip & Supplies	60,489	94,006	(33,517)	122,000	24,821
Program Expenditures	39,966	6,000	33,966	12,000	
Contracted Services	58,118	63,100	(4,982)	91,100	30,236
Grants to Organizations	83,500	63,900	19,600	73,900	16,000
Tax Exemptions	109,195	111,755	(2,560)	111,800	102,858
Election					11,391
Other debt charges	3,078	9,400	(6,322)	10,100	12,882
Doubtful accounts allowance				2,500	
	<u>1,084,494</u>	<u>1,066,039</u>	<u>18,455</u>	<u>1,744,500</u>	<u>806,441</u>
Net Operational Surplus	<u>7,530,444</u>	<u>7,339,282</u>	<u>191,162</u>	<u>8,068,400</u>	<u>7,354,513</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	3,160		3,160		
	<u>3,160</u>		<u>3,160</u>		
NET SURPLUS (DEFICIT)	<u><u>7,527,284</u></u>	<u><u>7,339,282</u></u>	<u><u>188,002</u></u>	<u><u>8,068,400</u></u>	<u><u>7,354,513</u></u>

GP-2013 Wolfville  
Legislative  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Employee Benefits	\$2,947	\$3,289	(\$342)	\$6,600	\$2,324
Meetings, Meals and Travel	1,569	1,152	417	4,300	
Professional Development	469	5,800	(5,331)	16,900	
Membership Dues & Fees	2,922	3,048	(126)	6,100	3,211
Advertising				300	391
Telecommunications	987	1,680	(693)	3,400	1,515
Stipends & Honorariums	83,724	83,727	(3)	167,500	82,201
Miscellaneous	886	500	386	1,200	
	<u>93,504</u>	<u>99,196</u>	<u>(5,692)</u>	<u>206,300</u>	<u>89,642</u>
Net Operational Surplus	<u>(93,504)</u>	<u>(99,196)</u>	<u>5,692</u>	<u>(206,300)</u>	<u>(89,642)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(93,504)</u>	<u>(99,196)</u>	<u>5,692</u>	<u>(206,300)</u>	<u>(89,642)</u>



GP-2013 Wolfville  
General Administration  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Cost sharing recoveries					\$6,650
					<u>6,650</u>
<b>EXPENSES</b>					
Salary and wages	111,040	129,298	(18,258)	258,700	153,091
Employee Benefits	16,317	21,333	(5,016)	49,800	27,843
Meetings, Meals and Travel	452	500	(48)	1,000	42
Membership Dues & Fees	1,048	1,800	(752)	1,900	1,107
Advertising	2,628	4,020	(1,392)	8,000	3,376
Telecommunications	1,018	1,710	(692)	3,500	1,645
Office Expense	244	600	(356)	1,200	400
Legal	24,428	7,500	16,928	15,000	2,021
Marketing and Communications	1,937	500	1,437	1,000	
Program Expenditures		6,000	(6,000)	12,000	
Contracted Services	7,300	27,500	(20,200)	55,000	
Election					11,391
	<u>166,412</u>	<u>200,761</u>	<u>(34,349)</u>	<u>407,100</u>	<u>200,916</u>
Net Operational Surplus	<u>(166,412)</u>	<u>(200,761)</u>	<u>34,349</u>	<u>(407,100)</u>	<u>(194,266)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u><u>(166,412)</u></u>	<u><u>(200,761)</u></u>	<u><u>34,349</u></u>	<u><u>(407,100)</u></u>	<u><u>(194,266)</u></u>

GP-2013 Wolfville  
Human Resources  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Employee Benefits	\$3,802	\$4,500	(\$698)	\$9,000	\$4,565
Meetings, Meals and Travel	103	450	(347)	900	
Professional Development	17,150	17,502	(352)	35,000	3,451
Membership Dues & Fees	151		151		149
Advertising	782		782		
Office Expense	1,530		1,530		255
Legal	1,987	7,500	(5,513)	15,000	3,103
Operational Equip & Supplies	3,700	1,550	2,150	10,000	63
	<u>29,205</u>	<u>31,502</u>	<u>(2,297)</u>	<u>69,900</u>	<u>11,586</u>
Net Operational Surplus	<u>(29,205)</u>	<u>(31,502)</u>	<u>2,297</u>	<u>(69,900)</u>	<u>(11,586)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(29,205)</u>	<u>(31,502)</u>	<u>2,297</u>	<u>(69,900)</u>	<u>(11,586)</u>

GP-2013 Wolfville  
Finance  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Cost sharing recoveries	\$33,350	\$33,350		\$66,700	\$33,350
Sale of services and other revenue	1,950	900	1,050	1,800	2,305
	<u>35,300</u>	<u>34,250</u>	<u>1,050</u>	<u>68,500</u>	<u>35,655</u>
<b>EXPENSES</b>					
Salary and wages	121,789	119,953	1,836	239,900	115,514
Employee Benefits	23,772	21,592	2,180	41,200	21,856
Meetings, Meals and Travel	87	149	(62)	300	
Membership Dues & Fees	688	800	(112)	800	704
Telecommunications	522	540	(18)	1,100	537
Office Expense	1,329	1,450	(121)	2,900	653
Audit	1,064		1,064	21,500	3,103
Miscellaneous	3	100	(97)	200	5
	<u>149,254</u>	<u>144,584</u>	<u>4,670</u>	<u>307,900</u>	<u>142,372</u>
Net Operational Surplus	<u>(113,954)</u>	<u>(110,334)</u>	<u>(3,620)</u>	<u>(239,400)</u>	<u>(106,717)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(113,954)</u>	<u>(110,334)</u>	<u>(3,620)</u>	<u>(239,400)</u>	<u>(106,717)</u>

GP-2013 Wolfville  
IT  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
<b>REVENUES</b>					
Cost sharing recoveries	\$18,900	\$18,900		\$37,800	\$10,500
	<u>18,900</u>	<u>18,900</u>		<u>37,800</u>	<u>10,500</u>
<b>EXPENSES</b>					
Salary and wages	76,346	79,073	(2,727)	146,100	34,494
Employee Benefits	16,816	13,531	3,285	25,800	7,911
Meetings, Meals and Travel		100	(100)	200	
Telecommunications	2,935	2,459	476	5,000	2,149
Office Expense	12		12		
Operational Equip & Supplies	54,853	91,454	(36,601)	110,000	25,380
Contracted Services	50,818	35,600	15,218	36,100	30,236
	<u>201,780</u>	<u>222,217</u>	<u>(20,437)</u>	<u>323,200</u>	<u>100,170</u>
Net Operational Surplus	<u>(182,880)</u>	<u>(203,317)</u>	<u>20,437</u>	<u>(285,400)</u>	<u>(89,670)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(182,880)</u>	<u>(203,317)</u>	<u>20,437</u>	<u>(285,400)</u>	<u>(89,670)</u>

GP-2013 Wolfville  
Common Services  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Cost sharing recoveries	\$3,600	\$3,560	\$40	\$7,200	\$5,950
	<u>3,600</u>	<u>3,560</u>	<u>40</u>	<u>7,200</u>	<u>5,950</u>
<b>EXPENSES</b>					
Salary and wages	3,074	5,649	(2,575)	11,300	2,841
Employee Benefits	360	1,015	(655)	2,100	281
Advertising		102	(102)	200	
Telecommunications	724	912	(188)	1,900	909
Office Expense	13,108	15,070	(1,962)	26,500	14,767
Marketing and Communications	1,325		1,325		
Heat	2,415	1,600	815	15,100	1,563
Utilities	2,038	2,850	(812)	5,700	2,459
Building Repairs and Maintenance	45,782	16,200	29,582	20,000	3,404
Operational Equip & Supplies	1,937	1,002	935	2,000	(622)
	<u>70,763</u>	<u>44,400</u>	<u>26,363</u>	<u>84,800</u>	<u>25,602</u>
Net Operational Surplus	<u>(67,163)</u>	<u>(40,840)</u>	<u>(26,323)</u>	<u>(77,600)</u>	<u>(19,652)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(67,163)</u>	<u>(40,840)</u>	<u>(26,323)</u>	<u>(77,600)</u>	<u>(19,652)</u>

GP-2013 Wolfville  
Other General Government  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Taxes and grants in lieu of taxes	\$8,398,236	\$8,187,461	\$210,775	\$9,328,400	\$7,969,481
Cost sharing recoveries	71,896	70,600	1,296	141,200	71,539
Sale of services and other revenue	50,869	54,450	(3,581)	158,700	22,437
Provincial & Federal Grants	36,137	36,100	37	71,100	38,742
	<u>8,557,138</u>	<u>8,348,611</u>	<u>208,527</u>	<u>9,699,400</u>	<u>8,102,199</u>
<b>EXPENSES</b>					
Insurance	137,834	138,325	(491)	147,000	104,413
Program Expenditures	39,966		39,966		
Grants to Organizations	83,500	63,900	19,600	73,900	16,000
Tax Exemptions	109,195	111,755	(2,560)	111,800	102,858
Other debt charges	3,078	9,400	(6,322)	10,100	12,882
Doubtful accounts allowance				2,500	
	<u>373,573</u>	<u>323,380</u>	<u>50,193</u>	<u>345,300</u>	<u>236,153</u>
Net Operational Surplus	<u>8,183,565</u>	<u>8,025,231</u>	<u>158,334</u>	<u>9,354,100</u>	<u>7,866,046</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	3,160		3,160		
	<u>3,160</u>		<u>3,160</u>		
NET SURPLUS (DEFICIT)	<u>8,180,405</u>	<u>8,025,231</u>	<u>155,174</u>	<u>9,354,100</u>	<u>7,866,046</u>

GP-2013 Wolfville  
 PROTECTIVE SERVICES DIVISION  
 For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Taxes and grants in lieu of taxes	\$394,027	\$396,100	(\$2,073)	\$396,100	\$391,189
Cost sharing recoveries	124,900	123,800	1,100	247,600	133,482
Sale of services and other revenue	30,804	10,000	20,804	25,000	10,099
Provincial & Federal Grants				1,900	
	<u>549,731</u>	<u>529,900</u>	<u>19,831</u>	<u>670,600</u>	<u>534,770</u>
<b>EXPENSES</b>					
Salary and wages	96,693	111,557	(14,864)	226,800	99,252
Employee Benefits	18,433	18,211	222	36,900	16,761
Meetings, Meals and Travel	661	3,854	(3,193)	7,700	1,169
Professional Development	5,461	7,500	(2,039)	15,000	788
Membership Dues & Fees	450	900	(450)	1,700	100
Telecommunications	4,948	4,698	250	9,400	4,368
Office Expense	1,069	3,850	(2,781)	7,800	
Legal	4,115	3,850	265	7,700	1,503
Insurance	3,161	1,800	1,361	7,500	1,464
Marketing and Communications		500	(500)	1,000	
Stipends & Honorariums	10,275	13,200	(2,925)	40,400	10,100
Heat	1,035	1,080	(45)	4,100	388
Utilities	7,060	7,610	(550)	17,200	7,052
Building Repairs and Maintenance	16,424	5,607	10,817	11,600	2,539
Vehicle Fuel	1,965	3,085	(1,120)	6,200	2,081
Vehicle Repairs & Maintenance	19,807	23,252	(3,445)	46,500	25,812
Vehicle Insurance	9,025	9,100	(75)	9,100	6,036
Operational Equip & Supplies	66,054	38,250	27,804	69,500	24,376
Equipment Maintenance	4,560	5,000	(440)	10,000	12,913
Contracted Services	998,866	981,267	17,599	1,957,500	963,004
Licenses and Permits	890		890	1,800	874
	<u>1,270,952</u>	<u>1,244,171</u>	<u>26,781</u>	<u>2,495,400</u>	<u>1,180,580</u>
Net Operational Surplus	<u>(721,221)</u>	<u>(714,271)</u>	<u>(6,950)</u>	<u>(1,824,800)</u>	<u>(645,810)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	1,691	1,397	294	2,500	2,327
	<u>1,691</u>	<u>1,397</u>	<u>294</u>	<u>2,500</u>	<u>2,327</u>
NET SURPLUS (DEFICIT)	<u>(722,912)</u>	<u>(715,668)</u>	<u>(7,244)</u>	<u>(1,827,300)</u>	<u>(648,137)</u>

GP-2013 Wolfville  
Police and Law Enforcement  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$16,886	\$5,000	\$11,886	\$10,000	\$6,930
	<u>16,886</u>	<u>5,000</u>	<u>11,886</u>	<u>10,000</u>	<u>6,930</u>
<b>EXPENSES</b>					
Salary and wages	2,450	3,308	(858)	6,800	985
Employee Benefits	292	660	(368)	1,400	90
Legal	3,638	3,250	388	6,500	1,503
Utilities	1,324	1,510	(186)	3,500	1,322
Building Repairs and Maintenance	2,177	1,455	722	2,700	2,539
Contracted Services	774,779	760,960	13,819	1,517,000	737,992
	<u>784,660</u>	<u>771,143</u>	<u>13,517</u>	<u>1,537,900</u>	<u>744,431</u>
Net Operational Surplus	<u>(767,774)</u>	<u>(766,143)</u>	<u>(1,631)</u>	<u>(1,527,900)</u>	<u>(737,501)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(767,774)</u>	<u>(766,143)</u>	<u>(1,631)</u>	<u>(1,527,900)</u>	<u>(737,501)</u>



GP-2013 Wolfville  
By Law Enforcement  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$2,577	\$5,000	(\$2,423)	\$10,000	\$2,241
	<u>2,577</u>	<u>5,000</u>	<u>(2,423)</u>	<u>10,000</u>	<u>2,241</u>
<b>EXPENSES</b>					
Salary and wages	21,913	31,779	(9,866)	63,600	30,877
Employee Benefits	5,108	6,357	(1,249)	12,700	4,754
Meetings, Meals and Travel		100	(100)	200	
Membership Dues & Fees	50	100	(50)	100	50
Telecommunications	458	498	(40)	1,000	496
Office Expense	1,069	750	319	1,600	
Legal	477	600	(123)	1,200	
Marketing and Communications		500	(500)	1,000	
Vehicle Fuel	159	250	(91)	500	128
Vehicle Repairs & Maintenance	342	452	(110)	900	895
Vehicle Insurance	563	600	(37)	600	372
Operational Equip & Supplies	791	500	291	1,000	
Contracted Services	11,991	7,000	4,991	15,000	13,164
	<u>42,921</u>	<u>49,486</u>	<u>(6,565)</u>	<u>99,400</u>	<u>50,736</u>
Net Operational Surplus	<u>(40,344)</u>	<u>(44,486)</u>	<u>4,142</u>	<u>(89,400)</u>	<u>(48,495)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(40,344)</u>	<u>(44,486)</u>	<u>4,142</u>	<u>(89,400)</u>	<u>(48,495)</u>

GP-2013 Wolfville  
Fire Protection  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Taxes and grants in lieu of taxes	\$394,027	\$396,100	(\$2,073)	\$396,100	\$391,189
Cost sharing recoveries	84,848	83,500	1,348	167,000	93,208
Sale of services and other revenue	10,993		10,993		507
	<u>489,868</u>	<u>479,600</u>	<u>10,268</u>	<u>563,100</u>	<u>484,904</u>
<b>EXPENSES</b>					
Salary and wages	41,257	42,327	(1,070)	84,700	40,227
Employee Benefits	8,466	6,135	2,331	12,300	7,863
Meetings, Meals and Travel	448	1,254	(806)	2,500	1,125
Professional Development	5,461	7,500	(2,039)	15,000	788
Membership Dues & Fees	400	800	(400)	1,600	50
Telecommunications	4,302	4,200	102	8,400	3,705
Office Expense		250	(250)	500	
Insurance	3,161	1,800	1,361	7,500	1,464
Stipends & Honorariums	10,275	13,200	(2,925)	40,400	10,100
Heat	1,035	1,080	(45)	4,100	388
Utilities	5,736	6,100	(364)	13,700	5,730
Building Repairs and Maintenance	14,246	4,152	10,094	8,900	
Vehicle Fuel	1,806	2,835	(1,029)	5,700	1,953
Vehicle Repairs & Maintenance	19,464	22,800	(3,336)	45,600	24,917
Vehicle Insurance	8,462	8,500	(38)	8,500	5,664
Operational Equip & Supplies	65,000	33,500	31,500	60,000	22,891
Equipment Maintenance	4,560	5,000	(440)	10,000	12,913
Contracted Services	205,846	205,807	39	410,500	205,598
Licenses and Permits	890		890	1,800	874
	<u>400,815</u>	<u>367,240</u>	<u>33,575</u>	<u>741,700</u>	<u>346,250</u>
Net Operational Surplus	<u>89,053</u>	<u>112,360</u>	<u>(23,307)</u>	<u>(178,600)</u>	<u>138,654</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>89,053</u>	<u>112,360</u>	<u>(23,307)</u>	<u>(178,600)</u>	<u>138,654</u>

GP-2013 Wolfville  
Emergency Measures  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Cost sharing recoveries	\$40,000	\$40,000		\$80,000	\$40,000
	<u>40,000</u>	<u>40,000</u>		<u>80,000</u>	<u>40,000</u>
<b>EXPENSES</b>					
Salary and wages	26,526	26,403	123	52,800	25,653
Employee Benefits	4,208	4,225	(17)	8,500	3,934
Meetings, Meals and Travel	212	2,500	(2,288)	5,000	44
Telecommunications	188		188		166
Office Expense		2,850	(2,850)	5,700	
Operational Equip & Supplies	262	4,000	(3,738)	8,000	1,068
	<u>31,396</u>	<u>39,978</u>	<u>(8,582)</u>	<u>80,000</u>	<u>30,865</u>
Net Operational Surplus	<u>8,604</u>	<u>22</u>	<u>8,582</u>		<u>9,135</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>8,604</u>	<u>22</u>	<u>8,582</u>		<u>9,135</u>

GP-2013 Wolfville  
Other Protective Services  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Cost sharing recoveries	\$52	\$300	(\$248)	\$600	\$274
Sale of services and other revenue	348		348	5,000	421
Provincial & Federal Grants				1,900	
	<u>400</u>	<u>300</u>	<u>100</u>	<u>7,500</u>	<u>695</u>
<b>EXPENSES</b>					
Salary and wages	4,547	7,740	(3,193)	18,900	1,511
Employee Benefits	359	834	(475)	2,000	120
Operational Equip & Supplies		250	(250)	500	416
Contracted Services	6,250	7,500	(1,250)	15,000	6,250
	<u>11,156</u>	<u>16,324</u>	<u>(5,168)</u>	<u>36,400</u>	<u>8,297</u>
Net Operational Surplus	<u>(10,756)</u>	<u>(16,024)</u>	5,268	<u>(28,900)</u>	<u>(7,602)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	1,691	1,397	294	2,500	2,327
	<u>1,691</u>	<u>1,397</u>	294	<u>2,500</u>	<u>2,327</u>
NET SURPLUS (DEFICIT)	<u>(12,447)</u>	<u>(17,421)</u>	4,974	<u>(31,400)</u>	<u>(9,929)</u>

GP-2013 Wolfville  
PUBLIC WORKS DIVISION  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Cost sharing recoveries	\$80,200	\$80,200		\$160,400	\$80,200
Sale of services and other revenue	15,410	10,900	4,510	10,900	7,885
	<u>95,610</u>	<u>91,100</u>	<u>4,510</u>	<u>171,300</u>	<u>88,085</u>
<b>EXPENSES</b>					
Salary and wages	270,474	270,409	65	568,600	229,098
Employee Benefits	65,653	58,811	6,842	124,200	54,172
Meetings, Meals and Travel	1,169	150	1,019	3,300	1,040
Membership Dues & Fees	208		208	1,400	62
Telecommunications	2,027	1,908	119	3,800	1,906
Office Expense	1,900	2,125	(225)	4,000	2,955
Legal	2,128		2,128	5,000	1,582
Heat	984	800	184	7,000	428
Utilities	15,875	15,482	393	33,000	14,773
Building Repairs and Maintenance	9,656	31,502	(21,846)	40,000	6,264
Vehicle Fuel	12,787	11,796	991	34,000	7,404
Vehicle Repairs & Maintenance	23,027	24,175	(1,148)	69,500	21,661
Vehicle Insurance	4,892	4,900	(8)	4,900	3,259
Operational Equip & Supplies	63,869	49,178	14,691	147,000	66,490
Equipment Rentals	669	2,500	(1,831)	5,000	
Contracted Services	367,139	358,473	8,666	425,000	253,526
Licenses and Permits	699		699	1,500	687
	<u>843,156</u>	<u>832,209</u>	<u>10,947</u>	<u>1,477,200</u>	<u>665,307</u>
Net Operational Surplus	<u>(747,546)</u>	<u>(741,109)</u>	<u>(6,437)</u>	<u>(1,305,900)</u>	<u>(577,222)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debtenture interest	67,984	70,470	(2,486)	136,200	65,901
	<u>67,984</u>	<u>70,470</u>	<u>(2,486)</u>	<u>136,200</u>	<u>65,901</u>
NET SURPLUS (DEFICIT)	<u>(815,530)</u>	<u>(811,579)</u>	<u>(3,951)</u>	<u>(1,442,100)</u>	<u>(643,123)</u>

GP-2013 Wolfville  
Common Services  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
<b>REVENUES</b>					
Cost sharing recoveries	\$52,850	\$52,850		\$105,700	\$52,850
Sale of services and other revenue	7,254		7,254		
	<u>60,104</u>	<u>52,850</u>	<u>7,254</u>	<u>105,700</u>	<u>52,850</u>
<b>EXPENSES</b>					
Salary and wages	96,772	89,436	7,336	178,900	83,228
Employee Benefits	24,634	14,948	9,686	30,000	13,699
Meetings, Meals and Travel	69	150	(81)	300	
Membership Dues & Fees	208		208	1,400	62
Telecommunications	2,027	1,908	119	3,800	1,906
Office Expense	1,900	2,125	(225)	4,000	2,955
Legal	2,128		2,128	5,000	1,582
Heat	984	800	184	7,000	428
Utilities	4,617	4,300	317	10,000	5,189
Building Repairs and Maintenance	9,656	31,502	(21,846)	40,000	6,264
Operational Equip & Supplies	451	1,500	(1,049)	3,000	270
Contracted Services		750	(750)	1,500	
Licenses and Permits	699		699	1,500	687
	<u>144,145</u>	<u>147,419</u>	<u>(3,274)</u>	<u>286,400</u>	<u>116,270</u>
Net Operational Surplus	<u>(84,041)</u>	<u>(94,569)</u>	<u>10,528</u>	<u>(180,700)</u>	<u>(63,420)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(84,041)</u>	<u>(94,569)</u>	<u>10,528</u>	<u>(180,700)</u>	<u>(63,420)</u>

GP-2013 Wolfville  
Roads and Streets  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Cost sharing recoveries	\$27,350	\$27,350		\$54,700	\$27,350
	<u>27,350</u>	<u>27,350</u>		<u>54,700</u>	<u>27,350</u>
<b>EXPENSES</b>					
Salary and wages	173,145	180,473	(7,328)	388,700	145,841
Employee Benefits	40,932	43,765	(2,833)	94,000	40,467
Meetings, Meals and Travel	1,100		1,100	3,000	1,040
Vehicle Fuel	12,787	11,796	991	34,000	7,404
Vehicle Repairs & Maintenance	23,027	24,175	(1,148)	69,500	21,661
Vehicle Insurance	4,892	4,900	(8)	4,900	3,259
Operational Equip & Supplies	45,847	33,178	12,669	125,000	42,738
Equipment Rentals	669	2,500	(1,831)	5,000	
Contracted Services	337,568	325,973	11,595	385,000	253,526
	<u>639,967</u>	<u>626,760</u>	<u>13,207</u>	<u>1,109,100</u>	<u>515,936</u>
Net Operational Surplus	<u>(612,617)</u>	<u>(599,410)</u>	<u>(13,207)</u>	<u>(1,054,400)</u>	<u>(488,586)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(612,617)</u>	<u>(599,410)</u>	<u>(13,207)</u>	<u>(1,054,400)</u>	<u>(488,586)</u>

GP-2013 Wolfville  
Street Lighting  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Utilities	\$11,258	\$11,182	\$76	\$23,000	\$9,584
Operational Equip & Supplies	2,794	2,500	294	5,000	
Contracted Services		750	(750)	1,500	
	<u>14,052</u>	<u>14,432</u>	<u>(380)</u>	<u>29,500</u>	<u>9,584</u>
Net Operational Surplus	<u>(14,052)</u>	<u>(14,432)</u>	<u>380</u>	<u>(29,500)</u>	<u>(9,584)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(14,052)</u>	<u>(14,432)</u>	<u>380</u>	<u>(29,500)</u>	<u>(9,584)</u>



GP-2013 Wolfville  
Traffic Services  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b><u>REVENUES</u></b>					
<b><u>EXPENSES</u></b>					
Salary and wages	\$557	\$501	\$56	\$1,000	\$29
Employee Benefits	88	98	(10)	200	6
Operational Equip & Supplies	14,777	12,000	2,777	14,000	18,995
Contracted Services	29,571	31,000	(1,429)	37,000	
	<u>44,993</u>	<u>43,599</u>	<u>1,394</u>	<u>52,200</u>	<u>19,030</u>
Net Operational Surplus	<u>(44,993)</u>	<u>(43,599)</u>	<u>(1,394)</u>	<u>(52,200)</u>	<u>(19,030)</u>
<b><u>CAPITAL PROGRAM &amp; RESERVES</u></b>					
NET SURPLUS (DEFICIT)	<u>(44,993)</u>	<u>(43,599)</u>	<u>(1,394)</u>	<u>(52,200)</u>	<u>(19,030)</u>

GP-2013 Wolfville  
Other Road Transport  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Operational Equip & Supplies					\$4,488
					4,488
Net Operational Surplus					(4,488)
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
<b>NET SURPLUS (DEFICIT)</b>					(4,488)

GP-2013 Wolfville  
Other Transportation Services  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Sale of services and other revenue	\$8,156	\$10,900	(\$2,744)	\$10,900	\$7,885
	<u>8,156</u>	<u>10,900</u>	<u>(2,744)</u>	<u>10,900</u>	<u>7,885</u>
<b>EXPENSES</b>					
Net Operational Surplus	<u>8,156</u>	<u>10,900</u>	<u>(2,744)</u>	<u>10,900</u>	<u>7,885</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	67,984	70,470	(2,486)	136,200	65,901
	<u>67,984</u>	<u>70,470</u>	<u>(2,486)</u>	<u>136,200</u>	<u>65,901</u>
NET SURPLUS (DEFICIT)	<u>(59,828)</u>	<u>(59,570)</u>	<u>(258)</u>	<u>(125,300)</u>	<u>(58,016)</u>

GP-2013 Wolfville  
SANITARY SEWER DIVISION  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Sewer charges	\$261,121	\$253,482	\$7,639	\$509,000	\$207,715
Sale of services and other revenue				2,000	
	<u>261,121</u>	<u>253,482</u>	<u>7,639</u>	<u>511,000</u>	<u>207,715</u>
<b>EXPENSES</b>					
Salary and wages	37,407	43,752	(6,345)	87,500	39,026
Employee Benefits	6,523	10,062	(3,539)	20,300	6,479
Telecommunications	275		275		263
Utilities	41,843	31,254	10,589	62,500	20,987
Vehicle Fuel	1,226		1,226		625
Vehicle Repairs & Maintenance	11,007	8,800	2,207	17,600	10,825
Vehicle Insurance	867	1,000	(133)	1,000	575
Operational Equip & Supplies	34,561	83,098	(48,537)	107,800	38,110
Contracted Services	30,132	47,580	(17,448)	66,000	22,502
	<u>163,841</u>	<u>225,546</u>	<u>(61,705)</u>	<u>362,700</u>	<u>139,392</u>
Net Operational Surplus	<u>97,280</u>	<u>27,936</u>	<u>69,344</u>	<u>148,300</u>	<u>68,323</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	10,654	8,186	2,468	28,200	6,800
	<u>10,654</u>	<u>8,186</u>	<u>2,468</u>	<u>28,200</u>	<u>6,800</u>
NET SURPLUS (DEFICIT)	<u>86,626</u>	<u>19,750</u>	<u>66,876</u>	<u>120,100</u>	<u>61,523</u>

GP-2013 Wolfville  
Sewer Administration  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Contracted Services	\$14,300	\$12,400	\$1,900	\$24,800	\$14,150
	<u>14,300</u>	<u>12,400</u>	<u>1,900</u>	<u>24,800</u>	<u>14,150</u>
Net Operational Surplus	(14,300)	(12,400)	(1,900)	(24,800)	(14,150)
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(14,300)</u>	<u>(12,400)</u>	<u>(1,900)</u>	<u>(24,800)</u>	<u>(14,150)</u>

GP-2013 Wolfville  
Sewer Collection  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Salary and wages	\$12,897	\$23,251	(\$10,354)	\$46,500	\$14,026
Employee Benefits	2,266	5,349	(3,083)	10,800	2,544
Vehicle Repairs & Maintenance	6,150	6,150		12,300	6,150
Operational Equip & Supplies	7,567	45,750	(38,183)	48,000	12,734
Contracted Services	5,183	23,500	(18,317)	25,000	4,708
	<u>34,063</u>	<u>104,000</u>	<u>(69,937)</u>	<u>142,600</u>	<u>40,162</u>
Net Operational Surplus	<u>(34,063)</u>	<u>(104,000)</u>	<u>69,937</u>	<u>(142,600)</u>	<u>(40,162)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(34,063)</u>	<u>(104,000)</u>	<u>69,937</u>	<u>(142,600)</u>	<u>(40,162)</u>

GP-2013 Wolfville  
Sewer Lift Stations  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Salary and wages	\$1,944		\$1,944		\$1,544
Employee Benefits	244		244		82
Utilities	9,106	10,152	(1,046)	20,300	7,704
Operational Equip & Supplies	4,773	14,900	(10,127)	23,800	999
Contracted Services	4,516	3,400	1,116	3,400	532
	<u>20,583</u>	<u>28,452</u>	<u>(7,869)</u>	<u>47,500</u>	<u>10,861</u>
Net Operational Surplus	<u>(20,583)</u>	<u>(28,452)</u>	<u>7,869</u>	<u>(47,500)</u>	<u>(10,861)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(20,583)</u>	<u>(28,452)</u>	<u>7,869</u>	<u>(47,500)</u>	<u>(10,861)</u>

GP-2013 Wolfville  
Sewer Treatment  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Salary and wages	\$22,567	\$20,501	\$2,066	\$41,000	\$23,456
Employee Benefits	4,013	4,713	(700)	9,500	3,854
Telecommunications	275		275		263
Utilities	32,737	21,102	11,635	42,200	13,284
Vehicle Fuel	1,226		1,226		625
Vehicle Repairs & Maintenance	4,857	2,650	2,207	5,300	4,675
Vehicle Insurance	867	1,000	(133)	1,000	575
Operational Equip & Supplies	9,073	8,448	625	16,000	18,256
Contracted Services	5,284	1,980	3,304	4,000	1,763
	<u>80,899</u>	<u>60,394</u>	<u>20,505</u>	<u>119,000</u>	<u>66,751</u>
Net Operational Surplus	<u>(80,899)</u>	<u>(60,394)</u>	<u>(20,505)</u>	<u>(119,000)</u>	<u>(66,751)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(80,899)</u>	<u>(60,394)</u>	<u>(20,505)</u>	<u>(119,000)</u>	<u>(66,751)</u>



GP-2013 Wolfville  
Solid Waste Management  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30			
<b>REVENUES</b>					
<b>EXPENSES</b>					
Operational Equip & Supplies					\$350
Contracted Services	850	2,500	(1,650)	5,000	1,350
	<u>850</u>	<u>2,500</u>	<u>(1,650)</u>	<u>5,000</u>	<u>1,700</u>
Net Operational Surplus	(850)	(2,500)	1,650	(5,000)	(1,700)
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(850)</u>	<u>(2,500)</u>	<u>1,650</u>	<u>(5,000)</u>	<u>(1,700)</u>

GP-2013 Wolfville  
Other Environmental Health  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
<b>REVENUES</b>					
Sewer charges	\$261,121	\$253,482	\$7,639	\$509,000	\$207,715
Sale of services and other revenue				2,000	
	<u>261,121</u>	<u>253,482</u>	<u>7,639</u>	<u>511,000</u>	<u>207,715</u>
<b>EXPENSES</b>					
Operational Equip & Supplies	13,148	14,000	(852)	20,000	5,771
Contracted Services		3,800	(3,800)	3,800	
	<u>13,148</u>	<u>17,800</u>	<u>(4,652)</u>	<u>23,800</u>	<u>5,771</u>
Net Operational Surplus	<u>247,973</u>	<u>235,682</u>	<u>12,291</u>	<u>487,200</u>	<u>201,944</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	10,654	8,186	2,468	28,200	6,800
	<u>10,654</u>	<u>8,186</u>	<u>2,468</u>	<u>28,200</u>	<u>6,800</u>
NET SURPLUS (DEFICIT)	<u><u>237,319</u></u>	<u><u>227,496</u></u>	<u><u>9,823</u></u>	<u><u>459,000</u></u>	<u><u>195,144</u></u>

GP-2013 Wolfville  
PLANNING DIVISION  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$12,597	\$10,198	\$2,399	\$20,000	\$8,134
Provincial & Federal Grants	12,000		12,000		
	<u>24,597</u>	<u>10,198</u>	<u>14,399</u>	<u>20,000</u>	<u>8,134</u>
<b>EXPENSES</b>					
Salary and wages	190,287	199,793	(9,506)	369,600	166,306
Employee Benefits	40,886	31,010	9,876	61,800	32,302
Meetings, Meals and Travel	199	2,500	(2,301)	5,000	363
Membership Dues & Fees	726	2,500	(1,774)	2,500	1,068
Advertising		4,000	(4,000)	8,000	1,608
Telecommunications	1,705	2,650	(945)	5,300	1,717
Office Expense	6,273	6,600	(327)	13,200	3,082
Legal	9,129	4,998	4,131	10,000	5,381
Miscellaneous	563		563		
Operational Equip & Supplies	200		200		
Program Expenditures	9,105		9,105		5,214
Contracted Services	30,523	27,500	3,023	55,000	27,597
Licenses and Permits					113
	<u>289,596</u>	<u>281,551</u>	<u>8,045</u>	<u>530,400</u>	<u>244,751</u>
Net Operational Surplus	<u>(264,999)</u>	<u>(271,353)</u>	<u>6,354</u>	<u>(510,400)</u>	<u>(236,617)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(264,999)</u>	<u>(271,353)</u>	<u>6,354</u>	<u>(510,400)</u>	<u>(236,617)</u>

GP-2013 Wolfville  
COMMUNITY SERVICES DIVISION  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$15,352	\$16,800	(\$1,448)	\$50,500	\$11,723
Provincial & Federal Grants	10,800	15,500	(4,700)	25,600	20,010
	<u>26,152</u>	<u>32,300</u>	<u>(6,148)</u>	<u>76,100</u>	<u>31,733</u>
<b>EXPENSES</b>					
Salary and wages	393,513	414,835	(21,322)	688,800	297,830
Employee Benefits	70,148	72,677	(2,529)	124,100	57,988
Meetings, Meals and Travel	981	570	411	1,300	431
Membership Dues & Fees	2,828	2,825	3	5,200	3,906
Advertising	69	4,000	(3,931)	8,000	272
Telecommunications	2,205	2,910	(705)	5,900	2,568
Office Expense	2,101	2,150	(49)	4,300	1,376
Legal	1,367		1,367		1,703
Marketing and Communications	958	1,250	(292)	2,500	
Utilities	8,035	9,245	(1,210)	19,800	10,665
Building Repairs and Maintenance	17,572	40,167	(22,595)	65,000	4,402
Vehicle Fuel	4,564	5,300	(736)	7,500	2,922
Vehicle Repairs & Maintenance	14,095	9,450	4,645	10,500	11,011
Vehicle Insurance	4,157	4,200	(43)	4,200	2,760
Operational Equip & Supplies	83,766	109,500	(25,734)	116,800	68,121
Equipment Rentals	4,186		4,186		600
Program Expenditures	12,209	35,700	(23,491)	68,100	4,579
Contracted Services	53,310	75,700	(22,390)	99,000	22,139
Grants to Organizations	20,000	80,300	(60,300)	80,300	48,350
	<u>696,064</u>	<u>870,779</u>	<u>(174,715)</u>	<u>1,311,300</u>	<u>541,623</u>
Net Operational Surplus	<u>(669,912)</u>	<u>(838,479)</u>	<u>168,567</u>	<u>(1,235,200)</u>	<u>(509,890)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	3,612	3,909	(297)	13,500	4,024
	<u>3,612</u>	<u>3,909</u>	<u>(297)</u>	<u>13,500</u>	<u>4,024</u>
NET SURPLUS (DEFICIT)	<u>(673,524)</u>	<u>(842,388)</u>	<u>168,864</u>	<u>(1,248,700)</u>	<u>(513,914)</u>

GP-2013 Wolfville  
Parks and Playgrounds  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$500		\$500		\$1,350
Provincial & Federal Grants		4,500	(4,500)	4,500	
	<u>500</u>	<u>4,500</u>	<u>(4,000)</u>	<u>4,500</u>	<u>1,350</u>
<b>EXPENSES</b>					
Salary and wages	236,335	223,752	12,583	365,900	167,834
Employee Benefits	47,356	44,831	2,525	73,300	37,845
Meetings, Meals and Travel	510		510		371
Telecommunications	352		352		355
Office Expense	496		496		94
Utilities	2,065	2,675	(610)	5,400	5,120
Building Repairs and Maintenance	7,018		7,018		
Vehicle Fuel	4,564	4,400	164	6,500	2,922
Vehicle Repairs & Maintenance	13,859	8,250	5,609	8,500	10,792
Vehicle Insurance	4,074	3,600	474	3,600	2,704
Operational Equip & Supplies	77,038	83,400	(6,362)	88,200	64,608
Equipment Rentals	4,186		4,186		600
Contracted Services	50,663	54,200	(3,537)	72,500	19,449
	<u>448,516</u>	<u>425,108</u>	<u>23,408</u>	<u>623,900</u>	<u>312,694</u>
Net Operational Surplus	(448,016)	(420,608)	(27,408)	(619,400)	(311,344)
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debtenture interest	2,089	2,209	(120)	10,400	2,209
	<u>2,089</u>	<u>2,209</u>	<u>(120)</u>	<u>10,400</u>	<u>2,209</u>
NET SURPLUS (DEFICIT)	<u>(450,105)</u>	<u>(422,817)</u>	<u>(27,288)</u>	<u>(629,800)</u>	<u>(313,553)</u>

GP-2013 Wolfville  
Economic Development  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Employee Benefits					\$193
Membership Dues & Fees	46		46		156
Telecommunications					47
Marketing and Communications	892		892		
Grants to Organizations		10,000	(10,000)	10,000	
	<u>938</u>	<u>10,000</u>	<u>(9,062)</u>	<u>10,000</u>	<u>396</u>
Net Operational Surplus	<u>(938)</u>	<u>(10,000)</u>	<u>9,062</u>	<u>(10,000)</u>	<u>(396)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest					101
					<u>101</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>(938)</u>	<u>(10,000)</u>	<u>9,062</u>	<u>(10,000)</u>	<u>(497)</u>

GP-2013 Wolfville  
Festival and Events  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
Provincial & Federal Grants	\$1,800	\$4,500	(\$2,700)	\$4,500	\$8,800
	<u>1,800</u>	<u>4,500</u>	<u>(2,700)</u>	<u>4,500</u>	<u>8,800</u>
<b>EXPENSES</b>					
Salary and wages	9,391	11,050	(1,659)	12,800	7,901
Employee Benefits	888	1,350	(462)	1,700	719
Advertising	69	3,000	(2,931)	6,000	70
Operational Equip & Supplies	2,583	10,250	(7,667)	12,000	48
Program Expenditures	3,554	28,500	(24,946)	54,000	998
Contracted Services	395		395		
Grants to Organizations	8,000	35,300	(27,300)	35,300	26,000
	<u>24,880</u>	<u>89,450</u>	<u>(64,570)</u>	<u>121,800</u>	<u>35,736</u>
Net Operational Surplus	<u>(23,080)</u>	<u>(84,950)</u>	<u>61,870</u>	<u>(117,300)</u>	<u>(26,936)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(23,080)</u>	<u>(84,950)</u>	<u>61,870</u>	<u>(117,300)</u>	<u>(26,936)</u>

GP-2013 Wolfville  
Recreation Administration  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
<b>REVENUES</b>					
<b>EXPENSES</b>					
Salary and wages	\$95,368	\$100,178	(\$4,810)	\$200,500	\$89,986
Employee Benefits	16,996	18,253	(1,257)	36,300	14,146
Meetings, Meals and Travel	6	320	(314)	800	
Membership Dues & Fees	2,782	2,325	457	4,700	3,750
Telecommunications	848	1,650	(802)	3,300	1,147
Office Expense	870	1,150	(280)	2,300	894
Legal	1,367		1,367		1,703
Marketing and Communications		1,250	(1,250)	2,500	
Utilities	2,413	2,270	143	5,800	2,336
Building Repairs and Maintenance	1,043	2,000	(957)	4,000	767
Contracted Services		1,500	(1,500)	1,500	
	<u>121,693</u>	<u>130,896</u>	<u>(9,203)</u>	<u>261,700</u>	<u>114,729</u>
Net Operational Surplus	<u>(121,693)</u>	<u>(130,896)</u>	<u>9,203</u>	<u>(261,700)</u>	<u>(114,729)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest		100	(100)	100	117
		<u>100</u>	<u>(100)</u>	<u>100</u>	<u>117</u>
NET SURPLUS (DEFICIT)	<u>(121,693)</u>	<u>(130,996)</u>	<u>9,303</u>	<u>(261,800)</u>	<u>(114,846)</u>



GP-2013 Wolfville  
Recreation Programs  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$14,823	\$10,000	\$4,823	\$42,000	\$10,346
Provincial & Federal Grants		1,500	(1,500)	1,500	
	<u>14,823</u>	<u>11,500</u>	<u>3,323</u>	<u>43,500</u>	<u>10,346</u>
<b>EXPENSES</b>					
Salary and wages	29,090	44,307	(15,217)	65,900	8,095
Employee Benefits	2,568	4,583	(2,015)	7,600	685
Meetings, Meals and Travel	413	250	163	500	60
Advertising		1,000	(1,000)	2,000	202
Utilities					(85)
Vehicle Fuel		900	(900)	1,000	
Vehicle Repairs & Maintenance	236	1,200	(964)	2,000	219
Vehicle Insurance	83	600	(517)	600	56
Operational Equip & Supplies	203	2,350	(2,147)	3,100	2,053
Program Expenditures	8,654	7,200	1,454	14,100	3,581
Contracted Services		20,000	(20,000)	25,000	500
Grants to Organizations	2,000	25,000	(23,000)	25,000	12,350
	<u>43,247</u>	<u>107,390</u>	<u>(64,143)</u>	<u>146,800</u>	<u>27,716</u>
Net Operational Surplus	<u>(28,424)</u>	<u>(95,890)</u>	<u>67,466</u>	<u>(103,300)</u>	<u>(17,370)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(28,424)</u>	<u>(95,890)</u>	<u>67,466</u>	<u>(103,300)</u>	<u>(17,370)</u>

GP-2013 Wolfville  
Tourism  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue		\$6,800	(\$6,800)	\$8,500	
Provincial & Federal Grants	4,000		4,000	10,100	6,210
	<u>4,000</u>	<u>6,800</u>	<u>(2,800)</u>	<u>18,600</u>	<u>6,210</u>
<b>EXPENSES</b>					
Salary and wages	20,976	31,346	(10,370)	35,300	20,391
Employee Benefits	2,061	2,860	(799)	3,600	4,036
Meetings, Meals and Travel	52		52		
Membership Dues & Fees		500	(500)	500	
Telecommunications	758	960	(202)	2,000	772
Office Expense	483	500	(17)	1,000	109
Marketing and Communications	67		67		
Utilities	1,901	1,000	901	2,000	1,648
Building Repairs and Maintenance	6,571	500	6,071	1,000	1,162
Operational Equip & Supplies	3,943	13,000	(9,057)	13,000	1,412
Contracted Services	2,253		2,253		2,190
	<u>39,065</u>	<u>50,666</u>	<u>(11,601)</u>	<u>58,400</u>	<u>31,720</u>
Net Operational Surplus	<u>(35,065)</u>	<u>(43,866)</u>	<u>8,801</u>	<u>(39,800)</u>	<u>(25,510)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(35,065)</u>	<u>(43,866)</u>	<u>8,801</u>	<u>(39,800)</u>	<u>(25,510)</u>

GP-2013 Wolfville  
Library Facility  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
<b>REVENUES</b>					
Sale of services and other revenue	\$28		\$28		\$27
Provincial & Federal Grants	5,000	5,000		5,000	5,000
	<u>5,028</u>	<u>5,000</u>	<u>28</u>	<u>5,000</u>	<u>5,027</u>
<b>EXPENSES</b>					
Salary and wages	2,354	4,202	(1,848)	8,400	3,623
Employee Benefits	278	800	(522)	1,600	365
Telecommunications	247	300	(53)	600	248
Office Expense	252	500	(248)	1,000	279
Utilities	1,657	3,300	(1,643)	6,600	1,646
Building Repairs and Maintenance	2,940	37,667	(34,727)	60,000	2,473
Operational Equip & Supplies		500	(500)	500	
	<u>7,728</u>	<u>47,269</u>	<u>(39,541)</u>	<u>78,700</u>	<u>8,634</u>
Net Operational Surplus	<u>(2,700)</u>	<u>(42,269)</u>	<u>39,569</u>	<u>(73,700)</u>	<u>(3,607)</u>
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
Debenture interest	1,523	1,600	(77)	3,000	1,597
	<u>1,523</u>	<u>1,600</u>	<u>(77)</u>	<u>3,000</u>	<u>1,597</u>
NET SURPLUS (DEFICIT)	<u>(4,223)</u>	<u>(43,869)</u>	<u>39,646</u>	<u>(76,700)</u>	<u>(5,204)</u>

GP-2013 Wolfville  
Museum & Historical Facilities  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 2021-09-30	Budget 2021-09-30		Budget 2022-03-31	Actual 2020-09-30
<b>REVENUES</b>					
<b>EXPENSES</b>					
Grants to Organizations	\$10,000	\$10,000		\$10,000	\$10,000
	10,000	10,000		10,000	10,000
Net Operational Surplus	(10,000)	(10,000)		(10,000)	(10,000)
<b>CAPITAL PROGRAM &amp; RESERVES</b>					
NET SURPLUS (DEFICIT)	<u>(10,000)</u>	<u>(10,000)</u>		<u>(10,000)</u>	<u>(10,000)</u>

GP-2013 Wolfville  
Partner Contributions  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
Partner Contributions:					
1-840-9400- Regional Solid Waste	227,607	242,300	(14,693)	512,600	242,178
1-840-9410- Transit services	96,972	114,000	(17,028)	217,000	95,935
1-840-9440- Annapolis Valley Regional Library	15,150	15,150		30,300	12,160
1-840-9500- Education funding	359,976	360,996	(1,020)	722,000	318,210
1-840-9510- Corrections	41,788	41,000	788	82,000	40,848
1-840-9520- Valley Regional Housing Authority				50,000	0
1-840-9530- Assessment services	38,648	39,000	(352)	78,000	38,623
1-840-9400-8401 Joint CAO Working Group					625
1-840-9420- Valley Community Fibre				2,000	
1-840-9450- Kings Region Cooperative Initiatives		30,000	(30,000)	30,000	5,389
1-840-9300- Grant to WBDC		100,000	(100,000)	100,000	
<b>Total Partner Contributions</b>	<b>780,141</b>	<b>942,446</b>	<b>(162,305)</b>	<b>1,823,900</b>	<b>753,968</b>

**Town of Wolfville  
Capital Fund ~ Project Summary  
For the 3 Months Ended September 30, 2021**

	Actual YTD	Mar 31/21 WIP & Est. Cost to Complete	Forecast Final Cost	Budget Fiscal 21/22	Forecast Budget VARIANCE	
<b>Information Technology</b>						
Video/Audio Council Chambers	-	20,000	20,000	15,000	5,000	Grant funding available, including possible COVID Relief \$'s in Town Reserves
	-	-	-	-	-	
	-	20,000	20,000	15,000	5,000	
<b>Municipal Buildings</b>						
P Wks/Comm Dev Bldg - Reno Upgrade	-	-	-	700,000	(700,000)	Being rescoped with no office reno, look to 22/23 Budget
P Wks - Salt Shed & Parks Shed	-	-	-	430,000	(430,000)	This may fall into fiscal 2022/23. Early estimates indicate high cost
Library - Facility Feasibility Study	-	25,000	25,000	75,000	(50,000)	Some work being done inhouse - 1st of 3 phases currently underway
	-	25,000	25,000	1,205,000	(1,180,000)	
<b>Protective Services</b>						
Fire Equipment Upgrades	-	-	-	50,000	(50,000)	nothing identified yet in this fiscal year.
	-	-	-	50,000	(50,000)	
<b>Fleet/Equip Inventory</b>						
Veh #30 - Water Dept. 1/2 ton	-	44,000	44,000	40,000	4,000	only one bid submitted. Reflects current issues in auto industry
P Wks Veh/Equip	-	-	-	-	-	
New truck - 3/4 ton 4*4	-	-	-	80,000	(80,000)	no bids submitted on tender. Move of 22/23 budget year
	-	-	-	-	-	
	-	44,000	44,000	120,000	(76,000)	
<b>Streets</b>						
	-	-	-	-	-	
Highland Ave. - Project to Catherine	38,930	32,070	71,000	1,620,000	(1,549,000)	design costing still underway. Project moved to 2022/23. costs this year to carryforward as WIP
Guard Rail - Orchard Ave.	23,124	-	23,124	40,000	(16,876)	complete
Engineering - 2020/21 Street projects	30,776	60,000	90,776	66,000	24,776	Reorganization has some design being done in house, but still expect spending
	92,830	92,070	184,900	1,726,000	(1,541,100)	
<b>Other Transportation</b>						
Decorative Street Lights - to Willow & up Gaspereau	14,623	75,900	90,523	100,000	(9,477)	tenders just closed early September
Crosswalks - 2 planned or 21/22	-	30,000	30,000	80,000	(50,000)	Reflects one crosswalk estimate for this year
Wayfinding	-	-	-	50,000	(50,000)	no info to provide at time of writing report
P Wks Facility Upgrades - generator	-	80,000	80,000	-	80,000	\$80 K approved budget in 2020/21. Part of WWTP Contract. Requires allocation of costs
Shoreline Protection	63	-	63	-	63	
	14,686	105,900	200,586	230,000	(29,414)	
<b>Sewer Operations</b>						
Video Sewer Lines	-	75,000	75,000	75,000	-	tenders just closing. Awaiting award.
WWTP Expansion	725,686	2,803,569	3,529,255	-	3,529,255	\$3.5 million budget 20/21
	-	-	-	-	-	
Sub total Sewer Operation	725,686	2,878,569	3,604,255	75,000	3,529,255	
<b>Community Services</b>						
VIC Reno/Upgrade		??	-	600,000	(600,000)	Cost to complete unknown. Scope still being determined
East End Gateway - splashpad	139,338	62,000	201,338	-	201,338	\$175 K budget 20/21 - extra costs req'd for base \$22K
East End Gateway - Lighting						\$ 30 K budget from 20/21
East End Gateway - events lawn	-	-	-	-	-	\$ 75 K budget from 20/21
East End Gateway - parking lot	-	-	-	300,000	(300,000)	planned for 2021/22. Design work started...project delayed to 22/23 as original plan was based on 292 Main St development further along
East End Gateway - trail/ s/w & St	1,877	6,800	8,677	40,000	(31,323)	scope still being worked on
East End - st & s/w Willow Reconfiguration	10,169	182,700	192,869	-	192,869	Planned for 22/23, switched timing of project with parking lot above. Budget for this was \$250 K in fiscal 2022/23
Nature Preserve - Dam Study and Upgrades	60,022	216,600	276,622	50,000	226,622	Original budget target set in 2017/18, with total cost over 2 years. Total expected at that time was \$300,000 over the two years. Engineering study still within original CIP plan, but work has taken much longer.
Evangeline Park	-	-	-	-	-	WIP from last year was \$5,300. concept for Park now under review. Will become part of 2022/23 budget CIP.
Public Art	-	9,200	9,200	28,000	(18,800)	WIP = Upfront Deposit - artist has pulled out (July 2021). Scope under review
Post Office Open Space - Cenotaph	12,807	-	12,807	-	12,807	carryover from 20/21. total project was within last yrs budget.
West end Trail System/neighborhood park	-	-	-	10,000	(10,000)	
Reservoir Park - parking lot & Bike Skills	294	(294)	-	40,000	(40,000)	
Pickellball Courts	3,962	-	3,962	145,000	(141,038)	Report went to Council @ \$248,000 based on tender results. Staff tasked with reviewing rationale for larger scope and change in location. Will come back in draft of 2022/23 budget process
Basinview Park	-	-	-	7,500	(7,500)	
	-	-	-	-	-	
	228,469	477,006	705,475	1,220,500	(515,025)	
<b>GRAND TOTAL ALL PROJECTS</b>	<b>1,061,671</b>	<b>3,642,545</b>	<b>4,784,216</b>	<b>4,641,500</b>	<b>142,716</b>	

GP-2013 Wolfville  
Water Utility - Summary  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual	Budget	VARIANCE		
	2021-09-30	2021-09-30			
<b>REVENUES</b>					
Metered Sales	\$361,975	\$347,900	\$14,075	\$700,000	\$347,166
Fire Protection	198,012	198,000	12	396,000	198,012
Sprinkler Service Charge				10,800	
Other	18,449	14,550	3,899	26,500	16,955
	<u>578,436</u>	<u>560,450</u>	<u>17,986</u>	<u>1,133,300</u>	<u>562,133</u>
<b>EXPENSES</b>					
Salary and wages	149,203	145,402	3,801	290,700	141,055
Employee Benefits	28,339	29,080	(741)	58,200	26,771
Meeting, Meals and Travel		700	(700)	1,400	
Professional Development		2,500	(2,500)	5,000	
Membership Dues & Fees		500	(500)	500	428
Advertising	183	100	83	200	
Telecommunications	345	750	(405)	1,500	348
Office Expense	25,325	17,000	8,325	34,000	19,863
Legal		150	(150)	300	
Insurance	14,300	10,500	3,800	10,500	13,300
Audit				6,000	
Miscellaneous	704		704		
Utilities	45,024	45,748	(724)	91,500	39,319
Repairs and Maintenance		1,200	(1,200)	2,400	
Property Taxes	55,825	53,700	2,125	53,700	53,193
Vehicle Fuel	947	1,500	(553)	3,000	561
Vehicle Repairs & Maintenance	689	7,200	(6,511)	14,400	9,846
Vehicle Insurance	867	400	467	400	575
Operational Equip & Supplies	158,560	81,823	76,737	148,000	48,411
Equipment Maintenance	567	2,500	(1,933)	5,000	404
Contracted Services	47,865	71,050	(23,185)	94,000	33,300
Other debt charges	60	500	(440)	500	904
Debenture interest	9,589	9,800	(211)	18,800	10,917
Doubtful accounts allowance				1,000	
	<u>538,392</u>	<u>482,103</u>	<u>56,289</u>	<u>841,000</u>	<u>399,195</u>
Net Operational Surplus	<u>40,044</u>	<u>78,347</u>	<u>(38,303)</u>	<u>292,300</u>	<u>162,938</u>
<b>Capital Program &amp; Reserves</b>					
Depreciation				160,000	
Debenture principal	36,960	37,000	(40)	37,000	80,360
Capital Fund	55,615	70,000	(14,385)	70,000	
Dividend to Town				50,000	
	<u>92,575</u>	<u>107,000</u>	<u>(14,425)</u>	<u>317,000</u>	<u>80,360</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>(52,531)</u>	<u>(28,653)</u>	<u>(23,878)</u>	<u>(24,700)</u>	<u>82,578</u>

GP-2013 Wolfville  
Power and Pumping  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
REVENUES					
EXPENSES					
Salary and wages	\$4,895	\$6,000	(\$1,105)	\$12,000	\$4,048
Employee Benefits	924	1,202	(278)	2,400	805
Utilities	40,068	42,498	(2,430)	85,000	36,634
Operational Equip & Supplies	49,712	4,752	44,960	8,000	2,060
Equipment Maintenance	78		78		
Contracted Services	2,184	16,000	(13,816)	16,000	285
	<u>97,861</u>	<u>70,452</u>	<u>27,409</u>	<u>123,400</u>	<u>43,832</u>
Net Operational Surplus	<u>(97,861)</u>	<u>(70,452)</u>	<u>(27,409)</u>	<u>(123,400)</u>	<u>(43,832)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(97,861)</u>	<u>(70,452)</u>	<u>(27,409)</u>	<u>(123,400)</u>	<u>(43,832)</u>



GP-2013 Wolfville  
Treatment  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual 2021-09-30	Budget 2021-09-30	VARIANCE		
REVENUES					
EXPENSES					
Salary and wages	\$9,259	\$8,749	\$510	\$17,500	\$8,465
Employee Benefits	1,613	1,749	(136)	3,500	1,637
Utilities	2,235	3,250	(1,015)	6,500	2,686
Repairs and Maintenance		1,200	(1,200)	2,400	
Operational Equip & Supplies	26,099	30,000	(3,901)	60,000	30,315
Contracted Services	12,564	11,550	1,014	18,000	8,286
	<u>51,770</u>	<u>56,498</u>	<u>(4,728)</u>	<u>107,900</u>	<u>51,389</u>
Net Operational Surplus	<u>(51,770)</u>	<u>(56,498)</u>	<u>4,728</u>	<u>(107,900)</u>	<u>(51,389)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(51,770)</u>	<u>(56,498)</u>	<u>4,728</u>	<u>(107,900)</u>	<u>(51,389)</u>

GP-2013 Wolfville  
Transmission & Distribution  
For the Six Months Ending September 30, 2021

	Financial Results To			Annual Budget 2022-03-31	Previous Year Actual 2020-09-30
	Actual	Budget	VARIANCE		
	2021-09-30	2021-09-30			
REVENUES					
EXPENSES					
Salary and wages	\$65,861	\$55,653	\$10,208	\$111,300	\$55,610
Employee Benefits	12,209	11,129	1,080	22,300	9,715
Meeting, Meals and Travel		500	(500)	1,000	
Telecommunications	345	750	(405)	1,500	348
Utilities	2,721		2,721		
Vehicle Fuel	947	1,500	(553)	3,000	561
Vehicle Repairs & Maintenance	689	7,200	(6,511)	14,400	5,446
Vehicle Insurance	867	400	467	400	575
Operational Equip & Supplies	82,749	47,071	35,678	80,000	16,036
Equipment Maintenance	489	2,500	(2,011)	5,000	404
Contracted Services	33,116	28,500	4,616	30,000	24,729
	<u>199,993</u>	<u>155,203</u>	<u>44,790</u>	<u>268,900</u>	<u>113,424</u>
Net Operational Surplus	<u>(199,993)</u>	<u>(155,203)</u>	<u>(44,790)</u>	<u>(268,900)</u>	<u>(113,424)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(199,993)</u>	<u>(155,203)</u>	<u>(44,790)</u>	<u>(268,900)</u>	<u>(113,424)</u>

GP-2013 Wolfville  
Administration  
For the Six Months Ending September 30, 2021

	Financial Results To		VARIANCE	Annual Budget	Previous Year Actual
	Actual 2021-09-30	Budget 2021-09-30		2022-03-31	2020-09-30
REVENUES					
EXPENSES					
Salary and wages	\$69,188	\$75,000	(\$5,812)	\$149,900	\$72,932
Employee Benefits	13,593	15,000	(1,407)	30,000	14,613
Meeting, Meals and Travel		200	(200)	400	
Professional Development		2,500	(2,500)	5,000	
Membership Dues & Fees		500	(500)	500	428
Advertising	183	100	83	200	
Office Expense	25,325	17,000	8,325	34,000	19,863
Legal		150	(150)	300	
Insurance	14,300	10,500	3,800	10,500	13,300
Audit				6,000	
Miscellaneous	704		704		
Property Taxes	55,825	53,700	2,125	53,700	53,193
Vehicle Repairs & Maintenance					4,400
Contracted Services		15,000	(15,000)	30,000	
Doubtful accounts allowance				1,000	
	<u>179,118</u>	<u>189,650</u>	<u>(10,532)</u>	<u>321,500</u>	<u>178,729</u>
Net Operational Surplus	<u>(179,118)</u>	<u>(189,650)</u>	<u>10,532</u>	<u>(321,500)</u>	<u>(178,729)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(179,118)</u>	<u>(189,650)</u>	<u>10,532</u>	<u>(321,500)</u>	<u>(178,729)</u>

**Town of Wolville**  
**Summary - Quarterly Variances By Division - Town Operating Fund**  
**Financial Results for the Period Ended September 30, 2021**

	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
Revenues	\$ 9,572,150	\$ 9,322,301	\$ 249,849
Expenditures (Operating/capital & reserves)	5,817,102	6,148,504	(331,402)
Net Surplus (Deficit)	\$ 3,755,048	\$ 3,173,797	\$ 581,251

Significant Variance Explanation (over \$5,000 - \$10,000 by Division)

<b>General Government</b>			
Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Taxes and grants in lieu of taxes</b>  Similar to June variance update, the budget allowed for \$1 million loss on assessment for appeals. To date assessments largely unchanged. Deed Transfer Tax has had mixed results in 2nd qtr. July was \$31,900 above budget, but August was \$26,900 below budget. September however was double budget. Overall DTT now \$186,000 more than budget. The annual HST Offset grant has come in \$25,000 more than budget.	8,398,236	8,187,461	210,775
<b>Salary &amp; Wages</b>  As noted in June 30th update, 2 positions on Office of CAO were vacant during a few months start of year.	312,250	333,973	(21,723)
<b>Professional Development</b>  Change since June with staff PD spending on budget, and Council now making up the savings. Similar to earlier in year, Council related conferences have generally been cancelled or virtual.	17,620	23,302	(5,682)
<b>Legal</b>  As reported for June results, extra/unbudgeted costs incurred on new harassment policy development (\$11,400) main factor in overage to date.	26,415	15,000	11,415
<b>Repairs &amp; Maintenance</b>  General maintenance items have come in underbudget, including repairs to back deck. More than offsetting any savings is the cost of the ramp replacement at the front of the building. This item came in at a final cost of \$40,100. This will be reviewed before year end as it is possible it may be moved from operating expenses to capital assets.	45,782	16,200	29,582
<b>Operational Equip &amp; Supplies</b>  Largest savings still in the IT Department, with the website redesign showing no costs to June 30th, Diamond Upgrade started after June 30th, GIS Enterprise costs include prepaid portion related to 22/23.	60,489	94,006	(33,517)
<b>Program Expenditures</b>  This relates to the PACE/Switch program the Town is participating in. There are administrative costs being incurred with PACE Atlantic CIC being the company managing the program under an FCM grant program. Neither the grant revenue, nor the admin costs were budgeted. The FCM grant will, among other things, fully cover the costs incurred by the Town for the services of PACE Atlantic CIC.	39,966	6,000	33,966
<b>Grants to Organization</b>  Budgeted grants to Sept 30th included AVCC (\$4,000 tourism), Chrysalis House (\$23,500), Acadia (\$35,000 per MOU), Acadia (\$500 Bob Stead bursary). Actual grants to date are \$50,000 (Devour), \$24,500 (Chrysalis House), \$5,000 (AVCC navigator), and \$4,000 (AVCC tourism). Note Council approved the AVCC Navigator grant and Devour grant outside of budget process.	83,500	63,900	19,600
<b>Other Debt Charges</b>  The budget anticipated full participation in Municipal Finance Corp's spring debenture issue, but Wastewater Treatment Plant Project not complete in time, leaving largest debt cost to go to fall debenture issue. Fall debenture cost came in at \$10,319 in October.	3,078	9,400	(6,322)

**Protective Services**

Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Sale of services &amp; other revenue</b> Approximately \$11,900 of this variance relates to Other fines recorded under Police Services Dept. Actual results vary year to year and budget is a nominal \$10,000. Actual receipts to Sept 30th were \$16,886 and budget only \$5,000. The remainder of the variance resides in the Fire Dept with \$10,300 billed this year in HazMat response. There is no budget amount for Haz Mat revenues.	30,804	10,000	20,804
<b>Salary &amp; Wages</b> \$9,900 of savings are in Bylaw Dept. where the Compliance Officer position has been vacant since part way thru July. Smaller savings of \$3,100 related to crosswalk guards.	96,693	111,557	(14,864)
<b>Building Repairs &amp; Maintenance</b> All in Fire Dept. Repair/upgrades on doorways/entrances and floor in Hall, along with smaller maintenance items in meeting room have this line item overbudget.	16,424	5,607	10,817
<b>Operational Equipment &amp; Supplies</b> Fire Dept has \$6,600 of supplies for HazMat response. See note above under revenues where offsetting revenue has been recorded. Replacement of gear includes \$20,000 new boots (35 pair)	66,054	38,250	27,804
<b>Contracted Services</b> RCMP costs higher than budget for the year, with that service \$13,800 over budget at Sept 30th. Additional costs also show up in Bylaw Dept, with costs \$5,000 over budget. Note extra spending for private security in Bylaw is to fill in service gap due to vacant staff position noted above.	998,866	981,267	17,599

**Public Works**

Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Building Repairs &amp; Maintenance</b> Several planned maintenance upgrades not yet carried out.	9,656	31,502	(21,846)
<b>Operational Equipment &amp; Supplies</b> Roads & Streets Dept overbudget by \$12,700. At this stage main overage relates to gravel costs which are \$6,000 overbudget. In Traffic Service Dept costs to date for traffic signs and cones/barricades is overbudget \$2,700.	63,869	49,178	14,691
<b>Contracted Service</b> Spending on the street maintenance program is slightly ahead of budget allocation at Sept 30th. Program expected to be on budget for year end.	367,139	358,473	8,666

**Environmental - Sanitary Sewer**

Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Sewer revenues</b> First time in a long period sewer revenues are ahead of budget. Same result shows in Water Utility. Note sewer charges are based on consumption as measured by water meter readings. Acadia University had one account with an unusually high measured consumption for the 2nd quarter. Utility staff have talked to the University and double checked the meter reading. Reason for high water use is unknown as yet, but the billing amount seems correct.	261,121	253,482	7,639
<b>Salary &amp; Wages</b> Savings continue compared to budget in the sewer collection portion of the operation.	37,407	43,752	(6,345)
<b>Utilities</b> The upgraded Sewer Treatment Plant is now operational, and early indications are power consumption is much higher with the added treatment equipment. The level of power use was not known at budget time as the capital upgrades had not yet been completed.	41,843	31,254	10,589
<b>Operational Equipment &amp; Supplies</b> Main savings relate to Sewer Collection Dept. which is \$38,000 under budget by Sept 30th. A number of larger maintenance items have not been done yet. Further savings are found with the sewer lift stations where minimal repair costs incurred so far this year.	34,561	83,098	(48,537)
<b>Contracted Service</b> Savings are in Sewer Collection Dept. Budget allowed for \$4,000 of video inspection which has been spent. Actual cost \$4,700. Budget also provided a further \$19,000 in storm & sanitary sewer line cleaning. This has not been spent yet. Note the Town carried out sewer line cleaning for the majority of km's of pipe last year when sanitary lines were videoed. Storm lines are to be videoed in coming months.	30,132	47,580	(17,448)

**Planning**

Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Grant Revenues</b>			
Relates to revenue recognition of March 31/21 year end deferred revenue connected to climate change projects. Project completion occurring in current fiscal year.	12,000	-	12,000
<b>Salary &amp; Wages</b>			
Savings relate mainly to Climate Change term position which was vacant during the month of April (budget reflects the position for April thru September). Note this term position has been extended to the end of the fiscal year to ensure completion of several projects. Savings will be eliminated and seasonal/term wages will be overbudget by year end.	190,287	199,793	(9,506)
<b>Program Expenditures</b>			
Relates to completion of climate change projects. See also grant revenue above. Both the revenue and expense unbudgeted for the year.	9,105	-	9,105

**Community Service Division (Parks/Rec/Tourism)**

Account/Explanation	Actual 30-Sep-21	Budget 30-Sep-21	Variance over/(under) budget
<b>Salary and wages</b>			
Savings largely related to Rec Program and VIC wages lower than budget. VIC was opened later in year than budget plan and summer programs not at budget levels. At time of budget preparation it was unclear how COVID would impact operations. Budget allowed for higher level of service in 1st quarter than COVID health protocols permitted.	393,513	414,835	(21,322)
<b>Repairs &amp; Maintenance - Building</b>			
There is a \$7,000 unbudgeted fence repairs in Parks Dept. This is offset by savings currently showing in the Library Dept where maintenance budget is \$34,700 underspent at Sept 30th. Note tender for flooring repairs was recently awarded and work should be underway to complete budgeted repairs.	17,572	40,167	(22,595)
<b>Operational Equipment &amp; Supplies</b>			
Savings are spread between all Dept's of Community Service Division.	83,766	109,500	(25,734)
<b>Program Expenses</b>			
Savings are all essentially in Festival & Events Dept. Mud Creek spending was \$12,700 less than budget with smaller savings with Canada Day, and no spending on Apple Blossom.	12,209	35,700	(23,491)
<b>Contracted Services</b>			
Rec Program Dept shows \$20,000 savings. No dollars incurred for summer programming provided by Acadia University (budget of \$15,000), nor any use of a general program allowance of \$5,000.	53,310	75,700	(22,390)
<b>Grants to Organizations</b>			
Actual to date includes full \$10,000 grant to Historical Society, three Festival grants (\$2,000 to Wolfville Theatre Collective and \$5,000 to Devour and \$1,000 to AV Honour Choir) and one Rec Program grant (\$2,000 to Wolfville Tritons).	20,000	80,300	(60,300)

## COMMITTEE UPDATE

Title: Environmental Sustainability Committee Meeting  
Date: October 25<sup>th</sup>, 2021, Monday  
Department: Committee of the Whole

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The Environmental Sustainability Committee met in hybrid style (Chambers and Teams)

- October Agenda and Minutes from July 26<sup>th</sup> meeting were approved, No public input
- Climate Plan - overview & discussion
  - Staff presentation
    - Outlined what they have done to-date (studies, engagement, Partners for Climate Protection Program, etc.)
    - Lindsay Slade Reviewed Draft Climate Plan and Implementation Tables
  - An incredible amount of work over the years has gone into this plan and it's in the final stages before being presented to Council.
  - Discussions were had about the work of Devin, Lindsay, the summer students (Max and Lia) with emphasis on how the community was brought into it.
  - There's a lot of 'where do we go from here' discussions and it was helpful to have Jodie Noiles comment on Acadia's plan/ involvement and where that's going.
  - The ESC was in full support of this work by Devin and Lindsay.
  - No motion was presented to further the work or bring it to Council as this was a draft plan. It's in the final stages.
  - The ESC did have a great discussion about its role in the new year. We feel as a committee that we need to shift now from an advisory committee, with the completion of the Climate Plan, to a more hands on committee and implement the work that is being thought out and presented by Devin and his team.
    - Role of Committee moving forward?
      - More, shorter meetings?
      - Once the climate plan is adopted – what is their role moving forward?
    - Role of Committee moving forward? Town Staff and Council should decide whether this is a working committee or advisory in capacity.
      - What initiatives can we identify that can be taken on by the Committee?
  - **Support in principle for the draft plan was unanimous from the Committee.** It was discussed that the plan needs to be adopted, seen as a living document, and we need to get on to implementation.

As budgeting comes up the ESC wants to secure some space for climate projects and proper staffing so the next three years of the Climate Plan can be realized.

Meeting ended with small discussion about the Virtual Sustainability Conference I attended- presentation to follow

Respectfully Submitted,

Councillor Mike Butler

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## COMMITTEE UPDATE

Title: RCMP Advisory Committee  
Date: Nov 2, 2021  
Department: Committee of the Whole

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### UPDATE: RCMP Advisory Committee

Tuesday, October 12, 2021

Council Chambers, Town Hall, Wolfville

10:00am to 12:00 noon

In attendance for this first in-person meeting were committee members:

- Councillor Isabel Madeira-Voss (Chair)
- Mayor Wendy Donovan
- Councillor Jodi MacKay
- Supt. Dan Morrow
- Sgt. Mitchell Pelletier
- Chief Administrative Officer Erin Beaudin
- Emily Kathan
- Lindsey MacLellan

Also present

- Councillor Wendy Elliott (Observing)

Meeting was called to order at 10:02.

- a) The first item of business was The Crosswalk Report. Comments focused on crosswalk safety concerns, the number, location and type of crosswalks and a review of crosswalk enhancements schedule. A copy of the report will be circulated to the RCMP Advisory Committee.
- b) Sgt. Pelletier reviewed the RCMP Quarterly Update, followed by discussion on the following items:
  - Noted concerns re: issuing SOT's.
  - Should we have cameras in the Town? Would help to have a better idea of what is going on.
  - RCMP feel security is beneficial for additional support on the ground.
  - Expectations around SOT's.
  - Some residents are very intimidated and need support in addressing some of these issues.
  - Common messaging to landlords in partnership with the RCMP would be helpful.
- c) Community Harmony Update:
  - CAO Beaudin provided an overview of recent activities including the CEPTED (Crime Prevention Through Environmental Design) Program and Homecoming planning. In addition there was much discussion regarding the ideas and concerns expressed during the weekly meetings.
- d) Other:
  - Break-ins on Laura Moore Rd and Olsen Dr. (June 7) – RCMP were to speak to residents afterwards to provide tips on keeping properties safe – follow up to take place.



## COMMITTEE UPDATE

Title: RCMP Advisory Committee

Date: Nov 2, 2021

Department: Committee of the Whole



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- Muffler noise – complaints continue to come in. Request made for additional on-the-street policing to help address this issue.
  - Speeding continues to be an issue. RCMP will pay attention.
- e) Inspector Kamotzky was introduced to the committee. Inspector Kamotzky has 25 years' service from across the country. He was Detachment Commander in 6 detachments and has been an Inspector since 2017.  
We look forward to welcoming him in person at our December meeting.
- f) Next Meeting: December 14, 2021 – 10:00 a.m.

Respectfully Submitted by:  
Councillor Isabel Madeira-Voss

## COMMITTEE UPDATE

Title: Source Water Protection Committee  
Date: October 13, 2021  
Department: Committee of the Whole – November 2021

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- After a long hiatus, the Source Water Protection Committee held a meeting on October 13, 2021 in council chambers.
- Tim Bouter and Alex de Sousa were both present to bring updates as well as answer general questions.
- As both staff are relatively new, there is a lot of catch up and organizing that needs to be done. There is also quite a bit of work ahead of them.
- They will bring updates and next steps at the next meeting.
- Next meeting: January 12, 2022

Respectfully submitted

Oonagh Proudfoot (Deputy Mayor)



**Economic Prosperity \* Social Equity \* Climate Action \* Community Wellness**

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**Information Updates**

**Winter Parking**

Winter parking regulations will be in effect from Dec. 1, up to, and including Mar. 31, on all streets in the Town of Wolfville.

During this time, parking of vehicles on the streets of the Town of Wolfville is prohibited from 12:01 a.m. to 6:00 a.m. and from one hour after the start of a snowfall to two hours after the snowfall has stopped.

Physicians, fire, and police officials are exempt from these Regulations while carrying out their official duties, as well as operators of commercial vehicles while loading & unloading.

Any vehicle in violation of the Town of Wolfville Winter Parking Regulations will be towed at the expense of the vehicle owner, according to Section 139 of the Nova Scotia Motor Vehicle Act.

Winter Parking regulations are being messaged through local papers, social media, website and through posted notices to ensure all stakeholders are aware of the restrictions.

**Recreational Programming**

The Adult Ukulele Class is now running with full registration (14) and Youth Ukulele Club starts on Wed. Oct.27 for six weeks. Registration is also full for this program (12).

The Older Adult Fitness program is running with full registration (15). Additional spaces may open as restrictions ease. The Memory Boot Camp, an online series of workshops to learn about how memory works and strategies to improve, starts Nov. 8 and registration is now open.

A new series of Memory Cafés will start in December. The Memory Café Nova Scotia team has helped facilitate development of Memory Cafés in Cape Breton, Annapolis Royal and Digby for this series.

**Library Flooring**

Flooring replacement (main floor) is underway in the library, and it should be completed by early November. Tremendous thanks to Alice and her staff at the library, and to Dave and the Parks staff for making sure this all gets done.

## CAO REPORT

November 2, 2021

Department: Office of the CAO



### Economic Prosperity \* Social Equity \* Climate Action \* Community Wellness

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#### **Willow Park Memorial**

The temporary memorial created with orange bricks has been removed from Willow Park and planning for a new, permanent memorial is underway. An interpretive panel will be installed in Willow Park, and a smaller panel and one of the bricks will be installed in Chambers. Staff have had discussions about placing additional orange bricks in all Town buildings as well as offering bricks to the Library and Randall House Museum.

#### **Fall Clean-up**

Parks staff working hard to pack-up for the end of season with planters and baskets coming in for the colder weather. Gardens are also being prepped and covered-up for the winter season. After Nov. 11 Parks staff will turn their attention to decorating the town for the Holidays.

#### **Visitor Information Centre Closed for Season**

The Visitor Information Centre closed on October 31, 2021. Thanks to staff for all their efforts this season.

#### **Accessibility**

The Accessibility Committee continues its work on reviewing the current Accessibility Plan with an eye to developing a second version for the 2022-2025 plan. Future months will see public outreach to help inform the process.

#### **COVID-19 Workplace Screening**

Since Sept. 17 the Town of Wolfville Workplace Screening Program has completed 840 rapid tests. Participation remains strong from our Volunteer Fire Department Members, Council and staff from across all departments. Volunteers and committee members have also been able to participate prior to in-person meetings. Thankfully, no positive tests have been returned.

#### **GIS**

GIS staff continue to work with Planning staff to implement a new Building Permit application linked to the Town's GIS database.

## CAO REPORT

November 2, 2021

Department: Office of the CAO



## Economic Prosperity \* Social Equity \* Climate Action \* Community Wellness

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### **Web Site Development**

IT staff continue to work with senior mgt team on the new website. We have now started the wireframes development process with Blaze Studios and a recent information session allowed staff to have a first look at how the new website will function.

The new site will be easier to navigate and provide more self-serve options for stakeholders searching for Town supports. Tourism and business promotion will also make-up a big part of the new web build.

We are looking to an early 2022 launch date for both the new website as well as our new recreation programming booking portal.

### **East End Lands Secondary Plan**

At the direction of Council, staff are beginning to work on the East End Secondary planning process. Regular updates will be provided.

### **All Ages Accessible Bike Network (Triple A)**

Costing is being finalized for the all-ages, accessible bike network. The current focus is on Highland Avenue, given the upcoming re-build of a large portion of this street. The final investment package and report for the entire network will come to Council as part of the budget process at the November Committee of the Whole. Staff have begun exploring grants to support this work as it gets considered in our 10-year capital plan.

### **Crime Prevention Through Environmental Design Pilot Project**

The Pilot Project has wrapped-up (mid-August to Homecoming) with the removal of four remaining Good Neighbours Make Great Neighbourhoods signs in the Prospect, Hillside, Fairfield, Bay and Highland community. Individual interviews are now being conducted with residents in the project neighbourhood as well as with students and along with gathered data, a report is being compiled.

## **Finance Updates**

The due date for 2021/22 property tax bills has passed, and as of late October the balance in arrears is less than at same point a year ago.

Draft budget documents and information being prepared for Special COW meeting on Nov. 25 which will be an all-day session focused on early budget estimates. Future work includes public outreach, with the format still to be finalized.

## CAO REPORT

November 2, 2021

Department: Office of the CAO



## Economic Prosperity \* Social Equity \* Climate Action \* Community Wellness

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A jurisdictional scan has been carried out on procurement policies. Findings from this work will be brought to the Audit Committee for discussion in December. The senior management team will also be reviewing the findings with an eye to bringing an updated draft policy to Council early in the new year.

Another jurisdictional scan has been carried out related to pension plan contribution levels. This information is coming back to senior mgt to review and make recommendations to Council.

The due date for water bills is coming up on Oct. 31.

### SWITCH Wolfville

Funding for work to be completed in 2021 has now been fully allocated and the team at SWITCH are eager to help homeowners prepare for participation in the program for when the next round of funding becomes available.

Homeowners who would like to move forward with projects before additional SWITCH financing becomes available can still access free support from the SWITCH team with free Home Energy Assessments, quote reviews, rebate eligibility information, and support for rebate applications to access both the Provincial and Federal programs.

### Infrastructure/Capital Updates

- Paving for Blomidon Terrace and various cross cuts in Town is scheduled for this Thursday.
- Paving for the section of sidewalk near the top of Chestnut Ave is scheduled for next week.
- Construction on a new sidewalk and curb along Willow St has begun and will be completed this fall.
- Construction for a back-up generator for the Wickwire Well (one of the two production wells for Wolfville's Water Utility) began this week and will be completed this fall.
- Construction for new decorative lights on Gaspereau Ave from Main St to Summer St is scheduled to begin within the next month.
- Design work and budgeting for next year's capital projects is in full swing.
- Paving of main parking lot at Reservoir Park to be completed this fall.

### Upcoming Events

- Special meeting of COW on Nov. 25 for draft budget review.
- Night of Lights - November 27<sup>th</sup>
- Wolfville Glows (Beginning Nov.27<sup>th</sup> and throughout December, featuring a series of small events such as Santa sittings, Petting Farm, as well as visual attractions/photo ops

## CAO REPORT

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### Economic Prosperity \* Social Equity \* Climate Action \* Community Wellness

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around town. No large gathering planned due to ongoing pandemic. Details of Tree Lighting still under discussion. We are working closely with WBDC staff in all planning efforts.

- Maple Avenue Compost Site closes for the season on Nov. 27.
- Overnight parking restrictions in effect as of Dec. 1.

## INFORMATION REPORT

Title: Climate Plan Update  
Date: 2021-10-27  
Department: Planning and Development

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# SUMMARY

## Climate Plan Update

This report is meant to provide Council information/education and an opportunity for discussion around the Draft Climate Action Plan, as well as serve as a reminder of the work that has led up to the creation of the Draft Plan. It is important that Staff, Council and the Community (Business and Residents) are on the same page as we move forward.

The intent of this Information Report is:

1. to update Council on the current state of the Draft Climate Plan; and
2. to provide Council with an opportunity to discuss the contents of the plan and draft implementation framework before this plan is finalized and approved.

This report will be accompanied by a Staff presentation to help facilitate a discussion on key ideas and issues.



## INFORMATION REPORT

Title: Climate Plan Update  
Date: 2021-10-27  
Department: Planning and Development

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### 1) CAO COMMENTS

This report is for information and discussion purposes and provides Council an opportunity to better process the information over multiple meetings. We will be introducing this at Committee of the Whole in November and bringing it back in December so that Council has time to review all of the material, provide feedback and ask any questions that may arise as we go through the presentation.

### 2) REFERENCES AND ATTACHMENTS

- Draft Climate Plan (attached)
- [Wolfville Blooms](#) – Climate Action Public Engagement portal
- May 2020 Committee of the Whole: [Greenhouse Gas Inventory Information Report to Council](#)
- January 2021 Committee of the Whole: [Target Setting Report to Council](#)

### 3) DISCUSSION

In April 2019, Council declared a Climate Emergency. Following the declaration, the Town resumed activity with the Partners for Climate Protection program offered by the Federation of Canadian Municipalities in order to obtain the funding required to produce a Climate Action Plan, through a Staff Grant. The Partners for Climate Protection program is broken down into five milestones that must be achieved in order to receive the Staff Grant funding (image below).



Staff were directed by Council to complete a greenhouse gas inventory, and to identify greenhouse gas emissions reduction targets. A greenhouse gas emissions inventory was completed in April 2020 by consultants at Sustainability Solutions Group for the census year 2016 and an information report was brought to Council in May 2020 outlining where the Town's emissions are coming from and what the Town's emissions are projected to look like under a business as usual scenario (achieving the first milestone). On February 16, 2021, Council adopted targets to reduce greenhouse gas emissions from 2016 levels by 45% by 2030, and reach net zero by 2050 (achieving milestone two).

The Climate Action Plan and integrated Implementation Plan are being completed and will allow the Town to achieve milestones 3 and 4 once approved and adopted by Council. These two documents are

## INFORMATION REPORT

Title: Climate Plan Update  
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included for review by Committee of the Whole. It is expected that November Committee of the Whole will provide Council an opportunity to understand the Climate Action Plan, generate discussion, and create an opportunity for Council to review the draft Plan and Implementation Plan for one month and return to December Committee of the Whole with comments regarding the two items. Staff suggest that Council provide feedback on the Implementation Plan and identify which actions they are most willing to pursue in the next 3 years of the current Council term and how these actions may provide momentum for further action in the future.

The Draft Climate Action Plan has been produced following two and a half years of climate focused community engagement, including door-to-door engagement, community pop-ups and events, surveys, Climate Action Walks, and online engagement through [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca) which provided the public, Staff and Council an opportunity to engage with the Draft Low Carbon Roadmap and provide feedback. The Town's Management Team has also been engaged throughout the Implementation Plan and will continue as implementation occurs. Feedback from all of these modes of engagement has been considered and integrated into the Draft Climate Plan in an effort to produce a Plan that accurately reflects the needs and vision of the community. The Environmental Sustainability Committee has also been integral to the formation and revision of this Draft Plan.

### 4) FINANCIAL IMPLICATIONS

The Climate Action Plan is being discussed and integrated into the Budget Process by the Town's management team. As we continue through the budget process – and finishing the implementation tables – Staff will be able to present what items in the budget address what is outlined in the plan.

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

The Draft Climate Plan advances the following Directions that focus resource allocation outlined in the 2021-2024 Strategic Plan:

- Climate management related initiatives to reduce carbon emissions, support local transportation, local food security and environmental protection.

The Draft Climate Plan also advances various policies outlined in the Town of Wolfville's Municipal Planning Strategy.

### 6) COMMUNICATION REQUIREMENTS

Information about the Draft Climate Action Plan was made available online at [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca) for the months of August, September and October of 2021. Furthermore, Staff, Council and community partners and members have been engaged over the course of two and a half years leading up to present date. To-date we have utilized:

## INFORMATION REPORT

Title: Climate Plan Update  
Date: 2021-10-27  
Department: Planning and Development

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- Town communications
  - E-newsletter
  - Climate Action Newsletter
- Social media
  - Facebook
  - Instagram
  - [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca)
  - Youtube
- Stakeholders
  - Wolfville Business Development Corporation
  - Acadia University
  - Community members

## 7) FUTURE COUNCIL INVOLVEMENT

Staff will bring the Draft Climate Action Plan back to Committee of the Whole in December to allow Council a month to thoroughly read the Draft Plan and provide feedback. The implementation tables are in draft form but Staff thought it important to include so Council can get a scope and scale of the projects that, over time, we will be considering.

Staff will bring some questions to guide discussion during the presentation on this topic.

# Regional Greenhouse Gas Reduction Study

Executive Update (September 27, 2021)

The partner municipalities of the County of Kings (Town of Berwick, Town of Kentville, Town of Wolfville and the Municipality of the County of Kings) are partnering in the development of a Regional Greenhouse Gas Reduction Study. The project is being conducted in phases, with the first phase being the calculation of greenhouse gas (GHG) emissions for each partner municipality at both the Community level and Municipal Operations levels. The second phase of the project is the modeling of future GHG emissions for each partner municipality, the identification of potential GHG reduction opportunities, and the development of a GHG reduction implementation plan.

This executive update is to provide results of the completed first phase of the project. The findings from the second phase of the project will be released in the fall of 2021.

## Community GHG Emissions

The Community GHG emissions were calculated in accordance with *The Global Protocol for Community-Scale GHG Emission Inventories*, a globally-recognized best practice framework. Community GHG emissions were calculated using a variety of input data sources including Census of Canada, community electricity consumption totals, waste disposal figures, transportation surveys, and the Census of Agriculture. Annual estimates of carbon uptake (removal from the atmosphere) in natural lands such as forest and wetlands were also calculated.

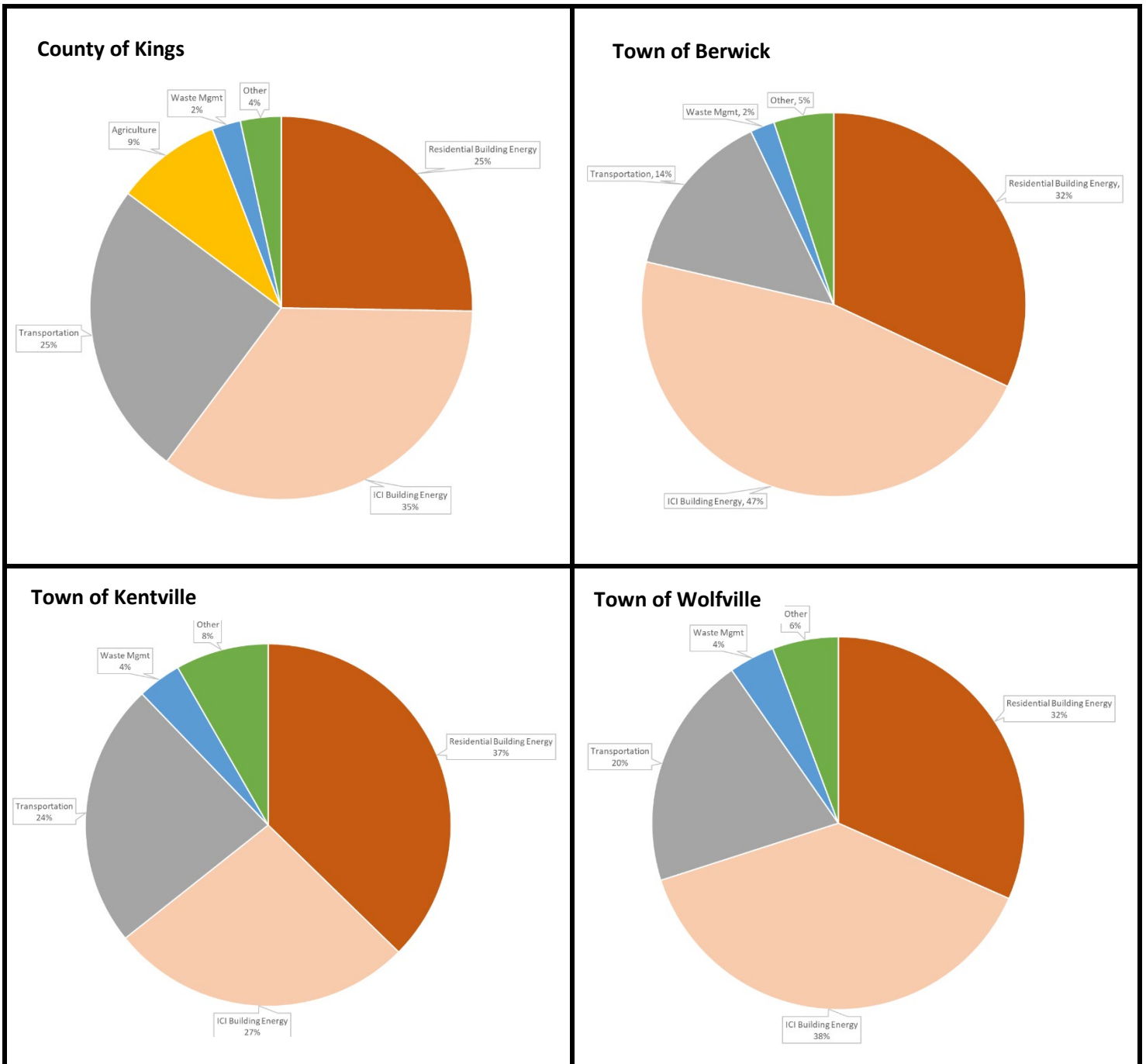
GHG Source	GHG Emissions (tonnes of equivalent carbon dioxide)			
	Town of Berwick	Town of Kentville	Town of Wolfville	Municipality of the County of Kings
Residential Building Energy	16,926	29,769	20,774	231,695
ICI (Institutional – Commercial – Industrial) Building Energy	24,643	21,448	25,236	320,545
Transportation	7,577	18,820	13,319	229,169
Agriculture	0	0	0	81,910
Waste Management	1,084	3,098	2,612	22,334
Other	2,661	6,558	3,749	31,518
<b>Total GHG Emissions</b>	<b>52,891</b>	<b>79,694</b>	<b>65,689</b>	<b>917,171</b>
Carbon Uptake in Natural Lands	-111	-2,356	-921	-574,380

Total Community GHG emissions for all of the partner municipalities is approximately 1.115 million tonnes of equivalent carbon dioxide. Energy used in buildings (residential + ICI) is the largest source of Community GHG emissions, representing 62% of the total. This includes both electricity and fuel combusted for

heating. Transportation is the second largest source of Community GHG emissions, representing 24% of the total.

The region's forest and wetlands remove approximately 574,000 tonnes of carbon dioxide from the atmosphere each year, confirming that the protection and enhancement of natural land covers is an important strategy in climate change action planning.

**Percentage of Community Emissions by GHG Source:**



The following observations were made regarding the percentage of Community emissions by GHG source:

- The Municipality of the County of Kings is the only partner municipality for which Agriculture sector GHG emissions were calculated (it was assumed that the amount of agriculture land in the boundaries of Berwick, Kentville, and Wolfville was insignificant)
- The Town of Kentville is the only partner municipality that had a larger percentage of GHG emissions from Residential Building Energy compared to ICI Building Energy
- The Town of Berwick had the smallest percentage of GHG emissions from Transportation and the largest percentage of GHG emissions from Building Energy
- The Town of Wolfville had the least differential between percentage of GHG emissions from Residential Building Energy and ICI Building Energy

### **Municipal Operations GHG Emissions**

Municipal Operations GHG emissions were calculated for each partner municipality using a variety of input data sources including invoices from electric utilities, invoices from building heating energy suppliers, energy used for the treatment of water and wastewater, vehicle and equipment fuel receipts, and waste disposal data. Annual estimates of carbon uptake in natural lands owned and operated by the municipality such as conservation lands or parks was also calculated.

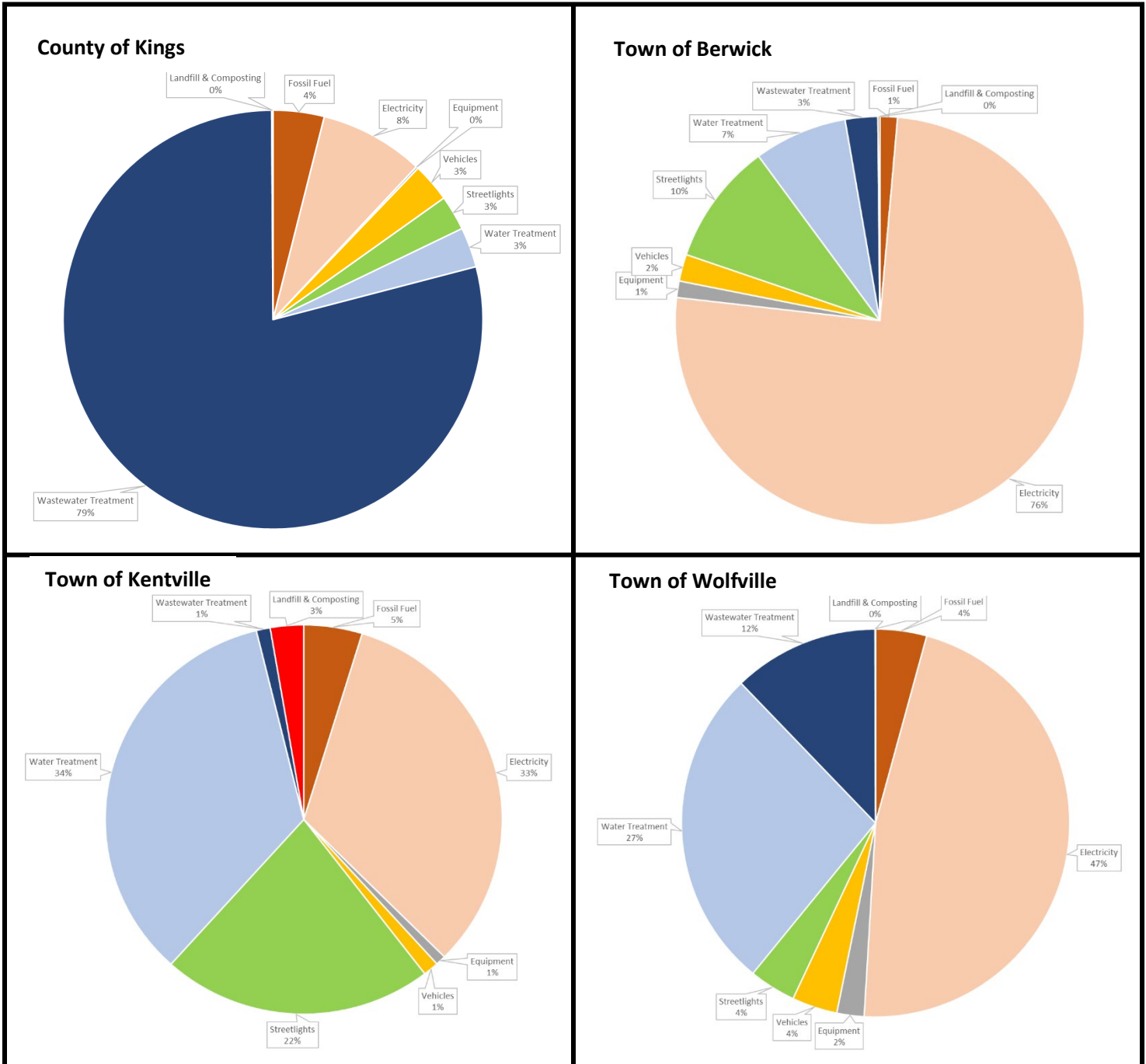
GHG Source	GHG Emissions (tonnes of equivalent carbon dioxide)			
	Town of Berwick	Town of Kentville	Town of Wolfville	Municipality of the County of Kings
Building Energy – Fossil Fuel	18	111	84	200
Building Energy - Electricity	962	760	928	409
Vehicles and Equipment	44	48	120	162
Streetlights	123	513	77	137
Water Treatment	94	801	535	157
Wastewater Treatment	33	26	241	4,016
Solid Waste Disposal	2	63	1	5
<b>Total GHG Emissions</b>	<b>1,276</b>	<b>2,323</b>	<b>1,987</b>	<b>5,085</b>
Carbon Uptake in Natural Lands	0	-204	-83	-1,067

Total Municipal Operations GHG emissions for all of the partner municipalities is 10,672 tonnes of equivalent carbon dioxide. Energy used for Wastewater Treatment is the largest source of Municipal

Operations GHG emissions, representing 40% of the total. Electricity consumed in buildings is the second largest source of GHG emissions, representing 29% of the total.

Forest and wetland areas under municipal control remove 1,354 tonnes of carbon dioxide from the atmosphere each year, confirming that the protection and enhancement of natural land covers is an important strategy in municipal climate change action planning.

**Percentage of Municipal Operations Emissions by GHG Source:**



The following observations were made regarding the percentage of Municipal Operations emissions by GHG source:

- The Municipality of the County of Kings has the largest percentage of GHG emissions from Wastewater Treatment due to the number of wastewater treatment plants that are operated by the County
- The Town of Kentville has a larger percentage of GHG emissions from Streetlights and Waste Disposal compared to the other partner municipalities. Streetlights and Waste Disposal represent 25% of Kentville's GHG emissions from Municipal Operations; these categories do not exceed 10% combined in the other partner municipalities
- The Town of Berwick has the largest percentage of GHG emissions from Building Energy (Electricity)
- The Town of Wolfville has a lower percentage of GHG emissions from Streetlights compared to the other towns





**Draft Climate Action Plan: For Review**

October 25, 2021

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~~Climate Action Circles~~

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~~Town Hall for a Green New Deal~~

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Governance

Regional Cooperation

Low-carbon Pathway Energy

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Where Energy Will be Used  
Low-carbon Pathway Emissions  
Emissions from Energy Sources  
Where Emissions are Produced  
How Emissions are Reduced  
The Climate Equity Approach to Emissions Reductions Planning

**Next steps from FCM:**

**Recommend council to adopt policy around reviewing actions/checking in/staying accountable.**

**In 2025 a new 5 year plan needs to be made – what actions build on each other, what are new actions we can take on/allocate funds to.**

**Recommend first action of new council is to update plan with a new set of actions and how do we quantify these actions?**

**Executive Summary – to be updated**

How we got here

Key take-aways:

most significant sources of ghgs: 21% from transportation,

## Implementation Plan

### Three-year Implementation Plan

The Implementation Plan identifies activities that can be carried out by Council and staff in order for the Town to reach the reduction targets set by Council. The tables outline the activities, what role the Town plays for each, as well as the estimated cost, person or department responsible, timeframe for completion, expected greenhouse gas reduction and co-benefit of the action, as well as readiness for the Town to take each activity on, what next steps are required and how success of each activity will be measured.

Staff and Council have determined which activities can be completed within the remaining three years of the current Council term, as well as actions that will follow. Note that the expected greenhouse gas reduction has been indicated as low, medium, high or not applicable (N/A) rather than by percent reduction or total carbon dioxide equivalent, as the goal of the implementation plan is to take as many actions as possible, and evaluate how successful each action was in reducing greenhouse gas emissions during subsequent greenhouse gas inventories.

Barriers to implementation include funding to take on certain actions, as well as capacity of Council and Staff to carry out numerous projects. All managers and Councilors at the Town have engaged with the implementation plan to identify which activities can reasonably be taken on based on budget, capacity and perceived impact of each activity.

Following implementation, Staff will revisit the activities undertaken and evaluate the greenhouse gas reduction of applicable activities and identify which projects have been completed or uncompleted in order to monitor the progress of the implementation plan.

**following tables to be updated**

### **ACTION AREA 1: Adaptation**

<b>GHG reduction target</b>								
<b>ACTIVITY PLANNED</b>	<b>Town as...</b>	<b>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</b>	<b>Person or department responsible</b>	<b>Approximate timeframe for completion</b>	<b>Expected GHG reduction</b>	<b>Project readiness</b>	<b>Next steps</b>	<b>How will success be measured?</b>
Continue Communication and Education regarding flood risk within the Town.	Influencers (Indirect Control)	Low	Planning and Public Works Department	Ongoing	N/A	Complete		
Connecting the 2 dyke systems and living shorelines	Direct Control	High	Planning and Public Works Department	3-10 years	N/A			Dyke systems are connected.
Protect Sewer Lift Stations and Treatment Plant	Direct Control		Public Works Department					
Flood forecast and warning system )								
Monitoring and future actions (infiltration, conveyance, storage, development measures								
Conduct flood risk study to understand storm water (drainage) and sea water (dykes) infrastructure required to manage flood risk.	Influencers (Indirect control)	Low	Planning Department.	Complete	N/A	Complete	Disseminate flood risk information to community members.	Planning, development and emergency management occurs with flood risk in mind.



When reaching end of life cycle, update existing infrastructure to handle extreme weather	Energy Consumers (Direct Control)	Low to High depending on project.	Public Works.	Ongoing as infrastructure requires replacement and upgrades.	N/A			
Identify key routes into and out of Wolfville that may be impacted by extreme weather events.	Influencers (Indirect Control)	Low	Public Works and Engineering.	1-3 years.	N/A			
Invest in regional municipal building energy audit to identify key areas to reduce ghg emissions. <i>What has already been done?</i>	Energy Consumers (Direct Control)	Low	Planning Department.	1-3 years.	N/A			
Establish and communicate guidelines for cooling centres in advance of heatwaves.			REMO					

### Action Area 2: New and Existing Buildings

<b>GHG REDUCTION TARGET:</b>	Residential energy use decreases by 30% because of wide-spread building retrofits and the switch to heat pumps for space heating and cooling. Building retrofits at Acadia achieve a 23% reduction in energy consumption, and commercial energy demand decreases 17% from switching to more efficient heating and cooling systems, as well as retrofits for energy efficiency.			
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ACTIVITY PLANNED	Town as...	Cost: Low (<\$100,000), Medium (\$100,000-\$1M), High (>\$1M)	Person or department responsible	Approximate timeframe for completion	Expected GHG reduction	Project readiness	Next steps	How will success be measured?
<b>New Buildings</b>								
Develop a minimum energy standard for all new buildings	Energy Consumers (Direct control)	Low	Planning Department.	1-2 years	N/A	Low		
<b>Existing Buildings</b>								
Improve HVAC system in Public Works building and install smart thermostats.			Public Works Department.		Low, improved occupant comfort.			HVAC improvements completed.
Replace inefficient windows in Public Works building with high efficiency windows.			Public Works Department.		Low, improved occupant comfort.			All inefficient windows replaced.
Replace all lighting with high efficiency LED lightbulbs	Energy Consumers (Direct Control)	Low	Public Works Department.	1 year	Minimal ghg reduction, some electrical cost reduction	Low	Complete inventory of existing building lighting.	All lighting replaced with high efficiency LED lighting.
Comprehensive review of municipal building energy use	Energy Consumers (Direct Control)	Low	Planning Department, external energy assessor.	1 year	N/A	Low	Conduct municipal building energy use study.	Comprehensive review of municipal building energy completed.
Following review of municipal building energy use, prioritize these potential actions: Install occupancy light sensors where possible ie kitchens, printing rooms, bathrooms  Perform lighting assessment to reduce number of lamps where light levels are excessive	Energy Consumers (Direct Control)	Low to medium	Planning Department, Public Works Department.	3-5 years and as replacement permits.	Some GHG reductions, some electrical cost savings, greater physical comfort inside of buildings, better energy efficiency.	Low	To follow municipal building energy use study.	Subsequent municipal building energy review to determine success.

<p>In buildings with regular use, install programmable thermostats and check regularly, in buildings not used regularly, install thermostats that can be easily adjusted by users.</p> <p>Weatherstripping on all windows and doors to be checked and replaced when necessary</p> <p>Apply insulation to all uninsulated municipal buildings if applicable</p> <p>Upgrade insulation during scheduled roof replacements</p>								
Convert all heat sources to energy efficient heat pumps,	Energy consumers (Direct Control)	Low	Public Works Department.	3-5 years.	Energy efficiency, reduced heating and cooling costs, improved physical comfort inside buildings.	Low	Assess current heating and cooling sources for cost, efficiency, GHG emissions and comfort.	All heat produced from heat pumps.
When replacing electronic equipment, purchase EnergyStar rated products	Energy Consumers (Direct Control)	Low	All Departments	As equipment requires replacement.	Increased energy efficiency, reduce energy costs.	Medium	Create EnergyStar replacement policy for all staff.	All new electronics are EnergyStar rated.
Develop a protocol for ensuring all electronics are powered down completely (ie unplugged or switching off power bar) every evening, weekend and holiday.	Energy Consumers (Direct Control)	N/A	All Departments	1 year.	Minor emission reductions from electricity use.	Low	Assess current energy use of electronics when not in use. Create energy savings policy for all staff.	Reduction in energy use during off peak work hours.

Continue to participate in FCM pilot program, evaluate afterwards to understand what PACE program will look like moving forward.	Influencers (Indirect Control)	Low – funded through FCM.	Finance Department, Office of the CAO.	Ongoing	Low to High community emissions reductions over lifespan of project.	High	Investigate logistics of extending Switch Wolfville program. Review financial impact of PACE operating loans.	Through continuation of PACE program.
Develop an incentive program for homeowners that choose to renovate with energy efficient upgrades such as waiving or reducing building inspection fees.	Influencers (Indirect Control)	N/A	Planning Department, Development Officers	3 years	Low	Low	Create policy to determine which energy retrofits are eligible.	Program is developed.
Dedicate a webpage or link to tracking participation in the various programs offered to the community such as Switch Wolfville. Provide online links and resources to facilitate individual action, and to provide a centralized location for all residential-related reduction opportunities.	Influencers (Indirect Control)	N/A	Planning Department, Special Projects	1 year	Low, inspires others in the community to take action, rewards individuals for their actions.	Low	Dedicate a page on <a href="http://www.Wolfvilleblooms.ca">www.Wolfvilleblooms.ca</a> to acknowledging participants, compile list of resources for the community.	Links are available on website.
Continue to incentivize oil tank replacements in the well-head buffer zones.	Investors (indirect control)	Low	Planning Department, Public Works Department, Finance Department.	Ongoing with Switch Wolfville program.	Low, offers protection to Town drinking water.	High	Continue communications with residents within the Wolfville Wellhead Buffer Zone.	Program offering is extended.
Develop a reward system to recognize environmental stewardship at local businesses and institutions.	N/A	Low	Partner with WBDC	1 year.	N/A	Low	Include requirement in WBDC agreement.	Reward system is integrated into WBDC agreement.
Provide local businesses and institutions with information on energy retrofits, rebates and other resources to reduce ghg emissions.	Influencers (Indirect control)	Low	WBDC	1 year.	N/A	Medium	Compile list of resources and circulate to appropriate businesses and institutions.	Information is circulated among business owners and operators.

**Action Area 3: Complete Communities and Transportation**

<b>GHG reduction target</b>	Transportation: Reduce 28% of GHGs by 2050, decrease residential energy use by 30% by 2050.							
<b>ACTIVITY PLANNED</b>	<b>Town as...</b>	<b>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</b>	<b>Person(s) or department(s) responsible</b>	<b>Approximate timeframe for completion</b>	<b>Expected GHG reduction</b>	<b>Project readiness</b>	<b>Next steps</b>	<b>How will success be measured?</b>
<b>Transportation</b>								
Invest in quality, AAA active transportation network connecting key origins and destination.	Investor and Influencer (Indirect Control)	High Class D costing completed, funding anticipated through grants, See AT investment plan	Planning, Parks and Recreation and Public Works Departments	3-5 Years for initial network, other improvements over 10 year capital plan.	Medium GHG reductions, improvements in physical and mental health and wellbeing, improved air quality, costs savings on fuel for residents	High		Completion of AAA Network
Invest in overall walkability and active transportation improvements.	Investor and Influencer (Indirect Control)	Low to high	Planning, Public Works Departments, Parks and Recreation	Ongoing	Low to medium GHG reductions, improvements in physical and mental health and wellbeing, improved air quality, costs savings on fuel for residents	High	Crosswalks, Traffic Calming, Bike parking and facilities, Sidewalk and trail improvements.	
Park and Ride facilities on the edges of Town (end of Cherry Lane, Lightfoot, End of Oak Avenue, Grand Pre site).	Investor and influencer (Indirect Control)	Low to medium	Planning, Public Works, Parks and Recreation Departments,	3-5 years	Low, reductions in in-Town air pollution from vehicular travel, opportunities for more desirable active transportation routes and infrastructure	Low	Identify key park and ride locations, engage residents and commuters.	Regular use of 5 or more vehicles per day parked at each park and ride facility.

Invest in microtransit or public transportation	Investor and influencer (Indirect Control)	\$50,000 Municipality will apply for Zero Emission Vehicle Infrastructure Program grant.	Public works and infrastructure department., Kings Transit Authority.	3-5 years	Low - Medium GHG reduction potential, costs savings for residents, equity and accessibility.	Low	Conduct microtransit feasibility study.  Work with Kings Transit on promoting transit as a viable option.	Through number of passengers using micro and or public transportation daily.
Support implementation of Electric vehicles through EV charging infrastructure in the community.	Investor and influencer (Indirect Control)	Low - Medium	Planning and Public Works Departments.	3-5 years	Low – medium as electricity grid switches to renewable energy over time.	Low	Conduct analysis of key locations for EV charging stations within the Town.	Through analysis of usage once installed.
Convert Municipal Fleet to Electric over time	Energy Consumers (Direct Control)	Low - Medium	Public Works Department, enforcement	100% electric purchase policy for Municipal fleet by 2030 and phasing out of fossil fuel vehicles Limit to ½ ton trucks	Low to medium as electricity grid switches to renewable energy over time.	Low	Purchase 1 electric vehicle and begin to understand realities of converting the fleet. Work on Fleet replacement strategy/ policy over time.	Reviewing fleet fuel consumption inventory to identify how much fuel has been saved through EV use.
Expand existing e-bike program with the Wolfville Library to include Acadia University, and integrate into potential park and ride facilities.	Influencers (Indirect Control)	Low – Medium	Planning and Parks and Recreation Departments, Acadia University, Wolfville Library.	1-3 years	Low, co-benefits of improved physical and mental health, accessibility to active transportation equipment, less congestion on roads.	Medium	Review grant funding for opportunities to expand e-bike program. Discuss realities of program expansion with Acadia University and the Wolfville Library.	E-bike program is expanded.
Engage with Kings Transit to ensure transit options offered in Town are suitable in terms of service, vehicle size, frequency.	Influencers (Indirect Control)	Low	Planning Department, Office of the CAO, Residents and WBDC	1-3 years	Low, increased access to public transportation, fewer vehicular related GHG emissions, greater options for low cost transportation to key areas.	Medium	Coordinate discussions with Kings Transit Authority.	Right sized vehicles purchases, more frequent transit service with the Town, review ridership after 1 year of use to

								monitor changes in ridership.
Implement paid parking in strategic areas to reduce vehicles on road and to enhance pedestrian and active transportation areas.	Influencers (Indirect Control)			3-5 years	Low, reduced on-road vehicular travel in strategic areas, funds for improving active transportation or public transportation options, pedestrian and cyclist safety, designated accessible parking spots in key locations.			
<b>MPS related</b>								
Coordinate new development with existing active and public transportation services and infrastructure to promote greater uptake in alternative transit modes	Influencers (Indirect control)	N/A	Planning and Public Works Departments	Short-term	N/A	N/A	Assess MPS policies for strengths and weaknesses regarding transit-oriented development.	Development is focused in services locations and along transit routes.
Restrict permitted lot size for new construction to increase density and efficiency of services	Influencers (Indirect control)	N/A	Planning Department.	Short-term	N/A	High	New CDD areas, R-1 re-zoning Promote small lot subdivision in downtown.	All new development occurs in serviced locations.
Require all new construction to meet net-zero emissions	Influencers (Indirect control)	N/A	Planning Department, Building Inspector.	Short-term	N/A	Low	Conduct jurisdictional scan to understand how other municipalities approach net-zero requirements.	

Restrict square footage of new residential units to encourage smaller, energy efficient dwellings	Influencers (Indirect control)	N/A	Planning Department, Building Inspector.	Short-term	N/A	Low	Assess square footage requirements in LUB, set maximum building size.	Most new buildings are under the maximum building height.
Better promote infill development to increase density, reduce sprawl	Influencers (Indirect control)	N/A	Planning Department, Public Works Department.	Ongoing as per new planning documents	N/A	High	R-1, Building Height, Missing Middle Implementation.	Review number of vacant lots infilled annually.
Encourage mixed-use development and multi-family development.	Influencers (Indirect control)	N/A	Planning Department.	Ongoing as per new planning documents.	N/A	High	Review effectiveness of current MPS policies in practice.	Inventory of duplexes and multifamily dwellings increases.
Preserve and maintain greenspaces, wetlands and forested areas to increase or maintain carbon sequestration potential	Influencers (Indirect control)	N/A	Parks and Recreation, Planning Department.	Ongoing as per new planning documents	low		Specify natural spaces requiring protection.	No specified natural spaces are developed or degraded.
<b>Corporate</b>								
Replace streetlights with high efficiency lighting.	Energy Consumers (Direct Control)	Low	Public Works Department.	Short-term	Low	Complete	Completed in 2015.	Lights are replaced with high efficiency lighting.
Investigate feasibility of solar powered lights at public parks and pedestrian areas	Energy Consumers (Direct Control)	Low	Public works and Parks and Recreation departments	Short – medium term	Low	High	Flashing solar powered lights at cross walks complete. Investigate feasibility of solar lighting at public parks.	All cross walk lighting is solar.



Pursue partnership and funding to support a solar light project as a demonstration of dedication to alternative energy sources.	Influencers (Indirect Control)	Low to medium	Planning and Public Works Department.	Short-medium term	Low	High	Ongoing at Public Works building and through solar cross walk lighting.	N/A
Further promote Wolfville as an idle free community.	Influencers (Indirect control)	low	Planning and Parks and Recreation Departments.	Short-term	N/A	medium	Install signage along key sites where idling likely to occur.	Fewer vehicles idling in Town.
Better encourage employees to use AT or Transit.	Direct Control	low	Planning department	Short-term	N/A	Low	Install showers and change rooms, indoor bike storage, investigate feasibility of municipal transit pass program with Kings Transit.	Surveying number of staff using active or public transportation to commute.

**Action Area 4: Solid Waste, Water and Wastewater**

<b>GHG reduction target</b>	<b>28% ghg reductions of 28% by 2050,</b>							
<b>ACTIVITY PLANNED</b>	<b>Town as...</b>	<b>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</b>	<b>Person or department responsible</b>	<b>Approximate timeframe for completion</b>	<b>Expected GHG reduction</b>	<b>Project readiness</b>	<b>Next steps</b>	<b>How will success be measured?</b>

<b>Valley Waste Resource Management</b>	What now? Next 3 years? Aspirations?							
<b>Town Water Utility</b>	What now? Next 3 years? Aspirations?							
<b>Asset Management</b>								
Continue applying climate lens and projections to life cycle costing (was supposed to be done with asset management plan but was deferred as it was an "add-on" to the plan and was never done).	Energy Consumers (Direct Control)	N/A	Public Works, Planning Departments.	Long-term in accordance with infrastructure lifecycles.	N/A			
Install variable frequency drive (VFD) at the sewage treatment plant <b>and at Cherry Lane</b> to reduce pumps operating at full speed.	Energy consumers (Direct control)		Public Works Department.					
Replace blowers at sewage treatment facility with energy efficient blowers when needing replacement.	Energy consumers (Direct Control)	Medium	Public Works Department.	As needed,			Identify energy efficient blowers to purchase near replacement.	Blowers are replaced with energy efficient option when replaced.

Set a community water conservation target.	Influencers (Indirect Control)	N/A	Public Works Department, Planning Department.	1 year.	N/A	Low	Conduct inventory of current water use for various sectors, identify reduction target.	Target is set.
Create a water conservation bylaw to restrict or limit lawn watering	Influencers (Indirect Control)	N/A	Public Works Department, Council.	1 year.	N/A, water conservation and sustainable behaviours.	Low	Identify current water usage for lawn watering.	Bylaw is approved.
Install rain barrels at all municipal facilities where watering is carried out manually.	Energy Consumers (Direct Control)	Low	Public Works Department.	1 year.	N/A	Low	Identify locations most appropriate for rainwater collection, purchase and locate rain barrels.	Rain barrels purchased and located at strategic sites.
Install a water meter at the splash pad to identify amount of water used.	Energy Consumers, (Direct Control)	Low	Public Works Department, Parks and Recreation Department.	1-3 years.	Low	Low	Conduct inventory of water usage at splash pad. Investigate water conservation tools suitable for splash pad.	Water meter installed.
Implement a comprehensive recycling program at all municipal buildings.	Energy Consumers, (Direct Control)	Low	Public Works Department.	Ongoing?	Low	High	Assess effectiveness of current recycling program.	
Encourage behavioral change to reduce waste entering municipal buildings, ie. Waste-free lunches, no plastic water bottles, etc.	Influencers (Indirect Control)	N/A	Planning Department.	1 year.	Low, encourages sustainable behaviours.	Low	Hold a lunch and learn or information series for all Town staff on waste reduction. Provide all staff	

								with reusable coffee mugs and water bottles to encourage reuse. Dedicate one day per week to waste-free lunches.
Promote or advertise waste reduction events, such as Waste Reduction Week, or Zero Waste Days	Influencers (Indirect Control)	N/A	Planning Department, Special Projects.	1 year.	Low, encourages sustainable behaviours.	Low		
Partner with Valley Waste Resource to encourage the provision of reusable plastic garbage and recycling bins for all residents to reduce waste litter resulting from tearing of plastic waste bags.	Influencers (Indirect Control)		Valley Waste Resource		N/A			All households are provided with reusable plastic recycling and waste bins for curbside collection.

**ACTION AREA 5: Local Renewable Energy Generation**

<b>GHG reduction target</b>								
<b>ACTIVITY PLANNED</b>	Town as...	Cost: Low (<\$100,000), Medium (\$100,000-\$1M), High (>\$1M)	Person or department responsible	Approximate timeframe for completion	Expected GHG reduction	Project readiness	Next steps	How will success be measured?
<b>CORPORATE</b>	What now? Next 3 years?							

	Aspirations?							
Investigate feasibility of solar or renewable energy production within the Town.	Energy Consumers (Direct control)	Low – medium	Planning and engineering departments, external consultants	Long-term	N/A	Low	Identify funding sources for feasibility study	Feasibility study is complete.
Investigate feasibility of regional solar or renewable energy production with the Town.	Energy Consumers (Direct control)	Low-medium	Planning and engineering departments, external consultants	Long-term	N/A	Low	Identify funding sources for feasibility study	Feasibility study is complete.
Install solar panels on all municipal buildings.	Energy Consumers (Direct control)	Medium – high	Planning department, public works department	Long-term	low	low		Solar panels are installed on all municipal buildings.
Continue to offer PACE programs to incentivize residential solar installations.	Influencers (Indirect Control)	Low-medium	Planning department, finance department, office of the CAO, PACE Atlantic CIC	Short-term to long-term	Medium	Medium	Evaluate success of first round of PACE programming in the Town, identify future funding sources.	Program is extended.
Encourage Acadia to implement strategies to achieve carbon neutrality as outlined in the Acadia 2025 Strategic Plan.	Influencers (Indirect Control)	N/A	Environmental Sustainability Committee, Acadia University	Long-term	Medium – high	Low	Engage Acadia University in discussion regarding the use of solar for 100% of all electricity use on campus	100% of Acadia University's electricity comes from solar.
Encourage local energy co-ops or other alternative/collective governance models.	Influencers (Indirect Control)	N/A	Planning, Parks and Recreation Departments	N/A	N/A		Identify all potential local energy co-ops and governance models to identify those most appropriate for Wolfville.	Appropriate models will be identified.

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**ACTION AREA 6: Town Partners and Adopting a Collective Mindset**

<p><b>GHG reduction target</b></p>	<p>The Climate Action Plan is intended to guide the Town of Wolfville and community partners to mitigate and adapt to the impacts of climate change. These community partners include residents, Wolfville-based businesses, and Acadia University. The long-term success of this plan depends upon informed and active community partners engaging in ongoing conversations and initiatives on climate change and action. Through these actions, climate awareness and action is woven into the very decisions and practices of the Town and its partners.</p> <p>Building retrofits at Acadia achieve a 23% reduction in energy consumption by 2050, and commercial energy demand decreases 17% from switching to more efficient heating and cooling systems, as well as retrofits for energy efficiency by 2050.</p>							
<p><b>ACTIVITY PLANNED</b></p>	<p>Town as...</p>	<p>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</p>	<p>Person or department responsible</p>	<p>Approximate timeframe for completion</p>	<p>Expected GHG reduction</p>	<p>Project readiness</p>	<p>Next steps</p>	<p>How will success be measured?</p>
<p><b>CORPORATE</b></p>	<p>What now? Next 3 years? Aspirations?</p>							

Adopting a climate action plan and working with it as a living document (updating and monitoring)	Influencers (Indirect Control)	N/A	Planning department, Climate Action Coordinator	1 year	N/A	High	Adopt a plan, revisit inventory in 3 years, update plan as new information comes in	
Working with our Town Partners (WBDC, Residents, Acadia) on Communicating climate action wins.	Influencers (Indirect Control)	N/A	Planning Department, Town Partners.	1 year	N/A	Low		
Conduct climate education and programming for staff and Town partners.	Influencers (Indirect Control)	N/A	Planning Department, Special Projects, Town Partners, climate action interns.	1 year.	N/A	High	Summer students and Inspire Wolfville, Earth Leadership Camps	
Continue Earth Leadership camps and expand to take home kits to allow family-based learning and at home learning.			Parks and Recreation Department.					
Demonstrating climate leadership (regionally, among residents)	Influencers (Indirect Control)	N/A		1 year.	N/A	low		
<b>Local Businesses</b>								

Acadia University								
Reduce lawn mowing and watering by replacing grass lawns with pollinator gardens or usable park space with seating, room for activities, install rain barrels to collect water for lawn watering.								

**ACTION AREA 7: Governance**

<b>GHG reduction target</b>			
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<b>ACTIVITY PLANNED</b>	<b>Town as...</b>	<b>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</b>	<b>Person or department responsible</b>	<b>Approximate timeframe for completion</b>	<b>Expected GHG reduction</b>	<b>Project readiness</b>	<b>Next steps</b>	<b>How will success be measured?</b>
<b>CORPORATE</b>	What now? Next 3 years? Aspirations?							
Assess capacity to take on climate action roles and expectations/priorities.	Energy Consumers (Direct Control)	N/A	Management.	1 year.	N/A	High	Identify budget required to take adequate climate action, identify staff and capacity required.	
Assess regional versus individual capacity for a regional climate action coordinator to carry out implementation and inventories for the region.	Influencers (Indirect control)	N/A	Management.	1-3 years.	N/A	Low	Hold governance meeting with regional CAOs to gauge interest and capacity.	Regional or individual climate action coordinator is hired.
Support ongoing leadership of corporate climate culture.	Influencers (Indirect control)	N/A	All departments.	1-3 years.	N/A	Low	Investigate best practices from other jurisdictions. Offer a lunch and learn program focused on climate action at the local government level.	Ongoing education occurs, positive feedback from staff obtained.
Apply climate lens to a flex-work policy to allow staff to work from home on certain	Energy Consumers	N/A	Management	1 year	Low	Medium	Identify which staff are required to be on site,	Flex-work policy is implemented.

days and/or arrive and depart from the office at various times in order to reduce congestion and unnecessary vehicular travel.	(Direct Control)						which staff can work from home part or full time, which staff can stagger start and finish times.	
<b>COUNCIL</b> What will Council do?								

**ACTION AREA 8: Regional Cooperation**

<b>GHG reduction target</b>	<b>To be determined in the regional GHG reductions opportunity study produced by AET Group Inc.</b>								
<b>ACTIVITY PLANNED</b>	<b>Town as...</b>	<b>Cost: Low (&lt;\$100,000), Medium (\$100,000-\$1M), High (&gt;\$1M)</b>	<b>Person or department responsible</b>	<b>Approximate timeframe for completion</b>	<b>Expected GHG reduction</b>	<b>Project readiness</b>	<b>Next steps</b>	<b>How will success be measured?</b>	
<b>CORPORATE</b>	What now? Next 3 years? Aspirations?								
Advocating as a region for system change and capacity/resources to other levels of government	Direct control as Influencers	N/A		Ongoing	N/A	Low			

Assess best way to cooperate regionally on taking action on key areas	Direct control as energy consumers	N/A	Regional staff persons	Short-term	N/A	Complete	Determine areas of focus, develop a regional terms of reference.	
Conduct regional GHG inventories.	Direct control as energy consumers	Low	Planning department, staff at Kings County, Town of Berwick, Town of Kentville	Short-term	N/A	Complete	Identify key areas for GHG reductions regionally and assign responsibility for specific actions	
Complete regional ghg reduction catalogue to identify options to reduce ghg emissions.	Direct control as energy consumers	Low	Planning department, staff at Kings County, Town of Berwick, Town of Kentville	Short-term	N/A	High	Take action on identified actions	
Study potential impacts of a regional renewable energy utility.	Indirect control as Investors	Low	Planning department, engineering	Long-term	Medium – high	low	Identify funding sources to carry out feasibility study	

## Section 1. The Climate Emergency

### Introduction

Climate change is the change in global or regional climate patterns. While scientific evidence over several years strongly suggested that the climate change occurring today is caused by human activity, this fact is no longer disputed, and it is recognized that climate change impacts are widespread, rapid, and intensifying (IPCC 2021). The impacts currently affecting and predicted to intensify locally include warmer overall temperatures, more extreme weather events such as hurricanes and rainfall events, and sea level rise, among many other impacts. The Town, region, and natural environments are at risk of these impacts. The Minas Basin, located along the shores of Wolfville, is part of the Bay of Fundy, which boasts the highest tides in the world. Dykelands, which have protected the inhabited lands of Wolfville for centuries are at risk of erosion and overtopping from sea level rise and storm surge events, which may result in flooding and salination of some of the richest agricultural soils in the province. Given the unprecedented risks of climate change, the Town must make every attempt to mitigate further climate change impacts, and adapt to all potential risks.

While taking action to mitigate and adapt to climate change poses a major challenge for all sectors of the Town and region, and there is no guarantee of what impacts will occur and to what intensity. Failing to take action will result in higher costs than adaptation and mitigation over the long term. If we choose to be reactive to climate change rather than proactive, we risk being unable to respond effectively to disasters, and miss opportunities to capitalize on some positive benefits that could arise.

### Local Impacts

This section describes some of the impacts of climate change being felt locally and how they may intensify.

#### Sea Level Rise

Sea level rise is a widespread climate change impact caused predominantly by atmosphere-warming greenhouse gases that melt polar ice caps, though warmer sea water temperatures (thermal expansion) and changes in salinity also impact sea levels. High tides and storm surge compounded with sea level rise increase the risk and intensity of flooding. To better understand the risk of sea level rise locally, the Town hired consultants at CBCL to complete a Flood Risk Mitigation Plan in 2021. This Plan outlines projected sea level rise and states that sea levels in the Minas Basin, on which Wolfville is located, will rise 1.6 metres by 2100.

As outlined in the Plan, flooding incurs the greatest amount of financial damages and losses, with national insured losses of \$1.8 billion between 2009 and 2017. The Plan also demonstrates the increasing frequency of flooding: “flooding related costs have quadrupled in 40 years and account for 40% of all the Disaster Financial Assistance Arrangements (DFAA) expenses” (Flood Risk Plan, 2021).

### Extreme Rainfall

Extreme rainfall events will become more common as temperatures increase, as warmer temperatures can hold more vapor. The Flood Risk Mitigation Plan also describes projections for extreme rainfall events and subsequent in-land flooding that may occur as a result. The Plan states that an extreme 1 in 100 year rainfall event today would result in 174 mm of rain per hour, rising to 280 mm per hour by 2100.

### Coastal Erosion

Coastal erosion has amplified around Nova Scotia and will continue to worsen with storm surge and sea level rise. Coastal erosion creates safety concerns for coastal development. In Wolfville, however, most coastal areas are buffered by the dykelands which act as a barrier to flooding though some sites including Waterfront Park are not protected by dykelands and are actively eroding due to freshwater flows from stormwater outlets, rather than sea water. These stormwater outlets erode the mudflats, creating channels that fresh water runs through. Freshwater erosion can be expected to increase with extreme rainfall events.



Image from Page 53 of Flood Risk Mitigation Plan



**Figure 8.4: Typical Erosion Patterns in the Mudflats Originating at Stormwater Outfalls**

Pg 54.

### **Agriculture**

Agriculture faces both risks and benefits resulting from climate change. Nova Scotia will continue to see warmer, wetter weather allowing for longer growing seasons, and may see better opportunities for growing certain high heat crops and diverse plant species. Vineyards within the Town and region may experience longer, more productive growing seasons as temperatures rise. This warmth and moisture, however, brings with it a more diverse pest population, which could create a significant challenge for the agricultural industry. Other risks to agriculture include coastal flooding which risks the salination of crops, particularly those in the dykelands, extreme weather events such as hurricanes that may destroy crops through high winds, and drought.

### **Extreme Weather Events**

Hurricanes and severe storms will increase in intensity and frequency with climate change. These events can cause damage to ecosystems such as shorelines and coastal environments, in land flooding, crop destruction, and can cause damage to property through flooding, tree fall, extreme wind, power outages, and can disrupt access to and from communities affecting individuals and emergency responders.

Moving forward, the Town must continue efforts to reduce greenhouse gasses at the corporate and community levels by adhering to the implementation strategy within this plan. This climate action plan functions as a roadmap to our low carbon future and a guide for preparing for and responding to climate change impacts that Wolfville is and will continue to experience.

### Rate and Severity of Climate Change

While climate change occurs naturally over time due to natural events such as volcanic eruptions, the sun's intensity, and changes in naturally occurring greenhouse gas concentrations (NRDC, 2021), the rate at which it is occurring today is unprecedented and due to human activities that emit or release greenhouse gases. The amount of greenhouse gases currently in our atmosphere is unprecedented compared to the past 800,000 years (NRDC, 2021). This major increase in greenhouse gas emissions is largely attributed to the industrial revolution, which saw a widespread reliance on burning of fossil fuels such as coal, oil, and gas for electricity and transportation, still heavily relied upon today. Deforestation also contributes to the rise in greenhouse gases emitted into the atmosphere as when disturbed, forests are no longer able to sequester carbon, and thus emit greenhouse gases into the atmosphere. Additionally, the use of fertilizer and livestock production emit greenhouse gases, while agriculture and road construction change the reflectivity of the earth's surface, leading to local warming or cooling (NRDC, 2021). These activities have led to the current circumstances we now must work in earnest to reverse.

<https://www.nrdc.org/stories/global-climate-change-what-you-need-know#causes>

The year 2021 saw record breaking temperatures across the globe and in Canada, with temperatures reaching 49.6 degrees Celsius in Lytton, British Columbia. These high temperatures arrived along with a heatwave that saw nearly 500 heat related deaths (Royal Meteorological Society,

2021) <https://www.rmets.org/metmatters/record-breaking-heat-canada>. Likewise, the US saw record heats for the month of June, 2021. (Climate.gov). <https://www.climate.gov/news-features/understanding-climate/us-climate-summary-june-2021-hottest-june-record>. These heat events resulted in devastating wildfires in Canada and the US, while extreme rainfall events caused severe flooding in Europe, India and China. Furthermore, Arctic sea ice hit record low levels during July 2021, and the Arctic is predicted to have ice-free summers as early as 2035 (Carbon Brief, 2021). <https://www.carbonbrief.org/state-of-the-climate-2021-sees-widespread-climate-extremes-despite-a-cool-start>

### **Code Red for Humanity**

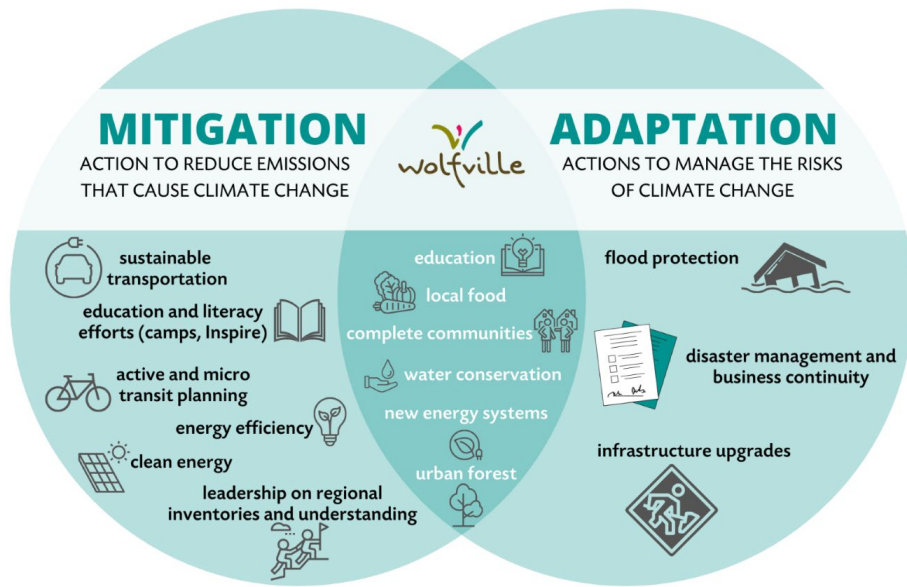
The Intergovernmental Panel on Climate Change's (IPCC) 2021 AR6 report outlines in detail the current state of global climate change and has been referred to as "code red for humanity" by the UN's Secretary-General António Guterre. The IPCC report indicates that warming of 1.2 degrees Celsius has already occurred, that the internationally agreed upon threshold of 1.5 degrees Celsius is approaching at an alarming rate, and that we are at imminent risk of hitting this mark if urgent and ambitious mitigation efforts are not taken.

### **What is Climate Change Mitigation and Adaptation?**

Mitigation and adaptation refer to the two approaches to climate change management. Climate change mitigation refers to actions that minimize or prevent climate change from occurring. Mitigation is achieved through preventing climate change causing greenhouse gases from being emitted into the atmosphere. Reducing greenhouse gas emissions is accomplished through switching to clean, renewable energy sources such as wind and solar from fossil fuel sources such as oil, coal, and natural gas or opting for zero emission choices such as using active transportation instead of motorized vehicles. Mitigation also occurs through a natural process called carbon sequestration, the absorption of greenhouse gases into wetlands, forests, and soil. Because of the environments' ability to sequester, or capture greenhouse gases, protecting and maintaining wetlands and forests is a key component of climate change mitigation, though should not be relied upon without significant reductions in the greenhouse gases emitted.

Adaptation refers to actions taken to adapt to or prepare for climate change impacts that are happening at present, or are expected in the near future. Examples of climate change adaptation in Wolfville include increasing the height of the dykes and protecting and maintaining the living seawalls along the dykelands to prevent sea water overflow and erosion in the event of extreme high tides and storm surge, protecting homes from flooding and improving emergency response procedures, such as opening cooling centres during heatwaves.





### Co-benefits of Climate Adaptation and Mitigation

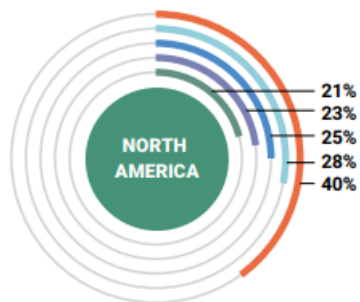
In addition to mitigating further climate change impacts and protecting against existing impacts, many climate actions can have other non-climate policy related objectives related to economic development, public health, sustainability and equity. An example co-benefit of investing in active transportation networks to reduce vehicular greenhouse gas emissions would be improved cardiovascular health through more regular

exercise, as well as cleaner air through fewer pollutants from motorized vehicles. Both of these co-benefits result in costs savings from healthcare and personal fuel expense reductions, and can improve quality of life (Government of Canada, 2021).

[https://changingclimate.ca/site/assets/uploads/sites/3/2021/05/National-Issues-Report\\_Final\\_EN.pdf](https://changingclimate.ca/site/assets/uploads/sites/3/2021/05/National-Issues-Report_Final_EN.pdf)

An analysis of co-benefits created by CDP Worldwide demonstrates how carefully planned climate action can result in multiple positive non-climate benefits in addition to climate change mitigation and adaptation. This analysis found the following co-benefits from climate action from a survey of 154 North American cities:

- 40% of all mitigations actions resulted in a shift to more sustainable behaviours,
- 28% resulted in improved resource efficiency, i.e. food, water or energy,
- 25% resulted in enhanced resilience,
- 23% resulted in improved public health, and
- 21% resulting in greening the economy.



- A shift to more sustainable behaviours
- Improved resource efficiency - e.g. food, water or energy
- Enhanced resilience
- Improved public health
- Greening the economy

Other co-benefits include improved air and water quality, improved access to mobility services, social inclusion and social justice, job creation, economic growth, resource conservation, resource security, ecosystem and biodiversity preservation, circular economies, poverty reductions, disaster risk reduction and disaster preparedness (CDP Worldwide, 2020). [https://6fefcbb86e61af1b2fc4-c70d8ead6ced550b4d987d7c03fcd1d.ssl.cf3.rackcdn.com/cms/reports/documents/000/005/329/original/CDP\\_Co-benefits\\_analysis.pdf?1597235231](https://6fefcbb86e61af1b2fc4-c70d8ead6ced550b4d987d7c03fcd1d.ssl.cf3.rackcdn.com/cms/reports/documents/000/005/329/original/CDP_Co-benefits_analysis.pdf?1597235231)

**Box 1: Climate mitigation co-benefits from the CDP-ICLEI questionnaire and explanations**

<b>Disaster preparedness</b> - increased preparedness of a city to respond to hazards	<b>Improved resource quality (e.g. air, water)</b> – for example, improved air or water quality
<b>Disaster risk reduction</b> - reduced risk of hazards in a city	<b>Improved resource security (e.g. food, water, energy)</b> – for example, improved food, water or energy security
<b>Economic growth</b> - increasing the value of goods and services produced in the city	<b>Job creation</b> – new jobs created
<b>Ecosystem preservation and biodiversity improvement</b> - for example, increased connectedness between green spaces	<b>Poverty reduction/eradication</b> – for example, reduced fuel poverty
<b>Enhanced climate change adaptation</b> - making the city more able to withstand changes in climate	<b>Promote circular economy</b> – for example, supporting greater reuse and recycling of resources
<b>Enhanced resilience</b> - making the city more able to quickly recover from shocks such as floods	<b>Resource conservation (e.g. soil, water)</b> – for example, soil or water conservation
<b>Greening the economy</b> - making economic activity in the city more environmentally sustainable	<b>Security of tenure</b> – for example, increased housing security for low-income urban populations who are more likely to live in informal, poor quality, and hazard-prone settlements
<b>Improved access to and quality of mobility services and infrastructure</b> - for example, improved access to public transport	<b>Shift to more sustainable behaviours</b> – supporting lifestyle change that not only reduces emissions but is also more sustainable in broader terms, for example, the health benefits of more active travel and changes in diet, reduced material consumption
<b>Improved access to data for informed decision-making</b> – collection and sharing of data that supports city officials and wider stakeholders' decision-making	<b>Social community and labour improvements</b> – for example, a stronger sense of 'community' for citizens, and jobs with more security and benefits
<b>Improved public health</b> – for example, reduced chronic and acute respiratory diseases due to improved air quality	<b>Social inclusion, social justice</b> – engaging groups that are traditionally excluded and addressing inequalities
<b>Improved resource efficiency (e.g. food, water, energy)</b> – meeting the needs of the city with a lower level of resource input	

### **Economic Risks and Benefits of Climate Change and Action**

The economic impacts from climate change are significant. It is estimated that Canada will spend \$35 to \$62 billion (2019 CAD dollars) every year by 2050 on physical effects of climate change. ([https://changingclimate.ca/site/assets/uploads/sites/3/2021/05/National-Issues-Report\\_Final\\_EN.pdf](https://changingclimate.ca/site/assets/uploads/sites/3/2021/05/National-Issues-Report_Final_EN.pdf)). Arguably, the biggest economic advantage of climate change is taking action to mitigate these costs through rapid and widespread climate adaptation and mitigation efforts.

While the costs associated with climate change impacts are significant, climate action brings along with it opportunities for investment and other economic advantages. One major economic benefit for all sectors is cost savings on energy bills attainable through renewable energy retrofits or energy efficiency upgrades. Reducing energy costs means more money remains within the Town, boosting the local economy and wealth of residents, and freeing up cash that can be spent locally.

One such way the Town of Wolfville has incentivized energy savings is through the Switch Wolfville program, a property assessed clean energy (PACE) program funded by the Federation of Canadian Municipalities. Not only does the Switch Wolfville program incentivize energy efficient residential retrofits, it also increases the demand for employees in the green energy sector as the demand for home energy assessors, contractors and manufacturers intensifies. By being a leader in climate action, the Town of Wolfville has the opportunity to support the creation of new jobs and attract or retain more residents.

There are two types of costs associated with climate change to consider: direct and indirect costs. Direct costs refer to damages and losses of items and services that can be traded in a market and have associated prices, such as the cost of repairing or replacing damaged homes, medical treatments for heat stress, revenue loss from crop failures, as well as costs associated with items that are not traded in a market such as loss or damage to ecosystem services, stress, and quality of life.

Indirect costs refer to damage or destruction of infrastructure such as roads and parks, that can interrupt normal use or service flows. For example, roads may be temporarily closed, blocking traffic and delivery of goods and services, or preventing employees from reaching their place of work, which may interrupt business operations not directly affected by the climate change impact.

### **Climate Change Impacts on Jobs**

As stated in the Town's Municipal Planning Strategy, the greatest employment sector in Wolfville is Education. As the home of Acadia University and Wolfville Elementary School, educational services make up 21% of total employment of the Town (2016). The second greatest employment sector is Health Services, making up 15% of employment, with 12% of employment from Accommodation and Food Services, reflecting

Wolfville's position as a popular tourist destination in Nova Scotia. While those employed in the education sector may be at the forefront of climate science and education, healthcare services as well as tourism are expected to face impacts from climate change.

According to the World Health Organization, extreme heat contributes directly to deaths from cardiovascular and respiratory disease, particularly among elderly individuals. As seniors aged 65 years and older make up 27.4% of the Town's population as of 2016, climate change impacts such as heat waves may result in health outcomes that put strain on the existing healthcare system. Waterborne diseases and diseases transmitted through insect bites are also strongly affected by changes in the climate, and may lengthen transmission seasons of vector-borne diseases such as Lyme disease through tick bites, and can alter the geographic range that insects and disease can survive in (<https://www.who.int/news-room/fact-sheets/detail/climate-change-and-health>). From an adaptation perspective, it is critical that healthcare services are robust and plentiful enough to manage an increase in heat and vector-borne illness that may arise from climate change with an aging population. Mitigation of greenhouse gas emissions plays a significant role in easing the impacts of climate change on healthcare services. Investing in climate action today will reduce the costs and resources needed in the future to combat climate related illnesses, including those difficult to measure, such as mental health outcomes and negative impacts from loss of culture and ways of life.

Wolfville is recognized for its culinary, wine and cider tourism, as well as environmental tourism due to the Town's proximity to the Minas Basin and the world-famous Fundy Tides. Many tourist destinations thrive by offering locally grown and produced food and beverage or coastal views of the Minas Basin and are vulnerable to the impacts of climate change, particularly drought, crop failure, pest issues, frosts and extreme heat. Mitigating climate change will allow these industries to continue to flourish and allow for expansion in the future. Failure to mitigate climate change will have detrimental effects on the very agriculture these industries rely on.



A 2021 report by the Canadian Institute for Climate Choices states that as dangerously hot days in Canada are expected to increase from 75 to 100 days per year by later this century, hospitalizations will increase dramatically and 128 million hours of work, or the equivalent of 62,000 full-time jobs annually are projected to be lost by the end of the century due to heat impacts on productivity. ([https://climatechoices.ca/wp-content/uploads/2021/06/ClimateChoices\\_Health-report\\_Final\\_June2021.pdf](https://climatechoices.ca/wp-content/uploads/2021/06/ClimateChoices_Health-report_Final_June2021.pdf))

### **Social Impacts of Climate Change**

While all individuals within the Town will experience or witness climate change impacts, not all individuals or groups will experience these impacts the same. Certain individuals or groups may be more vulnerable or resilient to specific climate change impacts depending on several factors such as race, immigrant and refugee status, poverty, education, food security, and access to clean air, water, and soil. It is therefore important to consider how individuals identifying with one or more of these factors may experience greater climate impacts and what resources are needed to preserve ways of life and protect livelihoods. Understanding the interplay and outcomes of the structural determinants of health, climate impacts and environmental racism is key to creating adequate climate policy.

Additionally, seniors face barriers to climate change impacts due to factors such as health outcomes, reduced mobility and isolation. During the heatwaves, for example, seniors are considered an at-risk population as they tend to live alone, and do not always have someone to check in on them. They may also lack mobility to access cooler areas such as cooling centres without assistance. The Canadian Centre for Disease Control and Prevention (2021) states that individuals ages 65 and older do not adjust to sudden changes in temperature as well as younger people, are more likely to be living with an existing chronic illness, and may be taking medication that further prohibits their body's ability to control temperature.

Climate change also disproportionately impacts people living with low incomes, as climate impacts may result in illness or indirectly cause gaps or loss of employment, creating financial hardships.

Climate change has and could continue to contribute to inequitable health and wellness impacts experienced by certain groups. Groups already experiencing health inequities due to structural factors such as colonization, racism and inequitable income distribution are more vulnerable to the negative impacts of climate change. As such, it is essential to employ an equity lens when addressing climate change and climate action to ensure everyone receives relief from the climate emergency and that groups are provided with the appropriate care to manage and minimize climate change impacts.

### **Rationale for the Climate Action Plan and the Role of the Town**

Municipalities play an important role in both climate change mitigation and adaptation. The Federation of Canadian Municipalities (2009) <https://fcm.ca/en/resources/act-locally-the-municipal-role-in-fighting-climate-change> suggests there are 5 key areas where municipalities can have the greatest impact on climate change: municipal operations, solid waste, buildings, transportation and land-use, and energy systems.

While the Town has the greatest control over reducing corporate emissions, these emissions account for only 2% of emissions in Wolfville. Understanding how the Town can take actions to have the greatest GHG reduction potential helps to target specific action areas. The Ontario Community Emissions Reduction Planning: Guide for Municipalities indicates various roles of local governments, sample actions and the potential impact on GHG emissions reductions as seen in **Table XXX**. This table states that the role with the greatest impact on GHG reductions is local government as influencers. Some sample actions of this role include creating policy in the Municipal Planning Strategy and implementing a PACE program, as these efforts can assist the wider community in reducing their emissions either through prohibiting certain actions and development, or by incentivizing actions such as energy retrofits.

Through actions such as implementing an all ages and abilities active transportation network and a microtransit system, the Town has the ability to assist in community GHG emissions reductions by creating more and better opportunities for residents and visitors to make less GHG intensive choices for transportation. These actions allow the Town to influence low and no carbon activities in the wider community. Other actions the Town can take that may influence the wider community include reducing the amount of cut grass mowing in the Town and opting for pollinator or food gardens, revitalizing living shorelines, conducting energy efficiency upgrades and retrofits on municipal buildings, instituting paid parking, investing in electric vehicle infrastructure, producing or acquiring renewable energy, adopting a flexible work policy and banning single use plastics. Furthermore, taking actions regionally allows the Town and region to reduce GHG emissions in a wider geographic range, resulting in a higher percentage of GHG reductions.

Local government as...	Authority	Sample actions	Community energy & emissions planning techniques	Potential impact on GHG emissions reductions
Energy Consumers	Direct control	Municipal building retrofits, construction of high performance municipal buildings, purchase of zero emissions vehicles, development of renewable natural gas from organic materials	Corporate GHG inventory and plan	Low
Investors	Indirect control	Renewable natural gas from a landfill, zero emissions transit system, cycling infrastructure, electric vehicle charging stations, recycling programs, public/private partnerships	Situational analysis [review of capital budgets]	Medium-high
Influencers	Indirect control	Municipal Planning Strategy, Property Assessed Clean Energy (PACE) programs	Modelling and scenario-planning	High

Adapted from the Ontario Community Emissions Reduction Planning: A Guide for Municipalities



## A Community Plan

### Climate Emergency Declaration Request

While it was officially made by Wolfville's Council, the Town's climate emergency declaration was initiated and precipitated by its residents. At its meeting on April 2, 2019, two Town residents, ~~David Steele and Andrea Lynn~~, made a presentation to Wolfville's Committee of the Whole about the looming climate crisis. The presenters expressed concern about the dangers posed by climate change to the Town of Wolfville and communities around the world. They referenced findings from the Intergovernmental Panel on Climate Change (IPCC)'s Special Report on the Impacts of Global Warming of 1.5 °C Above Pre-Industrial Levels (SR15) that the world had only 10 years to drastically reduce Greenhouse Gas emissions in order to mitigate the worst consequences of climate change. The presenters called on Wolfville's Council to follow the example of other Nova Scotia coastal communities and declare a state of climate emergency, to prepare a plan for dealing with the coming climate crisis, and to publicize the plan to the Town's residents so that they could contribute to it. The residents provided a written submission, appended to this document as **Appendix XXX**, that included suggestions on what could be included in the plan.

At its next meeting, on May 7 2019, the Committee of the Whole adopted a motion to forward the following motion to council for decision: that Council declare a climate emergency. The motion was made at the Wolfville Town Council meeting on May 21, 2019; after a brief discussion, it was carried unanimously and adopted.

Community members in Wolfville have also demonstrated climate leadership and concern through involvement with Extinction Rebellion, for which meetings were held at the Wolfville Memorial Library, weekly climate action circles held at the Wolfville Farmer's Market, through Fridays for Future climate strikes and by organizing an event focused on the Green New Deal. These community-led events demonstrate a foundational knowledge and concern regarding climate change in the community, and underscore the need for this Plan.

### Community Engagement

Climate action engagement efforts began during the early days of the Town-led climate work following the declaration in April 2019. Engagement was pursued in order to understand the base levels of understanding and literacy in the Town in regards to climate change and

action, to understand what aspects are most concerning and to whom, where gaps in knowledge exist and to generate discussion on new aspects of climate action not previously considered.

Several modes of engagement were used to generate the most feedback. Prior to the COVID-19 pandemic and subsequent social distancing measures, these modes included door-to-door engagement, discussion-based climate circles, pop-up events and community workshops. During the pandemic, due to public health protocols limiting in person events and large gatherings, engagement was conducted through the Inspire Wolfville programming, which began with an online survey created by Thinkwell Shift, a Halifax-Based behaviour change company in winter of 2021, and continued through the summer. The Inspire Wolfville programming included pop-up events at public parks, farmers markets, a cafe and library, guided climate action walking tours and online engagement at [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca) where residents were asked to review the Draft 2050 Low Carbon Roadmap or summary version and provide input to the document. The results of these modes of engagement are discussed below in the What We Heard section.

Municipal staff and Council were engaged through Staff reports through Planning Advisory Committee, Environmental Sustainability Committee and Committee of the Whole meeting presentations, as well as through participation in engagement efforts such as guided climate action walking tours, and engaging with materials on [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca). This engagement provided an opportunity to establish a base level of knowledge regarding climate change and action among all Town staff, to obtain feedback on action areas, and identify which actions could be packaged with existing projects. Town Management and Council were included throughout the process, with an emphasis on the implementation section, as these actions often relate directly to budget. This was arguably the most important step in creating this Plan as it helps to identify solid actions that can be taken immediately, and actions that can be taken at later dates.

In an attempt to engage as many residents as possible, several modes of engagement were employed over a two and a half year period leading up to the formation of this Plan. This engagement began with door-to-door engagement in the summer and fall of 2019. The door-to-door engagement facilitated conversation on key topics including level of concern regarding climate change, climate impacts of concern, climate actions currently being taken, and barriers to further action. Community workshops were also held where residents engaged in small-group discussion led by Staff. In the winter of 2020, Thinkwell Shift, a company specializing in behaviour change, developed a community climate action program called Inspire Wolfville. As part of Inspire Wolfville, Thinkwell created an online survey to understand the base level of climate knowledge in the Town, what actions community members are taking, barriers to further action, as well as ideas for taking climate action. The Town then continued climate outreach and engagement under the Inspire Wolfville programming during summer 2021 aimed at building momentum for collective action on climate change and inspiring all sectors and individuals in the community to take action on climate change any way they could. This programming consisted of ten public outreach events focused on climate action and was used to engage with a range of individuals and families at various locations throughout the Town. These engagement initiatives, supplemented by the guided Climate Action Walking Tours and [www.wolfvilleblooms.ca](http://www.wolfvilleblooms.ca), provided community members with various opportunities and modes of communicating their climate concerns and ideas to Staff.

## What We Heard

The key areas that these sessions identified as concerns for residents include the need for the Climate Action Plan to adopt more ambitious greenhouse gas reduction targets, and conducting greenhouse gas inventories every two to five years in order to thoroughly monitor any changes in greenhouse gas emissions. The need for shorter-term greenhouse gas emissions reduction targets were also vocalized, with individuals suggesting the need for a year 2025 target in addition to the 2030 and 2050 target years. Furthermore, the Inspire Wolfville team collected feedback on the need for the Climate Action Plan to include issues such as green job creation, decolonization and justice.

One of the most consistently brought up topics during the Inspire Wolfville engagement sessions was the need for fewer motor vehicles on the road, as well as better public and active transportation options within the Town and region. Residents expressed that concerns regarding safety when using active transport may be resolved if all ages and ability active transportation networks, or separate active transportation lanes were available within the Town. The topic of microtransit was also raised during these discussions, with residents vocalizing the desire for reliable, electric, and fully-subsidized transit service.

Energy efficiency was another key topic raised during the engagement sessions. While many residents praised the existing PACE program, Switch Wolfville, being offered during this time, many individuals engaged lived beyond the Town boundary and were therefore exempt from the financing incentives available for home energy retrofits. This program sparked interest in neighboring residents and the need for a regional PACE program to allow greater uptake of this program. Furthermore, residents expressed interest in a community energy co-operative or shared renewable energy program that could be led by the Town or community organization, and allow residents to purchase locally renewable energy rather than relying on the provincial power utility to move to 100% renewable energy.

Finally, concerns regarding the amount of lawn mowing by the Town, Acadia University and residents were recorded, with suggestion to plant pollinator or food gardens, the need for Town staff and Council to collaborate with municipal, regional and Indigenous partners was vocalized, as well as desires to expand the Wolfville Farmer's Market to allow more local food and goods to be grown, made and sold within the Town. Residents also provided ideas for reducing waste and creating circular economies through banning of single-use plastic and implementing a "repair cafe" where residents can repair items that would otherwise end up in the landfill, and tool libraries where residents can loan out tools and household items to cut down on unnecessary purchases of items they may need only on occasion.

### **A Community Plan: Citizen Advocacy: Extinction Rebellion**

Started in fall of 2018, the Extinction Rebellion is a decentralised, international and politically non-partisan movement using non-violent direct action and civil disobedience to persuade governments to act justly on the Climate and Ecological Emergency. A local chapter of Extinction Rebellion was formed in Kings County in November of 2018. Many of the chapter's members are residents of Wolfville, and the group met regularly in the Coombs Haley Community Room of the Wolfville Memorial Library until it became unavailable for use in the Spring of 2020 in response to the declaration of the provincial state of emergency to help contain the spread of COVID-19.

### **A Community Plan: Citizen Advocacy: Climate Action Circles**

In January 2020, Wolfville residents began organizing weekly Climate Action Circle meetings to bring members of the community to discuss and take action on climate change. Each meeting began with participants sitting in a single large circle, introducing themselves and discussing how the meeting would proceed. They then broke into smaller circles to discuss ideas and make plans to address a range of challenges including food security, renewable energy, and endangered forests. The meetings, which regularly drew 50-60 participants, were held every Monday from 7-9pm in the community room of the Wolfville Farmer's Market until it became unavailable for use in the Spring of 2020 in response to the declaration of the provincial state of emergency to help contain the spread of COVID-19.

### **A Community Plan: Citizen Advocacy: Fridays for the Future**

On Friday May 3, 2019, two elementary students from Wolfville School organized and participated in the Town's first climate strike. The event was part of a global movement called Fridays for the Future inspired by the young Swedish climate activist Greta Thunberg. The students were joined by their parents and grandparents, but reporters who covered the event that they were forbidden by school administration from inviting their classmates to join them.



On Friday May 24<sup>th</sup>, two University students organized the town's second climate strike. The event drew over 100 participants, including students from Horton High School, King's Edgehill, and the Booker School, along with adult members of the community, who called for massive and immediate action on climate disruption due to our dependency on carbon-based fuels for energy.



On Friday September 27<sup>th</sup>, as part of the Global Week for the Future, over 300 students and community members gathered on the lawn in front of Acadia University's Convocation Hall for what Todd Crowell, Wolfville's Fire Chief, called the largest march in the Town's history. Participants marched from the University to Town Hall and back, filling Wolfville's streets the entire length of its downtown core.



#### **A Community Plan: Citizen Advocacy: Town Hall for a Green New Deal**

In the Spring of 2019, a coalition of workers, artists, Indigenous leaders, scientists, youth, and people directly impacted by the climate catastrophe banded together as part of a movement for a Green New Deal for Canada. Their goal was to create a unified policy platform aimed at re-tooling the Canadian economy to respond to a number of crises: climate change, but also rising inequality, systemic discrimination, and an economy that does not meet the needs of people or the planet. Rather than build something from the top down, the coalition aimed to crowd-source the details of the platform by coordinating hundreds of town hall meetings being organized across Canada, to ensure that the Green New Deal for Canada truly represented a collective vision of what Canadians wanted their future to look like.

On June 19, 2019 over 200 community members gathered at Acadia University's Fountain Commons as part of the event, a Town Hall for a Green New Deal. Ideas on how to address climate change and catalyze a just transition to inclusive, low carbon and biodiverse future for Canada were collected, discussed, and prioritized. Ideas were summarized and submitted to the coordinating committee of the Pact for a Green New Deal; along with those submitted by over 100 communities across Canada from similar events. Together they formed the basis of a non-partisan climate action platform ahead of the 2019 Canadian Federal Election.



### **Community Engagement- Door To Door: Methodology**

During the summer and fall of 2019, representatives—including staff and volunteers—from the Town of Wolfville went door-to-door throughout the community to engage the community in conversations about climate change. Rather than administering a survey or questionnaire, they used a “script”, including prompts and open-ended questions, in an effort to facilitate a conversation that touched on key issues intended to inform the development of the Town’s Climate Change Mitigation Plan, including:

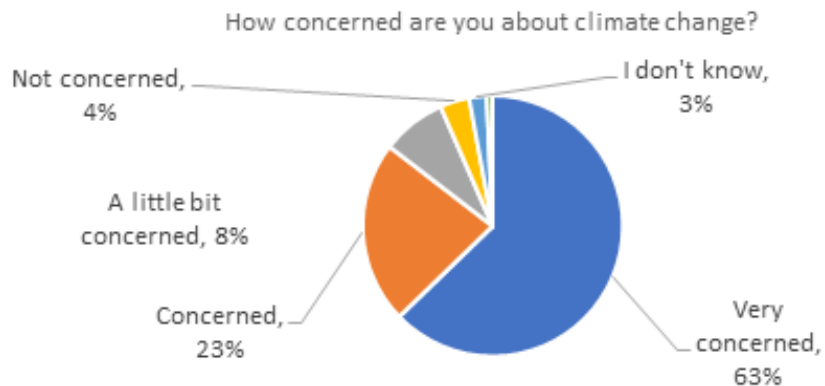
- Level of concern about climate change
- Types of climate impact of particular concern
- Actions currently being taken to reduce Greenhouse Gas emissions
- Barriers to taking action to reduce Greenhouse Gas emissions

Representatives used an app called Survey123 to capture the locations of households they visited, and the ideas, issues, and themes that emerged during the conversations. Afterwards, the Town's Climate Change Mitigation Coordinator used a basic coding methodology to organize and analyze the results captured in the app. Results of the door-to-door outreach effort are captured in the following section.

**Community Engagement: Door-To-Door: Results**

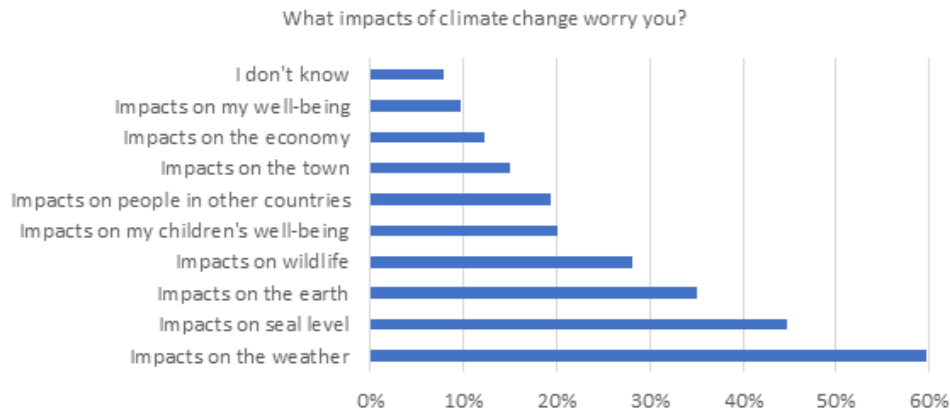
Between August and October 2019, staff and volunteers talked to residents at 245 households. Efforts were made to visit all neighbourhoods in Wolfville — see figure XXX for a map of residences visited. Where it was logistically challenging or impossible to go door-to-door, community workshops were organized in order to engage interested residents; see section XXX, Community Engagement: Community Workshop, for more information on these events and their results.

Of the residents that staff and volunteers talked to, the majority (86%) were either concerned (23%) or very concerned (63%) about climate change, while a smaller proportion of residents were only a little concerned (8%), not concerned (4%), or didn't know how concerned they were (3%).

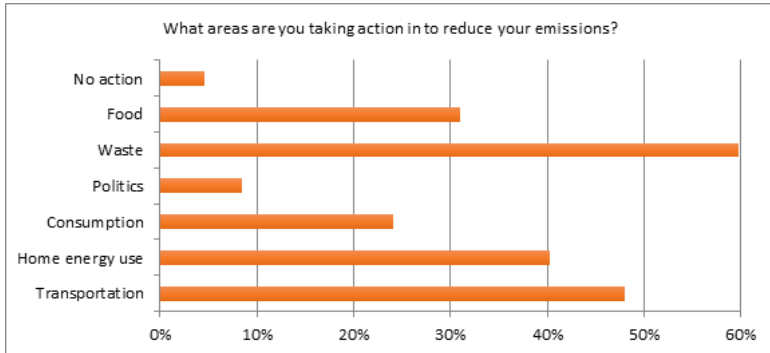




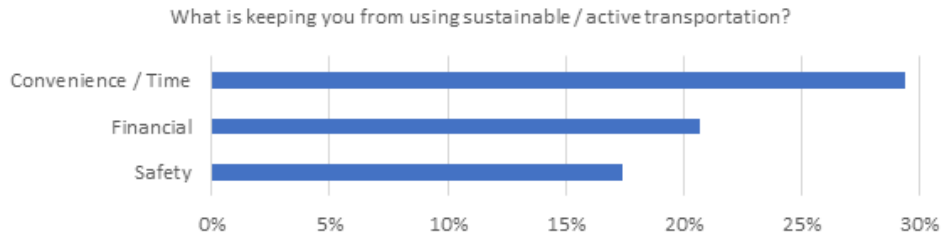
When asked about the impacts of climate change that concerned them, residents were more likely to mention effects on the weather (60%) or sea level rise (45%) than any other potential impacts. Impacts on eco-systems (35%) and wildlife (25%) were also mentioned frequently, as were impacts on the lives of future generations and people in vulnerable communities (20%).



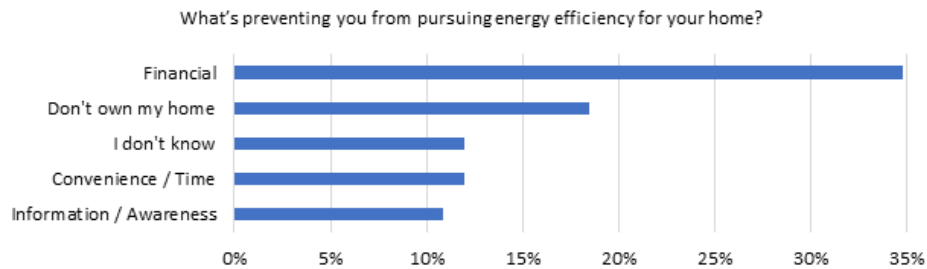
When asked what actions they had taken or were taking to reduce their own personal or household Greenhouse Gas emissions, residents were most likely to mention efforts to reduce or divert waste (60%), usually through composting, recycling, or using travel mugs and reusable shopping bags rather than single-use options. Many respondents also mentioned efforts to reduce their transportation emissions (48%), either by driving less, carpooling, taking transit, walking or cycling to commute or for trips in Town; and reduce home-related emissions (40%) by being mindful of their energy use or investing in energy efficiency measures and upgrades. A lower but still significant portion mentioned that they were trying to eat more environmentally consciously (31%) by shopping locally and/or reducing their meat consumption; and trying to consume less in general (24%). Some mentioned that they were trying to effect political change (9%), either through voting for politicians or parties with pro-environmental platforms or through more direct advocacy, while a few admitted they weren't doing anything to reduce their emissions (5%).



When asked what was keeping them from taking action to reduce their emissions, the typical barriers varied depending on which type of action or change they were feeling stymied on. When it came to reducing their transportation-related emissions by driving less, residents were most likely to identify a desire not to be inconvenienced (29%), the cost of hybrid and electric vehicles (21%), or concerns about the safety of walking and cycling (17%), as factors that kept them from making a change.



On the subject of reducing home energy use, the lack of financial resources needed to invest in home energy was the most commonly cited barrier (35%), while not being able to do so because they were renting their residence (18%) was a distant second.



When it came to reducing diet-related emissions, the most common issues raised were the inconvenience of buying local (24%) and the feeling that a vegetarian diet wasn't "normal" (24%).

#### Community Engagement: Door-To-Door: Follow-up

The original intention was to continue and follow up on the first round of door-to-door outreach with a second round in the summer of 2020. However, this plan proved untenable under the provincial state of emergency to help contain the spread of COVID-19, and the second round had to be cancelled, postponed. As of the writing of this plan, staff plan to initiate a second round of in-person community engagement on climate change during the summer of 2021; however, they staff also implemented online outreach efforts during the winter of 2021 to inform planning efforts and as a contingency against continued restrictions during the summer of 2021. Due to the ongoing pandemic, the door-to-door engagement follow up was cancelled for the summer of 2021. In lieu of door-to-door engagement, an outdoor Climate Action Walk was installed for which Climate Action Interns held guided tours, and climate action pop up events were held at various locations within the Town. These activities are described below.

#### Community Engagement: Pop-Up Events

#### Community Engagement: Community Workshops

Where living arrangements made door-to-door outreach difficult, Town of Wolfville staff and volunteers organized community workshops to engage residents in discussions about climate change and gather information.

One such workshop was held on XXX in Woodman's Grove, a high-density residential development in the north-east corner of Town. Pauline Murray, a resident of Woodman's Grove, advertised the event and arranged for the use of the community room. 34 residents attended a presentation by staff and engaged in small-group discussion exercises.

Another workshop, aimed at engaging students from Acadia University, was held in Acadia University's Fountain Commons in January 2020. Over 80 students, including representatives from all 11 of the University's on-campus residences, participated in facilitated discussion, talking about their concerns about climate change, actions they were taking to reduce their environmental footprint, and barriers keeping them from doing more:



### Community Engagement: Online Survey

In the winter of 2020, Thinkwell Shift, a Halifax-based behaviour change company that specializes in resource conservation, was engaged to develop a community climate action program called Inspire Wolfville. As part of this project, they developed an online Climate Action and Awareness survey to gather community input that would inform both Inspire Wolfville and the Town's Community Climate Change Mitigation Plan.

Town of Wolfville staff disseminated the survey through a number of communication channels and networks in and around Town. This survey, promoted through Town newsletters, utility bills, and social media, was available online between XXX and XXX. Overall, 507 individuals responded to the survey, 363 of whom were residents of the Town. The survey questions were separated into the following four categories:

- Individual and Household Information
- Trusted Sources
- Climate Literacy
- Sustainability Action

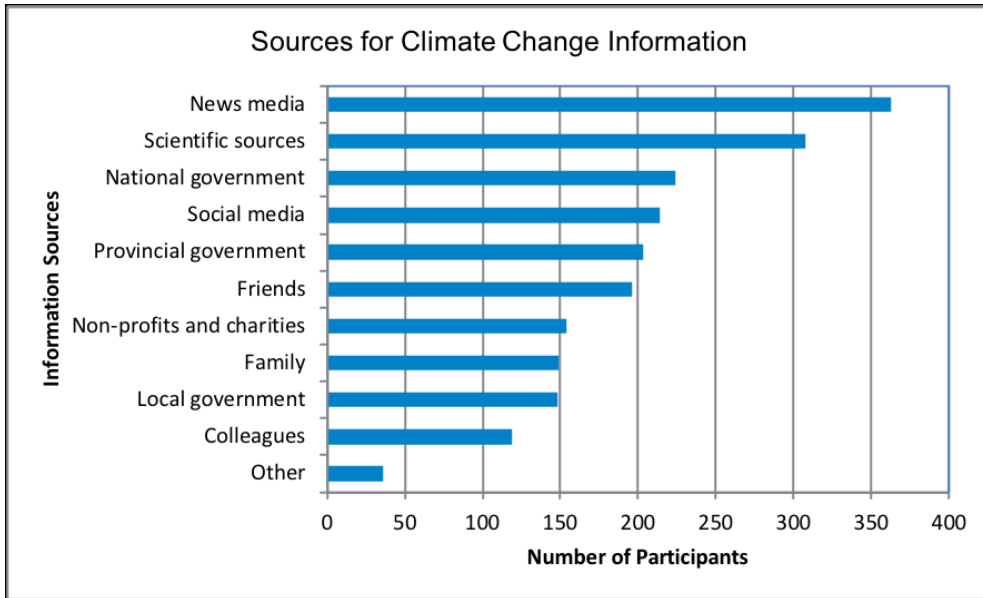
Thinkwell Shift produced a Topline Report outlining the findings of the survey, located in Appendix XXX.

**Findings:**

**Age Group:** The Thinkwell survey found that most respondents (69%) were in the age group of 35-65+, with a high proportion (17.45%) of respondents in the age group of 15-24.

**Living Situation:** 70% of respondents were homeowners, 19% were renters, and 11% had alternative arrangements. 71% indicated they have at least half of the decision-making influence on home energy decisions in the household, and 61% were responsible for managing their own utility payments.

**Climate Information Sources:** Respondents were asked to indicate what sources they access to obtain climate information. The most popular choices were news media, followed by scientific sources, national government, social media, provincial government, and friends. The least accessed sources for climate information were non-profits and charities, family, local government, colleagues and other.



Respondents were also asked what information sources they trust the most when accessing climate information. The most common sources for information were:

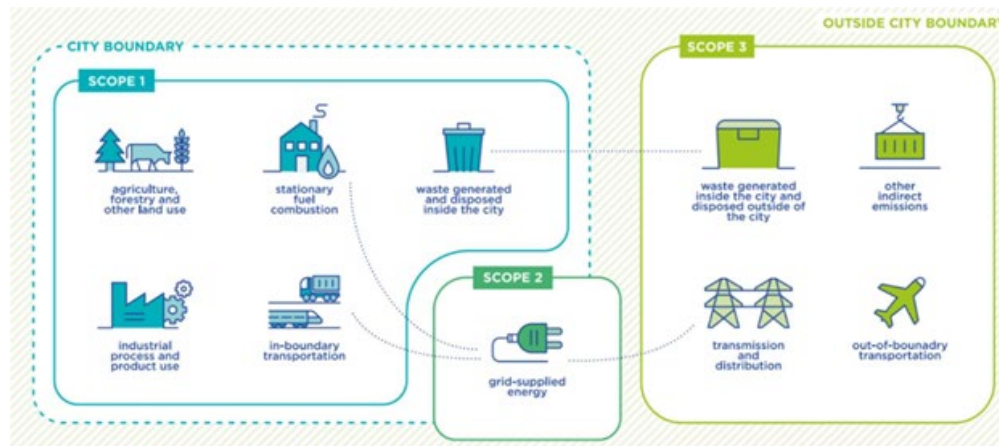
1. News Media (newspapers, TV news, radio, etc.)
2. Scientific Sources (Nature, National Geographic, etc.)
3. National Government
4. Social Media (Facebook, Twitter, Youtube, etc.)

## Section 2. Wolfville's Greenhouse Gas Emissions

### GHG Emissions: Baseline Inventory

The first step in developing a plan of action is establishing a baseline: an understanding of present conditions before any action is taken. A baseline allows for the impact of actions to be determined by comparing the conditions before and after they are undertaken, which is key to evaluating their effectiveness in achieving the goal of the plan.

The primary baseline for a Community Climate Change Mitigation Plan is a Greenhouse Gas (GHG) emissions inventory, which quantifies the volume of greenhouse gasses – carbon dioxide, nitrous oxide, and methane – emitted by a community in a given year in terms of carbon dioxide equivalent (CO<sub>2</sub>e). As Figure XXX below illustrates, a community inventory documents and measures all of the emissions released by sources within its municipal boundaries (Scope 1), along with some released outside of boundaries as a result of activities inside of them (Scope 2 and 3).



### GHG Emissions: Baseline Inventory: Comparison

To date, three GHG emissions inventories have been developed for Wolfville: the 1st by the Centre for Rural Sustainability in 2004, for the year 2003; the 2nd by the then GIS Technician for the Town of Wolfville in 2011, for the year 2006; and the 3rd and current inventory, completed by the Sustainability Solutions Group (SSG) in April 2020, for the year 2016.

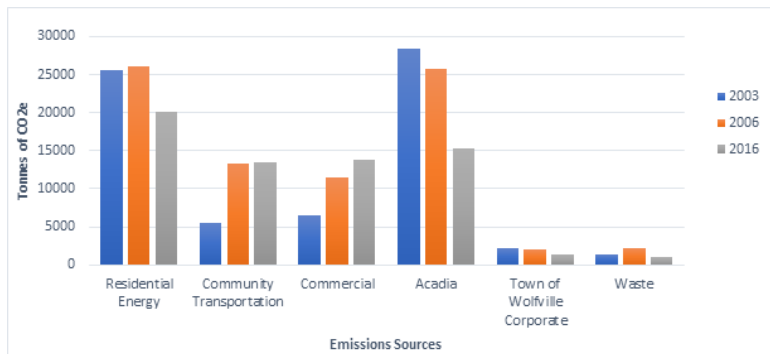


Figure 1: Comparing the results of Wolfville's 2003, 2006, and 2016 GHG emissions inventories by sector

In theory, comparing the three GHG emission inventories developed over 16 years should make it possible to determine the amount of progress (or lack thereof) Wolfville has made in reducing its GHG emissions since the first inventory was developed in 2004. Unfortunately, until recently, there was no agreed upon protocol for GHG emissions inventories. Based on research conducted by Town of Wolfville staff during the development of this plan, and in the opinion of the consulting firm contracted to develop the most recent (2016) GHG emissions inventory, Wolfville's 2003 and 2006 GHG emissions inventories were both rudimentary and incomplete. This assessment is in no way meant to impugn the effort or intention of the parties that development; rather, it reflects the state of GHG emissions inventory development in the early 2000's.

Wolfville's 2016 GHG emissions inventory was developed by Sustainability Solutions Group, a leading climate-and sustainability-planning firm that has undertaken similar projects for communities such as Bridgewater, Halifax, and Toronto; and is based on the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC), the standardized global framework for measuring and managing community GHG emissions which has been adopted by hundreds of cities across the world<sup>[1]</sup>.

Based on both its robustness and comprehensiveness, and its temporal proximity to the development of the plan, the 2016 GHG emissions inventory is considered Wolfville's baseline GHG emissions inventory for the purposes of the Community Climate Change Mitigation Plan. A complete baseline GHG emissions report, following the format laid out on page 42 of the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories, can be found in [Appendix XXX](#) to this plan. A summary of and highlights from the inventory can be found in [section X.X](#) of this plan.

<sup>[1]</sup> <https://ghgprotocol.org/greenhouse-gas-protocol-accounting-reporting-standard-cities>



### GHG Emissions: Baseline Inventory: Summary and Highlights

According to the 2016 GHG emissions inventory, Wolfville produced 65,354 tonnes of CO<sub>2</sub>e in 2016. The majority of those emissions (76%) come from the building sector, with the second most significant source being transportation (21%). Waste related (2%) and fugitive (1%) emissions accounted for a small but significant proportion of Wolfville’s emissions, while agricultural emissions were negligible. A complete baseline GHG emissions report can be found in [Appendix XXX](#) to this plan, and is summarized in the table and graph below. Note that the numbers attributed to the Town of Wolfville’s corporate emissions differ between the two charts: the table includes only the Town’s corporate building emissions, while the graph includes both its buildings and transportation emissions.

Source	GHG Emissions	
	% of Total	Tonnes of CO <sub>2</sub> e
<b>Total Buildings Emission</b>	<b>76%</b>	<b>49,726</b>
Residential Buildings	31%	20172
Commercial Buildings	21%	13840
Institutional Buildings (Acadia)	22%	14475
Corporate Buildings and Utilities (Town of Wolfville)	2%	1238
<b>Total Transportation Emissions</b>	<b>21%</b>	<b>13,636</b>
Transportation within Wolfville	12%	8,137
Transportation to and from destinations outside of Wolfville	8%	5,499
<b>Total Waste Emissions</b>	<b>2%</b>	<b>1,099</b>
Solid Waste Disposal	1%	901
Wastewater Treatment	0%	198
<b>Total Fugitive Emissions from Natural Gas Systems (Acadia)</b>	<b>1%</b>	<b>888</b>
<b>Total Agricultural Emissions</b>	<b>0%</b>	<b>5</b>
<b>Total GHG Emissions</b>	<b>100%</b>	<b>65,354</b>

Table 1: Wolfville’s 2016 GHG emissions broken out by sector

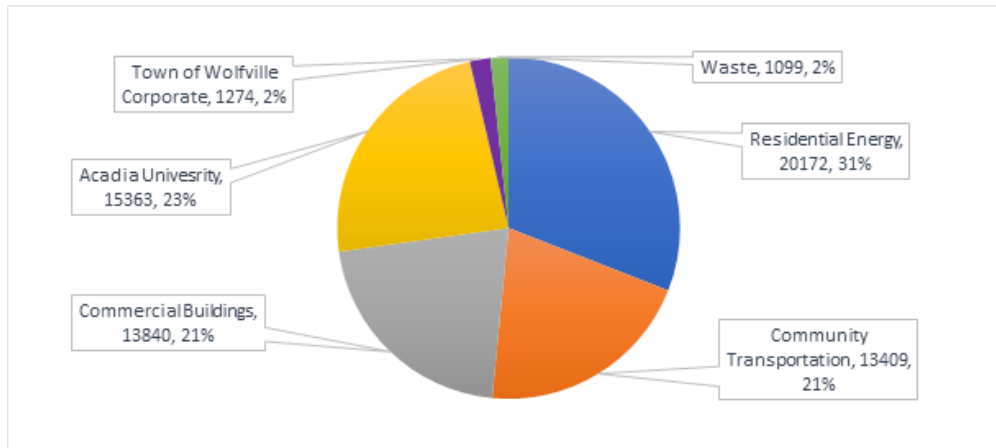


Table 2: Wolfville's 2016 GHG emissions broken out by source

### GHG Emissions: Baseline Inventory: Buildings

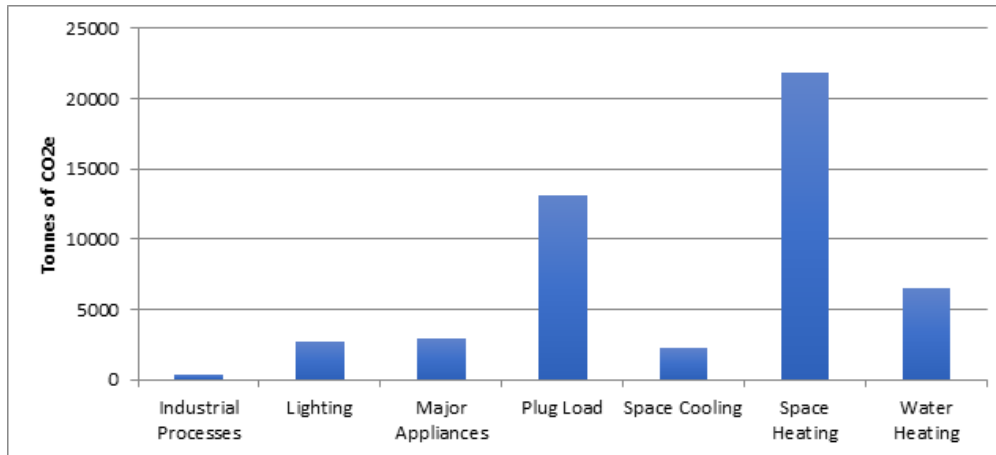
Energy used to heat and power Wolfville's buildings accounts for over three-quarters (76%) of the community's GHG emissions. This includes heat energy generated by burning wood, heating oil, propane, and, in the case of Acadia University, natural gas; and electricity from the provincial grid used to power buildings and their heating systems.

Energy use by residential buildings represents the single largest source of GHG emissions in Wolfville, accounting for 31% of the community's emissions.

Source	Tonnes of CO2e					Total
	Natural Gas	Fuel Oil	Grid Electricity	Propane	Wood	
Acadia	7268	0	7144	63	0	14475

<b>Commercial</b>	0	1294	11146	1400	0	1384 0
<b>Corporate</b>	0	86	1153	0	0	1238
<b>Residential</b>	0	4905	14201	95	972	2017 2

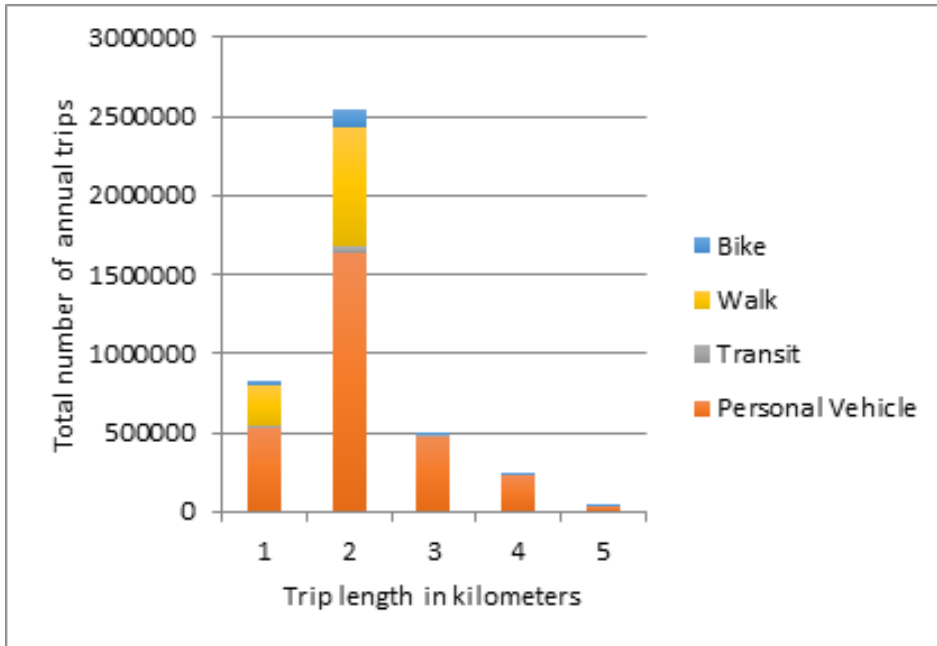
The GPC protocol breaks out building energy and emissions by six end-uses. The emissions attributable to each end-use in 2016 are documented in [table XXX](#). Space heating of buildings represented the largest source (44%) of GHG emissions of any building end-use, followed by plug load (26%), the energy used by products that are powered by means of an ordinary AC plug.



### GHG Emissions: Baseline Inventory: Transportation

On-road transportation is the second largest source of Wolfville's GHG emissions.

Wolfville is 3.5km in length from east to west, and while it is over 2km in length from north to south at its widest point, the northernmost 500m of that area is unpaved farmland. With a total land area of 6.46 km<sup>2</sup>, trips in town – that is to say, trips that both originate and end in Wolfville without transgressing its municipal boundaries – average 2km in length, and rarely if ever extend over 5km in length.



However, trips in Town account for only 6% of transportation-related GHG emissions attributable to Wolfville. Attributing transportation emissions is complicated, because while quantifying a community’s GHG emissions requires setting its geographic boundaries, transportation emission sources – i.e. motor vehicles – are inherently mobile: a trip that originate in Wolfville might generate most of its emissions while travelling outside of the Town’s boundaries. The GPC Protocol addresses this complication by using an induced-activity calculation method, which seeks to quantify transportation emissions induced by, rather than occurring in, the community – including trips that begin, end, or are fully contained within its geographical boundaries. Detailed information about this method can be found in section 7.3 of the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories, included as Appendix XXX to this plan.

Based on the induced-activity calculation method, 52% of Wolfville’s transportation-related GHG emissions are generated by external inbound trips – that is to say, trips that originate outside of Wolfville and travel to destinations, known as trip generators, in-own – while 42% of the communities transportation-related GHG emissions are generated by external outbound trips, which start in Wolfville and travel to destinations outside of the Town’s boundaries.

#### **GHG Emissions: Baseline Inventory: Waste**

Wolfville’s waste-related GHG emissions come from the solid waste and wastewater generated by the community. Waste disposal and treatment produces GHG emissions directly through aerobic or anaerobic decomposition, and incineration; and indirectly from energy consumed by wastewater treatment and recycling processes.

#### **GHG Emissions: Baseline Inventory: Fugitive Emissions**

In 2015, Acadia University converted its campus heating system, which had previously used fuel oil, to run on natural gas. This change – along with a number of energy efficiency initiatives and the declining emissions-intensity of Nova Scotia’s electricity grid – reduced the University’s buildings-related GHG emissions by 46% between 2003 and 2016. It also introduced a new source of emissions to the community: leaks and other irregular releases of gases or vapours from pressurized containment of natural gas at Acadia University’s central heating plant, which account for ~1% of the community’s total emissions.

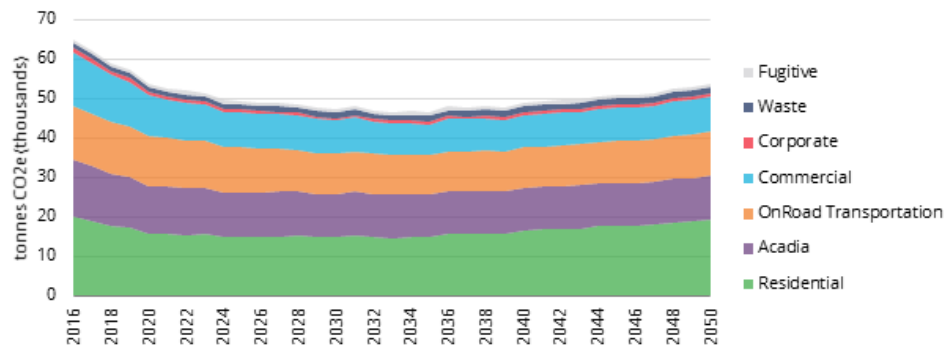
#### **GHG Emissions: Baseline Inventory: Agriculture**

While Wolfville is situated in Nova Scotia’s agricultural heartland, and approximately one quarter of its land is zoned agricultural, there is little agricultural activity in Wolfville, and emissions associated with agricultural activities reflect this.

#### **GHG Emissions: Business-As-Usual Scenario**

In the process of developing Wolfville’s Climate Change Mitigation Plan, Town staff worked with consultants from Sustainable Solutions Group (SSG) to develop a GHG emissions “model” of the town: a conceptual abstraction that incorporates and accounts for all of the components that drive GHG emissions in Town and the relationships between them. The emissions model is projectable, and can be used to explore and evaluate the impacts of actions, or inaction, on the Town’s GHG emissions.

SSG ran the model based on current trends and forecasts, existing conditions, and population and employment growth projections for Wolfville, to generate a “Business as Usual” (BAU) Scenario of what Wolfville’s emissions would look like over the next ~30 years. As illustrated in **Figure XXX**, the BAU Scenario projects a downward trend in emissions until ~2030 followed by a gradual rise, resulting in an overall reduction in emissions of 17.4% by 2050.



This projected decline is attributable to provincial and federal policy measures currently in place, including projected home energy efficiency standards in future iterations of the National Building Code, increasing federal motor vehicle fuel efficiency standards and adoption rates of electric vehicles, and legislated targets for reduced carbon intensity of electricity available through the provincial grid; along with warmer winters as a result of global warming, requiring fewer heating days.

### Section 3. GHG Emissions: Reduction Target

In 2006 Wolfville joined the Partners for Climate Protection (PCP), a program of the Federation of Canadian Municipalities (FCM) that helps communities take action against climate change by reducing GHG emissions. PCP employs a five-step Milestone Framework to guide community climate action efforts, illustrated in [Figure XXX](#).



[Figure #](#): PCP 5-step milestone framework for community GHG emissions reduction

Fulfilling step 2 of the Milestone Framework requires a community to set GHG emissions reduction targets. At its regular meeting on Tuesday, February 16, 2021, Wolfville’s Town Council resolved to set a community GHG emissions reduction target of 45% reduction from 2016 emissions by 2030, and to achieve a target of net-zero emissions by 2050.

The remainder of this section documents the considerations that informed the development of Wolfville’s GHG emissions reduction target and the criteria that were used to set it.

#### GHG Emissions: Reduction Target: Background

In 2015, Canada signed the Paris Agreement, a legally binding international treaty on climate change. The goal of the agreement is to limit global warming to well below 2 °C compared to pre-industrial levels, and to pursue efforts to limit the increase to 1.5 °C, recognizing that this would substantially reduce the risks and impacts of climate change.

Under the Paris Agreement, each signatory must determine, plan, and regularly report on the contribution that it undertakes to mitigate global warming. In 2015, Canada committed to a 30% reduction in Greenhouse Gas (GHG) emissions below 2005 levels by 2030. In 2016, Canada released its plan for achieving its target: The Pan-Canadian Framework on Clean Growth and Climate Change.

In 2018, the Intergovernmental Panel on Climate Change (IPCC) released a Special Report on the Impacts of Global Warming of 1.5 °C Above Pre-Industrial Levels (SR15). The report concluded that:

- Average global temperatures had already risen by 1 °C above pre-industrial levels.
- Climate models project significant differences between present-day and global warming of between 1.5 °C and 2 °C, including increases in: hot extreme temperatures, heavy rainfall events, and the probability of drought.
- Populations at higher risk of adverse consequences with global warming of 1.5°C and beyond include: disadvantaged and vulnerable populations, Indigenous peoples, and local communities dependent on agricultural or coastal livelihoods.
- In order to limit global warming to 1.5 °C, total human-generated GHG emissions would have to decline by 45% from 2010 levels by 2030 and reach net-zero around 2050.

In 2019, the Nova Scotia Government passed the Sustainable Development Goals Act (SDGA), which set ambitious goals to fight climate change. The Act commits the province to reducing GHG emissions by at least 53% from 2005 levels by 2030 and reaching net-zero by 2050. Based on emissions reported by the province, the SDGA's 2030 emissions reduction target aligns with the recommendations of SR15, making Nova Scotia the only province or state in North America with legally binding targets that align with the IPCC's current recommendations on emissions reduction.

### **GHG Emissions: Reduction Target: Criteria for Target Setting**

By adopting an emission reduction target, a community sets itself a goal of decreasing overall GHG emissions by a certain amount by a specified point in time. To aid communities in setting targets, the PCP Program provides a guide entitled "Reaching Milestone 2: How to set emissions reduction targets". The guide lays out three formal requirements that its GHG emissions reduction target must meet in order for a community to receive recognition for PCP Milestone 2:

1. It must have a defined scope, clearly stating whether it relates to corporate or community emissions.
2. It must be an overall GHG emissions reduction target in the form of: % reduction from base year by target year.
3. It must be adopted by council resolution.

Beyond setting requirements for PCP Milestone recognition, the FCM recommends that communities use the following "S.M.A.R.T." principles to guide them in setting GHG emissions reduction targets:

4. Stretch the targets, acknowledging the climate change imperative
5. Meaningful, connected to local context



6. Adopted by council
7. Realistic targets
8. Time bound

In researching and developing a target for Wolfville, staff identified two further principles that should guide community GHG emissions reduction targets:

9. Equity
10. Relevance

#### **GHG Emissions: Reduction Target: Criteria for Target Setting: Scope**

In May 2019, recognizing the urgency of the current environmental crisis, Wolfville's Town Council joined over 1,800 communities from around the world in declaring a climate emergency. In developing this document, staff took this declaration to be a founding principle of Wolfville's Climate Change Mitigation Plan.

If Wolfville's Climate Change Mitigation Plan is to set out a suitable response to the current environmental crisis, it is difficult to make the case for setting a target to reduce corporate emissions: with corporate emissions comprising less than 2% of total GHG emissions in Wolfville, the potential impact of even an ambitious effort to curb corporate emissions is low. And while it is true that Wolfville has direct control over its corporate emissions, the Town also has significant influence over the community's emissions.

Table XXX, from the Province of Ontario's Community Emissions Reduction Planning Guide for Municipalities, lays out three roles that local governments can play in reducing GHG emissions, along with the potential impacts of each. The potential for high impact on GHG emissions reduction the Town can have as an investor or influencer in spheres over which it has only indirect control, such as personal transportation and home energy use, supports the idea that its GHG emissions reduction target, and the plan to achieve it, should extend to the whole community.

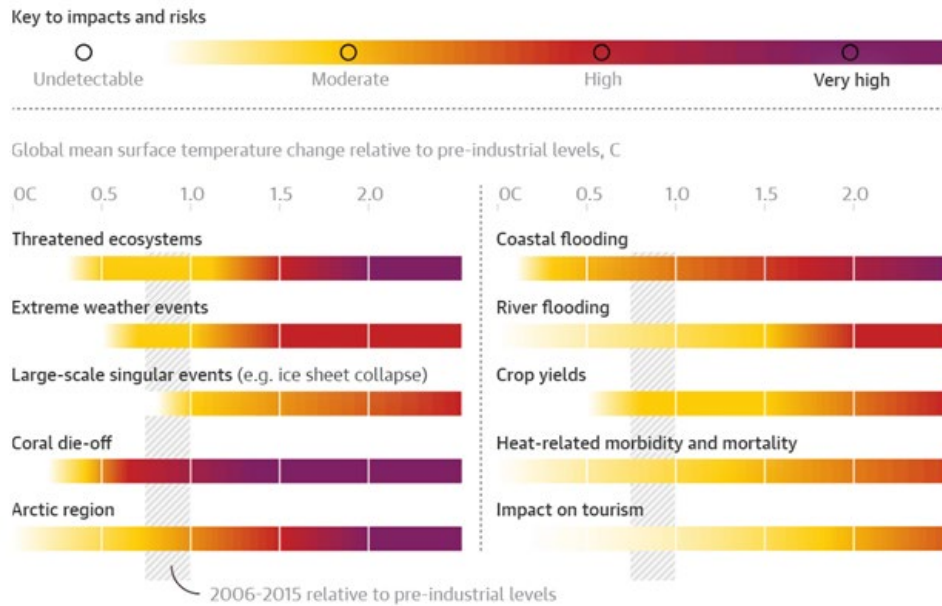
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Local government as...	Authority	Sample actions	Community energy and emissions planning techniques	Potential impact on GHG emissions reductions
Energy consumers.	Direct control.	Retrofits of municipal buildings, construction of high performance municipal buildings, purchase of zero emissions vehicles, development of renewable natural gas from organic materials.	Corporate GHG inventory and plan.	Low.
Investors.	Indirect control.	Renewable natural gas from a landfill, zero emissions transit system, cycling infrastructure, electric vehicle charging stations, recycling programs, public/private partnerships.	Situational analysis [review of capital budgets].	Medium-High.
Influencers.	Indirect control.	Official Plan policies, Property Assessed Clean Energy (PACE) programs.	Modelling and scenario-planning.	High.

### GHG Emissions: Reduction Target: Criteria for Target Setting: Stretch

The Intergovernmental Panel on Climate Change (IPCC) Special Report on Global Warming of 1.5 °C (SR15), published on October 8<sup>th</sup>, 2018, represents the most up to date understanding of the threats posed by global climate change. While the impacts of rising temperatures on natural and human systems are already being felt, the climate models upon which the report was based project significant differences between present-day and global warming of between 1.5 °C and 2 °C, illustrated in [Figure XXX](#). Notably, these include increases in extreme temperatures, heavy rainfall events, ecosystem collapse, coastal and river flooding, and the probability of drought.

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**Figure #:** Global warming impacts on selected natural, managed, and human systems from IPCC SR15

IPCC SR15 also found that the adverse consequences of global warming beyond 1.5°C would disproportionately impact disadvantaged and vulnerable populations, indigenous peoples, and communities dependent on agricultural or coastal livelihoods.

In its press release for SR15, the IPCC made no effort to downplay the scope and scale of its recommendations for action, noting that “limiting global warming to 1.5°C would require rapid, far-reaching and unprecedented changes in all aspects of society.”<sup>[1]</sup> And yet, our aspirations are our possibilities; if Wolfville can imagine a future in which its children and future generations are spared the worst impacts of climate change, it must set its ambitions to act – and its target – accordingly.

[\[1\] https://www.ipcc.ch/2018/10/08/summary-for-policymakers-of-ipcc-special-report-on-global-warming-of-1-5c-approved-by-governments/](https://www.ipcc.ch/2018/10/08/summary-for-policymakers-of-ipcc-special-report-on-global-warming-of-1-5c-approved-by-governments/)

### **GHG Emissions: Reduction Target: Criteria for Target Setting: Meaningful**

To be meaningful, a community's emissions reduction target should reflect its values, priorities, and policy and planning activities: community values and support provide the will and energy needed to work towards them; a supportive policy and planning framework provide the tools for achieving them.

Since efforts to develop Wolfville's Climate Change Mitigation Plan began in April 2019, the community's expression of concern about climate change and support for this work have been strong and consistent:

- In June 2019, more than 200 residents showed up to and participated in the Town Hall for a Green New Deal held on Acadia University Campus, one of over 150 such events held across the country to discuss what a Green New Deal to address the demands of the climate crisis should look like.
- In August 2019, 97% of the 400 patrons polled at the Wolfville Farmers Market told staff they were concerned or very concerned about climate change. During door-to-door outreach that summer, which included visits to almost 300 homes, 89% of residents said the same thing.
- In September 2019, over 300 Acadia students attended a climate strike rally that filled the downtown core, adding their voices to an international chorus as part of the Global Day of Climate Action.

On the policy side, Wolfville's Municipal Planning Strategy (MPS), adopted in September 2020 after 5 years of work and consultation, includes Climate Action among its four community priorities, "specific statements of what the Town intends to achieve during the life of [the] plan." As per the Municipal Government Act, "[t]he purpose of a municipal planning strategy is to provide statements of policy... to guide the development and management of the municipality and, to further this purpose, to establish... policies to provide a framework for the environmental, social and economic development within a municipality." In addition to making Climate Action a community priority, the MPS contains numerous policies supporting emissions reduction actions and investments by the Town and its residents.

Most recently, in February 2021, Wolfville's Mayor and Town Council adopted their own Strategic Plan to build on the MPS. The Plan lays out Strategic Directions, intended to focus resource allocation; along with Priority Initiatives for the 2021-24 Council term intended to "hold a special place in the operations and resource allocation of the Town." Climate Action is one of the 4 Strategic Directions set by Council, while "Climate management related initiatives to reduce carbon emissions, support local transportation, local food security and environmental protection" is one of the 4 Priority Initiatives identified in the Plan.

### GHG Emissions: Reduction Target: Criteria for Target Setting: Realistic

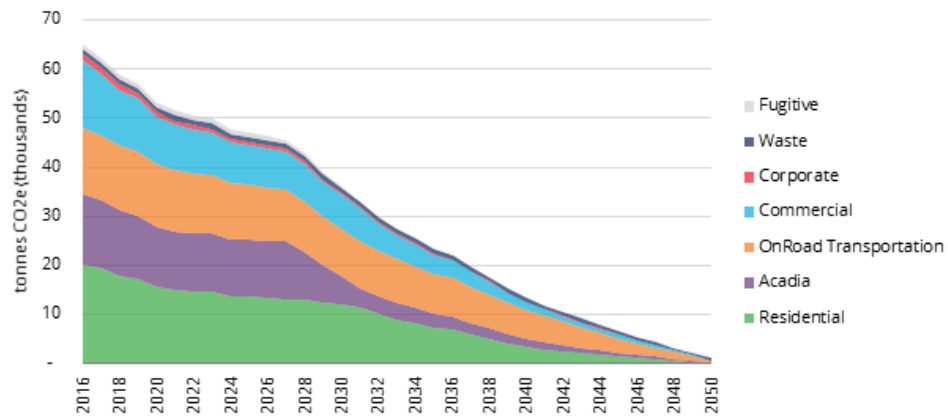
In its press release for SR15, the IPCC notes that “limiting global warming to 1.5°C would require rapid, far-reaching and unprecedented changes in all aspects of society.”<sup>[1]</sup> But SR15’s Summary for Policy Makers suggests that such a transition is possible through strengthened governance, institutional capacity, policy, technological innovation, the mobilization of finance, and changes in human behaviours and lifestyle.

In the process of developing Wolfville’s Climate Change Mitigation Plan, Town staff worked with consultants from Sustainable Solutions Group (SSG) to develop a GHG emissions “model” of the town: a conceptual abstraction that incorporates and accounts for all of the components that drive GHG emissions in Town and the relationships between them. The emissions model is projectable and can be used to explore and evaluate the impacts of actions, or inaction. As documented in section XXX, SSG ran the model based on current trends and forecasts, existing conditions, and population and employment growth projections for Wolfville, to generate a “Business as Usual” (BAU) Scenario of what Wolfville’s emissions would look like over the next ~30 years.

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Between August and December 2020, staff worked with SSG to develop a “Low-Carbon Emission” Scenario to determine the nature and extent of the actions and changes that would be required in and by Wolfville to realize the level of emissions reductions compatible with a pathway to limit global warming to 1.5°C. The purpose of the exercise was to assess how achievable potential GHG emissions reduction targets were, the thinking being that a target that cannot be achieved through means available to the Town is not realistic, and therefore not worthy of consideration. Running SSG’s model of Wolfville through the CityInsight modelling platform to forecast the impact of a range of actions, investments, policies, land-use changes and fuel switching, it was determined that it would be possible to achieve the targets laid out in SR15, reducing emissions in Wolfville by 45% by 2030, and approaching net-zero by 2050.

<sup>[1]</sup> <https://www.ipcc.ch/2018/10/08/summary-for-policymakers-of-ipcc-special-report-on-global-warming-of-1-5c-approved-by-governments/>

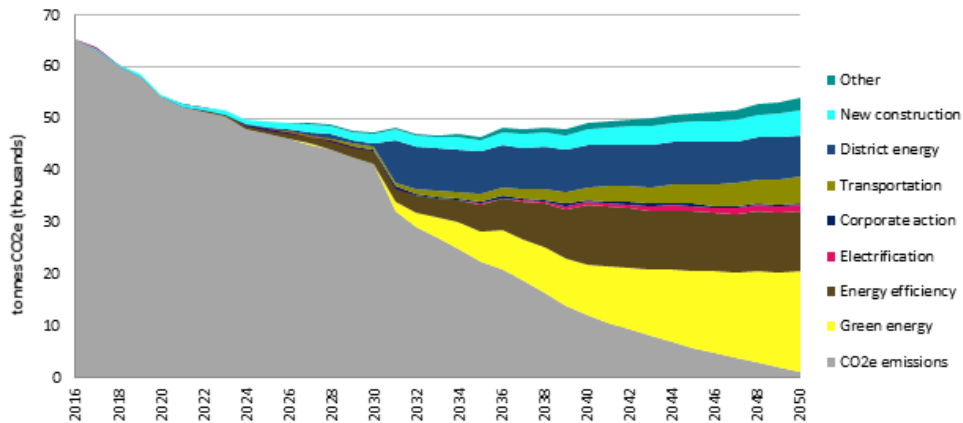


The “Low-Carbon Emission” Scenario includes measures such as:

- Increasing the proportion of trips in town made by walking or cycling from 23% to 40% by 2030;
- Cutting energy use in all existing buildings by 50%, by 2040; and
- Drawing electricity from a grid powered by 100% renewable energy by 2050

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SSG modelled potential “pathways” to achieving the targets included in this report, one of which is illustrated in Figure XXX. Echoing SR15, the kinds of changes that would be required in such a scenario are “rapid, far-reaching, and unprecedented” – but they are possible.



### GHG Emissions: Reduction Target: Criteria for Target Setting: Equitable

In SR15, the IPCC determined that, in order to limit global warming to 1.5 °C, total human-generated GHG emissions will have to decline by 45% from 2010 levels by 2030, and reach net-zero around 2050. The key word in this determination is *total*: to achieve this goal, the *average* decrease in emissions by all communities and countries on the planet would need to reach those targets. This formulation of global emission reduction does not consider the way those targets might be reached through smaller scale, constituent reductions; it leaves unaddressed the question of how to distribute the required global effort fairly and equitably among the world’s countries, communities, and people.

At a global level, both the Paris Agreement and the United Nations Framework Convention on Climate Change acknowledge the importance of equity in responding to the climate crisis. Specifically, both treaties highlight the equity principle of “Common But Differentiated Responsibilities and Respective Capabilities.” Closer to home, Social Equity is one of the community priorities identified in the Wolfville’s Municipal Planning Strategy.

The Climate Equity Reference Project (CERP)<sup>14</sup> picks up where SR15 leaves of, looking to incorporate the equity principle of “Common But Differentiated Responsibilities and Respective Capabilities” into a practical vision for a global climate regime. To this end, it has developed a methodology and tool for calculating national “fair shares” of the global effort to reduce GHG emissions on the basis of two factors:

- Responsibility: contribution to the climate problem, defined as the sum of historical emissions corresponding to consumption beyond a threshold required for life above the poverty line.
- Capacity: defined in terms of total income beyond a threshold required for life above the poverty line.

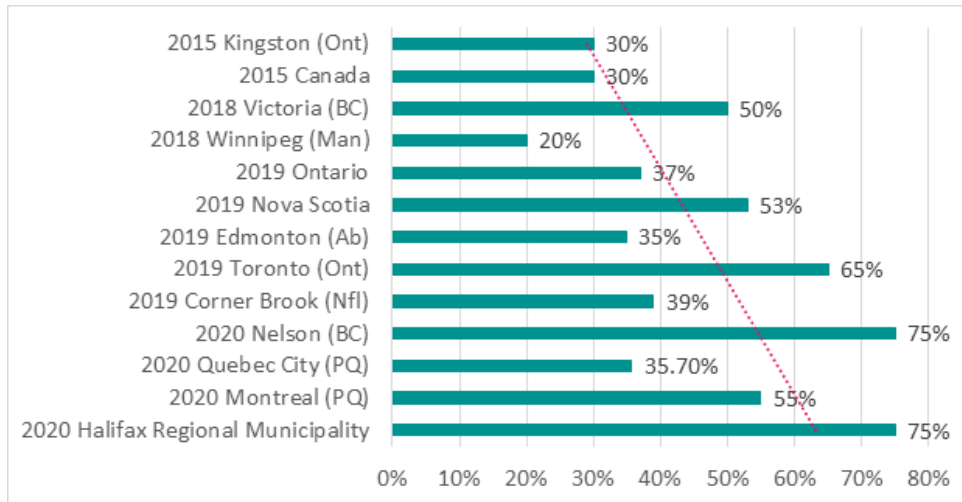
With both per-capita income and GHG emissions in the top 10% worldwide, Canadians' "fair share" when it comes to reducing emissions is substantially higher than average. Though the CERP calculates equitable emission reduction targets at the national level, SSG was able to employ its methodology and assumptions and Wolfville's metrics to develop an equitable target that considers both the Town's historical responsibility and capacity to act relative to communities around the world.

#### **GHG Emissions: Reduction Target: Criteria for Target Setting: Relevant**

When making important decisions, it can be helpful to know what actors in similar situations have done. Figure XXX shows governments in Canada that set 2030 emissions reduction targets in recent years, the year they set them, and the targets themselves. Over the past 5 years, adopted targets have ranged between 20% and 75%; the trend over time, illustrated by the pink dotted line, has been towards adopting increasingly ambitious targets.

<sup>[1]</sup> CERP is a project of the Stockholm Environment Institute, a US-based non-profit affiliate of Tufts University that conducts research and engages with decision-makers on energy, water, and climate policy: [www.climateequityreference.org](http://www.climateequityreference.org)





**Figure XXX:** Canadian jurisdictions that have adopted 2030 emissions reduction targets over the past 5 years.

Two additional targets are relevant to Wolfville’s GHG emissions target. If the Town’s climate action objective is to do its part to limit global temperature rise to 1.5 °C above pre-industrial levels and avoid the worst impacts of climate change, it must heed the IPCC’s recommendation to reduce emissions by 45% from 2010 levels by 2030. And, given the extent to which factors outside of Wolfville’s control – such as the carbon intensity of grid-supplied electricity, and transportation infrastructure and opportunities outside of town – impacts its GHG emissions, the Town’s targets must align with those set by the Province, which has committed to reducing emissions by 53% from 2005 levels by 2030.

It is impossible to perfectly align Wolfville’s target with those of the IPCC or the Province because both use base years – 2010 and 2005 respectively – for which Wolfville does not have GHG emissions data. However, extrapolating from the three GHG emission inventories that Wolfville has on file, a target of 45% reduction from 2016 emissions by 2030 would align with the Province’s legislated target of a 53% reduction from 2005 emissions by 2030. Serendipitously, this target would also align with the one set by the IPCC – though with a different base year.

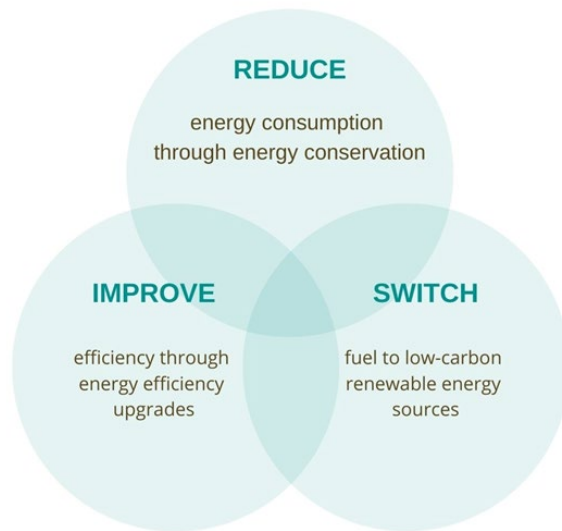
## Section 4. Wolfville's Low Carbon Future

The purpose of the Low Carbon Roadmap below, is to detail the opportunities for greenhouse gas emission reductions that will allow Wolfville to meet the reduction targets of 45% below 2016 levels by 2030, and net zero by 2050. The Town understands and acknowledges that some impacts of climate change are now inevitable, but the degree and intensity of which we experience them can still be lessened by rapid decarbonization. To wait on taking decarbonization action is to jeopardize the quality of life so many residents, students and visitors enjoy here.

While the Town is dedicated to taking action, decarbonization requires action from residents, businesses and institutions as well. The Low Carbon Roadmap identifies actions to be taken across the whole community and presents recommendations that will achieve the reduction targets by the target dates.

The energy efficiency and emissions reduction direction may be obvious - just eliminate fossil fuels! - but achieving a low-carbon future requires a conscious and persistent effort, including investment and socio-economic paradigm shifts. Wolfville's path to a low-carbon future includes several big moves and many small ones.

## The Reduce-Improve-Switch Paradigm



Low-carbon community planning considers a wide variety of actions in the transportation, buildings, industrial activity, energy use and generation, waste, and land-use sectors. The actions can be classified under one or more categories of Reduce, Improve, and Switch: reducing energy consumption, improving the efficiency of the energy system (supply and demand), and fuel switching to low-carbon renewable energy sources.

The most effective approach in transitioning to a low-carbon community is to first reduce the amount of energy needed as much as possible through energy efficiency and conservation, and then to switch to low-carbon fuel sources to supply the remaining demand. The sequence of the approach is important: by avoiding energy consumption (Reduce), retrofit requirements (Improve), and the need to generate renewable energy (Switch) are both reduced. One benefit of following this sequence is that by reducing energy demand from the grid through building energy efficiency measures, electricity is made available for fossil fuel systems transitioning

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to electricity (e.g. home heating from fuel oil furnaces to heat pumps, gas vehicles to EVs). This prevents overburdening the electric grid.

**Table . Sample Reduce-Improve-Switch actions.**

	BUILDINGS	TRANSPORTATION	WASTE
<b>REDUCE</b> Reduce energy consumption and optimize energy demand	Build efficient and low-carbon new buildings.	Build compact, complete communities and transit-oriented development.	Implement strategies to prevent the creation of waste.
<b>IMPROVE</b> Increase energy use efficiency	Upgrade to energy-efficiency lighting systems. Perform energy retrofits for existing buildings.	Improve vehicle fuel efficiency.	Improve the efficiency of waste collection practices.
<b>SWITCH</b> Shift to low-carbon energy sources	Source energy from renewable sources.	Switch to electric vehicles that use renewable energy sources.	Collect landfill fugitive emissions to use as renewable natural gas.

**Community Energy Planning Prioritization**

The actions can also be categorized broadly as applying to new infrastructure or existing infrastructure. Infrastructure is the first priority in community energy planning as it locks communities into its use for decades. The second planning priority is to address major industry energy use, transportation energy use (personal and commercial vehicles), and building energy design (for new and existing buildings). The final priority is making energy-using equipment efficient (e.g. appliances, heating systems). This prioritization hierarchy concentrates actions where the options to intervene in the future will be fewest.

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**Infrastructure, Mechanical, and Energy Systems Turnover**

There are cyclical opportunities to address existing infrastructure, such as the natural transition at the end of serviceable life, between now and 2050. Different types of infrastructure have different degrees of longevity, for example building HVAC systems (moderate longevity) versus their

envelopes (high longevity). Increased energy efficiency can be realized by investing in appropriate upgrades during cycles of infrastructure maintenance and renewal.

## Wolfville's Low-carbon Roadmap

Actions that would achieve net-zero GHG emissions by 2050 were explored using energy and emissions modelling. Assumptions were developed for each action and they were modelled as a low-carbon scenario to demonstrate their emissions reductions potentials compared to current emissions and those projected under the BAU scenario. The collection of actions that will reach the target are summarized here; full descriptions are in Appendix XXX. TO ILLUSTRATE THE SCALE OF CHANGE REQUIRED, Staff worked with SSG to lay out a roadmap of potential actions to meet net zero by 2050.

### Adaptation

Adaptation refers to actions taken to reduce the impacts of climate change. This action differs from the other 7 actions in the Low Carbon Roadmap and while it does not provide greenhouse gas emission reductions, it is of significant importance. Adaptation actions are those that protect human life, the built environment and infrastructure from impacts such as heat waves, inland flooding, sea level rise, storm surge, intense winds and many other impacts current being felt and anticipated in the Town. Because Wolfville is a coastal community and is located along the Minas Basin, it witnesses twice daily the world's highest tides from Bay of Fundy, making the Town particularly vulnerable to rising sea levels and subsequent flooding and storm surge events. Therefore, it is important that the following actions are taken:

1. The dyke walls are connected at Waterfront Park to reduce risk of flooding from the Minas Basin.
2. The findings from the Wolfville Food Risk Study are disseminated to all community members.
3. Infrastructure is replaced with consideration of climate change impacts when requiring replacement and upgrades.
4. A cooling station is established and communicated to all community members in advance of heatwaves.
5. Key emergency routes into and out of the Town are identified and climate risks to these routes are identified and remedied if possible.

### Complete Communities and Transportation

Transportation is responsible for nearly a third of the total energy consumption in 2016, and 21% of total GHG emissions. The internal combustion engine has shown marginal improvements over the last century, resulting in lost efficiency as well as the emissions associated with

gasoline and diesel. The switch to electric vehicles is a leap forward in efficiency for all types of vehicles, while also allowing for dramatic reductions in emissions associated with transportation. Electric vehicle prices are decreasing, and manufacturers are continually expanding the options available for private, commercial, and heavy transportation needs.

The switch to electric vehicles will be accompanied by a need to change how vehicles are fueled, with increased demand for charging stations, and decreased reliance on centralized fuel providers.

Improvements to active transportation infrastructure will result in a reduction in the number of trips made by car over shorter distances. By encouraging people to use safe, accessible and well-maintained walking and cycling paths and lanes, trips shorter than 5 km will more frequently be completed using a zero-carbon method of transportation. As proven in various municipalities around the world, balancing the provision of infrastructure, application of appropriate land-use policy, and use of market forces is the most effective way to achieve transportation mode shift away from personal vehicles to transit, walking, and biking. Focusing on one of these elements without attention to the others results in poor services, low uptake, and negative stigmatization of the so-called alternative modes of transportation.

Reducing community greenhouse gas emissions will be accomplished through enforcing new and existing land use bylaws that help to create complete communities. Complete communities encourage a greater population density through smaller lot sizes, encouraging multifamily dwelling units such as duplexes, townhouses and apartment buildings rather than large, single family homes, and encouraging residential development in areas already provided with municipal services such as sewer, water, and public and active transportation routes.

1. Due to more multi-unit home development, new home sizes are slightly smaller (and thus typically more energy efficient); and
2. New developments are denser and preferred in infill areas with existing services to promote travel efficiency and non-vehicular travel.
3. 30% of new personal vehicles are electric by 2030, 60% by 2035, and 100% by 2040;
4. 30% of new commercial vehicles are electric by 2030, 50% by 2035, and 80% by 2040;
5. Transit fleet is 100% electric and right sized by 2035;
6. Municipal vehicle fleet is 100% electric by 2030;
7. Increase transit frequency;
8. Transit use increases to 25% by 2030; and
9. 40% of shorter trips are made by walking or biking by 2030, 50% by 2050.

## New and Existing Buildings

### New Buildings

Buildings represent a large consumer of energy, and as a result, emitter of GHG emissions. By improving the efficiency of new buildings, deep reductions in both the energy required to heat and operate a building, as well as the emissions associated with energy consumption in a building can be achieved. Energy efficiency improvements in new buildings can include decreasing the size of the average dwelling, opting for multi-unit building types over single unit homes, adopting a net-zero building standard, and switching from emissions-heavy fuels to clean energy sources.

### Existing Buildings

Existing buildings represent a far larger number of residences, businesses, institutions, and industrial buildings than the projected new building stock over the next 30 years. Deep energy retrofits to all types of buildings can reduce the energy demand for space heating and cooling. By switching from fossil fuels to electricity, and also by switching to heat pumps for space heating and cooling, the emissions associated with energy consumption in buildings can be dramatically reduced.

1. 100% of homes have replaced fossil fuel heating with heat pumps by 2040;
2. 100% of water heaters are replaced with electric models or heat pump models by 2040;
10. Residential building energy efficiency retrofits reduce 50% of thermal energy demand and 50% of electrical demand in homes using electric resistance heating in 100% of homes by 2040;
11. Industrial, commercial, and institutional building energy efficiency retrofits reduce 50% of thermal energy demand and 50% of electrical demand in 100% of homes by 2040;
12. Industrial processes and motors increase efficiency by 50% by 2050; and
13. All municipal buildings are retrofit to net-zero emissions by 2030.
14. New homes and ICI buildings are net-zero emissions and use no fossil fuels by 2030;
15. New buildings increasingly have solar PV installed, supplying at least 10% of the buildings' electrical load. By 2050, 90% of new homes in that year have solar PV systems installed;

### Solid Waste, Water and Wastewater

A holistic waste management strategy focuses on a waste hierarchy that prioritizes waste reduction, then its reuse and recycling/composting and energy recovery, followed by final disposal as a last option. Numerous cities are striving for zero waste goals (i.e. 100% diversion rates).

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Opportunities include outreach programs, strict separation policies, incentives/disincentives to promote recycling/organic composting, and bans on certain waste streams.

1. Waste generation is decreased by 30% by 2050;
2. 100% of solid waste is diverted from landfill by 2050;
3. 100% of organics go to anaerobic digestion by 2050;
4. Anaerobic digestion facilities are installed for wastewater treatment, and biogas capture for use in the district energy system;
5. High-efficiency water pumps are installed by 2035, reducing energy use by 50%; and
6. Residential and commercial water use is reduced.

### Local Renewable Energy Generation

Electrification is at the core of a low-carbon energy and emissions strategy, and with that comes the requirement to reduce the GHG emissions associated with the generation of electricity. The provincial electrical grid, while improving, is still projected to continue the use of high-emissions fossil fuels at its generation facilities. By producing clean electricity locally, through wind and solar installations, municipalities can encourage the switch to electricity while also reducing the emissions associated with electricity production.

Renewable energy can be stored for use when needed, in battery electric storage or pumped hydro storage, for example. Stored renewable energy can be deployed when needed, bridging the temporal gap between when energy is produced and when it is needed, for example at night and during peak demand periods. Releasing stored energy decreases reliance on fossil fuel-based peaking plants that operate during peak demand hours (e.g. mornings and evenings). The current cost of battery electric storage is high, but prices are decreasing quickly as battery technologies become increasingly inexpensive to produce.

The district energy system at Acadia University currently uses trucked-in compressed natural gas to provide space heating for buildings on the campus. By expanding this system to include buildings in the downtown area, as well as converting it to use renewable energy, the efficiencies of a centralized heating system could be increased, while the GHG emissions associated with the system are decreased.

1. 10 MW of ground mount solar PV capacity installed from 2030-2045;
2. Electricity storage is added with new renewable energy installations, able to store 20% of new generation capacity for release during peak electricity demand times;
3. 100% of the natural gas required by the Acadia district energy system after efficiency measures is replaced with renewable natural gas or a ground or air source heat pump system, or other emissions reductions systems by 2035; and



4. Renewable energy is procured from outside of the municipal boundary to replace remaining grid-supplied electricity by 2050.

Other actions that support the low carbon roadmap are included below:

#### **Governance**

Governance refers to the readiness and capacity of Town staff to take on each of the actions in the Implementation Plan. This refers to budgetary constraints and constraints on resources.

#### **Regional Cooperation**

In January 2020, Wolfville joined the Towns of Kentville and Berwick as well as the Municipality of the County of Kings to pursue climate action as a regional issue. This work includes a regional greenhouse gas inventory for each municipality based off of 2016 data, and a catalogue highlighting key opportunities for greenhouse gas emissions reductions regionally. The Regional Working Group formed due to a mutual understanding of the widespread impacts and action needed to have a meaningful outcome in terms of climate action.

#### **Town Partners and Adopting a Collective Mindset**

Similarly to the justification of the regional climate action, the Town recognizes that all partners in the Town need to take adequate action in order to have a meaningful impact. Town Partners include the Wolfville Business Development Corporation, Acadia University as well as residents.

Implementing these actions over the next 3 decades will steadily decrease total energy use and emissions production across the community. To achieve the 2030, 2035, 2040, and 2050 targets of the low-carbon actions, implementation must begin in the near term. How the Town intends to implement these actions is outlined in the Implementation Plan. The low-carbon community energy use and emissions reductions that will result are described in the following sections.

#### **Low-carbon Pathway Energy**

This section describes how much Wolfville's energy demand must decrease and what sources energy will come from by 2050 in order to reach net zero emissions. Wolfville's total energy demand decreases from 623,000 GJ in 2016 to 249,000 GJ in 2050 in the low-carbon scenario, representing a 60% reduction. This is substantial, especially considering that population, employment, and housing are all expected to grow over the next 30 years.

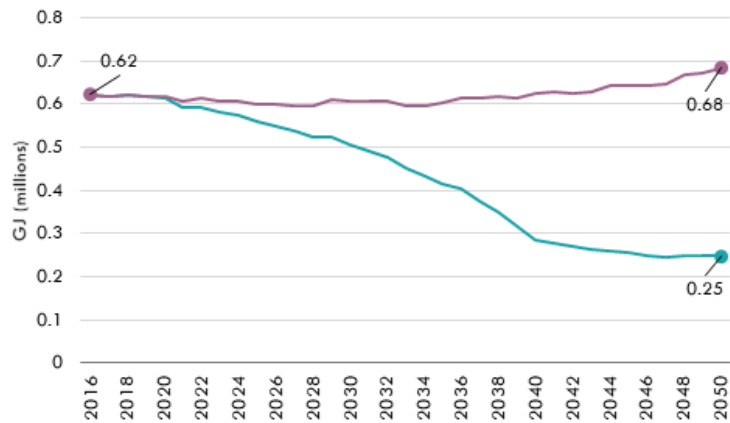


Figure 17. Comparison of energy use in business-as-usual (purple) and low-carbon scenarios (blue).

Energy flow in the 2050 low carbon scenario is shown in Figure 18 below. When compared with the 2016 Sankey diagram, as well as the 2050 BAU diagram, it is clear that the move toward electrification of vehicles and space heating dramatically decreases the conversion losses associated with the energy system of Wolfville.

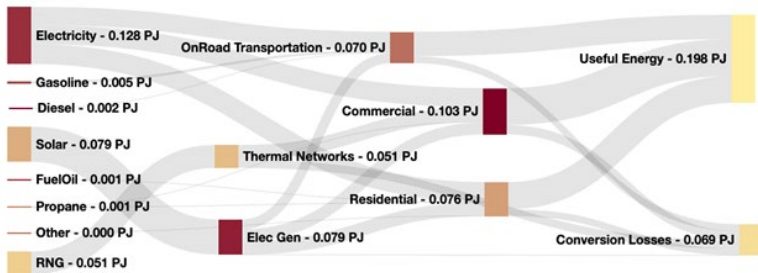


Figure 18. Sankey diagram showing energy flow in 2050 under the low-carbon scenario.

### Where Energy Will Come From

The decrease in total energy consumed is paired with a shift away from fossil fuels and carbon-intensive fuels, replacing them with local renewable electricity, renewable natural gas/heat pumps, and renewable electricity generated outside of the municipal boundary (“procured”). In the low-carbon scenario, grid electricity is replaced entirely with renewable electricity. The use of gasoline, diesel, fuel oil, and propane are greatly reduced - replaced with green electricity. Some green electricity is procured from outside the municipality starting in 2030, increasing to 2050 to replace grid electricity still reliant on fossil fuels.

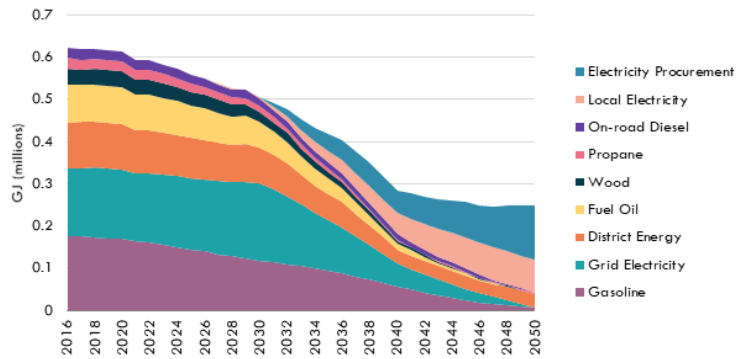


Figure 19. Low-carbon scenario energy use by energy source.

### Where Energy Will be Used

Energy use in the transportation sector decreases 28% by 2050, driven by a switch from internal combustion engine vehicles to electric vehicles, as well as increased use of transit, and active transportation encouraged by improved transit service and walking and biking infrastructure. Residential energy use decreases by 30% because of wide-spread building retrofits and the switch to heat pumps for space heating and cooling. Building retrofits at Acadia achieve a 23% reduction in energy consumption, and commercial energy demand decreases 17% from switching to more efficient heating and cooling systems, as well as retrofits for energy efficiency.

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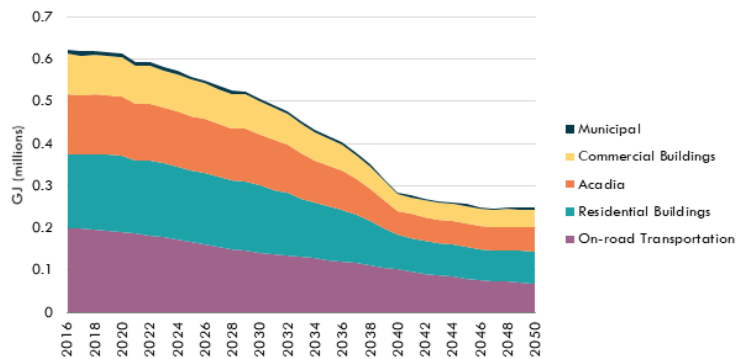


Figure 21. Low-carbon scenario energy by end use.

### Low-carbon Pathway Emissions

The low-carbon actions achieve a 98% decrease in community emissions by 2050. Total emissions decline from 65.2 ktCO<sub>2</sub>e in 2016 to 1.2 kt CO<sub>2</sub>e in 2050. Emissions under the low-carbon scenario in 2050 represent an 97% reduction from those in the BAU scenario (53.9 ktCO<sub>2</sub>e).

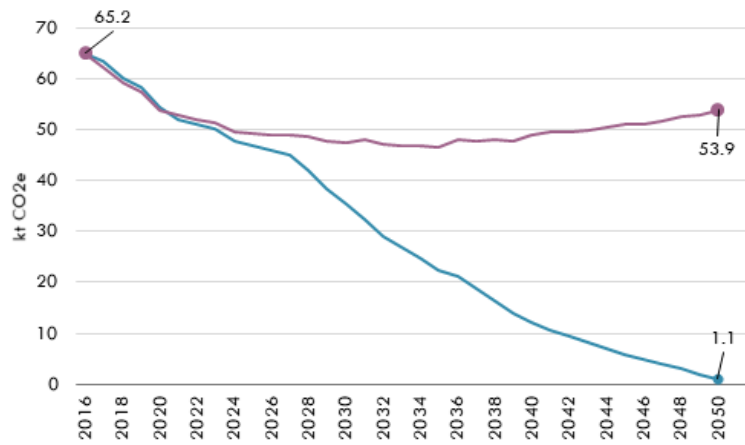


Figure 22. Total community emissions, business-as-usual (purple) and low-carbon scenarios (blue), 2016-2050.

### Emissions from Energy Sources

Emissions from all fuel sources decrease between 2016 and 2050 in the low-carbon scenario. Emissions from grid electricity and district energy are entirely removed by 2050, and fuel oil, gasoline, diesel, propane, and wood burning emissions are all but removed. The remaining emissions from gasoline and diesel are from older personal gas vehicles remaining on the road nearing replacement, and from a small number of remaining internal combustion commercial vehicles.

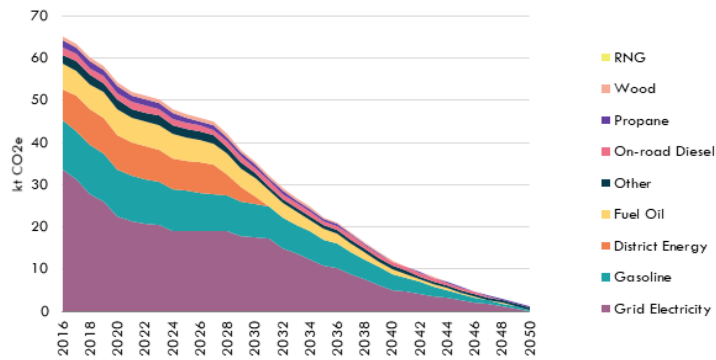


Figure 23. Low-carbon scenario emissions by energy source, 2016-2050.

### Where Emissions are Produced

Emissions in the commercial sector decrease by 98% from 2016 to 2050 as a result of switching from fossil fuels for space heating, moving to renewable natural gas or heat pumps for district energy, and switching from grid electricity to clean renewable electricity produced both locally and outside of the municipality. Transportation emissions show a 96% decrease, with most personal use and commercial vehicles being replaced by electric vehicles by 2050, and slight efficiency improvements to internal combustion engines. Residential emissions are completely eliminated through electrification of thermal systems and switching to local and imported renewable electricity for most uses within homes. Emissions from Acadia University are removed almost entirely by converting to renewable natural gas or heat pumps, and through the use of renewable electricity.

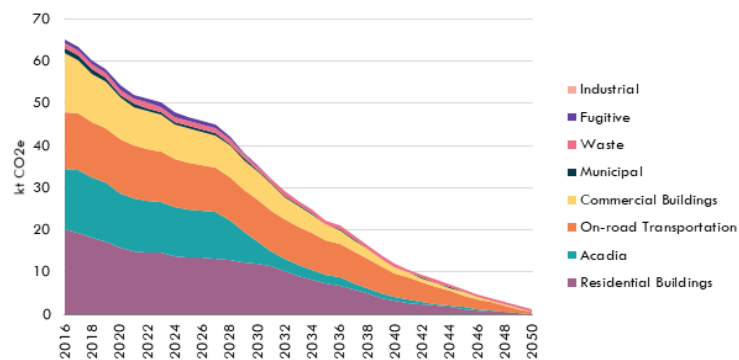


Figure 24. Low-carbon scenario emissions by sector, 2016-2050.

### How Emissions are Reduced

The breakdown of how specific actions shape the future of Wolfville’s emissions is shown in Figure 25. Electrification and zero-emissions electricity are the critical actions – producing it locally through added ground-mount solar and roof-top solar PV installations, and procuring it from outside current grid sources.

Expansion of Acadia’s district energy system, and conversion of that system to renewable natural gas or heat pumps also provide important emissions reductions. The emissions reductions from this action are large when the switch first occurs and lessens as the energy demand from the system is gradually reduced due to Acadia campus and downtown commercial building energy efficiency retrofits. This trajectory is reflective of the rate of retrofits – if retrofits of these commercial buildings are prioritized in the next 10 years instead of gradually implemented over the next 3 decades, the energy requirement of the district energy system will be diminished sooner. This would result in requiring a smaller capacity district energy system sooner.

Energy efficiency retrofits, heat pumps for air and water heating installations in homes and commercial buildings constitute more big moves. Encouraging accelerated EV uptake rounds out the 10 actions with the greatest emissions reductions.

Fifteen other actions – including energy efficient new homes and industrial, commercial, institutional buildings, waste reduction, and increased transit use and active transportation - achieve the remaining emissions reductions. Although they collectively account for less emissions reductions than the residential retrofits action (for example), they still constitute important components of the community’s low-carbon transition and will allow the achievement of the net-zero emissions by 2050 target while achieving a host of other community benefits like increased mobility and accessibility, increased equity, decreased energy costs, and improved health.

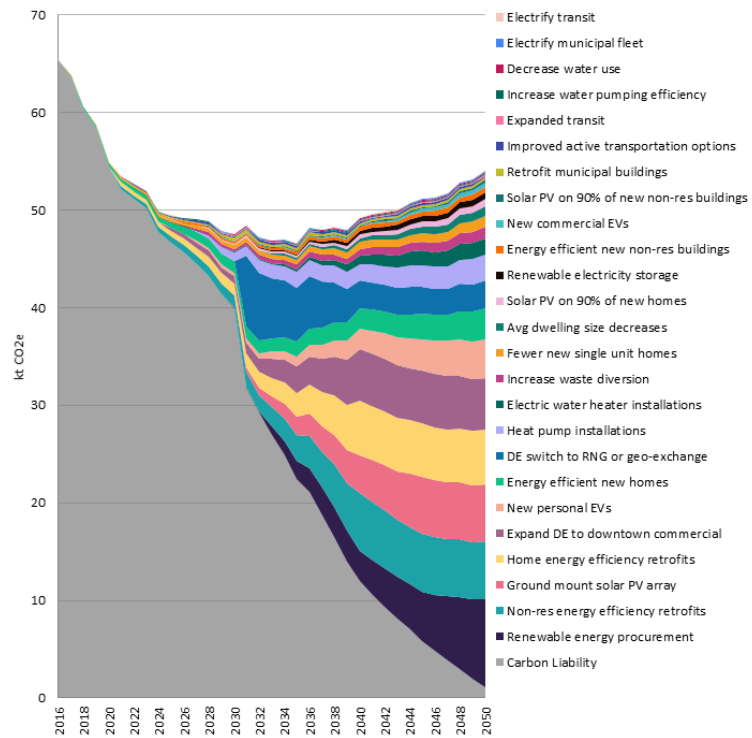




Figure 25. Wedge diagram showing the relative emissions reductions of each action explored in the low-carbon scenario, 2016-2050. The top line of the graph represents total BAU scenario emissions.

### The Climate Equity Approach to Emissions Reductions Planning

The low-carbon scenario shows what emissions reduction trajectory is required to achieve net-zero emissions by 2050, in line with the IPCC's call to action in avoiding average global heating above 1.5°C by 2050. This is one way to plan for emissions reductions; another is the climate equity method which determines a pathway to net-zero emissions that addresses global emissions inequities, namely that industrialized nations have emitted more than other nations.

National carbon equity calculations have been made by the Stockholm Environmental Institute in its Climate Equity Reference Calculator.<sup>[1]</sup> The remaining global carbon budget associated with limiting global heating to 1.5°C by 2050 (i.e. maximum allowable emissions ever) is allocated to each country by 'fair share' in the calculator. The allocation is based on historical contributions to GHG emissions, development projections, levels of poverty, and other variables. The calculator also determines by what year the allocated emissions need to be reduced to zero based on factors such as the country's capacity to act, average income of residents, and historical responsibility period.

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The country allocation can be sub-allocated to municipalities by taking the ratio of a municipality's emissions to that of Canada's in a given year. Determined this way, Wolfville's annual emissions represent an average of 0.012% of Canada's total annual emissions. If Wolfville were to follow Canada's fair share required emissions reduction trajectory - being responsible for 0.012% of Canada's required annual emissions reductions - the town (and the rest of Canada) would have to reach net-zero emissions by 2027 – 23 years ahead of what is targeted under the low-carbon scenario (Figure 26).

<sup>[1]</sup> Kemp-Benedict, Eric, Christian Holz, Paul Baer, Tom Athanaisou, and Sivan Kartha (2019) The Climate Equity Reference Calculator. Berkeley and Somerville: Climate Equity Reference Project (EcoEquity and Stockholm Environment Institute), [Online]. Available: <https://calculator.climateequityreference.org>



Figure 26. Comparison of climate equity emissions reduction trajectory versus BAU and LCS trajectories, 2016-2050.

This is Wolfville’s globally equitable emissions reduction trajectory. It is quite drastic compared to the net-zero by 2050 low-carbon scenario trajectory, demonstrating that although climate action to reduce all emissions by 2050 seems ambitious, it is not nearly as ambitious as it should be under a globally equitable scenario. Achieving the emissions reductions in the climate equity scenario would entail rapid energy efficiency transformation of Wolfville’s existing building stock, installations of renewable energy generation infrastructure, switching Acadia’s district energy plant to net-zero emissions operations, and decarbonization of transportation in less than a decade.

## INFORMATION REPORT

Title: Active Transportation and Highland Avenue Update  
Date: 2021-11-02  
Department: Planning & Development; Engineering and Public Works

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# SUMMARY

## ACTIVE TRANSPORTATION AND HIGHLAND AVENUE UPDATE

In 2020, Council directed Staff to bring forward meaningful active transportation improvements that could be integrated into our budget process. In April of 2021 a grant opportunity was presented to Council – outlining the Active Transportation network that Staff had been working on since 2020. In June of 2021, Staff brought an information report to Council outlining the ongoing network analysis and costing that was taking place - supported by a grant from the Province. Staff have been focused on increasing our investment readiness and understanding how to best implement a leading-edge Active Transportation network. Staff have worked collaboratively to bring this work into the budget process.

This report presents the overall Active Transportation Network but focuses on Highland Avenue where the implementation of the overall network can begin with the forthcoming capital project to rebuild most of the street.

Intent of this Information Report and discussion with Council is to:

- Provide details on moving forward with Highland Avenue (moving to 100% design) as part of an overall Active Transportation Network
- Discuss how this will be communicated with residents and other stakeholders

## INFORMATION REPORT

Title: Active Transportation and Highland Avenue Update  
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### 1) CAO COMMENTS

This Information Report follows up on previous discussions related to AT over the past year. The overall AT network will be part of the budget process for further discussion by Council.

### 2) REFERENCES AND ATTACHMENTS

1. September 2020 Council Meeting – see [here](#).
  - Council adopted our current [Municipal Planning Strategy](#) (see Mobility, Part 5)
2. May 12, 2020 Council minutes - see [here](#).
  - Council directed Staff to focus on meaningful Active Transportation improvements.
3. April 2021 Council Meeting - see [here](#).
  - Council considered a grant application to improve Active Transportation in the Town.
4. June 2021 Committee of the Whole – see [here](#).
  - Council received an information report outlining the work on the AT network, committee and public feedback and the design/costing that was ongoing with consultants.

### 3) DISCUSSION

#### How we got here

On May 12<sup>th</sup>, 2020 [Wolfville Town Council passed a motion](#) directing staff to “include in the 2020-2021 Operations Plan a project that focusses on meaningful Active Transportation improvements and bring forward recommendations that can be included both in the 2021-2022 Budget process and earmarked for longer-term actions.”

This work goes back to 2015 with the Town’s previous Active Transportation Plan but current Staff have been dedicated to bringing this forward since 2020 (see references and attachments above). Active Transportation is a key priority of both the current Council and the Town’s Municipal Planning Strategy. Improved Active Transportation has long been an aspirational priority of the community.

The Active Transportation work that has been presented to Council to-date focuses on providing network that is built to a higher standard/level of service (All Ages and Abilities guidance) while also maintaining and connecting this network to our other trails, paths, parks and open spaces.

Work on the overall network, including class D costing has been supported by the Province of Nova Scotia. A detailed network

#### **Why All Ages and Abilities (AAA) in Wolfville?**

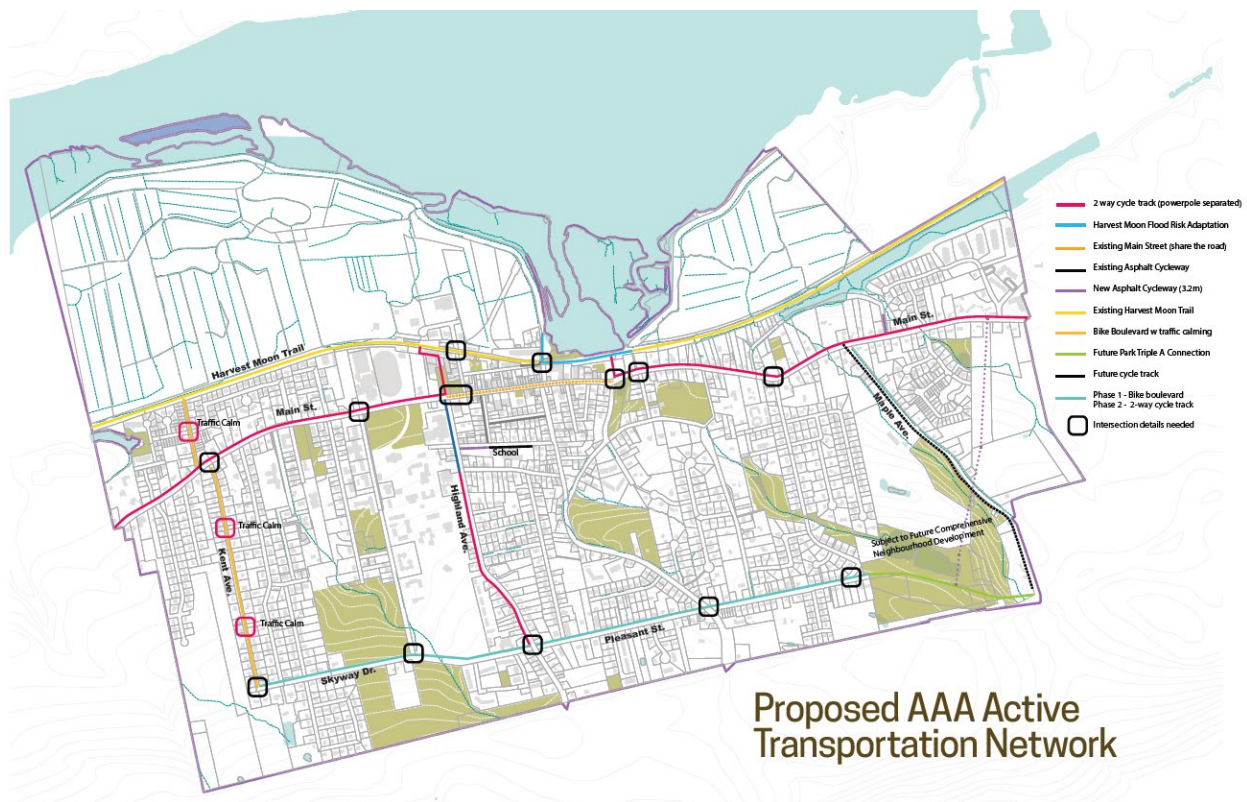
- Can increase cycling ridership and confidence of reluctant users
- Improves traffic safety for all users
- Can contribute to reducing congestion (including parking issues)
- Improves air quality and public health
- Provides better and more equitable access to jobs and opportunities

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analysis was conducted by Staff supported by Bicycle Nova Scotia (presented in June 2021). The network that is striving for All-Ages-Accessible standards is shown below:



Staff have been working through the projects identified in this network and how to have them implemented in a cost-effective manner. The following 4 priority areas have been identified (see table below). Staff have begun working these investments into our 10 year capital budget and operating plan. Other parks, trails and open space projects will also be brought to Council during the budget process as part of a Parks Planning and Priority exercise currently being carried out.

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Priority and Project	Example / Context
<p>1. <b>Highland Avenue</b> as part of scheduled Capital Project - All Ages and Abilities inspired separated active transportation corridor (see more detail below)</p>	
<p>2. <b>Harborside Drive</b> as part of scheduled Capital Project – improved pedestrian crossing, Harvest Moon Trail upgrades and sidewalk connections</p>	
<p>3. <b>Main Street East and/or Main Street West</b> – All Ages and Abilities Active Transportation corridor (not including the downtown)</p>	
<p>4. Safety, traffic calming and All Ages and Abilities improvements to <b>Cherry Lane, Kent Avenue, Skyway/Pleasant</b> (and other connections to the Harvest Moon trail)</p>	



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Given the imminent re-build of the majority of Highland Avenue, whether to proceed with this project in a manner that strives to meet the All Ages and Abilities standard is a key decision point in the implementation of the overall higher service standard network.

### Community Engagement

Various forms of public engagement have been used to get to this point for Council. Surveys, meeting with committees and groups (WBDC, PAC, ESC, Accessibility Committee, etc), direct outreach to stakeholders (schools) and various small group or 1v1 conversations.

Public consultation will continue on this effort, particularly the Highland Avenue component now that we have plans and drawings that can be shared (see Communications below).

### Highland Avenue Reconstruction

The re-build of Highland Avenue is the top priority of Council in our 10-year Capital program (for streets). This will include the replacement of the water and sewer infrastructure within the street corridor and given this significant re-build, Council's Active Transportation priority can be more easily realized along this section (compared to existing streets). Essentially, we are looking to keep the street profile similar to what it is now – narrow the street and add an additional active lane.

The re-build of the street goes from Prospect to Skyway and Staff have advanced the project to functional design with HATCH Engineering with input from Fathom Studios.

Images and details of the of the street re-build are provided below. In general for the section being re-built the east side would be an active transportation corridor (Prospect to Skyway) – striving for All Ages and Abilities standard by using the existing sidewalk as one lane and providing an additional lane closer to the street. The West side would have a concrete sidewalk from Prospect to Catherine Court where a crosswalk would then take people to the other side. The drive lanes would be slightly narrowed to 24' to allow for the AT corridor. This will also alleviate traffic speed issues (traffic calming). A major focus of this has been not impacting mature trees and designing with the existing context and character in mind.

The existing section of Highland – from Prospect to Acadia Street would see the sidewalk doubled, lined and signed to continue the active corridor to Main Street. At the Acadia-Highland intersection the Active corridor would switch to the west side of the street where the concrete sidewalk would be doubled, lined and signed to Main Street. In the future, the intent would be to carry this active corridor across Main Street and connect with the Harvest Moon Trail.

The images below provide additional context on the proposed street rebuild and Active Transportation corridor.

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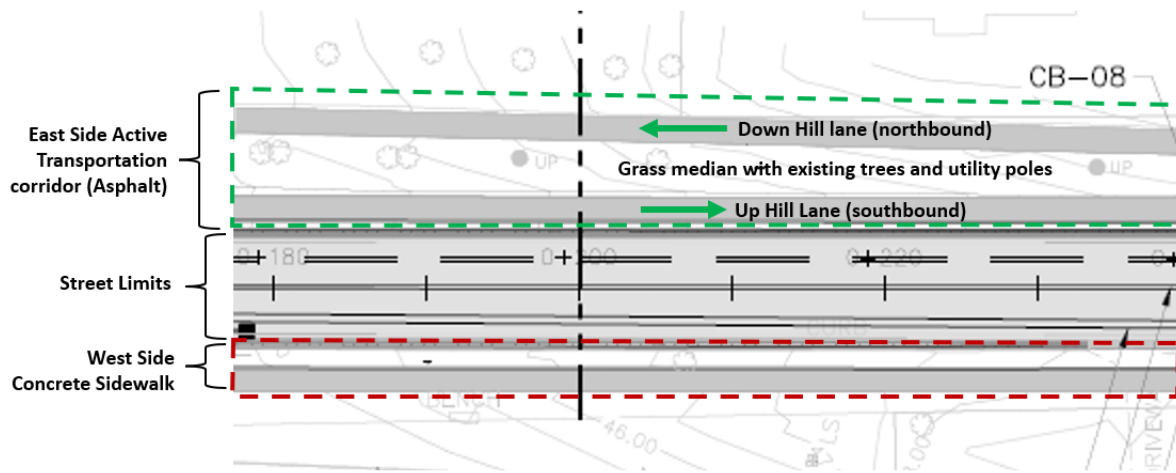


*IMAGE ABOVE: Highland Avenue Overview (simplified)*



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IMAGE ABOVE: Rendering of proposed Highland Avenue Design

Staff and multiple consultants have looked in detail at the placement of the Active Transportation Corridor on the east or west side of Highland Avenue. The west side of Highland would require a combination of land expropriation, tree removal and utility pole relocation. These factors would

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significantly add to the complexity and cost of the project. In addition, here is a summary of benefits associated with locating the AT corridor on the east side of Highland:

1. **Safety:** The northbound AT lane will have higher speeds for uses like cycling going down the hill. It is safer to have the higher speed AT lane further away from oncoming traffic (instead of directly next to it), particularly considering children will be biking down the hill.
2. **Efficiencies reusing existing sidewalk:** The east side of Highland already has a sidewalk in-between the property line and utility poles, all the way up to Skyway. This existing sidewalk can be refurbished for one lane of the AT corridor, and allows the other AT lane to be constructed on the other side of the utility poles without any relocations required.
3. **Property considerations:** Related to #2, the east side AT corridor minimizes property disturbance to existing properties.
4. **Cost:** Related to #2, the east side AT corridor leads to significant cost savings.
5. **Trees:** Related to #2, the east side AT corridor allows existing trees to remain. Net benefit to climate mitigation efforts as well.
6. **School:** The east side AT corridor places it on the same side as Wolfville School.

## 4) FINANCIAL IMPLICATIONS

The implications noted in this section are based on what staff believe are conservative estimates related to Highland Avenue. As final design and cost estimates are developed, it may be final costing is a moderately lower dollar amount. Staff are also working on incorporating budgeted dollars to allow completion of further sections of the AT network in the coming years. Council will see further details on these areas as the 2022/23 budget process begins at the Special COW meeting later in November.

The active transportation corridor over the full length of Highland (Main St to Skyway) should be viewed in two segments, Prospect to Skyway and Main to Prospect.

### Prospect to Skyway

This section of roadway was approved by Council in the 2021/22 Ten Year Capital Investment Plan (CIP). Refer to page 113 of Operations Plan noting the work over Years 1 and 2 of the CIP.

***An analysis of the detail designs for replacement of this section of street indicates an incremental cost of approximately \$45,000*** to go from traditional concrete sidewalk rebuild to the proposed active transportation corridor. Note this relates to an overall cost of around \$3.2 million, i.e. the incremental cost is relatively small. Although the AT corridor is effectively twice the length (two lanes versus one sidewalk lane), the AT lanes are asphalt as opposed to concrete.

### Main to Prospect

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This section of Highland was already rebuilt back in 2016. In order to complete the AT corridor all the way to Main Street, this section requires redesign and rebuild. The cost to go back and convert to AT corridor has an estimated cost of approximately \$110,000 (+HST).

This is a good example of ensuring AT considerations be built into project designs before a street is rebuilt. At this stage, it becomes a necessary redesign to ensure a proper AT link to Main Street.

In addition to upfront capital cost it is important to point out that once built, the AT corridors (forming the overall network) will have higher operational costs. Highland for example will have double the length to salt/plow during winter months (on the East side of street). In addition, there will be costs associated with signage (both safety and wayfinding), and higher degree of maintenance to ensure surface is adequately maintained.

Generally speaking, the expected life of concrete sidewalk is 30 years, and for asphalt is 20 years. The replacement cost for concrete sidewalk in today's dollars is \$225/m, and for asphalt sidewalk is \$175/m. The analysis below shows that the expected replacement cost for the active transportation corridor is 2.2 times the cost of regular concrete sidewalk.

Regular concrete sidewalk:

- Total length of concrete sidewalk (Main to Skyway) = 1020m
- Total replacement cost at year 30: \$229,500
- **Cost of replacement per year: \$7,650**

Active Transportation Corridor:

- Total length of concrete sidewalk (Main to Prospect): 560m
- Total replacement cost at year 30: \$126,000
- Cost of replacement per year: \$4,200.00
  
- Total length of asphalt sidewalk (Prospect to Skyway): 1464m
- Total replacement cost at year 20: \$256,200
- Cost of replacement per year: \$12,810.00
  
- **Total cost of replacement per year: \$17,010**

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

The attached report provides additional context and background.

- [Municipal Planning Strategy](#) (see Community Priorities, Part 2 and Mobility, Part 5 – some excerpts included below)

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2. To recognize that streets, including sidewalks, must accommodate a variety of transportation options and strive to prioritize in the following order:
  - a. active transportation (walking, biking)
  - b. public transportation options
  - c. other mobility options
  - d. private electric vehicles
  - e. private fossil-fuel base vehicles

- Town of Wolfville Low Carbon Roadmap: see [here](#).  
*Improvements to active transportation infrastructure will result in a reduction in the number of trips made by car over shorter distances. By encouraging people to use safe, accessible and well-maintained walking and cycling paths and lanes, trips shorter than 5 km will more frequently be completed using a zero-carbon method of transportation. As proven in various municipalities around the world, balancing the provision of infrastructure, application of appropriate land-use policy, and use of market forces is the most effective way to achieve transportation mode shift away from personal vehicles to transit, walking, and biking.*

### Recommended Actions

*Action 8: Allocate capital budget to continued improvement of Active Transportation Infrastructure (e.g. sidewalks, trails, bike lanes, bike parking, etc.) to achieve 40% mode share by 2040 and 50% by 2050*

- Town of Wolfville [Accessibility Plan](#) 2019-22 (Access by Design).
- [Council Strategic Plan](#) / [Town Capital and Operations Plan](#) (priority area 4 included here – see full documents for details)



## INFORMATION REPORT

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4. Priority Area 4 (PA4) - Climate management related initiatives to reduce carbon emissions, support local transportation, local food security and environmental protection.

## 6) COMMUNICATIONS

Staff would like to put this project on [Wolfville Blooms](#) so people can see the overall vision and also see the details of Highland Avenue. It is proposed to send a letter to all residents of Highland Avenue. Staff can also be available for a public information meeting on this project or some individual meetings.

We will have to educate the community on how to use this corridor safely (signage, paint, etc). Branding and Identity will be key, including color, signage, naming and landscape to reinforce an identity/distinction for the higher service level route.

Key messages for Council:

- We have an opportunity with the re-build of Highland to start building out a network
- We have located Highland on the East Side to save trees and lower costs (among other reasons outlined)
- We are informing the public on the direction we're moving and will provide opportunity for engagement on certain elements
- This network and Highland project has positive impacts on Council priorities (wellness, climate, equity, economic prosperity)



**REQUEST FOR DECISION 054-2021**

Title: Council Committee Appointments

Date: 2021-11-02

Department: Office of the CAO

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## **SUMMARY**

### **COUNCIL COMMITTEE APPOINTMENTS**

Council selects their Council Committee appointments on an annual basis each November. This RFD provides recommendations for Council Committee appointments for the period of December 1, 2021 to November 30, 2022.

#### **DRAFT MOTION:**

That Council approve the Council Committee appointments for a one-year term effective December 1, 2021 as outlined in RFD 054-2021.



## REQUEST FOR DECISION 054-2021

Title: Council Committee Appointments

Date: 2021-11-02

Department: Office of the CAO

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### 1) CAO COMMENTS

Refer to staff recommendation below.

### 2) LEGISLATIVE AUTHORITY

- [Policy 110-001 Committees](#)
- [Policy 110-009 Accessibility Advisory Committee](#)
- [Policy 760-002 Public Art](#)
- [Policy 140-007 Audit Committee](#)
- Chapter 103, Emergency Management Bylaw (Section 12) and IMSA (Schedule A)
- [Policy 120-015 Environmental Sustainability Committee](#)
- [Policy 610-002 Planning Advisory Committee \(PAC\)](#)
- [Bylaw 87, RCMP Advisory Board](#)
- [Policy 910-001 Source Water Protection Advisory Committee](#)
- [Policy 120-012 Wolfville – Acadia Town and Gown](#)
- [Wolfville Business Development Corporation Bylaws](#)

### 3) STAFF RECOMMENDATION

The Mayor and CAO met to discuss the Council Committee appointment recommendations. It was felt that (1) because COVID-19 has had an impact on committee function and frequency of meetings over the past year for many of our committees and (2) three new councillors were elected in October 2020 and have not had a “normal” year serving on their committees, that Council Committee appointments remain at status quo for the period of December 1, 2021 to November 30, 2022.

### 4) REFERENCES AND ATTACHMENTS

The existing Committees of Council document has errors and requires updating. For the purposes of these Council Committee appointments, Council appointments are listed directly in the RFD and not in an attached document as per past practice. Once citizen committee appointments are made in December, the Town Clerk will create a new reference document and circulate for reference. For further clarity, the appointments listed in this RFD also denote when a position is ex-officio (by virtue of a position on Council) and if that ex-officio position has voting rights.

### 5) DISCUSSION

As per current appointments, it is recommended that the Council Committee appointments for December 1, 2021 – November 30, 2022 be as follows:

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### Accessibility Advisory Committee

Councillor Jennifer Ingham (2 year term)

Mayor Wendy Donovan (ex officio, voting)

Councillor Jodi MacKay (alternate)

### Art in Public Spaces Committee

Councillor Wendy Elliott (Chair)

Mayor Wendy Donovan (ex-officio, voting)

### Audit Committee

Councillor Jodi MacKay (Chair)

Mayor Wendy Donovan (ex-officio, voting)

Councillor Mike Butler

### Environmental Sustainability Committee

Councillor Mike Butler (Chair)

Mayor Wendy Donovan (ex-officio, voting)

### Planning Advisory Committee

Deputy Mayor Oonagh Proudfoot (Chair, ex-officio, voting)

Councillor Wendy Elliott

Councillor Isabel Madeira-Voss

Mayor Wendy Donovan (ex-officio, voting)

### RCMP Advisory Board

Councillor Isabel Madeira-Voss

Councillor Jodi MacKay

Mayor Wendy Donovan (ex-officio, voting)

### Source Water Protection

Deputy Mayor Oonagh Proudfoot (Chair)

Councillor Wendy Elliott

Mayor Wendy Donovan (ex-officio, non-voting)

### Wolfville-Acadia Town and Gown Committee

Mayor Wendy Donovan (ex officio, voting)

Councillor Mike Butler

**REQUEST FOR DECISION 054-2021**

Title: Council Committee Appointments

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Wolfville Business Development Corporation

Councillor Isabel Madeira-Voss

Councillor Jodi MacKay (alternate)

Valley Community Fibre Network

Mayor Wendy Donovan

Councillor Jodi MacKay (alternate)

Kings Transit Authority

Councillor Jodi MacKay

Councillor Isabel-Madeira-Voss (alternate)

Valley Waste-Resource Management Authority

Mayor Wendy Donovan

Councillor Wendy Elliot (alternate)

Annapolis Valley Trails Coalition

Councillor Jennifer Ingham

Deputy Mayor Oonagh Proudfoot (alternate)

Kings Point to Point

Deputy Mayor Oonagh Proudfoot

Councillor Mike Butler (alternate)

Regional Emergency Management Advisory Committee

Councillor Wendy Elliott

Councillor Jodi MacKay

Diversity Kings County

Councillor Jennifer Ingham

Bishop-Beckwith Marsh Body

Councillor Wendy Elliott

Grand Pre Marsh Body

Councillor Wendy Elliott

**REQUEST FOR DECISION 054-2021**

Title: Council Committee Appointments

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**6) FINANCIAL IMPLICATIONS**

N/A

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

N/A

**8) COMMUNICATION REQUIREMENTS**

Each external committee will be notified in writing by the Town Clerk of the appointments.

**9) ALTERNATIVES**

Council can choose to make changes to any of the proposed committee appointments.

**REQUEST FOR DECISION 055-2021**

Title: Policing Services Review

Date: 2021-11-02

Department: Office of the CAO

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## SUMMARY

### Policing Services Review

The purpose of this RFD is to determine if Council would like to undertake a policing services review and to provide information on the steps required to conduct the review.

#### **DRAFT MOTION:**

That Council conduct a review of policing options for the Town of Wolfville and adopt the attached Terms of Reference for this review.

## REQUEST FOR DECISION 055-2021

Title: Policing Services Review  
Date: 2021-11-02  
Department: Office of the CAO

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### 1) CAO COMMENTS

Refer to staff comments and discussion below.

### 2) LEGISLATIVE AUTHORITY

Nova Scotia Police Act (2004) – Section 36 – allows for a municipality to change the method of policing with ministerial approval.

Nova Scotia Justice – Protocol – Review of Policing Services Options – provides the framework for how a policing services review is conducted.

### 3) STAFF RECOMMENDATION

Staff recommend that Council approve moving forward with a policing services review as per the attached Terms of Reference and notify the Minister of Justice of this intent.

If Council proceeds with this recommendation, an RFD will come forward to Council in December with recommendations on the composition and more detailed guidelines for the Review Committee.

### 4) REFERENCES AND ATTACHMENTS

1. Proposed Terms of Reference for the Policing Services Review (attached)
2. Protocol – Review of Policing Services Options

### 5) DISCUSSION

#### Background

In 2000, the Town of Wolfville made the decision to use the RCMP as its policing service provider. At the time of this transition away from Wolfville's own municipal force, a Statement of Roles and Responsibilities Document was executed which outlined the expectations for the policing service that Wolfville had at that time. In this document, commitments regarding the importance of community policing issues, such as bylaw enforcement and regular foot patrols, was reinforced. This document also noted that the policing complement for Wolfville would be 9 RCMP members, including the "chief", along with one public service employee and two auxiliary constables (which was been subject to provincial approval). It is evident by reviewing this document that community policing priorities were very important to the Town and a key consideration when making the decision to utilize the RCMP for policing services.

When the Town made the decision to move to the RCMP, it became part of the Provincial Police Services Agreement (PPSA) that was in effect at the time. In 2012 the agreement was renewed and Wolfville remained as part of the PPSA. The current agreement is in effect until March 31, 2032, although there

## REQUEST FOR DECISION 055-2021

Title: Policing Services Review  
Date: 2021-11-02  
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are mechanisms for a Town to pursue a different method of policing in advance of that date via a formalized Policing Services Review and appropriate notice.

It is also important to note that the Nova Scotia Police Act came into effect in 2004, which replaced the Roles and Responsibilities Document that had been developed in 2000 during the transition to RCMP Services.

### Current Service

As part of the Policing Services Review, the RCMP as the current service provider, are required to come to Council to provide a full overview of the existing service being provided. More detail on this will be provided to Council as the process unfolds.

In general terms, Wolfville currently pays for 9 officers, including a Sergeant. Wolfville also pays for one detachment assistant. The Wolfville officers all report out of the Wolfville Detachment of the RCMP.

The Kings RCMP currently operates under a District Policing Model, which means all officers within the district, including the dedicated Wolfville members, can be deployed within the district based on need and priorities. Wolfville can benefit from this on key weekends where additional RCMP officers from New Minas are brought in to support the Wolfville complement of officers. On the other hand, Wolfville officers can also be deployed to other areas within Kings if required, which could lead to slower response times on some of the less urgent calls within Town during the same time frame.

### Current Policing Priorities

The Town is mandated to have an RCMP Advisory Board, which establishes local priorities for the RCMP on an annual basis. These priorities are meant to supplement the priorities that have been established at the Provincial and Federal levels and are intended to reflect the needs of the local community.

The current policing priorities for the Town of Wolfville are:

The RCMP Advisory Board recognizes the importance of the contribution of the Community Policing Model as used by the RCMP to implement community programs required by the residents of Wolfville. The Committee's priorities for 2021-22 are as follows:

#### **Traffic**

Enforce the liquor act and cannabis control act with zero tolerance for charges of impairment.

#### **Crosswalk Enforcement/ Pedestrian Safety**

Ensure crosswalk updates and improvements are maintained; provide safety and education awareness to Acadia Students, faculty, and the general public; and ensure continued enforcement by the RCMP.

## REQUEST FOR DECISION 055-2021

Title: Policing Services Review

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### **RCMP Visibility at Key Events**

Enhance visibility by the RCMP in the Town of Wolfville during key weekend events (Cheaton Cup / St Patrick's Day / Homecoming / Welcome Week / Apple Blossom Festival).

### **Relationship with Youth**

Collaborate with community partners to educate the youth demographic on the impacts of abuse of alcohol and cannabis on the Town of Wolfville through property damage and disturbances.

### **Noise and Nuisance Party Prevention**

Educate residents and landlords on the process of reporting concerns and laying charges related to Nuisance Party and Noise Bylaws.

### **Crime Reduction**

Educate residents of Wolfville to reduce crimes of opportunity by securing property and vehicles.

### **Speeding**

Target areas of Town where speeding is an issue through active monitoring and enforcement.

The community priorities have not changed much over the past decade and clearly articulate areas of attention and additional support that have been identified by the RCMP Advisory Board.

### Rationale for Policing Review

There are four main reasons to undertake a Policing Services Review:

#### *(1) Due Diligence*

As with any long-term contractual arrangement, it is prudent to revisit the arrangement to determine if the Town's needs are being met and that the service is the most effective and efficient means in which to deliver policing in Wolfville. Now that Wolfville has been with the RCMP for over 20 years, it is timely to conduct a Policing Services Review to see if any other model would be a better fit for the community.

#### *(2) Concern with Service Levels*

Over the past decade there have been several instances where members of the community have requested that Council conduct a Policing Services Review. The issue surfaced in 2014 when the RCMP were not actively enforcing key bylaws of the Town, including the Noise Bylaw. It also came up during the deliberations on whether or not to continue to use the Wolfville Detachment or to have local Wolfville officers report out of New Minas. To date, these requests have not been actioned and I cannot find that there has ever been a robust discussion at the



## REQUEST FOR DECISION 055-2021

Title: Policing Services Review

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Council table on the issue of a Policing Service Review since the decision to use the RCMP in 2000.

Over the past year there have been many efforts brought forth by stakeholders, including the RCMP to address some of the local areas of community concern and priority. Although some headway is being made, there are still ongoing issues within our community that relate to the community priorities identified by the RCMP Advisory Board.

It should be noted that the current RCMP leadership for Wolfville and Kings District have been excellent to work with, and very responsive and open to new ideas. The Town values and respects the working relationship we have built very much. However due to the structure of the existing Policing Contracts, along with other constraints, there are still some service gaps that remain.

A Policing Service Review will allow the Town to explore all options and determine whether the RCMP is the best option to meet the needs moving forward or if another alternative service delivery model would be more effective.

### *(3) Cost of Policing*

The Town's current RCMP costs for 2021-22 are \$1,549,169, which is a significant expenditure for the Town. As Wolfville is part of the PPSA, the Town pays 70% of the total cost. This is an "all in" cost for the service we receive. We do not currently pay additional dollars for overtime, for extra officers that assist in Wolfville, or for the use of specialized services at a provincial level.

In the summer of 2021, for the first time ever, a union representing RCMP members ratified a collective agreement with the Federal Treasury Board on behalf of approximately 20,000 members. This agreement will be retroactive to 2017 and will see significant pay increases for RCMP officers. As of April 2022, a constable will make up to \$106,576, which is \$20,000 greater than the current salary amount. Staff Sergeants could see an even greater jump in pay.

The direct impact to municipalities under the PPSA is still unknown. In discussions with Nova Scotia Justice, further cost details from the Federal government have not yet been received by the Province, and there is some uncertainty as to what costs the federal and provincial governments will absorb. However, the assumption is that 2022-23 will likely see a significant increase in direct costs for the Town in comparison to previous years. With rising RCMP costs it is timely to consider any alternative service delivery options through a cost-benefit lens.

## REQUEST FOR DECISION 055-2021

Title: Policing Services Review

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### *(4) New Municipal Building*

As Council begins to discuss what a new Town Hall should encompass, it will be essential to understand what the office space and amenities required for a policing service will be. It will be crucial to understand what service delivery model will be utilized in the future to ensure Council is able to make the best decisions related to the new Town Hall.

### Process

The Protocol – Review of Policing Services Options document outlines the steps that are required if a Council wishes to undertake a policing services review.

The first step is a motion by Council and adoption of a Terms of Reference for the Review. Following that, a letter of intention is sent to the Minister of Justice and a Review Committee is formed. As previously mentioned, if Council supports the staff recommendation, further information on the Review Committee will be brought back in December.

Once the review is underway, the current service provider (RCMP) must present to Council on the current policing service being provided. The Review Committee will then determine the policing needs and community expectations and then solicit proposals from interested service providers. As part of this process, it is anticipated that the Town would determine what a Town force would require and potentially submit a proposal through the Review Committee process.

The Review Committee will review all proposals and make a recommendation to Council. Council then passes a formal motion supporting the preferred proposal and submits the resolution to the Minister for approval.

The process can be a lengthy one, and it is recommended that should Council decide to move forward with a review, that a request for the RCMP presentation on the existing service be made for a date in the near future as part of the letter to the Minister.

## **6) FINANCIAL IMPLICATIONS**

There are no immediate financial requirements associated with the Policing Services Review. There may be a need to bring in some external support as the Town studies what a municipal force would look like and cost, however immediate requirements can likely be absorbed through the CAO Contracted Services budget and any further costs for 2022-23 will be incorporated into the budget process.

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

This relates directly to the Policing Priorities established by the RCMP Advisory Committee.

## **8) COMMUNICATION REQUIREMENTS**

## REQUEST FOR DECISION 055-2021

Title: Policing Services Review

Date: 2021-11-02

Department: Office of the CAO

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Should Council approve moving forward a full communications plan will be developed and community engagement will be formally embedded within the process.

### 9) ALTERNATIVES

To not move forward with a policing services review.

# Town of Wolfville

## Policing Review

### TERMS OF REFERENCE (*Proposed*)

#### Purpose

The Town of Wolfville has passed a resolution to conduct a review of policing options, which will include:

1. Reviewing the current delivery of policing services in the community.
2. Identifying any shared services, amalgamated services, or municipal contracted services.
3. Identifying options for the delivery of policing services.

#### Composition

The Town of Wolfville will establish a Review Committee with representation from the Department of Justice, RCMP Advisory Board, and members of Council as applicable. Other members can be appointed, such as citizens of the community, to participate on the Review Committee. The proposed Review Committee structure and membership will be presented to Council in December 2021.

#### Mandate and Deliverables

The mandate of the Review Committee is to provide advice and recommendations to Council after examining options related to policing in the Town of Wolfville.

To fulfill its mandate, the Review Committee will be guided by the following scope of work:

- Review the current delivery of policing services for the Town of Wolfville.
- Conduct an analysis of how the Town of Wolfville costs and service levels compare to other jurisdictions.
- Review and document the current and future policing needs of the community and undertake community consultation on these needs.
- Review the options for the delivery of policing services for the Town of Wolfville, which could include a Request for Proposal from other policing service providers. All options will clearly identify anticipated costs and how the identified community policing needs will be met.
- Present the findings and recommendations to Council.

Specific guidelines for the Committee, along with the establishment of timelines and community engagement requirements, will be presented to Council in December 2021.

## **Role of Minister**

Under the *Police Act*, the NS Minister of Justice must determine the effectiveness and efficiency of policing in the province of Nova Scotia; any changes to policing models must therefore be approved by the Minister.



**Policy Discussion**  
**Erin Beaudin**

# COMMITTEES OF COUNCIL POLICY

# Committee Selection Process

- Selection Process:
  - What is working well
  - What isn't
  - Qualifications of applications/specific criteria/scoring matrix
  - Input from staff





# Chairing



- Should the Chair always be a member of Council (unless otherwise legislated)?
- Should this apply to the Vice-Chair?



# Residency



- Should committee members have to live in Town?
  - Specific expertise
  - Own a business in Town?



# Duration of Terms



- Should members have to “sit out” after two terms?
- Should committee members that are actively contributing be automatically given a second term?



# Frequency of Meetings



- Should there be a minimum requirement for quarterly meetings?





# Timing of Term



- Fiscal versus Calendar appointments



# Diversity



- How can we improve this?
- Youth participation
- Encourage BIPOC representation
- Diverse Thought/Action
- Lived Experience vs passion
- Other



# Types of Committees



- Advisory
  - Do all existing committees make sense as “Advisory” or do they serve a different purpose?
- Task Force
- Use of Working Groups?



# Specific Terms of Reference



- Clean up
- Consistency






# DEPUTY MAYOR POLICY

# GRANTS TO ORGANIZATIONS







A panoramic view of a rural landscape. The foreground is dominated by lush green trees and foliage. In the middle ground, there are rolling green hills with patches of yellowish-brown fields, possibly corn or soybeans. A dirt road winds through the fields. In the background, a dense forest of green trees stretches across the horizon. The sky is filled with soft, white clouds, and the overall atmosphere is peaceful and serene.

Balance. That's what we're all looking for.  
In our work. In our personal lives. And,  
most of all, in the place we call home.



## COMMITTEE UPDATE

Title: Valley Waste Resource Management  
Date: November 2, 2021  
Department: Committee of the Whole



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### UPDATE

The monthly Valley Waste Management Authority meeting took place on October 20<sup>th</sup>, 2021 in person. Highlights of that meeting included:

- **General Manager's Report:**
  - Scotia Recycling expansion has started;
  - Capital projects (see Operations Manager points).
- **Regional Coordinator's Report**
  - Divert NS notes there have been wild swings in revenues and expenses over the past 18 months due largely to the pandemic e.g., revenue from beer cans up, tires down. Net revenues will determine the amount of diversion credits available to municipalities. Currently they are projecting \$1M less this year with will reduce revenue to VW by about \$75,000 next year.
  - Divert NS has hired Dillon Consulting to audit roadside litter in 75 locations across the Province. They then compared this over similar audits completed 10 years earlier and found an increase in beverage containers and Construction and Demolition waste. The three most common brand names found in the litter were **Tim Hortons, McDonalds and Aheuser-Busch InBev.**
- **Enforcement Report:**
  - Illegal Dumping = 7;
  - Burning = 6;
  - Sorting, storage, waste accumulation, set-out and retrieval issues = 8.
- **Operations Manager Report:**
  - Both Eastern and Western Management Centre sites have been very busy throughout September and October including materials collected under the Fall Cleanup program;
  - Signage and roadway painting for sites well underway;
  - Are looking at replacing compacting equipment at both centres along with the outbound weigh scale at the WMC. Replacement will reduce safety concerns;
  - Preparation and planning has begun for repairs to the Tipping Floors at both waste sites.
- **Education and Social Media Reports:**
  - With the easing of State of Emergency restrictions on-site school tours from VWM staff has resumed this fall. Tours look at how schools are sorting their waste and students are invited to participate in these tours;

## COMMITTEE UPDATE

Title: Valley Waste Resource Management  
Date: November 2, 2021  
Department: Committee of the Whole



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- In October VW staff will be visiting Wolfville businesses to check in re: sorting, waste reduction and to address concerns businesses might have;
  - VW staff are receiving invitations to attend community events to discuss sorting and waste management. Help is also being given to new multi-unit apartments to provide direction on waste storage and sorting;
  - Social media followers continues to increase.

Respectfully Submitted

Mayor Wendy Donovan  
November 2021



## COMMITTEE UPDATE

Title: WBDC  
Date: Nov 2, 2021  
Department: Committee of the Whole

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### UPDATE WBDC

WBDC Report (September/October 2021)

September 14, 2021 (First meeting of New WBDC Board)

- a) Co-Chairs Lynda MacDonald and Jill Delaney welcomed the newly elected WBDC Board members, including Town of Wolfville Community Representative Kelly Van NieKerk.
- b) Isabel asked to add Homecoming to the agenda – discussion followed on WBDC’s position regarding this event. Traditionally, WBDC individual members have supported the event, but the WBDC itself does not initiate Homecoming activities.
- c) Open Board Positions - Secretary, VP and membership on WBDC Committees was discussed.
- d) Proposal was received from Social Media Space Creatorz. A 4-month premium version of their plan was approved.
- e) Coordinator’s Report:
  - Directory of WBDC members has been completed.
  - Wayfinding- progress has been made on several items including a kiosk and clock park tech versions that can be constantly refreshed.
  - Murals, Edison Bulbs and other Town beautification ideas. A sub committee was formed to explore mural location options throughout the town and to connect with the Town’s Public Art Committee, as well as other towns that have exterior building wall murals.
  - Devour - Lia provided an update.
- f) Next meeting: October 12, 2021.

October 12, 2021

- a) Co-chairs welcomed members and guests. Lynda MacDonald called the meeting to order at 8:35.
  - b) Mayor Wendy Donovan provided information on the Mayor’s Task Force on Economic Development. Task Force committee members are in the process of interviewing a range of Wolfville business owners, community members, and Acadia and NSCC faculty and students, to gather perspectives on potential new job creating economic opportunities. A preliminary report to Council is expected in December, 2021.
  - c) Director Devin Lake made two presentations: (i)Wayfinding and the (ii) Town’s Climate Plan. Both presentations were met with great interest and suggestions, including:
    - forming a WBDC Climate sub-committee to compliment the Town’s efforts
    - transforming static maps into interactive digital maps
    - improved parking lines to maximize parking spaces
    - murals to encourage more active walking and exploration
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## COMMITTEE UPDATE

Title: WBDC  
Date: Nov 2, 2021  
Department: Committee of the Whole

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- increase the number of garbage/recycling receptacles throughout town
- d) Devour – Lia Rinaldo provided an update and print material to be distributed to WBDC members for displays and distribution. Double-vaccination will be required, no exceptions. Eight Indigenous Chefs from Canada, USA and Europe participating this year.
- e) Kelly van Niekerk provided information on Google Search trends in Wolfville. Searches in Wolfville have increased each year and in August 2021 there were 60,000 searches - 20,000 from Ontario. Kelly suggested the WBDC host a workshop for its members on how to use Google Trends and on understanding Google searches. Kelly will provide dates for a future workshop, noting she will require support from board members.
- g) Isabel made mention of a Farmers’ Market Feasibility Group, in which she and Director Devin Lake are participating. The group is exploring avenues to expand the Farmers’ Market and possible ties to the DeWolfe building. The group has an agreed-upon direction, but details are still being developed. Isabel will report back once more information is available.
- h) Budget – discussed and approved
- i) Devin asked if the WBDC office hours could be extended and possibly used as a space home-businesses can utilize – to be discussed further.
- j) Coordinator’s Report
  - Social media reach has significantly increased, positive feedback has been received from members.
  - “When in Wolfville” account to be improved and a request will be made to the Town to fold the two social media accounts into one. Devin and Sarah will contact Barb Shaw about combining these accounts and explore a cost share arrangement between the Town and WBDC regarding social media accounts.
  - Halloween Activity on Saturday October 30<sup>th</sup> – children can go to businesses around town and trick or treat.

Next meeting: November 9<sup>th</sup> at 8:30am WBDC Office, 360 Main Street.

Respectfully Submitted by:  
Councillor Isabel Madeira-Voss

## COMMITTEE UPDATE

Title: Diversity Kings County

Date: November 2, 2021

Department: Committee of the Whole

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Diversity Kings met in person on October 4, 2021. The next meeting is scheduled for November 1, 2021.

Ryan Massiah gave a presentation of the AM project, a charitable organization in Barbados aimed at empowering youth and assisting them with various needs. At this time, all the schools are online as Covid has significantly impacted learning. Many students cannot afford computers, and he is asking for any assistance we can offer in the form of used laptops or cell phones. They can be dropped off at the Municipal Building in Coldbrook. Ryan is originally from Barbados, attended Acadia University and NSCC and has lived in Kings County for 19 years.

October was Mi'kmaq history month, and the Municipality of the County of Kings ran a month-long history, heritage, and awareness campaign on the airwaves and digital platforms. The two Indigenous communities, Annapolis Valley First Nation, and Glooscap first Nation participated.

Kenisha gave a Work Plan update, as an RFD is going before Municipality of Kings council this month. A final review will go before community members in two installments for insight.

Chair, Lexie Misner gave an update on Aldershot school naming an outdoor classroom, Pinewoods Peace Classroom.

Respectively submitted by:

Councillor Jennifer Ingham

## COMMITTEE UPDATE

Title: Regional EM Advisory Committee (REMAC)

Date: November 2, 2021

Department: CAO



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### UPDATE

The Kings REMO Regional Emergency Management Advisory Committee met on Monday, October 18, 2021.

Key issues of discussion included:

- **Kings REMO EM Bylaw**

An update was provided to the Committee on the status of the Municipal EM Bylaws:

	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
Municipality of the County of Kings	2021-06-15	2021-07-06
Town of Berwick	2021-09-28	2021-10-12
Town of Kentville	2021-06-28	2021-07-26
Town of Wolfville	2021-06-15	2021-07-20

- **Kings REMO Designation Letter**

The REMO Designation letter was amended and signed by all four Mayors – submitted to Minister Municipal Affairs & Housing via NS EMO

- **Kings REMO Agreement**

Approved in accordance with the following schedule:

	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
Municipality of the County of Kings	2021-09-21	2021-10-05
Town of Berwick	2021-09-28	2021-10-12
Town of Kentville	2021-09-13	2021-09-27
Town of Wolfville	2021-09-07	2021-09-21

- **NS Department of Public Works – Emergency Management**

Highways may be closed for emergency or operational reasons

There are 2 bases in Kings County

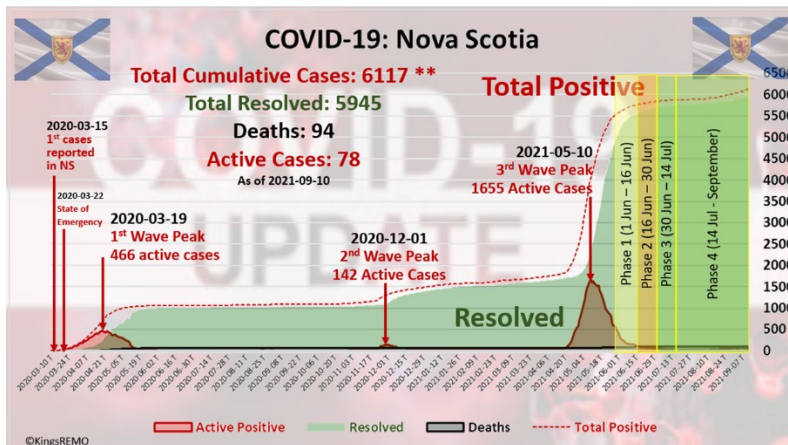
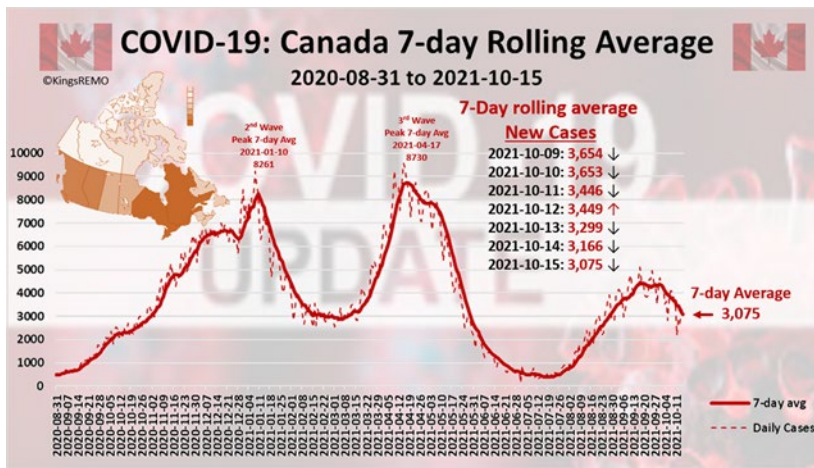
- New Minas Base, and
- Berwick Base

- **COVID-19 Pandemic Update**

REMC provided a National and Provincial overview on COVID-19

# COMMITTEE UPDATE

Title: Regional EM Advisory Committee (REMAC)  
 Date: November 2, 2021  
 Department: CAO



- **2021 Atlantic Hurricane Season**
  - 2021 was forecast to be an 'Above-Average' Hurricane Season with 15-21 names storms forecast
  - To-date, as of October 18th, there have been 20 named storms
  - Atlantic Hurricane season continues through to end-November
- **Kings County Wildfire Season**
  - Nova Scotia Wildfire Season: March 15 to October 15
  - There were 22 wildfires recorded by NS Department of Natural Resources and Renewal in Kings County
  - The 16-year average for wildfires in Kings County is 22 wildfires per year

## COMMITTEE UPDATE

Title: Regional EM Advisory Committee (REMAC)  
Date: November 2, 2021  
Department: CAO



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- **Kings REMO Training & Exercises**

- The Kings REMO REMAC approved the July 15<sup>th</sup> After Action Review (AAR) for the Hurricane/ECC Activation tabletop exercise
- Upcoming Training:
  - 2021-10-20/21 ICS-200 Kings (KVFD)
  - 2022-1/2/3 ICS-300 Kings (NMVFD)
  - Kings REMO REMAC available to provide ICS-100 and Basic Emergency Management (BEM) courses in-person and will be targeting coordinators of Kings County Comfort Centres for upcoming BEM courses
  - 2021-12-01 PIO NS EMO / Comms NS
- Upcoming Exercises:
  - 2021-11-25 Winter Ice Storm / Power Outage TTX
  - 2022-04 Functional Flood exercise

- **Kings REMO Community Outreach**

There have been no in-person Kings REMO Community Outreach sessions provided since the start of the COVID-19 pandemic in March 2020

The Kings REMO Community Outreach presentation and discussion have been offered via virtual meeting

- **Kings REMO Emergency Email Notification System**

The Kings County Emergency Email Notification System continues to be promoted via Kings REMO Social Media accounts and continues to grow

Throughout the pandemic, REMC has provided weekly (Friday) COVID-19 updates to all subscribers

- **Kings REMO Social Media Account**

While not all residents of Kings County are connected to the Internet or Social Media, Kings REMO REMC is making use of Social Media to reach out to the community in support of increasing Emergency Preparedness Awareness.

**Next Meeting:** Monday, January 17, 2022