



Town Council Meeting

December 21, 2021

6:30 p.m.

Virtual Meeting (Zoom)

Agenda

Call to Order

1. Approval of Agenda

2. Approval of Minutes

- a. Town Council Meeting, November 16, 2021
- b. In Camera minutes, November 16, 2021

3. Comments from the Mayor

4. Public Input / Question Period

PLEASE NOTE:

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

**5. Motions/Recommendations from Committee of the Whole,
December 7, 2021**

- a. Economic Task Force Report
- b. RFD 064-2021 Pension Plan Adjustments
- c. RFD 057-2021 IMSA Pilot Project



- d. RFD-066-2021: Climate Action Plan
- e. RFD 056-2021: Policing Services Review Committee
- f. RFD 061-2021: Switch Program – Budget Increase
- g. RFD 062-2021: Deputy Mayor Policy
- h. RFD 063-2021: Grants to Organizations Policy
- i. RFD 065-2021: Valley Waste Debt Guarantee Renewal
- j. RFD 060-2021 Citizens and Council Committee
Appointments

6. New Business Item:

Welcoming Centre/Visitor Information Centre Update

7. Correspondence:

- a. Anne_Steiger_ Housing in Wolfville - your thoughts_Incl.
Response from Mayor Donovan
- b. E_Mills_2021_11_12_Letter_Parking_Empty Properties
- c. Ian_Porter_water floridation and the science against this
outdated practice. Incl. Response from Mayor Donovan
- d. Landlords Joint Letter_Recent Warnings Noise Bylaw_2021-
11-12
- e. M Barrett _Condition of Sidewalks_2021_11_12
- f. Mark Selvidge_2021_11_26
- g. RE_Books_Chapter 28_ Why I'm so good at being hated
- h. RE_Chapter 29_Don't Ever Give this as a gift
- i. Sheila Richardson_ Climate Emergency Issues
- j. Town of Annaolis Royal re Pilot Project Tidal Power_2021-
11-18

8. Regular Meeting Adjourned



APPROVAL OF AGENDA

Moved

Seconded

That the agenda be approved as circulated and/or amended.

APPROVAL OF MINUTES

TOWN COUNCIL MEETING, November 16, 2021

Moved

Seconded

That the minutes of the Town Council Meeting of November 16, 2021 be approved as circulated and/or amended.

TOWN COUNCIL IN CAMERA MEETING, November 16, 2021

Moved

Seconded

That the In Camera minutes of the Town Council Meeting of November 16, 2021 be approved as circulated and/or amended.

MOTIONS/RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE, December 7, 2021

a. ECONOMIC TASK FORCE

Moved

Seconded

That Council receive the report from the Mayor's Task Force on Economic Development and refer recommendations with a financial impact to the Town to the budget process.

b. RFD 064-2021 Pension Plan Adjustments

Moved

Seconded

That Council refer the proposed pension plan adjustments to the 2022-23 budget process.

c. RFD 057-2021 IMSA Pilot Project

Moved

Seconded

That Council authorize the Mayor and Chief Administrative Officer to execute the attached interim Inter-Municipal Services Agreement.



d. RFD-066-2021: Climate Action Plan

Moved

Seconded

That Council adopt the Climate Action Plan attached to RFD 066-2021 and use this plan to inform the Town's annual budget process.

e. RFD 056-2021: Policing Services Review Committee

Moved

Seconded

That Council appoint the Policing Services Review Committee as outlined IN RFD 056-2021.

f. RFD 061-2021: Switch Program – Budget Increase

Moved

Seconded

That Council increase the following PACE Program budget parameters to cover the balance of 2021/22 and 2022/23 fiscal years:

- The maximum number of PACE projects not to exceed 35 in total
- The maximum dollar value of all projects not to exceed \$839,084 in total

g. RFD 062-2021: Deputy Mayor Policy

Moved

Seconded

That Council approve the amended Policy 110-003 – Deputy Mayor Policy as outlined in RFD 062-2021.

h. RFD 063-2021: Grants to Organizations Policy

Moved

Seconded

That Council approve the amended Policy 710-003 – Grants to Organizations Policy as outlined in RFD 063-2021.

i. RFD 065-2021: Valley Waste Debt Guarantee Renewal

Moved

Seconded

That Council guarantees a share of the Valley Waste Resource Management Authority's TBR Renewal #20/21 Capital Projects (in the amount of \$670,920), with Wolfville's share being 8.24% or \$55,284 as per attached loan guarantee form.



j. RFD 060-2021 Citizens and Council Committee Appointments

Moved

Seconded

That Council, effective January 1, 2022, make the following community and Council member appointments to the Committees of Council for the terms indicated below. The terms will expire at the end of December of the applicable year for the citizen appointments and at the end of November of the applicable year for the Councillor appointments:

- | | |
|----------------------------------------------------------------------------|------------------------|
| • Birgit Elssner – Accessibility Advisory Committee (2 nd term) | three-year appointment |
| • Emily Duffett – Accessibility Advisory Committee (2 nd term) | three-year appointment |
| • David Crabb – Audit Committee (2 nd term) | two-year appointment |
| • Councillor Mike Butler – Police (RCMP) Advisory Board | one-year appointment |
| • Councillor Wendy Elliott - alternate – WBDC Board | one-year appointment |
| • Meghan Swanburg – Source Water Protection Advisory (SWPA) Committee | two-year appointment |

ADJOURNMENT

Moved

Seconded

That the regular meeting be adjourned

ATTENDING

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

ALSO ATTENDING

- Director of Finance Mike MacLean
- Director Planning & Development Devin Lake,
- Director of Parks & Recreation, Kelton Thomason
- Communications & Special Projects Coordinator Barb Shaw

REGRETS

- Councillor Jennifer Ingham

CALL TO ORDER

Chair, Mayor Donovan called the Town Council Meeting to order at 6:31 pm

Agenda Item

Discussion and Decisions

1. Approval of Agenda

08-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED.

CARRIED

2. Approval of Minutes

09-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF TOWN COUNCIL MEETING OF OCTOBER 19, 2021, BE APPROVED AS CIRCULATED

CARRIED

3. Comments from the Mayor

- Mayor Donovan attended the Remembrance Day event. Thanks to the Royal Canadian Legion, Acadia and Deputy Mayor Proudfoot for organizing. The Legion advised the poppy sale was very successful.
- Thanks to Coordinator of Communications and Special Projects Barb Shaw for the crosswalk safety videos.
- Tree Lighting is taking place Saturday November 27th in Clock Park.

Agenda Item	Discussion and Decisions
4. Public input / Question Period	<ul style="list-style-type: none">All day annual Budget session will take place November 25th. This process decides on Town Services. This is a call to all the residents of the Town. Council would like your input. The meeting will be live.No members of the public in attendance.
5. Motions/Recommendations from <u>Committee of the Whole</u> , November 2, 2021	
a. RFD 054-2021: Council Appointments to Committees	10-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL APPROVE THE COUNCIL COMMITTEE APPOINTMENTS FOR A ONE-YEAR TERM EFFECTIVE DECEMBER 1, 2021, AS OUTLINED IN RFD 054-2021. CARRIED
b. RFD 055-2021: Policing Services Review	11-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT COUNCIL CONDUCT A REVIEW OF POLICING OPTIONS FOR THE TOWN OF WOLFVILLE AND ADOPT THE ATTACHED TERMS OF REFERENCE FOR THIS REVIEW. CARRIED
6. Public Correspondence	<ul style="list-style-type: none">J Papaya_Oct 22 Global Climate Strike - Fridays For FutureJudy Swift_attachment letter_studentsJudy Swift_Homecoming etcJudy Swift_Homecoming etc with Mayor Donovan's ResponseKaren McWilliam_FW_Parking issues on Seaview Avenue & Mayor Donovan's ResponseMartin MacLean & Mayor Donovan's Response_Re_incident on Sunday October 16, 2021 at about 11_00amNoel McQueen_Letter to Council re development concerns 22 09 2021Noel McQueen_Re Letter to Council & Planning Dept re_concerns about impact of LUB & Blue Bike RouteRonald Lambert_FW_Solar panel loan and council membersStuart Blythe (2)_FW_GaspereauStuart Blythe(1)_FW_Crossing Gaspereau
7. Adjournment of Regular Meeting to In Camera	13-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF TOWN COUNCIL ADJOURN TO IN-CAMERA AT 6:40PM. CARRIED
8. Adjournment of Regular Meeting	15-11-21 IT WAS REGULARLY MOVED AND SECONDED THAT THE MEETING ADJOURN AT 6:58 PM.

Agenda Item

Discussion and Decisions

CARRIED

Approved by Council Motion xx-11-21, November 16, 2021

As recorded by Laura Morrison, Executive Assistant/Town Clerk, Office of the CAO

DRAFT

1. OVERVIEW & PROCESS

The Task Force on Economic Development was a high-level process to gather information about innovative business/entrepreneurial opportunities appropriate for Wolfville. It can inform the 2022-23 budget discussions related to the Town's role in economic development. Interviews were designed to:

1. Identify realistic opportunities for new business development including graduate retention, entrepreneurial attraction, existing and future business resiliency.
2. Identify supports and resources the Town could provide to further any opportunities identified.
3. Build relationships with existing businesses to, in part, identify needed supports and systems existing businesses need to remain resilient¹.

Task Force Members included Mayor Donovan, Councillors Madeira-Voss and MacKay. Director Lake assisted in the review of the report. Activity was limited to personal interviews with a variety of stakeholders including the Wolfville Business Development Corporation (WBDC) Chair and approximately 15 members of the WBDC (as part of the BRE interviews), Federal and Provincial elected officials for our region, faculty of Acadia connected with areas of study that lend to emerging business opportunities, regional business organizations including the Acadia Entrepreneurship Centre, The Annapolis Valley Chamber of Commerce, the Valley Regional Enterprise Network (REN), and Nova Scotia Community College (NSCC). The work of the Task Force was undertaken from September through November 2021.

Council's 2021-24 Strategic Plan created four strategic directions to focus Town Council, staff and financial resources – (1) Economic Prosperity, (2) Climate Action, (3) Community Wellness and (4) Social Equity. Economic initiatives that expand the Town's small tax base have potential to enhance quality of community life and resiliency, supporting social equity and community wellness. Economic innovation can also play a role in the most significant issue of our time, and one of our four strategic directions – Climate Action.

The economy is a significant contributor to climate change. Conversations identified that we have opportunities to respond to both objectives – climate action and economic development. The

¹ A summary of these interviews is provided in section 4 of this report.

Final Report

term “circular economy” was one of the opportunities that emerged during these interviews and will be discussed at greater length later in this report.

2. FINDINGS

Findings from the interviews are identified as Needs or Opportunities. The primary intent of this exercise was to identify opportunities for entrepreneurial initiatives that fit well with the Wolfville setting (size, amenities, culture, existing businesses etc.). Through the process it became clear while opportunities exist there are some basic needs that inhibit their realization. Many of these “Needs” are not unique to entrepreneurs but are basic to any well-functioning community, and in some cases are already being discussed if not addressed. In most cases these “Needs” cannot be addressed by the Town alone, regardless of how much we as a Town may support them. Addressing these “Needs” will take significant support from other levels of government and active participation by the business, development, and not-for-profit communities. The Town’s most significant role in this process may be as a coordinator, motivator, communicator – in short, the Town has “the table” around which service providers can meet to address these issues.

I. Needs

- I. **Housing:** Housing is recognized as a need throughout the province. It is identified in a variety of documents prepared for the Town, including the Town’s Municipal Planning Strategy (MPS). The Valley Regional Enterprise Network (REN) strategic priorities for 2021-22 identify housing development support. Although not typically a primary focus of the REN the absence of suitable housing is a barrier to all other strategies identified in their Strategic Plan². Discussion with the Executive Director of the REN noted that by the year 2030 our region will need an additional 6,000 individuals to replace workforce loss through retirement and identified expansion. For the retiring workforce, many will not leave their current home, or their homes may be priced out of the market for new workers. New housing will be required for the replacement workforce. This 6,000 does not include new and additional individuals who may be attracted by entrepreneurial opportunities yet unknown. Housing at all levels of the middle housing spectrum will be needed. As well as traditional housing, live/work housing opportunities may increasingly be in fashion or demand.

Related to accommodation, but not permanent housing, there is need for short-term tourist accommodation that does not subtract from needed long-term housing.

² Valley REN Business Plan Fiscal Year 2021-2022, p2.

Final Report

- II. **Childcare**: Whereas Wolfville has always been attractive to retirees it is increasingly desirable for younger individuals, and families with young children. Wolfville (and the broader region) is considered a stable, healthy place where technology allows one to work throughout the Country and the world. Unlike past generations of Nova Scotians newcomers often do not have family in the area to support childcare needs and they look to organized childcare to provide that service.

Wolfville has licensed childcare providers as well as an afterschool program supported by the Town. As in many communities, public afterschool activities are often recreational rather than primarily childcare. While these activities may fill part of a child's day-care needs, they likely do not meet all the childcare needs of young families in today's work environment. Additional physical space, early childhood educators, and stable afterschool and school vacation care services will be needed to attract a new group of younger entrepreneurs and business workforce.

- III. **Co-Working Space/Office Space**: While the option to work remotely and the development in technology have made traditional office space in less demand than in the past, many businesses and workers need and want some of the traditional opportunities of "the office". Co-working space would provide small private offices and common spaces such kitchen and lounge space, board room, access to a shared receptionist and printers etc. Such space might also provide short term child minding and opportunities for social engagement with other small companies.

Office space in general was identified as a need. Wolfville Business Development Corporation (WBDC) representatives suggested removing service and business office space from ground floor commercial would focus this space for retail, walk-in businesses, food and beverage opportunities, enhancing the tourist and resident shopping experience. It was noted that medical services e.g., dentists, doctors, natural health practitioners as well as financial businesses do not typically attract walk-in patrons and could be in a medical building, if one existed in town.

- IV. **Accelerator Space**: Businesses that are established, or more traditional, are those most likely to look to traditional office space or co-working locations. Accelerator space, also Incubator Spaces are designed to be a short-term option for new start-ups. They take many forms from Google's Start Up Campuses to Accelerator Spaces connected with post-secondary institutions e.g., University of Waterloo **Velocity Incubator** and **Communitec Data Hub** are examples of spaces that provide short-term options for technology start-ups focusing on collaboration, mentoring, business development support and small seed investment. Often these spaces are associated with a post-secondary institution. Interestingly, while usually associated with a post-secondary institution they are often not physically on these academic campuses. Several interviewees support the physical

Final Report

separation of these spaces from their academic “parent” citing things as basic as access to parking to the more nebulous sense of a post-secondary institution being overly academic. Certainly, there are some accelerator spaces located on education campuses, but it is worth noting that while those relationships are important so is the physical separation.

- V. **Training and Skill Development:** For generations the need for ongoing training has been a reality of the workforce – whether product specific or inter-personal and/or cultural. Whereas that “life-long” training was once accessed through professional and work organizations, or formal academic upgrading, these options now fall short of the need. Particularly for new start-ups, the need is for accessible, reasonable cost, short-term learning opportunities. Access to reliable quality ongoing training, retraining and reskill development will be an ongoing need for new business models.
- VI. **Business Navigation:** Business navigation includes a wide variety of services including but not limited to understanding legislative requirements (e.g., how to sign up for Joint Registry of Stock), business supports such as accountants, lawyers, business equipment service companies, technology support, training opportunities, funding opportunities, marketing support. Most established businesses have identified their suppliers but even those mentioned that this was difficult when they were new businesses.
- VII. **Workforce Development:** As noted with respect to housing the Valley REN has projected a need for 6,000 new employees for our region for existing and expansion of existing businesses. That number does not include new entrepreneurial businesses that may emerge in the future, and hopefully supported by this Task Force initiative. Workforce Development includes workforce attraction from other areas, workforce training/retraining for new required skills, and workforce retention.
- VIII. **Land base for Commercial Development:** The Town of Wolfville is geographically small, with limited land currently zoned for commercial development. In that one objective of this review is to expand the commercial tax base in Wolfville land outside the town boundaries will not address this objective.
- IX. **Social Engagement:** One of the reasons often cited for the move away from Wolfville by recent graduates is the limited social and entertainment opportunities of a small town. The lure of Halifax, Toronto or Vancouver is real and impossible to replicate in a small community. Some interviewees who have had businesses in Wolfville for some time noted that in the past there were social opportunities provided to businesses by the business community. Further, that the absence of these activities now makes the work

Final Report

process less enjoyable. As companies increasingly do the same quantity of work with fewer people and consequently could work out of very small offices or at home, the work experience had become less enjoyable.

- X. **Recreational and Cultural Opportunities**: In addition to the needs of those in the workforce it was also recognized that attracting that workforce must consider the needs of family members connected to that workforce. One of the needs identified was high quality recreation and cultural opportunities for residents. Wolfville has been reliant on the recreation and cultural spaces connected to Acadia and the past two years have provided evidence that those may not be reliable sources for major recreation and cultural spaces.

II. Opportunities

- I. **Innovation**: The Town clearly benefits from having a university within its borders. Until the recent pandemic access to Acadia's spaces – recreation, cultural, academic was assumed by residents who benefited in so many ways from this partnership. Businesses have benefited from the doubling of the population and the parents of that population. Acadia's STEAM space, and faculty and students who support community-based research provide potential resources for entrepreneurial development. The Nova Scotia Community College, including its campus in Kentville and the Centre for Geographic Sciences in Lawrencetown, similarly present opportunities to support retraining and skill development to support entrepreneurial development. The unique skills and training opportunities available through the NSCC campuses, including potential for Micro-credentials, are consistent with the needs and opportunities of emerging economies. Together these post-secondary resources have potential to support a more climate responsive circular economy.

The circular economy “a model of production and consumption...involves sharing, leasing, reusing, repairing, refurbishing and recycling existing materials and products as long as possible that aims at tackling global challenges like climate change, biodiversity loss, waste, and pollution”³. Access to and availability of supports that could be leveraged through Acadia, NSCC/COGS, the Valley REN and the WBDC to contribute to development of a sustainable and climate responsive more local economy. Not a few town businesses sell gently used clothing and Annapolis Valley Waste Management operates a reuse centre. Interviewees have mentioned the need

³ Definition from Wikipedia

for refurbished furniture. In short, the circular economy has existed in some form for a long time in some areas like clothing. With greater availability of technology there is potential for expansion.

- II. **New Business Opportunities that Take Advantage of Our Immediate Environment:** Several interviewees observed that our natural environment provides new business opportunities related to outdoor recreation and education as well as local enviro-tourism. Certainly, the development of grape farming and wine making in our immediate region has been a significant tourist attraction, and contributor to a large seasonal workforce. It has also created positive partnerships with post-secondary institutions who provide supportive research and credentialing thereby benefiting those institutions. Other initiatives that take advantage of location, location, location cycling, heritage, and food tourism present opportunities for new startups. There is potential for the Valley REN to provide further support to the expansion of tourism options in Wolfville and its surrounding region.
- III. **Housing and Childcare:** Expanding both the local housing supply and childcare opportunities will require involvement of both levels of government through funding support, the local college through training programs. There are indications of these resources being available if communities are ready. Similarly, there are indications of potential within the not-for-profit sector related to affordable housing. This type of development is likely to require considerable support from the Town with respect to navigating both the Town's land policies and connecting to other levels of government. Notwithstanding the demands on town resources that a not-for-profit housing initiative might take there are early opportunities that there may be willing initiators. The Valley REN has identified childcare capacity as another barrier to workforce growth and is initiating a discussion on what role they could play to assist groups to navigate the expansion of existing services, including working with NSCC for employee training. Through NSCC's Early Education Certification there is local support to contribute to local growth of childcare options.
- IV. **Business Support/Marketing/Business Attraction:** Interviews with representatives of the Valley REN, the Annapolis Valley Chamber of Commerce, the Acadia Centre for Entrepreneurship, and the WBDC identified a range of opportunities to support the needs noted in the preceding section. While it does appear that some coordination of "who does what" is needed among these organizations, and a communication of their services to new businesses, the opportunity to meet these needs exists within our region.

- V. **Accelerator/Incubator Spaces**: As with housing and childcare provision of these physical spaces is not completely or even largely within the Town's scope of responsibilities. Involvement of other levels of government for financial support to create and expand these spaces is needed. Several initiatives already in Wolfville may however hold opportunities to create this type of space within our geographic boundaries. These include the Acadia STEAM space, expansion of the Market, connectivity to NSCC programs, the Acadia Entrepreneurship Centre - particularly if it could be physically arm's length from the university campus, and the proposed library redevelopment. These are existing opportunities around which true Accelerator Space could emerge.
- VI. **Co-working and Additional commercial space**: As with other needs this one will not be provided by the Town directly, although will certainly need support and staff resources of the Town if development opportunities can be found or encouraged. The upcoming secondary plan for the east end lands is an opportunity to consider business commercial space, as could the C2 zone, areas that fit with Bill 177⁴, and other opportunities that might emerge.
- VII. **Skill Development and Retraining**: The Nova Scotia Community College, along with other post-secondary institutions across Canada are developing upskilling and reskilling opportunities increasingly referred to as *microcredentials*. The Valley REN identifies a number workforce readiness training and information initiatives in its current Strategic and Operational Plan.
- VIII. **Land for Commercial Development**: Opportunities exist in the remaining undeveloped areas of the Town's east end and to a small extent along the rail-line, immediately north and west of the Railtown development. Additionally, there are one or more sites including the commercial land at the south-west corner of Skyway and Highland that could provide commercial redevelopment opportunities. Land holdings of Acadia and potentially annexation are considerations for expansion of the commercial land base.

⁴ Bill 177 authorizes municipal councils to create a by-law providing for the phasing-in, over a period of up to 10 years of an increase to the taxable assessed value of certain commercial properties located in a commercial development district that is not currently considered prime commercial space e.g., due to previous contamination or other reason that makes it currently less desirable commercial space.

3. SUMMARY – BUSINESS DEVELOPMENT OPPORTUNITIES AND NEEDS

This report builds on earlier reports to Council including the May 2021 report– *Economic Update + Discussion* – <https://bit.ly/3nxF9pV>, and a July 2021 follow up report titled *Economic Prosperity Road Map* - <https://bit.ly/3CASWjH>.

While acknowledging limitations of the current high-level review, two important points emerged:

- 1) Collectively town and regional businesses, the Corporation of the Town of Wolfville, education institutions, and regional economic development organizations, have a common understanding of what will hold back robust economic development. The theme of capacity needs – more housing, more childcare, more training and retraining, more working spaces, more social engagement, more entrepreneurial support and navigation runs through these conversations. Related to capacity needs is recognition that increased capacity provision will have a significant and potentially negative impact on the carrying capacity (climate, environment, infrastructure, culture) of our community and region, and so must be carefully managed. Opportunities to build and buy local, to be deliberate in developing a circular economy, are important to managing both positive and negative elements of growth.
- 2) On a positive note, there are paths and supports to address many of these needs. Through the interview process it became clear that there are gaps in awareness of both who is doing what, and often what an organization is doing. So, while awareness of who does (or could do) what is an issue, the reality of the situation seems to be that many groups and organizations are or could be supporting identified needs. To the extent that organizations can be mobilized to collectively address needs we have a positive situation.

4. SUMMARY OF BRE INTERVIEWS

Business Retention and Expansion interviews were conducted with fifteen existing businesses to identify their needs. No assessment of these needs was made, and they are listed here as presented. These interviews provided an opportunity for the Town to build relationships with current businesses. The following points summarize needs and interests from those interviews. In several cases these interviews mirror those needs identified in discussions with non- business providers interviewed.

Final Report

A. SPACE NEEDS

- i. There is need for more commercial space.
- ii. Those working online need a physical space to get together to share their needs with others working in a similar environment. This could include common workspace/hub space.
- iii. Better tourism accommodation such as a hotel or inn rather than B&B's.
- iv. More and/or larger areas for RV parking.

B. INFORMATION AND COMMUNICATION NEEDS

- i. Interest among businesses for greater collaboration.
- ii. With respect to the Valley Regional Enterprise Network there was limited awareness of the REN or how to find them/what it does. Similarly, businesses often felt limited connection to Acadia or NSCC or knowledge of how they might collaborate with these institutions.
- iii. While some were unaware of the WBDC and how to find them others noted the WBDC has an important role and great potential with new vision and seasonally targeted events.
- iv. Would like a one stop spot to connect with services and information for businesses.
- v. Tourism services/information in more languages, especially French given the number of Francophone NB tourists.
- vi. Communication extremely important with some noting that e-newsletters are the best way to engage target audience.
- vii. Some social activities among/for businesses.

C. WORKFORCE NEEDS

- i. Lack of skilled workforce and those looking for employment. This was specifically noted in the culinary/restaurant and hospitality sectors.

D. OTHER STRUCTURAL NEEDS

- i. Childcare.
- ii. Improve traffic flow as this has become a deterrent for some visitors - have to address this in order to maintain and increase activity.

5. RECOMMENDATIONS and NEXT STEPS

Short Term Recommendations

1. **Recommendation #1:** That Council review and consider this report and the following recommendations as part of the upcoming budget process.
2. **Recommendation #2:** That Council assess the role the REN can play in meeting objectives related to regional tourism and the Town, workforce and economic development, and workforce supports, with a view to rejoining the Valley REN.
3. **Recommendation #3:** That Council consider additional resources to support housing and other initiatives related to economic development, including but not limited to, housing and other workforce needs.
4. **Recommendation #4:** In the upcoming East End Secondary Plan investigate opportunities for live-work and co-working space. Similarly, investigate opportunities for these spaces within C2 zones, and the use of Bill 177, and other opportunities that may emerge.
5. **Recommendation #5:** Participate in discussions with Acadia regarding opportunities for co-development of housing, business commercial, and workforce amenities e.g., childcare on some of its land holdings, in particular land that could provide highway access.
6. **Recommendation #6:** leverage the WBDC as a contributor to overall economic development objectives through the upcoming agreement and policy review.

Medium Term Recommendations

7. **Recommendation #7:** Investigate opportunities for unique entrepreneurial spaces within the proposed library, and engage Acadia, Acadia Entrepreneurial Centre, NSCC, the Valley REN and others as appropriate, in investigation of a true accelerator space(s) in Wolfville.

Long Term Recommendations

8. **Recommendation #8:** Investigate annex land for future highway commercial.

Respectfully Submitted

Mayor Donovan
Councillor Maderia-Voss
Councillor MacKay

REQUEST FOR DECISION 064-2021

Title: Pension Plan Amendment

Date: 2021-12-07

Department:



SUMMARY

Pension Plan Amendment

A couple of years ago it came to the attention of the Town that the pension plan of at least one Intermunicipal Service Agreement organization (IMSA) had a pension plan that exceeded the Town's plan. It had also been a number of years since a specific jurisdictional scan had occurred with regard the pension plan. The Town's Operations Plan (approved in March 2021) included three initiatives under Human Resources, one of which was to review the pension plan (page 53 of Ops Plan).

Staff carried out a jurisdictional scan of municipal pension plans within the province of Nova Scotia. This report provides information on these findings and recommendation after review of the findings by the Management Team.

DRAFT MOTION:

That Council direct the CAO to amend the Town pension plan in the area of employer/employee contributions to the following:

- 0 – 20 years service - Employee may choose to contribute 6%, 7% or 8% of their regular gross earnings to the pension plan, with the Town contributing a matching amount
- 21+ years of service – Employee contributes 7% of regular gross earnings to pension plan, with Town contributing an amount equal to 11% of regular gross earnings

And further that the noted changes have an effective date of April 1, 2022.

REQUEST FOR DECISION 064-2021

Title: Pension Plan Amendment

Date: 2021-12-07

Department:



1) CAO COMMENTS

The CAO supports the recommendations of staff. It has been a number of years since this has been reviewed. It is important that the Town's pension plan remain competitive as both a staff attraction and retention tool, but that it also be balanced within the financial constraints of the Town. The recommendation that is being made balances both of these considerations.

2) LEGISLATIVE AUTHORITY

Town Policy 130-016 Employee Benefits Policy

3) STAFF RECOMMENDATION

Staff recommend a change to the required pension contribution, allowing staff to select between 6%, 7% or 8% with the Town matching the elected percentage. Staff also recommend that 21+ years of service contribution of 7% employee/11% employer be adopted.

4) REFERENCES AND ATTACHMENTS

1. Town Operations Plan/Budget for 2021/22
2. Town Policy 130-016

5) DISCUSSION

As noted in the 2021/22 Operations Plan, staff were to carry out an in-house review of salaries and pension plan. Specific mention on page 53 of the Plan notes that it had become evident that the pension plan should be reviewed. Over the last couple of years it had been noted that at least one of the Intermunicipal Service Agreement (IMSA) organizations had higher contribution levels than the Town's pension plan. Discussions with a few other municipalities showed that several had moved away from what had been a municipal trend of matching 6%/6% (employer/employee) contributions to a pension plan.

A jurisdictional scan yielded the following information:

- 14 responses related to defined contribution plans (the type used by the Town)
 - Contribution levels ranged from 2% to 9%
 - 5 municipal units provided choice of contribution % up to specific maximums
 - 8 had at least one contribution level greater than 6%
 - Kings County, Town of Kentville and Town of Berwick all had contribution levels of at least 8%
 - Antigonish had contribution % increasing based on years of service

REQUEST FOR DECISION 064-2021

Title: Pension Plan Amendment

Date: 2021-12-07

Department:



- Valley Waste follows Kings County approach, matching 8% employer/employee contributions
- 3 municipal units have joined the N.S Public Service Superannuation Plan, a defined benefit plan
 - The units are HRM, Town of Yarmouth, and HRM

Staff did not review in detail information related to the provincial defined benefit plan. This type of plan would be a significant change from the Town's current approach and would require a higher level of research. Generally defined benefit plans have been known to be more expensive for both the employer and employee, and come with some risk around unfunded liabilities that can impact an organizations financial position. If there was a strong desire to look into this area of employee pensions, it would be recommended to do that in a future year and involve needed analysis around the pros/cons of such plans.

In addition to the jurisdictional scan carried out, Town staff were surveyed to see which of 4 contribution approaches they prefer. The options considered were:

- No change –all employees contribute 6% of their earnings and employer match 6%
- An increase of 2% - all employees contribute 8% of their earnings and employer match 8%
- Employees have the option of contributing 6%, 7% or 8% of their earnings and employer matches their contribution.
- A tiered pension contribution based on years of service.

Year(s) of service	Employee %	Employer %	Total Contribution
3 months – 5 years	6%	6%	12%
Year 6 – 10 years	8%	8%	16%
Year 11 – 20 years	9%	9%	18%
Year 21 +	7%	11%	18%

The staff feedback was varied, and perhaps somewhat unexpected. Currently there are 42 staff eligible for the pension plan and 40 responded to the survey.

- One person selected the status quo, i.e. no change
- One person selected move to 8% & 8%
- Fourteen people selected the third option, allowing choice of 6%, 7%, or 8%
- Twenty four selected the tiered approach, based on years of service

- Three additional options were suggested amid the options offered in the poll. These included joining the provincial defined benefit plan, have the employer contribute 1% more than the employee contribution %, and consider a combination of employees having a choice of

REQUEST FOR DECISION 064-2021

Title: Pension Plan Amendment

Date: 2021-12-07

Department:



contribution % until employee reaches 21 years of service at which point use the last step of the tiered system (7% employee/11% employer)

The Management Team reviewed and discussed the staff feedback, as well as the jurisdictional scan of other municipal units. Ultimately the Management Team reached consensus on the approach that combines the employee choice of %, with the use of the 21+ years approach in the tiered system. The rationale to recommend this option is based on two key elements.

First, allowing staff an option of between 6% (current contribution level) and 8% provides an opportunity for staff to match what is becoming the accepted benchmark used by other municipalities, most notably neighboring units. It also allows individuals to stay at 6%, ensuring their take-home pay is not impacted. The ability of individuals to have an additional 2% deduction from their pay (to reach 8%) varies on their personal circumstances and employment income level.

Second, adding the 21+ years of service option is considered a positive incentive towards employee retention. Typically, longer term employees reach the top of their pay band and hence hit an income ceiling. By recognizing the long term employee through the pension contribution noted, that person has an indirect benefit as their pension plan will accumulate at a higher rate.

So overall, the recommendation provides employees flexibility to adapt to higher payroll deductions (for those that choose to increase their %) and also contributes to enhanced ability of the Town to retain employees.

6) FINANCIAL IMPLICATIONS

The actual impact on Town's budgets won't be known until each staff member selects their preferred contribution %. And once selected in the short term, it is likely people will change contributions levels during future years of service if they haven't moved immediately to the 8% level.

Based on current pension members, and assuming everyone chose to go to 8% level, the total additional cost to the Town would be \$46,500 annually. It is anticipated the actual increase to the Town would be somewhat less than this as not all employees likely to choose the 8% contribution level.

In terms of how many staff might qualify for the 21+ years of service requirement, only 4 employees currently meet the 21+ years of service. Only one other person has more than 15 years of service, six people have between 10 and 15 years, and the remainder have less than 10 years. So this option requiring the Town to contribute 11% would have minimal budget impact in the first year (2022/23), with only incremental impacts occurring in future years.

REQUEST FOR DECISION 064-2021

Title: Pension Plan Amendment

Date: 2021-12-07

Department:



7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

This report does not speak directly to Council's Strategic Plan, but does so indirectly by ensuring elements of the Town's remuneration plan stays current. Employee recruitment and retention have always been important to delivering a high level of service to the public, and there are indications that it will become even more so in future years as many employers are encountering issues attracting employees.

8) COMMUNICATION REQUIREMENTS

No formal communications plan other than ensuring any approved change is communicated to our pension plan provider and employee group.

9) ALTERNATIVES

The options are numerous as they could include the four options upon which staff were polled, to any number of contribution % changes, to making no change.

REQUEST FOR DECISION 057-2021

Title: IMSA Pilot Project

Date: 2021-12-07

Department: Office of the CAO



SUMMARY

IMSA Pilot Project

Municipal partners in both Annapolis and Kings Counties have been working together over the past months to examine our current Inter-Municipal Services Agreements with the goal of improving service delivery and maximizing efficiencies.

The first initiative that is being recommended by the Working Group (comprised of the Warden of the Municipality of the County of Annapolis, the Mayor from the Municipality of the County of Kings and the Mayors of Towns of Annapolis Royal, Berwick, Kentville, Middleton and Wolfville) is the creation of an interim IMSA (attached) to undertake a two year pilot project intended to strengthen both Kings Transit Authority and the Valley Region Solid Waste-Management Authority.

The purpose of this RFD is for Council to approve executing the attached interim Inter-Municipal Services Agreement.

DRAFT MOTION:

That Council authorize the Mayor and Chief Administrative Officer to execute the attached interim Inter-Municipal Services Agreement.

REQUEST FOR DECISION 057-2021

Title: IMSA Pilot Project

Date: 2021-12-07

Department: Office of the CAO



1) CAO COMMENTS

Refer to staff recommendation below.

2) LEGISLATIVE AUTHORITY

Section 60, Nova Scotia Municipal Government Act.

3) STAFF RECOMMENDATION

Staff recommends that Council approve the recommendation and authorize the Mayor and CAO to execute the attached interim IMSA.

4) REFERENCES AND ATTACHMENTS

1. Interim Inter-Municipal Services Agreement

5) DISCUSSION

Scope

Over the past few months, the Working Group has been developing and finalizing an interim IMSA for consideration by Municipal Councils in Annapolis and Kings Counties, KTA, and Valley Waste. The purpose of the interim IMSA is to conduct a two-year shared services pilot program tasked with:

Valley Waste:

- Cost accounting of the various streams (activity-based approach)
- Cost analysis of volumes associated with commercial haulers
- Implications of a “user pay” system of cost recovery
- Analysis of implications associated with the Provincial Environmental Goals and Climate Change Reduction Act, e.g., Extended Producer Responsibility system of waste management and the reduction of solid waste disposal rates.
- Managing the regular business and transformational change

KTA:

- Management of external consulting engagements addressing a complete service delivery review including:
 - Fixed transit route review
 - Detailing of fixed transit fleet size and type
 - Integration with on demand transit services
 - Integration with Active Transportation

REQUEST FOR DECISION 057-2021

Title: IMSA Pilot Project
Date: 2021-12-07
Department: Office of the CAO



- Placement and integration of rapid charging stations
- Accessibility Plan Development; and
- Branding and Marketing
- Managing the regular business and transformational change

Both KTA and Valley Waste

- Strategic Plans to address transformational change
- Full five-year Business Plans (emphasis on capital investment plans)
- Fulsome report (tabled six-months prior to end of pilot) on go-forward IMSA corporate governance configuration(s), administrative structure(s), and method(s) of cost-recovery

Process

An initial version of the proposed interim IMSA was presented to the Working Group by their Solicitor, Bronwyn Duffy, on October 4, 2021. Subsequent discussions and changes were made at Working Group meetings of October 29th and November 4th. Consultation was held with the Chairs and General Managers for KTA and Valley Waste on November 23rd and November 24th and the CAO's met to finalize the draft agreement on November 24th. On November 26th the Working Group met and passed a motion to approve the interim IMSA and to forward it to all parties so that it can be duly executed.

Term and Governance

The interim IMSA is for a twenty-four-month term which will commence on the date of hiring of the Executive Director.

Both Valley Waste and KTA body corporates will remain in place for the duration of the interim IMSA, however both organizations will delegate their authorities to the interim Board, which is comprised of the Mayors and Warden. The interim Board will be bound by the present-day IMSA's for KTA and Valley Waste, which are schedules to the interim IMSA.

Board Decision Making

There are two components to the interim IMSA – the pilot component and operational matters.

For matters related to the pilot component, each Municipal Partner (referred to as Participating Units in the interim IMSA) will have equal voting rights decided by a simple majority. Examples of decisions that fall under the pilot include engagement of the Executive Director and Director of Finance positions, consideration of reports and advice per the deliverables of the pilot, and the review and approval of financial reports.

For matters related to operations of KTA and Valley Waste, the interim Board must follow the two present-day IMSA's. Only Directors who represent parties to the present-day IMSA's are entitled to vote

REQUEST FOR DECISION 057-2021

Title: IMSA Pilot Project
Date: 2021-12-07
Department: Office of the CAO



on monetary matters. Additionally, only Directors who represent parties to the present-day IMSA's are entitled to be present during closed sessions of the interim Board convened pursuant to Section 22 of the Nova Scotia Municipal Government Act.

Special Resolutions

Special resolutions are defined as a motion, which must be passed by a majority, and must also include the Municipality of the County of Kings. The only time this applies is in the approval of annual operating and capital budgets of KTA and Valley Waste. Should Kings object to these, they must present an alternative for consideration. In the absence of agreement of the alternative consideration, the matter proceeds through mediation and arbitration and all Participating Units are bound by the decision of an arbitrator.

Administration

The Executive Director is not intended to be a solid waste or transit expert. The current General Managers for both organizations will provide expert advice to the Executive Director and will continue to lead the day-to-day operations and management functions of both organizations. The Executive Director will be a change management expert, and along with the term Director of Finance, are intended to provide incremental support to both organizations for the duration of the interim IMSA.

6) FINANCIAL IMPLICATIONS

Pilot Expenditures (24 Months)	
Staffing	
Executive Director	\$ 301,600
Accountant	232,000
	533,600
Transit Studies	
Consulting Fees	158,750
ICIP portion	(97,250)
Net Shareable	67,500
Total Estimate	\$ 601,100

REQUEST FOR DECISION 057-2021

Title: IMSA Pilot Project

Date: 2021-12-07

Department: Office of the CAO



Allocated Over Three Fiscal Years	2021/22	2022/23	2023/24	Total
Estimated Cost (refer to Schedule A)	\$ 111,667	\$ 300,550	\$ 189,383	\$ 601,100
Cost Allocation				
County of Kings	\$ 55,216	\$ 149,283	\$ 94,066	\$ 298,566
Town of Kentville	11,253	30,425	19,171	60,850
Town of Wolfville	9,368	25,326	15,959	50,653
Town of Berwick	4,779	12,921	8,142	25,842
County of Annapolis	24,870	67,283	42,368	134,476
Annapolis Royal	2,410	6,517	4,106	13,034
Middleton	3,270	8,840	5,570	17,680
Total	\$ 111,167	\$ 300,550	\$ 189,383	\$ 601,100

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

N/A

8) COMMUNICATION REQUIREMENTS

Councils will receive regular update reports from the interim Board and Executive Director throughout the duration of the interim IMSA pilot.

9) ALTERNATIVES

Council can choose to not execute the interim IMSA as presented.

THIS INTERMUNICIPAL SERVICES AGREEMENT made this ____ day of _____, 2021.

BETWEEN:

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS, a body corporate, pursuant to section 7 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Annapolis County”)

-and-

TOWN OF ANNAPOLIS ROYAL, a body corporate, pursuant to section 8 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Annapolis Royal”)

-and-

TOWN OF BERWICK, a body corporate, pursuant to section 8 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Berwick”)

-and-

TOWN OF KENTVILLE, a body corporate, pursuant to section 8 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Kentville”)

-and-

MUNICIPALITY OF THE COUNTY OF KINGS, a body corporate, pursuant to section 7 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Kings”)

-and-

TOWN OF MIDDLETON, a body corporate, pursuant to section 8 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “Middleton”)

-and-

TOWN OF WOLFVILLE, a body corporate, pursuant to section 8 of the *Municipal Government Act*, S.N.S., 1998 c. 18;

(hereafter, “**Wolfville**”)

-and-

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY, a body corporate, incorporated pursuant to the laws of the Province of Nova Scotia;

(hereafter, “**Valley Waste**”)

-and-

KINGS TRANSIT AUTHORITY, a body corporate, incorporated pursuant to the laws of the Province of Nova Scotia;

(hereafter, “**KTA**”)

(collectively, the “**Parties hereto**”)

WHEREAS section 60 of the *Municipal Government Act* (MGA) provides for the delivery of municipal services on such terms and conditions as agreed by the Participating Units (PU) as defined herein;

WHEREAS a Memorandum of Understanding forming a Working Group of elected officials and senior staff was executed in April 2021;

WHEREAS the Parties hereto desire to develop a pilot for the joint delivery of municipal services by Intermunicipal Service Agreement (IMSA) pursuant to section 60 MGA;

WHEREAS Valley Waste and KTA continue in effect as corporations and they do, as signatories to this IMSA, agree to the governing and administration provisions herein for a 24-month term (Interim IMSA);

WHEREAS the Parties hereto agree that the two current Boards of Directors for Valley Waste and KTA shall be inactive for the term of the Interim IMSA and one Board shall be appointed for both corporate entities;

WHEREAS Valley Waste and KTA require immediate incremental and professional resourcing to accommodate financial planning and reporting related in part to the replacement of capital assets that are cresting the end of useful life;

WHEREAS resourcing a central agency that follows a shared service model is expected to provide efficiencies such as consolidating contracts for financial services; and

WHEREAS the Parties agree that this regional initiative (the “Interim IMSA”) is intended to plan and administer transformational change, in concert with external direction from government funding priorities and legislation;

NOW THEREFOR THIS AGREEMENT WITNESSETH THAT, for and in consideration of the joint and several mutual covenants herein contained, and other valuable consideration, the receipt and sufficiency of which is acknowledged, the Parties hereto mutually covenant and agree with each other as follows:

DEFINITIONS

1. In this Agreement:

- (a) **Audit Committee** means the Audit Committee pursuant to the MGA and FRAM;
- (b) **Auditor** means a registered municipal auditor as defined in section 457 MGA, appointed by the Board of Directors to audit the financial affairs of KTA and Valley Waste;
- (c) **Board of Directors** means the governing body of the Interim IMSA, responsible for strategic direction and policy, with attendant fiduciary duty;
- (d) **CAO** means Chief Administrative Officer, and has the same meaning as in the MGA or successor legislation as may be enacted from time to time;
- (e) **Fiscal Year** means the 12-month period beginning April 1 and ending March 31 of the subsequent calendar year;
- (f) **FRAM** means the Financial Reporting and Accounting Manual prescribed from time to time enabled by MGA;
- (g) **GAAP** means Canadian Generally Accepted Accounting Principles, as established from time to time by the Chartered Professional Accountants of Canada, or any successor institutes;
- (h) **MGA** means *Municipal Government Act*, S.N.S., 1998, c. 18, as amended;
- (i) **Participating Units** or **PU**s means the Municipal Units that are party to this Agreement;
- (j) **Reporting Period** means the multiple Fiscal Years during which the Interim IMSA is in effect; and

(k) **Special Resolution** means a motion introduced at a duly called meeting that is passed by a majority of the PUs hereto, and which must include Kings.

INTERIM IMSA OBJECTIVES

2. The Parties hereto desire, through this Interim IMSA, to:
 - (a) determine if scales of economy benefit Valley Waste and the PUs separately and as a collective, given that the operations are volume-based;
 - (b) undertake an assessment of PUs participating as full Parties to a reorganized and re-branded KTA organization;
 - (c) participate in reviews of transit accessibility requirements as part of the legislated Accessibility Plan obligation; and
 - (d) participate in studies and analysis associated with “user pay” approaches to cost-recovery, the impact of updated service contracts and Provincial legislation, and to determine whether continuing under a sale of service arrangement or joining as a party to a revised IMSA is beneficial.

EFFECT

3. The Parties hereto acknowledge that there continue to be two bodies corporate, KTA and Valley Waste, both of which have delegated their authorities pursuant to the terms and conditions set out in this Interim IMSA, effective as of the hiring date of the Executive Director.
4. The Parties agree that disclosure of documentation, records and information in the possession of the Interim IMSA shall be subject to the *Freedom of Information and Protection of Privacy Act, 1993, c.5*
5. The Board of Directors is the governing body of this Interim IMSA, responsible for strategic direction and policy, as detailed herein.
6. The CAO model of local government shall apply, per Part II MGA.
7. Pursuant to section 3(ar) MGA, the Interim IMSA shall operate as a municipal government as defined, subject to the same legislative rights and obligations, including, without limitation, the *Public Procurement Act, 2011, c. 12, Municipal Conflict of Interest Act, R.S. c. 299, the Conflict of Interest Act, 2010, c. 35* and the *Labour Standards Code, R.S. c. 246.*

GOVERNANCE

Board Composition

8. The Board of Directors shall be comprised of the Mayors and Warden of the PUs for the Term of this Interim IMSA.

Continued Authority of the Corporations

9. The bodies corporate, KTA and Valley Waste, retain all the powers, rights and obligations vested in them by law, though notwithstanding the foregoing, they delegate their authority, as detailed in Schedules C and D, to the Interim IMSA Board of Directors for the term of this IMSA.

POWERS

Board Authority

10. Subject to provisions 9 and 16 herein, the Board shall have all powers of the corporations, KTA and Valley Waste, as set out in Schedules C and D, including, without limitation:
 - (a) to enter into contracts with firms or individuals to procure any incremental administrative service or facility, and specifically the services of Executive Director and Director of Finance;
 - (b) to acquire by purchase, donation, deed, devise, bequest, gift, grant or otherwise, or in any manner or form, real property of any and every description or sell, exchange, mortgage, hypothecate or invest the same;
 - (c) to purchase tangible capital assets;
 - (d) subject to Special Resolution, to develop and recommend operating and capital budgets;
 - (e) to call for, receive and approve policy;
 - (f) to develop strategic plans and direction to effect transformational change;
 - (g) to develop and advance a full five-year business plan, with emphasis on capital financing;
 - (h) to produce a comprehensive report, to be tabled six months prior to the end of the term of the Interim IMSA, addressing go-forward IMSA corporate structure (Report);
 - (i) within the term of the Interim IMSA, to consider and adopt audited financial statements for Valley Waste and KTA; and
 - (j) relative to the Reporting Period provide a budget to actual accounting of the Interim IMSA detailed in Schedule A hereto.

11. Pursuant to provisions 9, 12 and 13 herein, and for greater certainty, the Board of Directors shall govern for the Term of this Agreement:
 - (a) the Objectives and Deliverables of the Interim IMSA and associated budget detailed herein;
 - (b) Valley Waste through assumption of the corporate governance duties detailed Schedule C; and
 - (c) KTA through assumption of the corporate governance duties detailed Schedule D

Board Decision-Making

12. The Parties agree that governance of the Interim IMSA shall involve two separate components: pilot undertakings (Pilot); and regular business associated with governance responsibilities of Valley Waste and KTA (Operational Matters).

Pilot

13. Relative to decision-making on Interim IMSA Pilot Deliverables as described herein, all Participating Units shall serve on the Board of Directors as voting members. For greater certainty and without limitation, decisions in this regard shall be made by simple majority and include:
 - (a) Engagement of an Executive Director
 - (b) Engagement of a Director of Finance;
 - (c) Consideration of reports and advice requested of and generated or coordinated by the Executive Director; and
 - (d) Review and approval of financial reports related to the Reporting Period.

Operational Matters

14. With respect to governance provisions detailed in the individual KTA and Valley Waste IMSAs attached as Schedules C and D, all PUs shall be entitled to vote and attend Board meetings with exception of:

Voting

Only the members of the Board of Directors who represent Parties to the IMSAs appended hereto as Schedules C and D, shall be entitled to vote on monetary matters.

Attendance

Only the members of the Board of Directors who represent Parties to the IMSAs appended hereto as Schedules C and D shall be entitled to participate in discussions, provide direction to staff or the solicitor, or vote on matters related to or resulting from discussions conducted in closed session in accordance with s.22 MGA. For greater certainty, the PUs hereto that are not party to either the appended Valley Waste or KTA IMSAs, as the case may be, shall recuse themselves and vacate the meeting during periods when the Board convenes in closed session.

Special Resolution

Operational decisions may be subject to the Special Resolution provision herein and include:

- (a) Recommendation of annual budgets, approval of work plans and adoption of audited financial statements prepared in accordance with FRAM and GAAP; and
- (b) Approval of service agreements.

PU Authority

- 15. The PUs hereto shall receive and consider for approval the Report.

SPECIAL RESOLUTION

- 16. The PUs hereto agree that approval of annual operating and capital budgets of Valley Waste and KTA shall require a Special Resolution.

ADMINISTRATION

- 17. The Interim IMSA shall be administered in accordance with Part II MGA. The Parties agree that the Board shall contract an Executive Director for a two-year service.
- 18. The Executive Director shall report to the Board of Directors.
- 19. Valley Waste and KTA shall operate for the Term of the Interim IMSA as Service Divisions, and the General Managers of Valley Waste and KTA shall report to the Executive Director.
- 20. The General Managers shall continue with supervision of day-to-day operations and management functions of their respective Service Divisions. These duties shall include without limitation the management of service agreements, human resources (with the exception of finance personnel), reports through the Executive Director to the Board, and public information, education and communications.
- 21. The Executive Director shall have the same authorities and responsibilities as a CAO while the Board of Directors shall provide strategic direction and serve in a policy role, e.g. requesting, considering and approving statements of policy.
- 22. The role of the Executive Director shall include:
 - (a) Producing outcome reports and recommendations with respect to the Interim IMSA Objectives; namely, capital upgrades, contract negotiations and implications associated with the Nova Scotia *Environmental Goals and Climate Change Reduction Act*;

- (b) Managing external consulting engagements and cost-sharing agreements for KTA; and
 - (c) Supervision of the General Managers.
23. The Parties agree that the Board shall contract a Chartered Professional Accountant or accountancy firm to serve as Director of Finance for a two-year service.
24. This Agreement permits contracting for services of the Executive Director and Director of Finance, and does not authorize the appointment of permanent employees.
25. The Director of Finance shall report to the Executive Director.
26. KTA and Valley Waste finance personnel shall report to the Director of Finance.
27. The Interim IMSA Cost Projections are appended hereto as Schedule A and form part of this Agreement.
28. The Estimated Party Allocations are appended hereto as Schedule B and form part of this Agreement.

INTERIM IMSA (PILOT COMPONENT) DELIVERABLES

Kings Transit Authority

29. During the Term of this Interim IMSA, deliverables for KTA include analysis of the following:
- (a) Fixed transit route review;
 - (b) Detailing of fixed transit fleet size and type;
 - (c) Integration with on demand service;
 - (d) Integration with Active Transportation;
 - (e) Integration with rapid charging stations;
 - (f) Accessibility plan development; and
 - (g) Branding and marketing.

Valley Waste

30. During the Term of this Interim IMSA, deliverables for Valley Waste include analysis of the following:
- (a) Cost accounting of the streams;
 - (b) Full cost recovery of volumes associated with commercial haulers;
 - (c) Conversion to a “user pay” system of cost recovery; and

- (d) Implications associated with the Provincial *Environmental Goals and Climate Change Reduction Act*, e.g., Extended Producer Responsibility system of waste management and the reduction of solid waste disposal rates.

Post Interim IMSA Recommendations

- 31. On or before month eighteen of the Term, the Board of Directors shall receive, revise as necessary and provide to the Municipal Units that are Parties to the Agreement, post Interim IMSA recommendations that without limitation include:
 - (a) A governance configuration(s);
 - (b) An administrative structure(s);
 - (c) A method(s) of cost-recovery;
 - (d) Strategic Plans for both Valley Waste and KTA;
 - (e) Five-year Capital Investment and business plans for both Valley Waste and KTA

TERM

- 32. The term of this Interim IMSA shall commence as of the hiring date of the Executive Director. This Agreement shall not renew or be extended without a unanimous resolution of the PUs.

CONFLICT OF INTEREST

- 33. The *Municipal Conflict of Interest Act*, RSNS 1989, c. 299, and the *Conflict of Interest Act*, 2010, c. 35, shall apply to all Directors.

CODE OF CONDUCT AND ETHICS

- 34. Any Code of Conduct and Ethics adopted for the Interim IMSA shall be consistent with the Standards of Ethical Conduct for Public Sector Organizations, reduced to writing and provided to all Parties, the Board of Directors, the Executive Director and the Director of Finance and all staff, and shall be published on the Valley Waste and KTA websites.

DISPUTE RESOLUTION

- 35. Notwithstanding any other provision in this Agreement, any dispute that cannot be resolved shall be referred to mediation in accordance with the *Commercial Mediation Act*, SNS 2005, c. 36. In the event of a budget dispute, it shall be incumbent upon Kings to present an alternative budget. Where a dispute remains unresolved by mediation, then any PU may refer such dispute to arbitration by provision of written notice to all Parties hereto. In the event of arbitration, the arbitrator appointed shall be agreed by the Parties within 30 days of submission to arbitration; in default of agreement, the Parties will refer the choice of arbitrator to the Supreme Court in accordance with section 12 of the *Commercial Arbitration Act* (Nova Scotia) (CAA). The arbitrator shall agree to conduct the arbitration in accordance with the terms of this Agreement. The appointed arbitrator

shall have all the powers given by the CAA. The award and determination of the arbitrator shall be final and binding and each party hereto agrees not to appeal from such award or determination. The costs of any such arbitration shall be borne equally by the Parties unless otherwise ordered by the arbitrator. Notwithstanding anything contained in this Agreement to the contrary, all signatories to this Agreement must abide by the ruling of the Arbitrator.

NOTICE

36. Any notice under this Agreement, unless otherwise provided, may be given if delivered or mailed, postage prepaid, or by facsimile transmission or electronic transmission to:

CAO
Municipality of the County of Annapolis
752 St George Street, PO Box 100
Annapolis Royal, NS B0S 1A0

CAO
Town of Annapolis Royal
285 St George Street, Box 310
Annapolis Royal, NS B0S 1A0

CAO
Town of Berwick
236 Commercial Street
Berwick, NS B0P 1E0

CAO
Town of Kentville
354 Main Street
Kentville, NS B4N 1K6

CAO
Municipality of the County of Kings
181 Coldbrook Village Drive
Coldbrook, NS B4R 1B9

CAO
Town of Middleton
131 Commercial St
Middleton, NS B0S 1P0

CAO
Town of Wolfville
359 Main Street
Wolfville, NS B4P 1A1

General Manager
Valley Region Solid Waste-Resource
Management Authority
90 Donald E Hiltz Connector Rd
PO Box 895
Kentville, NS B4N 4H8

General Manager
Kings Transit Authority
29 Crescent Dr
New Minas, NS B4N 3G7

APPLICABLE LAW

37. The law governing the Interim IMSA and any action, matter or proceeding based upon or relating thereto shall be the law of the Province of Nova Scotia, which shall have exclusive jurisdiction over any action or proceeding based upon or relating to this Agreement.

SEVERABILITY

38. The Parties hereto covenant and agree that the invalidity or unenforceability of any provision of this Interim IMSA will not affect the validity or enforceability of any other provision, and any invalid provision will be severable, or will be deemed to be severable.

WAIVERS AND AMENDMENTS

39. No action by any party to this Interim IMSA shall be construed as a waiver saving express written provision of such waiver, and this IMSA shall not be amended saving express written provision of such amendment by all Parties hereto.

RELATIONSHIP OF PARTIES

40. The Parties hereto intend that they shall not be treated as partners or members of a joint venture for any purpose.

FURTHER ASSURANCES

41. The Parties hereto agree to execute and deliver any further documents or assurances or to furnish any further information or perform any other act reasonably necessary to give full effect to the terms herein.

EXECUTION

42. This Interim IMSA may be executed by facsimile and in counterpart.

TIME

43. Time shall in all respects be of the essence in this Interim IMSA.

[remainder of page left intentionally blank; signature pages follow]

THIS AGREEMENT shall enure to the benefit of and be binding upon the Parties hereto, their administrators and assigns.

IN WITNESS WHEREOF the Parties have executed this Agreement by their respective officials, duly authorized on that behalf, on the day and year first above written.

**SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF**

) **MUNICIPALITY OF THE COUNTY OF
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IN THE PRESENCE OF**

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WITNESS

) Mayor

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WITNESS

) Chief Administrative Officer

**SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF**

) **KINGS TRANSIT AUTHORITY**

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WITNESS

) Chair

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WITNESS

) Director

Schedule A
Interim IMSA Cost Projections

Pilot Expenditures (24 months):	
Staffing:	
Executive Director	\$ 301,600
Accountant	232,000
	533,600
Transit Studies:	
Consulting fees	158,750
ICIP portion	(91,250)
Net Shareable	67,500
Total estimate	\$ 601,100

Schedule B

Budget Allocation Participating Units

Allocated Over Three Fiscal Years	2021/22	2022/23	2023/24	Total
Estimated cost (see Schedule A)	\$ 111,167	\$ 300,550	\$ 189,383	\$ 601,100
Cost allocation:				
County of Kings	\$ 55,216	\$ 149,283	\$ 94,066	\$ 298,566
Town of Kentville	11,253	30,425	19,171	60,850
Town of Wolfville	9,368	25,326	15,959	50,653
Town of Berwick	4,779	12,921	8,142	25,842
Annapolis County	24,870	67,238	42,368	134,476
Annapolis Royal	2,410	6,517	4,106	13,034
Middleton	3,270	8,840	5,570	17,680
Total	\$ 111,167	\$ 300,550	\$ 189,383	\$ 601,100

Schedule C

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

Intermunicipal Services Agreement

April 30, 2019

Schedule D
KINGS TRANSIT AUTHORITY
Intermunicipal Services Agreement
April 1, 1999

REQUEST FOR DECISION 066-2021

Title: Adopting the Climate Action Plan
Date: 2021-12-07
Department: Planning + Economic Development



SUMMARY

Climate Action Plan

The purpose of this RFD is to adopt the Town's Climate Action Plan and achieve the Federation of Canadian Municipalities (FCM) Partners for Climate Protection Milestone.

This plan is the culmination of over 2 years of work, including various forms of community consultation. This plan is a key part of implementing our Municipal Planning Strategy and the current Council's Strategic Priorities. The plan should be considered annually with the Town's budget process and will need to be updated as progress is made and conditions change.

A draft plan was presented to Committee of the Whole in November (2021) and Staff have now completed the plan. The Town's Environmental Sustainability Committee, various Staff, multiple Council's and the Community's involvement have all been instrumental in this plan coming together.

The final Climate Action Plan is attached to this RFD. The appendices of the plan can be found at www.wolfvilleblooms.ca.

DRAFT MOTION:

That Council adopt the Climate Action Plan attached to RFD 066-2021 and use this plan to inform the Town's annual budget process.

REQUEST FOR DECISION 066-2021

Title: Adopting the Climate Action Plan
Date: 2021-12-07
Department: Planning + Economic Development



1) CAO COMMENTS

The CAO supports the recommendations of Staff. The Town's management team have been and will continue to use this plan as we move forward with the annual budget process.

2) LEGISLATIVE AUTHORITY

The *Municipal Government Act* allows Council to create and implement plans to mitigate and adapt to the impacts of our changing climate.

3) STAFF RECOMMENDATION

Staff recommend that Council adopt the Climate Action Plan (attached).

4) REFERENCES AND ATTACHMENTS

1. Climate Action Plan (attached)

Appendices to Climate Action Plan see www.wolfvilleblooms.ca

- A) Implementation Actions
- B) Written Submission from Residents
- C) Climate Action in Wolfville
- D) Greenhouse Gas Inventory
- E) Baseline Greenhouse Gas Emissions Report
- F) Sustainability Solutions Group Modelling Assumptions
- G) At-home Sustainability Checklist
- H) Report Detailing Wolfville's Greenhouse Gas Reduction Target Setting

5) DISCUSSION

REQUEST FOR DECISION 066-2021

Title: Adopting the Climate Action Plan

Date: 2021-12-07

Department: Planning + Economic Development



The final Climate Action Plan is attached to this report. The plan provides a comprehensive discussion of what Council is being asked to consider and also how we can implement meaningful actions during the next 3 years – through our budget process. The Town must continue to work with our partners (e.g. other municipalities, Acadia University, the business community, residents, etc) to take advantage of emerging opportunities that allow us all to move forward – together – on this complex issue.

6) FINANCIAL IMPLICATIONS

This plan will be considered in the Town’s ongoing (and future) budget process. The plan’s focus is on the next 3 years (2022-2025). The budget process will largely determine what actions are implemented.

7) 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](#).

8) COMMUNICATION REQUIREMENTS

Information about the Climate Action Plan was made available online at www.wolfvilleblooms.ca for the months of August, September, October and November of 2021. Furthermore, Staff, Council and community partners and members have been engaged over the course of two and a half years in this work. Engagement will continue through the Town’s budget process.

9) ALTERNATIVES

- 1) To not adopt the Climate Action Plan for the Town.
- 2) To make specific amendments to the Climate Action Plan before adoption.

REQUEST FOR DECISION 056-2021

Title: Policing Services Review Committee

Date: 2021-12-07

Department: Office of the CAO



SUMMARY

POLICING SERVICES REVIEW COMMITTEE

On November 16, 2021 Council passed a motion to conduct a Policing Services Review for the Town of Wolfville. As the next step, a Policing Services Review Committee is required to undertake the review and make recommendations back to Council.

The purpose of this RFD is to appoint the Policing Services Review Committee so that the review can get underway.

DRAFT MOTION:

To appoint the Policing Services Review Committee as outlined in RFD 056-2021.

REQUEST FOR DECISION 056-2021

Title: Policing Services Review Committee

Date: 2021-12-07

Department: Office of the CAO



1) CAO COMMENTS

Refer to staff recommendations below.

2) LEGISLATIVE AUTHORITY

The Review Committee is being established in accordance with the Policing Services Review Protocol.

3) STAFF RECOMMENDATION

Staff recommend that the following individuals be appointed to the Review Committee:

Erin Beaudin, Chair, Non-Voting

Council Representatives:

Mayor Wendy Donovan

Councillor Jodi MacKay

Acadia University Representative:

Ian Murray

Community Representatives:

Doug Lutz

Jim Sponagle

Representative from Department of Justice:

Hayley Crichton

4) REFERENCES AND ATTACHMENTS

N/A

5) DISCUSSION

As per the Policing Services Review Protocol, Council has some flexibility in appointing members to serve on the Policing Services Review Committee for the Town of Wolfville. There will be a mandatory appointment by the Department of Justice that will serve on the Committee and the rest are selected by Council.

It is proposed that the Committee be comprised of the following:

REQUEST FOR DECISION 056-2021

Title: Policing Services Review Committee
Date: 2021-12-07
Department: Office of the CAO



Chair, CAO Erin Beaudin (non-voting): In discussions with Department of Justice, it has been common in other Policing Services Reviews within Nova Scotia for the CAO to Chair the meetings. This would be a non-voting position and would allow all other committee members to fully participate in the process.

Members of Council: It is recommended that Mayor Donovan and Councillor Mackay be appointed to the Police Review Committee. In appointing these two members of Council, consideration was given to council experience, experience with the current policing structure, anticipated time commitment, and balancing personal experience with important insights i.e., experience living in the core, living beyond the core, connectivity to the Wolfville Elementary School etc. As the Town's policing costs are a significant part of the annual budget and the process will involve an analysis of costs, Councillor MacKay's experience as chair of the Audit Committee was considered an asset.

Acadia University: In the spirit of the joint Memorandum of Understanding, it is felt that Acadia should be represented at the table. Ian Murray, Executive Director, Office of the President, is being recommended to fill this role. Ian has been active on the Community Harmony file and currently works closely with many community stakeholders on community policing issues.

Community Representatives: It is essential that the community be well represented on the committee. The two community representatives being recommended are:

Doug Lutz – In the past Council term Mr. Lutz expressed an interest in Council conducting a Policing Services Review and undertook some preliminary research and costing analysis of different policing models. His passion for this topic, legal background and analytical skills makes him ideal for this committee.

Jim Sponagle: Mr. Sponagle has served as a member of the former Wolfville Police Department, as a member of the RCMP and has also worked for the Department of Justice. Jim has an extensive background in Policing Services Reviews and has an intimate knowledge of policing in the Town of Wolfville. His varied experience makes him an ideal member to serve on this committee.

Department of Justice Representative: This is a requirement under the Policing Services Review Protocol. The Town has been informed that Hayley Crichton, Executive Director of Public Safety and Security, will be included on the Review Committee.

6) FINANCIAL IMPLICATIONS

N/A

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- Community Wellness – this Review will ensure that the Town of Wolfville considers all options to determine the most effective method of policing services for Town residents.

REQUEST FOR DECISION 056-2021

Title: Policing Services Review Committee

Date: 2021-12-07

Department: Office of the CAO



8) COMMUNICATION REQUIREMENTS

The Policing Review will involve an extensive communications plan, which will be developed by the Policing Services Review Committee.

9) ALTERNATIVES

Council can choose to not approve the members as recommended and make changes to the committee composition and appointments as Council sees fit.

REQUEST FOR DECISION 061-2021

Title: Switch Program – Budget Increase Consideration

Date: 2021-12-07

Department: Finance



SUMMARY

Switch Program – Budget Increase Consideration

Earlier this year Council set maximum budget parameters involving the activation of the Town's Property Assessed Clean Energy (PACE) Bylaw and PACE Policy. The Town had previously entered into an agreement with two municipalities in PEI as part of a Federation of Canadian Municipalities (FCM) program to encourage energy efficiency improvements for residential homes. The three municipalities, Wolfville, Charlottetown and Stratford formed a governance group to work with PACE Atlantic CIC to work through project startup and implementation. The consulting firm is managing the program on behalf of the municipalities. PACE is the generic term used for such programs, however the group selected Switch as its brand, hence you will note references to the Switch Program in this document.

The FCM Program is a \$14 million, multi-year funding arrangement for the 3 participating units. The allocation of funding between the units is being managed by the governance group, with some flexibility built-in to react to actual demand pressures within each municipal unit by residents for energy efficiency upgrades. Based on early information, a budget of \$250,000 was set by Wolfville Council for the 1st year of the 3 year program.

Interest within all three municipalities has exceeded expectations, demonstrating a strong desire by residents to address climate change by way of home energy improvements. As such the Town's budget allocation of \$250,000 has been fully committed, almost entirely within 2 months of launching the Switch Program. Staff are coming back to Council to consider increasing the maximum budget parameter to help address what is now a queue of potential customers seeking participation.

DRAFT MOTION:

That Council increase the following PACE Program budget parameters to cover the balance of 2021/22 and 2022/23 fiscal years:

- The maximum number of PACE projects not to exceed 35 in total
- The maximum dollar value of all projects not to exceed \$839,000 in total

REQUEST FOR DECISION 061-2021

Title: Switch Program – Budget Increase Consideration

Date: 2021-12-07

Department: Finance



1) CAO COMMENTS

The CAO supports the recommendation of staff.

2) LEGISLATIVE AUTHORITY

- Town of Wolfville Bylaw 108 – Property Assessed Clean Energy (PACE) Bylaw

3) STAFF RECOMMENDATION

Staff recommend Council adopt the revised maximum budget parameters allowing additional projects to proceed to actual installation phase.

4) REFERENCES AND ATTACHMENTS

- Town Bylaw 108 – PACE
- Town PACE Program Policy 610-007
- Request for Decision (RFD) 025-2021 (April 2021 Council)
- Original PACE RFD 030-2020 (previous fiscal year)

5) DISCUSSION

In the spring of this year, Council approved the elements to implement a PACE program within the Town of Wolfville. This program is now referred to as the [Switch Program](#). The program itself is being managed by PACE Atlantic CIC, a company dedicated to addressing climate change by helping homeowners to improve the energy efficiency of their homes. The company is coordinating the Switch Program for three municipalities under a Federation of Canadian Municipalities (FCM) funded program. The City of Charlottetown and Town of Stratford, both in PEI, are the other two parties in this program.

As noted in RFD 025-2021, the FCM funding covers approximately \$10 million loan and \$4 million grant funding over 3 years. The allocation between the municipal units is subject to change based on project uptake and the group has worked on early expectation estimates before project launch to ongoing review of actual uptake since the launch in August. In April of this year, staff brought both the draft PACE Policy document and recommended maximum budget parameters for the current operating year of 2021/22. These parameters were based on early day estimates of Program Ramp-Up Forecasts which had tagged Wolfville with 12 projects at a total loan amount of \$222,000 in year 1. This information formed the basis of the staff recommendation back in April to have Council set budget maximum of \$250,000.

Interest within all three municipalities has exceeded expectations, demonstrating a strong desire by residents to address climate change by way of home energy improvements. As such the Town's budget

REQUEST FOR DECISION 061-2021

Title: Switch Program – Budget Increase Consideration

Date: 2021-12-07

Department: Finance



allocation of \$250,000 has been fully committed, almost entirely within 2 months of program launch in August. At this point in time, the Town has formally approved 10 projects, representing \$257,000. A couple of points to highlight:

- At this point in time, no dollars have been paid to contractors/installers
- A couple of projects are close to complete, and once the Town receives final verification from PACE Atlantic CIC that the projects meet all requirements of the program, contractors will be paid
 - With payment to contractors, Loan Receivable accounts will be set up whereby the homeowner will start a monthly repayment plan with the Town.
- 8 projects are solar panel installations
- 2 projects are heat pump installations
 - Neither project has been identified as meeting the grant option for heating retrofit from oil-based heating system within the Well Head Buffer Zone
- In addition to the 10 approved projects, Town staff have confirmed property ownership details on 21 other properties
 - Total project allocation (all three years) for purposes of FCM agreement is \$839,000
 - It appears possible that the Town could have the full three-year allocation fully subscribed part way through year 2. Ultimately it will depend on the ratio of project type (solar, heat pump, other) that will determine how quickly the balance of the FCM funds can be used.

As per PACE Policy 610-007, item 5.11.1, it was intended that Council would consider the annual budget thresholds for the program between January 1st and March 31st of each year (item 5.11.2.1). This report is coming to Committee of the Whole earlier than Policy;

- in recognition of the community interest in the Switch Program exceeding the current budget ceiling, and
- enable forwarding any increase in budget allotment to the Minister of Municipal Affairs and Housing (DMAH) for approval at the earliest possible date. This would help in addressing pending project approvals in a more timely fashion

As noted above, the community's interest in Switch is exceedingly high and there is a benefit to allow additional projects to proceed given that level of interest. An increase in the budgeted dollar threshold would allow this to occur if such an increase were approved by Council and the Minister of DMAH. The level of increase to the maximum budget is at the discretion of Council, as long as it fits within the expected allocation between the three Switch partners. At this time, \$839,000 has been identified as the three year total for Wolfville in terms of the loan element of the FCM program.

There is an argument to be made against increasing the limit at this time. The impact on Town borrowing capacity (refer to RFD 025-2021) is yet to be fully understood. The key to this will be how

REQUEST FOR DECISION 061-2021

Title: Switch Program – Budget Increase Consideration

Date: 2021-12-07

Department: Finance



operating debt is factored into annual borrowing approvals (operating and capital) submitted through the DMAH. The expectation is that the long term receivables from residents will offset the long term debt repayable to FCM. It would be preferable to see that process in practice. That said, the Town's financial position, as measured by the provincial Financial Condition Indicators (FCI), is healthy and the Town should be able to manage even the upper program limit of \$839,000. Supporting this comment is the fact the Town Policy requires participants to repay the loan up to a maximum term of 15 years whereas the Town has 20 years to repay FCM.

6) FINANCIAL IMPLICATIONS

There is no immediate impact on the Town's financial bottom line. This program is different than traditional town spending, i.e. the expenditure to contractors is neither a Town expense, nor a capital acquisition. As noted in previous reports on PACE, this program is a loan program to residents to make energy efficient upgrades to their properties. As long as there are no issues with collection of the loan receivables, then the program should be cash flow neutral to the Town. Data suggests default on this type of loan is low. The Town's PACE Bylaw provides additional security by enabling a lien on property akin to property taxes, leaving the Town an option of tax sale if so required.

The program has, as anticipated, created additional human resource demands in the Finance Department. There has also been an impact throughout the organization as residents seek answers to questions. Planning Department staff and members of Council have assisted in discussion with the public. In addition, the Office of the CAO is involved with the governance group and CAO Beaudin will be the Chair of the group meetings in the upcoming year.

The upcoming 2022/23 budget process will see a proposed 0.5 to 0.75 Fulltime Equivalent staff position in Town Hall. A portion of this person's time would be to help support the Switch Program work being carried out by staff.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Key references to Council strategic Plan have been made in both RFD 025-2021 earlier this year, and RFD 030-2020 in the previous year.

8) COMMUNICATION REQUIREMENTS

REQUEST FOR DECISION 061-2021

Title: Switch Program – Budget Increase Consideration

Date: 2021-12-07

Department: Finance



Town staff have already worked with PACE Atlantic CIC staff in communications to pending customers who were not approved within the \$250,000 budget parameter.

Assuming the approved budget is increased, Town staff will continue to work with PACE Atlantic CIC to help residents through the process for the coming year. This would include specific communication to customers as additional projects are approved and global communication to the community regarding program status.

9) ALTERNATIVES

With the signing of the FCM program agreement, there is no true alternative at this stage. Council could approve a maximum budget less than the \$839,000, but that would likely require staff to come back for another round of approval and documents to go to the province for approval.

It is more likely Council will have to review alternatives in a year or so regarding next steps after the FCM Program is complete. This is a larger discussion that will require review of pros/cons of the Switch program results.

REQUEST FOR DECISION 062-2021

Title: Deputy Mayor Policy

Date: 2021-12-07

Department: Office of the CAO



SUMMARY

DEPUTY MAYOR POLICY

At the November Committee of the Whole Meeting, a discussion was held around proposed changes to the current Deputy Mayor Policy 110-003. Changes have been made to the Policy to reflect the discussion and are being presented for Council's consideration.

DRAFT MOTION:

That Council approve the amended Policy 110-003 – Deputy Mayor Policy as outlined in RFD 062-2021.

REQUEST FOR DECISION 062-2021

Title: Deputy Mayor Policy

Date: 2021-12-07

Department: Office of the CAO



1) CAO COMMENTS

Refer to discussion section below.

2) LEGISLATIVE AUTHORITY

Section 16, Nova Scotia *Municipal Government Act*.

3) STAFF RECOMMENDATION

Staff recommend that Council approve Policy 110-003 as attached.

4) REFERENCES AND ATTACHMENTS

1. Policy 110-003 – Deputy Mayor Policy – Draft Amendments

5) DISCUSSION

After selection of the Deputy Mayor following the election in 2020, Council expressed an interest in revisiting the Policy to improve the process. At the November 2021 Committee of the Whole Meeting a discussion was held on suggested improvements to the Policy. The suggestions have now been incorporated into the attached draft.

Key highlights of the suggested amendments include:

- The term of the Deputy Mayor will be for a twelve-month period (currently is for a 24-month term);
- There is a clear statement that Councillors can reoffer to serve as Deputy Mayor and serve multiple and consecutive terms during their time on Council;
- Process improvements including:
 - The clear statement that the decision is by secret ballot;
 - The requirement for Councillors to express their interest at the appropriate Council meeting as deemed by the Policy, with a decision not being made until the following regular Council meeting (unless only one Councillor expresses interest and is acclaimed);
 - The formal opportunity for each Councillor to address Council as to why they are interested and what they feel they bring to the position;
 - Clarification that Councillors self-identify their interest and that a formal nomination process is not required.

One outstanding item for Council to determine is the effective date of the Policy. Currently the Deputy Mayor is just over one year into a two-year term. Council must decide whether these changes take effect immediately or if the effective date will be next October when the current two-year term has lapsed. As with most policies brought forward to Council, the effective date has been noted in the Policy

REQUEST FOR DECISION 062-2021

Title: Deputy Mayor Policy

Date: 2021-12-07

Department: Office of the CAO



to take effect upon approval. Should Council wish to change this it should be amended as part of the motion.

6) FINANCIAL IMPLICATIONS

N/A

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- N/A

8) COMMUNICATION REQUIREMENTS

The revised Policy will be updated and shared on the Town's website.

9) ALTERNATIVES

Council can choose not to adopt the Policy as recommended or can make changes prior to its approval.



POLICY

Deputy Mayor

Deputy Mayor	
Policy Number: 110-003	Supersedes Policy Number: Not Applicable
Effective Date: 2000-11-14 2021-12-21	Approval By Council (Motion No.): 02-11S2-00

1.0 Purpose

To establish a policy on the appointment of Deputy Mayor, as required under the *Municipal Government Act*.

2.0 Scope

This Policy is applicable to the Town Council of Wolfville in the selection and appointment of a Deputy Mayor.

3.0 References

- 3.1 [Nova Scotia Municipal Government Act](#)

4.0 Definitions

- 4.1 **“Deputy Mayor”** - The *Municipal Government Act* states that Council shall select one of its members to be Deputy Mayor. The member, who shall be called Deputy Mayor, shall during any vacancy in the office of Mayor, or during any absence or illness of the Mayor, have and exercise all the powers and authority and discharge all the duties of the Mayor.

5.0 Policy

The Town of Wolfville establishes the following policy concerning the selection of Deputy Mayor:

- 5.1 During the Council meeting immediately after the swearing in of new Councillors, following the regular municipal elections in the Province of Nova Scotia, Council shall entertain expressions of interest by all those interested in the Deputy Mayor position.
- Councillors shall express interest individually and will not be required to be nominated by fellow Council members.
 - If only one Councillor expresses interest, they will be acclaimed to the position at this meeting via resolution of Council.
 - If more than one Councillor expresses interest the decision will be deferred to the next regular Council meeting in accordance with Section 5.2.



POLICY

- 5.2 If more than one Councillor expresses interest in the Deputy Mayor position, at the next regular Council meeting:
 - a. All interested Councillors will be provided with up to five minutes to share why they are interested in the position and what they feel they will bring to the role.
 - b. A vote will be taken by secret ballot, which shall be scrutinized by the Town Clerk and one other staff member, and
 - c. After the vote is tallied Council shall by resolution select the successful candidate to serve as Deputy Mayor.
- 5.3 The Deputy Mayor shall serve until the end of the first regular monthly Council meeting that occurs after a year (12 month) term has expired.
- 5.4 At the regular Council meeting prior to the current Deputy Mayor term expiring, Council will entertain expressions of interest for the Deputy Mayor position and follow the same process outlined in 5.1 and 5.2.
 - a. The successful candidate, if acclaimed, will not commence their position until the current Deputy Mayor has completed their term as per Section 5.3.
- 5.5 Councillors are eligible to reoffer and serve consecutive terms as Deputy Mayor.
- 5.6 If the Deputy Mayor resigns as member of Council, or leaves Council for any other reason, Council will select a replacement Deputy Mayor for the balance of the term in accordance with the process outlined in 5.4.
- 5.7 The Deputy Mayor has all the power and authority, and shall perform all the duties of Mayor when the Deputy Mayor is notified that:
 - a. the Mayor is absent or unable to fulfil the duties of Mayor,
 - b. the office of Mayor is vacant

REQUEST FOR DECISION 063-2021

Title: Grants to Organizations Policy

Date: 2021-12-7

Department: Office of the CAO



SUMMARY

Grants to Organizations Policy

At Committee of the Whole in November, a discussion was held on suggested changes to the current Grants to Organizations Policy. These changes have been incorporated into the attached draft for Council's consideration.

DRAFT MOTION:

That Council approve the amended Policy 710-003 – Grants to Organizations Policy as outlined in RFD 063-2021.

REQUEST FOR DECISION 063-2021

Title: Grants to Organizations Policy

Date: 2021-12-7

Department: Office of the CAO



1) CAO COMMENTS

Refer to discussion below.

2) LEGISLATIVE AUTHORITY

Section 65, Nova Scotia *Municipal Government Act*

3) STAFF RECOMMENDATION

Staff recommend that Council adopt the attached Grants to Organizations Policy as amended.

4) REFERENCES AND ATTACHMENTS

1. Policy 710-003 Grants to Organizations Policy (with proposed amendments)

5) DISCUSSION

At the Committee of the Whole meeting in November, suggested changes to the Grants to Organizations Policy were discussed. The main issue that was raised was the issue of setting a maximum amount that applicants can apply for under the One-Time Capital Grants Program. At the end of the discussion, it was suggested that setting this to be approximately the same as one cent on the tax rate made some sense. Based on this staff are suggesting that Council set an upper limit of \$50,000 for one-time capital grant requests.

In addition, staff have made a few housekeeping issues. The Kings Senior Safety Council has been added to Schedule A and references to Section 65au of the Nova Scotia *Municipal Government Act* have been removed as that section has been rewritten to be more broad and empowering.

6) FINANCIAL IMPLICATIONS

The specific annual impact on the Town's finances will be dependent on how often, and how many requests are submitted to Council for grant funding. By limiting the maximum amount of one time capital grants, Council has better control over public expectations as well as any draw down on Operating Reserves. Over time this helps to ensure the Town's reserves are maintained at a level needed to address direct town expenditure pressures.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

The Grants to Organizations Policy directly supports organizations that are committed to improving community wellness within the Town.

8) COMMUNICATION REQUIREMENTS

REQUEST FOR DECISION 063-2021

Title: Grants to Organizations Policy

Date: 2021-12-7

Department: Office of the CAO



The revised Policy will be updated and shared on the Town's website.

9) ALTERNATIVES

Council can choose not to approve the policy as presented or can make changes before it is adopted.



POLICY

Grants to Organizations	
Policy Number: 710-003	Supersedes Policy Number: 710-001
Effective Date: 2021-12-21	Approval By Council Motion Number: 30-03-16

1.0 Purpose

The purpose of this policy is to provide guidelines for reviewing and evaluating requests from organizations for financial assistance pursuant to clause 65A of the [Municipal Government Act](#).

2.0 Scope

This policy affects all recognized organizations under Section 65A in the *Municipal Government Act* that wish to obtain funding from the Town for a service, program, special project, initiative, or capital campaign for the benefit of residents, businesses, and visitors to the Town of Wolfville.

3.0 References

- 3.1 [Municipal Government Act](#)
- 3.2 Signing Authority Policy, 120-011

4.0 Definitions

- 4.1 **Council** means the Town Council of the Town of Wolfville.
- 4.2 **Signature Festival or Event** means an event or festival held within the Town of Wolfville that occurs annually and has a significant positive economic impact on the community.
- 4.3 **Town** means the Town of Wolfville, a body corporate.



POLICY

5.0 Policy

5.1 One-time Requests

- 5.1.1 One-time requests to support extraordinary operational events and initiatives may be considered by Council using the following criteria:
- The request is greater than \$2,000.
 - Only one application per organization may be approved every four years.
 - The request is aligned with Council's Strategic Plan.
 - All criteria outlined in Appendix C is met.
 - The financial capacity/local economy of the day is considered.
 - The funding of the request would be in addition to the grants to organization budget allowance; and
 - Funding will be provided either in one lump sum amount and expensed in the year it is approved or through multi-year payments. Funding provided over multiple years will be subject to annual budget approval by Council and may be subject to change.
- 5.1.2 One-time requests to support capital campaigns and projects may be considered by Council using the following criteria:
- The request is greater than \$5,000.
 - The request will not exceed \$50,000.**
 - Only one application per organization may be approved every eight years.
 - The request is aligned with Council's Strategic Plan.
 - All criteria outlined in Appendix D is met.
 - The financial capacity/local economy of the day is considered.
 - The funding of the request would be in addition to the grants to organization budget allowance; and
 - Funding will be provided either in one lump sum amount and expensed in the year it is approved or through multi-year payments. Funding provided over multiple years will be subject to annual budget approval by Council and may be subject to change.

5.2 Sponsorships and Advertising

- 5.2.1 The Town will not provide financial assistance to for-profit organizations or to any organization that does not fall within Section 65A of the *Municipal Government Act*.
- 5.2.2 The Town will consider providing limited financial assistance, including but not limited to sponsorship and/or donation of prizes, to support conferences and/or workshops that are hosted in our region, of which the Town is an active member (i.e., NSFM, AMA, FCM).



POLICY

- 5.2.3 The Town will not provide financial assistance, sponsorship or prizes to conferences, conventions or workshops held in our region by an organization of which the Town is not an active member. This includes registration fees related to participation in golf or other recreation activities associated with the conference.
- 5.2.4 Financial assistance for sponsorship requests under 5.2.2 may be provided through the Grants to Organizations budget allowance if the purpose aligns with Town goals and funds are available. Decision(s) will be at the discretion of the CAO and will not exceed \$1,000.
- 5.2.5 Financial assistance may be provided through advertising if the purpose aligns with the Town and/or Departments goals. Decision(s) will be determined by appropriate staff and must fall within Advertising and/or Marketing and Communication Budgets.

5.3 Strategic Partnership Program

- 5.3.1 The Town will provide financial assistance to support:
 - a. Facility operators who provide affordable multipurpose recreational space to the community.
 - b. Signature festivals or events that
 - i. Are a long-standing festival or event (operating for a minimum of four years).
 - ii. The Town has a partnership beyond a funding contributor with.
 - iii. Is primarily located in the Town of Wolfville; and
 - iv. Have completed an Economic Impact Study to demonstrate the significant contribution of non-residential participants who attend the event.
 - c. Community organizations that build community capacity and provide benefit to the community.

As outlined in [Schedule A](#).

- 5.3.2 To be eligible for Strategic Partnership Program funding the organization must:
 - a. Enter into a Funding Agreement (Appendix A) with the Town.
 - b. Provide Financial Statements to the Town annually; and
 - c. Be aligned with Council's Strategic Plan or other Town Strategies.
- 5.3.3 The Funding Agreements will be reviewed every four years.



POLICY

- 5.3.4 If the organization no longer meets the above criteria or fails to meet any provisions within the Partnership Agreement, the financial assistance will cease in the current fiscal year.
 - 5.3.5 The maximum amount awarded to any group for any Strategic Partnership Program grant will not exceed \$5,000.
 - 5.3.6 The financial assistance level shall consider all contributions provided by the Town (Property Tax Exemptions and in-kind support) when being negotiated.
- 5.4 **Community Partnership Program**
- 5.4.1 The Town will consider providing limited financial assistance to organizations that:
 - a. Organize or operate **programs** for the benefit of the residents of the Town of Wolfville, or
 - b. Coordinate and implement **local events** in the Town of Wolfville.
 - 5.4.2 The level of funding for the Community Partnership Program will be set by Council as part of the Town's budget process. Town Council may allocate different funding levels for each of the two (2) CPP grant categories:
 - a. Programs
 - b. Local Events
 - 5.4.3 Community Partnership Program Guidelines can be found in Appendix B.
 - 5.4.4 This program does not provide financial assistance to social service, health, education or similar services, departments, or agencies.
 - 5.4.5 The maximum amount awarded to any group for any Community Partnership Program grant will not exceed \$2,000.
 - 5.4.6 If an amount greater than \$5,000 is remaining in the Community Partnership Program after the allocation of funding of February 1 requests, a second round of applications will be called for in July. Organizations who applied in February may apply a second time if the funding is for a new program or to cover a shortfall for the given year. However, new organizations will be given priority.
 - 5.4.7 All applications will be administered by Town staff applying the criteria outlined in Appendix B.



POLICY

- 5.4.8 Any decision of staff regarding funding requests may be appealed to Council upon notice of appeal within seven (7) days of being notified of the decision of staff. Council's decision regarding the appeal shall be final.
- 5.4.9 Applications from community groups with new or innovative programming or festival ideas may present to Council at the request of Council.
- 5.4.10 Applicants who have received a Community Partnership Program grant in a previous year are not guaranteed approval for a Community Partnership Program grant in subsequent years.

5.5 Policy Review

This policy will be reviewed every four years.

CAO

Date

[Appendix A](#) – Strategic Partnership Program – Funding Agreement

[Appendix B](#) – Community Partnership Program Guidelines

[Appendix C](#) – One-Time Special Funding Requests - Operating



POLICY

Schedule A

The following organizations will receive annual funding as outlined in the tables below subject to section 5.3.

Facility Operators

Providing affordable multipurpose recreational space to the community

Facility Operator	Facility	Strategic Partnership Program Grant
Acadia Cinema Co-op	Acadia Cinema 450 Main Street	\$4,500
Wolfville Curling Club	Wolfville Curling Club	\$4,500
Wolfville & District Lions Club	Wolfville & District Lions Hall 36 Elm Avenue	\$2,850

Signature Festival and Events

Supporting the growth and success of Wolfville's signature festival and events

Organization	Festival or Event	Strategic Partnership Program Grant
Acadia Performing Arts	Acadia Performing Arts Series	\$5,000
Deep Roots Music Cooperation	Deep Roots Music Festival	\$5,000
Devour! The Food Film Festival	Devour! The Food Film Festival	\$5,000
Uncommon Common Art	Uncommon Common Art	\$5,000
Valley Harvest Marathon	Valley Harvest Marathon	\$5,000
Valley Summer Theatre	Valley Summer Theatre	\$5,000
Wolfville Magic Winery Bus	Wolfville Magic Winery Bus	\$5,000



POLICY

Community Organization

Building capacity of organizations that provide benefit to the community

Organization	Strategic Partnership Program Grant
Wolfville Farmers' Market	\$5,000
Wolfville Historical Society	\$10,000
Kings Senior Safety Council	\$5,000



POLICY

Appendix A: Strategic Partnership Program – SAMPLE Funding Agreement (will be modified to reflect unique circumstances of each partnership arrangement)



Funding Agreement

Between

Town of Wolfville
(hereinafter referred to “the Town”)

and

Funded Party
(hereinafter referred to as “the FP”)

Recitals

Whereas the FP _____.

Whereas the Town wishes to support the FP.

Whereas the support of the Town is limited to those items set out herein.

Now therefore in consideration of the mutual promises herein contained and other good and valuable consideration the receipt and sufficiency of which is acknowledged by the execution of this Agreement, the parties agree as follows:

1.0 Responsibilities of the FP

1.1 The FP shall:

- a. Provide _____ to _____ (“the Deliverables”).
- b. Perform the Deliverables starting no later than _____ and terminating no earlier than _____. In the event that portions of the Deliverables will be performed on differing schedules those schedules will be set out in Schedule “A”, hereto, and Schedule “A” will be signed by the parties to this Agreement. Schedule “A”, where attached and executed in accordance with the terms of this clause, forms part of this Agreement.
- c. Repay to the Town _____ on or before _____, or on such other terms as the parties may agree in writing. Repayment to the Town will be in



POLICY

the amount or form set out in Schedule “B” to this Agreement and signed by the parties. Schedule “B”, where attached to this Agreement and signed by the parties in accordance with the terms of this Agreement forms part of this Agreement.

- d. Acknowledge the fact of funding by the Town when and as requested by the Town provided that by so acknowledging the funding provided by the Town the FP shall incur no actual pecuniary expense.
- e. Obtain and maintain insurance in a minimum amount of _____. The insurance will identify the Town as an Additional Insured under the policy of insurance. The policy of insurance will include riders specific to the relationship between the FP and the Town and as set in Schedule “C” hereto and signed by the parties to this Agreement. Schedule “C”, where attached and signed by the parties in accordance with the terms of this Agreement, forms part of this Agreement.
- f. Prior to funding, or on such other schedule as the parties may agree in writing, the FP will provide proof of insurance satisfactory to the Town in its sole, exclusive and unfettered discretion.
- g. Provide, within 36 hours of a request being made, full and complete answers to all enquiries made of the FP by the Town. The FP shall not decline to answer any one or more enquiries posed by the Town on the basis that the subject of the enquiries relates, in whole or in part, to matters specifically excluded by this Agreement.
- h. Indemnify and hold harmless the Town against all claims, losses, liabilities, demands, suits and expenses from whatever source, nature and kind in any manner based upon, incidental to or arising out of the performance or non-performance of any one or more contract or agreements made by the FP and in relation to which the Town is, by this Agreement, providing or agreeing to provide funding to the FP.
- i. Inform the Town within 48 hours of receipt of a claim or notice of claim or possible claim, including but not limited to the actual claim or notice thereof, irrespective of the possibility, real or perceived, of any risk to the Town or claim being made against the Town.
- j. Keep and maintain accurate records as set out in Schedule “D”, hereto, and signed by the parties to this Agreement. Schedule “D”, where attached and executed in accordance with the terms of this clause, forms part of this Agreement.
- k. Use the funds provided by the Town for the purposes set out in Schedule “E”, hereto, only. Schedule “E” will be signed by the parties to this Agreement. Schedule “E”, where attached and executed in accordance with the terms of this clause, forms part of this Agreement.



POLICY

- c. Provide any guarantee of the performance of the Deliverables by the FP.

3.0 Relationship Between the FP and the Town

- 3.1 The Town and the FP are not partners or co-venturers and nothing in this Agreement or otherwise constitutes either party as a partner or co-venturer of the other party to this Agreement.

4.0 General

- 4.1 Any notice under this Agreement shall be properly served if provided to:

To the Town:	Town of Wolfville Attention: Director of Parks & Recreation 359 Main Street, Wolfville, NS
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To the FP	FP
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- 4.2 This Agreement enures to the benefit of and is binding upon the parties, their administrators, successors and assigns.
- 4.3 This Agreement and any documents expressly contemplated by this Agreement, constitute the entire agreement between the parties. No representations, warranties, covenants or agreements, whether oral or written, between the parties with respect to the subject matter hereof are binding upon the parties subsequent to the date of execution of this Agreement.
- 4.4 The parties agree that this Agreement shall be interpreted in accordance with the laws of the Province of Nova Scotia and the Dominion of Canada. The parties agree that the courts of Nova Scotia do not constitute a *forum non conveniens*.
- 4.5 The parties and the signatories to this Agreement confirm that each party has signed this Agreement by its proper signing authority and that the signatories have the authority to bind each party to the Agreement.
- 4.6 In the event of a dispute arising out of or relating to this Agreement, including any question regarding its existence, validity or termination, the parties shall first seek settlement of that dispute by mediation. The mediation shall be conducted under the then current mediation procedures of ADR Atlantic Institute or any other procedure upon which the parties may agree. The parties further agree that their respective good faith participation in mediation is a condition precedent to pursuing any other available legal or equitable remedy, including litigation, arbitration or other dispute resolution procedures. Either party may commence the



POLICY

mediation process by providing to the other party written notice, setting forth the subject of the dispute, claim or controversy and the relief requested. Within ten (10) days after the receipt of the foregoing notice, the other party shall deliver a written response to the initiating party's notice. The initial mediation session shall be held within thirty (30) days after the initial notice. The parties agree to share equally the costs and expenses of the mediation (which shall not include the expenses incurred by each party for its own legal representation in connection with the mediation).



POLICY

Appendix B: Community Partnership Program Guidelines

Supporting volunteer, community-based organizations is often fundamental to maintaining our quality of life. The Community Partnership Program is designed to provide financial assistance to organizations that fall within Section 65A of the *Municipal Government Act* that:

- a. Organize or operate **programs** for the benefit of the residents of the Town of Wolfville, or
 - b. Coordinate and implement **local events** in the Town of Wolfville.
1. Requests for Funding must be submitted through the Town's Community Partnership Program.
2. The deadline for applications will be February 1st. Subject to Section 5.3.6 a second round of funding may be called for in July with a deadline of August 1st.
3. Late applications will not be considered.
4. Applications can be submitted in the following ways:
 - a. Mailed to 359 Main Street, Wolfville, NS B4P 1A1
 - b. Hand delivered to Town Hall (359 Main Street)
 - c. Faxed to (902) 542 – 4789
 - d. Emailed to kthomason@wolfville.ca
 - e. Complete an Online form and submit through our website www.wolfville.ca
5. All applicants are required to use a Standard Application Form. Application forms are available at Town Hall (359 Main Street), the Community Development & Public Works Building (200 Dykeland Street), and online at www.wolfville.ca
6. The applicant must meet the requirements outlined in section 65A of the *Municipal Government Act* to be eligible for funding. The Town reserves the right to request additional information prior to distributing funding.
7. Only one application per organization, per fiscal year, unless a second round of funding is called per section 5.4.6. The Town's fiscal year runs from April 1st to March 31st.
8. Successful applicants must submit a final report in the prescribed form. Final report forms will be included with the awarding letters and available at the Town Hall, Community Development & Public Works and online at Wolfville.ca. Groups will not be eligible to apply for financial assistance in a subsequent year until the final report has been received.
9. Successful applicants will be notified by April 30th, for February 1st applications, and by October 31st, for August 1st applications



POLICY

EVALUATION PRINCIPLES

The following principles will be used to evaluate each application:

1. *Financial Sustainability & Management*

Groups should show evidence of past success and demonstrate that they have taken steps to ensure continued operation and/or growth. Groups must generate funds besides those provided by the Community Partnership Program. These revenues may include registration/membership fees, admission fees or fundraising. Groups should demonstrate responsibility and accountability in their use of resources.

2. *Community Benefit*

Groups should demonstrate added value to the broad-based community and not substantially duplicate a service of other organizations.

3. *Active Living*

Groups that offer active and healthy living components for members and participants will be given priority when considered in the allocation of funds.

4. *Heritage and Diversity*

Groups that explore our past to enrich the lives the community.



POLICY

EVALUATION CRITERIA

All Community Partnership Grants – minimum criteria

- Application is received on time.
- Applicant falls within Section 65A of the *Municipal Government Act*.
- All documentation has been received, including (purpose of the project, description of the project, target demographic served, detailed budget, previous year's financial statements, confirmation of partner funding (if applicable), list of other revenue sources, final report from previous year etc.)
- Project takes place within the Town of Wolfville or has a strong presence in the Town.
- The Town's contribution should not exceed 50% of total revenue.

Evaluation Score Cards

- If minimum criteria has been met complete a Program Grant Evaluation Score Card or a Local Event Grant Evaluation Score Card.



POLICY

PROGRAM GRANT EVALUATION SCORE CARD

Applicant Name: _____

1. Program/Service Obligation Core – service the Town would otherwise provide Important – service the Town might otherwise provide Discretionary – service the Town does not normally provide No Mandate – not enabled by legislation, should not do or not now	H 3 M 2 L 1 N 0
2. Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic	H 3 M 2 L 1
3. Public Need/Benefit Community at Large – general need, broad-based Multiple Interests – some need, a number of areas/communities Vested Interest –special interest group(s), localized	H 3 M 2 L 1
4. Active Living High – the core purpose is developing active and healthy lifestyles Moderate – components of the program in improve active and healthy lifestyle Low – limited opportunity to improve active and healthy lifestyles of participants	H 3 M 2 L 1
5. Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential	H 3 M 2 L 1
6. Quality of Life Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community	H 3 M 2 L 1
7. Alternate Providers Limited – no other potential providers Some – some potential alternate providers Many – many potential or existing alternate providers	H 3 M 2 L 1
8. Financial Need High – financial statements and/or budget demonstrate significant need Low – financial statements and/or budget demonstrate limited need	H 1 L 0
9. Accountability (“Track Record”) Yes – annual report and/or financial statements of previous year received No (or New Org.) – no annual report and/or financial statements received	Y 1 N 0
Total Score	/23

- If score is between 20-23; application should receive full amount
- If score is between 16-20; application should receive full amount if budget permits
- If score is below 16; applicant shall not receive funding.

Amount Requested: _____

Amount Awarded: _____



POLICY

LOCAL EVENT GRANT EVALUATION SCORE CARD

Applicant Name: _____

Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic	H 3 M 2 L 1
Public Benefit Public Interest – all residents derive benefit Mixed Interest – some residents derive benefit Private Interest – specific residents benefit	H 3 M 2 L 1
Participation Levels Under 100 100-200 200-500 500-1000 Over 1000	1 2 3 4 5
Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential	H 3 M 2 L 1
Quality of Life Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community	H 3 M 2 L 1
Financial Need High – financial statements and/or budget demonstrate significant need Low – financial statements and/or budget demonstrate limited need	H 1 L 0
Accountability (“Track Record”) Yes – annual report and/or financial statements of previous year received No (or New Org.) – no annual report and/or financial statements received	Y 1 N 0
Total Score	/19

- If score is between 15-19; application should receive full amount
- If score is between 12-15; application should receive full amount if budget permits
- If score is below 12; applicant shall not receive funding.

Amount Requested: _____

Amount Awarded: _____



POLICY

Appendix C: One-Time Special Funding Requests - Operating

Supporting volunteer, community-based organizations is often fundamental to maintaining our quality of life. The one-time special funding (operating) requests provision within the Grants to Organizations Policy is intended to provide organizations with an avenue to periodically request funds to support extraordinary operational events and initiatives. Capital campaigns will not be considered as eligible expenses.

All requests are at the discretion of Council based on the following evaluation process and criteria. The financial capacity of the Town to support the request will be a key consideration in the decision-making process.

1. Applications may be submitted throughout the year. Council reserves the right to refer the request to the following year's budget process if they deem so appropriate.
2. Applications can be submitted in the following ways:
 - a. Mailed to 359 Main Street, Wolfville, NS B4P 1A1
 - b. Hand delivered to Town Hall (359 Main Street)
 - c. Faxed to (902) 542 – 4789
 - d. Emailed to kthomason@wolfville.ca
3. The applicant organization must fall within section 65A of the *Municipal Government Act* to be eligible for funding. The Town reserves the right to request additional information prior to distributing funding.
4. Organizations that qualify for the Community Partnership Program or Strategic Partnership Program are eligible to submit requests per this policy. Organizations that do not qualify for either program are also eligible to submit requests and be considered.
5. Only one application per organization may be submitted per year. Only one application per organization may be approved every four years.
6. Successful applicants must submit a final report in the prescribed form. Final report forms will be included with the awarding letters and available at the Town Hall, Community Development & Public Works and online at Wolfville.ca.
7. Successful applicants will be notified upon Council making a decision.



POLICY

EVALUATION CRITERIA

One-time Special Funding Requests – Minimum Criteria

- Applicant organization falls within Section 65A of the *Municipal Government Act*.
- Request is greater than \$2,000.
- Request is not for capital purposes.
- All documentation has been received, including:
 - purpose of the request
 - description of the request
 - clear indication of how the request aligns with Council's Strategic Plan
 - clear description of tangible benefit to the community
 - detailed budget, including all anticipated revenue sources
 - timeline of project
 - confirmation of partner funding (if applicable),
- The Town's contribution should not exceed 50% of the total project cost.

Evaluation Checklist

- If minimum criteria has been met, staff will complete a One-Time Special Funding Requests Evaluation Checklist will be completed and provided to Council as part of the Request for Decision process.



POLICY

ONE-TIME SPECIAL FUNDING REQUESTS EVALUATION CHECKLIST (OPERATING)

Applicant Name: _____

<p>1. Program/Service Obligation Core – event/initiative/service the Town would otherwise provide Important – event/initiative/service the Town might otherwise provide Discretionary –event/initiative/service the Town does not normally provide No Mandate – not enabled by legislation, is not within the Town’s area of responsibility</p>	<p>H M L N</p>
<p>2. Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic</p> <p>Provide Specific Linkages to Council’s Strategic Plan:</p>	<p>H M L</p>
<p>3. Public Need/Benefit Community at Large – general need/benefit, broad-based Multiple Interests – some need/benefit, a number of areas/communities Vested Interest –special interest group(s), localized</p>	<p>H M L</p>
<p>4. Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential</p>	<p>H M L</p>
<p>5. Quality of Life for the Community Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community</p>	<p>H M L</p>
<p>6. Economic Impact to the Town High – there is a strong and demonstrated direct economic impact to the Town Moderate – there is a demonstrated indirect economic impact to the Town Low – there is minimal or no demonstrated economic impact to the Town</p>	<p>H M L</p>



POLICY

DRAFT – June 7th, 2016

Appendix D: One-Time Special Funding Requests - Capital

Supporting volunteer, community-based organizations is often fundamental to maintaining our quality of life. The one-time special funding (capital) requests provision within the Grants to Organizations Policy is intended to provide organizations with an avenue to periodically request additional funds to support capital campaigns and projects. Operating expenses and special events and initiatives will not be considered as eligible expenses.

All requests are at the discretion of Council based on the following evaluation process and criteria. The financial capacity of the Town to support the request will be a key consideration in the decision making process.

1. The deadline for applications will be November 1st. All applications will be reviewed as part of the annual budget process for Council. Late submissions will not be considered until the following fiscal year.
2. Applications can be submitted in the following ways:
 - a. Mailed to 359 Main Street, Wolfville, NS B4P 1A1
 - b. Hand delivered to Town Hall (359 Main Street)
 - c. Faxed to (902) 542 – 4789
 - d. Emailed to kthomason@wolfville.ca
3. The applicant organization must fall under section 65A of the *Municipal Government Act* to be eligible for funding. The Town reserves the right to request additional information prior to distributing funding.
4. Only one application per organization may be submitted per year. Only one application per organization may be approved every eight years.
5. The applicant, may, at the discretion of Council, be requested to enter into a Memorandum of Understanding outlining all expectations of Council prior to any approved funds being released.
6. Successful applicants must submit a final report in the prescribed form. Final report forms will be included with the awarding letters and available at the Town Hall, Community Development & Public Works and online at Wolfville.ca.
7. Successful applicants will be notified upon approval of the annual budget. Decisions of Council are final and are not appealable.



POLICY

EVALUATION CRITERIA

One-time Special Funding Requests – Minimum Criteria

- Application is received on time.
- Applicant organization falls within Section 65A of the *Municipal Government Act*.
- Request is greater than \$5,000.
- **Request cannot exceed \$50,000.**
- Request is not for operating purposes.
- All documentation has been received, including:
 - purpose of the request
 - description of the request
 - clear indication of how the request aligns with Council's Strategic Plan
 - target demographic served
 - clear description of tangible benefit to the community
 - detailed budget, including all anticipated revenue sources
 - timeline of project
 - identification of risks associated with the project
 - previous year's financial statements
 - confirmation of partner funding (if applicable),
- The Town's contribution should not exceed 50% of the total project cost.

Evaluation Checklist

- If minimum criteria has been met, staff will complete a One-Time Special Funding Requests Evaluation Checklist will be completed and provided to Council as part of the Request for Decision process.



POLICY

ONE-TIME SPECIAL FUNDING REQUESTS EVALUATION CHECKLIST (CAPITAL)

Applicant Name: _____

<p>1. Program/Service Obligation Core – service resulting from the capital campaign is something the Town would otherwise provide Important – service resulting from the capital campaign is something the Town might otherwise provide Discretionary – service resulting from the capital campaign is something the Town does not normally provide No Mandate – not enabled by legislation, is not within the Town’s area of responsibility</p>	<p>H M L N</p>
<p>2. Council Strategic Plan Vital – fundamental to Council’s Strategic Plan Notable – solid fit within Council’s Strategic Plan Non-Critical – some relevance to Council’s Strategic Plan, not strategic Provide Specific Linkages to Council’s Strategic Plan:</p>	<p>H M L</p>
<p>3. Public Need/Benefit Community at Large – general need/benefit, broad-based Multiple Interests – some need/benefit, a number of areas/communities Vested Interest –special interest group(s), localized</p>	<p>H M L</p>
<p>4. Human Development and Inclusion – Volunteer and Participant High – equality of access and opportunity (demographic, geographic) Moderate – range of demographic groups and/or development potential Low – limited opportunity, access or development potential</p>	<p>H M L</p>
<p>5. Quality of Life for the Community Livable Community – important to livable/sustainable community Community Image – enhances image or public perception Community Pride – instills pride, sense of community</p>	<p>H M L</p>
<p>6. Alternate Providers Limited – no other potential providers Some – some potential alternate providers Many – many potential or existing alternate providers</p>	<p>H M L</p>
<p>7. Financial Need High – financial statements and/or budget demonstrate significant need Low – financial statements and/or budget demonstrate limited need</p>	<p>H L</p>
<p>8. Economic Impact to the Town High – there is a strong and demonstrated direct economic impact to the Town Moderate – there is a demonstrated indirect economic impact to the Town Low – there is minimal or no demonstrated economic impact to the Town</p>	<p>H M L</p>
<p>9 Environmental Sustainability High – Clearly aligns with GHG reduction, sound climate change principles and/or sustainable building practices Low – Does not align with GHG reduction, sound climate change principles or sustainability practices</p>	<p>H L</p>
<p>MOU Required? Yes/No. Provide details.</p>	

REQUEST FOR DECISION 065-2021

Title: VWRM Debt Guarantee Renewal
Date: 2021-12-07
Department: Finance



SUMMARY

Valley Waste Resource Management Debt Guarantee Renewal

Each year the Town provides a guarantee on debt being incurred by Valley Waste Resource Management (VWRM) to fund their capital program. The guarantees are first connected to VWRM temporary borrowing resolutions (TBR's). Once the capital projects are complete, the TBR borrowing is replaced by debenture borrowing. This usually occurs within a year of the initial TBR being issued. Note capital TBR's are valid for 12 months from date of approval by the Minister of Municipal Affairs and Housing.

In September 2020 (just over a year ago), Council approved debt guarantee for the 2020/21 capital TBR needed by VWRM. Refer to RFD 049-2020 which went to Wolfville's November 2020 Council meeting. The projects noted with that borrowing were not all complete in 2020/21 and one still remains in progress. As such their 2020/21 TBR has not been replaced with a debenture. Further, that TBR is near the twelve month term its valid for and is due to expire January 11, 2022.

The VWRM Authority Board dealt with this matter at their November 17th meeting, approving a renewal of the soon to expire TBR. The process now requires each municipal partner to approve guarantees for their proportionate share of the VWRM borrowing. This needs to be done by end of December, with documents then being submitted to the province for Ministerial approval of the renewal. This RFD deals with this renewal process.

DRAFT MOTION:

That Council guarantees a share of the Valley Waste Resource Management Authority's TBR Renewal #20/21 Capital Projects (in the amount of \$670,920), with Wolfville's share being 8.24% or \$55,284 as per attached loan guarantee form.

REQUEST FOR DECISION 065-2021

Title: VWRM Debt Guarantee Renewal
Date: 2021-12-07
Department: Finance



1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act - Section 88
- VWRM Intermunicipal Service Agreement (IMSA)

3) STAFF RECOMMENDATION

That Council approve the attached guarantee renewal requested by VWRM.

4) REFERENCES AND ATTACHMENTS

- Municipal guarantee renewal resolution provided by VWRM (attached)
- Copy of TBR Renewal resolution approved by Board at their November 17 meeting (attached)
- RFD 049-2020 (Wolfville Council, November 2020)

5) DISCUSSION

The requested resolution deals with previously approved VWRM budget (2020/21) as well as related TBR guarantee (Town RFD 049-2020). This is back before Council due to the pending 12-month expiry date on the original borrowing documents. The amount of guarantee is slightly less than a year ago due to revised timeframes for a couple of projects. One was carried over into the 2021/22 budget while another has been moved to fiscal 2022/23.

Similar to the Town's budget and borrowing process, the guarantee resolutions are a required part of the process which will allow VWRM to participate in a future debenture issue.

6) FINANCIAL IMPLICATIONS

There is no immediate budget impact to the Town as the capital program was already considered as part of the approval of for the VWRM 2020/21 Budget.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

None provided for this report.

8) COMMUNICATION REQUIREMENTS

Once approved guarantee is signed, advise VWRM staff of Councils decision.

9) ALTERNATIVES

REQUEST FOR DECISION 065-2021

Title: VWRM Debt Guarantee Renewal

Date: 2021-12-07

Department: Finance



Not provide the guarantee. This option would require VWRM to seek a different mechanism to fund it's 2020/21 capital budget items. Since Council has already approved their budget, not providing the guarantee is not a practical option.

**VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY
MUNICIPAL PARTNER GUARANTEE RESOLUTION
COUNCIL OF**

Guarantee Share Amount: _____ Purpose: _____

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act

WHEREAS the resolution adopted by the Authority on _____, of _____, _____ to borrow the aggregate principal amount of _____ Dollars (_____) for purpose of _____ was approved by the Minister of Municipal Affairs and Housing on _____, of _____, _____, for a period of twelve (12) months;

WHEREAS upon expiry of the twelve (12) month period of authorization by the Minister of Municipal Affairs and Housing, both the borrowing approval of the Authority and the associated guarantee of the municipality cease to be valid;

WHEREAS the Authority has deemed it necessary to request the Minister of Municipal Affairs and Housing extend by an additional twelve (12) months the portion of the original approved aggregate principal amount which was not borrowed for a sum not to exceed _____ Dollars (_____);

WHEREAS upon expiry of the twelve (12) month guarantee of the original approved borrowing, the Authority has requested the Council of the _____, a municipality that executed the instrument of incorporation of the Authority, to guarantee the extension of said borrowing by an additional twelve (12) months; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the _____ does hereby approve the extension of the borrowing of the aggregate principal amount of _____ Dollars (_____) for an additional period of twelve (12) months;

THAT subject to the approval of the Minister of Municipal Affairs and Housing of the borrowing by the Authority and of the approval of the Minister of Municipal Affairs and Housing of the guarantee, the Council unconditionally guarantee repayment of _____ Dollars (_____) for the purpose set out above and for so long as the funds are outstanding; and

THAT upon the issue of the debentures, the Mayor and Chief Administrative Officer of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the _____ day of _____, 20____.

GIVEN under the hands of the Clerk and under the seal of the Municipality this _____ day of _____, 20____.

Clerk

**VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY TEMPORARY
BORROWING RESOLUTION RENEWAL**

Amount: \$ 670,920

Capital Projects: Detailed in Schedule "B"
TBR Renewal 2020-21 Capital Projects

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Town of Annapolis Royal, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the estimated amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the six municipal parties are attached at Schedule "A";

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing and municipal guarantees have been approved by the Minister of Municipal Affairs and Housing;

WHEREAS pursuant to a resolution passed by the Authority on the 16th day of September, 2020, for a sum not exceeding Nine Hundred Forty-Five Thousand Dollars (\$ 945,000) and approved by the Minister of Municipal Affairs and Housing dated the 11th day of January, 2021, the Authority did postpone the issue of debentures; and,


WHEREAS the Authority has deemed it expedient that the period of borrowing be further extended;

BE IT THEREFORE RESOLVED

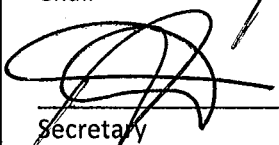
THAT subject to the approval of the Minister of Municipal Affairs and Housing, the authorized period of borrowing in an amount not exceeding Six Hundred seventy thousand, nine hundred twenty Dollars (\$ 670,920) be extended for a further period not to exceed Twelve (12) months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Valley Region Solid Waste-Resource Management Authority held on the 17th day of November, 2021.

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 26th day of November, 2021.



Chair



Secretary



VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 670,920

Capital Projects: Detailed in Schedule "B"

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	74.69%	\$501,110
Town of Kentville	9.99%	\$67,025
Town of Wolfville	8.24%	\$55,284
Town of Berwick	3.53%	\$23,683
Town of Middleton	2.51%	\$16,840
Town of Annapolis Royal	1.04%	\$6,978
Total Capital Requirements for Borrowing Resolution	100%	\$670,920

VALLEY REGION SOLD WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 670,920

Capital Projects: Detailed in Schedule "B"

SCHEDULE "B"
CAPITAL PROJECTS

		Estimates \$
Heading: Vehicles		
Item	Heavy Duty 4X4 Pickup Truck	45,530.00
Item		
Item		
Item		
Heading Sub Total:		45,530.00
Heading: Equipment		
Item	Wheel Loader	285,100.00
Item	Forklift	38,910.00
Item		
Item		
Heading Sub Total:		324,010.00
Heading: Site / Facilities		
Item	Automated Scale House Window	13,000.00
Item		
Item		
Item		
Heading Sub Total:		13,000.00
Heading: Various		
Item	Land for Future Expansion	238,000.00
Item	Video Surveillance Cameras	50,380.00
Item		
Item		
Heading Sub Total:		288,380.00
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		670,920.00

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees
Date: 2021-12-07
Department: Office of the CAO



SUMMARY

Citizen and Council Appointments to Committees

The purpose of this RFD is to provide to Council applications from citizens who want to participate as representatives on a Committee of Council where a vacancy exists from January 1, 2022; and to provide recommendations on Council appointments that require changes since the appointments in November. Council are asked to consider the applications attached and select representatives to fill vacancies.

DRAFT MOTION:

That Council, effective January 1, 2022, make the following community and Council member appointments to the Committees of Council for the terms indicated below. The terms will expire at the end of December of the applicable year for the citizen appointments and at the end of November of the applicable year for the Councillor appointments:

- Birgit Ellsner – Accessibility Advisory Committee (2nd term) three-year appointment
- Emily Duffett – Accessibility Advisory Committee (2nd term) three-year appointment

- David Crabb – Audit Committee (2nd term) two-year appointment

- Councillor Mike Butler – Police (RCMP) Advisory Board one-year appointment

- Councillor Wendy Elliott - alternate – WBDC Board one-year appointment

- Meghan Swanburg – Source Water Protection Advisory Committee two-year appointment

- Youth member vacancy – Environmental Sustainability Committee one-year appointment
- Vacancy – Environmental Sustainability Committee two-year appointment

- Vacancy – Wolfville RCMP Advisory Board three-year appointment

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees
Date: 2021-12-07
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1) CAO COMMENTS

The CAO recommends that Council review the attached Committee Application forms and select members to fill the Committee vacancies for the term indicated in the Draft Motion.

Further, it is suggested that Council review the process to formally appoint the Wolfville representative to the Annapolis Valley Regional Library, including the term length.

2) LEGISLATIVE AUTHORITY

[Nova Scotia Municipal Government Act](#)

3) STAFF RECOMMENDATIONS

Based on the discussion on the Committees of Council Policy at the November Committee of the Whole meeting, which has not yet been incorporated into the Policy, staff are recommending that the existing committee members that are eligible and interested in serving a second term be re-appointed.

Council will have to determine if and where to fit the two new applicants to current committee vacancies. It should also be noted that since we have more committee vacancies than applications, we will still be short representatives on one or a combination of the Environmental Sustainability Committee, RCMP Advisory and Source Water Protection.

Based on the November COW discussion, it is recommended that Council not fill the vacancies on the Environmental Sustainability Committee until after the Committees of Council Policy is discussed in January. The RCMP and Source Water Committees are legislated, and staff will continue to advertise and solicit applications for these committees if not filled in December.

4) REFERENCES AND ATTACHMENTS

- [Policy 120-009](#) (Accessibility Advisory Committee)
- [Policy 140-007](#) (Audit Committee)
- [Policy 120-015](#) (Environmental Sustainability Committee)
- [Policy 910-001](#) (Source Water Protection Advisory Committee)
- [Bylaw Ch 87](#) (RCMP Advisory Board)
- [Policy 110-001](#) (Committees of Council)
- **General Applications (New Applicants):**
 - Jeremy Banks – Planning, Art in Public Spaces, Design Review (Rick Hansen Foundation Certified)

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees
Date: 2021-12-07
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- Meghan Swanburg – Accessibility Advisory Committee (Rick Hansen Foundation Certified)

- **Committee Applications (Returning Applicants):**

- Birgit Elssner** – Accessibility Advisory Committee
- Emily Duffett** – Accessibility Advisory Committee
- David Crabb** – Audit Committee

Notes:

** Current serving Committee member

5) DISCUSSION

In total there is a requirement to appoint seven new community members to the various Committees of Council, along with two Councillor appointments.

The vacancies for Committee members exist on five Committees of Council outlined below – highlighted in yellow. The proposed changes to the Councillor appointments are highlighted in green.

a. Accessibility Advisory Committee

Reference: [Policy 120-009](#)

Name	Appointed	Expiry
Mayor Wendy Donovan	Not Applicable	Not Applicable
Councillor Jennifer Ingham (Chair)	2020-05	2022-12
Andrew Roach	2018-05	2022-12
Pamela Capern	2020-12	2022-12
Rebecca Smith	2018-05	2022-12
Vacant - Emily Duffett (re-application – 2 nd term)	2018-05	2021-12
Vacant - Birgit Elssner (re-application) – 2 nd term	2018-05	2021-12
Alternate – Councillor Jodi MacKay	2020-11	2020-12

Ex-Officio Members

- Erin Beaudin, Chief Administrative Officer non-voting
- Mike MacLean, Director of Finance non-voting

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees

Date: 2021-12-07

Department: Office of the CAO



b. [Audit Committee](#)

Reference: [Policy 140-007](#)

Name	Appointed	Expiry
Councillor Jodi MacKay (Chair)	2018-11	2022-12
Mayor Wendy Donovan	Not Applicable	Not Applicable
Councillor Mike Butler	2020-11	2020-12
Vacant - David Crabbe (re-application – 2 nd term)	2019-12	2021-12
Heather MacKay	2020-12	2022-12

Ex-Officio Members

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

c. [Environmental Sustainability Committee \(ESC\)](#)

Reference: [Policy 120-015](#)

Name	Appointed	Expiry
Councillor Mike Butler (Chair)	2020-11	2022-12
Jodie Noiles, Acadia University	2020-12	2022-12
Bill Zimmerman	2018-12	2022-12
Simon Greenhough	2020-12	2022-12
Vacant (2 yr)		
Vacant - Youth Member		

Ex-Officio Members

- Mayor Wendy Donovan voting
- Erin Beaudin, Chief Administrative Officer non-voting
- Devin Lake, Director Planning and Development non-voting

d. [Source Water Protection Advisory Committee \(SWPA\)](#)

Reference: [Policy No. 910-001](#)

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees
Date: 2021-12-07
Department: Office of the CAO



Name	Appointed	Expiry
Deputy Mayor Oonagh Proudfoot	2020-11	2022-12
Councillor Wendy Elliot	2020-11	2022-12
John Brzustowski	2020-12	2023-12
Vacant – 2-year term		

Ex-Officio Members

- Councillor Peter Allen-Kings County Council voting
- Mayor Wendy Donovan voting
- Marcel Falkenham, Acadia University, voting
- Shane Warner -Member-at-Large, County of Kings, voting
- Town of Wolfville, Director of Planning non-voting
- Town of Wolfville, Water System Operator non-voting
- Planning Staff, Kings County non-voting
- Nova Scotia Department of Environment & Labour non-voting
- Terry Hennigar, Consultant non-voting
- Outside Resources as needed, NSDTIR, NS Agriculture non-voting

e. [Police \(RCMP\) Advisory Board](#)

Reference: Town of Wolfville [Bylaw Ch 87](#)

- One (1) Committee Appointment
 - One appointment – two-year term

Name	Appointed	Expiry
Councillor Isabel Madeira-Voss	2020-11	2022-12
Councillor Mike Butler	2021-12	2022-12
Emily Kathan	2020-12	2022-12
Lindsay MacLellan	2020-12	2022-12
Vacant (Ex. Laura Fisher)	2019-12	2021-12

Ex-Officio Members

- Mayor Wendy Donovan voting
- Erin Beaudin, Chief Administrative Officer non-voting
- Vacant, Department of Justice Consultant / Advisor non-voting
Provincially appointed

REQUEST FOR DECISION 060-2021

Title: Citizen and Council Appointments to Committees

Date: 2021-12-07

Department: Office of the CAO



-
- Sgt. Michel Pelletier, Wolfville RCMP non-voting

f. Other Committee Appointments:

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

- Councillor Wendy Elliott non-voting

Staff have also identified that the representative for the Annapolis Valley Regional Library has not been formally appointed by Council in many years. Staff are suggesting that Council discuss the process for selecting our representative and set a duration for the appointment. Once this is decided, the appointment can be formally made at a future Council meeting.

6) FINANCIAL IMPLICATIONS

Not Applicable

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Not Applicable.

8) COMMUNICATIONS REQUIREMENTS

Once appointed, the new Committee appointments will be updated to the Town of Wolfville website upon being effective. Letters acknowledging appointments will be drafted for Mayoral signature.

9) ALTERNATIVES

Not Applicable – Council is required to appoint replacements to Committees of Council

From: [Laura Morrison](#)
To: [Laura Morrison](#)
Subject: FW: Housing in Wolfville - your thoughts?
Date: November 24, 2021 8:41:24 AM

From: Anne Stiegee
Sent: November 24, 2021 8:10 AM
To: Wendy Donovan <WDonovan@wolfville.ca>; Town Council <towncouncil@wolfville.ca>
Subject: Re: Housing in Wolfville - your thoughts?

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

Thank you Wendy for sending along this detailed info. I shall dig in and look at the items you listed here. Kindly,
Anne

On Nov 23, 2021, at 7:46 PM, Wendy Donovan <WDonovan@wolfville.ca> wrote:

Hi Anne;

Yes the Town has had lots of discussions related to housing. I would also note that the Council meetings and Committee of the Whole meetings are recorded on Facebook Live should you want to watch them at your leisure. Along with the agenda that are on the Town's website watching the FBL videos after the fact will give the opportunity to scroll to the item you are most interested. You will find the videos on the Town's Facebook site.

Most of the discussion happens at Committee of the Whole meetings (as opposed to Council meetings), and this was a discussion at both the November and October meetings. You can find the relevant staff reports on the Town's website in the COW agenda, which include all the reports. (Go to Wolfville.ca, click on Town Hall at the top of the website, scroll down to Town Council and then you will see the links to various meetings).

Similarly, this information is also included in the agenda for the Planning Advisory Committee, and was a significant discussion at the September and November PAC meetings. As these are quite long reports I won't attempt a summary except to note that the issues of (1) short term rentals operating in residential homes (so not the legal inns or B& B's) is a significant issue and one for which staff is doing quite a bit of work. More to come on that. As well, those reports discuss (2) single room rental situation – lodging houses and our responses to that issue. In the September PAC you will find a report dealing with the issue of height under the Town's MPS and how that might impact amount of affordable housing.

Finally, of course the MPS and the current Secondary Plan for the East End lands all deal with housing availability which contributes to affordability. That PAC meeting (and most of the Planning meetings) are audio taped and you can find the link to the audio in the same place that you find the agenda for these meetings.

This should give you a fair bit of information to get a sense of what the Town is doing related to housing. That said our role is to create the option for affordable (and other) housing and it is the development industry largely that will need to become a significant player. I believe we may see that in the east-end development. Construction materials and labour costs and availability are also significant factors.

Wendy

<D49E2EEB3F0945D9AA9EED2D22C7BC75[11027404].jpg>

Mayor Wendy Donovan

Town of Wolfville

p 902-698-6342 | f 902-542-4789 | e

wdonovan@wolfville.ca

wolfville.ca

From: [Anne Stieger](#)

Sent: November 23, 2021 5:09 PM

To: [Town Council](#)

Subject: Housing in Wolfville - your thoughts?

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

Dear Members of Council,

I'm writing to see what council's discussions have been and what the plans might be regarding housing in town?

I am certain you are all very aware of and motivated to solve the social justice issues we are facing, and so of course you know that we are facing a housing shortage not only in other communities but also here in town, and that it is bound to get worse as Wolfville continues on the current track of increasing property values (which in turn increase tax rates and insurance cost), a tight real estate market, increasing insurance costs due to climate change and other risks, and a growing tourism market (and related conversion of apartments into airbnbs), etc. This affects both home-owners (especially those who are young and those on fixed incomes) and those who are renting (as these costs get passed down).

I think we are all aware that affordable housing is a problem, and for the most part we think of seniors, low-income families, homeless youth, and similar groups. I'd like to bring attention to the fact that the housing shortage does not only affect low-income families (of course it most strongly does, and by no means do I mean to diminish this with the following comments!); it also affects young professionals who are unable to find decent, affordable or mid-priced rentals, but also aren't able to buy a home (due to current prices and/or inability to get a mortgage, given full-time permanent employment and income predictability of the kind banks like to see is becoming increasingly rare and many work in the so-called 'gig-economy').

For example, in the past 6 months, two friends of ours (both university graduates) moved away because they could not find housing they could afford as a single working person (or they couldn't secure it because they are employed on recurring shorter-term contracts, and landlords were unwilling to sign leases with them). We also housed 4 friends for various periods of time who were having a hard time finding a place to live and/or make the move-out/in dates match up given the limited supply. This year, we again have several friends in tight spots, and I'm just now trying to find a 3-bedroom space for three very responsible, young women who would be dream tenants for anyone, but can't find anything that's not a mold-ridden health risk. This is not statistical data, but these are not coincidences or exceptions either - this is now a common problem in our circle of friends, pointing to a trend that we also see in other communities - someone in our circle is always either finding housing, between housing, crashing on a sofa, or helping someone else secure a spot. This means people are in very precarious situations - and these are examples of relatively privileged folks with university degrees, so the situation obviously can be a lot worse.

(I'll note that this in turn impacts local businesses (many of whom are already facing a labour shortage): I've seen people turn down great jobs because they couldn't find a place to live in Wolfville (or the area for that matter).

I am certain that council and staff are already exploring options to provide relief for these issues, and I recognize that this is a complex issue that will need to be addressed from various angles at the same time, and in collaboration with neighbouring municipalities.

I am wondering:

- Has council had an opportunity to discuss this? (Sorry, I'd attend or watch the council meetings but as I'm sure you know that's rather tricky on a full-time work schedule)
- Is the town planning any community engagement around this, to gather data on needs, build empathy, etc.?
- What options are council & staff exploring to mitigate this in the short, medium and long-term? (waiting for more housing to be built may be too slow?)
- have creative solutions been explored - from housing coops to co-housing, multi-generational living, tiny or very small homes, and so on?
- I know this is a difficult topic, but can we revisit R1 and allow for secondary suites to be created there? I know folks are concerned about density and property values, but this is a social justice issue beyond that... it seems to me this has great advantages, which I have outlined separately below (forgive me - I enjoy a nice thinking exercise like that).

As a young resident in town who intends to stay here for the rest of my life, I think some creative thinking and innovative solutions are needed. I have the privilege of owning a home, and I benefit from the privilege of being white, cis-gender, straight, having had access to university education that was tuition-free (thanks Germany!), and having parent support, among many other privileges. That said, I am also an immigrant and a young person and I can tell you from my own experience that finding the kind of job security required to get a mortgage is very difficult. I could only make home ownership work thanks to support from parents, thanks to roommates who shared the expenses, and thanks to a good portion of luck. Yet, we young folks also like to settle down, live in a quiet neighbourhood, maybe have space for raising children or pets, and have long-term housing security (be that ownership or a long-term lease in a well cared-for space). Let's get creative and tackle this issue now, before it tackles us.

Thanks so much for reading, and I look forward to learning about what council's thoughts on this

issue.

Yours kindly,
Anne Stieger

Revisiting R1 - here are some initial ideas, though I recognize things will likely be more complex.

- Allow R1 dwellings to add / incorporate accessory dwelling units for both existing buildings (via renovation or addition) and new builds (where in-fill lots are available) - similar to current R1A
- Add a rule that these units can be rented out, but only 28+ days (no airbnb) and only if the property owner lives in one of the two units. This will ensure there are no party & noise issues, if that is a concern (I imagine it is)
- Still allow operation of businesses within the main unit (by owner) that do not interfere with the neighbourhood feel (e.g. working from home, piano lessons, consultant's office, etc.)

Here is why - and how everyone would actually benefit (beyond potential concerns regarding property values, traffic, parking, etc.):

How home-owners benefit:

- Seniors benefit:
 1. Can generate some rental income to supplement pensions & boost their fixed income - helpful in times of rising insurance, tax, utility costs
 2. It can be helpful to have someone else living on the property, who can take care of garbage day, lawn-care, and alerting relatives if the person seems ill. This has created tons of added security for elders in my family (and stress relief for their caretaking kids (which by the way ties this to a feminist issue as women are, statistically, most often the care-takers)
- Families benefit:
 1. Families are often financially taxed with costs for education, etc. Rental income and/or ability to accommodate a multigenerational living situation (that trend seems on the rise) with separate living spaces for helping parents.
- Young professionals, young couples, folks planning to start a family benefit:
 1. The structure of labour markets and job contracts has shifted away from permanent-full-time employment that the 'boomer generation' still experienced, towards short-term contracts with renewal promises, self-employment, working in the 'gig economy' (jumping between contracted opportunities of just a few months), etc. This makes it difficult to get a mortgage - but consistent rental income can often convince a bank to issue a mortgage, making the whole thing more feasible and/or easier to become debt-free sooner (which in turn will leave

more money to spend in & around town).

How tenants / folks looking to rent benefit:

- An increase of small- to mid-size rental spaces
- Spaces are typically well cared for and in good condition, given home owners have a motivation to keep their home in good shape - while many commercial landlords focus on cost minimization in order to make their business model work
- Spaces that are located in quiet areas of town - not everyone who is young wants to live in the busy downtown area or share with students on a different schedule than working folks

Why this will not cause issues, in my opinion:

- Concern: Decrease of rental value - if provisions are put in place such as the above to ensure homes don't turn into the much-feared 'student party rentals', ability to have rental income can increase property value, rather than decreasing it
- Concern: Parking & Traffic: increase will be limited - not every house in every neighbourhood will want to deal with the renovations, so actual increase in traffic won't be that high. In addition, tenants may use bikes & active transportation instead of cars. Lastly, we need to learn to be ok with a little bit more density (including the traffic) for various reasons, and this is a pretty low-pain way to do it.

Other benefits of revisiting R1:

- Last not least, changes to R1 would support the creation of mixed neighbourhoods - something that I believe the town is striving towards overall, and that we need in our society overall.

November 10, 2021

To the Town Council of Wolfville

I am writing to bring up two concerns in my neighbourhood. The first one is about street parking.

There are many family homes converted to student residences in my area, often with 4 or more cars associated with each student residence. At 46 Hillside Ave there are 4 or more students with 4 vehicles. They have room for at most 2 cars in the existing driveway but usually only one vehicle is parked there. There is a fire hydrant in front of the house, leaving only space for one vehicle parked directly in front of the house. A favourite place to park for these students is directly across from my driveway at [REDACTED] which is the next closest space to their front door.

On October 31 I was backing out of my driveway and could not see the vehicle parked directly across the road, I had to turn at a 90 degree angle to drive up the street and ended up backing into the student's vehicle and causing some damage to the car. It is extremely difficult for me to back in or out of my driveway when the students are parked across the road from my driveway, which is almost always. I now am forced to park on the street in order to avoid any further such accidents, even though there is plenty of room in my driveway. Since my car is now parked in one of their favourite spots, they frequently park in front of the fire hydrant in front of their house. It is useless to call the RCMP about that, they don't come. In the past I enquired of the bylaw enforcement officer if anything could be done about this situation but was told that it was perfectly legal for the residents of #46 to park across the road from my driveway.

Why is the owner of #46 not required to provide adequate parking for his tenants? Why are any of the landlords in this area not required to do so? It would not be too difficult for that owner to put in a second driveway on the other side of the house at #46, why is it not a requirement for landlords to provide adequate parking for their tenants? Failing that, could landlords not be required to limit the number of cars their tenants bring to the number of legal parking spaces on the property?

PS - I recognize that it might not be doable but if the fire hydrant was moved down the street to across from my driveway, everyone would be happy. But I still think landlords should be required to provide adequate onsite parking for tenants or be limited in the number of car-owning tenants they can have.

My second issue is about derelict empty houses.

Across the street from me, I believe the address is [REDACTED] there is a derelict house that has been empty for almost a decade. It is uninhabitable except by vermin. Why is the owner not required to tear it down? Is it not in the bylaws? I have spoken to the former by-law enforcement officer about this before and he told me it would be done but I needed to be patient. That was before the pandemic and I am tired of being patient. The same landlord also has an empty uninhabitable house further down Hillside near Prospect St. Does he have some special dispensation to contravene bylaws?

I feel that these issues are not being addressed because this is an R3 zone and the police and town council consider longterm non-student residents as "complainers". This town has been subdivided into three residential zones—R1, R2, R3—and it seems that council considers the people in those zones as First Class, Second Class and Third Class residents respectively. Low income residents are being driven out of town because there is insufficient affordable housing, most of the landlords in this zone have raised rents to a point that low income seniors and families are being forced to move away from Wolfville. It seems to me that the R3 zone would be an excellent place to provide affordable housing for low income families and seniors, but instead the town encourages landlords to build for transient students who do not respect the neighbourhood or the community they live in. I have heard that landlords encourage obnoxious behaviour among students living here in order to drive out yet more longterm residents and buy up their homes to convert to student residences.

I raised my family here, my kids went to Wolfville Elementary. At the time there were lots of families and kids, it was a good place to live. I retired here because I had happy memories of the place, but I am seeing that turn to dust. I recently applied to the Switch Wolfville program to have solar panels installed on my house roof, but I am beginning to wonder if such an investment is worthwhile when the town seems bent on lowering quality of life and property values in the R3 zone.

Respectfully,

Elizabeth Anne Mills



From: [Laura Morrison](#)
To: [Laura Morrison](#)
Subject: FW: water floridation and the science against this outdated practice.
Date: November 23, 2021 8:45:41 AM
Attachments: [image006.png](#)
[image007.png](#)
[image008.png](#)

From: Wendy Donovan <WDonovan@wolfville.ca>
Sent: November 23, 2021 8:23 AM
To: Ian Porter
Cc: Town Council <towncouncil@wolfville.ca>
Subject: Re: water floridation and the science against this outdated practice.

Thank You for your email Ian. Yours is the second one I have received in the last 24 hours on this subject. Your email will be included in the December council agenda under correspondence and I will ask council at that time if they wish to open this discussion.

There was a book circulating among members of council during my first term - I believe it was loaned from Bill Zimmerman titled I think "Fluoride". If you have a copy perhaps newer members of council would be interested to read it.

Sincerely
Wendy

Mayor Wendy Donovan
Town of Wolfville
(902) 698-6342

On Nov 23, 2021, at 3:49 AM, Ian Porter wrote:

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

Hello Your Worship and Councillors:

I believe it is well past time to stop this practice of putting Fluoride in our water.

There is enough bad stuff that we ingest by "accident" but to put this into ourselves on purpose is just wrong.

There are those that would say that it is so important for strong teeth. Well is it worth the trade off, I don't think so.

So maybe you are absolutely convinced that the strong teeth argument is the be all end all. Then Supply to any Town resident at

no cost,
drops that they can add to their own water and stop forcing the rest
of us to ingest what some call poison.
The cost of the drops will be offset by the savings from not putting
the fluoride in the water supply.
Please give this some careful thought.
Many Thanks
Ian Porter

[Health Topics](#) > [Environmental Toxins](#) > Water Fluoridation

Water Fluoridation

APRIL 25, 2019 BY [PAUL CONNETT](#) **1 COMMENT**

<image001.jpg>

<image006.png>

[Print post](#)

The Latest Science Indicates That the Practice Must Stop

Water fluoridation is the deliberate addition of a substance containing, or yielding, fluoride (that is, in the form of the free fluoride ion) to the public water supply with the ostensible aim of reducing tooth decay. The concentrations of fluoride used for this purpose in the U.S. range from 0.7 to 1.2 milligrams of fluoride per liter of water (0.7-1.2 parts per million or ppm). When the practice began in the U.S. and Canada in 1945 there were no published studies available which demonstrated that consuming fluoride at these levels was safe.

Without any formal study, it was assumed that because some people in some places had consumed natural fluoride levels higher than 1 ppm for many years, with no “apparent” harm recorded, adding fluoride to water would be safe.

The authors both work for the Fluoride Action Network (FAN),¹ a nonprofit dedicated to education and sharing information on the toxicity of fluoride. FAN maintains the largest database dedicated to fluoride’s toxicity on blood,² bone,³ brain,⁴ heart,⁵ kidney,⁶ liver,⁷ lung,⁸ the reproductive system,⁹ and the thyroid gland;¹⁰ as well as the largest collection of news articles on fluoride¹¹ that are accessible by country, by state for the U.S. and by province for Canada. The website also contains links to many

videotaped interviews,¹² government reports by country,¹³ fluoride industrial emissions by state¹⁴ and more.

NEITHER ETHICAL NOR SCIENTIFIC

It was neither ethical nor scientific to force people to consume fluoride in 1945, and it is not ethical or scientific to do it today. The arguments get stronger as U.S. authorities are finally getting around to doing the studies on tissues that they should have conducted many years ago—and should have done before they started what has amounted to one of the largest public health experiments in U.S. history.

PROTECTING A BELIEF SYSTEM

The dilemma for those who believe that this practice is causing harm is how to end it when most people don't even know their water is being fluoridated and don't know the potential risks it may be posing to their children. Sadly, most doctors and dentists simply follow the policies of their professional bodies without reading the literature for themselves. The media are not telling the public about the latest health studies and are simply parroting statements from organizations like the American Dental Association (ADA) and agencies like the Oral Health Division of the Centers for Disease Control and Prevention (CDC), which hold a long standing "belief" in the "safety and effectiveness" of this practice. Meanwhile, government health departments at all levels appear to be more interested in protecting this outdated policy than protecting the health of our children.

The task that FAN has set itself since 2000 is to share the science about the dangers posed by this practice with those who are willing to read and listen, mainly through our web page at FluorideALERT.org and through public presentations (for example, in Seattle¹⁵). The latest science makes it very clear that the practice of fluoridation must stop!

FLUORIDE AND INTELLIGENCE

In 2006, the National Research Council (NRC) of the National Academies concluded that "fluorides have the ability to interfere with functions of the brain"¹⁶ and for the first time called fluoride an endocrine disruptor.¹⁷

In 2006, there were only five IQ studies available to the NRC panel. Subsequently, many more have been published (including studies that were previously only available in Chinese). As of 2019, we now have sixty

studies, fifty-three of which have shown a lowered IQ in children in communities with high fluoride exposure compared to communities with lower fluoride exposure.¹⁸

Most of these studies have been carried out in China, but others took place in India, Iran and Mexico. In 2012, twenty-seven of these studies were subjected to a meta-analysis by a team from Harvard, which was published in one of the world's leading environmental health journals, *Environmental Health Perspectives*.¹⁹ While this team had concerns about the lack of information on several possible confounding factors in many of these studies, they were struck by the consistency of the results. Even though the research was carried out over a period of twenty-one years, by many different research teams, in two countries (China and Iran) and in many different locations, twenty-six out of the twenty-seven studies found the same result: a lowering of IQ. The average lowering was seven IQ points.

It should be noted that a shift downward of five IQ points in a large population would halve the number of very bright children (IQ greater than one hundred thirty) and increase by over 50 percent the number of mentally handicapped (IQ lower than seventy). Such a downward shift would have both huge economic and social consequences for a country like the USA.

Promoters of fluoridation have done their best to diminish the significance of these findings for fluoridated communities, but recent findings have largely undermined their self-serving arguments. A rigorous U.S. government-funded study carried out by a highly qualified research team headed by Dr. Morteza Bashash confirmed that fluoride is neurotoxic at levels currently experienced in fluoridated communities and, for this effect, the most vulnerable stage of human life is during fetal development.²⁰ This study was conducted in Mexico City with two hundred ninety-nine mother-offspring pairs. The authors found strong associations between fluoride exposure to the pregnant women (as measured in their urine) and lowered IQ in their offspring at age four and again at six to twelve years of age. Subsequently, in 2018, a study reported that the lowering of IQ in the same cohort also occurred in an earlier age range (one to three years).²¹

In 2018, using the same Mexico City cohort, Dr. Bashash found that there was a strong association between some of the symptoms of ADHD in the children and urine fluoride levels in the pregnant women.²² A 2015 study found a relationship between the prevalence of ADHD in the U.S. and fluoridation status by state; the higher the percentage of the state fluoridated, the greater the prevalence of ADHD.²³

It is hard to overstate the importance of the 2017 Bashash study.²⁰ Strikingly, it was funded by U.S. government agencies, two of which (National Institutes of Health and the Environmental Protection Agency) have promoted (NIH) and defended (EPA) the safety of water fluoridation. The study was part of a twenty-five-year ELEMENT research project (Early Life Exposures in Mexico to Environmental Toxicants) directed by professor Howard Hu from the University of Toronto. The Bashash study took over twelve years and involved researchers from many distinguished universities and institutions in Canada, the U.S. and Mexico. These included the universities of Toronto, McGill, Indiana, Illinois, Michigan, Harvard, as well as Mount Sinai and the National Institute of Perinatology in Mexico. These researchers have published over fifty studies conducted along similar lines for other neurotoxicants. Of particular importance was the fact that, unlike most of the other IQ studies on fluoride, this study involved measurements at the individual (not community) level for both mother and child. Based upon their extensive experience, the authors controlled for a large number of potential confounding variables, and even after controlling for these they still found a very strong relationship between fluoride exposure during pregnancy in the mother and lowered IQ in their offspring.

Fluoridation promoters, including the American Dental Association, have claimed that this study was not relevant to fluoridated communities in the U.S. because Mexico City does not have artificial fluoridation and pregnant women there are likely to have higher doses of fluoride from fluoridated salt and some naturally fluoridated water areas. Such arguments are not convincing because the biometric of exposure used was fluoride levels in the urine, which is a measure of total dose of fluoride and is independent of the source. Moreover, the range of exposure in Mexico City was within the range of fluoride levels in the urine of adults in the U.S. This point was further confirmed by a subsequent national study of the urine fluoride levels in pregnant women in Canada. This study found that levels of fluoride in the urine of Canadian women living in fluoridated communities were almost identical to the levels in Mexico City, namely 0.87 ppm in Canada versus 0.91 ppm in Mexico City.²⁴

As far as the politics of fluoridation are concerned, it is significant that some of the world's leading neurotoxicologists, like Phillippe Grandjean (mercury specialist) and David Bellinger (lead specialist), are now participating in this research as well as reviewing the literature.^{25,26} They now see fluoride's neurotoxicity in the same vein as that of lead, arsenic, mercury and other well-established neurotoxicants.

It should also be stressed that in addition to the fifty-three IQ studies discussed above, there are many other animal, human, biochemical and

cellular studies that provide an overwhelming weight of evidence that fluoride is neurotoxic. These include one hundred thirty human brain studies;²⁷ two hundred forty-one animal brain studies;²⁸ thirty-three cellular brain studies;²⁹ and thirty review studies.³⁰

FLUORIDE AND HYPOTHYROIDISM

In the 1930s, '40s and '50s, doctors in Argentina, France and Germany used sodium fluoride to lower the activity of the thyroid gland for those suffering from hyperthyroidism (overactive thyroid gland).³¹⁻³⁷ Despite this knowledge, government agencies in the U.S. and other fluoridating countries have never seen fit to investigate a possible relationship between fluoride exposure and the rising level of hypothyroidism in their countries. Only recently have scientists reviewed the matter.³⁸⁻⁴¹

A 2018 study, reported that while they could find no relationship between fluoride exposure and TSH levels (thyroid stimulating hormone and an indicator of hypothyroidism) and fluoridation status among the general population, they did find that for those who had low or even borderline iodine intake, fluoride exposure was associated with an increase in their TSH levels.⁴²

The importance of this finding is that it gives a very plausible mechanism for why fluoride might lower IQ in children born to mothers with high fluoride exposure. When the fetus comes into existence it has no thyroid gland. It is entirely dependent on the mother's thyroid levels for its early mental development. So any depression in the mother's thyroid hormone levels will increase the risk of lowered IQ in their offspring (see Vyvyan Howard's explanation of this situation in a PowerPoint presentation he gave in New Zealand in 2018).⁴³

WARNING PREGNANT WOMEN

One of the sad consequences of the medical community's acceptance of the safety-and-effectiveness argument for water fluoridation, based upon dogma rather than upon the latest science, is that many doctors are oblivious of these findings. The result is that women are not being warned to avoid fluoride exposure during pregnancy. They are not being warned by their doctors, by health departments, by professional bodies or by the media. It has been left to non-governmental bodies like FAN to get the word out the best we can via social media, the Internet (see the Moms 2B Campaign),⁴⁴ press releases,⁴⁵ leaflets and talks. We have been trying to do so since 2017, but it is an extremely difficult task, as is the continuing battle to try to end the well-entrenched practice of water fluoridation.

LAWSUIT PROVIDES NEW HOPE

In November 2016, the Fluoride Action Network, along with Food & Water Watch, the American Academy of Environmental Medicine, the International Academy of Oral Medicine and Toxicology, Moms Against Fluoridation, the Organic Consumers Association and individuals, petitioned the EPA⁴⁶ to ban the deliberate addition of fluoride to public drinking water under provisions in the Toxic Substances and Control Act.

We argued that “[t]he risk to the brain posed by fluoridation additives is an unreasonable risk because, *inter alia*, it is now understood that fluoride’s predominant effect on tooth decay comes from topical contact with teeth, not ingestion. Since there is little benefit in swallowing fluoride, there is little justification in exposing the public to any risk of fluoride neurotoxicity, particularly via a source as essential to human sustenance as the public drinking water and the many processed foods and beverages made therefrom. The addition of fluoridation chemicals to water thus represents the very type of unreasonable risk that EPA is duly authorized to prohibit pursuant to its powers and responsibilities under Section 6 of TSCA, and Petitioners urge the Agency to exercise its authority to do so.”

In September 2017⁴⁷ the EPA rejected our petition on its scientific merits. In response to an appeal from FAN, a federal court denied EPA’s motion to dismiss in December 2017.⁴⁸

Also in December 2017⁴⁹ the EPA argued that no other studies should be added to the case after our petition was first delivered to them in November 2016. The court disagreed with EPA⁵⁰ and ruled to allow new studies, such as those by Bashash and others discussed above. A trial date has been set to take place in federal district court in San Francisco in August 2019.

We are confident that we can win this case. In order to do so, it will require us to demonstrate three things: 1) that fluoride poses a hazard to the developing brain; 2) that there is a risk at current exposure levels (from all sources combined) in fluoridated communities; 3) that this is an unreasonable risk because there are other ways that tooth decay can be prevented.

Moreover, even if fluoride is one of those alternatives, there are other and more appropriate ways of delivering fluoride to the surface of teeth than putting fluoride into the drinking water. Indeed, the majority of countries worldwide that do not fluoridate their water have actually demonstrated

this over many years.

SUMMARY AND CONCLUSIONS

There are many ethical and scientific arguments against the seventy-year practice of water fluoridation. The evidence that swallowing fluoride reduces tooth decay remains weak. Not a single randomized controlled trial has been attempted to demonstrate this, and promoters have relied on studies with far weaker methodologies.⁶⁵ Meanwhile, the number of studies that indicate harm can be caused, even at the doses experienced in fluoridated communities, has been growing, particularly studies on the brain.^{20,22,24,42,46}

With such risks on the table, it is unconscionable, in our view, that governments continue to promote the deliberate addition of a known neurotoxic and endocrine-disrupting substance to the drinking water of millions of people, most of whom have not been informed of the risks involved, or been given the opportunity to give—or refuse—their consent on the matter.

SIDEBARS

ELEVEN ARGUMENTS WHY FLUORIDATION SHOULD BE ENDED

1. Fluoridation is unethical. Using the public water supply to deliver dental therapy goes against all recognized principles of modern pharmacology and ethical healthcare practice. It imposes medication on all water consumers indiscriminately and without the individual's informed consent. These include the unborn, bottle-fed infants, persons with chronic diseases known to be aggravated by fluoride (such as poor kidney function), the poorly nourished (such as those with low iodine intake) and the elderly. It does so with uncontrolled dosage, no monitoring of adverse effects and no possibility of avoiding treatment for most, if not all, people. This is especially true for those on a low-income budget who simply cannot afford avoidance measures like reverse osmosis filtration systems.
2. Fluoridation is unusual. The vast majority of countries worldwide do not fluoridate their drinking water. Out of one hundred ninety-six countries, only twenty-four have any fluoridated cities, and of those, only ten, including the U.S., fluoridate more than half their population. Ninety-five percent of the world's people drink water without artificial fluoridation. Over half of those who do, live in the U.S. In Europe, where forty-three out of forty-eight nations have no water fluoridation, 98 percent of the population is not forced to drink fluoridated water. A few European countries (namely France, Germany, Switzerland and Austria) have fluoridated salt available, but people are not forced to buy this salt, as non-fluoridated salt is also

available. Despite this, World Health Organization (WHO) data⁶¹ indicate that since the 1960s, tooth decay in twelve-year-olds has been coming down as fast in non-fluoridated countries as in fluoridated ones.

3. Children in fluoridated communities are being grossly over-exposed to fluoride. In the U.S. and other fluoridated countries, there has been a dramatic increase in young children and teens in the prevalence of dental fluorosis (discoloration of tooth enamel caused by low-level systemic fluoride toxicity during tooth formation). This condition indicates that children have been grossly over-exposed to fluoride before their permanent teeth have erupted. The latest national survey indicates that over 60 percent of U.S. teens have dental fluorosis.^{52,53} Of those, 24 percent have moderate and nearly 2 percent have severe levels of the disease. These levels can produce yellow and brown staining and structural damage to the enamel. To put this into context, the early promoters of fluoridation anticipated only 10 percent of the children in fluoridated communities would be affected by this condition, and these would be only in the “very mild” category. They believed that this was an acceptable trade-off for reducing tooth decay. Even avid promoters of fluoridation no longer accept that the current prevalence rates as acceptable but they tend to blame other sources of fluoride—rather than water fluoridation—for the dramatic increase. In reality, every source of fluoride ingested contributes to this prevalence. The contribution from water fluoridation can be eliminated with a simple policy change.

4. Fluoride has the potential to damage many other tissues. Because of the prevalence of dental fluorosis, there is no question that fluoride can damage the developing teeth. Nor is there any question from the evidence provided in countries with large areas of endemic fluorosis (such as India and China) where millions of people have both dental and skeletal fluorosis, that high doses of fluoride can damage other tissues including bones, connective tissue, the brain, the endocrine system, the gut and kidneys. The Indian Ministry of Health & Family Welfare,⁵⁴ provides an excellent description of the problems faced by thousands of villages poisoned by fluoride. For the Western world, much of this evidence was provided in a comprehensive review of the literature conducted by the National Research Council of the National Academies in 2006.¹⁶ What has emerged since 2006 is a growing body of evidence that this harm can occur at doses experienced in artificially fluoridated communities.

5. Fluoridation is unnecessary. Fluoride is not an essential nutrient. No one has ever demonstrated that a single biological process in the human body needs fluoride to function properly. There is no such thing as a “fluoridedeficiency” disease. Children can have perfectly good teeth without ingesting fluoride. Even promoters of water fluoridation admit that the predominant benefit of fluoride is topical, not systemic.⁵⁵⁻⁵⁸ Thus, it is morally indefensible to force people to ingest fluoride via the public water supply, when for those who want fluoride, fluoridated toothpaste is universally available. Moreover, the fluoride used in toothpaste is pharmaceutical grade whereas the fluoride used to fluoridate water is an

industrial grade hazardous waste product from the phosphate fertilizer industry.²⁵

6. Today's fluoride is worse. The fluoridating chemical used in over 90 percent of the fluoridating communities in the U.S. is a substance called hexafluorosilicic acid (H_2SiF_6). This substance is removed from the scrubbing systems of the phosphate fertilizer industry as a 23-25 percent solution. It is contaminated with trace amounts of other toxic substances including aluminum, arsenic, lead and radioactive isotopes (the same ore that is mined for fluoride in Florida is also mined for uranium). Ironically, this waste product cannot be dumped into the sea by international law, but health authorities blandly allow it to be put untreated into the public water supply!

7. Fluoride is very toxic and nature has developed protection mechanisms for many living things. For lower creatures like bacteria and fungi, there are genes—switched on by high levels of fluoride—which code for proteins called fluoride exporting proteins (FEX proteins). These proteins are located in the cellular membranes and pump fluoride out of the cell.²⁶ In mammals, the kidney excretes about 50 percent of fluoride ingested each day from healthy individuals, and most of the rest is rapidly sequestered in hard tissues like the bones. Importantly, the human breast appears to act as a fluoride filter for the new born baby. The level in mothers' milk is remarkably low (0.004 ppm).²⁷ Thus, a bottle-fed baby, when the formula is made up with fluoridated tap water (0.7 to 1.2 ppm), will get approximately two hundred times more fluoride than a breastfed infant (that is, two hundred times more than nature intended).

8. Fluoridation is unscientific. Fluoridation is promoted with PR techniques like endorsements, not with sound science. Most of the endorsements were made shortly after the U.S. Public Health Service endorsed water fluoridation in 1950 with virtually no science on the short-term—let alone long-term—health effects. Citizens should be very wary of taking such endorsements at face value unless they are accompanied by an up-to-date review of the literature—and very few are. Incredibly, in over seventy years there has been no randomized control trial (RCT) to demonstrate that swallowing fluoride lowers tooth decay. As far as the U.S. Food and Drug Administration (FDA) is concerned, an RCT is the gold standard for approving new drugs.

According to the FDA, fluoride is an unapproved drug²⁸ and the FDA has never approved fluoride tablets for ingestion. Many decision makers and journalists around the world are impressed when they read the notorious statement from the CDC in 1999 that "Fluoridation is one of the top public health achievements of the 20th century."⁶³ However, what they may not realize is that this statement did not come from the CDC itself (which has about thirty thousand employees, many of whom are highly qualified in many medical fields as well as toxicology) but from the CDC's small Oral Health Division with only thirty employees, most of whom only have dental qualifications. Moreover, their job is defined as promoting fluoridation. They even admit to not following—or being responsible for—the science

pertaining to fluoride's harmful effects. Journalists and others have been impressed by a public relations exercise by a promotional body, not by a body that maintains a careful overview of any harm the practice may be causing.

9. Health risks are ignored in fluoridated countries. Sadly, because the imposed dental practice of water fluoridation is so entrenched in the psyche of the medical, dental and public health establishments in fluoridated countries, neither governments nor the mainstream media are warning the public about the large and growing body of scientific research³⁰ that shows that fluoride exposure poses many health risks.

10. Fluoridation violates the precautionary principle. The scientific evidence that swallowing fluoride lowers tooth decay is weak,³¹ but the weight of evidence that it causes harm to the developing brain is so one-sided, that to wait for further studies before halting the deliberate addition of fluoride to water is a rash and irresponsible public health position.

11. Fluoridation violates the principles of environmental justice. The addition of fluoride to public water is an environmental injustice to people living in poverty in fluoridated areas who do not have access to alternative water

sources and are captive to tap water for all their water needs. Moreover, it is well established that those with poor nutrition are more vulnerable to fluoride's toxic effects, and poor nutrition is more likely to occur among those with low incomes.

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This article appeared in *Wise Traditions in Food, Farming and the Healing Arts*, the quarterly journal of the Weston A. Price Foundation, [Spring 2019](#)

<image006.png>

[Print post](#)

<image007.png>

About Paul Connett

Dr. Paul Connett is a graduate of Cambridge University and holds a PhD in chemistry from Dartmouth College. From 1983-2006 Paul taught chemistry at St. Lawrence University in Canton, New York, where he specialized in environmental chemistry and toxicology. Over the past thirty-two years his research on waste management has taken him throughout the U.S. and Canada and sixty-four other countries, where he has given over 2500 pro bono public presentations. Ellen Connett has a long history of environmental and social activism having been involved with the American Committee to Keep Biafra Alive, Operation Omega, Work on Waste St. Lawrence County, NY and Waste Not. She is managing director of the Fluoride Action Network.

Reader Interactions

COMMENTS

<image008.png>

[Dr. Robert C Dickson](#) says

[May 24, 2019 at 4:07 am](#)

Excellent review with many good citations.

Artificial water fluoridation should be placed in the Museum For Failed Medical Practices. It is not safe, ethical nor effective, and fluoride is not needed for a single body function.

[REPLY](#)

LEAVE A REPLY

Wendy Donovan

Town of Wolfville Mayor & Councillors

Date: November 12th, 2021

Subject: Municipal Noise By-Law Enforcement

RECEIVED
NOV 18 2021

Dear Wolfville Mayor and Council,

We are a group of likeminded landlords writing to you in regards to a recent surge of warnings and charges that have been issued to Landlords under the Town of Wolfville Nuisance Party By-Law as a result of tenant activities.

We recognize there may be unsightly and less than well managed properties in Wolfville, and we do not support that either. The actions of a few do not fairly represent the majority. The Nuisance Party By-law raises not only serious questions regarding the constitutionality thereof, but the chosen methods of enforcement promotes negative views towards Landlords.

The Act, for example Section 7, the Ownership Provisions, states that no person shall allow, cause or permit a subsequent nuisance party on the said property. In fairness, some (assumably not all) Landlords require tenants to go through an application process, including but not limited to reference checks, agree to, and sign tenant rules that form part of the Lease Agreement. Included in the rules is a clause prohibiting tenants from having parties, therefore we clearly do not allow, cause, or permit nuisance parties as referenced in the By-Law.

As Landlords we also struggle with the jurisprudence applied when enacting this Nuisance Party By-law. This law, or Town Council's interpretation thereof, can find a Landlord guilty of an infraction committed by a tenant, despite the Landlord's absence, and having written Agreements in place forbidding the tenant to engage in behavior giving rise to the infraction.

On one occasion a landlord hired private security to protect his property and ensure compliance with the municipal by-laws. A group did convene at his property, it was determined they were committing a breach of the Nuisance Party By-Law, the security guards requests for the crowd to disperse were ignored, so the police were contacted. As a result of reporting the incident to police, the Landlord received a warning for breaching the municipal Nuisance Party By- Law.

Periodically throughout the term of the Agreement, tenants are reminded not to engage in disruptive behaviors for reasons such as but not necessarily limited to preventing damage to our properties, and to respect the lawful and peaceful enjoyment of the town's full time residents. Feedback from tenants suggests they feel oppressed and not welcomed by the Town of Wolfville.

-2-

Tenants, in particular student tenants, bring vibrancy to the Town of Wolfville. They support businesses, their presence generates substantial tax revenue and they participate in activities within our community. These students need a place to live and Landlords play a vital role in providing suitable and safe housing.

Enforcement of the innocent isn't an effective approach to the problem. In the spirit of reasonableness, we are asking for a revision to the Nuisance Party By-Law whereby Landlords who have engaged in a due diligence process are not held accountable for the illegal actions of others.

Respectfully,

Concerned Landlords of Wolfville

Stacey Simmonds

Joe Rafih

Jamie Conboy

John MacKay

Allegra Snyder

Wayne Merrill

Travis Mills

Jeffrey Klein

Mark Landry

Brody Todd

Dale Whynot

[REDACTED]
Nov. 11, 2021

Mayor Dinnon & Councillors

The conditions of Walpole
Side-walks.

Walking down both sides of
the street from Elm to Willow Park,
revealed 35 pot holes of
varying sizes. 3 large ones
in front of Tim Hortons.

Winter snow will make it
impossible to see these holes
and could cause an accident.

I am requesting that this issue
be investigated.

A concerned citizen

Maxine Barrett
[REDACTED]

From: [Laura Morrison](#)
To: [Laura Morrison](#)
Subject: FW: Mark Selvidge
Date: November 26, 2021 8:47:01 AM

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

From: mark selvidge
Sent: November 25, 2021 7:57 PM
To: Town Council <towncouncil@wolfville.ca>
Subject: Mark Selvidge

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Hi there, I will jump right into it. I am sorry to say but the fact is that I do not feel safe on the roads in Wolfville as long as Carol is driving for CJ's taxi and Clayton is working as dispatch. Reasoning: Clayton has refused \$16-\$21 trips just because he dislikes me as a voice. Just a voice, cause he does not lay eyes on me. I rent out my 2 upper rooms and if anything goes wrong, I need to be able to help. As I can not drive I am left to take a taxi. Carol, a driver for CJ's taxi, has ran over my deck and DID NOT even acknowledge that she did so. As well she damaged a telephone pole in wolfville with her van. I do not feel safe on your roads as long as she is driving. I am trying to look out for my safety as well as others.

Mark

From: [re:books](#)
To: [Town Council](#)
Subject: Chapter 28: Why I'm so good at being hated
Date: November 17, 2021 12:01:51 PM

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What's good is read. What's read is good.



 **RE:writes**

Hi! Welcome to re:books.

I'm very good at being hated. So good, in fact, that a Rebecca Eckler hate group once held a party in my honour. Obviously, I had to infiltrate this secret gathering and write about it in Maclean's magazine. (I couldn't resist.) Read all about the anti-Eckler party [here](#).

By now I've developed a skin so thick, it's practically bullet-proof. I don't let anything phase me, *especially* not my work. I have

LONG accepted that not everyone will like what I have to say, so I never give that much of a f**k — and you shouldn't either! So, I'm sharing my "13 secRE:t tips on how to be hated (and grow a thicker skin!)" [here](#). Who better to learn from than me?

Speaking of crashing parties, last week I ~~snuck into~~ attended the Scotiabank Giller Prize Gala — basically the Oscars of Canadian fiction. FOMO made me do it! I wrote about the pre:tentious evening [here](#), and spent (a lot of) time narrowing down the best Giller-nominated/winning books by female authors from the past few years in my picks below.

Are you all caught up with the first three chapters of my new book *I've Got Issues...*? If not, you can binge-read them [here](#)! (Chapter Four is coming next week.)

Until next time, flip your hair and flip the page!

xoxo,



P.S. I have a glowing new giveaway from us at [re:books](#). Check it out below! ♀



Tweet



Forward



What I'm RE:ading

My fiction pick of the week.



I am a *huge* fan of Miriam Toews's writing. Her books are all winners, but [*Fight Night*](#) (*Knopf Canada*), a finalist for this year's Giller Prize, is one of her best. Her familiar tragic, yet comedic voice shines through the eyes of Swiv, a preteen who's been expelled from school and lives with her mother (who's in her third trimester) and her sublimely flippant grandma. We get to know this family of broken souls through a series of letters Swiv writes to her father, who abandoned her.



Tweet



Forward



RE:wind

So nice, I've read it twice.



How far would you go to save someone from illness? In [*An Ocean of Minutes*](#) (*Penguin Canada*), Polly sets off into the future in search of a cure for her boyfriend suffering from a deadly flu pandemic in 1981. This story may be sci-fi/fantasy, but it has a lot of themes and lessons that foreshadow what we're living through today. It's amazing that Thea Lim wrote this before 2018, and here we are just a few years later living a parallel reality, going through a similar experience — mostly how displaced

we feel in our new normal.



Tweet



Forward

 **RE:sourceful RE:ads**

For the more serious reader.



The 2020 Giller Prize winner is a window into Canada's atrocious history that no one ever taught you in school or spoke about in the media. ***Five Little Indians*** (HarperCollins) is the gut-wrenching story of five children and their traumatic experience in a residential school, and the eventual damage they carried as a result. Weaving in her own personal story through the character's eyes, Michelle Good is so delicate with her prose, she manages to spare the reader the graphic details, but certainly not without making an impact.



Tweet

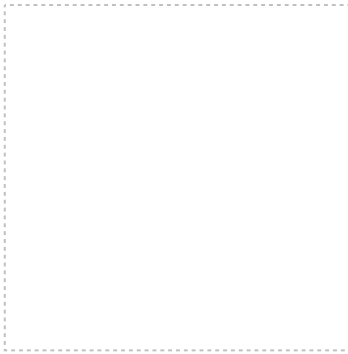


Forward

 **guilty pleasuRE: tRE:asuRE**

For the romantics – you know who you are.

In ***Polar Vortex*** by Shani Mootoo (Book*hug Press), an established lesbian couple move to the countryside in northern Ontario, but



due to a momentary lapse decision, someone from one of their pasts comes down for a visit bringing about doubts and questions of belonging in their relationship. It's a seductive and engrossing quick read, deserving of its finalist spot in 2020.



Tweet



Forward



peer pRE:ssuRE

Young Adult pick of the week from Rebecca's daughter.



Don't tell my mom, but I kind of rolled my eyes when she told me **Astra** by Cedar Bowers (*McClelland & Stewart*) wasn't really a YA book. But you can tell her this: I'm old enough to admit I was wrong. (Cue gasps!) Astra grows up in a commune in B.C., and when she leaves, she meets lots of different people whose personalities leave lasting impressions on her and add a layer to her growth. I'm looking forward to all the interactions I'll have in my adult life!



Tweet



Forward

 **Other Giller RE:ads**

 **What I'm RE:ading: Fiction picks**

[**The Son of the House**](#) by Cheluchi Onyemelukwe-Onuobia (Dundurn Press)

[**The Strangers**](#) by Katherena Vermette (Penguin Canada)

 **RE:wind: So nice, I've read it twice.**

[**I Am a Truck**](#) by Michelle Winters (Invisible Publishing)

 **RE:caRE:s: Spotlight on Jewish authors and characters**

[**The Imposter Bride**](#) by Nancy Richler (HarperCollins)

 **RE:sourceful RE:ads: For the more serious reader**

[**Glorious Frazzled Beings**](#) by Angélique Lalonde (House of Anansi Press)



Tweet



Forward

 **book RE:port**

“The world celebrates and rewards women who are chosen by powerful men... Wasn't I on the same spectrum of compromise?”

– *Emily Ratajkowski*, acclaimed American model and actress, and now author of [**My Body**](#) – a [**collection of feminist essays**](#) about what it means to be a female commodity. Deeply personal and written in somewhat of a thrilling tone, the book doesn't shy away from being uncomfortably honest. (That's what I'm talking about!)



Tweet



Forward

 **tRE:at**

No books here. Here's a giveaway to pamper one lucky winner.



Thanks to your enthusiasm, we're continuing our beauty giveaway this week! Enter to win the **Daily Glow Essentials Discovery Kit** (\$92 value) by Province Apothecary. Their products are made from the highest quality certified organic, whole plant and natural ingredients.

[Click here to enter the giveaway](#)

P.S. The winner of last week's Daily Glow Essentials Discovery Kit is (drum roll please...): **Sarah Hall!**



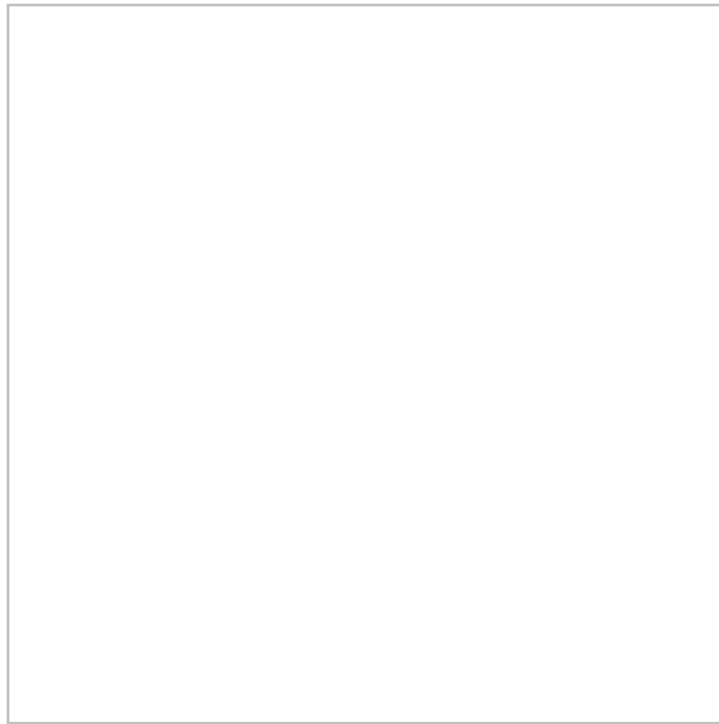
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Forward

♥ **RE appRE:ciates**

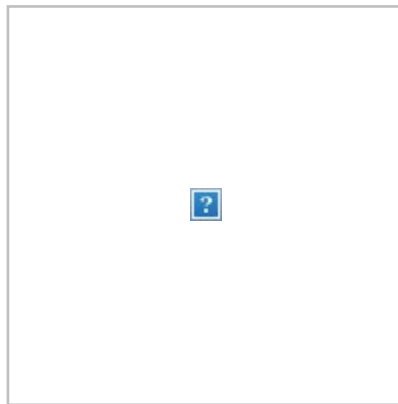
Thank you, readers, for your support.



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Rebecca Eckler

Author, "Book Therapist"

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*tREat contest rules [***here***](#).

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"What's read is good. What's good is read." That's Rebecca Eckler's motto. The Canadian author, journalist and mom is creating a community of readers and aspiring writers with her brand-new newsletter, re:books. With two decades of experience, Rebecca is well-read and ready to share her tips, tricks, and must-read picks with people who love to get lost in a book as much as she does. She only has one rule:

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From: [re:books](#)
To: [Town Council](#)
Subject: Chapter 29: Don't ever give this as a gift
Date: November 23, 2021 8:15:00 PM

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What's good is read. What's read is good.



 **RE:writes**

Hi! Welcome to re:books.

I'm feeling terribly regretful right now over something I did years ago, which may have breached *serious* gift-giving etiquette rules. I should have followed my gut. Instead? I bought each of my kid's educators one of my **favourite books** as a holiday present. (Did I just get a "C-" in gift-giving?)

I was always under the impression that books make gRE:at gifts (and the ultimate re:gift...shhh!).

But who knew there was so much debate over whether a book makes for a good or bad present? For instance, you can't be sure they'll like it or haven't already read it. Even writing a personal note on the inside of a book could be considered vandalism. (Give me a break). [Read more here](#) about why giving a book as a present is a no-no, why I'm not sure I agree, plus some ideas on a personal note — if you dare give the gift of a book. (The horror!)

Speaking of breaking rules, or if you think that book-giving is unoriginal AF, check out ["RE:BOOKS' first Naughty or Nice gift guide for book lovers \(who don't want books!\)."](#) And yes, Indigo really does sell vibrators. (Harder than wrapping a book. Just saying!)

Are you all caught up with the first three chapters of my new book, [I've Got Issues...](#)? Scroll down for chapter four, where I reveal my issues with...middle-aged “Moments.” (Especially The Big Moment!)

Until next time, flip your hair and flip the page!

xoxo,



P.S. I have a book lover's dream tRE:at from us at [re:books](#). Check it out below!



Got this from a friend and can't get enough of books? **Subscribe now.**



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Forward



What I'm RE:ading

A balancing act of fiction and non-fiction.



Dumb-Show by Fawn Parker (*Arbeiter Ring Publishing Ltd.*) is the Shakespearean-inspired caricature of modern academia. Based in a Toronto university, a controversial political science professor rises to power, and his views divide the student body, including two siblings. The poli-sci prof flexes his toxic masculinity and anti-feminist views to gain clout. In return, he gets a lesson in reality.



It was bad enough we were so attached to our devices before the pandemic, but now the lockdowns have careened us into a higher plateau of digital reality where most of us can't cut ourselves off from the internet. In ***Good Burdens: How to Live Joyfully in the Digital Age*** (*Nimbus Publishing Limited*), digital well-being pioneer Christina Crook (who also wrote ***JOMO***) reminds us about simpler times sans technology, and how to embrace this new reality.



Tweet



Forward

 **guilty pleasuRE: tRE:asuRE**

For the romantics — you know who you are.



This book was so great, I had to **call it out again**. Celebrity, model, actress, and now author Emily Ratajkowski gives a raw and vulnerable look into the modelling industry. In **My Body** (*Henry Holt & Co.*) she examines the world where a woman's body is everyone's possession. From both personal and emotional accounts, Emily doesn't portray herself as a victim but as a woman who learned, grew, and developed from the outside in. She paints a picture of beauty, sex, power, objectification, fame, and betrayal, starting at a young age with shocking honesty. Ratajkowski's debut essay collection needs to be read by everyone. (I could not put this down!)



Tweet



Forward



peer pRE:ssuRE

Young Adult pick of the week from Rebecca's daughter.



In **Not Here to Be Liked** by Michelle Quach (*HarperCollins*), Eliza is a shoo-in to become the editor of the school paper. But when she is outvoted by a charismatic jock named Len, she pours her heart out in an essay on her school's misogyny and

sexism. The essay mysteriously ends up on the school website, and Eliza finds herself inspiring a feminist movement, caught between those who believe she's a gender equality champion and others who think she's simply crying misogyny. Then, Eliza is forced to work side-by-side with Len and realizes she's falling for the boy who started it all.



Tweet



Forward



RE:caRE:s

Spotlight on Jewish authors and characters.



Definitions of nationality, sexuality, and relationships are tested in [***New York 1, Tel Aviv 0***](#) (*Doubleday Canada*), a debut collection of stories by Shelly Oria. In the title story, a woman finds her husband sleeping with her girlfriend. In another, a father leaves his daughter in Israel to pursue a painting career in New York. In a third, a sex worker falls in love with the Israeli photographer who studies her. All of the female characters are charming, intelligent, lonely, and lost between cultures. This story collection is an exciting read.



Tweet



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Other RE:ads



CRE:ate: Art and photography books

[Uninvited: Canadian Women Artists In The Modern Moment](#) by Sarah Milroy (Figure 1 Publishing 2021)



What Maya B. is RE:ading

[Half Life](#) by Krisa Foss (McClelland & Stewart 2021)



RE:wind: So nice, I've read it twice

[A Recipe for Bees](#) by Gail Anderson-Dangatz (Knopf Canada 1999)



RE:cipes: What's cookin', good lookin'

[Apron Strings: Navigating Food and Family in France, Italy, and China](#) by Jan Wong (GSE)



Tweet



Forward



book RE:port

“In writing this book, I was so set on being 100% honest, 100% open, that it truly frustrated me not to be able to be more detailed than I was.”

— *The Real Housewives of Atlanta* star **Porsha Williams** on how she [wanted to share more than she legally could](#) in her new book, [The Pursuit of Porsha: How I Grew Into My Power and Purpose](#). In it, she opens up about having an abortion, surviving sexual abuse and R.

Kelly, and her journey as a Real Housewife.



Tweet



Forward



RE:veals

A little sneak peek of a chapter a week.

My issues with...middle-aged "Moments"

Every woman eventually experiences The Moment. The Moment is a specific place and time when you realize, "Oh, sh**t. I'm middle aged. And everyone else must notice it too!" [...]

Why didn't anyone warn me that, along with sprinkle-like grey hairs on my head — which unfortunately grow right in the middle of my centre part, so they're totally noticeable and the reason why I need to visit my hairdresser every eight weeks — for many women, seeing one grey pubic hair is The Moment for them?

[Read on in the fourth chapter](#) of my upcoming book, *I've Got Issues: Reflections on Modern Love, Midlife, and My Uneven Eyebrows.*



tRE:at

No books here. Here's a giveaway to pamper one lucky winner.

If you've already [read this week's article](#), you'd know that [Indigo](#) is my personal favourite destination for holiday shopping. Well, now you can shop my gift guide — on me! I'm giving away another \$50 gift card to Indigo. Trust me, it will go a long way. Besides selling every book you can think of ([if you dare to gift one](#)), [any of these gifts](#) will be a hit.

[Click here to enter the giveaway](#)

P.S. The winner of last week's Daily Glow Essentials Discovery Kit is (drum roll please...): **Bella Motzen!**



Tweet



Forward

♥ **RE appRE:ciates**

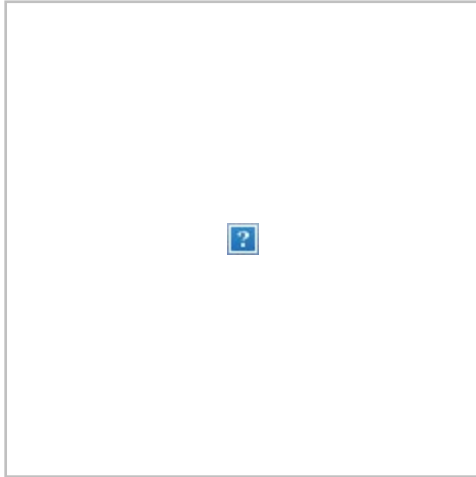
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"What's read is good. What's good is read." That's Rebecca Eckler's motto. The Canadian author, journalist and mom is creating a community of readers and aspiring writers with her brand-new newsletter,

re:books. With two decades of experience, Rebecca is well-read and ready to share her tips, tricks, and must-read picks with people who love to get lost in a book as much as she does. She only has one rule:
No literary snobs allowed.

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From: [Laura Morrison](#)
To: [Laura Morrison](#)
Subject: FW: Climate Emergency Issues
Date: November 24, 2021 8:45:33 AM

From: Sheila Richardson
Sent: November 24, 2021 12:17 AM
To: Town Council <towncouncil@wolfville.ca>; Sheila Richardson
Subject: Fwd: Climate Emergency Issues

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Please circulate to anyone that you think may be interested in this.

Take care,
Sheila G. Richardson
Co-Chair Climate Change Caucus
Nova Scotia Environmental Network

Premier Houston has outlined what he and the new provincial ministers have agreed upon, especially regarding environmental issues. They are contained in this document.

https://novascotia.ca/exec_council/letters-2021/ministerial-mandate-letter-2021-ECC-TPB.pdf

Premier Houston went to Ottawa to meet with Prime Minister Trudeau this past week and here is an article that reflects some of those discussions.

<https://saltwire.pressreader.com/article/281560884056166>

FRANCIS CAMPBELL fcampbell@herald.ca @frankscribbler

The Chronicle Herald (Metro)

23 Nov 2021

There is a group of concerned and dedicated citizens coming together to form a Climate Change Caucus in association with the Nova Scotia Environmental Network and we are inviting interested parties to join our next meeting on Monday, November 29, 2021.

Our Purpose Statement - To increase awareness , advocacy and collaboration across all Nova Scotia stakeholders; and help political and business decision makers seize opportunities and reduce risks of the required climate change transitions.

Topic: NS Climate Change Caucus - Monday meeting

Time: Nov 29, 2021 01:00 PM Halifax

Join Zoom Meeting

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Paul Strome

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Town of Annapolis Royal

RECEIVED
NOV 23 2021



November 18, 2021

Mayor Donovan and Council
Town of Wolfville
359 Main St.
Wolfville, NS B4P 1A1

Dear Mayor Donovan and Council:

My purpose in writing to you today is to seek support for a pilot project for a small scale community tidal power project proposed by the Town of Annapolis Royal in partnership with Soluna Energy Inc. This tidal power pilot project seeks to overcome the inordinate cost of capturing renewable energy from tidal currents. Present tidal energy technology is almost entirely based on turbines designed to only work in deep water. The cost of working in deep water has put tidal energy technology in an uncompetitive position with onshore wind power, with tidal being about six times as expensive as onshore wind.

There is an opportunity to avoid these deep-water costs by taking advantage of the normal, twice-daily rise and fall of the tides. By placing a vertical axis turbine at the low water mark maintenance staff will have two hours of water-free access during the twice-a-day low tides. This would be the operational equivalent of land-based wind turbine maintenance.

The objective of the project is to establish and operate an array of three or more tidal turbines to demonstrate an innovative technology that will lower capital and operating costs making tidal power competitive with wind and solar power. This pilot is necessary to establish the optimum power and physical size of the turbines and to determine the number and configuration of the turbines in an operational array. With a reliable estimate of the total power production potential, the Town and its partners can do a cost/benefit analysis of the financial viability of a larger

capital project leading to the establishment of a municipal electrical utility based on renewable energy.

The Nova Scotia Utility and Review Board has approved a Developmental Tidal Feed-in Tariff Program which sets out a Power Purchase Agreement for renewable energy projects like ours that guarantees a rate of 53 cents per kilowatt-hour for electricity fed into the provincial grid. The term of the agreement is 15 years.

In addition, the Town and its partners will also benefit from Nova Scotia's Cap-and-Trade system. With an electrical utility based entirely on renewable energy, the Town would have no CO2 emissions to regulate. In the future, when the system tightens up on all ancillary emissions, the Town and its partners would be able to make use of carbon credits from its electrical utility to offset emissions from sources like vehicles and space heating.

The estimated cost for this project is \$335,000 over two fiscal years from April 1, 2022 to September 30, 2023. The Town has been working on a grant application for an FCM Green Funds Signature Pilot Project which has the potential to cover 80% of the cost of the project. This leaves 20% or \$67,000 to be funded through other sources. We are asking if the Town of Wolfville might be interested in considering partnering with the Town for this project and if so, what information you would like to have.

Sincerely,

A handwritten signature in blue ink that reads "Sandi Millett-Campbell". The signature is written in a cursive, flowing style.

Sandi Millett-Campbell, Chief Administrative Officer
Town of Annapolis Royal