



# Committee of the Whole

June 13, 2023

10:00 a.m.

Council Chambers, Town Hall

359 Main Street

## Agenda

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### 1. Approval of Agenda

### 2. Approval of Minutes

- a. Committee of the Whole Minutes, May 2, 2023
- b. Committee of the Whole In Camera May 2, 2023
- c. Special Committee of the Whole Minutes May 25, 2023

### 3. Presentations

- a. Andrew Garrett, Valley Waste

### 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. Committee Reports (Internal)**

- a. Accessibility Advisory Committee (AAC)
- b. Planning Advisory Committee (PAC)
- c. Source Water Protection Advisory Committee (SWPAC)

## **6. CAO Report**

## **7. Staff Reports for Discussion**

- a. IR011-2023 Info Report/Presentation – Summer Events
- b. RFD 017-2023 Municipal Fees Policy
- c. RFD 029-2023 - Public Art
- d. IR010-2023 Info Report - Parks Plan
- e. RFD 030-2023 AT Network and Funding

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

- a. Kings Point-to-Point (KPPT)
- b. Annapolis Valley Trails Coalition (AVTC)
- c. Wolfville Business Development Corporation (WBDC)
- d. Diversity Kings (DK)
- e. Inter-Municipal Services Agreement for Valley Waste & Kings Transit (IMSA for VW & KTA)
- f. Grand Pre Marsh-Body

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

## **10. Adjournment to In-Camera Meeting under *section 22(2)(c)(g) Of the Municipal Government Act.***



- a. Personnel**
- b. Legal Advice**

- 11. Adjournment of In-Camera Meeting**
- 12. Regular Meeting Reconvened**
- 13. Motions from In-Camera Meeting**
- 14. Regular Meeting Adjourned**

## COMMITTEE UPDATE

Title: Accessibility Advisory Committee

Date: June 13,2023

Department: Committee of the Whole

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The last meeting of the Accessibility Advisory Committee met on May 29,2023. This was a one agenda item to provide feedback to the Parks consultants from Fathom to aid in our Parks and Open spaces master plan from an accessibility and inclusivity lens.

The committee was asked to share their thoughts on how to make our parks more accessible, these included:

- More accessible parking spots.
- Accessible signage and pictorials.
- Accessible adult swings.
- More accessible green space, with shaded areas.
- Capitalize more grant programs.
- Multi generational Quiet Park.
- Pathways should be firm and stable, no loose gravel, also consider width.
- Accessible mats to access beach at Reservoir Park, along with accessible seating.
- Consider the whole journey approach, how do you get there, what amenities, fun and safe activities for all.
- Sensory gardens with raised beds, tactile plants near the library.
- More park benches, including high traffic areas. More accessible benches with spaces for wheelchairs and dogs. 39 inches was suggested for room beside benches. Include a mixture of arms and no arms on benches.
- Discussion was had on is it better to have focus on one or two parks accessible? Or look at some accessibility in as many parks as possible. The committee passed a motion that council look at an investment of accessibility be spread out to more parks and open spaces in different areas of town and not just one park.

Director Thomason will locate and share feedback from Fathom to inform the committee on accessibility assessments done on certain parks and open spaces.

Access by design Version 2 is now available in print and digitally. Members of the committee were invited to share the committees work at the Wolfville Market on Saturday June 3,2023.

Respectively submitted by:

Councillor Jennifer Ingham

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## COMMITTEE UPDATE

Title: Planning Advisory Committee  
Date: June 1, 2023  
Department: Committee of the Whole

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- During the May 11<sup>th</sup>, 2023 meeting of PAC, presentations from guest speakers Dr. Mary Sweatman and Alisha Christie on homelessness in the Annapolis Valley region, and Dr. Patrick Vitale and student Janelle Veinot on housing issues faced by Acadia students were provided as well as a presentation on the East End Secondary Planning Strategy.
- The presentation on housing and homelessness provided an overview of the number of people experiencing homelessness who are accessing service providers from West Hants to Digby. The presenters identified 231 individuals, as well as 124 children under the full-time care of those individuals.
- Housing challenges faced by students include a lack of options for on-campus housing, high costs of off-campus housing and poor quality and low vacancy rates.
- An overview of the work PAC has contributed to the East End Secondary Planning Process was provided, and discussion occurred regarding building height, ecological considerations, commercial use and the village centre, stormwater management and drainage.
- After deliberating the motion as presented, Planning Advisory carried the following motion:

**THAT THE PAC PROVIDE A POSITIVE RECOMMENDATION TO COUNCIL ON THE EAST END SECONDARY PLANNING STRATEGY AND ASSOCIATED AMENDMENTS TO OUR PLANNING DOCUMENTS, SUBJECT TO COUNCIL PROVIDING FURTHER CONSIDERATION TO THE ITEMS IN THE 'WHAT WE HEARD' REPORT, GIVING PARTICULAR ATTENTION TO:**

- **BUILDING HEIGHT**
  - **DENSITY AND BUILT FORM**
  - **TRANSITIONS BETWEEN AREAS**
  - **CONNECTIVITY**
  - **AFFORDABILITY AND HOUSING CHOICE**
  - **VILLAGE CENTRE AREA**
  - **ECOLOGICAL INTEGRITY**
  - **COMMUNICATIONS**
- The next meeting is planned for July 13<sup>th</sup>, where an update on the housing policy review will be provided and planning applications will be presented.

## COMMITTEE UPDATE

Title: Source Water Protection Advisory Committee

Date: May 2023

Department: Committee of the Whole

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The Source Water Protection Advisory Committee met on May 10.

### **Nearby rezoning**

The committee discussed the decision of the Municipality of the County of Kings to rezone 4.5 acres from A2 Mixed Use Rural to C4 Commercial, while the remaining nine acres at the rear remains A2 rural. The 1299 Ridge Road property lies outside the town, but inside our 25-year time of travel zoning for source water protection.

The move did not raise any red flags for the town engineer Alex de Sousa, based on the usage of the current owner. He intends using the former horse barn for storage and office space, however, were the property to change hands a number of uses are possible. Committee members suggested that bears watching.

### **Water corrosivity**

The town hears from residents and landlords about the hardness of the town water and the need to change water heaters sooner than expected. Most hot water heaters are lasting 4 to 7 years instead of the 10 to 20 years.

Our engineer explained that surface water and groundwater, both sources of drinking water, can potentially be corrosive. Wolfville water is on the aggressive side, but this is not a new trend and there is no indication it is getting more corrosive.

There are options for treating water and the corrosive effects. Chemicals used add alkalinity in the form of lime, soda ash, or caustic soda, however the use of chemicals to treat corrosivity have other health effects.

Town water comes from pretty much the same water source, so it is unlikely there are any significant differences between Town water and other jurisdictions in the county. Furthermore, town water is within compliance of the Environment NS guidelines.

CBCL hydrologist Colin Walker said the tendency comes from the town's gravel aquifer. It has low pH and a particular mineral content that will wear down pipes. Wolfville water is very good and the situation is a trade-off between having nice tasting, good water and it being aggressive on the pipes.

**NEXT MEETING:** July 12, 2023, 2:30-4:30

**Respectfully submitted**

**Wendy Elliott**

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## CAO REPORT

June 13, 2023

Department: Office of the CAO



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

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### Information Updates

#### **Parks Plan**

Staff and consultants are providing an update to Council on work-to-date on the Parks and Open Spaces Master Plan at the June Committee of the Whole. This update will include a 'What We Heard' (so far) report along with progress on the policy, mapping and analysis aspects of the plan related to supply, functionality (park classifications), access and connectivity/linkages of our parks and open spaces.

#### **Economic Development**

The new 3-year WBDC funding agreement has been signed. The WBDC AGM is taking place June 13, 2023, at Troy at 5pm.

Staff are meeting with the WBDC to talk about business licensing and how to track our businesses through a database. An information report will be brought to Council on this topic for an update.

Staff are looking to build on the Dalhousie Masters of Planning student work presented in April and bring a discussion to PAC and Council about changes to this zone, along with Bill 177 considerations in the coming months.

Staff are working on an amended lease for the Rail Line with the owner – to include such things as flood risk work, paving/accessibility improvements, the Devour waterfront deck, and other initiatives. A report will be brought to Council on this as it moves forward. This work is important to inform the Parks Master Plan vision for Waterfront Park.

#### **Planning**

Council and PAC have endorsed moving into a review of the Town's housing policies given the unprecedented market conditions and ongoing housing crisis in the region/province/country. The R-1 zone will be looked at as part of this work. A draft workplan and discussion has kicked-off this work at the April PAC meeting and this will take several months before recommendations are prepared. Homelessness Counts in region were presented as part of this review at the May PAC meeting.

#### **Fire Inspections**

An update is being prepared on the Town's Fire Inspections program and will come to Council in the form of an Information Report. An update to our Building By-law is also being completed and forthcoming.

Staff have continued to work on short-term rentals with recent discussions with the province to better understand their new licensing. This was also presented at PAC in April. Staff have also continued to enforce short-term rentals in the R-1 zone.

## CAO REPORT

June 13, 2023

Department: Office of the CAO



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

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#### **Library/Town Hall**

The CEO of the Annapolis Valley Regional Libraries and Staff met to discuss our planned Library/Town Hall. The AVRIL are looking to begin their fundraising. This is very preliminary at this stage and more information will be brought to Council as we move this forward. The goal is to provide a space on Wolfville Blooms for people to review the work-to-date while the AVRIL kicks-off a fundraising campaign. The next steps for the Library/Town Hall are outlined in the Operations Plan for the coming year. These interim steps are consistent.

#### **Taste of Nova Scotia Tidal Bay Event**

For the second year, Taste of Nova Scotia and Wines Nova Scotia is hosting a Tidal Bay education series in Waterfront Park from June 16 - 18. The 1.5-hour sessions feature sommelier Amy Savoury who will guide guests through a tasting session with seven different Tidal Bays on the Wolfville waterfront. Wines will be paired with light bites provided by a local restaurant and once again, the event will be hosted in a charming yurt.

The event is happening on the same day (but at a different time) as our dog and family-friendly Pooch Party, so Staff have worked with the event organizers to ensure compliance with Wolfville's Municipal Alcohol Policy. In recognition of this, there will be no Tidal Bay advertising or signage in Waterfront Park during the WOOFVILLE Pooch Party.

#### **Finance and Corporate Services**

Interim Tax bills issued at end of April are due May 31. By early June staff will have a handle on level of arrears. Based on recent collections, or soon to be received, six properties that in danger of tax sale process have had significant payments come into the Town Hall.

GIS staff are developing staff training modules for each Town Department with an eye to training sessions over the next year while IT continues to update the back-office server infrastructure, helping to minimize potential security risk areas.

iPad devices have been deployed to all permanent outside staff, with intro training carried out for each user. This helps immediately in terms of staff access to the timecard system for payroll, and in the longer term will provide opportunity for enhanced data base records be that in GIS or other forms.

Compliance staff held a meeting with Finance & Corporate Service staff to discuss a possible cloud-based parking ticket system. The system looks promising and if it fits within the Town's budget structure there would likely be measurable savings in staff time managing tickets.

The annual financial audit started on May 29 with staff busy preparing all working papers for that process. Staff time will continue through the month of June with a goal to have audited financial statements to Audit Committee by July 7 and Council on July 18.



## CAO REPORT

June 13, 2023

Department: Office of the CAO



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

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The NSUARB has set a public hearing date of August 16 in relation to the Wolfville Water Utility's application for amendments to its schedule of rates. These hearings have been advertised.

Two new FOIPOP applications have been received and will have to be processed in the coming month. One older FOIPOP file, previously appealed to provincial Office of Information Privacy Commissioner (OIPC), is currently under review by that Office. The file involves a file involving the Town and the Office of the Ombudsman.

#### **Annual Street Maintenance**

It's mill and pave season in the Town of Wolfville and the following streets will see work completed over the months ahead:

- Main Street (By Landmark, at Chestnut and by the East End boundary of Town)
- Chestnut (Beckwith to Skyway)
- Orchard (King to Cape View)
- Queen (Kent to Chestnut)
- Elm and Main

It has been made clear that paving needs to happen within weeks of milling for all of these locations.

Sidewalk maintenance is also planned this season for the following locations:

- The connector trail from Westwood to Earncliffe
- The west side of Hillside
- Gaspereau Avenue (sections)
- Victoria (sections)

Road work and the interruptions caused by construction will continue to be messaged on [www.wolfville.ca](http://www.wolfville.ca). These details are also shared on social media but all stakeholders in the Town should be checking the website on a regular basis for news, events and announcements.

#### **Fairfield Reconstruction awarded**

The Fairfield Reconstruction and Sidewalk contract has been awarded to Gary Parker Excavating. A kick-off meeting will be held on June 23 with the contractor.

#### **Parks and Recreation**

Maria Giroux is our Co-Op summer student this year and she takes on the role of Special Programming and Events Coordinator. She will be working to program and produce *Try It In Wolfville* events for our residents, as well as working on our Town event programming and supporting the *Come On Down* open mic series.

## CAO REPORT

June 13, 2023

Department: Office of the CAO



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

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Melena Selenas, our summer Earth Camp Coordinator, has also started in her position and will be working closely with our recreation programmer Luke Moffatt.

#### **Special Olympics Provincial Summer Games at Acadia**

The Provincial Summer Games will be returning to the Wolfville at **Acadia University July 7 to 9.**

With more than 800 athletes and coaches attending, and over 300 supporting volunteers, it is definitely going to be an action-packed weekend. Competition will take place in Track and Field, Bocce, Soccer, Golf, Softball, Rhythmic Gymnastics, Swimming and Basketball.

Teams will be representing our local regions, Amherst, Annapolis, Cape Breton, Clare, Cobequid, Dartmouth, Eastern Highlands, Halifax, Kings, Lunenburg Queens, Pictou, Sackville/Bedford, Shelburne and Yarmouth and Special Olympics New Brunswick and Special Olympics Prince Edward Island.

The Opening Ceremonies will be held on Friday July 7 at 5:00 pm in the Acadia Arena.

Competition begins on Friday at 7pm and wraps up on Sunday afternoon at venues in Wolfville and New Minas. For a complete schedule of events, please visit [www.sons.ca](http://www.sons.ca). Organizers will also be looking for volunteers to help with various tasks including medal ceremonies.

#### **Upcoming Events:**

- Tidal Bay Launch event (a non-Town event but with support provided) at Waterfront Park – June 16-18<sup>th</sup>
- The Second Annual “Woof-ville” Pooch Party – Waterfront Park - Saturday, June 17
- Valley Pride Run – Willow Park - Saturday, June 24
- Horton Prom Parade (non-Town event but with support provided) - Downtown – Monday, June 26<sup>th</sup>
- Canada Day – Willow Park – Saturday, July 1<sup>st</sup>
- “Salsa By the Sea” Latin Dance Festival (non-Town event, Community Partnership Program (CPP) grant recipient) – Waterfront Park – Saturday, July 15<sup>th</sup>
  - The afternoon portion of this event is free (supported by CPP funding), evening ticketed event also planned
- Mud Creek Days – July 28-30<sup>th</sup> .

## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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# SUMMARY

## Summer Recreation Programs and Events 2023

The Town of Wolfville Parks & Recreation team have been busy putting together a full slate of summer programming for residents of Wolfville and visitors to the area. The purpose of this Information Report is to identify to members of Council the many opportunities that are planned, as well as to provide an overview of each.

Town of Wolfville events are intended to provide a variety of entertainment and enjoyment opportunities in an inclusive and welcoming atmosphere, while also celebrating local culture, fostering a sense of belonging, and contributing to social cohesion. Some events are largely community-focused, while others aim to draw visitors from the broader region and beyond.

The programs and events highlighted in this report are as follows:

### Town of Wolfville Events

- 2<sup>nd</sup> Annual "Pooch Party" – Saturday, June 17<sup>th</sup> 10am-1pm
- Canada Day Celebrations – Saturday, July 1<sup>st</sup> 11am-3pm
- Mud Creek Days – Friday-Sunday, July 28<sup>th</sup>-30<sup>th</sup>
- Try It In Wolfville Summer Series – Various Dates

### Community Partner Events

- Come On Down – Open Mic for All – Various Dates
- Horton Prom Parade – Monday, June 26<sup>th</sup> 6:30-8pm
- Latin Dance Festival – Thursday – Saturday, July 13<sup>th</sup>-15<sup>th</sup>

## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### 1) CAO COMMENTS

N/A this is for information only.

### 2) REFERENCES AND ATTACHMENTS

- Presentation Powerpoint
- [www.wolfville.ca/events](http://www.wolfville.ca/events) - Full listing of events and details
- Event Posters/Flyers (attached)

### 3) DISCUSSION

#### **2<sup>nd</sup> Annual "Pooch Party" – Saturday, June 17<sup>th</sup> – Waterfront Park - 10am-1pm**

In 2022, this event was introduced to welcome dog-lovers in Wolfville and beyond. Beginning with a "paw-clamation" from the Mayor, declaring that the Town be known as "Woof-ville" for the day, the event was filled with activities, contests, prizes and food for visiting canines and their humans.

#### **Attractions:**

- "Paw-clamation" by Mayor Wendy Donovan
- Dog "Adventure Course" – Agility course objects for pups to try with their people
- Splash Pools – Puppy pools filled with water for all to enjoy
- Contests (with Prizes):
  - Best Dressed
  - Best Trick
  - Best Dog
- Guided Dog Walk with Councilor Wendy Elliott
- Hot Dogs – BBQ serving the appropriate food for the day

#### **New This Year:**

- "Paw-casso" Caricatures – Free sitting for dogs to be caricaturized, with or without their humans
- Ball Pools – Puppy pools filled with *toy balls* for all to enjoy!
- Photo Booth – Variety of backdrops, props and outfits for pooch photo ops

**INFORMATION REPORT**

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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# WOOFVILLE POOCH PARTY

**Saturday, June 17**  
**10am - 1pm**  
**Waterfront Park**  
**[www.wolfville.ca](http://www.wolfville.ca)**



## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### Canada Day Celebrations – Saturday, July 1<sup>st</sup> – Willow Park - 11am-3pm

A yearly event, this is typically a local celebration of Canada Day at Willow Park with plenty of fun for all ages. All activities are free of charge (except food from the Cash BBQ).

#### Attractions:

- Opening Ceremonies – 11am – Mayor's Welcome, singing of O Canada
- Musical Entertainment – 11:30am-1:30pm - Artist TBA
- Bouncy Equipment – 11:30am – 3pm - Various sizes and configurations
- Dunk Tank – 11:30am – 2:30pm – Welcoming Volunteers to be Dunked!
- Henna "Tattoos" – 11:30am – 1:30pm
- Balloon Twisting – 11:30am – 1:30pm
- Cash BBQ – BBQ served by the Wolfville Historical Society

#### New This Year:

- Photo Booth – Variety of backdrops, props and outfits for photo ops



## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### Mud Creek Days – Friday-Sunday, July 28<sup>th</sup>-30<sup>th</sup>

Our annual celebration of Wolfville, formerly known as Mud Creek. Most of the activities are free of charge and take place over three days, ranging from children's entertainment to musical performances to the Annual Mud Challenge and a spectacular fireworks display.

#### Attractions:

##### Friday, July 28<sup>th</sup>

- Mud Creek Days Street Party – Main Street – 6 – 8pm
  - Opening Ceremonies – 6:30pm – Main Street - Mayor's Welcome
  - Musical Performance by The Sundries
  - Street Chalk Art
  - Caricatures (New This Year!)
  - Henna "Tattoos"
- Mud Creek Days Movie Night – 9:30pm (pre-show) – (Location and Film TBA)

##### Saturday, July 29<sup>th</sup>

- Mudley's Birthday Party – 10am – 1pm – Clock Park
  - Bouncy Equipment
  - Face Painting / Balloon Twisting
  - Cash BBQ
  - Children's Entertainment
  - Mudley's Birthday Cake
- Annual Mud Challenge – 2 – 4:30pm – Willow Park
- Mud Creek Days Concert – 8pm – Waterfront Park - The Hupman Brothers Band
- Mud Creek Days Fireworks – 10pm – Waterfront Park

##### Sunday, July 30<sup>th</sup> (New This Year)

- The Sparkles – 1 - 3pm – Willow Park - Musical Entertainment Show for Children
  - Music and Storytelling for a younger audience



## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### Try It In Wolfville – Summer Series – Various Dates

Try It In Wolfville aims to give residents opportunities to explore new activities while providing access to connections that can help them continue participation at their own leisure. Try It In Wolfville events are free of charge and do not require any previous experience.

Maria Giroux, the Town's Special Programming and Events Coordinator for this summer, is developing a full slate of "Try It" activities, including:

- Mountain Biking (Confirmed – May 25<sup>th</sup>)
- Photography (Confirmed – July 10<sup>th</sup>)
- Flower Pressing (Confirmed – June 29<sup>th</sup> & July 6<sup>th</sup>)
- Gardening with the Acadia Community Farm (Confirmed – Jun.14, Jul.5, Aug.9, Sept.6, Oct.4)
- Herb Garden-Making
- Lacrosse
- Outdoor Navigation
- Pollinator Homesteads
- Weightlifting for Women
- Pickleball
- Up-cycled Art





## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### Community Partnership Events:

#### Come On Down – Open Mic for Everyone – Various Dates

Supported by the Town via the Community Partnership Program (CPP), Come On Down is hosted by local poet Jeremy G. Lutes, and welcomes anyone and everyone interested in taking the microphone for up to 5 minutes to sing, speak, perform, read or otherwise express themselves. This takes place every third Thursday of the month, from June through September at Willow Park.

If you've ever written a song, poem or short story and wanted to share, or maybe you've never written a song, poem or short story and want to make it up on the spot. Come on down and let it out.

A colorful poster for the 'Come On Down' event. The top half has a dark blue background with white stars and the words 'COME ON DOWN' in large, light blue, block letters. Below this, a yellow sun is partially obscured by a purple and blue gradient sky. The middle section shows a landscape with rolling hills in shades of red, orange, and yellow, and a microphone on a stand in the foreground. The bottom section is black with white and orange text.

**COME ON DOWN**  
HOSTED BY POET J.G.LUTES

**COMMUNITY OPEN MIC**

**FAMILY FRIENDLY**  
Public Health & Safety Guidelines will be followed

Time: 6pm - 8pm  
Where: Willow Park, Wolfville

**June 15**  
**July 20**  
**August 17**  
**September 21**

For questions please contact  
recreation@wolfville.ca or  
call 902-599-3693

**#WheninWolfville**

The Wolfville logo is located at the bottom right of the poster.

**INFORMATION REPORT**

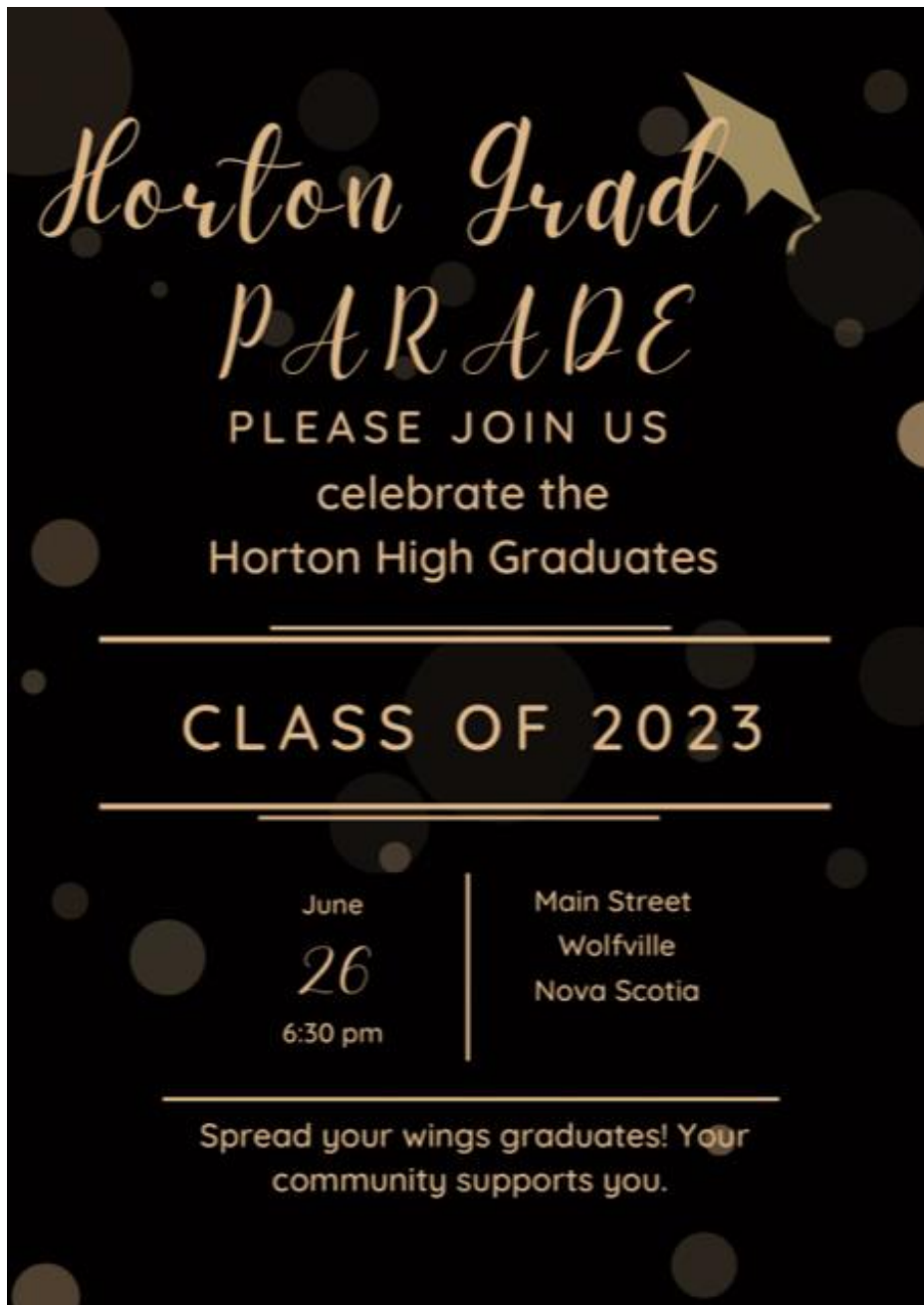
Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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**Horton Prom Parade – Monday, July 26<sup>th</sup> – 6:30 – 8pm**

This will mark the 3<sup>rd</sup> year for this event being held in Wolfville. The Horton High School grad class walk down Main Street (which will be closed) to music and an introduction from the host DJ. This has attracted upwards of 1000 participants and spectators. The Community Partnership Program supports this event this year in order to help make it more sustainable (i.e. purchasing re-usable materials/equipment) so that it can continue to build this great tradition in Wolfville.



## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
Department: Parks and Recreation

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### Valley Latin Dance Festival – July 13-15<sup>th</sup>

Another CPP recipient, this is (hopefully) the first of an annual event that could be a mainstay in Wolfville. The grant supports the free Saturday events in the festival, including:

- Live Latin Music
- Salsa Lesson (Beginner)
- Merengue Lesson (Beginner)
- Main Street Conga Line (Hoping to be the largest Conga Line EVER in Nova Scotia)



## INFORMATION REPORT

Title: IR 011-2023  
Date: 2023-06-13  
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### 4) FINANCIAL IMPLICATIONS

All event expenditures are forecasted to be within the approved allotments in the 2023-24 Operating Budget.

### 5) COMMUNICATION REQUIREMENTS

Communications will be happening throughout the summer on all channels.

### 6) FUTURE COUNCIL INVOLVEMENT

Specific requests for members of Council to participate in events will be made well in advance. Of course, Council members are always invited to attend any and all events!

**REQUEST FOR DECISION 017-2023**

Title: Municipal Fees Policy 140-015 – Annual Update

Date: 2023-06-13

Department: Finance

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## SUMMARY

### Municipal Fees Policy – Annual Update

The Town’s Municipal Fees Policy (#140-015) notes that the Policy will be reviewed annually and fees amended (if needed). Fees are noted in the supporting Schedules to the Policy and cover various departments within the Town operation. The annual review and recommended changes can take place during the budget process or a separate process so long as the fees are updated early in each fiscal year. Typically this occurs in April, however this report was not ready at that time.

This annual update contains somewhat more routine changes to reflect user fee rates related to the sanitary sewer system (a user pay structure similar to the Water Utility) approved during the budget process, as well as confirmation of current fees (or items with no fee attached to the service).

If circumstances require, staff can bring fee amendments later in the operational year.

### DRAFT MOTION:

That Council approve the amended Municipal Fees Policy 140-015 as attached to RFD 017-2023.

## REQUEST FOR DECISION 017-2023

Title: Municipal Fees Policy 140-015 – Annual Update

Date: 2023-06-13

Department: Finance

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### 1) CAO COMMENTS

The CAO supports the recommendations of staff.

### 2) LEGISLATIVE AUTHORITY

- Nova Scotia Municipal Government Act (MGA)

### 3) STAFF RECOMMENDATION

Staff recommend Council approve the changes to the Fee Policy as noted with this report, noting that a more detailed review of fees should occur before the 2024/25 budget is finalized next year.

### 4) REFERENCES AND ATTACHMENTS

- Draft Municipal Fees Policy 140-015

### 5) DISCUSSION

As noted in Policy 140-015, this policy is to be reviewed annually. Ideally this would tie into the budget process. Over the last couple of years there has been limited change to the schedules which accompany the Policy. At this stage, the Policy once again has limited amendments. Based on feedback from members of the management team, a more in-depth review of fees should take place over the coming year with potential changes coming back to Council prior to the adoption of the 2024/25 Operations Plan and Budget.

The draft document before Council this year includes the following changes:

#### **Schedule A**

NSF Cheques – increase fee from \$25 to \$40.

- This is consistent with the change included in the draft Rate Application recently submitted by the Town to the NS Utility and Review Board.
- This covers the costs incurred by the Town thru bank fees, as well as the additional staff time involved in processing the NSF transaction and follow up on collections.

#### **Schedule B** - no changes

Of note is Sidewalk Café which remains at no fee for this year.

- The line has remained on the Schedule to acknowledge there is no fee, and also as a reminder that staff believe this item should be revisited in the future.
- The fee was initially dropped during COVID.

#### **Schedule C** – no changes

## REQUEST FOR DECISION 017-2023

Title: Municipal Fees Policy 140-015 – Annual Update

Date: 2023-06-13

Department: Finance

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**Schedule D** - no changes

### **Schedule E**

Street banner fee remains at no charge.

- The fee for this service was dropped back in 2018

VIC Display Case fees should be removed

- The use of display cabinets was dropped a couple of years ago and therefore this service no longer exists.

### **Schedule F**

All four sections have noted changes. These reflect the rates approved by way of Council motion approving the 2023/24 Town Budgets passed in March.

The connection fee section has been simplified to note one fee. In most cases new service connections involve both water and sewer. The sewer fee reflected in the budget motion was the same as the fee noted in the Rate Application recently submitted to the NS Utility and Review Board. The fee was increased to reflect the cost increase in both wages as well as equipment and supplies. The fixed fee (as opposed to a time and material approach) is a practical approach for this type of service.

Members of the Management Team have started the process of identifying potential gaps in the list of fees, as well as fees which should be reviewed in more depth. The expectation is that a more detailed list of changes will come back to Council by February of 2024.

## **6) FINANCIAL IMPLICATIONS**

For the most part the Town Budget reflects the fees as noted in the draft Policy attached. In general terms, the fees deal with small revenue streams to the Town and therefore they are not of a magnitude that impacts the Town Budget and tax rates.

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

No specific references provided. The annual review process is a matter of business process to ensure key changes are not missed. Part of the more detailed fee review in the coming year will be consideration of areas of social equity, climate action and community wellness.

## **8) COMMUNICATION REQUIREMENTS**

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**REQUEST FOR DECISION 017-2023**

Title: Municipal Fees Policy 140-015 – Annual Update

Date: 2023-06-13

Department: Finance

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One approved, the revised Policy will be posted on the Town’s website for access by the public and the Town’s internal documents will be updated to ensure Town Staff are using the appropriate rates for the upcoming year.

**9) ALTERNATIVES**

No real alternatives at this stage. The changes noted in two sections are items approved in the budget process.





## POLICY

Municipal Fees	
<b>Policy Number</b> 140-015	<b>Supersedes Policy Number</b> Not Applicable
<b>Effective Date</b> 2017-07-18 2018-04-01 2018-10-02 2020-09-03 2021-04-20 2022-03-15	<b>Approved by Council Motion No.</b> 27-07-17 20-01-18 21-10-18 08-06-20 05-03-21 19-03-22

### 1.0 Purpose

To provide a Policy that sets out and amends the fees the Town of Wolfville charges for certain applications, approvals, permits, licences and services.

### 2.0 Scope

This Policy applies except to the extent of any conflict with applicable provincial legislation, and where the fee amounts in this Policy differ from those set out in a Bylaw, Recorded Resolution, Policy or Resolution of the Municipality in effect on the effective date of this Policy, the fee amounts set out in this Policy shall amend those previously in effect.

### 3.0 References

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

### 4.0 Definitions

- 4.1 **Fees** are all fees paid to the Town of Wolfville for certain applications, approvals, permits, licences and services.

### 5.1 Policy

- 5.1 The fees to be paid to the Town of Wolfville for licenses, inspections, permits, applications, approvals, animal impoundments, or services are set out in the Schedules attached to this Policy.
- 5.2 Fines issued by Summary Offence Tickets for contravention of any Town Bylaws or Provincial/Federal laws are not within the scope of this Policy.

### 5.3 Policy Review

This policy will be reviewed annually from effective/amended date.



## POLICY

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CAO

\_\_\_\_\_  
Date

### Schedules:

- A. [Administrative/Financial Services Fees](#)
- B. [Building and Development Permit Fees](#)
- C. [Land Use Planning and Development](#)
- D. [Vending Fees](#)
- E. [Recreation and Tourism](#)
- F. [Public Utility Service](#)

DRAFT

**Schedule A – Administrative/Financial Services Fees**

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Town Seal <ul style="list-style-type: none"> <li>For affixing the seal to any document to be used outside the Province</li> <li>For affixing the seal to any document to be used within the Province only</li> <li>For affixing the seal to any document within the Town of Wolfville only</li> </ul>	\$2.00 \$1.50 \$1.00
Dog Registration (per Annum)	\$25.00
FOIPOP Services <ul style="list-style-type: none"> <li>Application Fee</li> </ul>	\$5.00
Tax Certificate Fee	\$50.00
Deed Transfer Tax	1.5%
Interest on Overdue Taxes (added on the first of each month)	1.00%
Election Deposit	No Fee
NSF Cheque	<del>\$40.00</del>
Taxi Owner’s License Fee	\$25.00
Taxi Driver’s License Fee	\$25.00

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**Schedule B - Building and Development Permit Fees**

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
New Construction of and addition to residential buildings, community centres and churches.	\$50.00 plus 15 cents per sq. ft.
New construction of and additions to commercial, industrial and other buildings not otherwise specified.	\$75.00 plus 20 cents per sq. ft.
New construction of and additions to sheds, decks, shell storage buildings, garages, barns, and other farm, forestry or fishing buildings not designed for human occupancy.	\$25.00 plus 10 cents per sq. ft.
Repairs, renovations, or alterations to all existing buildings.	\$50.00 plus \$4.00 per \$1000 of estimated value of construction work.
Location or relocation of an existing structure.	\$75.00
Construction or location of a swimming pool including required fencing.	\$100.00
Renewal of an approved permit.	\$25.00
Erection of a business or general sign.	\$50.00
Building or structure demolition.	\$50.00
Development Permit Only (i.e. signage)	\$50.00
Sidewalk Café Fee (Calculated by measuring the total area of the sidewalk in front of the building (building edge to inside curb edge) to be used for the café).	No Fee
Short Term Rental – Renewal every 4 years	\$150.00 (includes development permit fee)
Single Room Occupancy – Renewal every 4 years	\$150.00 plus \$25.00 per rental room after four (includes development permit fee)
Fire Inspection not required under regulations.	\$100.00

**Schedule C – Land Use Planning and Development**

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Site Plan Approval	\$150.00
Subdivision Application Fee	\$100 plus \$10.00 for each additional lot beyond one.
Development Agreement	\$2000.00 (includes advertising costs)
Plan Amendments	\$2000.00 (includes advertising costs)
Heritage Applications	No Fee
Zoning Certificate	\$50.00

Schedule D – Vending Fees ([Vending Bylaw, Chapter 99](#)) <sup>1</sup>

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Mobile Canteen (fee/canteen/event)	\$75.00
Stand (fee per stand/event)	\$75.00
Vending on Private Property (fee/application with timeline set by Development Officer)	\$75.00
Non-Profit Fundraising Activity	No Fee

<sup>1</sup> Vending Bylaw fees may be amended by Resolution of Council from time-to-time

**Schedule E – Recreation & Tourism**

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Street Banner Installation (plus HST)	No Fee
Recreation Centre Rental (plus HST if applicable) <ul style="list-style-type: none"> <li>• Half Day</li> <li>• Full Day</li> </ul>	\$20.00 \$35.00
Field, Park and Open Space Rentals	No Fee
<del>VIC Display Cases (plus HST)</del> <ul style="list-style-type: none"> <li><del>• Small Case</del></li> <li><del>• Large Case</del></li> </ul>	<del>\$175.00</del> <del>\$200.00</del>

**Schedule F – Public Utility Service**

Description of Licence, Inspection, Permit, Application, Approval, or Service	Fee
Sanitary Sewer connection fee <del>(if only sewer hookup)</del> <del>Sanitary Sewer connection fee (if combined with Water Utility hookup)</del> <del>If combined with Water Utility hookup, fee is recorded in Water Utility accounts</del>	<del>\$3,700.00</del> <u>\$6,500</u> <del>\$1,500.00</del>
Sanitary Sewer Usage (per 1,000 gallons of water used by customer)	<del>\$5.07</del> <u>\$6.00</u>
Sanitary Sewer minimum quarterly charge for any metered customer	<del>\$22.00</del> <u>\$29.85</u>
Sanitary Sewer Flat Rate Fee (per quarter)	<del>\$98</del> <u>\$115.00</u>

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**Water Utility** – please refer to the Town’s Nova Scotia Utility & Review Board (NSUARB) approved Rates and Regulations.



**REQUEST FOR DECISION 029-2023**

Title: Public Art  
Date: 2023-05-23  
Department: Parks and Recreation

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## SUMMARY

### Public Art: The Wolfville Gallery

Wolfville Town Council has been prudently building a capital reserve to fund public art initiatives within the Town. This is an annual contribution to the Public Art Capital Reserve Fund and is intended to help fund public art today and into the future.

In 2019 a tender was issued for a piece of public art; the project was awarded but unfortunately could not be delivered and was cancelled at the request of the artist.

With support from a Town Councillor, a resident graphic artist, and resident art merchant, a concept was developed to create a public gallery showcasing several Alex Colville images and an interpretive panel.

The purpose of this RFD is to provide Council with information on the intended art installation and to secure an additional \$5000 from the Public Art Capital Reserve Fund above and beyond what was budgeted for in the 2023-24 Capital Budget to cover the full anticipated cost of the installation.

### DRAFT MOTION:

**THAT COUNCIL APPROVE THE INSTALLATION OF AN ALEX COVILLE – OUTDOOR WOLFVILLE GALLERY LOCATED ON THE WEST FACING WALL OF 399 MAIN STREET AND INCREASE THE CAPITAL BUDGET FOR THIS PROJECT FROM THE APPROVED \$30,000 TO A MAXIMUM OF \$35,000, TO BE FUNDED FROM THE PUBLIC ART CAPITAL RESERVE FUND.**

## REQUEST FOR DECISION 029-2023

Title: Public Art  
Date: 2023-05-23  
Department: Parks and Recreation

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### 1) CAO COMMENTS

The CAO supports the recommendations of staff.

### 2) LEGISLATIVE AUTHORITY

1. 2023-24 Town of Wolfville Capital Budget
2. Municipal Government Act

### 3) STAFF RECOMMENDATION

Staff supports this recommendation.

### 4) REFERENCES AND ATTACHMENTS

1. Concept Drawing
2. Town Policy 140-001 Procurement

### 5) DISCUSSION

As included in the summary overview, the Town has committed to building a public art reserve to fund the purchase and installation of public art for residents and visitors to Wolfville. At one time the Town had a Public Art Committee to action the procurement of public art. The committee is no longer active however an informal working group came together to bring this project to fruition. A public art project has emerged that not only creates the opportunity to showcase and recognize a world-renowned artist with ties to Wolfville, but it does so by improving important public space in the downtown core. Notably the town-maintained greenspace in front of the Wolfville Post office.

As one can see from the concept drawing it is the intent of this project to install 9 large scale Alex Colville images on the brick wall overseeing the front of the post office lawn. July 16<sup>th</sup> marks the tenth anniversary of Colville's passing and as such, discussions started as to how to honour his contributions and the importance of his work to a global audience. The Wolfville Gallery is the result. A member of the working group has been working closely and mindfully with the Colville family to ensure they are fully supportive, approve all content, and are proud of the installation. If they are willing, it is our hope to celebrate the installation with family members and the larger community.

Staff are working with the building owner who is supportive and will enter into an agreement for use of the space. The Town of Wolfville will be required to maintain the installation as required. The project was introduced to members of the WBDC who were supportive.

The efforts of the working group have been made without compensation and their commitment to seeing this project through has been amazing. Town staff recognize how important members of the working group have been to ensure this project is done to the standard required.

## REQUEST FOR DECISION 029-2023

Title: Public Art  
Date: 2023-05-23  
Department: Parks and Recreation

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Timeline: If Council were to approve this project, the supplier is suggesting an 8-week turnaround time.

In terms of the budget:

Artwork-Printing-Framing etc.	\$32,500.00
Site preparation*	\$ 2,500.00
TOTAL	\$35,000.00

\* Site preparation includes removal of the remaining mural on building.

The procurement of this initiative was done in accordance with the Town's Procurement Policy.

## 6) FINANCIAL IMPLICATIONS

The Town's approved 2023/24 Capital Budget provided a \$30,000 allocation for this project. The revised cost of \$35,000 is 16% higher than budget. This variance is outside the scope of the CAO's authority as outlined in the Town's Procurement Policy (Policy 140-001, Clause 5.2.1), and as such requires Council approval to proceed.

The funding for the project is to come from the Public Art Reserve Fund. This Reserve Fund receives an annual \$5,000 contribution from the Town's Operating and it currently has built up to a balance of \$40,000 (as of March 31, 2023). Based on this, there is currently sufficient funding to cover the additional costs proposed. It is recommended that the Public Art Reserve be used for this additional cost.

It should also be noted that the Town will be responsible for the maintenance of the installation once completed. While staff do not expect the cost of this to be significant, it should be noted that there will be some costs in the future associated with its upkeep.

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

- Economic Prosperity
- Social Equity
- Community Wellness

## 8) COMMUNICATION REQUIREMENTS

## REQUEST FOR DECISION 029-2023

Title: Public Art  
Date: 2023-05-23  
Department: Parks and Recreation

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Town Council and residents will be updated on progress and based on the Colville family wishes an opening celebration of the work could be arranged.

### 9) ALTERNATIVES

1. Council could choose not to approve.
2. Council could reduce scope.

**REQUEST FOR DECISION 029-2023**

Title: Public Art  
Date: 2023-05-23  
Department: Parks and Recreation

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**ATTACHMENT – CONCEPT DESIGN**



# INFORMATION REPORT (IR 010-2023)

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

Department: Parks & Recreation / Planning & Economic Development



## SUMMARY

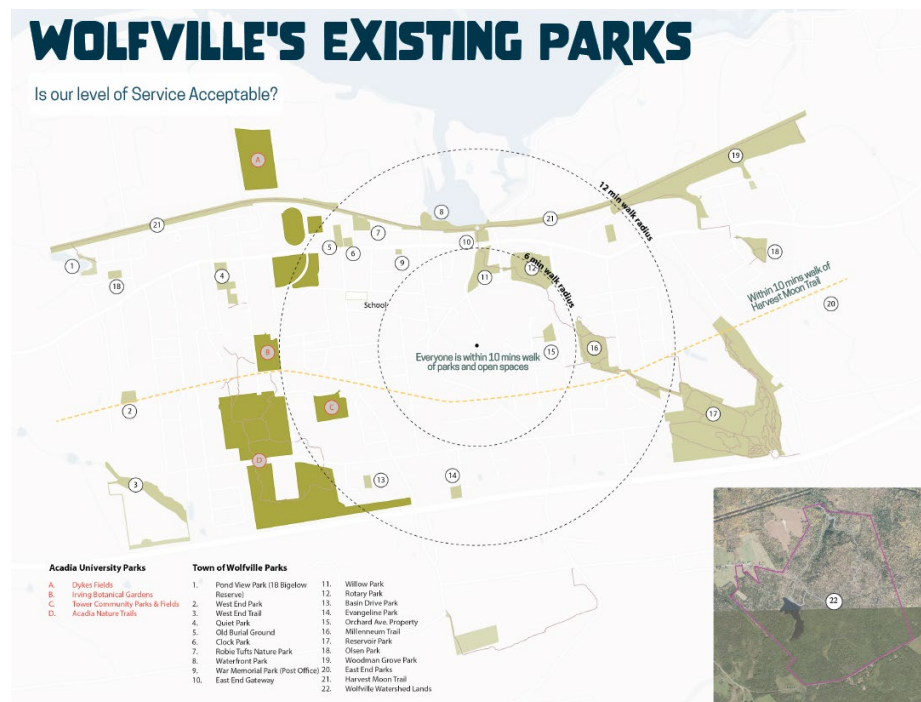
### Parks and Open Space Master Plan – Interim Council Update

The Town is preparing a Parks and Open Space Master Plan. Work is ongoing and this report is meant to provide an update on various aspects for Council’s benefit. In the early fall, Staff and Consultants will bring further work back for feedback from Council. This report will be accompanied by a presentation from various Staff and Consultants, as follows:

- Introduction and Overview (Kelton)
- Consultation to-date (Barb)
- Analysis and Policy (Devin)
- Sample outputs (Rob)
  - Basin Drive and West End Parks

Key questions for Council to consider – that would be helpful for Staff and Consultants, include:

- Who else should we talk to?
- What types of analysis or policy work are missing?
- Do the sample outputs provided (to be presented at the meeting) make sense?
- Is this meeting your expectations?



## INFORMATION REPORT (IR 010-2023)

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

Department: Parks & Recreation / Planning & Economic Development



### 1) CAO COMMENTS

N/A at this time – this is for information.

### 2) ATTACHMENTS AND REFERENCES

1. What We Heard (so far) Report
2. Sample Demographic Analysis (more to come for all areas)
3. UPDATED Future Parks & AT Map (Schedule 3 of MPS)
4. Student work
  - a. Basin Drive
  - b. West End
5. [Municipal Planning Strategy](#) – see Part 6 Parks and Open Space
6. [Wolfville Blooms](#) – Parks Plan home page

### 3) DISCUSSION

Community Engagement (ongoing)

Attachment 1 provides an overview of What We Have Heard (to-date)

#### Next steps:

- Blooms (continue to gather feedback)
- Stakeholder meetings (June-September 30)
  - Accessibility (complete)
  - Community Oven (complete)
  - Acadia University
  - Wolfville School
  - Wolfville Business Development Corporation (WBDC)
  - Other?
- On-site Consultations (June - September 30)
  - Waterfront Park
  - Reservoir Park
  - Pop-ups (e.g. Farmers' Market)
  - Other?
- Council check-in (early October)
  - Updated What We Heard
  - Direction on Key Issues
- Draft Report – including concepts (October-November)
  - Planning Advisory Committee Review



## INFORMATION REPORT (IR 010-2023)

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

Department: Parks & Recreation / Planning & Economic Development

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- Accessibility Committee Review
- Council update / direction
- Open House event(s) to share draft outcomes
- Final Report
  - Committee of the Whole and Council

**Council should review the planned engagement next steps and provide feedback - who else should we talk to?**

### Work-in-Progress (Report Components)

The Parks Planning process is reviewing various aspects of how we manage Parks and Open Space – including analysis to determine if our offerings are in the right place/going in the right direction. Currently underway with the consultant is the following:

- Community and Neighbourhood Profiles
  - Staff and Consultants are working with neighbourhood level census data and pulling-in future growth to inform the planning and recommendations
  - GIS and other mapping is being developed to analyze different metrics and considerations for Council
- Park and Open Space supply analysis
  - Adequacy of Parks and Open Space supply to meet current and future demand; adequacy of supply by classification (including a review of our classifications – see below); recommendations for acquisition or disposal
- Functionality and Classification Analysis
  - Looking at potential new classifications (see existing below from MPS); reviewing parameters and requirements or recommendations in each (e.g. street frontage, size, bathrooms, etc); national and provincial guidance and best practice review; recommendations and gap identification.
- Connectivity and Access
  - Pulling into this the AT work and a review of overall connectivity; Parking; Trail standards review; Maintenance recommendations.
- Policy Review



**INFORMATION REPORT (IR 010-2023)**

Title: Parks and Open Space Master Plan - Update  
 Date: 2023-06-13  
 Department: Parks & Recreation / Planning & Economic Development



- The Town’s Parks and Open Space policies were updated in 2020 as part of the Municipal Planning Strategy Review. The Policies are provided below in a table. These have served us well in the East End process, to-date. This is an opportunity to point at areas where we may want to consider amendment through this Parks Planning process.
- Recommendations and draft policies will be provided as we move forward, including integration with our Tree work that is beginning this summer.
- Concept Plans and Costing – All Parks (including new spaces)
  - Based on the above - best practice, feedback from the community and stakeholders, future growth and demographics, etc - Concepts for all parks with magnitude of costs will be developed (example of this will be shown during the presentation)
- See engagement next steps above

**Core Concept**

**Goals of Recreation Nova Scotia:**

**Active Living**—To foster active, healthy living through recreation.

**Inclusion and Access**—To Increase inclusion and access to recreation for populations that face constraints to participation.

**Connecting People and Nature**—To help people connect to nature through recreation.

**Supportive Environments**—To ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities.

**Recreation Capacity**—To ensure the continued growth and sustainability of the recreation field.

Parks Policy Review

The 2020 Municipal Planning Strategy (MPS), Part 6 outlines Council’s policies for Parks and Open Spaces. The MPS provides the principles in which the Parks Plan shall be guided through the established community priorities of Part 2.



The Parks and Open Space relevant policies have been provided in the table below. **Council should review these policies and provide feedback.**

IT SHALL BE THE POLICY OF COUNCIL:

6.0 RECREATION AND QUALITY OF LIFE	STAFF COMMENT
1. Identify current and future parks and open space areas on Schedule 3: Future Parks and Trails Map.	The East End Secondary Plan has updated this map (Schedule 3 of

## INFORMATION REPORT (IR 010-2023)

Title: Parks and Open Space Master Plan - Update

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	MPS) – it is included as an attachment to this report
2. Permit the development and use of land in all zones for park, playground and open space uses.	
3. Recognize the established park types/classifications in line with the Town’s Parks and Open Space Master Plan (2012) as outlined in Schedule 6: Park and Open Space Classifications, which include: Neighbourhood Park; Community Park; Active Sports Park; Linear Park; and Priority Park and use this as a guide to determine future parkland needs.	This may warrant updating. Staff and consultants have begun to look at this and welcome feedback from Council.
4. Encourage maximum use and enjoyment of these resources by community residents by ensuring park spaces are planned and provide opportunities for multiple activities, i.e. picnicking, play structures, passive play areas, and active play areas.	
5. Develop all parks in accordance with a concept plan, developed by a licensed Landscape Architect or other qualified professional, which clearly indicates appropriate uses, functional areas of the park, natural and environmentally sensitive areas, and relationships among park activity areas.	This is a key outcome of our Parks Master Plan
6. Employ accepted design principles, as warranted, to guide the layout of the park and the provision of park equipment, such as CSA standards for playgrounds, Rick Hansen Accessibility Standards, and Crime Prevention Through Environmental Design (CPTED) guidelines. Park proposals will be evaluated with respect to their contribution to other approved municipal planning documents (e.g. Physical Activity Strategy).	This aspect will be further developed in the Parks Master Plan, including Staff and Council’s ongoing commitment to Equity, Diversity and Inclusion.
7. To recognize that the current supply of parks and open space areas is adequate. Additional open space therefore will only be assembled if the property in question has unique economic, environmental, heritage, connectivity or cultural significance. The Town will be guided for new parkland as generally identified on Schedule 3: Future Parks and Trails Map as future park.	<p>This policy should be reviewed and updated, subject to the outcomes of this Parks Plan.</p> <p>Key Issues related to this (e.g. acquisition/disposal, rail corridor) will be brought to Council for decisions.</p> <p>Staff and consultants are looking closely at the Town’s lease arrangements and agreements for key public spaces.</p>

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<p>8. Within Lands zoned Comprehensive Development District (CDD), additional open space shown on Schedule 3: Future Parks and Trails Map is conceptual in nature and would be subject to a secondary planning study.</p>	<p>This policy would be updated when we conclude this parks master plan.</p>
<p>8. Within Lands zoned Comprehensive Development District (CDD), additional open space shown on Schedule 3: Future Parks and Trails Map is conceptual in nature and would be subject to a secondary planning study.</p>	<p>This policy would be updated when we conclude this parks master plan.</p>
<p>9. If areas are identified as having unique environmental, heritage, or cultural significance, Council shall explore options to protect the land through mechanisms other than land acquisition, which may include, but is not limited to, a long term lease, conservation easement or other legal means, including expropriation.</p>	
<p>10. To facilitate and maintain two well-equipped neighbourhood parks, one in the east and one in the west, at a location that will allow most residents to reach a park with informal, active recreational opportunities within 500-600 m.</p>	
<p>11. To require the regular review of the Parks and Open Space Master Plan and/or the Parks and Open Space Policies of the MPS.</p>	
<p>12. To work in cooperation with Acadia University and other government bodies in the provision of recreation and cultural opportunities for Town residents.</p>	
<p>13. That Public Engagement shall take place during Parks and Open Space planning and redevelopment efforts, as per the Town’s Public Engagement Policy.</p>	
<p><b>6.1 PARK LAND DEDICATION</b></p>	
<p>1. To require the provision of parkland with all new lot creation in accordance with the provisions under Section 271 (13h) of the Municipal Government Act, and as described in the Subdivision Bylaw.</p>	
<p>2. To require developers to dedicate useable land (in the amount of 10% of the area of the lots to be approved on a final plan of subdivision) or cash in lieu of such land, for recreation purposes when subdividing land. a. Any lands not generally identified on Schedule 3: Future Parks and Trails Map may not be accepted unless the property in question has unique</p>	

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Title: Parks and Open Space Master Plan - Update

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economic, environmental, heritage, connectivity or cultural significance.	
3. That notwithstanding Policy 6.1(2), new lots created in the Core Area (Core Commercial or Core Neighbourhood Designation) shall not be subject to open space requirements or cash-in-lieu provisions.	
4. To require developers to provide space for leisure or recreation facilities in association with new multi-unit residential developments with more than 4 dwelling units as per Land Use Bylaw.	
5. To require that any land transfer for future public use as a trail, park or playground must: a. Be useable land, or equivalent value, and be identified on Schedule 3: Future Parks and Trails Map; or b. In the view of Council, have demonstrated cultural, environmental, connectivity or historical value; or c. If the land being subdivided has frontage on a public amenity must maintain public access.	
6. To adopt the following as a guide for parkland dedication processes in Secondary Planning and CDD areas: a. To the greatest extent possible, parks will be fully developed at time of transfer to the Town and provide opportunities for multiple activities, at the sole cost of the developer. b. Parks and open space areas will be developed and maintained in a manner that is safe for all users and protects the interests of the Town. c. New parks must be within the financial capacity of the Town to operate and maintain. d. All parks will be developed in accordance with a concept plan by a qualified professional which indicates the functional areas of the park, natural and environmentally sensitive areas, and relationships among park activities. e. All parks will be guided by the Town’s Accessibility Plan, CPTED principles, other municipal documents and strategies and CSA standards for equipment. f. To the extent possible, trails, sidewalks and paths will link parkland and open spaces to promote healthy living, encourage tourism and protect significant natural features. g. Some form of public engagement will be carried out as part of Secondary Planning and CDD processes.	We are currently working with these policies in the East End
<b>6.2 PARKS AND OPEN SPACE CLASSIFICATIONS</b>	
1. To zone all Parks and Open Space (e.g. Neighbourhood Parks, Community Parks, etc) as “Parks and Open Space (P-1)” and permit uses in the Land Use Bylaw, including but not limited to:	This section should be reviewed and suggestions provided.

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<p>a. Parks and playgrounds, including associated facilities;                  b. Interpretation centres;                  c. Pavilions and bandstands;                  d. Museums;                  e. Community gardens;                  f. Occasional, incidental, temporary outdoor or indoor markets, bake sales, flea markets and vegetable and produce markets, with appropriate permissions, licensing, and permits;                  g. Special open areas;                  h. Linear parks; and                  i. Non-recreational open spaces</p>	<p>Recommendations will come in the draft report.</p>
<p>2. To locate Neighbourhood Parks within a 500-600 metre walking distance of residential areas with safe pedestrian access.</p>	<p>Mapping will be provided on this</p>
<p>3. Uses permitted in the P-1 zones will vary and the zone standards will be flexible to reflect that these park types can have irregular shapes and may have limited opportunity for road frontages.</p>	
<p>4. To consider the completion of a masterplan prior to undertaking any long-term new or re-development of Parks and Open Space, which demonstrates: a. Multiple opportunities for the public to access the site, particularly for linear parks. b. Passive shaded areas and amenities for passive activities (benches, picnic tables). c. Where there are environmental constraints, the plan should consider how to mitigate the impacts of people on the landscape and ecosystem. d. Access from major roadways and connection to trail systems and other parts of the open space system where possible. e. Integration and use of CPTED principles, Rick Hansen Accessibility Standards and other relevant guidelines in the design of the spaces.</p>	
<p><b>6.3 UNIVERSITY OPEN SPACE</b></p>	
<p>1. To create a zone “Parks and Open Space - University” (P-2) within the Land Use Bylaw.</p>	
<p>2. To work with Acadia, through a partnership agreement (memorandum of understanding), to ensure public benefit of these lands.</p>	
<p>3. To permit uses as outlined in the Land Use Bylaw, which may include uses accessory to University functions or park functions.</p>	
<p><b>6.4 ACTIVE TRANSPORTATION CORRIDOR</b></p>	

**INFORMATION REPORT (IR 010-2023)**

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

Department: Parks & Recreation / Planning & Economic Development



1. To create a zone “Active Transportation Corridor” (AT) within the Land Use Bylaw.	
2. To permit uses as outlined in the Land Use Bylaw, which may include but are not limited to Active Transportation Uses, including walking trails and bicycle facilities.	
<p>3. To permit new buildings by development agreement, on portions of the Active Transportation Corridor, as outlined in the Land Use Bylaw.</p> <p>a. All Development Proposals located in the AT zone shall use the Comprehensive Development District’s Sustainability Checklist as a guide to evaluating proposals</p> <p>b. All proposals shall provide an uninterrupted Active Transportation Corridor of a minimum width, defined by Council.</p> <p>i. If Development is completed along this corridor, rezoning of the Developed Land will be required while the Active Transportation portion will maintain the AT zoning.</p>	This is being reviewed – talks with the owner of the rail line are ongoing
4. To define, in the Land Use Bylaw, the specific areas of the Active Transportation zone where a Development proposal may be considered.	
5. To recognize that any Development proposal being considered in the Active Transportation zone will require detailed studies to determine impacts on the community and shall be required during any consideration of a development proposal on these lands.	
6. To recognize and permit subdivision and consolidation of portions of the AT zone if a minimum width is maintained.	

Parks Classification System

Schedule 6 of the MPS establishes a parks classification system. This is provided below. Staff have also created a map to correspond to the classifications (see below). Staff feel this should be updated and it is being reviewed. There is likely room for a “Regional” type of park classification where features like bathrooms, parking and other amenities should be considered as we invest in these spaces. **Council should review these classifications and provide feedback.**

## INFORMATION REPORT (IR 010-2023)

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

Department: Parks & Recreation / Planning & Economic Development



## 6. PARK and OPEN SPACE CLASSIFICATIONS

The provision of both public and private recreation facilities within the Town of Wolfville offers an extensive choice of recreational opportunities in a small Town environment. These facilities range from arenas and an indoor pool to small playgrounds, family parks and sports fields. An extensive trail system throughout Town interconnects residential neighbourhoods with the central downtown area and the University campus and provides residents with a variety of opportunities to choose active transportation options over the automobile.

Council recognizes the importance of providing physically active alternatives to the automobile and will endeavor to expand the Town's existing trail system and work with Acadia University to link Town trails with University trails.

Parks and open spaces also play a vital role in protecting wildlife habitat, maintaining biodiversity and hydrological balance, filtering pollutants and providing public access to natural areas. Public parks and open spaces often provide a buffer between the natural and the built environment as well as protection for environmentally sensitive areas.

The Town of Wolfville has adopted a park classification system to assist with the planning of its parks and open space resources. The classification system forms the foundation for building a Town-wide community park system. It provides guidance on the anticipated use of the park or the functional requirements that should be reflected in the park's planning and design.

Park classification	Features
<b>Community parks</b>	<ul style="list-style-type: none"><li>• Passive recreation space (public)</li><li>• Major indoor and outdoor facilities with amenities (lighting, seating, shaded areas, etc.)</li><li>• Accessible to pedestrian and/or bicycle circulation system</li></ul>
<b>Neighbourhood parks</b>	<ul style="list-style-type: none"><li>• Located in/near residential neighbourhoods</li><li>• Amenities to serve non-organized recreational facilities (playgrounds, multi-purpose court, etc)</li><li>• Accessible to pedestrian and/or bicycle trail system</li></ul>
<b>Non-municipal active sports park</b>	<ul style="list-style-type: none"><li>• Sports fields (private)</li><li>• Community programming</li></ul>
<b>Linear parks</b>	<ul style="list-style-type: none"><li>• Recreation trails (public),</li><li>• Recreation lands (public)</li><li>• Accessible to pedestrian and/or bicycle trail system</li></ul>
<b>Special open space areas</b>	<ul style="list-style-type: none"><li>• Passive lands (public)</li><li>• Community purpose areas (heritage sites and squares, civic gardens, etc)</li><li>• Educational/limited recreational activities</li></ul>
<b>Non-recreational open space area</b>	<ul style="list-style-type: none"><li>• Storm retention ponds</li><li>• Vegetated areas</li></ul>

**Table S6.1—Park classification systems**

**INFORMATION REPORT (IR 010-2023)**

Title: Parks and Open Space Master Plan - Update

Date: 2023-06-13

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Sample Report (Master Plan) Outputs

To be presented at the meeting. Sample from the earlier workbook, provided below.



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**SAMPLE PARK**

This park layout is an example of how each finished park will be prepared. The final plans will include:

1. a sample design illustrated using public feedback throughout the process
2. A class D cost estimate in 2023 \$\$
3. Anticipated Phasing for implementation of various elements
4. Management recommendations and Standards

## 13. BASIN DRIVE PARK (0.49 ACRES)

13. Basinview Park

Item	Qty	Measure	Unit Price	Cost	Phase 1: 2023-2028	Phase 2: 2029-2034	Phase 3: 2035-2040
<b>Subsurface</b>							
Regrading	2100	sm	\$ 12.00	\$ 25,200.00	\$ 25,200.00		
Berm Fill	300	cum	\$ 15.00	\$ 4,500.00	\$ 4,500.00		
Catch Basins	2	ea	\$ 3,000.00	\$ 6,000.00		\$ 6,000.00	
150 Storm drain	42	m	\$ 65.00	\$ 2,730.00	\$ 2,730.00		
50mm waterline	40	m	\$ 165.00	\$ 6,600.00	\$ 6,600.00		
Electrical	80	m	\$ 120.00	\$ 9,600.00	\$ 9,600.00		
Electrical Box	1	ea	\$ 4,000.00	\$ 4,000.00		\$ 4,000.00	
<b>Landscape</b>							
Trees	8	ea	\$ 600.00	\$ 4,800.00	\$ 4,800.00		
Shrubs	200	sm	\$ 90.00	\$ 18,000.00	\$ 18,000.00		
Seating Boulders	12	ea	\$ 400.00	\$ 4,800.00	\$ 4,800.00		
Climbing Boulders	3	ea	\$ 1,800.00	\$ 5,400.00	\$ 5,400.00		
200mm Topsoil & Hydroseed	1500	sm	\$ 9.00	\$ 13,500.00	\$ 13,500.00		
<b>Hardscape</b>							
Crusher Dust Path	290	sm	\$ 60.00	\$ 17,400.00		\$ 17,400.00	
Concrete Plaza	90	sq	\$ 90.00	\$ 8,100.00		\$ 8,100.00	
Stone Stairs	15	ea	\$ 200.00	\$ 3,000.00		\$ 3,000.00	
Sandpit	120	sm	\$ 80.00	\$ 9,600.00		\$ 9,600.00	
Bark Mulch	400	sm	\$ 35.00	\$ 14,000.00		\$ 14,000.00	
<b>Furnishings</b>							
Benches	5	ea	\$ 2,000.00	\$ 10,000.00		\$ 10,000.00	
Picnic tables	2	ea	\$ 4,000.00	\$ 8,000.00		\$ 8,000.00	
Bike rack	4	ea	\$ 500.00	\$ 2,000.00		\$ 2,000.00	
Slide & Mountings	1	ea	\$ 12,000.00	\$ 12,000.00		\$ 12,000.00	
Climbing Logs	12	ea	\$ 2,000.00	\$ 24,000.00		\$ 24,000.00	
Light Standards	4	ea	\$ 6,000.00	\$ 24,000.00		\$ 24,000.00	
<b>Sub-Total</b>				<b>\$ 237,000.00</b>	<b>\$ 104,900.00</b>	<b>\$ 152,100.00</b>	<b>\$ -</b>
<b>Contingency (15%)</b>				<b>\$ 35,550.00</b>	<b>\$ 15,735.00</b>	<b>\$ 19,815.00</b>	<b>\$ -</b>
<b>Design (15%)</b>				<b>\$ 35,550.00</b>	<b>\$ 15,735.00</b>	<b>\$ 19,815.00</b>	<b>\$ -</b>
<b>EST (15%)</b>				<b>\$ 35,550.00</b>	<b>\$ 15,735.00</b>	<b>\$ 19,815.00</b>	<b>\$ -</b>
<b>Total</b>				<b>\$ 343,695.00</b>	<b>\$ 152,145.00</b>	<b>\$ 191,545.00</b>	<b>\$ -</b>

**MAINTENANCE RECOMMENDATIONS:**

1. Follow CSA Z614:20 for playground installation and long-term maintenance.
2. Rake pea gravel weekly and check for foreign objects. Ensure a consistent depth of 200m in regular areas and 400m in designate fall areas
3. Check natural play logs for unusual cuts or splits
4. Check around perimeter fence for foreign objects
5. Mow grass biweekly from April 15- Oct 1. Aerate and overseed every 2 years. Fertilize with 10-5-5 at a rate of 0.1 to 0.2 pounds per 100 square feet (45.5 to 90.5 g per 9.5 sq. m.)
6. Replace any missing or dead shrubs before June 30.
7. Check grabage cans daily
8. Infill pathway low spots and compact to 95 spd every June.
9. Do monthly visual inspections in log hardware to ensure there are no exposed metal in countersunk bolts and pins. Check swings monthly for signs of rust or fatigue.

## Summary

This is an interim update provided to Council for information. Feedback to any of the sections of this report are welcomed as we look to move forward, together.

- Who else should we talk to?
- What types of analysis or policy work are missing?
- Do the sample outputs provided (to be presented at the meeting) make sense?
- What else can we do to meet expectations and provide the high quality product we all want?

## 4) FINANCIAL IMPLICATIONS

Work on the Parks Plan has been budgeted through our Operations Plan under the Parks and Recreation Administration Department. Refer to page 53 of the Operations Plan and budget noting the 2023/24 budget estimate of \$60,000.

- The project itself started last year with an anticipated cost of \$85,000 to \$90,000.
- \$20,593 of costs were incurred last year (fiscal 2022/2023).
- Both the costs incurred last year and this current year are being funded by way of Operating Reserves as per Council approval.

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- Limited invoicing has occurred in the current year (only \$3,400 tagged to the account thus far), however indications are that it should still come in on budget.
- Financial updates on the Project will be part of the regular quarterly reporting cycle.

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

The Parks and Open Space Master Plan is relevant to all strategic priorities of Council.

### **6) COMMUNICATION REQUIREMENTS**

Key Message: The Town is carrying out a Parks and Open Space Master Plan. It is anticipated to wrap up in the fall of 2023. Project information can be found at [wolfvilleblooms.ca](http://wolfvilleblooms.ca).

### **7) FUTURE COUNCIL INVOLVEMENT**

See above.

# Parks and Open Spaces Master Plan Engagement – Part 1

## What we heard

To build out our Parks and Open Spaces Master Plan we need to understand who uses our different Parks, what these spaces are used for, how people get to and from parks and, what missing assets do stakeholders want included in the future.

Our preliminary engagement involved a combination of in-person and virtual outreach opportunities, that allowed for inclusive, two-way communications.

Our process let the community know that a master plan was being developed and, that stakeholder voices matter. Our process also allowed us to connect in a meaningful way with specific community members who might not have been as likely to participate exclusively in something like a phone poll.

During this process, Staff and Council engaged 174 community members through in-person engagement at L'Arche, using Council Workbooks as a tool in small group discussions and also, by attending the Wolfville Farmers' Market. Council members, as stakeholders and champions of our Parks, also participated in a workshop to share their feedback.

Virtual engagement launched on Wolfville Blooms with traffic driven from in-park signs with QR codes, social media posts, posters and our electronic newsletter. Over 1,000 people visited our Parks and Open Spaces Master Plan project area on Wolfville Blooms since it launched in mid-January. Our survey on Wolfville Blooms delivered (280 responses at time of writing and still going)

Community Development Students from Acadia also joined the Town for three weeks to develop and run engagement pop-ups for Basin View Drive and the West End Park location. These efforts also helped to drive traffic to Wolfville Blooms, in addition to gathering specific details about the two undeveloped Park locations.

By the end of May, through online and in-person engagement, we have gathered feedback from close to **600 people**.

### **Quick results and impressions**

The quick results (so far) are that Reservoir Park is our most used and favourite Park. People primarily travel to parks by foot. We need more shade and of course, pickleball courts were the main asset requested by stakeholders. People use our Parks and open spaces for walking, hiking and mobility and any improvements to our Parks and open spaces need to consider increasing accessibility to create inclusive spaces. There is also concern about dogs in off-leash locations.

This process reinforced the notion that Wolfville residents and stakeholders love their Parks and open spaces. These are critical pieces of local infrastructure and community hubs. In Wolfville, Parks and trails define us.

## **In-Person Engagement Results (to-date)**

### **L'Arche**

Staff attended an engagement session at L'Arche on March 20 where four L'Arche staff and ten L'Arche community members provided feedback on their usage of Wolfville parks. The most frequently used park by L'Arche is Willow Park due to its location within proximity to the L'Arche building, ease of access in terms of grade, parking and sidewalk infrastructure and the flexibility the park offers for different uses.

L'Arche staff bring their own games and sports equipment like bocce ball and jumbo Jenga to Willow Park to use and they suggest having equipment available on site to loan from the Visitor Information Centre would improve their experience. More shaded picnic tables, an accessible swing set, a sensory path and group exercise classes during L'Arche's operating hours were noted as potential improvements to their parks experience.

L'Arche community members seldom visit Reservoir Park due to the limited parking spots, uphill location and gravel trails that can be difficult to navigate. Clock Park, Robie Tufts and Waterfront Park are typically only used for quick breaks during walks or if there is an event to attend such as Deep Roots Music Festival. The Harvest Moon Trail is a popular walking route, and Tower Park is used for playing basketball and the washrooms and parking lots improve user comfort and access. Pond View Park offers a natural setting that many L'Arche community members enjoy, however lack of an accessible pathway and viewing platform reduces access to this park.

### **Wolfville Farmers' Market**

Staff and the Mayor attended the Wolfville Farmer's Market on Saturday, March 25<sup>th</sup> from 8am – 1pm. During this time, 56 individuals provided feedback on the Parks Master Plan. Two key questions were asked during this engagement session: what Wolfville park is your favourite, and what is missing from Wolfville's parks? The parks most indicated as favourite were Willow Park and Reservoir Park.

Willow Park is preferred because of the range of activities available including the splash pad, playground and swing set, picnic tables as well as the vegetation, flower beds and pond. Reservoir Park is preferred because of the wooded walking trails and view plane, though it was commonly noted that more seating would enhance the user experience.

Missing elements from Wolfville's parks include pickleball courts, volleyball courts, a natural playground, a climbing wall, outdoor concert facilities, outdoor skating rink, outdoor exercise equipment, and an outdoor stage performance area, walking trails suitable for pushing a stroller, triple AAA standards, signage in garden beds to identify different plant species, comfortable seating options for lounging, a geodesic climbing dome, spaces suitable for all ages, fixed musical instruments, signage and education for sharing active transportation lanes. More garbage and waste receptacles, picnic tables, shaded areas, quiet spaces, trail signage along the Millennium Trail, bike racks throughout town, bike rentals were also noted as missing elements.

### **Council Workshop and feedback**

On January 12, at a workshop, Council worked through a selection of questions.

1. What is missing in Wolfville's parks?

- a. Small gathering spaces and sheltered/shaded seating areas.
  - b. Recreational programming and activities that appeal to an older crowd (i.e., bocce ball, lawn bowling, chess tables)
  - c. An off-leash dog area to reduce demand at Reservoir Park
  - d. More parking spaces including accessible parking at Reservoir Park.
  - e. Boardwalks and a floating dock at Waterfront Park to support water activities.
  - f. Play areas including accessible playgrounds, natural play and a bouldering wall.
  - g. Outdoor exercise equipment (suitable to Woodman's Grove area)
2. How should the Town prioritize investments in our parks?
    - a. Major investment: establish Waterfront Park as a destination and connect to rail trail.
    - b. Major Investment: developing areas where density is anticipated to intensify (Reservoir Park, East End parks).
    - c. Introduce facilities to support the Acadia community garden (water, washrooms).
3. Are there parks the Town should dispose of or acquire?
    - a. Strong opposition to disposing of the sloped area of Willow Park.
    - b. Openness to acquiring Acadia's Dykeland Field.
    - c. Consider leasing a portion of Quiet Park to the Children's Centre rather than disposing of it.
    - d. Consider acquiring Tower Park from Acadia.
4. What are two key things you want to get out of the Parks Master Plan process?
    - a. Better connectivity between parks
    - b. Intergenerational spaces and activities in each park
    - c. Consideration of surrounding demographics with park facilities
    - d. Games, activities and tables with seating to support all users and abilities
    - e. Establish a clear and actionable plan for the future of our parks
    - f. Prioritize accessibility improvements (both physically and economically)
    - g. Safety within oaks
    - h. Recognition of history through interpretive signage
    - i. Prioritize affordable housing development in the case of park land disposal.

Other comments during the workshop focused on ensuring planning principles for parks (supply, classification, distribution and linkages are considered during plan development and that policies for land or cash in lieu and parking requirements be developed.

#### **Council Workbook supported engagement results**

Council members were encouraged to use the same workbooks they were provided at the Council Workshop to gather feedback from community members. The workbooks allow community members to provide both general and specific comments related to parks in Wolfville. Council members engaged with 104 people and many of the comments reiterated wants, needs and concerns noted during other engagement sessions.

- **Pond View Park:** Valued because of the water feature and surrounding greenspace. A boardwalk with viewing sites would improve the park along with information panels, and connectivity to the Harvest Moon Trail.
- **Bigelow Green Space:** A good location for lawn bowling, volleyball, basketball, community gardens, native plant species, or a dog park. Seniors should be consulted to understand the best use for this park.
- **West End Park:** A walking trail from Kent Ave to the park, a playground and shaded seating areas are desirable. Pickleball, basketball courts and a soccer field were suggested though there is some concern regarding noise from pickleball at this site. Trails, ponds, and a pollinator park were also suggested, and there is some concern for drainage.
- **West End Trail:** The trail could be connected to locations in all directions of the site to avoid a loop trail. Garbage and recycling bins, connectivity to Horton High School, a fenced off dog park and agility activities were suggested.
- **Quiet Park:** A trail from Westwood Ave to improve connectivity, more seating, a labyrinth, elevated raised garden beds, sensory gardens, outdoor theatre, coasting hill, yoga/Tai Chi area, chess sets, as well as larger shrubbery and tree planting for privacy from the road were suggested. Giving a portion of the park to the Wolfville Children's Centre for expansion and building a natural playground, splash pad and paved pathways so parents can push strollers were suggested.
- **Old Burial Ground:** This park needs attention. Trees need repair or removal following the advice of professionals. The interpretive panels are not accessible. Improved connection to clock park and to Harvest Moon Trail was suggested.
- **Clock Park:** More shade and hard surfaces are needed. This could be a good location for a beer garden, café, pop up food vendors and events. Games, and a town map were suggested.
- **Robie Tufts Nature Park:** Better connectivity to Harvest Moon Trail and streetscape improvements needed as well as more dining spaces, food trucks and signage welcoming users to the space.
- **Waterfront Park:** Climate protection should be a priority in this park. A floating dock, hammocks, comfortable seating options, a concert stage, more wayfinding signage, accessibility considerations, rose bush plantings, a play structure, more shade from trees and umbrellas and allowing for small barbecues were suggested improvements. Finding ways to expand the park by including the rail line, a wharf or floating dock is important for accommodating a growing population.
- **War Memorial Park:** Shaded seating, more gardens, trees, and bushes are needed for privacy.
- **East End Gateway:** keep it as a green space, add public art and seating as well as better connectivity to the Harvest Moon Trail.
- **Willow Park:** Keep existing open green space, skating rink in 1993 was not successful though some still suggest this use, improved connectivity to Randall House and stairs leading to Rotary Park suggested.
- **Rotary Park:** The Recreations Centre should become a four-season building in the long term, it's a good site for pickleball, basketball and swings. The soccer fields don't appear to be used very much and would be better located to the dykelands with other courts sited where the soccer fields are currently. More shade is needed.

- **Basin Drive Park:** considerable development needed focusing on the needs of nearby residents. The active transportation network should connect here. This park should be expanded and improved. Suggested uses include an outdoor pool, pickleball, volleyball, off leash dog park, and community gardens.
- **Evangeline Park:** Considerable development needed focusing on needs of nearby residents, AT network should connect here. More playground equipment and a community garden were suggested.
- **Orchard Ave:** Comments related to selling the land for more housing, affordable housing and for generating revenue. No park-related suggestions were made.
- **Millennium Trail:** Good location for natural play area. Seasonal boxes of sand are needed so users can sand slippery slopes in the winter. More seating, garbage and recycling bins and railings needed. There are invasive species that need to be eradicated and areas needing reforestation.
- **Reservoir Park:** Maintain the view plane. This is a good location for outdoor exercise equipment, interpretive panels for historic information. Many comments were focused on dogs, with some stating concern not a good location for a fenced in dog park, offer dog related programming for dog owners, keep dogs on leash in swimming areas from June to October, many community members concerned about off-leash dogs in the park and the increased volume of usage in this park. A lifeguard, canoes and paddleboards, boardwalk around beach, lighting, a fenced dog area in the west end of the park, larger grassy area for people to use near the beach, and signage regarding concerns for off-leash dogs near the 101.
- **Olsen Park:** Managing drainage and pond sludge was mentioned, along with the need for easier access to the park and for seating. Connectivity to the future village square could be nice if designed carefully, and a trail connection to Reservoir Park through future east end land should be developed. Lighting, a fire pit, ice skating and a yurt were suggested.
- **Woodman's Grove Park:** This park could be named after Cecil Pulsifer who created the trails and connections in the area. Parks near higher density developments should be developed with the wants and needs of residents considered. This is a good location for outdoor exercise equipment.
- **East End Parks:** Few comments were made regarding the east end parks; however, it was noted that they should be linked by trails.
- **Harvest Moon Trail:** The trail is noted as being valuable to the region. Adding rest spots at either end of Town could improve user comfort. The trails are too narrow and there is a need for better education about sharing the trail with different modes of transportation.
- **Nature Trust Lands:** Better signage for trails, features and environmental sensitivity or potential danger needed.
- **General comments:**  
Interpretive signage was suggested in many parks, particularly those with historical or environmentally significant features. An understanding of the wants and needs of nearby residents when planning parks, particularly in higher density areas, was noted. Aspects such as shade, seating, waste and recycling bins were common suggestions for all parks.

# Virtual Engagement

## Wolfville Blooms

To understand who was participating online, stakeholders 41-65 years of age were the most common respondents at double the response rate of 21 – 40-year-olds in our online survey and while we did hear from diverse community members, most respondents were not from historically underrepresented groups.

When asked: what's your favourite park or open space in a quick poll, Reservoir Park was the popular choice followed by the Harvest Moon Trail and Willow Park in third place.

## Online Survey

An online survey was part of our virtual engagement, and it was completed by 280 stakeholders (as of May 20). While there are various ways to determine if results are statistically significant, the data from our online poll was consistent with the in-person conversations that were hosted.

Survey respondents report their park usage in the following order, with the smallest numbers representing the Park used most often:

**Reservoir Park 2.45 (Park reported as used most often)**

**Harvest Moon Trail 2.63**

**Waterfront Park 3.89**

Millennium Trail 4.36

Willow Park 4.45

Rotary Park 4.50

Acadia University Parks (Tower Park, Irving Centre, Dykes Field) 4.95

Clock Park 5.09

Robie Tufts 7.75

Woodman Grove Park 7.86

War Memorial Park/Post Office 8.29

Evangeline Park 8.44

West End Park/Trail 8.72

Pondview Park 9.73

The Old Burial Ground 10.00

Olsen Park 10.04

East End Gateway 10.21

Quiet Park 10.58

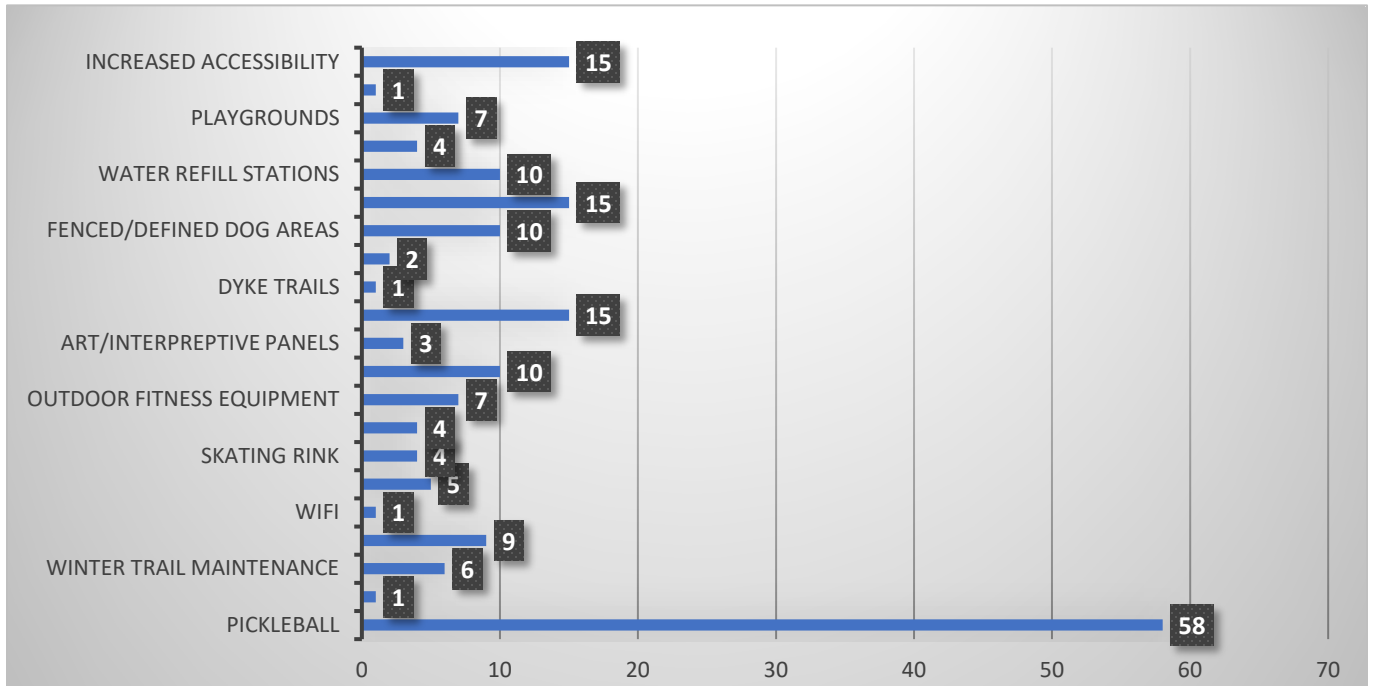
**Basin Drive Park 11.05 (reported use less than others)**

The top three reasons for visiting our Parks and open spaces were: 1. Walking, hiking mobility, 2. Relaxation, 3. Enjoying nature, gardens, birds.

The top three ways people get to our Parks, as reported in the online survey was walking, by car and bicycle had third place.



Respondents were asked to help identify what assets were currently missing from our Parks and Open Spaces. Pickle Ball was the most common response.



## Next steps

Fathom Studios is booked for a session with the Accessibility Advisory Committee and the Community Oven and staff are booked with Acadia staff and the WBDC for additional engagement.

Staff will work through the summer months to additional pop-up engagement sessions in individual parks to help further define the planning process and get down to the granular level of what stakeholders would like to see in each Park and open space.

# Dessimination Area

Dessimination	Dwelling	Population
Parklands & Southeast	342	640
Northwest	530	685
Southwest	356	695
South Central	487	715
Acadia	1642	700
Northeast Main	764	980
The Heights	375	635

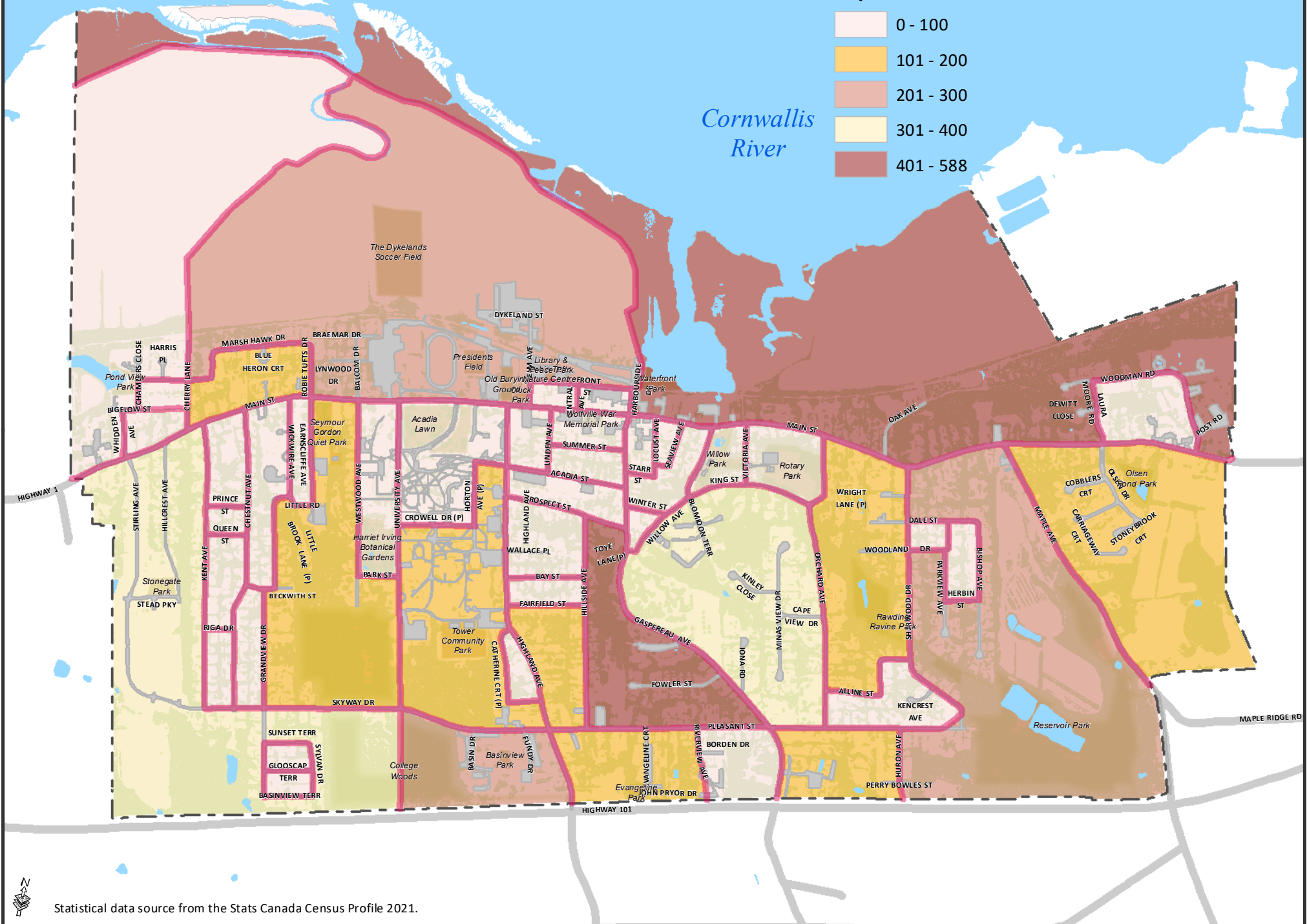
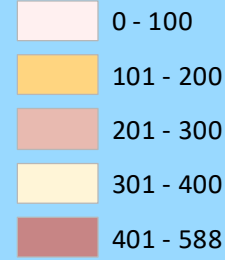


Statistical data source from the Stats Canada Census Profile 2021.

# Dessimination Blocks

## Dessimination Block

### Population



Statistical data source from the Stats Canada Census Profile 2021.



# PARKLANDS & SOUTHEAST

## POPULATION

Dessimination Area	12070162
Neighborhood	Parklands & Southeast
Population	640
Age 0 - 4	20
Age 5 - 9	15
Age 10 - 14	30
Age 15 - 19	35
Age 20 - 29	85
Age 30 - 49	140
Age 50 - 64	180
Age 65+	220

## HOUSEHOLD

Household	300
Low Income Household	55
Household Families	150
Two Parent Household	115
One Parent Household	35
Two Parent Median Income	\$ 146,000
One Parent Median Income	\$ 78,500
Owner	220
Renter	85

## STATS

Two Parent Median Income  
**11% ↑ AVG.**

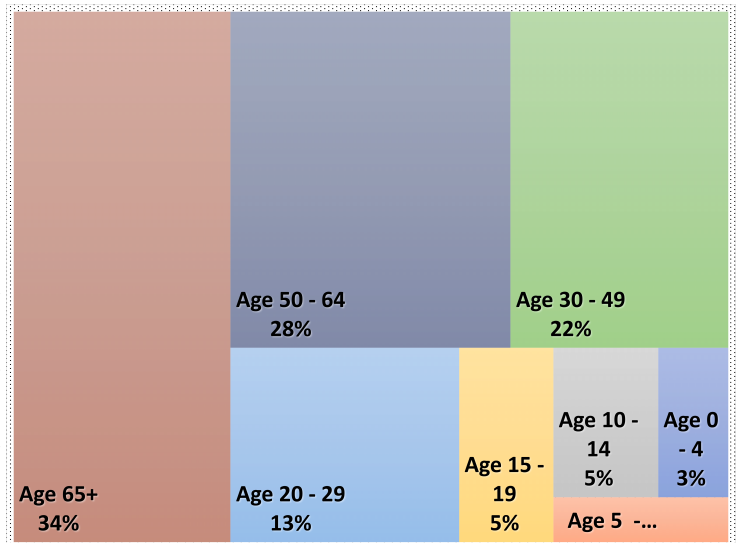
One Parent Median Income  
**37% ↑ AVG.**

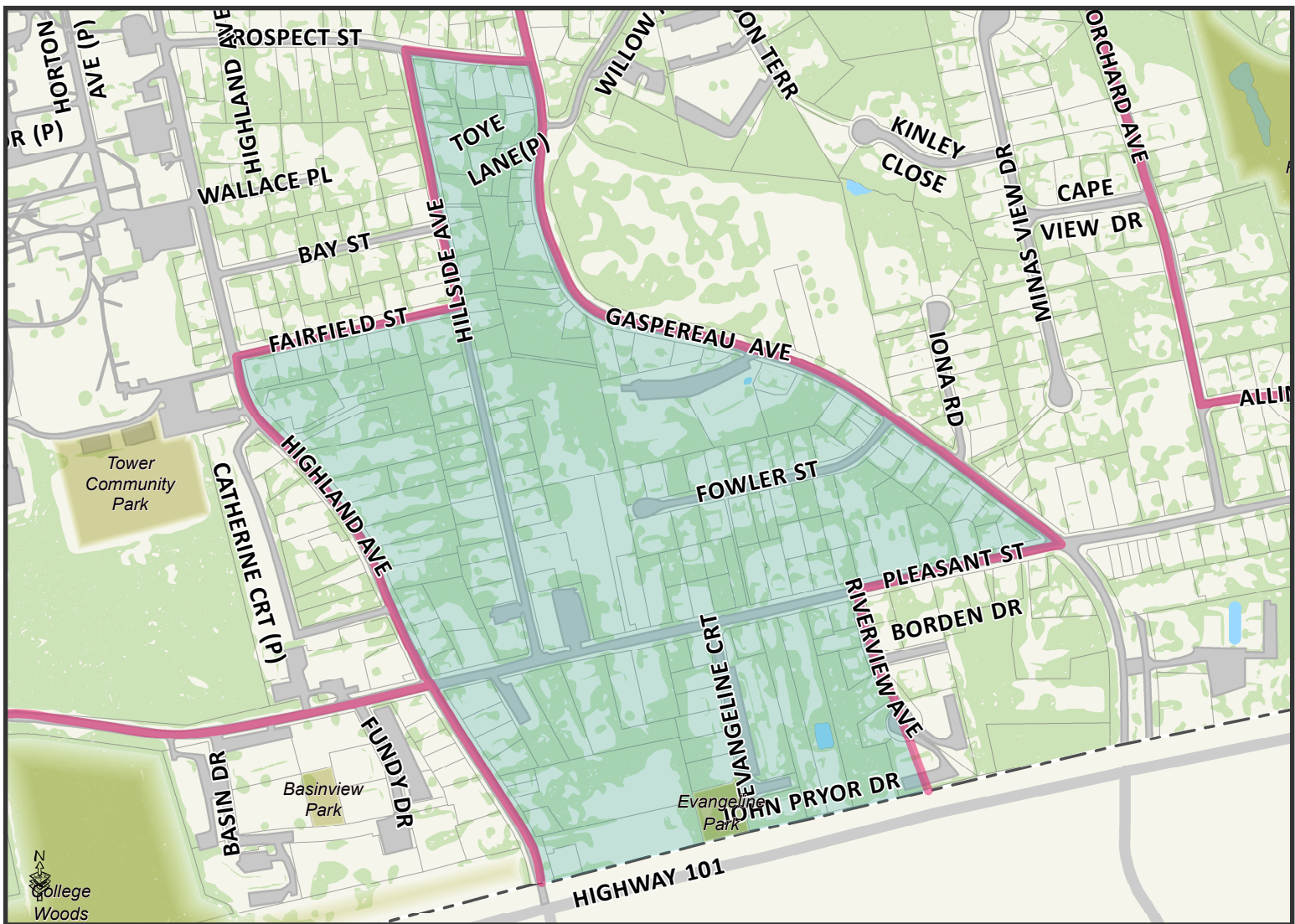
**18%** Low Income Households

**50%** Family Households

**38%** Two Parent Households

**12%** One Parent Households





# SOUTH CENTRAL

## POPULATION

Dessimination Area	12070161
Neighborhood	South Central
Population	715
Age 0 - 4	20
Age 5 - 9	25
Age 10 - 14	15
Age 15 - 19	50
Age 20 - 29	300
Age 30 - 49	150
Age 50 - 64	80
Age 65+	75

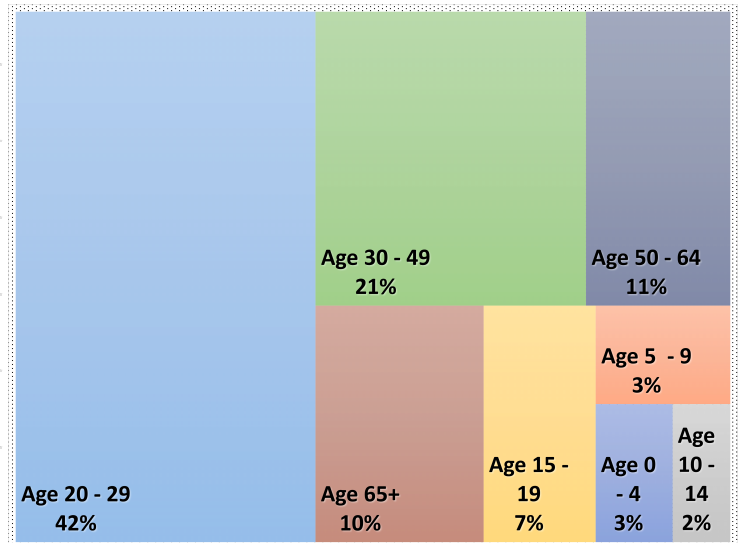
## HOUSEHOLD

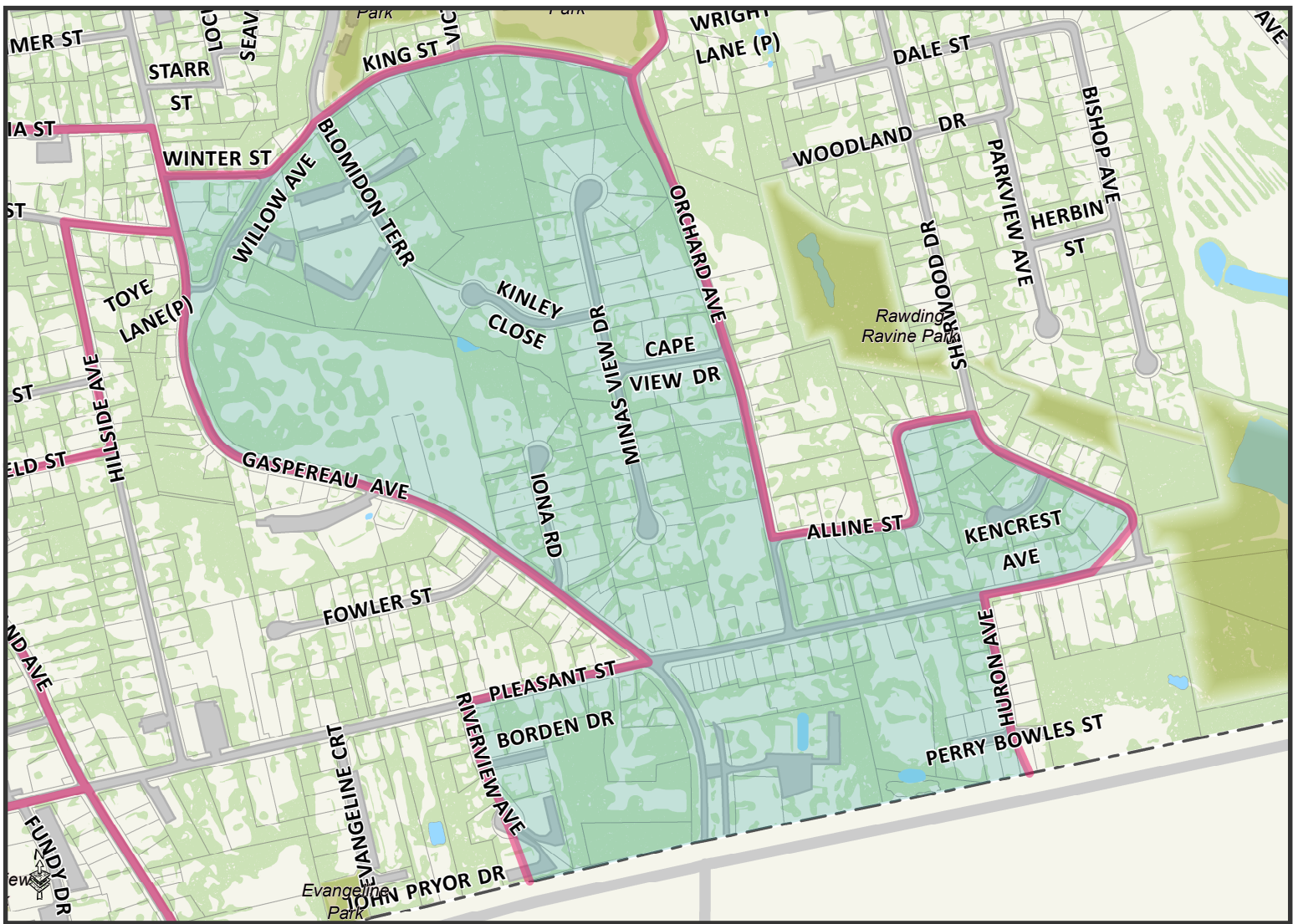
Household	365
Low Income Household	55
Household Families	95
Two Parent Household	60
One Parent Household	35
Two Parent Median Income	\$ 73,500
One Parent Median Income	\$ 47,200
Owner	280
Renter	60

## STATS

Two Parent Income  
**-44% ↓ AVG.**  
 One Parent Income  
**-17% ↓ AVG.**

- 15%** Low Income Households
- 26%** Family Households
- 16%** Two Parent Households
- 10%** One Parent Households





# THE HEIGHTS

## POPULATION

Dessimination Area	12070160
Neighborhood	The Heights
Population	635
Age 0 - 4	20
Age 5 - 9	60
Age 10 - 14	20
Age 15 - 19	20
Age 20 - 29	175
Age 30 - 49	140
Age 50 - 64	105
Age 65+	125

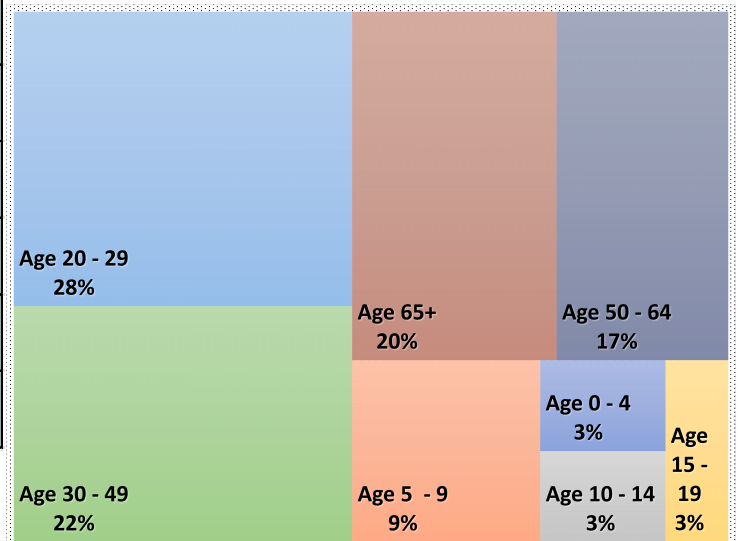
## HOUSEHOLD

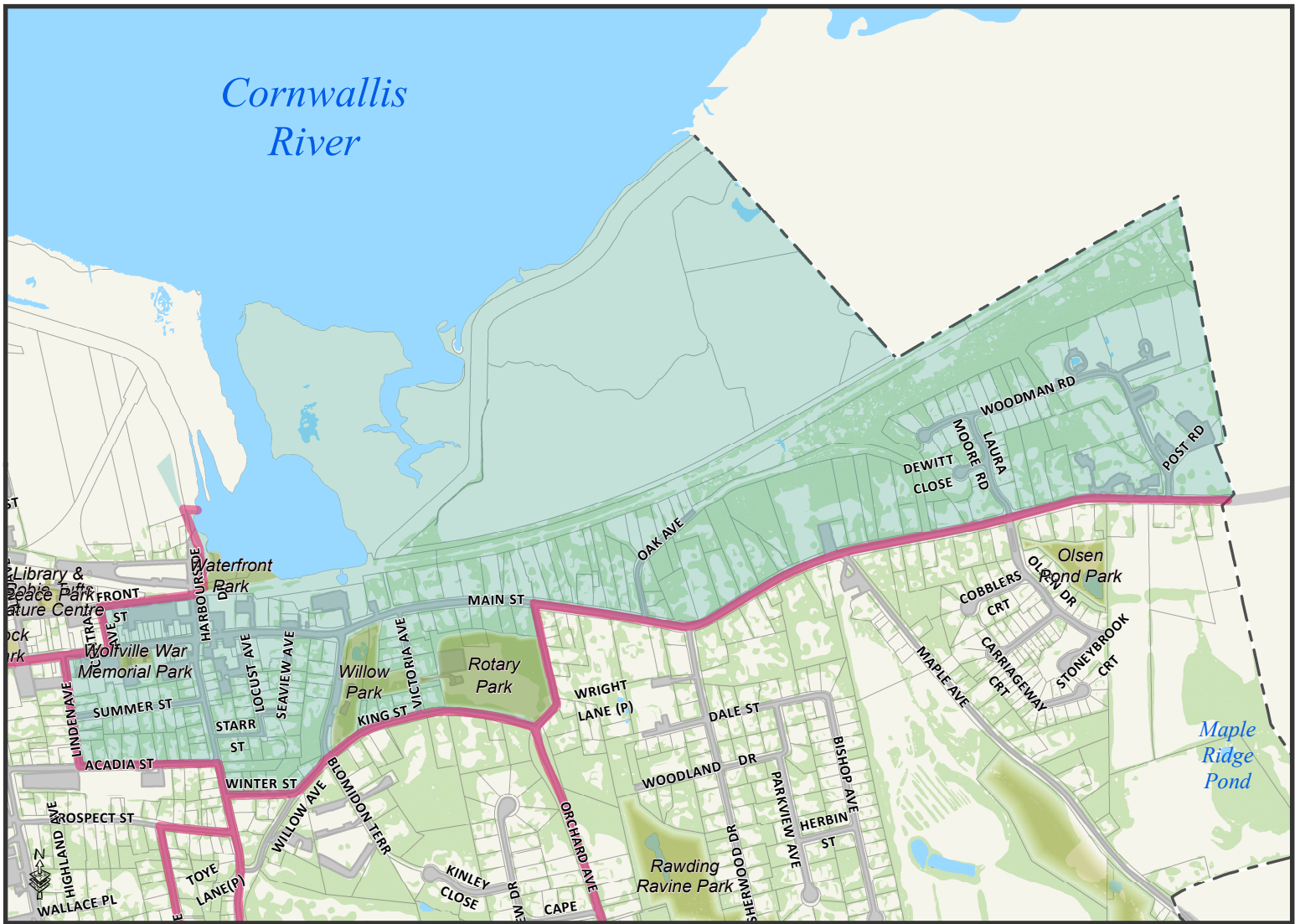
Household	310
Low Income Household	35
Household Families	120
Two Parent Household	80
One Parent Household	40
Two Parent Median Income	\$ 122,000
One Parent Median Income	\$ 58,000
Owner	140
Renter	160

## STATS

Two Parent Income  
**-8% ↓ AVG.**  
 One Parent Income  
**1% ↑ AVG.**

- 11%** Low Income Households
- 39%** Family Households
- 26%** Two Parent Households
- 13%** One Parent Households





# NORTHEAST MAIN

## POPULATION

Dessimination Area	12070159
Neighborhood	Northeast Main
Population	980
Age 0 - 4	15
Age 5 - 9	15
Age 10 - 14	20
Age 15 - 19	45
Age 20 - 29	200
Age 30 - 49	110
Age 50 - 64	170
Age 65+	405

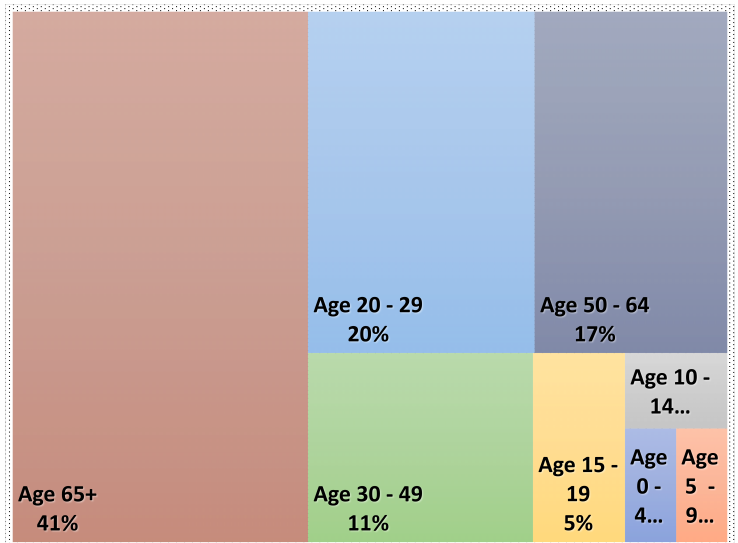
## HOUSEHOLD

Household	545
Low Income Household	85
Household Families	105
Two Parent Household	75
One Parent Household	30
Two Parent Median Income	\$ 126,000
One Parent Median Income	\$ 58,500
Owner	455
Renter	120

## STATS

Two Parent Income  
**-5% ↓ AVG.**  
 One Parent Income  
**2% ↑ AVG.**

- 16%** Low Income Households
- 19%** Family Households
- 14%** Two Parent Households
- 6%** One Parent Households





## NORTHWEST

### POPULATION

Dessimination Area	12070158
Neighborhood	Northwest
Population	685
Age 0 - 4	5
Age 5 - 9	10
Age 10 - 14	15
Age 15 - 19	50
Age 20 - 29	190
Age 30 - 49	85
Age 50 - 64	125
Age 65+	210

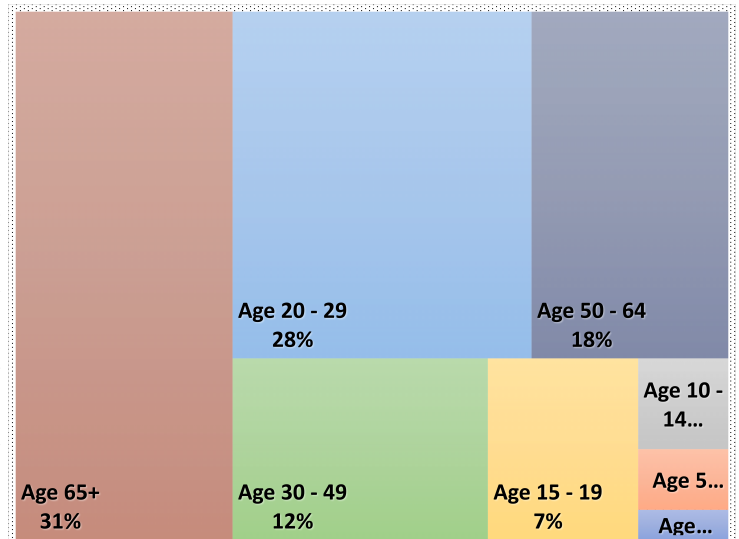
### HOUSEHOLD

Household	345
Low Income Household	65
Household Families	85
Two Parent Household	60
One Parent Household	20
Two Parent Median Income	\$ 107,000
One Parent Median Income	\$ 68,500
Owner	165
Renter	190

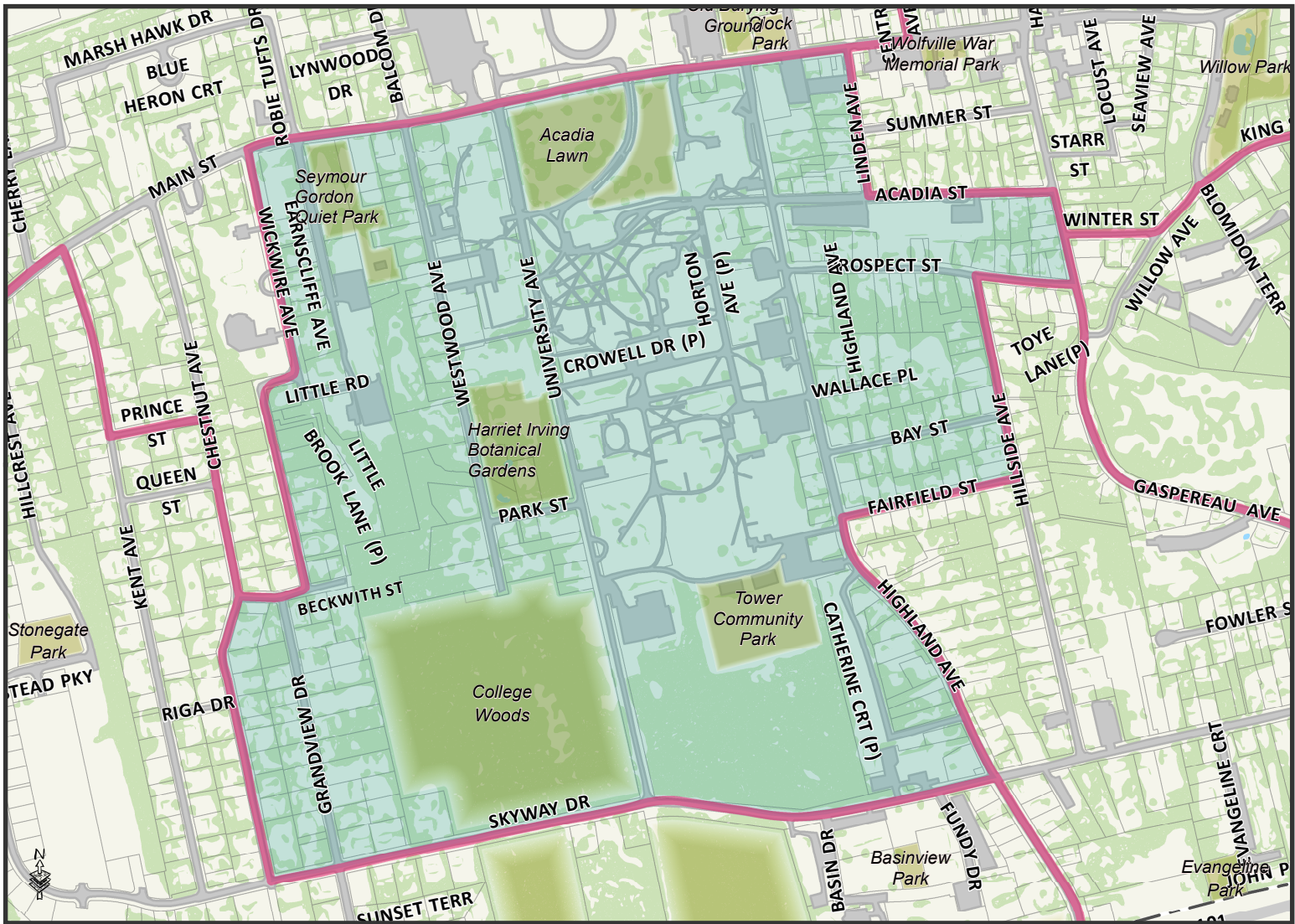
## STATS

Two Parent Income  
**-19% ↓ AVG.**  
 One Parent Income  
**20% ↑ AVG.**

**19%** Low Income Households  
**25%** Family Households  
**17%** Two Parent Households  
**6%** One Parent Households







# ACADIA

## POPULATION

Dessimination Area	12070157
Neighborhood	Acadia
Population	700
Age 0 - 4	10
Age 5 - 9	10
Age 10 - 14	15
Age 15 - 19	75
Age 20 - 29	255
Age 30 - 49	80
Age 50 - 64	85
Age 65+	160

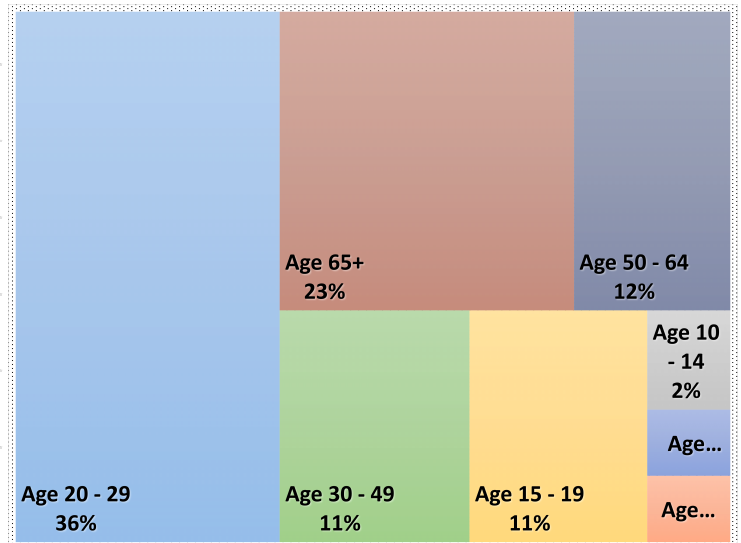
## HOUSEHOLD

Household	270
Low Income Household	60
Household Families	90
Two Parent Household	70
One Parent Household	20
Two Parent Median Income	\$166,000.00
One Parent Median Income	\$ 51,600
Owner	155
Renter	165

## STATS

Two Parent Median Income  
**26%↑ AVG.**  
 One Parent Median Income  
**-10%↓ AVG.**

- 22%** Low Income Households
- 33%** Family Households
- 26%** Two Parent Households
- 7%** One Parent Households





## SOUTHWEST

### POPULATION

Dessimination Area	12070156
Neighborhood	Southwest
Population	695
Age 0 - 4	20
Age 5 - 9	45
Age 10 - 14	30
Age 15 - 19	50
Age 20 - 29	125
Age 30 - 49	170
Age 50 - 64	130
Age 65+	135

### HOUSEHOLD

Household	300
Low Income Household	45
Household Families	170
Two Parent Household	135
One Parent Household	35
Two Parent Median Income	\$ 147,000
One Parent Median Income	\$ 51,600
Owner	155
Renter	165

## STATS

Two Parent  
Median Income  
**11%↑ AVG.**

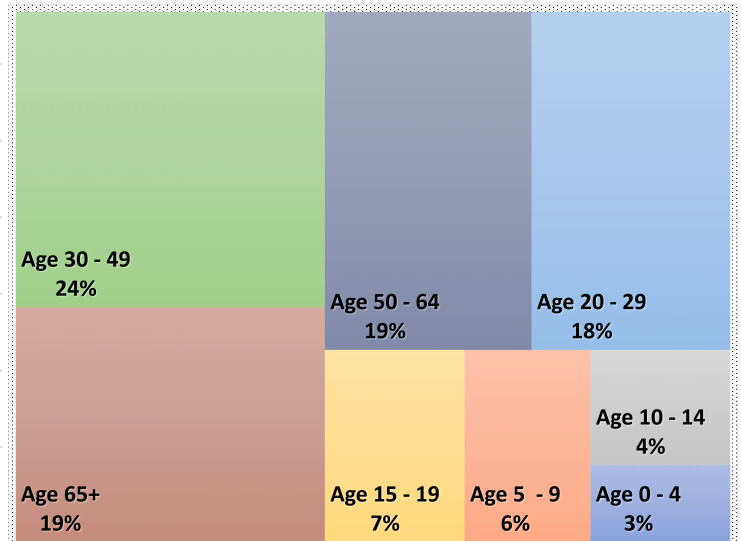
One Parent  
Median Income  
**-10%↓ AVG.**

**15%** Low Income Households

**57%** Family Households

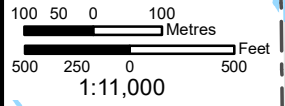
**45%** Two Parent Households

**12%** One Parent Households

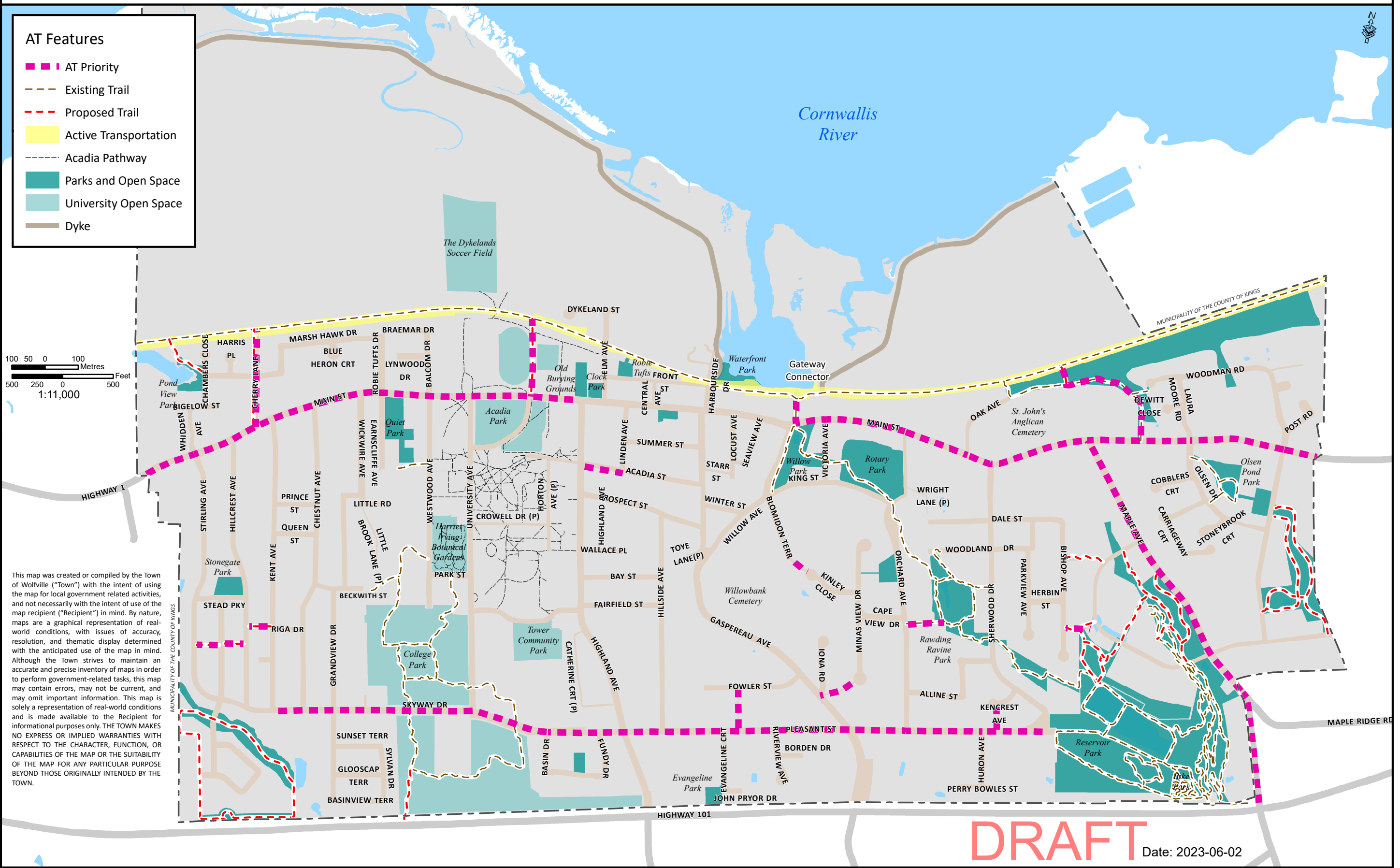


**AT Features**

- AT Priority
- Existing Trail
- Proposed Trail
- Active Transportation
- Acadia Pathway
- Parks and Open Space
- University Open Space
- Dyke



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**DRAFT** Date: 2023-06-02



**13. BASIN DRIVE PARK (0.49 ACRES)**

# Basin Drive Park

## Community Engagement Review

Sam Amell, Alex Amero, Will Hicks, Jaime Moore, & Max Webster  
CODE 4059 Community Project – Wolfville Parks  
4/21/23

## Project Introduction

The CODE 4059 Community Development Project was formed through a partnership with the Town Wolfville's Parks and Recreation Department. The purpose of this exercise was to give 4th year Acadia Community Development students exposure to the municipal planning process relating to parks and public spaces. The class was given the task of designing and implementing community engagement sessions for prospective parks in the Basin Drive and West End areas of Wolfville in order to determine the attitudes and desires of local residents. Under the direction of Wolfville's Director of Parks and Recreation Kelton Thomason and Manager of Community Development Nick Zamora, the class was briefed on important considerations throughout the parks planning process. This background information was delivered through presentations and discussions with planning professionals, as well as visits to the Basin Drive and West End sites to gain an understanding of information specific to those areas. The results of this project will offer potentially useful information specific to the Basin Drive and West End Park sites, but also may help to inform future community engagement efforts for the Town of Wolfville. The goal of this report is to summarize important elements of the project, including discussion surrounding the results of the Basin Drive community engagement sessions, as well as make several recommendations for how the Town of Wolfville might conduct effective community engagement in future projects.

## Pre-Engagement Research

If municipal management is to deliver quality parks to the public, there are several important considerations surrounding planning, design, and stakeholder cooperation. To gain an understanding of these considerations, the class was divided into four groups in order to research and present findings on topics relating to parks planning. This portion of the project was meant to help inform and prepare the class to conduct community engagement sessions with sufficient background knowledge on various subjects. Below are the four research topics and how they informed the approach to conducting community engagement sessions at Basin Drive.

- I. Park and playground design for all ages** - It is important to design parks and public spaces that appeal to a wide range of age groups. Different park themes and features can attract either specific or multiple age groups, and planners must determine whether to prioritize values such as physical activity, historical information, or general leisure. For the Basin Drive site, we used our community engagement sessions to gauge what age groups would be using the park, and what features they would like to see.

- 2. Inclusive and accessible parks and playgrounds** - Creating parks and playgrounds that are welcoming to all kinds of people is essential to quality contemporary park design. One aspect of inclusive and accessible parks and playgrounds is ensuring that people from a broad spectrum of physical abilities can enjoy a space, including those with disabilities. One way to ensure inclusivity and ease of access is through universal design; a method of design aimed at removing barriers through creating a space with features that are simple and intuitive.
- 3. Socioeconomic considerations in planning and engagement** - Strategies for planning parks for the public can vary depending on the neighborhood. Planners must consider how the socioeconomic backgrounds of park users may affect the way they interact with public spaces. At Basin Drive, the team needed to consider how the nature of multifamily residential units may influence use of the park by residents.
- 4. Keys to high-value community engagement** - Through gathering as much information and firsthand accounts from residents, the team looked to have dialogue with the community where their ideas could be visualized in order to determine what they envision for their community space. After gathering background information on parks planning and the Basin Drive site, the team looked to have conversations with community members and gather ideas by asking community members what they envision for their ideal park.

## Fathom Studio visit

A significant element of this project consisted of the Town's Request for Proposal (RFP) process in order to establish an actual design of the proposed park space. The class was able to visit Rob LeBlanc; President of Fathom Studio in Dartmouth. Through sharing past projects that Fathom was involved in, Mr. LeBlanc explained the entire design process from the point of view of Fathom, including answering an RFP, creating a timeline, cooperation with municipal government, conducting community engagement sessions, maintaining a budget, and implementing the design during construction. Mr. LeBlanc was able to share his experience in the field of planning and design, and his valuable insights gave the group practical strategies to conduct community engagement in a way that might help inform the design of the proposed park at Basin Drive. Mr. LeBlanc also expressed to the group the importance of community engagement from a design perspective. For example, past projects such as Fort Needham had deep historical significance. Being able to incorporate the historical information demonstrated strong community engagement and elicited positive feedback from the community.

## HRM Planning & Policy Visit

After the visit to Fathom Studio, the group was able to learn about the planning and design process from the Planning and Policy team from the Halifax Regional Municipality. With some impressive projects around Halifax and surrounding areas, the team explained their process from the perspective of working within a municipal setting of a large city. When learning about their community engagement efforts, the class was surprised to hear that some projects were only able to gather input from around 25 residents. Seeing as Wolfville is much smaller and less populous than HRM, the class assumed that it would be much more difficult to get numbers close to those of HRM projects. However, in the following community engagement sessions in Wolfville, the group found that residents were much more willing to participate than expected after learning of the relatively low turnout for HRM community engagement. This led to the conclusion that a larger sample size does not always equate to superior engagement opportunities, and residents of small towns may be quite willing to share their input on new projects.

## Background of the Area

Wolfville Court is a neighborhood located on the upper side of Wolfville towards Highway 101. The community spans from Basin Drive to Fundy Drive along Skyway Drive, with some residences located between Fundy Drive and Highland Avenue. The site for the proposed park is an open space that lies between Basin and Fundy Drive, creating a “court” between the residential units. The court consists of multiple multifamily residential units that house a variety of demographics, from single residents to families. The neighborhood is considered to be of low-income status. The space for the park was rendered to the Town of Wolfville as a result of the development of a new residential unit in accordance with the Town’s Land Use Bylaw. As Wolfville consists of relatively steep terrain, the site lies on a grass-covered hill that has been terraced into three levels. The site contains a natural drainage way that leads to a prominent willow tree at the bottom, or north end of the site. Each of these factors were important in developing appropriate community engagement sessions and will continue to be relevant to the resulting park planning process.



## Pop-Up Engagement Process

After gathering background information on the planning process from presentations and discussions with professionals from both Wolfville and HRM, as well as a visit to the Basin Drive site, the team was ready to plan the engagement sessions. The first stage of the process was to generate awareness of the pop-up events through distributing invitations to local residents around the Wolfville Court area. It is important to note that the strategy in delivering most of the invitations involved leaving them at the doors of individual units so as not to disturb residents. In most buildings, additional invitations were left by the mailboxes or in the laundry rooms of the buildings. In some cases, team members knocked on doors of individual units in order to engage in conversation surrounding awareness of the proposed park, as well as potential interest in attending one of the two pop-up sessions.



Once invitations were sent out, the second stage of the pop-up process involved creation of materials and activities for attendees to participate in. The goal of this stage was to find a way to ask residents what they wanted out of the park in a way that engaged participants in a fun and creative way. The class decided that the dotmocracy method of gaining input on priorities would be an effective and engaging activity.

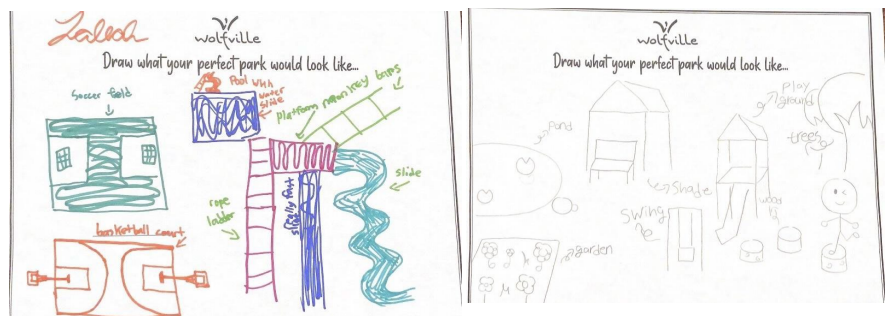
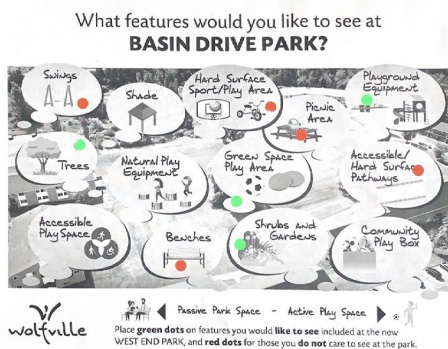
An idea board was created by Town staff that contained multiple suggestions for potential features or values that residents wanted to prioritize. The board also featured a spectrum where participants could indicate whether they would prefer the park to support passive park space or active play space, or anywhere in between. Participants would be provided with five green and five red stickers, placing green stickers on the features they prioritize, and red stickers on the features they do not prioritize. In the case that participants have an idea that is not represented on the board, Town staff also designed an "idea tree" where residents could write their own ideas on sticky notes and put them on the idea tree. This activity awarded a certain level of creative control to the people who would actually use the



park, allowing them to use their imagination or share ideas not previously thought of. The designs for these activity boards were brought to the class, who then made suggestions for any potential areas of improvement and approved the materials to be used in the engagement sessions. These simple activities were an extremely valuable piece of the engagement session and might prove useful in future engagement efforts.



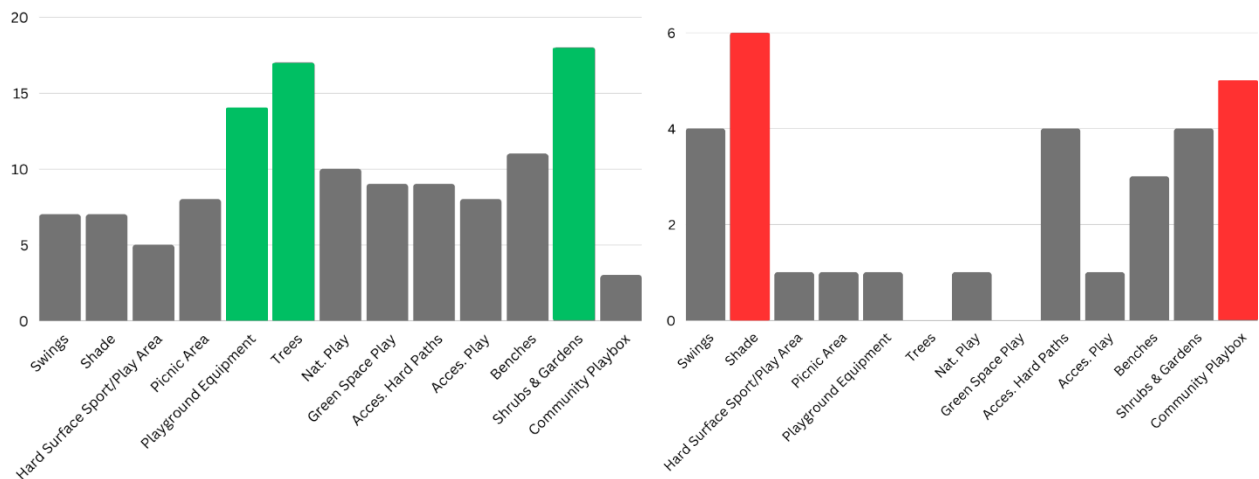
Participants received their own copy of the idea board on a piece of paper and were instructed to place their green and red dots where they wished. Below is an example of a completed dotmocracy activity. There were also opportunities for children or other residents to draw what their perfect park would look like by receiving a blank page. Once completed, participants had the option of emailing a photo of the drawing to town staff or returning the sheet to Town Hall.



Before discussing the information gained through the engagement process, the limitations that may impact the project outcomes must be acknowledged. The first limitation is the

allotted time we had to complete this project. The team had less than two weeks to learn the project's background and complete the engagement sessions. This time constraint limited the amount of discussion and brainstorming throughout the pre-engagement process. The lack of time also meant that when the team distributed invitations in the community, residents were only given a two-day warning before the first session. Another limitation that could have impacted project findings is where the engagement tent was set up. When distributing invitations, the group observed that there was a large senior population. Skyway and Basin Drive lack well-paved, accessible paths that seniors can use safely. The uneven ground could have limited the number of people that show up, especially for groups requiring accessible paths. Another factor that should be acknowledged is the people who did show up to the engagement sessions. While yes, the ones who give input are the likely ones who will be using the park, the team observed that the people who showed up all prioritized similar things. While this is beneficial, it is important to acknowledge that others in the community may not share the same opinions.

After observation, the engagement session had a total of six kids, six young adults, eight adults, and seven seniors in attendance over the two days. The unrepresented groups included pre-teens and teenagers. However, the number of people in other age groups created a somewhat balanced perspective of what the park should look like from the available sample size. For the individual activity sheets, there were a total of 27 responses. Below are the graphs that highlight the responses of the green stickers vs the red stickers on potential features for the park.



The top three priorities highlighted by the community were Shrubs and Gardens (18), Trees (17), and playground equipment (14). The red stickers highlighted that shade (6) and a community play box (5) were not top priorities. However, it is important to acknowledge that most people did not want to use the red stickers, often meaning the red stickers are cancelled out overall by the green stickers used. For example, while six people did not feel shade was necessary, seven did. Three people also thought it was important to prioritize a community playbox.

The idea tree activity allowed community members to share their ideas of what features could be in the park, if not already on the individual activity sheet. Some common ideas that should be highlighted are a firepit (6), pool (5), soccer nets (4), and a seesaw (4), a volleyball net (3), and a community garden (2). One community member even wrote a note on the back of their individual sheet about the importance of a community garden in their area. They noted “Being a low-income area predominantly, this would offer an opportunity for fresh, HEALTHY, & FREE food for all! Learning how to eat healthy would be huge for young children in the area.”

During discussions with the community members that were present at the engagement sessions, the team discovered features that used to exist in the part that the community wanted to see returned. Participants said that when the new development began, management got rid of a pool and a fireplace that were frequently used by the community. Some seniors commented that they no longer see children playing outside because of construction of the new development. While the team expected to have some “potholes and sidewalks” conversations, the group did not run into this problem. All participants seemed enthusiastic about the project’s purpose and are excited to see the outcome in their community. People were offering ideas that would genuinely benefit their community through the park being built in their area. The team also found it interesting how many people did not use the red stickers on the individual data collection sheet, and those that did fill out the red stickers seemed to do it out of obligation. This was interesting to the group because it demonstrated that the community overwhelmingly support any kind of park development in their neighborhood.

## Recommendations

When looking towards future engagement efforts for the Town of Wolfville, it is important to use a strategy that continuously adapts to current circumstances. This means adopting new methods that increase participation or make participation easier, and leave behind methods that do not prove useful. For example, the Basin Drive engagement team found that not all residents could be engaged in the same way in order to achieve a desired result. Some participants responded better to structured activities, while others seemed to

prefer engaging in conversation and responding to verbal prompts. It is up to the engagement team to decide which strategy works for different types of people.

Another important factor in conducting successful community engagement is the removal of physical and social barriers to participation. It is the responsibility of those conducting the engagement to make participation as easy as possible, which can be done by holding the sessions as close to residents as possible without causing a disturbance. An appropriate location has the potential to attract significantly more participants compared to a physically inaccessible location that may deter people from joining. Social barriers such as anxiety or feeling unwelcome may be reduced by creating a friendly and relaxed atmosphere, and participation in activities should be free from stress or pressure. For example, choosing methods that give a certain level of anonymity may reduce influence from the decisions of others, such as how each participant received their own dotmocracy sheet to complete individually. Additionally, close attention to potential neighborhood patterns might allow for a broader audience to be reached. Work and school schedules, travel patterns, and use of existing public spaces can all be potentially useful information in planning engagement events; however, planners must avoid making too many assumptions strictly based on neighborhood perceptions.

Lastly, a recommendation to increase awareness of engagement events would be to make postings on the town's social media and other channels in order to reach as many potential participants as possible. While Parks and Recreation Director Kelton Thomason offered to make social media postings about the events in order to generate increased awareness using the town's social media platforms, the teams did not follow up to ensure that this was done. This is one area where the team could have improved in order to attract more participants. Proper marketing of community events is instrumental to their success, and the Town of Wolfville should maintain a strong presence on channels such as social media going forward. In order to avoid a lack of follow up for residents who participated in past engagement sessions, demonstration of appreciation of information and commitment to incorporation of community ideas should be prioritized. The Wolfville Blooms website acts as a useful hub for sharing and consolidating information on activity around Wolfville, and its continued use and promotion will help keep residents informed on important community processes.

## Conclusion

In contemporary municipal planning, community engagement is an essential element of any well-coordinated campaign, especially regarding shared public spaces such as parks. While it may seem that larger cities have significant advantages over smaller towns in terms of access to resources and a base of citizens, smaller regions have the potential to demonstrate a willingness to engage with municipal events that may not be present in large cities. With multiple new developments planned throughout the area, the Town of Wolfville has the opportunity to engage its relatively small, yet steadily growing population base in order to gather valuable input on the attitudes and desires of local residents. In the field of parks and open spaces, engagement is needed in order to determine what stakeholders value in terms of recreation, green space, and active living, as well as how new parks and public spaces can help support improvements in the overall quality of life for residents.

At the recently established Basin Drive Park site, the student-led community engagement team found multiple values and features that were both prioritized and not prioritized by participants of the two engagement sessions. While this data may help inform the development of this site and lead it in a certain direction, it should be noted that there were certain limitations surrounding participation that could have skewed data, and the outcomes and recommendations should be treated accordingly. Going forward, the Town of Wolfville should consider adopting a strategy for public engagement that not only maximizes outreach and the sharing of information, but also consistently updates stakeholders who previously participated in community engagement. The Town of Wolfville is responsible for ensuring that residents feel heard throughout the planning process, and this can be achieved through a comprehensive public engagement strategy that involves the community at every stage of new developments, even after they are considered complete.

# The Town of Wolfville Parks and Open Space Master Plan: Executive Summary for the West End Park Community Engagement

For: The Town of Wolfville  
April 21, 2023

By: Jayden Alp, Mark Childerley, Corbin McCallum, Josie Rafuse  
Department of Community Development  
Acadia University

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## **Executive Summary**

The Town of Wolfville in collaboration with planning consultants at Fathom Studios is developing a Parks and Open Space Master Plan for Wolfville. A vital part of developing this master plan is executing meaningful community engagement with neighbourhoods and community areas that will be directly affected by the implementation of this plan. As a graduating class with related experience in strategic community engagement, the Community Development fourth-year class has been tasked with performing engagement for two high-priority park developments, Basin Drive Park and West End Park. This report focuses on the outcomes of engagement tactics for West End Park.

Using strategies learned from pre-engagement research with community planning experts at Fathom Studios, Halifax Regional Municipality HRM Policy & Planning, Wolfville Communications and Special Projects Coordinator Barb Shaw, Halifax Councillor Lindell Smith, and representatives from Canadian Tire Jumpstart Charities, two community engagements were conducted. The engagement process used flyer distribution to invite neighbourhood residents to attend one of two “pop-up” style events that are designed for temporary and fast-paced responses and data collection in a designated location. These outreach opportunities used both qualitative and quantitative research to consolidate and clarify the needs of the community through interactive models of engagement.

Results suggested that the community had different needs based on their stage of life (eg. Early families, aging population, etc.) and accessibility, and socioeconomic needs. From these findings, several recommendations have been made regarding future engagements with Wolfville’s park development Master Plan, as well as some pertinent design considerations that were raised by community members. These can be used and implemented for the development of the Parks and Open Space Master Plan for Wolfville, as well as future community engagement projects that the town plans. A significant limitation of this engagement process was creating an accurate representation of the community’s needs; Because of ongoing developments in the neighbourhood, few residents who will occupy future multi-family units and housing developments were consulted during this process.



## **Introduction**

Access to urban parks in cities and towns is essential for promoting public health, improved social capital, and overall quality of life (Bedimo-Rung et al., 2005). According to the 2012 Canada Nature Survey, 73% of nature-based recreation occurs near the home (i.e., within 20 km) (2014). Creating an outdoor space that invites the community to enjoy nature and recreation close to home is an essential consideration for the Town of Wolfville as they continue developing the Parks and Open Space Master Plan. To ensure the infrastructural and fiscal investments that Wolfville plans on making toward park development are valuable to the community, meaningful engagement with the development's nearby residents is critical. One of the high-priority parks that have been identified in the Master Plan is the West End Park, at the centre of the growing West End community of Wolfville. The streets surrounding the park, Stirling Avenue, Kent Avenue, and Hillside Avenue, are primarily single-family homes located on less than an acre. However, Stirling Avenue housing units are notably different due to the growing subdivision providing luxury housing for families compared to the surrounding streets, primarily smaller single-family units. According to development plans, several multi-unit family dwellings and townhouses will be built as well. Stirling is one of the many contributors to Wolfville's ever-growing population; according to the 2021 census, the population from 2016 to 2021 has grown by 20.5% (Government of Canada, 2023). As a dynamic and growing area in town, developing the West End Park to fit the unique community's needs is critical.

## **Project Background**

The fourth-year Acadia Community Development class was tasked with the role of performing preliminary community engagement to gather comprehensive feedback from the West End Park's neighbourhood residents regarding their wants and needs for the local park development. Before performing these engagements, significant primary and secondary data were collected to ensure the class's understanding of the considerations that go into parks and recreation. The preparatory secondary research performed by the class was centred around four pillars: socioeconomic considerations; parks for all ages; accessibility; and community engagement. Critical findings from this research using scholarly and grey literature helped guide the engagement process to better understand how to reach the broadest population. Some key takeaways that will be valuable for future engagements from the Town of Wolfville include

understanding the socioeconomic barriers that prevent individuals from attending engagements (e.g., work hours, childcare needs, technology limitations, etc.). This research helped the class choose two engagement times that could accommodate these needs: a weekday from 6-7 pm, and a weekend day from 1-2:30 pm. This also helped the class choose the engagement's invitation style, which ended up being door-to-door flyer distribution to support individuals with technology and accessibility constraints. Meanwhile, research about accessibility and parks for all ages helped the class understand the infrastructural opportunities available to make park spaces more inclusive, so we could provide additional information to residents during engagements. Finally, research on community engagement supported our professional demeanour and attitude during the engagement.

To create a rounded research approach, primary data collection through field visits and in-person meetings with consultation experts was conducted. The class attended meetings with individuals from Fathom Studios, Halifax Regional Municipality (HRM) Policy & Planning, and Canadian Tire Jumpstart Charities. The group also met with Wolfville and HRM town representatives including Wolfville Communications and Special Projects Coordinator Barb Shaw and Halifax Councillor Lindell Smith. Finally, observational field visits in Halifax to George Dixon Park and Fort Needham Memorial Park helped deepen the class's understanding of the practical considerations that go into park development. An essential takeaway to prepare for the engagement was identifying ways to discern 'wants' from 'needs'. While a 'want' is idealistic, it is important to understand that a 'need' is a requisite to maintain public health and quality of life, so it must be prioritized.

## **Engagement Process**

The engagement process for the West End Park development consisted of a flyer handout, two pop-up events, and qualitative and quantitative data collection through the activities held at pop-up events. This process enabled us to address community barriers to recreation and work collaboratively with community members to meet the needs of the people impacted by the park implementation plan. To ensure we received comprehensive information from the community, our engagement process prioritized equitable and inclusive community engagement strategies.

Our first step involved raising public awareness about the park development and encouraging participants from the community at our two pop-up events. Flyers were distributed throughout the streets located around West End Park, specifically Stirling, Kent, and Hillside. To be more proactive and inclusive in our invitations, Flyers were distributed person to person to produce a higher level of engagement from the community members. This also allowed those who were unable to attend the event a brief opportunity to share their insights regarding the park's development.

Following the flyer distribution, we set up two dates for our pop-up events at different times to best accommodate participants. These dates were Thursday, April 13, 2023, from 6-7 pm and Saturday, April 15, 2023, from 1-2:30 pm. The pop-up engagements at the park site were an opportunity to hear from the community and casually provide feedback on the project and spread awareness about the park's development. The engagement used a three-pronged approach to engage users of all ages and interests. The three engagement activities were a dotmocracy, kid's drawings, and an idea tree (refer to Figures 1 and 2 for activity designs). Not only did this allow us to identify and connect with stakeholders but collect vital community feedback on specific areas of interest. The activities were designed to allow participants to be creative and think critically about their feedback for the data collection to be specific to the community needs for the park development in the West End. Participants included residents of all ages. The Thursday event yielded 43 participants, while the Saturday event yielded 25 participants.

Finally, a later event with the Wolfville Elementary School to gain additional feedback from children. On Thursday, April 20th, two representatives from the class, Jamie Moore and Mark Childerley met with the Grade 5 class at Wolfville Elementary School. The purpose of the meeting with this group of kids was to obtain supplementary data for the community engagement assignment, designed exclusively for children to express feedback. The two representatives were able to acquire additional information on what the kids would want to see included in the park setting. Because there were no parents or authority figures present, the kids spoke freely, and this allowed them to utilize their imaginations. Jamie and Mark ran the same program as undertaken at the other community events. The dotmocracy was completed, the idea tree was worked on

with the students, and they were able to complete the park design on the spot. It was very informative working with the kids as a lot of them live in the West End where the new park will be located. This opportunity allowed them to exchange ideas about what they believed would be the best fit for a park in their area.

**Figure 1. Dotmocracy Activity Design & Idea Tree Activity Design**



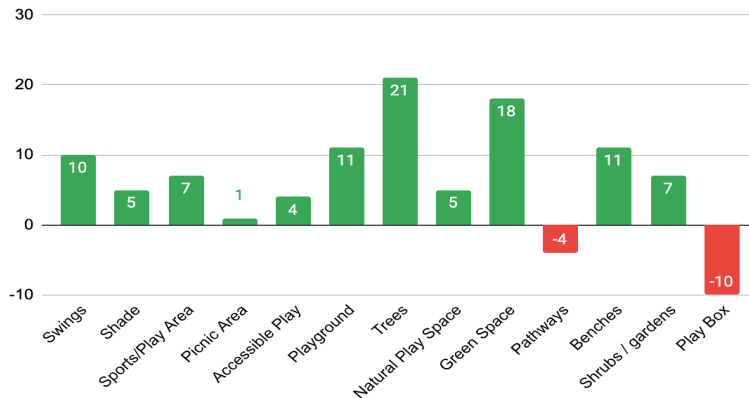
## Outcomes From Engagement

The community outreach process gathers valuable information from the residents that can be used to guide the design of the new park that aligns with community needs. The data collection process captured feedback from three groups of residents that included adults in general, parents, and children. We used three structured approaches to capture insights and ideas which included a democratic process called a dotmocracy, an idea tree approach, and a blank page for children to design their perfect park. The team also captured general comments and feedback from residents which helped enrich the dataset with valuable insights.

### *Dotmocracy Results*

The dotmocracy process allowed residents to vote on thirteen different options they would like to see in the park (Figure 3.0). Of the participants from the first two sessions, it was clear residents were most concerned about making sure the parks had trees and green space. A playground and benches tied with 11% of the vote, and swings came in at number five with 8.8% of the vote.

**Figure 2. Dotmocracy Results**



Top 5 Wants from the community:

1. Trees 18% of the vote
2. Green Space 16% of the vote
3. Playground (tied) 9.6% of the vote
4. Benches (tied) 9.6% of the vote
5. Swings 8.8% of the votes

### *Idea Tree Results*

The insight captured from the idea tree process was less restrictive and captured ideas that were mainly centred around options for different types of activities and attractions for the park. While the list of activities was very broad, it was also clear that physical activity should be at the core of design considerations for the park. There was also an evident supporting theme that the park should be accessible and inclusive for people of all ages and abilities. Below is a list of some reoccurring and unique ideas that came from the idea tree process:

- A path from Kent Ave to park
- Sensory/ musical equipment
- Activities for people with all abilities
- Water refill station
- Zipline
- Bike rack
- Badminton, volleyball, pickleball, basketball courts (paved space)

- Rock climbing wall or climbing space
- Pizza oven

### Feedback from Kids

Moreover, it was important for the community children to be included in the process to help them build a sense of community pride and ownership of their new park. While some of the ideas could be considered outlandish or unrealistic, the youngest population of residents demonstrate a keen interest in this development and supplementary research suggests their demographic highly benefits from interactive and recreational activities which help shape cognitive and physical childhood development (Ouvry, 2003). One of the sticky notes in Figure 4 is a request for a dirt pile. Currently, the area resembles a construction zone and there are seemingly abandoned piles of dirt and PVC (Polyvinyl chloride) pipes lying around across the road. During the engagement sessions, the group witnessed several young children playing on these piles and these items which parents mentioned are a common occurrence. This suggests that the children can find engaging and imaginative activities with simple and inexpensive infrastructure but providing some play resources that aren't construction materials would be beneficial for the youngest members of the community.

**Figure 3. Kids' Ideas for the Park**



### *Additional Community Feedback*

Through conversations with attendees, additional qualitative data was collected through oral accounts and note-taking. Several parents who came out to the engagements had traffic concerns that were seemingly unrelated to the park (e.g., a need for speed bumps, and fixing potholes) that were directed at the Town of Wolfville. However, upon further discussion, it was clear that as the community is growing, more cars are speeding down the main three roads, endangering the children who play in the front yards. The parents emphasized that if the children had a safe space to play at the park rather, it would ease several concerns and fears. Meanwhile, some parents and other adults in the community were hesitant about the implementation of swings and other playground items that could attract older kids, wanting the park to be exclusively for neighbourhood residents (aka. No teens or university students). This issue was raised several times, yet it is unlikely to be addressed without causing more repercussions for the Town by reducing general accessibility.

There was common concern amongst members of the community for basic infrastructure issues being ignored whilst the park is being focused on and some thought there were enough parks in Wolfville already. In addition to this was ensuring that when park development continues, proper drainage systems are implemented in the park to avoid water runoff onto nearby properties. This issue was caused by the removal of the topsoil when the land was originally cleared for development. We also learned that there is a strong interest in neighbourhoods east of the park to have a pathway installed for easier access from Kent Avenue; several residents pointed out that the ideal pathway should occur across from Rega Drive to allow for optimal access. Older residents stressed the need to add benches in the park for the aging population to be welcomed and able to participate in or observe park activities. It was also mentioned that noisier activities should be kept as far away from residential homes as possible, and the spatial design should consider the level of sound the space will generate. To remedy this, perhaps placing a playground on the side of the park closest to the treeline separating Kent Street rather than next to the backyards of residents who share the property.

## **Recommendations**

The responses received from the community members during our information-gathering sessions disclosed important feedback for continued and future parks and open spaces development in Wolfville. It was clear that the considerations for what should be included in a park is varied, ranging from a public greenspace or natural area to a playground to recreational activity areas. However, the common denominator appears to be that it should be comprised of an accessible recreation area to be enjoyed by all ages, that emphasizes opportunities for physical activity.

Of the feedback received from the community, four distinct replies were commonly provided as necessities in the development of the West End Park. Firstly, a widespread request was for the community to be involved early in the process of the Masterplan development. Several residents were surprised to have invitations to community engagement events, operating under the assumption that the master plan had already been finalized without their consultation. A community park is for the people in the community, to be used by the people in the community, and is for the benefit of the community members. It is important that the needs, wants, desires, wishes and requirements of the people who will use the parkland are identified early in the process, and community engagement is essential to achieve a cooperative plan.

Another widely expressed perspective was the mandate to ensure the park is user-friendly for community members of all ages. During the park design process, emphasis should be placed on identifying the widest range of users. Often playgrounds are understood as play infrastructure for young children, but they can be designed for every age group. The West End's diverse age demographic includes young families as well as several adults without children. Providing a playground is ideal for early childhood development and early stages of play, but providing walking paths, recreation courts, or exercise equipment for adults and aging populations is equally important for the community. Using these considerations will ensure that each user group's requirements are addressed. The availability of recreation creates extensive physical and mental health advantages for all community participants through the ages. Parks that are utilized by community members translates into a healthier population.

A 'sooner the best' timeline for planning, implementing, and constructing the park is an important aspect of the feedback collected. Presently, there is a lot of construction in the



neighbourhood. In addition, there are a lot of families with young children who reside in the area. The combination of these two factors produces an immediate need for a neighbourhood park on a sooner rather than later timeline. Several residents were open to sacrificing complex park designs if it meant development in the next two years. Alternatively, several residents suggested a phased approach to allow for some immediate development as opposed to the current abandoned field. A quickly available space for residents to safely enjoy leisure activities will produce a strong collective atmosphere and create an important bond within the neighbourhood.

The fourth significant feedback collected was that the park that is created must be a space that provides a recreation area that allows inclusivity to everyone, irrespective of any physical and mental impairments or levels of abilities. The space must be set up to ensure that the users can comfortably enjoy the park and all amenities considering, not only the age of the users but also any physical abilities or restrictions that may be experienced by the individual users. Oftentimes accessibility is geared towards those with visible or noticeable disabilities, but for park design, accessibility should be approached holistically with considerations for all abilities including those with hidden disabilities or those who might perceive a park as inaccessible based on their limitations. While accessibility did not appear to be a priority through the dotmocracy engagement, general national and international trends towards accessibility should be considered to ensure the park's design and infrastructure is lasting.

## **Limitations**

The community engagement process was considered a success, however, there are some limitations to consider. Firstly, due to the growing nature of the West End's population, several nearby residents who will be primary users of the park do not live in the developing area yet. As a group, we were unable to collect this feedback. With more time we would consider reaching out to the developer of the area to better understand the intended demographic of the community moving into the upcoming units. Additionally, there may be comments and viewpoints that went unoffered by community members who were unable to access the event due to various reasons or were uncomfortable offering their opinion in person. While the group emphasized to community members that anonymous submissions could be made on the Wolfville Blooms website and that the dotmocracy exercise was confidential, this is still a limitation of our engagement process.

These are some considerations that could inhibit an exhaustive and comprehensive engagement approach.

## **Conclusion**

Town of Wolfville's Parks and Open Space Master Plan is a significant undertaking, and while community engagement can often be seen as an added challenge to spatial planning, it is essential in this context. Through initial engagement with the West End Park residents, the Community Development fourth-year year class was able to identify current barriers to recreation and gain comprehensive feedback from the community regarding expectations. These responses were used to create four main strategic recommendations regarding 1) early and consistent consultation, 2) user-friendly to all ages, 3) timely implementation, and 4) accessible design. The fourth-year Community Development class would like to thank the Town of Wolfville for their support with this project, with special thanks to Dr. Glyn Bissix, Kelton Thomason and Nick Zamora for their ongoing support and guidance through the entire process.

## References

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- Ouvry, M. (2003). *Exercising muscles and minds outdoor play and the early years curriculum* (1st ed.). National Children’s Bureau.

## REQUEST FOR DECISION 030-2023

Title: ICIP Application: Active Transportation Network

Date: 2022-06-14

Departments: Planning & Development, Engineering & Public Works

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## SUMMARY

### ICIP APPLICATION: Active Transportation (AT) Network Implementation

The Town has been successful in submitting an Investing in Canada Infrastructure Program (ICIP) application for the implementation of our active transportation network. The Green Infrastructure – Climate Mitigation sub-stream of the ICIP program focuses on accelerating emissions reductions, consistent with the Town’s Climate Action Plan. Although the formal announcement for this funding has not yet taken place, the Town has confirmed with our funding partners that we can take steps with Council to begin moving this project forward.

The Town’s existing approved 2023/24 budget for AT (\$50,000) can now be leveraged to a total 2023/24 project spending of \$187,500 without any negative impact on the overall capital budget. The additional \$137,500 would come from the ICIP grant program as contemplated through the funding opportunity approved by Council in June 2022 (RFD 036-2022).

Under this program, the Federal Government contributes 40% funding and the Province contributes 33.33% funding towards approved projects, leaving 26.67% for the individual municipal units.

Staff are now seeking Council’s approval to move forward with approval of the spending authority for the 2023/24 budget year as it did not originally include the impact of the grant funding. The balance of the AT Projects will be incorporated into the details of next year’s Ten Year Capital Investment Plan as part of the 2024/25 budget. Overall, this grant provides the opportunity to implement approximately \$3,000,000 in AT investment (26% from us, 74% from the Province and Federal Government).

A presentation outlining the approved projects is attached to this report for more information.

### DRAFT MOTION:

That Council;

- Approve an amended 2023/24 AT project spending level of \$187,500 with the increased spending (\$137,500 more than approved budget of \$50,000 in Year 1) to be funded by way of the ICIP grant program
- Direct staff to incorporate the remaining program spending into the 2024/25 ten year capital improvement plan as part of the 2024/25 budget process.

## REQUEST FOR DECISION 030-2023

Title: ICIP Application: Active Transportation Network

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### CAO COMMENTS

The CAO supports the recommendations of staff.

#### 1) LEGISLATIVE AUTHORITY

- Municipal Government Act

#### 2) STAFF RECOMMENDATION

Staff recommend that Council approve the motions as outlined.

#### 1) REFERENCES AND ATTACHMENTS

1. AT Network Investment Strategy (May 2022)
2. RFD 036-2022

#### 2) DISCUSSION

##### Background

In 2020, Council directed Staff to bring forward meaningful active transportation (AT) improvements that could be integrated into our budget process. In April of 2021 this grant opportunity was presented to Council – outlining the Active Transportation network that Staff had been working on since 2020 and building on the 2015 AT plan by WSP Engineering (see attached for more context). At the time, it was determined our readiness was not where it needed to be. In June of 2021, Staff brought an information report to Council outlining the ongoing network analysis, costing, and functional design that was taking place - supported by a grant from the Province to improve our investment readiness. In June of 2022, RFD 036-2022 outlined the ask, and Council passed the following motion to move forward formally with our application:

That Council approves applying for the Investing in Canada Infrastructure (ICIP) and if that if the ICIP application is to be successful, the Town of Wolfville:

- supports the ICIP-CCM application and commits to the municipal contributions for the outlined projects (26.67%)
- finances the total project costs upfront (including any borrowing required and submits claims throughout the year)
- commits to any land purchases or easements to implement the project (these costs are not eligible under the ICIP program)

## REQUEST FOR DECISION 030-2023

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The attached AT Network Investment Strategy has accompanied our application and has been presented to Council in the past (through RFD 036-2022). It provides an overview of the approved projects.

The projects must be completed by 2027. Staff are working on a more detailed, multi-year work-plan (see all projects in the attached) but for year 1, Staff are working on executing:

- Harvest Moon Trail from Harbourside to Farmer's Market:** Refurbished multi-use path on existing trail corridor, 470m long by 3.2m wide of new asphalt surface.
- Highland to Harvest Moon Trail** –Multi-use connector path, 130m long by 3m wide section and approximately 100m of paint, signage, and surface refurbishment.
- Front St & Harbourside:** New 40m long 2m wide concrete sidewalk and associated trail connecting area at crossing.

The above scope includes engaging one of our standing offer engineering consultants for detailed design and tender package preparation.

### 3) FINANCIAL IMPLICATIONS

The approved 2023/24 Budget included \$50,000 towards the AT Plan, as part of a multi-year \$800,000 allocation to improve AT service in Town. With the successful application for ICIP funding, these dollars can now be leveraged to more than \$3 million in spending.

For 2023/24, the grant effectively provides the Town the opportunity to spend up to \$187,500 this year without any additional Town resources (i.e. use of reserves or debt). The ICIP grant will come from the grant program.

Staff require Council approval to increase the 2023/24 spending up to the \$187,500.

Staff will also begin working on incorporating the increased scope of work afforded by the grant, into the 2024/25 budget process.

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

The attached AT Network Investment Strategy outlines relevant policy and strategy.

This application supports the 2021-2025 Council Strategic Plan in the following areas:

- Economic sector growth
- Climate action

## REQUEST FOR DECISION 030-2023

Title: ICIP Application: Active Transportation Network

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- Environmental protection

### 5) COMMUNICATION REQUIREMENTS

***It should be noted that no formal communication to the public will be made on this initiative (aside from this RFD being in the public domain) until the official funding announcement is made.***

With tremendous support from the Investing in Canada Infrastructure Program, the Town will be developing an Active Transportation Network throughout the community.

As we develop the physical infrastructure to get people safely moving with their own power, to get from one place to another, we will also need to socialize the significant benefits of active transportation.

Active transportation provides health, social, environmental, and economic benefits. It will also help the Town of Wolfville reduce frustrating traffic congestion and harmful greenhouse gas emissions.

A Wolfville Blooms page is being built to engage the community, providing ways to message out to network users while also collecting feedback from stakeholders. This will help community members feel like they have a role to play in developing the new network that will connect people to resources in a novel way.

The Blooms page is also a starting point for developing a culture of activity around the new infrastructure.

With Wolfville Blooms as the communications and engagement hub for this project, we will also use our traditional channels (web and social) to increase awareness and push digital users to the site.

### 6) ALTERNATIVES

No real alternatives as Council previously committed to moving forward with the grant application with the view of implementing the AT network as presented.



# WOLFVILLE COMPREHENSIVE ACTIVE TRANSPORTATION NETWORK

INVESTMENT STRATEGY

ICIP FUNDING APPLICATION

May 2022



# Key implementation goals ...

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Build a culture of activity around our AT investments.



Socialize projects early and make people feel part of the process as we move forward.



Create a community component (e.g. volunteer implementation group, bike Mayor) that can help with public education and outreach.





**FUNDING AND  
INVESTMENT  
OPPORTUNITY**



## INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP)

# Green Infrastructure

## Overview

- ▶ 45% of Green Infrastructure Stream is allocated to **Climate Change Mitigation** Sub Stream
- ▶ **Energy and Mines is lead** on Climate Change Mitigation (CCM) Sub Stream
  - ▶ TIR is overall lead (holds Integrated Bilateral Agreement (IBA) with GOC)
- ▶ \$172M Fed \$ over 10 years for Climate Change Mitigation Sub Stream
- ▶ **Cost sharing of projects;** federal government will pay up to:
  - ▶ 50% for projects led by Province
  - ▶ 40% for projects led by Municipalities and Not-for-Profits
  - ▶ 75% for projects led by First Nations
  - ▶ 25% for projects led by Businesses



### Partnership Focus

Green Infrastructure is about building strong partnerships - to design, develop, and execute excellent projects

# Climate Change Mitigation Sub Stream

## Eligible Ultimate Recipients

- ▶ **Municipalities**
  - ▶ Up to 73.33% of eligible project costs (40% Canada, 33.33% Nova Scotia)

**Our currently budgeted AT Capital dollars could turn into \$3 million+ with this opportunity**

# Budget & Scope



\$887,212 Town investment (this is in our current Capital Budget)  
\$2,439,419 Provincial and Federal Investment (ICIP application)  
**\$3,326,632 in AT Improvements for Wolfville from '23 to '27**

PROJECT	LENGTH
<b>Main Street (east and west)</b> AAA bi-directional AT lane – 3m asphalt with barriers	3,140m
<b>Skyway/Pleasant</b> AAA bi-directional AT lane – 3m asphalt separated with curb	2,370m
<b>Harvest Moon Trail</b> AAA bi-directional AT lane – 3.2m asphalt and intersection improvements	470m
<b>Connectors</b> Cherry Lane to Harvest Moon Trail; Main Street at Oak Avenue extension to Harvest Moon Trail; Highland to Harvest Moon Trail; Highland to Wolfville School; East End Gateway to Harvest Moon Trail; Reservoir Park to Maple Avenue.	1,180m
<b>Shared Streets</b> Kent Avenue; Gaspereau Avenue; Sherwood Avenue; Downtown Main Street (TBD)	2,960m
<b>New Sidewalk</b> Front and Harbourside; Victoria Avenue to Recreation Centre	230m
<b>TOTAL</b>	<b>10,350m</b>

This package of improvements will build most of our network and improve service levels – other AT / crosswalk/ safety investments will also happen as part of annual budget process.

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# Council Motion (passed June 21, 2022 see here: [www.wolfville.ca/town-council-meetings.html](http://www.wolfville.ca/town-council-meetings.html))

That Council approves applying for the Investing in Canada Infrastructure (ICIP) and if that if the ICIP application is to be successful, the Town of Wolfville:

- supports the ICIP-CCM application and commits to the municipal contributions for the outlined projects (26.67%)
- finances the total project costs upfront (including any borrowing required and submits claims throughout the year)
- commits to any land purchases or easements to implement the project (these costs are not eligible under the ICIP program)



# **BACKGROUND + RATIONALE**

# How did we get here?



**September 2015** – Council Adopted the AT Plan prepared by WSP Engineering

**April 2019** – Town adopts Accessibility Plan

**September 2020** – Council approves new Planning documents with improved Mobility policies

**May 2020** – Council directed Staff to focus on meaningful Active Transportation improvements in the budget process.

**April 2021** – Council considered a grant application to improve Active Transportation in the Town.

**June 2021** – Council received an information report outlining the work on the AT network, committee and public feedback and the design/costing that was ongoing with consultants.

**November 2021** – Council received an information report on the Active Transportation network and an update on Highland Avenue

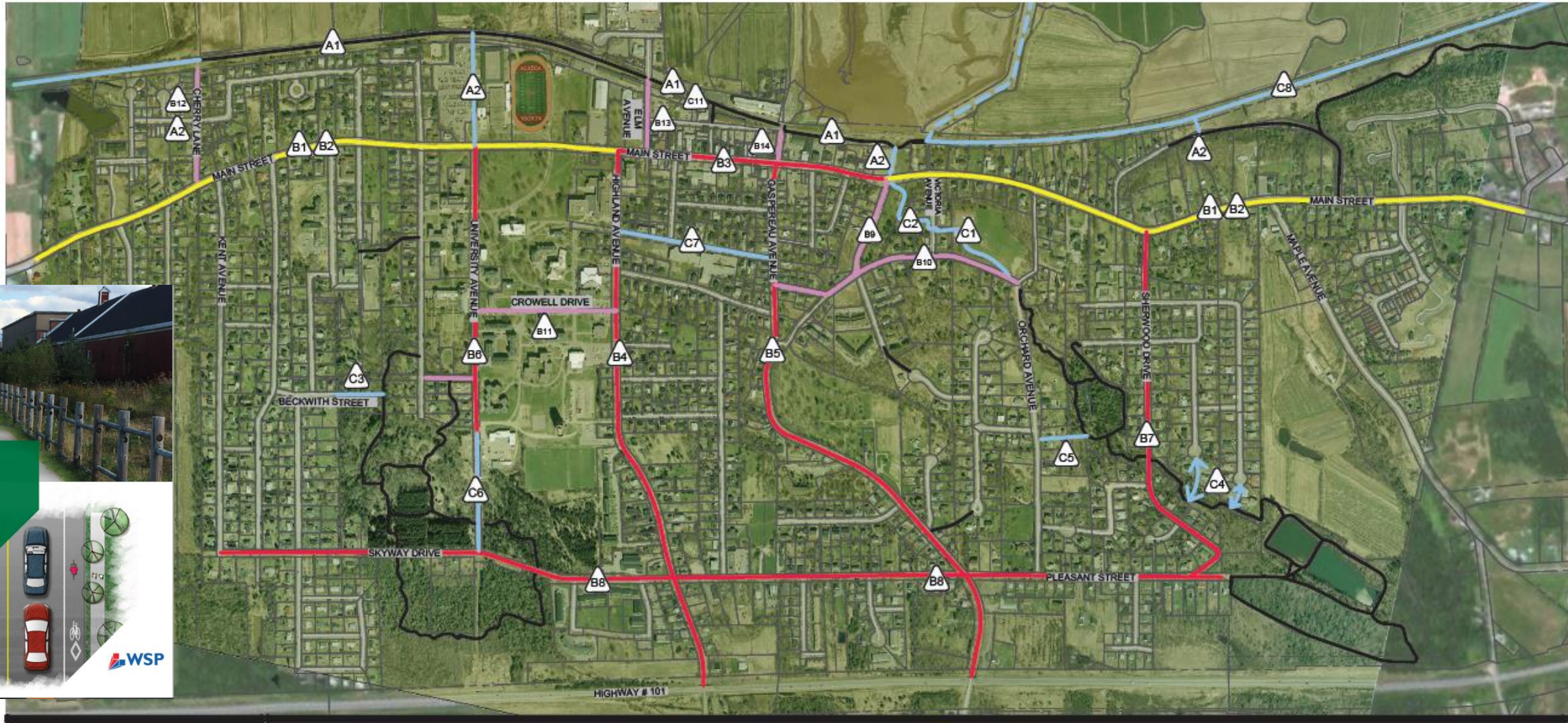
**December 2021** – Council adopted the Town's first Climate Action Plan

**Early 2022** – Staff continue to work with the Province on submitting an ICIP funding application and have the 2022-23 budget reflect enhanced AT investments

**June 2022** – Council considers and approves motion for the ICIP funding application.

- Only 2% of Wolfville residents commute by Bike and 22% by walking
- 44% of working residents in Wolfville work within Wolfville.
- Wolfville should explore a goal of 50% walking/cycling/transit by 2030.

# 2015 AT Plan Recommendations



TOWN OF WOLFVILLE  
ACTIVE TRANSPORTATION PLAN  
141-22664-00 SEPTEMBER, 2015

1 SPECTACLE LAKE DRIVE  
DARTMOUTH, NOVA SCOTIA CANADA, B3B 1X7  
PHONE: 902 835-6655 - FAX: 902 835-1845 - WWW.WSPGROUP.COM

1 : 9,000

LEGEND:

- Existing Trails
- Proposed Trail Connection
- Reserved Bicycle Lane
- Proposed Shared Use Lanes
- Proposed Signed Bicycle Route

Recommendation Number

ACTIVE TRANSPORTATION PLAN  
FIGURE: 6 - 1 RECOMMENDED ACTIVE TRANSPORTATION NETWORK



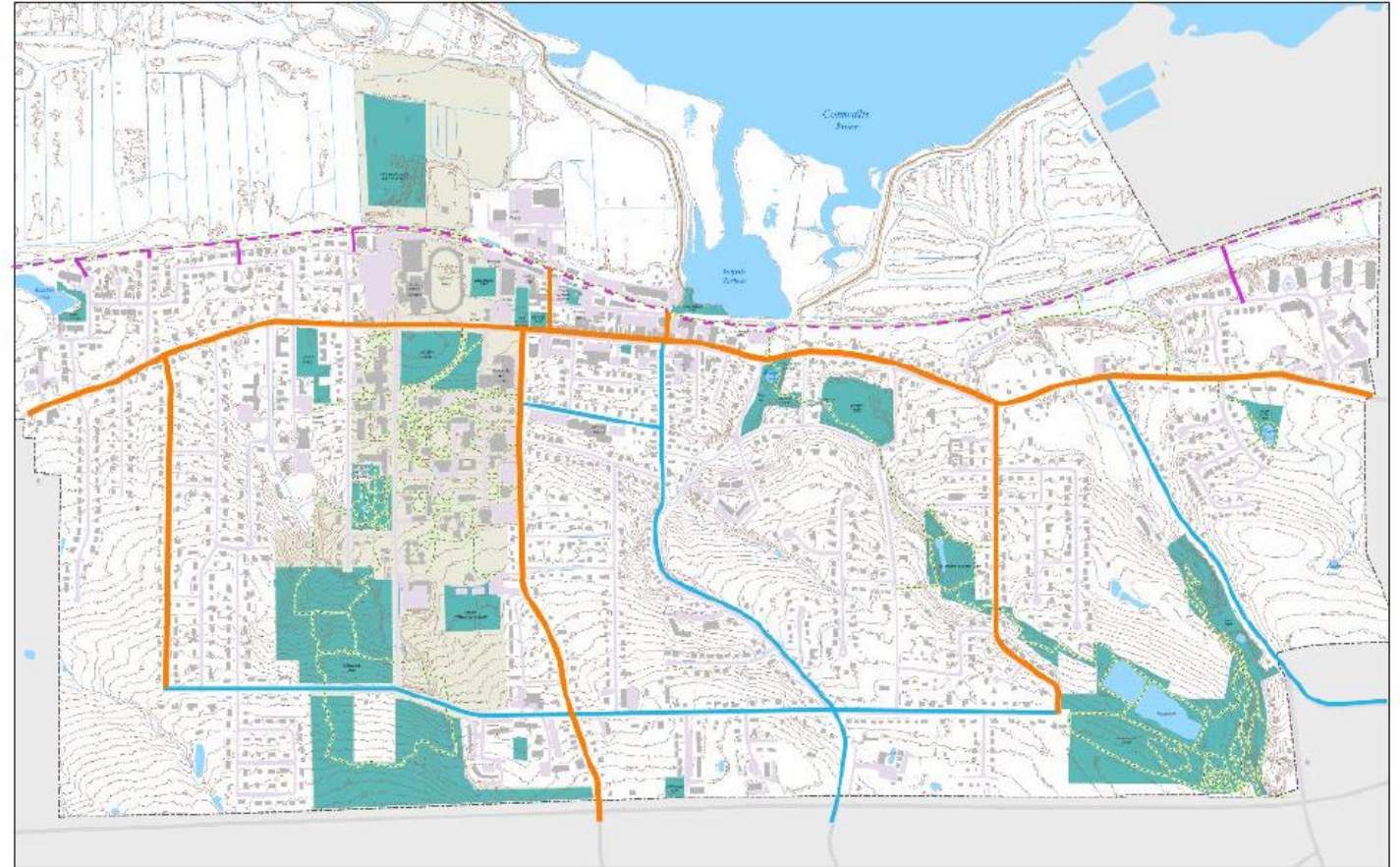
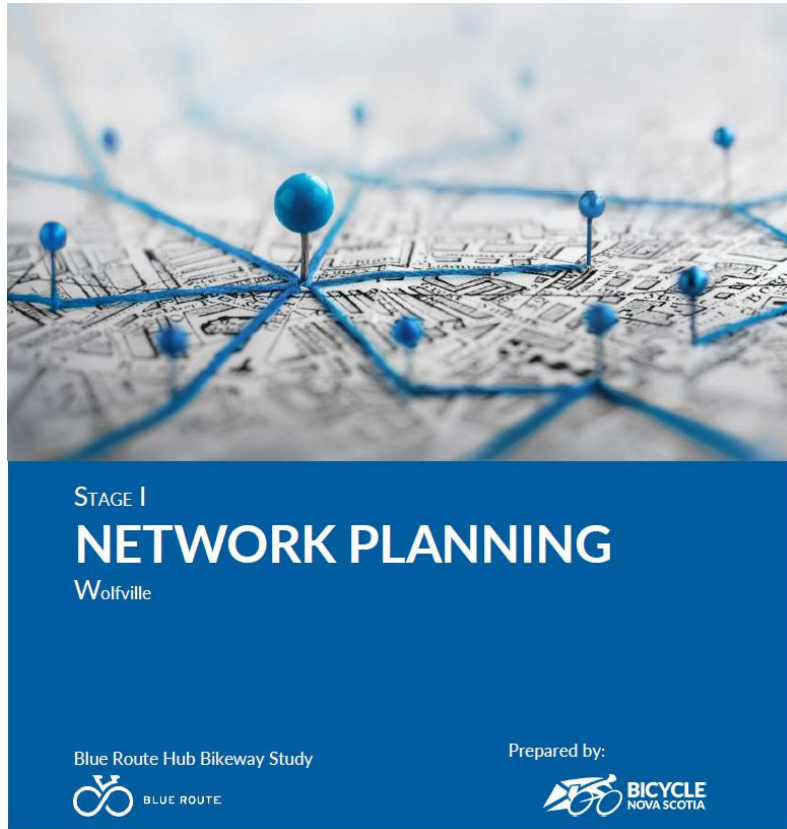


Figure 29\* - Complete network (concept)

To ensure that new bicycle infrastructure will accommodate the broadest spectrum of users, facilities should be designed to meet **All Ages and Abilities (AAA)** best practices.

# 2020-21 AT Work with Bicycle NS

Table 1 - Common themes of comments received during the consultation process

<b>Accessibility</b>	<ul style="list-style-type: none"> <li>➤ Greater consideration needs to be given to people with differing abilities.</li> <li>➤ Better provision of space is required to accommodate mobility aids such as wheeled walkers, wheelchairs, adult tricycles, etc.</li> <li>➤ Ensure that ample parking options are provided for people with limited mobility.</li> </ul>
<b>Connectivity</b>	<ul style="list-style-type: none"> <li>➤ Increase the connection between streets and neighbourhoods (i.e., connector paths), as well as to nearby communities (e.g., New Minas, Grand Pré, Gaspereau).</li> </ul>
<b>Education</b>	<ul style="list-style-type: none"> <li>➤ More education regarding roadway safety and procedures is needed for all road users to improve safety and flow of traffic.</li> <li>➤ More signage is needed to explain the intended use and flow of the ROW.</li> </ul>
<b>Hill</b>	<ul style="list-style-type: none"> <li>➤ Cycling as a viable option requires solutions to assist people climbing the hill.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>➤ Main Street bike lanes are currently unsafe and need improvements.</li> <li>➤ A solution is needed to improve traffic congestion caused by the 4-way stop at Main Street and Gaspereau Avenue.</li> <li>➤ Better crossing treatments are required along the length of Main Street.</li> </ul>
<b>Maintenance</b>	<ul style="list-style-type: none"> <li>➤ Improvements are needed to maintenance practices throughout the year to provide suitable conditions for all users.</li> </ul>
<b>Safety</b>	<ul style="list-style-type: none"> <li>➤ Current cycling infrastructure is seen as unsafe due to proximity to motor vehicles (speed &amp; volume) and the physical conditions of the facilities.</li> <li>➤ Separation between motor vehicles, cyclists and pedestrians is desired.</li> <li>➤ Improvements are needed to increase visibility of vulnerable road users.</li> </ul>
<b>Parking</b>	<ul style="list-style-type: none"> <li>➤ Better parking solutions are needed near Downtown.</li> </ul>

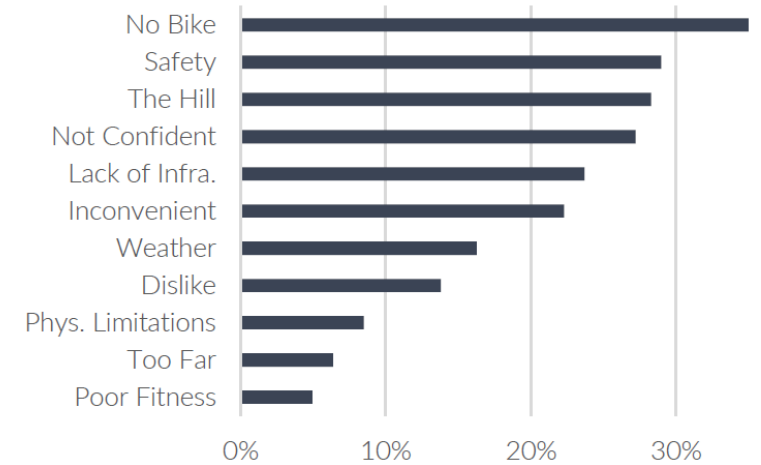


Figure 12 - Deterrents to cycling in Wolfville

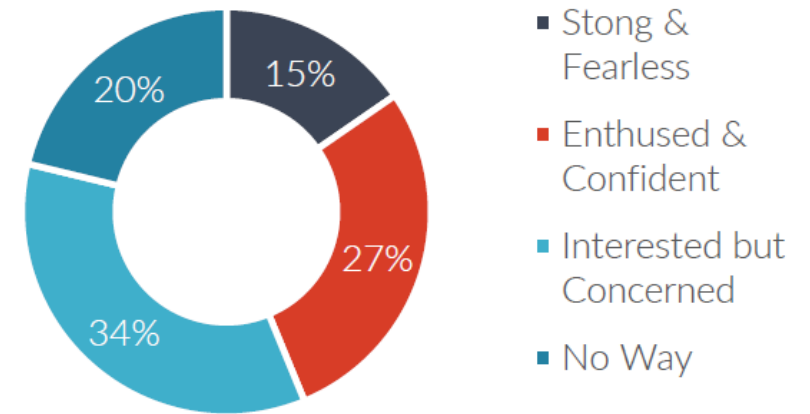
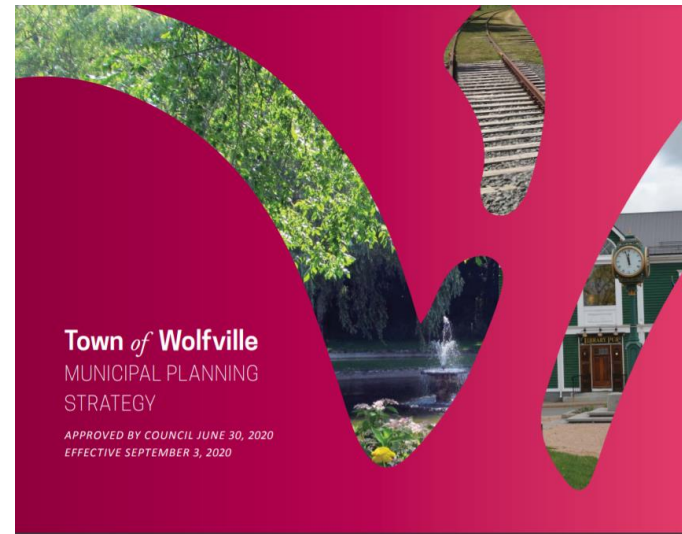
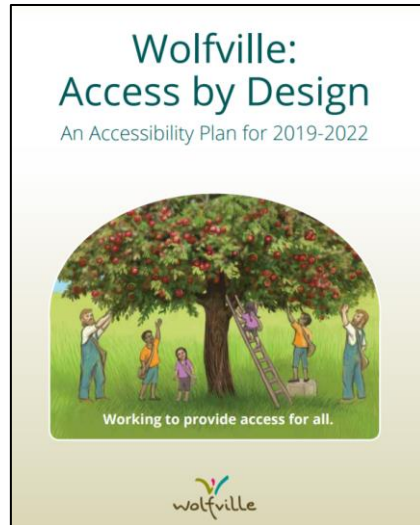


Figure 10 - Type of Cyclist

# Policy and Strategy Support for AT Investment



There is a clear desire for improved active transportation in the Town.

- 1. *Wolfville: Access by Design (2019)*.** The Town adopted an Accessibility plan to ensure equitable access to community life and participation in society for all people regardless of their abilities. The plan has 5 areas of focus: the built environment, information on and communication on, transportation on, goods and services, employment.
- 2. *Municipal Planning Strategy (2020)*.** After a substantial process, Council's Municipal Planning Strategy clearly articulates directions related to Active Transportation in part 5 (Mobility) of the plan.
- 3. *Council Strategic Plan (2021-2024)*.** Council's recently adopted strategic plan outlines priorities and initiatives which include:
  - Clear plan to address, in a timely manner, the revitalization and maintenance of road, sidewalk, crosswalk infrastructure and traffic management including addressing the issue of the 4-way stop
  - Climate management related initiatives to reduce carbon emissions, support local transportation, local food security and environmental protection.



## Wolfville's Low Carbon Pathway

Actions that would achieve net-zero GHG emissions by 2050 were explored using energy and emissions modelling. Assumptions were developed for each action and they were modelled as a low-carbon scenario to demonstrate their emissions reductions potentials compared to current emissions and those projected under the BAU scenario. The collection of actions that will reach the target are summarized here:

### Transportation and Transit

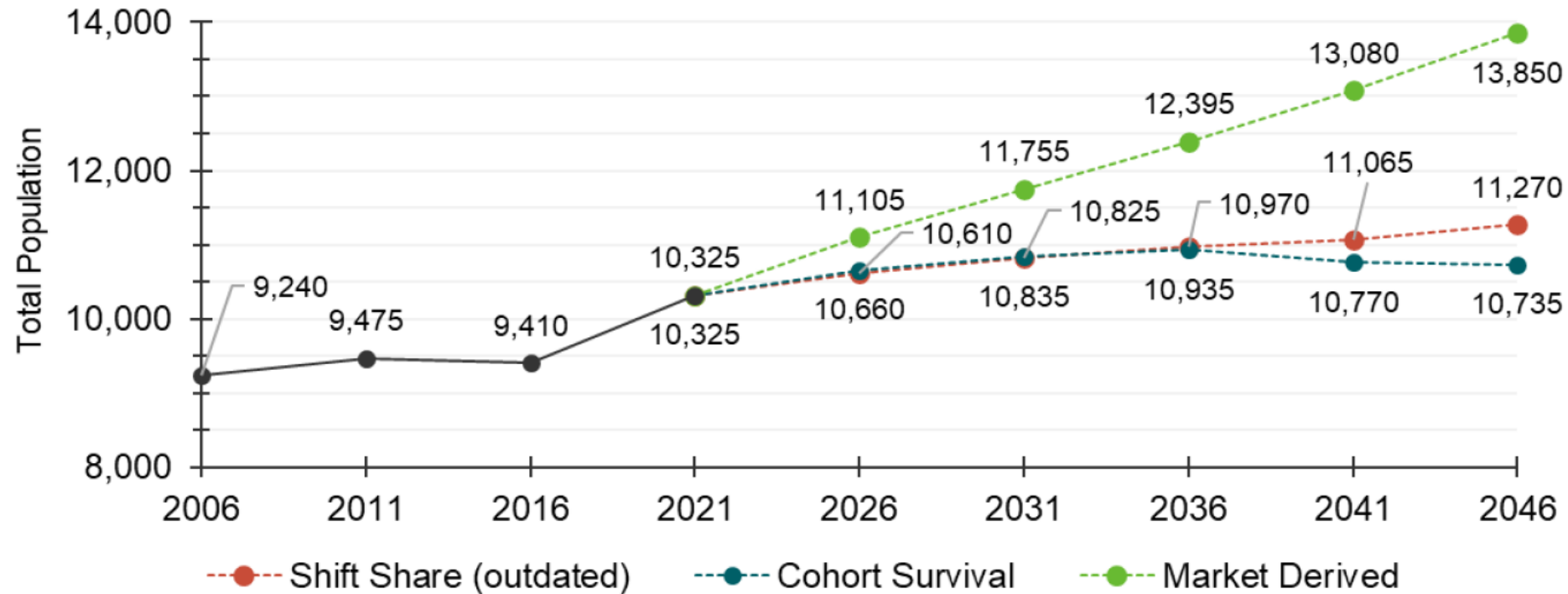
- 30% of new personal vehicles are electric by 2030, 60% by 2035, and 100% by 2040;
- 30% of new commercial vehicles are electric by 2030, 50% by 2035, and 80% by 2040;
- Transit fleet is 100% electric and right sized by 2035;
- Municipal vehicle fleet is 100% electric by 2030;
- Increase transit frequency;
- Transit use increases to 25% by 2030; and
- 40% of shorter trips are made by walking or biking by 2030, 50% by 2050.

### Recommended Actions

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

## Wolfville is growing!

Town of Wolfville and Kings Subd. D (combined) - Population forecast models (2022)



Source: derived from Statistics Canada 2006, 2011, 2016, and 2021 Census & Local Development Info

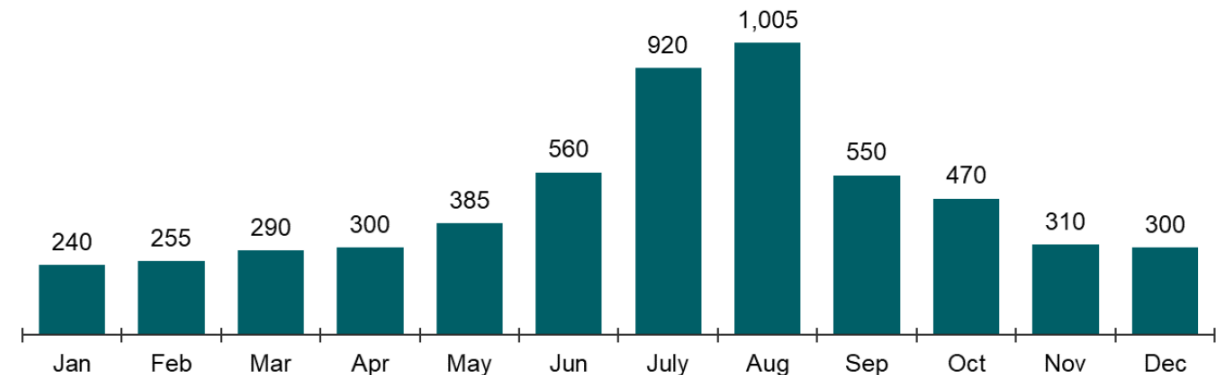
## Many visitors are coming to our region (and bringing their bikes!).

Figure 6.1: Visitation Statistics by Visit Type, 2019

	Pleasure	Visit Friends / Relatives	Total
Total Tourists	1,142,000	736,000	1,878,000
Visited Bay of Fundy / Annapolis Valley	37%	27%	33%
Visited the Town of Wolfville	24%	35%	28%
Estimated Annual Wolfville Tourists	101,410	69,550	170,960

Source: derived from Tourism Nova Scotia

Figure 6.2: Estimated Average Visitors per Day by Month, 2019



Source: derived from Tourism Nova Scotia









# **OVERVIEW OF PROPOSED NETWORK**

# Existing Conditions + Ongoing and Future Projects of-note for overall Network

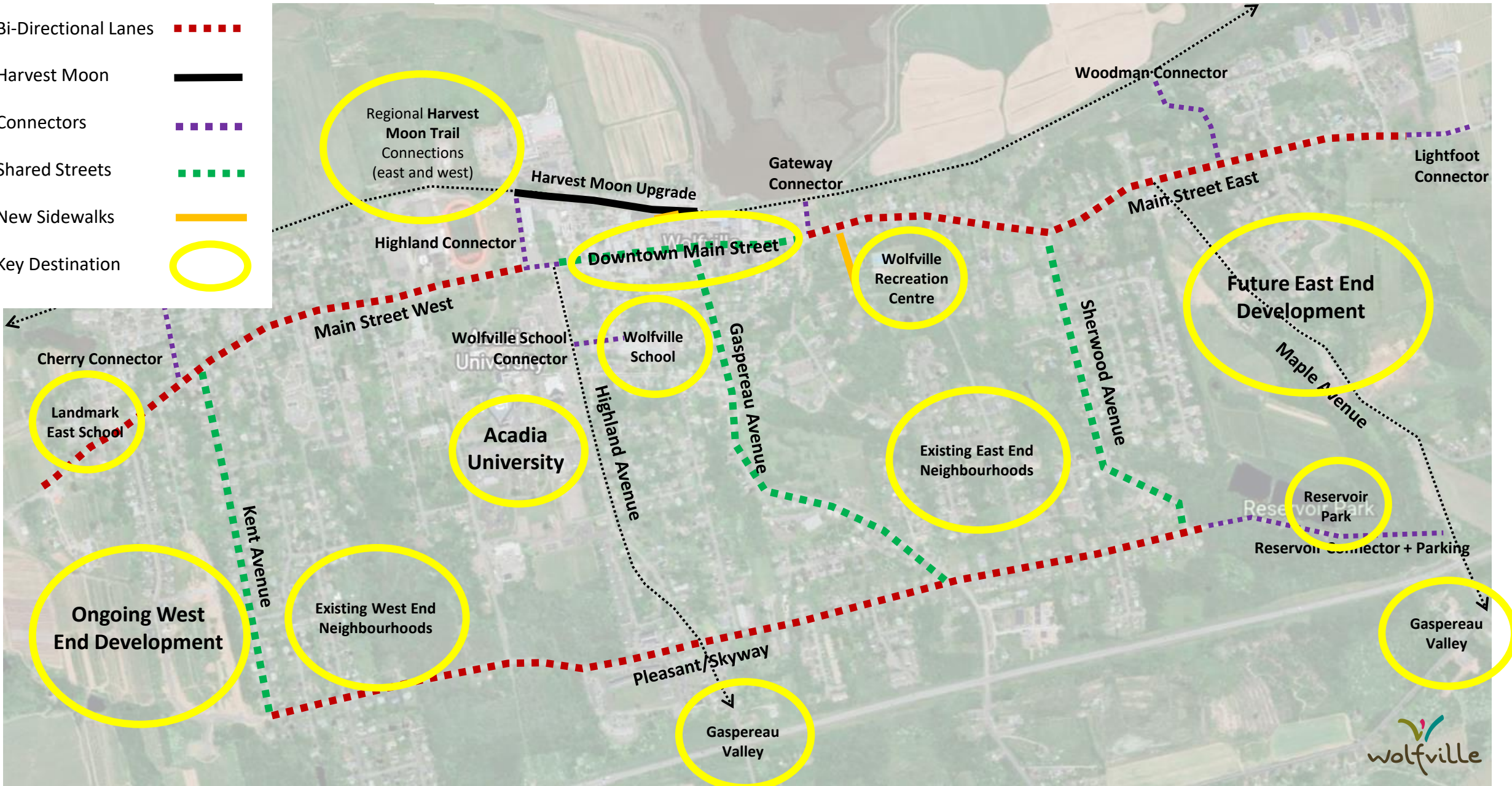









# ICIP PROJECTS

- Bi-Directional Lanes 
- Harvest Moon 
- Connectors 
- Shared Streets 
- New Sidewalks 
- Key Destination 

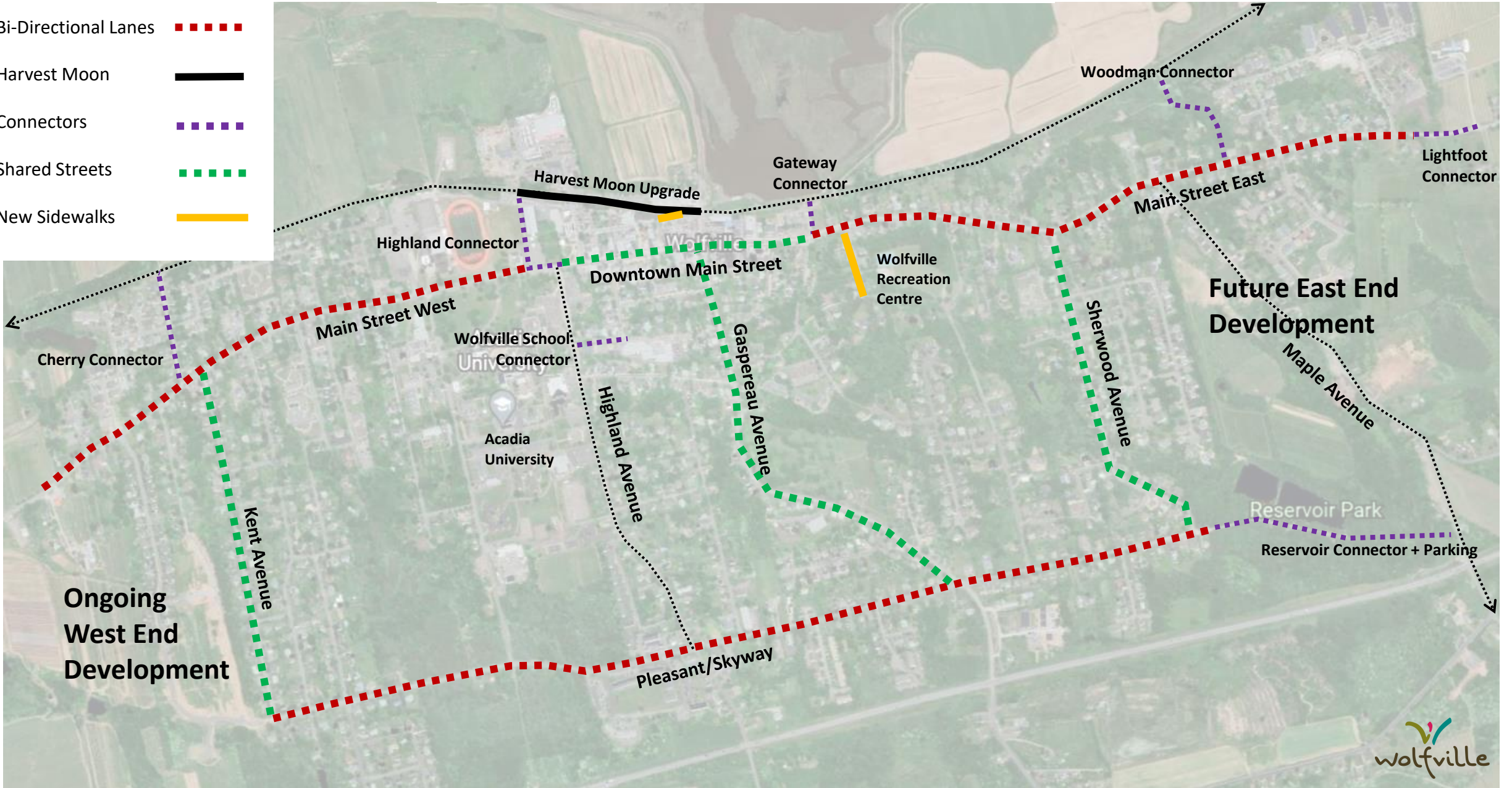
# Key Destinations



ICIP PROJECTS

- Bi-Directional Lanes 
- Harvest Moon 
- Connectors 
- Shared Streets 
- New Sidewalks 

# Proposed ICIP AT Network Projects



# Summary of AT Network – ICIP Projects



PROJECT	LENGTH
<b>Main Street (east and west)</b> AAA bi-directional AT lane – 3m asphalt with barriers	3,140m
<b>Skyway/Pleasant</b> AAA bi-directional AT lane – 3m asphalt separated with curb	2,370m
<b>Harvest Moon Trail</b> AAA bi-directional AT lane – 3.2m asphalt and intersection improvements	470m
<b>Connectors</b> Cherry Lane to Harvest Moon Trail; Main Street at Oak Avenue extension to Harvest Moon Trail; Highland to Harvest Moon Trail; Highland to Wolfville School; East End Gateway to Harvest Moon Trail; Reservoir Park to Maple Avenue.	1,180m
<b>Shared Streets</b> Kent Avenue; Gaspereau Avenue; Sherwood Avenue; Downtown Main Street (TBD)	2,960m
<b>New Sidewalk</b> Front and Harbourside; Victoria Avenue to Recreation Centre	230m
<b>TOTAL</b>	<b>10,350m</b>



# ICIP Specifications Overview (general)



- This application outlines essential projects to complete a high service level AT network in the Town of Wolfville. Other projects (ongoing or future) will further enhance the network outlined in this application. Implementing a town-wide AT network and enhanced mobility in the Town has been a long-standing aspiration of the community, reflected through the planning processes, policy and strategy undertaken to-date.
- The aspects of the AT network outside of this funding opportunity have been included at the end of this document for context. The Town took part in a NS Blue Route process with Bicycle NS as part of our AT planning. The Harvest Moon Trail and enhanced Main Street AT corridor proposed will improve the NS blue route and regional/provincial connectivity through Wolfville.
- The proposed facilities will connect a diversity of users (students, residents, visitors, etc) to key destinations in the Town and beyond. A key destinations map has been included in this package for further context.
- We have been guided by All Ages and Abilities (AAA) guidelines from NACTO throughout our process. We have had to iterate design ideas based on local conditions, constraints and context along each project route.
- The specifications for each project are included in the next section of this document.

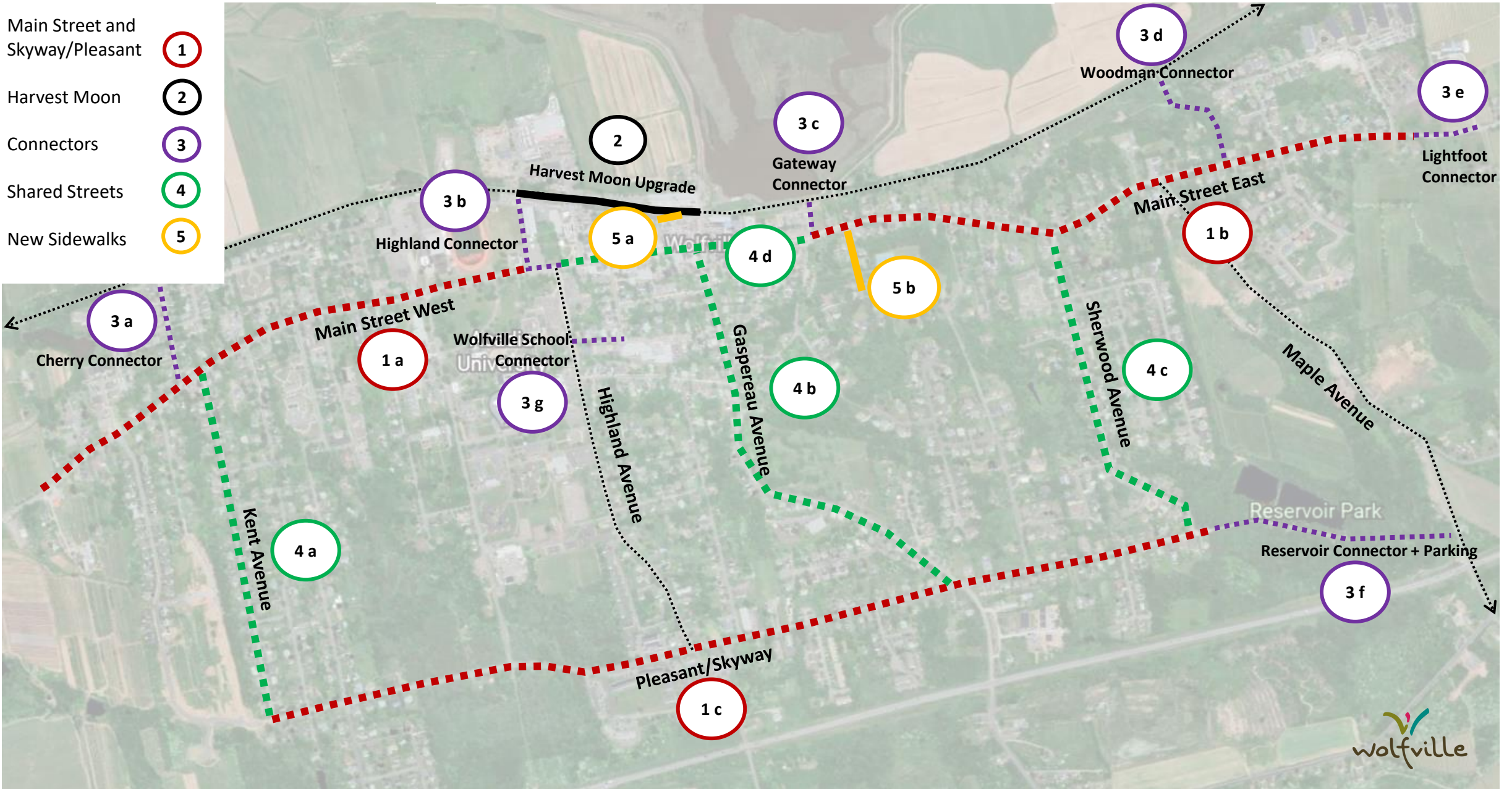


# **INDIVIDUAL PROJECT DETAILS**

# ICIP PROJECT NUMBERS

- Main Street and Skyway/Pleasant **1**
- Harvest Moon **2**
- Connectors **3**
- Shared Streets **4**
- New Sidewalks **5**

# ICIP Project Reference Map





## **Main Street**

**1 a**

**1 b**

See Project Reference Map

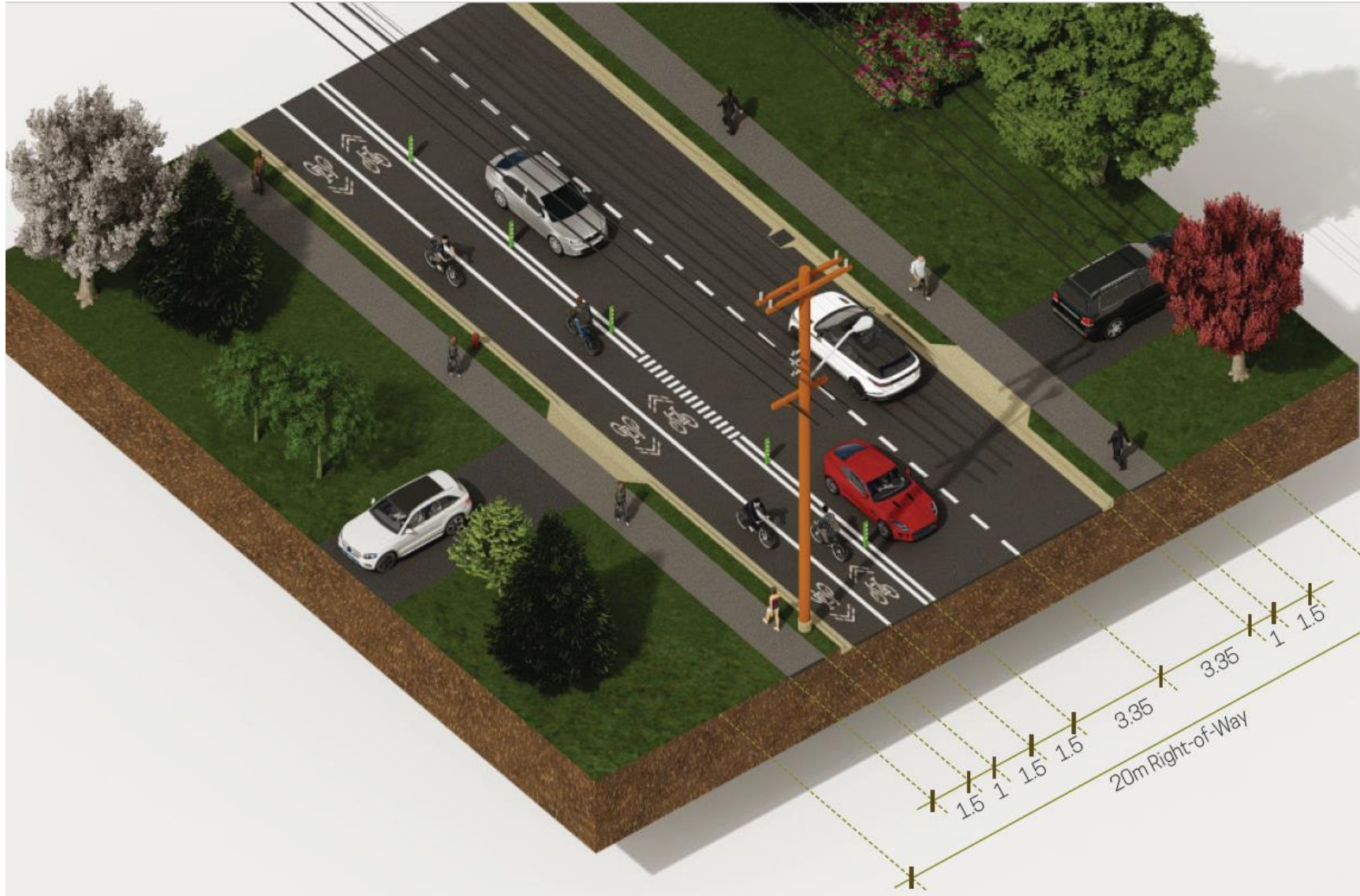
# Main Street – East and West



See Project Map:

1 a

1 b



## Project Details:

1,760m East End and 1,380m West End = 3,140m total

West = Town Boundary to East End Gateway; West = Town Boundary to Highland Avenue

Separated, AAA asphalt multi-use pathway on south side of roadway.

Separated by bollards and some concrete barriers - subject to detailed design (we have many barriers from our one-way Main Street pilot). Sidewalks maintained.

Involves new surface and bike friendly catch basins, signage, curb repair, crossings, painting and line marking.



# Main Street – East and West



See Project Map:

1 a

1 b



East and West Existing Conditions



Proposed "AAA" Conversion

## Project Details:

Before and after conceptual rendering of Main Street East and West shown here for context.

A much safer, All Ages and Abilities (AAA), condition is proposed.

## Note:

The Town currently owns a large quantity of concrete curb stops that will be used to increase the separation along the corridor (e.g. the bollards would be mounted on the curb stops).

# Main Street – East and West



See Project Map:

1 a

1 b



## Project Details:

Conceptual rendering entering Town on west end next to Landmark East School showing and proposed transition condition at crosswalk.

There is a rapid flashing beacon crossing (not shown in this concept) that has been installed at this crossing in 2022.

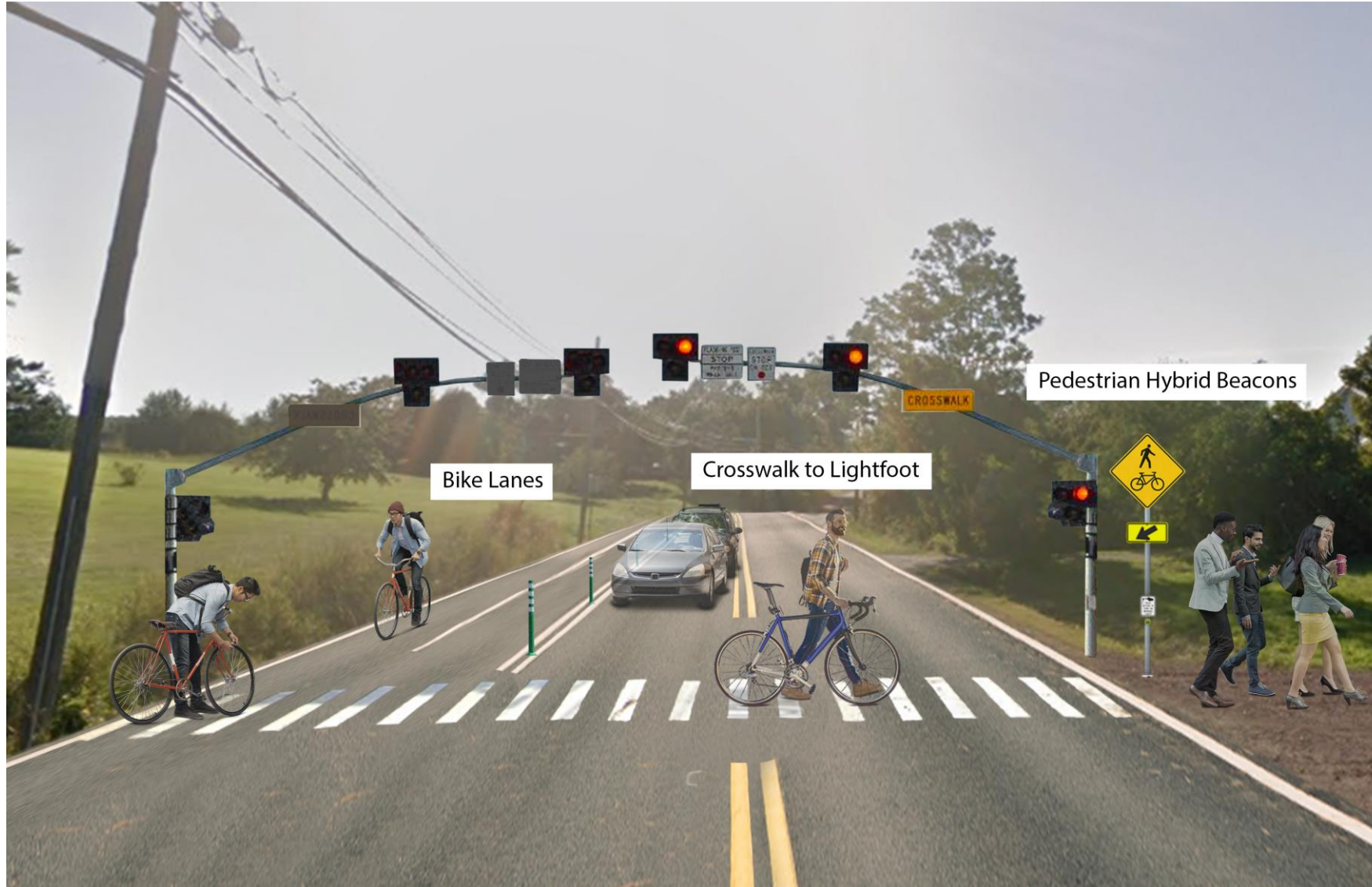
# Main Street – East and West



See Project Map:

1 a

1 b

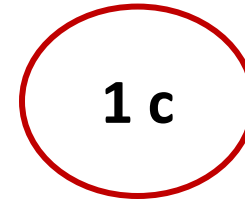


## Project Details:

Conceptual rendering of the Main Street transition in the east end, looking west, showing the start of the lanes at Lightfoot&Wolfville winery (or at the town boundary, TBD) with an added overhead crossing (shown here) or rapid flashing beacon and the beginning of the AT lanes at the crosswalk.



# Skyway/Pleasant

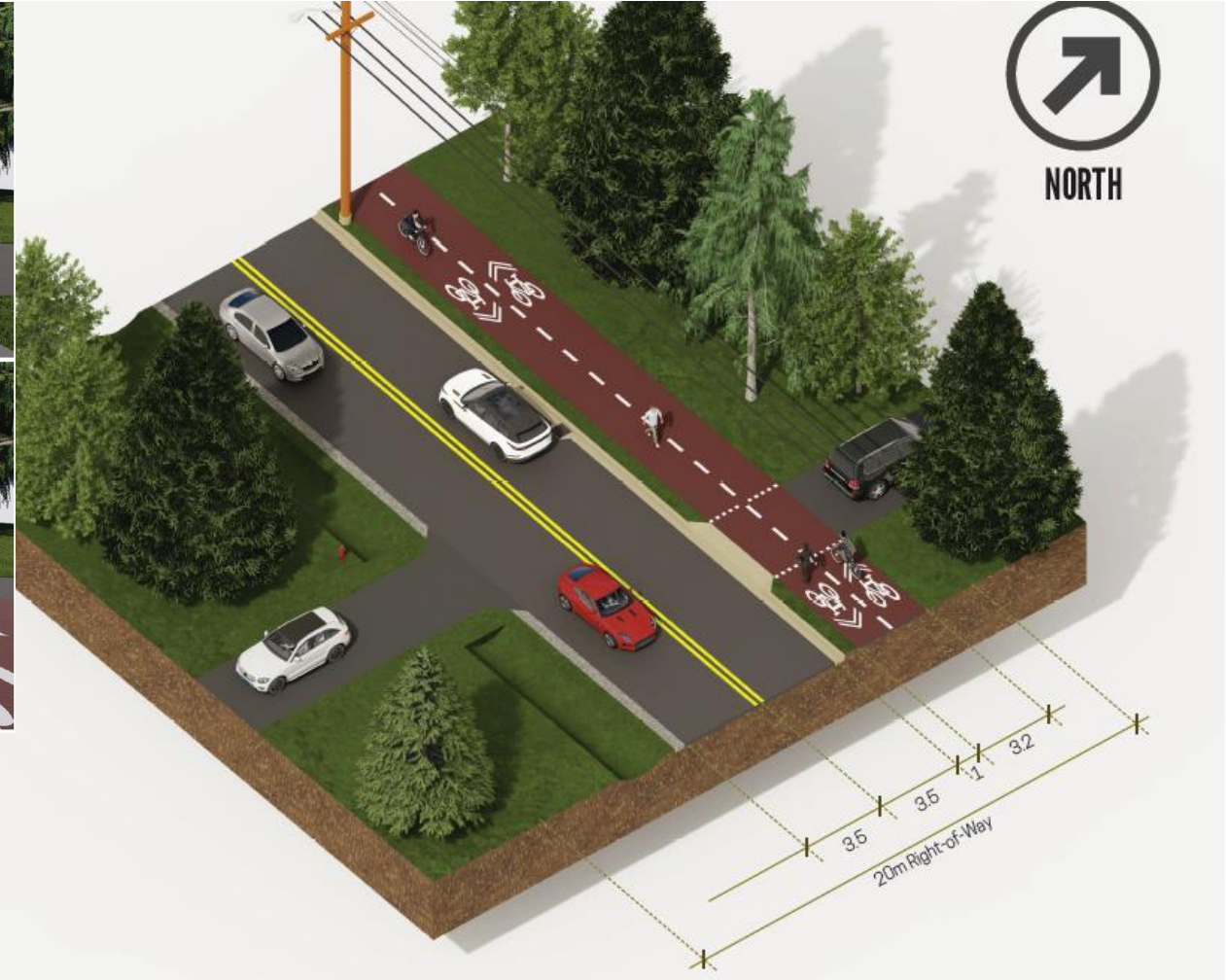
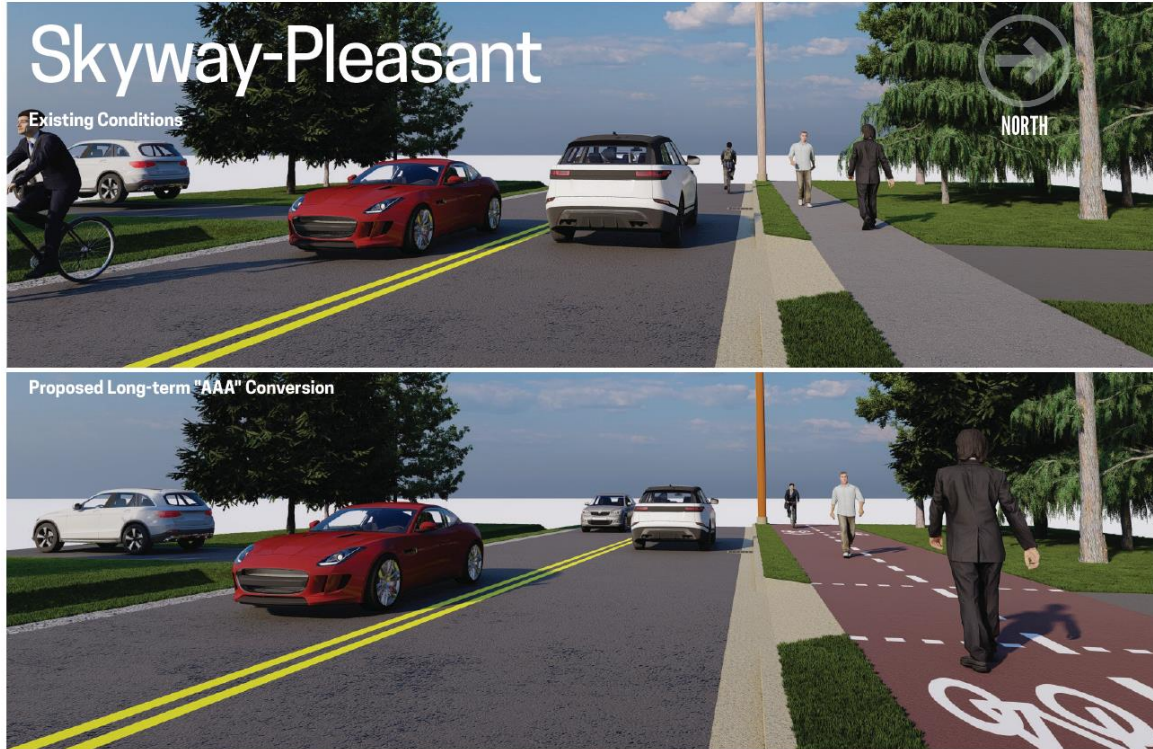
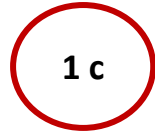


See Project Reference Map

# Skyway/Pleasant Corridor



See Project Map:



**Project Details:** Widen sidewalk to a 3m+ AAA standard along the entire corridor. Separated by the existing curb. 2,370m connecting the West End to the East End in a linear corridor.

# Skyway/Pleasant Corridor



See Project Map:

1 c



Shown here is a functional layout of Skyway/Pleasant corridor.

Project would include an asphalt 3m corridor, driveway repairs, retaining walls, signage, paint and other details.

# Skyway/Pleasant Corridor



See Project Map:

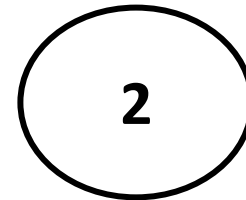
1 c



Functional layout of Skyway/Pleasant (cont'd)



# Harvest Moon



See Project Reference Map



# Harvest Moon Trail and Intersections



See Project Map:

2

## Project Details:

Improving safety through paint and signage at the Harbourside Dr/Harvest Moon intersection and the Elm Ave/Harvest Moon intersections.

Paving an asphalt 3-3.2m corridor from Harbourside Drive to the Wolfville Farmer's Market.

Relocating the existing fence, landscaping and signage would be part of this project scope.

The Town is doing a Capital Project (underground infrastructure) on Harbourside Drive in 2023-24 that this project will be planned and tendered with.

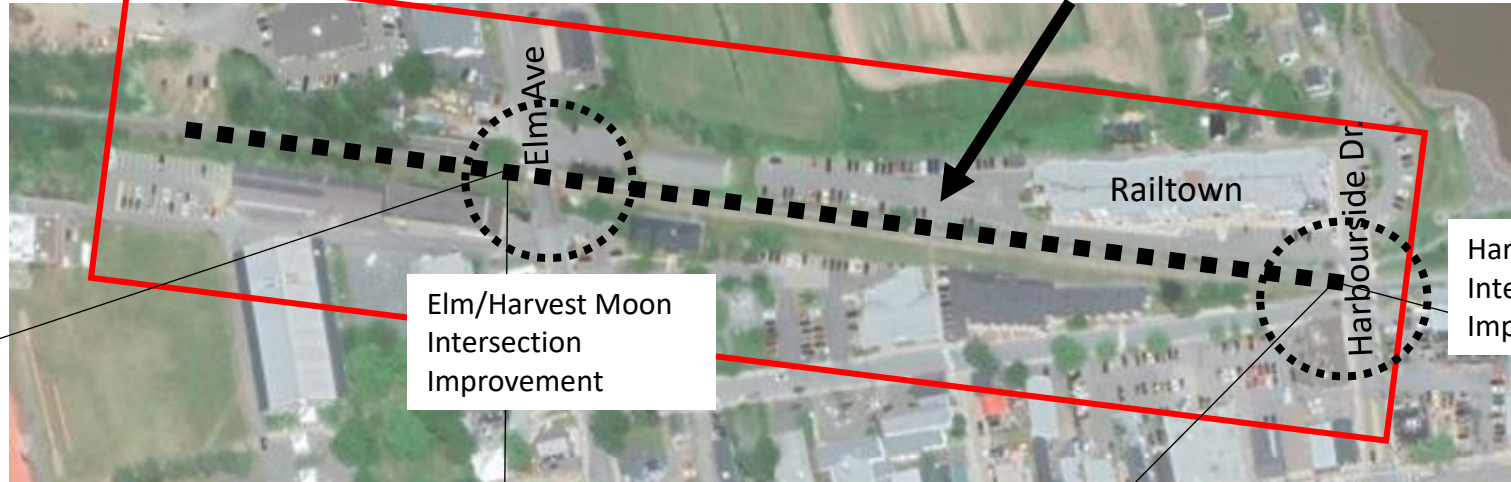


# Harvest Moon Trail and Intersections



See Project Map:

Harbourside to Farmer's Market 3+m asphalt multi-use trail



Elm/Harvest Moon Intersection Improvement

Harbourside/Front Intersection Improvement

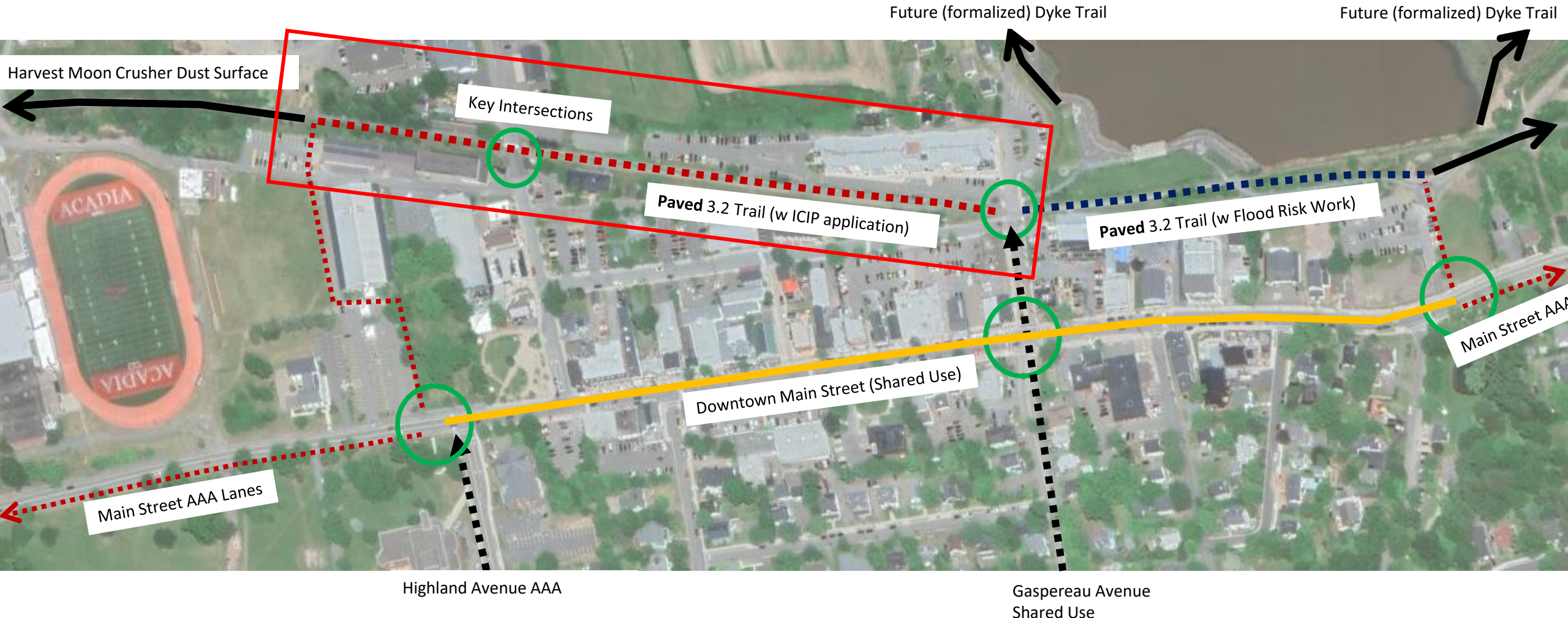


Conceptual Renderings of Intersection areas



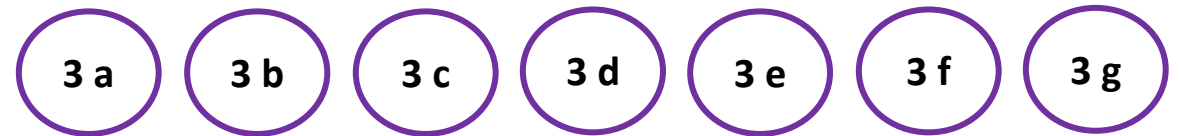
# Harvest Moon Trail and Downtown Context

See Project Map:

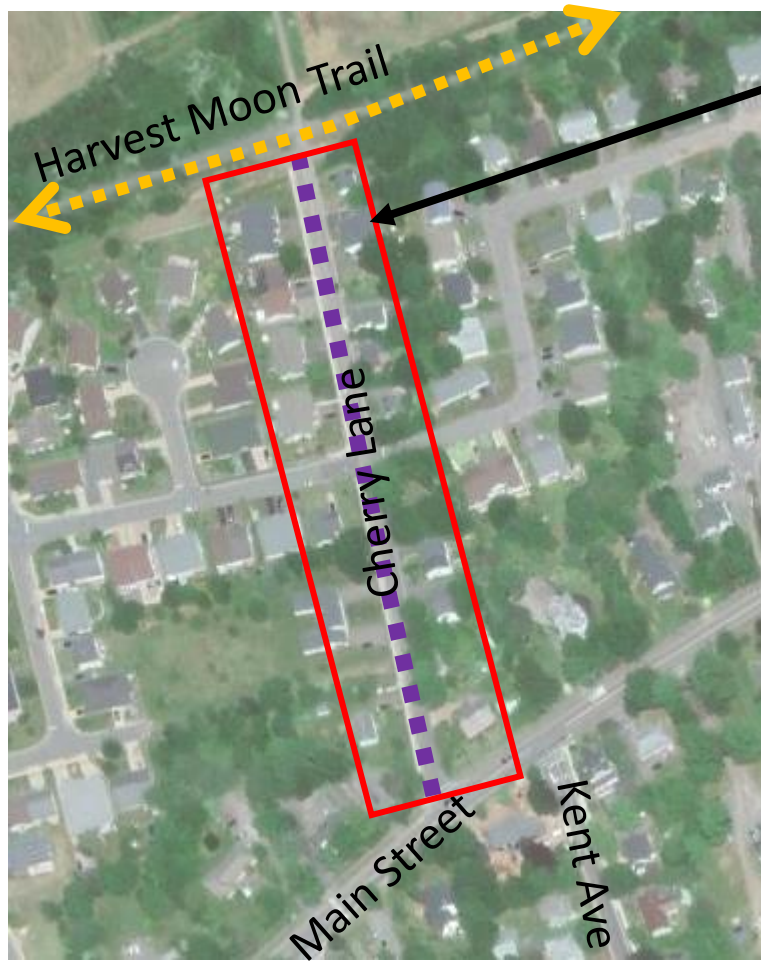




## Connectors



See Project Reference Map



### Project Details:

Bike Boulevard/Shared Street. Line Painting, Signage, Traffic Calming (e.g. speed hump)



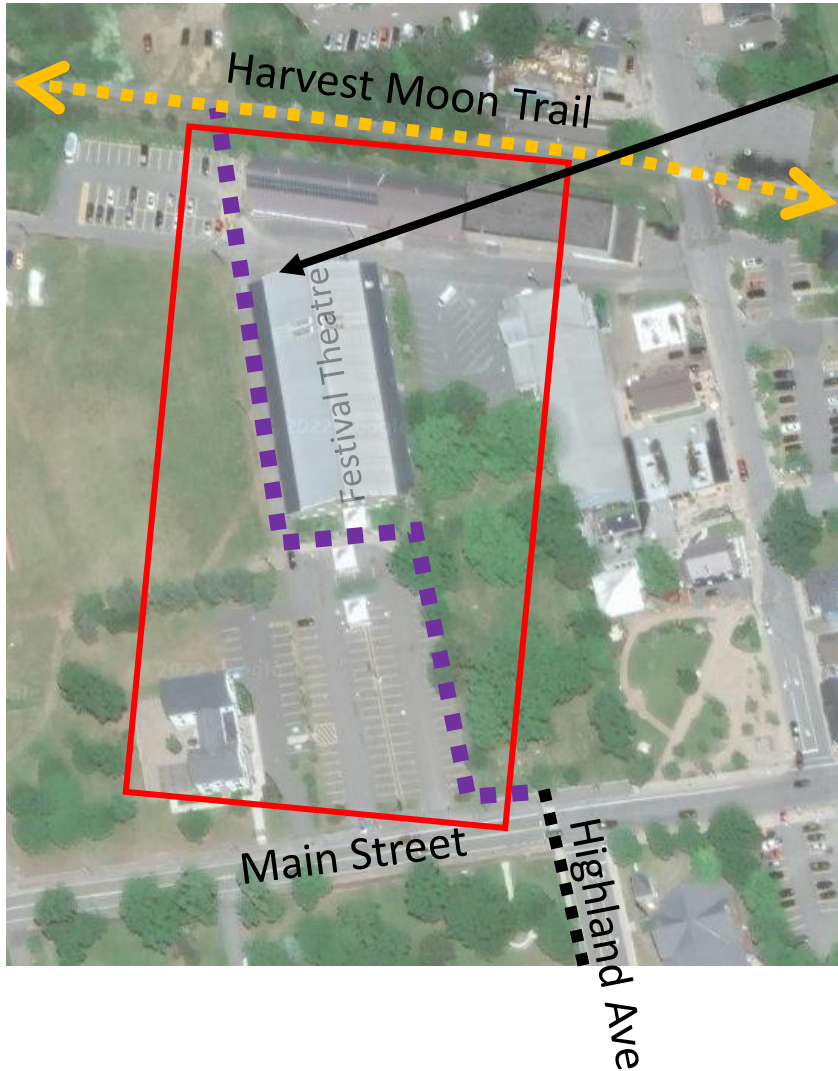
Conceptual rendering of proposed condition at Cherry Lane looking south.

# Connector Highland Avenue to Harvest Moon Trail



See Project Map:

3 b

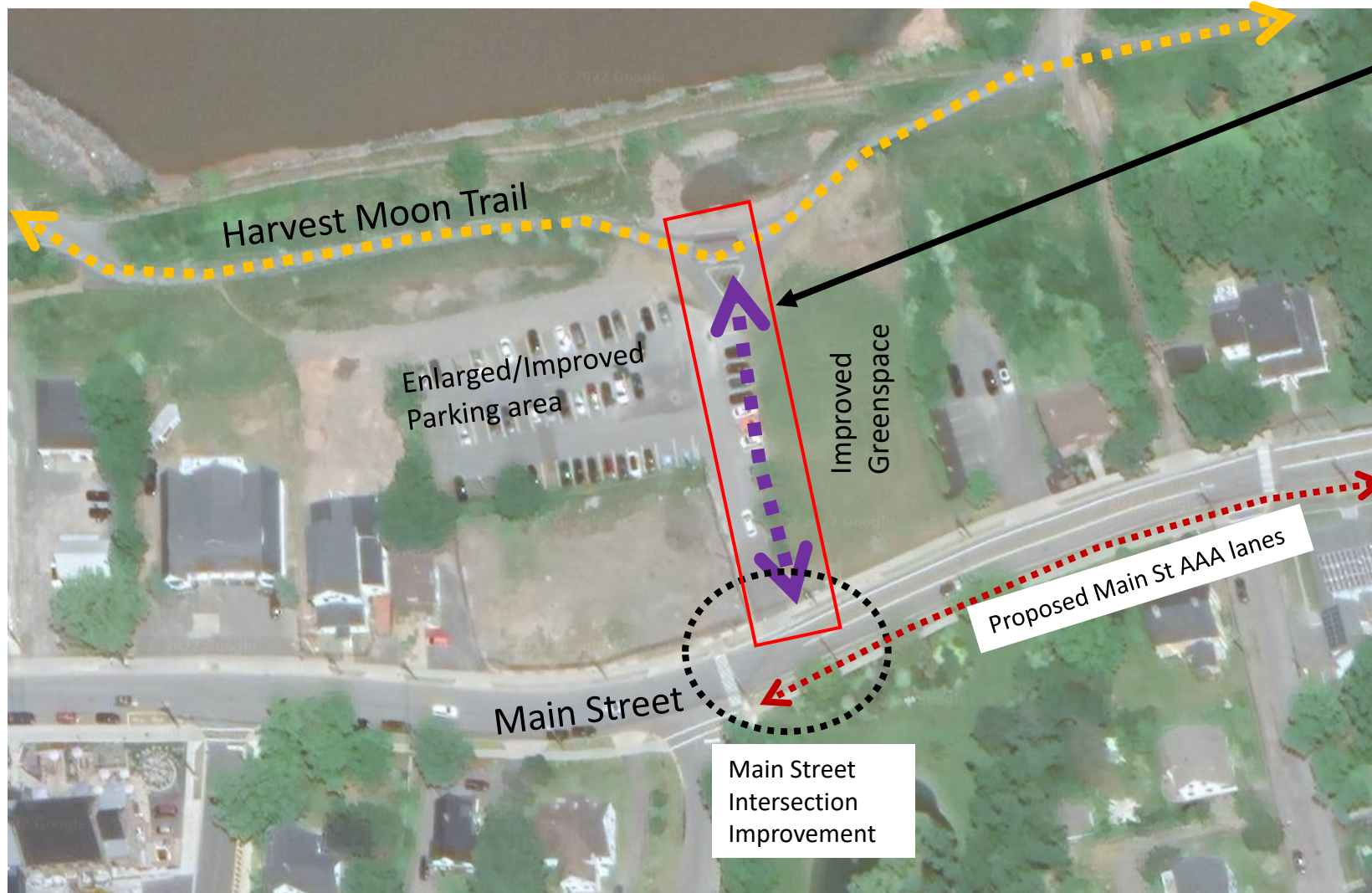


## Project Details:

3.2m asphalt multi-use path, paint, signage through fire lane along Festival Theatre and on to Harvest Moon trail.



Conceptual rendering of proposed condition at Main Street looking north.



## Project Details:

3.2m asphalt multi-use path connecting Main Street through the East End Gateway to the Harvest Moon Trail (shown in purple).

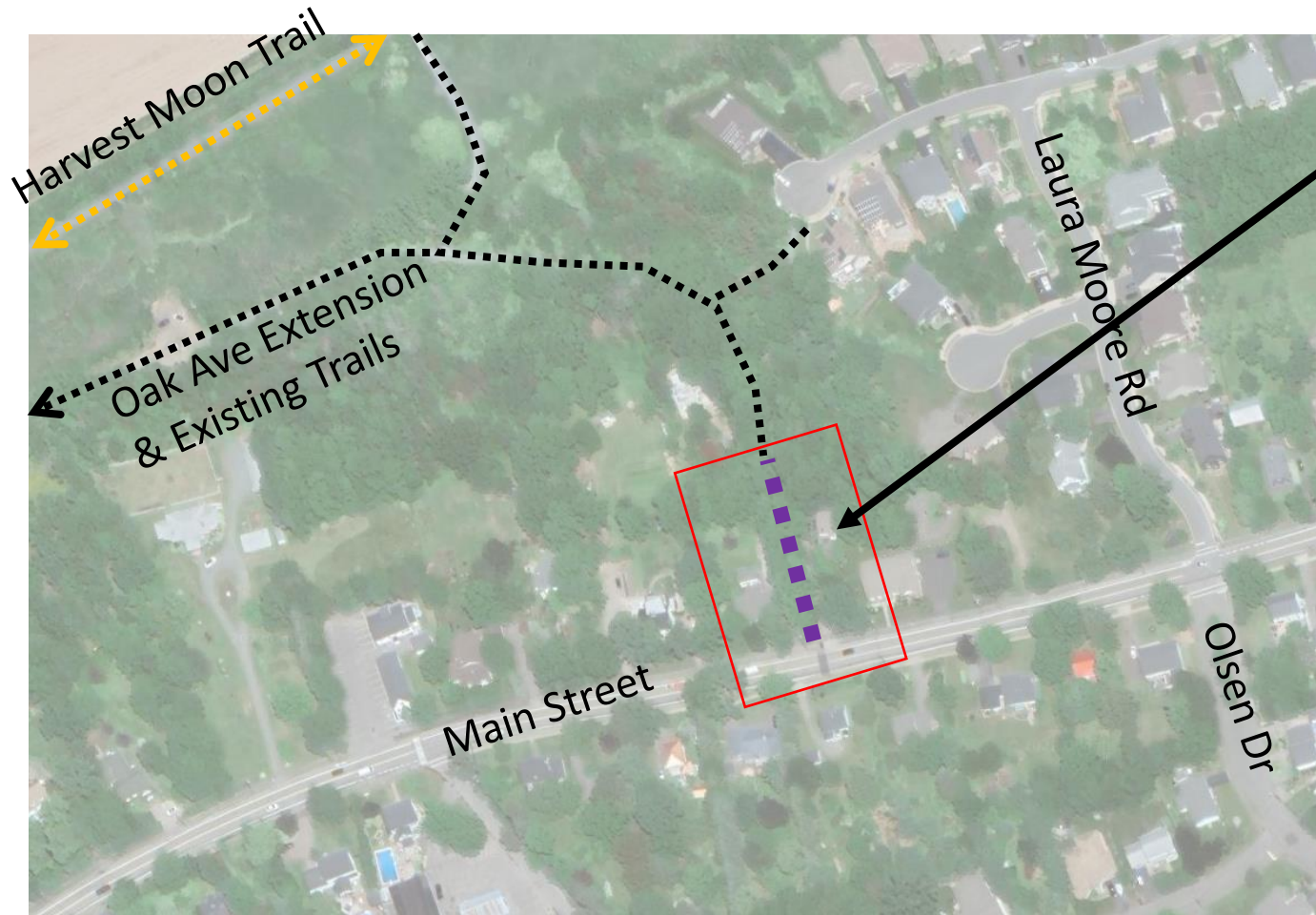
# Connector

Oak Avenue Extension to Harvest Moon



See Project Map:

3 d



## Project Details:

3.2m crusher dust or asphalt multi-use path, paint, signage.



Conceptual rendering of proposed condition at Main Street looking north (using asphalt).



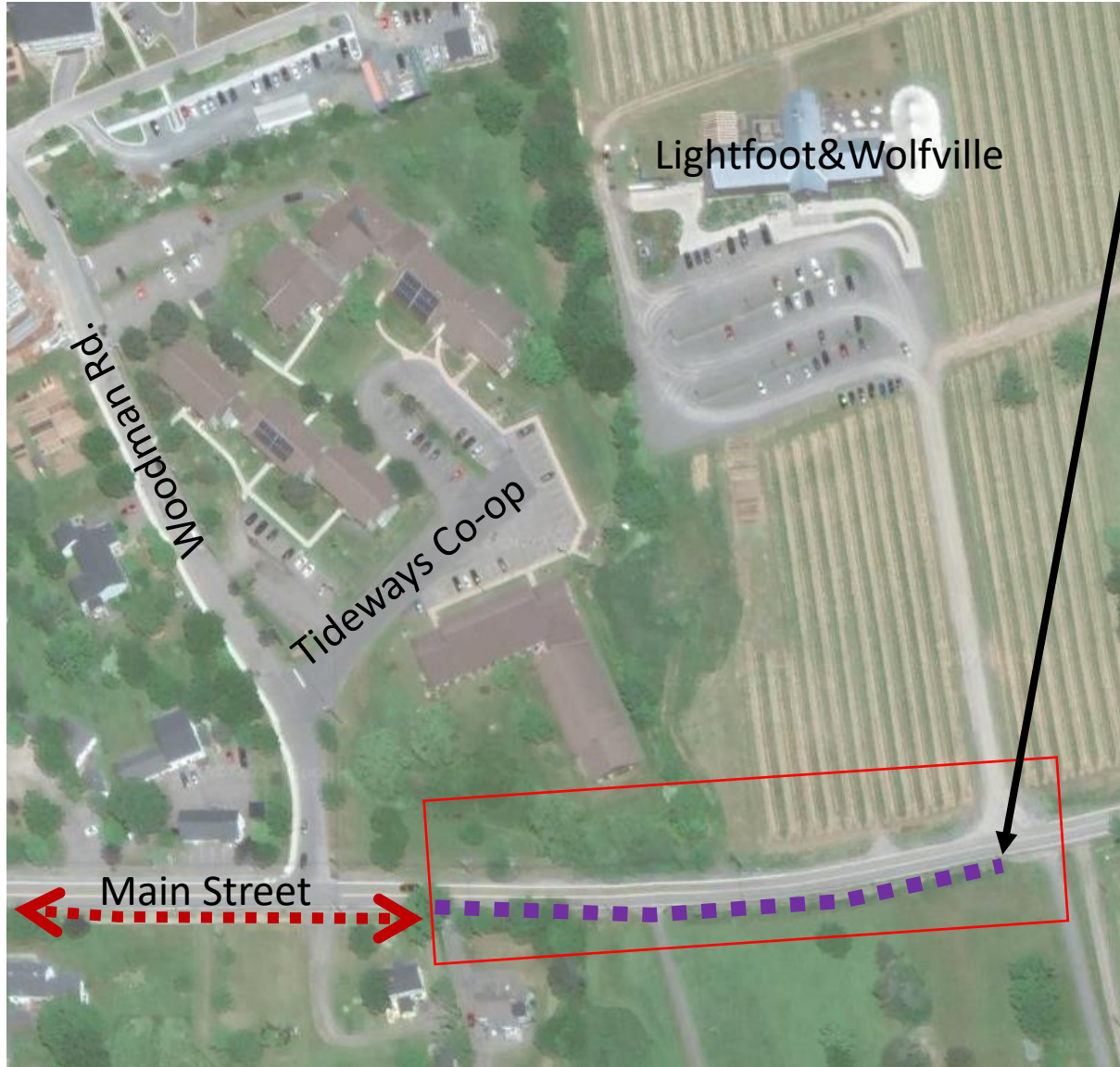
# Connector

Town Boundary to Lightfoot&Wolfville



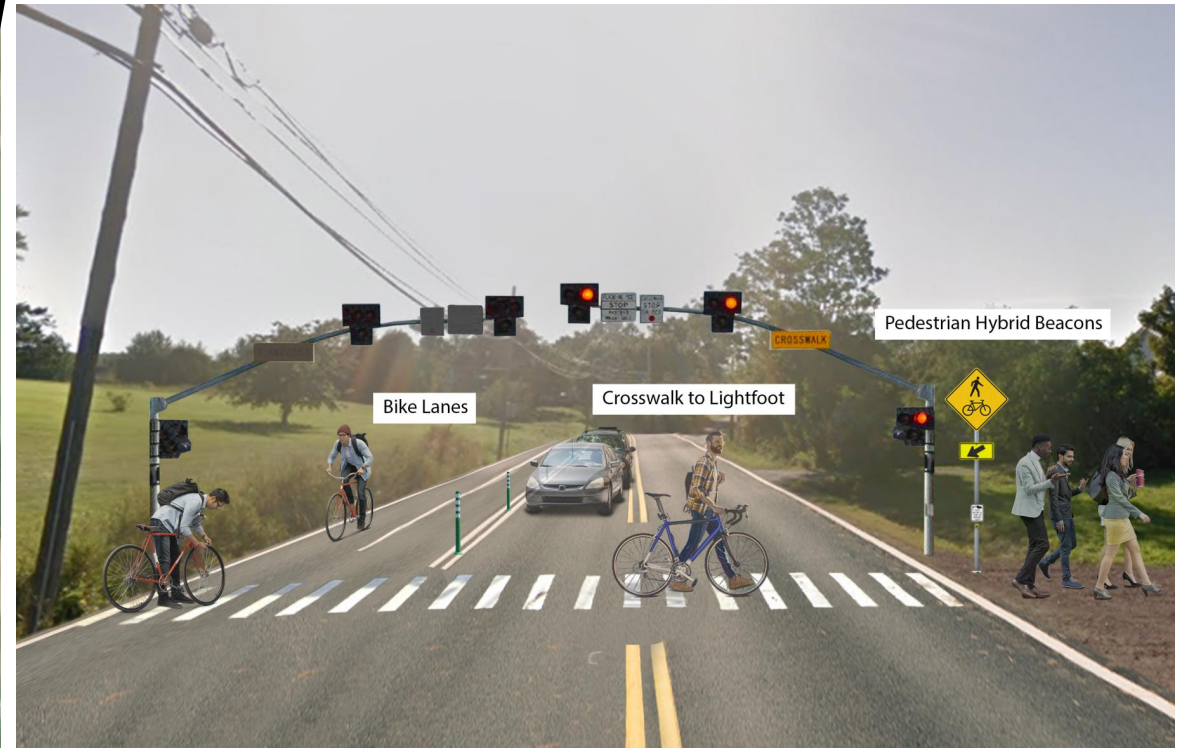
See Project Map:

3 e



## Project Details:

3m asphalt bi-directional multi-use pathway, paint, bollards, signage. A safe crossing (TBD with overhead lights) would also be involved.



Conceptual rendering of proposed condition at Main Street looking west with the Lightfoot&Wolfville driveway to the right.

**NOTE:** This project will connect to the town boundary if regional partners (e.g. Lightfoot&Wolfville and/or County of Kings are not contributing)

# Connector + Parking

Reservoir Park to Maple Ave



# Connector

Highland Avenue to Wolfville School



See Project Map:

3 g



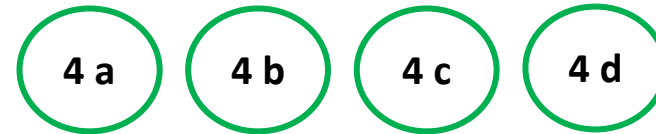
## Project Details:

3+m asphalt bi-directional multi-use pathway, paint, signage.

Detailed design required.



# Shared Streets



See Project Reference Map



### Project Details:

Shared Street treatments are proposed for Kent Avenue, Gaspereau Avenue, Sherwood Drive and for the Downtown of Main Street.

These treatments do not separate vehicles and bicycles and operate on roadways with existing sidewalks, relatively low volumes and speeds. The treatments involve paint, signage, and traffic calming (e.g. speed humps).

The proposed conditions would increase the safety of our streets from what we have today and improve AT culture in the Town. Some of these treatments have been proposed since the 2015 AT plan was adopted but have not been implemented.

# Shared Streets

Project locations



See Project Map:

4

## ICIP PROPOSAL

Shared Streets

4



**Project Details:** 2,960m of shared street treatment, including paint, signage and traffic calming (e.g. speed humps).



The downtown part of our Main Street was presented to Town Council as two options. The painting of the street option was recommended in our 2015 AT Plan (shown to the right). This is a very low cost option we have accounted for in this application. The narrow width and activity on the street creates for traffic calming but this is not an environment or solution that meets All Ages and Abilities (AAA) guidance. Because of this, we have proposed a high service level connection that gets users to the Harvest Moon Trail through the downtown (see previous page on downtown context).

**Note:** we have a functional design and renderings to extend the east and west Main Street projects through the downtown with a separated lane by taking over the south on-street parking spaces (drawings included later in this document). Once we get closer to the east and west Main Street projects becoming a reality, and have a chance to consult our downtown businesses more on issues like on-street parking, this solution may become a reality. It has not been included in the application but is without question a much safer solution for AT and mobility options moving forward.

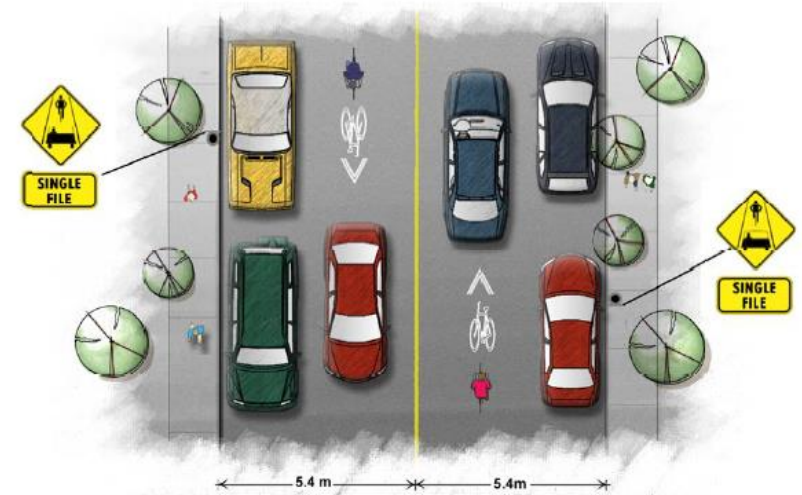


Figure 7-3: Typical Cross Section with Sharrows (Single File Application)



WC-19 / WC-19S Sign



Sharrow Marking



Examples of Single File Sharrows



# Sidewalks

5 a

5 b

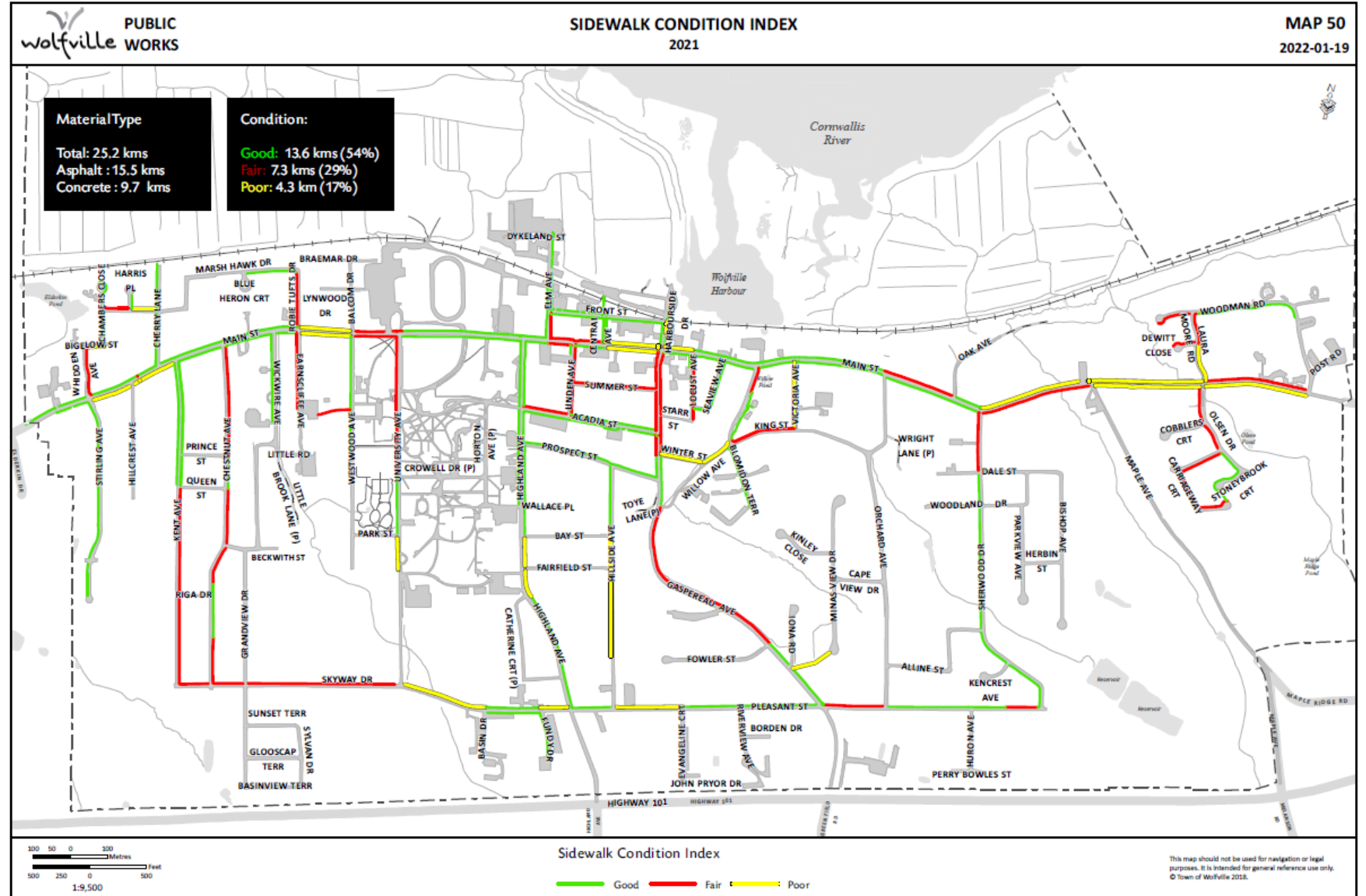


### Project Details:

The Town maintains a condition assessment of sidewalks in the Town as part of our Asset Management program. This application proposes to create 2 new sidewalks in key areas of Town.

Victoria Avenue connects Main Street to our Recreation Centre, Playground, Rotary Fields and Tennis Courts.

Front St and Harbourside Drive sidewalk connection creates a safer connection for the various users of this busy intersection.



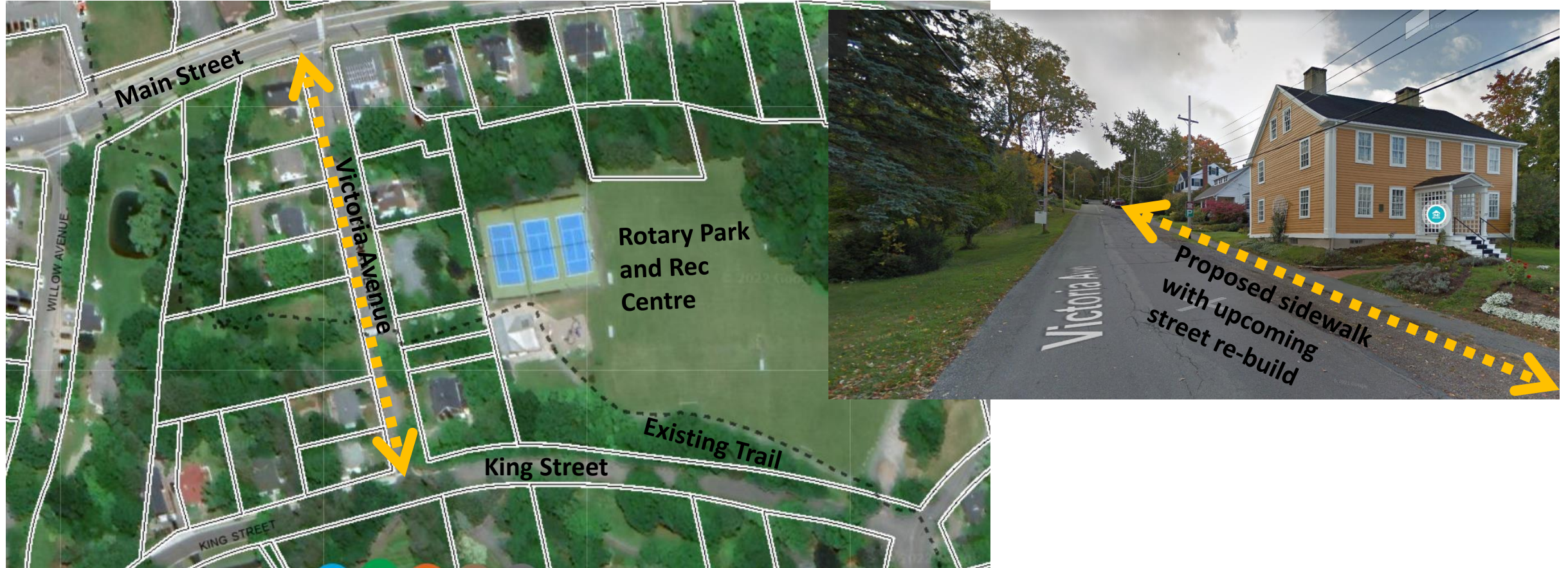
# Sidewalks

Victoria Avenue



See Project Map:

5



**Project Details:** The Town is planning to re-build Victoria Avenue (underground). We would look to put in a concrete sidewalk or a multi-use asphalt, bi-directional pathway. Enhancing the intersection safety at the Recreation Centre where the Millennium Trail Crosses Victoria Avenue is also part of this project scope. Victoria Avenue is 190m in length.

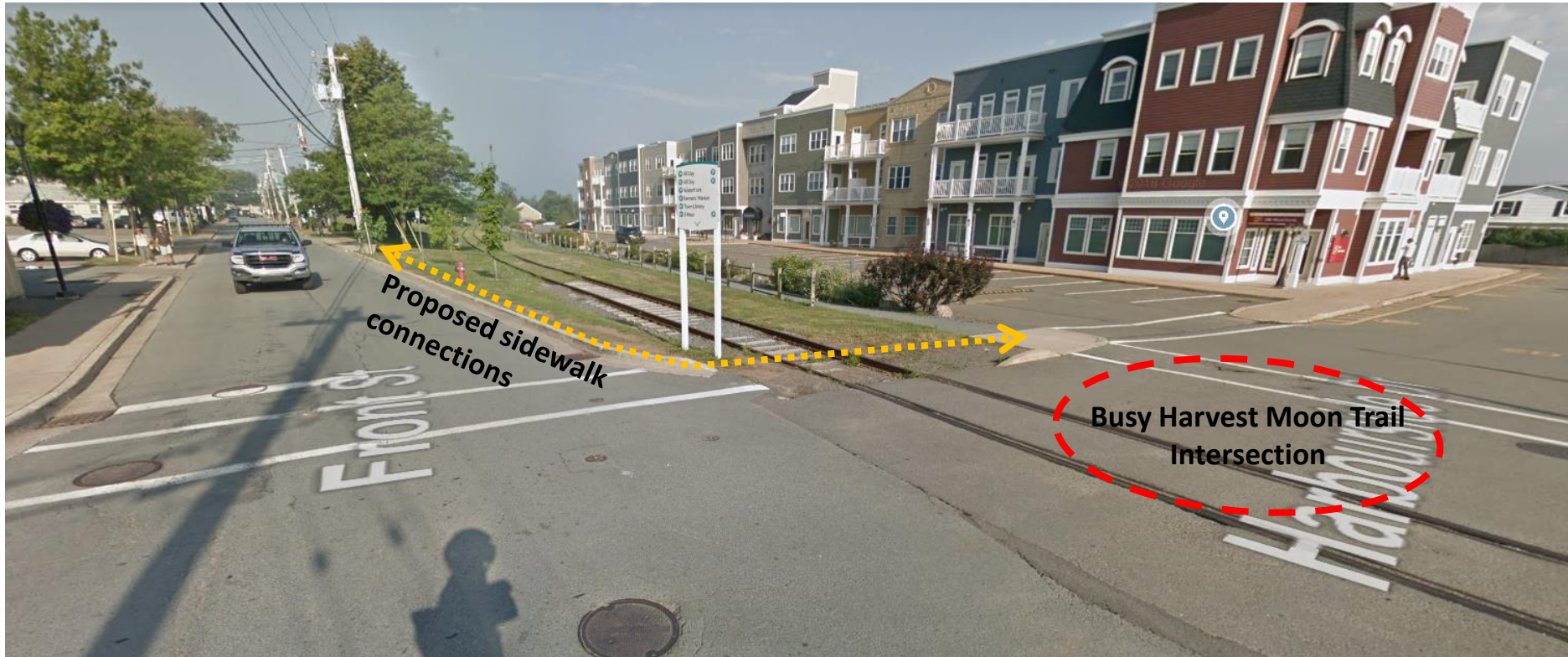
# Sidewalks

Front Street and Harbourside Sidewalk



See Project Map:

5



**Project Details:** The Town is planning to re-build Harbourside Drive (underground). We are proposing to connect the (missing) concrete sidewalks in this area to improve safety. This is 40m of concrete sidewalk and would be packaged with the Harvest Moon Trail paving and intersection improvements scheduled with the Harbourside Capital Project.

# Conclusion

- Community engagement and education is needed.
- Class D costing/Budget estimates have been completed. Detailed designs required and budgeted for. All of these projects fit. Executed from '23-24 to '26-27 budget years with our \$800,000.
- Flexibility in execution (may want to prioritize certain projects or do 1 or 2 large tenders for the work)
- Need motion to get the process moving – Provincial + Federal Reviews (20+ weeks). Will form part of 23-24 budget.
- Still a lot of work for Staff to pull full application together.
- These are not our only AT investments – just a package of them!





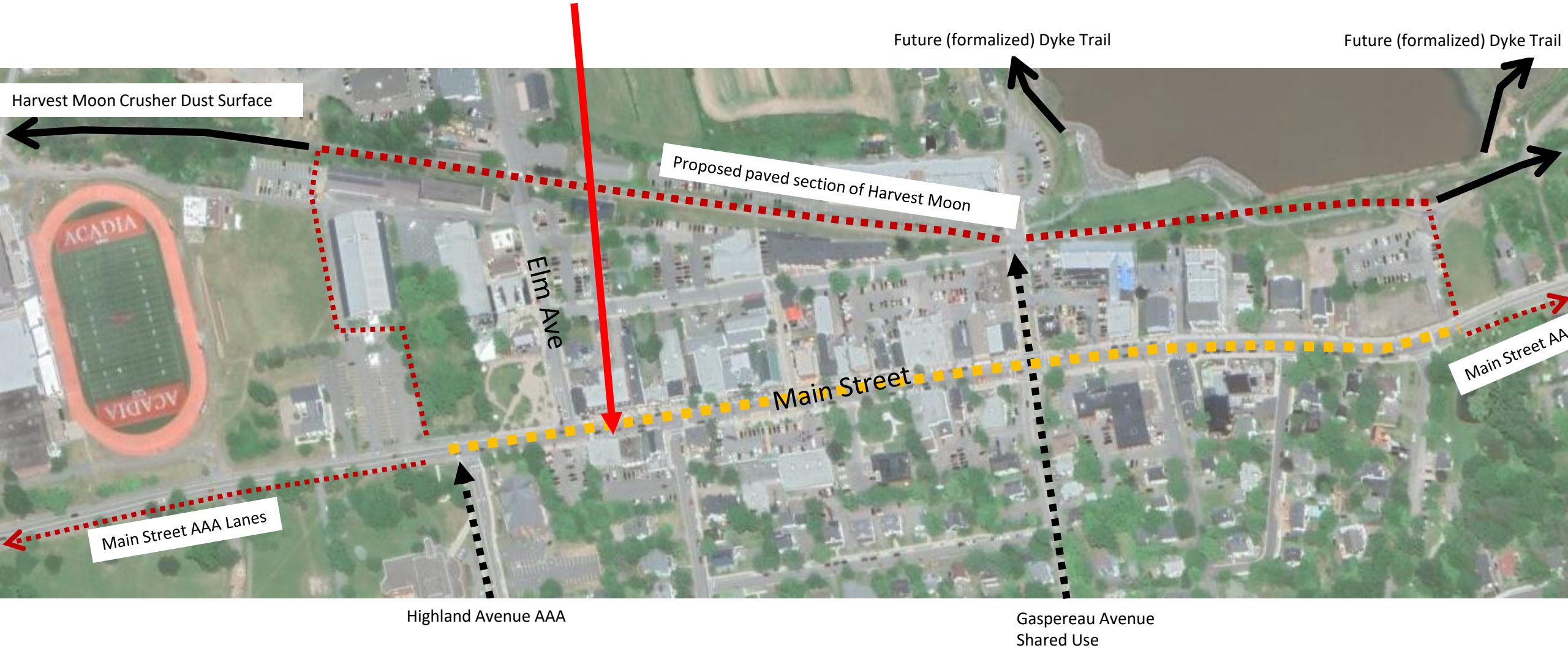
## **Related AT Projects (not in ICIP application)**

# Existing Conditions + Ongoing and Future Projects of-note for overall Network



# Downtown Main Street Option

Option presented to Town Council at June 14<sup>th</sup> meeting. Not included in application.



# Downtown Main Street Option



~28 parking stalls  
(would need parking  
plan with detailed  
design).

Can be seasonal.

Slightly more narrow  
- 8-9' (2.75m-3m).  
Subject to detailed  
design.

Bus stop, bump outs,  
other details.



# Downtown Main Street Option



~28 parking stalls  
(would need parking  
plan with detailed  
design).

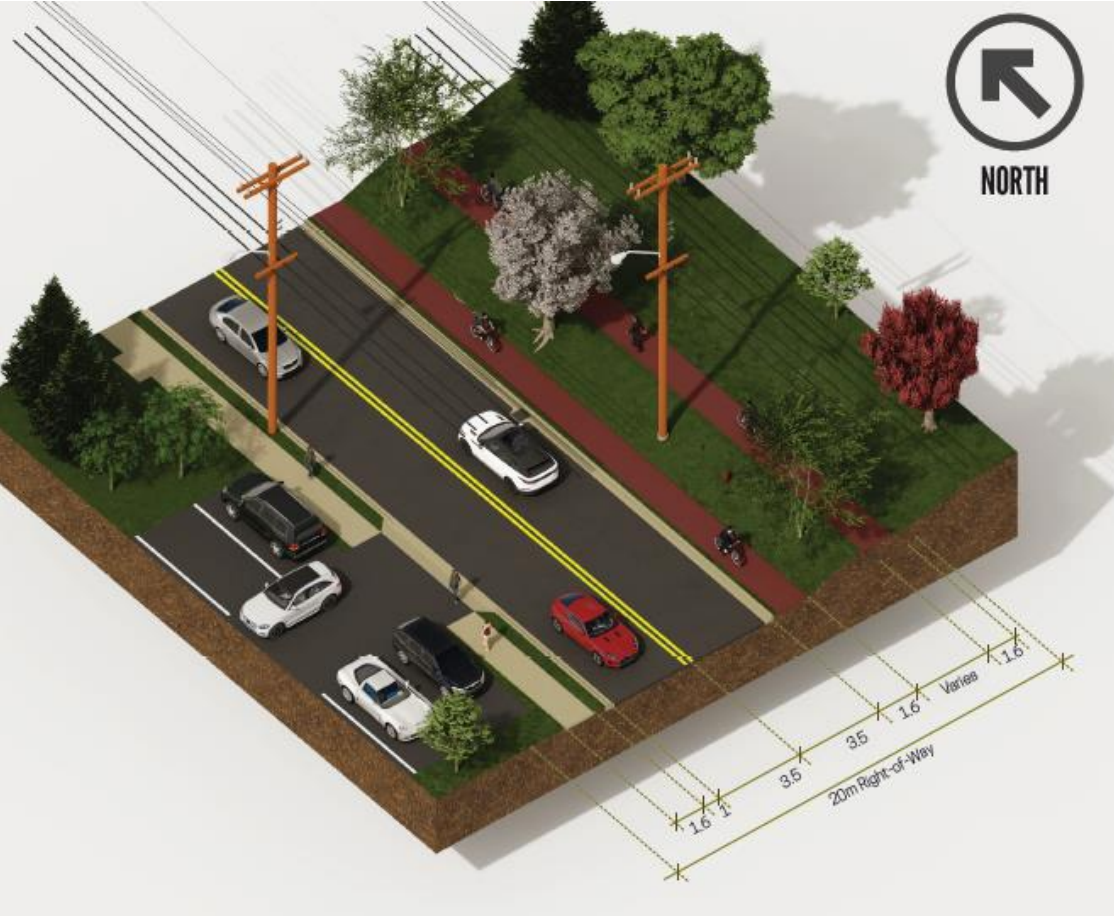
Can be seasonal.

Bit more narrow - 8-  
9' (2.75m) than the  
3.3m striving for  
along rest of corridor.

# Downtown Main Street Option



# Ongoing AT Project with Capital re-build



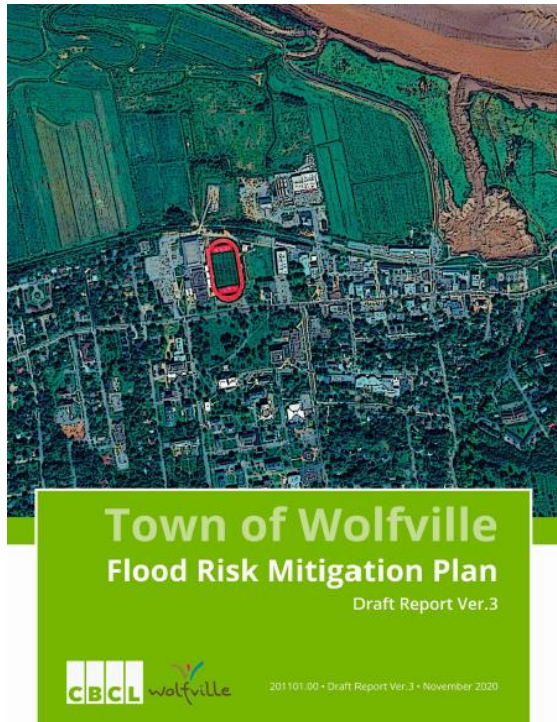
Highland Avenue

# Long-term AT Projects with Capital re-builds



Main Street

# Flood Risk along Harvest Moon Trail

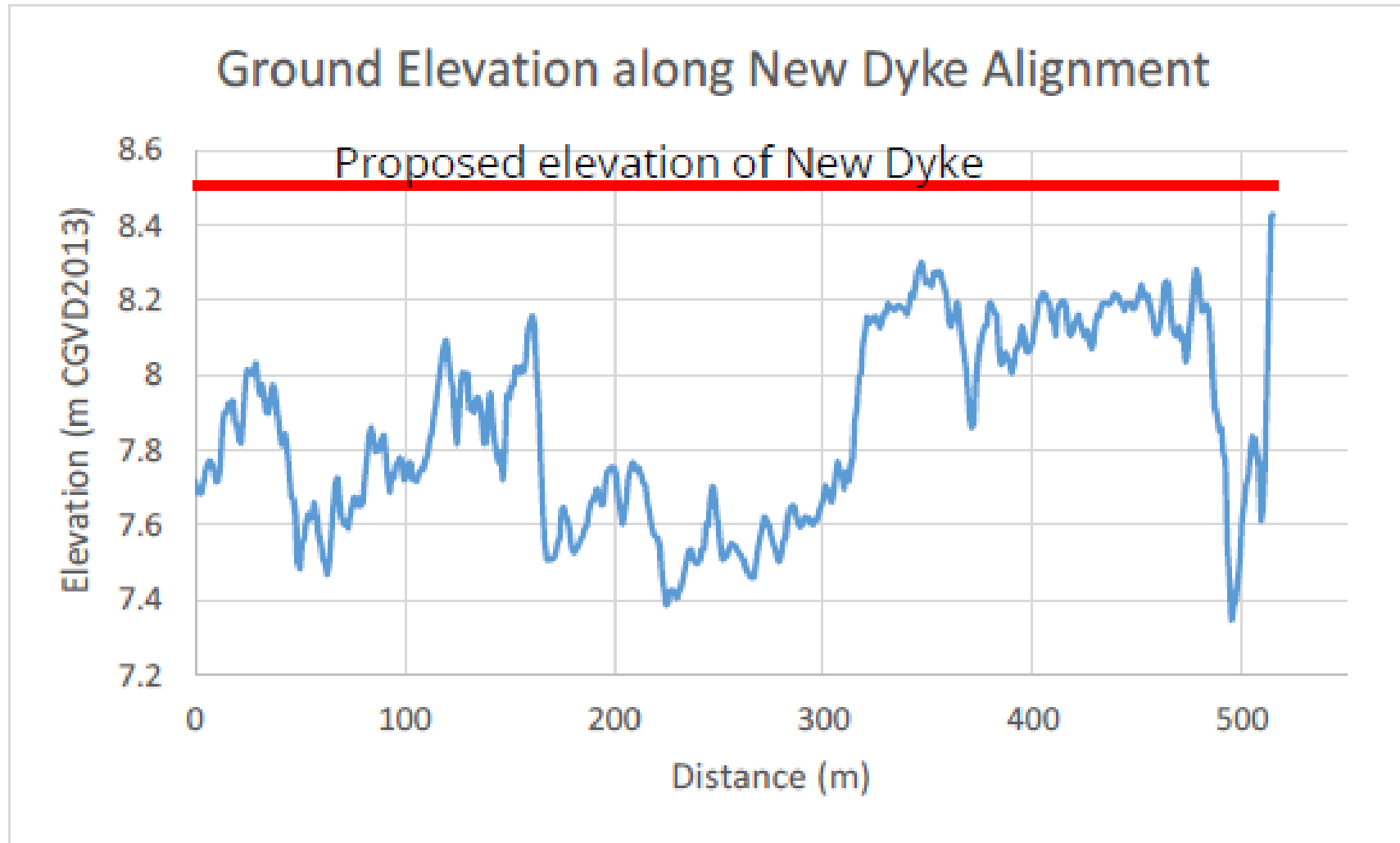


Trail Connection along Harvest Moon Trail will happen from East End Gateway to Harbourside with Flood Risk work (budgeted).

Dept of Ag also considering dyke trails in both directions with upgrades.



# Flood Risk along Harvest Moon Trail



**Figure 4.10: Ground Elevation along Potential New Dyke Alignment**



wolfville

## COMMITTEE UPDATE

Title: Kings Point to Point  
Date: May 17<sup>th</sup>, 2023  
Department: Committee of the Whole

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### Kings Point to Point

- Meeting was held at the office on Aberdeen Street in Kentville
- Called to Order at 5:05
- Agenda Approved with additional item of adding a new board member: COBY, who owes a marketing/ consulting company.
- Old Business: Nomination Committee will reach out to board members to create a new executive of chair, vice chair etc. More to come at next meeting
- By-Law Amendments were distributed, discussed, and minor changes applied to final documents.
- More discussion pertaining to number of members, how the membership works and what members are entitled to.
- Financial Report discussed. Lots of funding still to come in from Government Levels. Discussed driver illness of late and all numbers have not been entered to the spreadsheet yet.
- Office Report: Happy to report the appointment of some new drivers, and some possible Government funding for one or more positions. Discussion of training options for new drivers coming in. We've had a few drivers retire, one had to leave for health reasons and so, new drivers need to be recruited.
- A review of Policies Relating to Conduct was reviewed with updates to Privacy and Confidentiality as well as including policies with social media and client confidentiality. This will be reviewed by everyone and discussed in depth at the next meeting.
- A presentation/ review of the Transportation Guidelines for the Annapolis Valley Regional Centre for Education with new language, no major changes.
- AGM Date Set for July 19<sup>th</sup>, 2023, to follow our regular Board Meeting
- Discussion of 100<sup>th</sup> birthday of Berwick for Thursday May 25<sup>th</sup>, a KPPT table will be set up.
- A land acknowledgement was created and approved for usage at meetings and presentations.
- Next Meeting June 21<sup>st</sup>, 2023

Respectfully Submitted,

Councillor Mike Butler

## COMMITTEE UPDATE

Title: Annapolis Valley Trails

Date: May 2023

Department: Committee of the Whole

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Meeting –held virtually.

The financials were given – and it appears to be in solid shape.

Discussion on using the trails for ATV – and how our rural students are using this as transportation to and from school. Mostly our older teens, and helping them with getting to after school jobs etc.

There will be Mountain Bike trails at the Upper Clements Park location – end of June.

Project in Cornwallis is moving along – the park is accessible and hopefully this will be done by end of June.

The website is updated with changes that have been made over the past months.

Planning for the AGM – June 8 at 1:30 at LMCC.

Respectfully submitted,

Councillor MacKay



## COMMITTEE UPDATE

Title: WBDC  
Date: May 2023  
Department: Committee of the Whole

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WBDC Meeting –held in person at WBDC office

Introduction of Sarah Doyle – the newly hired Summer Student.

Acadia – Tanya Colburne – informed us about ATL Hoops Summit/Summer Events 2023.

Website is coming along and hopefully will be live soon. Also a package of things to do in Town is being developed for those who stay on campus.

Financials circulated.

In depth discussion on AGM.

Coordinators comments:

Admin

- Summer Greenery Program - 16 x Half 5 x full Barrels
- Floral suppliers - Horlings and Home Hardware
- Summer student paperwork and orientation prep Social Media Created a social media group of 14 social media managers. Suggesting May 23 or May 26 for first meeting calling for director/s to join the group and also volunteer speakers

Social media Insights

- 10.5k = 257 Followers
- 30 days reach = 36.2k
- Engaged with 1650 +7%
- 3 x Collabs
- Wedding Chapel - 1765
- Shot by Smiling Boy Photography - 189 Followers
- Daniel McFadyen - Lib Pub
- Fight League Atlantic - 11600 reach 37 Followers
- Mothers day promotions - 24 businesses taking part with
- \$20 ad spend per post \$250 Budget
- followers gained for member and total reach Buds & Bygones 86 - 5201 Naked Crepe 181 -16982 Lash Lounge 142 - 13803 WFMarket 65 - 9017 Herbins 53 (still going) - 7104 Tiszta Viz 46 (still going) - Luminous/Juniper - Pure Hair/Paddys - Mon, Beleaf - Tues and 470 Main - Wed
- Social Media experts/agencies regarding workshops
- Seeking collabs with big accounts BB/Lucketts/Church/Wild Lily/Eastcoast Lifestyle

Respectfully Submitted,

Councillor MacKay

## COMMITTEE UPDATE

Title: Diversity Kings County

Date: June 13, 2023

Department: Committee of the Whole

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### Update:

There have been 2 meetings of Diversity Kings County, the first being on May 1, and the second on June 5, 2023.

Training for diverse businesses was presented by Diversity Specialists including communication with Invest NS to have training and how to become certified. Currently staff is working on a data base.

The terms of Reference were reviewed in detail at both meetings. Firstly, a guided conversation and then discussion of proposed changes. A draft of terms of reference will come to the committee in July and then a Request for Decision in September.

As June is Pride month, the official launch will be on June 15, 2023, from 6:00 to 7:30pm, in Council Chambers at the Municipality of the County of Kings. Councillor Butler will be a guest speaker along with the Queer Chorus. The radio station Rewind will feature advertisements and interviews happening on Fridays throughout the month of June.

A presentation on People of the Global Majority (PoGM) was given. This refers to Black people, Indigenous people, Asian people, Dual Heritage, or people that have been referred to as Ethnic minorities and don't consider themselves white. This isn't a perfect definition, however approximately 85% of the global population are people of the Global majority.

The next meeting is scheduled for July 5, 2023.

Respectively submitted by:

Councillor Jennifer Ingham

## COMMITTEE UPDATE

Title: Valley Waste and Kings Transit IMSA Board

Date: May 17, 2023

Department: June 2023 Committee of the Whole

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### UPDATE

The VWA and KTA IMSA Board met on May 17th, 2023 for the monthly Board meeting. Items discussed included:

1. Progress update and Discussion, provided by Mr. Whynot.
  - a. The RFP for Phase 1 of the ICIP transit study has been picked up by a number of firms. It closes the end of May. Phase 2 of the ICIP application is currently still in the approval process. There are a significant number of issues including hiring of a new GM that may be delayed until the completion of Phase 1 in that this study will provide critical recommendations relevant to the ongoing and future KTA operations, governance and organizational structure.
  - b. Federal and Provincial funding in the amount of \$900,000 of the \$1M requested has been secured for rural transit shelters. Awaiting completion of Phase 1 of the transit study to be completed for implementation.
2. The **Valley Waste** GM provided an update on ongoing operations.
  - a. Volumes for April were down 11% year over year. The drop in tonnage occurred in the amount of garbage, recycling, and organics picked up at curbside as well as the amount that is delivered to the Management Centres. This is relevant as a drop in tonnage at the curb saves the parties money, however we also lose revenue when fewer materials are delivered to the management centres to help offset the overall cost of managing solid waste. As well, tipping fees to Chester are set to encourage waste diversion by subsidizing costs of recycling and composting. Landfill costs fluctuate based on volume; reduced volume spreads the overhead costs of the landfill over a smaller amount of tonnes, which increases our cost/tonne. When less waste is taken to landfills (a good thing) our savings per tonne are therefore less – providing less \$ to cover the subsidy on recycling. While the financial piece is very important, we also need to consider the environmental and social costs of what we do.<sup>1</sup>
  - b. Continue to have positive discussions with Annapolis County regarding their rejoining the IMSA. It was approved by the IMSA Board that a joint contract for curbside collection services commence March 31, 2025.
  - c. The IMSA Board approved revised tipping fees with 2% per month interest on late payments and \$45.00 for NSF cheques.
  - d. The IMSA approved a revised /amended contract with Fundy Compost through 2029 to address significantly increased fuel prices since the original contract was signed in 2018.

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<sup>1</sup> Comments from the ISMA Board meeting with additional clarification provided to me by Andrew Garrett.

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## COMMITTEE UPDATE

Title: Valley Waste and Kings Transit IMSA Board

Date: May 17, 2023

Department: June 2023 Committee of the Whole

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3. **Kings Transit.** No movement on hiring of a new KTA GM, awaiting completion of the Phase 1 ICIP study. Mr Whynot continues to act as the KTA GM, a process that seems to be working well.
  - a. Ridership continues to require considerable subsidy per rider – averaging over \$8.50 per rider. Ridership did see a 38% increase in April relative to the year previous (which was a CoVid year), although a slight decline from the month of March 2023.
  - b. Several KTA staff positions still to be filled, specifically drivers.
  - c. Fare revenue has increased as some of the earlier issues with fares were addressed.

Respectfully Submitted,

Mayor Donovan

## COMMITTEE UPDATE

Title: Grand Pre Marsh Body AGM

Date: May 2023

Department: Committee of the Whole

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### Grand Pre Marsh Body AGM

At the recent Grand Pre Marsh-Body AGM two provincial agriculture department staff members updated marsh body owners on the Dykeland Systems Upgrade Project. Dave Smith, Western Region dyke supervisor, was also present.

Design options were presented, and construction is slated for 2024 -28 in four regions. The options will likely include dyke reinforcement.

Smith noted that the invasive species wild chervil is rearing its ugly head. This biennial to short-lived perennial is part of the parsley family. It is typically found along roadsides, fence lines, streambanks, in ditches and competing with pasture and hay crops. It has a thick taproot that spreads aggressively, as deep as 2 meters into the soil, and is very difficult to remove.

<https://bcinvasives.ca/invasives/wild-chervil/>

Discussion continued around walkers using the top of the dykes. The mindset seems to be changing.

Afterward I was able to have a conversation with Paul Smith of the Municipality of Colchester about the trial opening of the dyke top in the Truro area for walking. The trial is over, and it was positive, he noted.

Eventually this walking trail will meet up with the Cobequid Trail, which is about 20 years old. The top of the dyke trail was made with fabric and added crusher dust.

The trail connects to the Fundy Discovery Site and a platform for tidal bore viewing. The municipality bought the property where the Palliser restaurant and motel once operated in Lower Truro. It closed in 2011 and the county purchased the site in 2015. It has added: tourist info, washrooms and playground facilities for both visitors and residents to enjoy.

<https://fundydiscovery.ca/>

Smith told me the only issue for local farmers related to dog visitors carrying some worrisome bacteria in their feces.

<https://www.theguardian.com/environment/2022/feb/07/dog-pee-and-poo-harming-nature-reserves-study>

## COMMITTEE UPDATE

Title: Grand Pre Marsh Body AGM

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There seems to be a willingness on the part of Grand Pre Marsh Body owners to consider a walking trail along our dykes as far as the aboiteau east of the sewage treatment plant. Certainly there could be an opportunity for an information panel on history and tidal flow.

Respectfully submitted

Wendy Elliott

Respectfully submitted by: