



Committee of the Whole

January 9, 2024

8:30 a.m.

Council Chambers, Town Hall

359 Main Street

Agenda

1. Approval of Agenda

2. Approval of Minutes

- a. Committee of the Whole Minutes, December 5, 2023
- b. Committee of the Whole In Camera December 5, 2023

3. Presentations

- a. Tanya Colville, Events Acadia
- b. Aditi Sharma, Host Family Program

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. RCMP Advisory Board



- b. Town & Gown Committee

6. CAO Report

7. Staff Reports for Discussion

- a. RFD 001-2024: Municipal Election Statutory Requirements
- b. RFD 002-2024: Welcome Centre Design – Build Contract
- c. RFD 063-2023: 292 Main Street DA Amendments
- d. RFD 003-2024: One Time Operational Funding Request – WBDC

8. Committee Reports (External)

- a. Diversity Kings (DK)
- b. Inter-Municipal Services Agreement for Valley Waste & Kings Transit (IMSA for VW & KTA)

9. New Business

- a. Request for Agenda Item – Land Acknowledgement

10. Public Input / Question Period

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

- a. Personnel

12. Adjournment of In-Camera Meeting

13. Regular Meeting Reconvened



14. Motions from In-Camera Meeting

15. Regular Meeting Adjourned

The meeting was called to order by Councillor Ian Palmeter at 10:05am.

RCMP Update:

- 1) Acadia University Welcome Event saw a general downward trend in number of complaints received.
- 2) Acadia University Homecoming was better attended, as expected. RCMP Operational plan included an additional 8 members and 10 Tactical Support members, resulting in 28 officers for that event. Crowd surging in neighbourhood of around 400-600 students on Summer St. There were 47 dispatched occurrences, which were a mix of assaults, liquor related offences, Nuisance Party Order, residential related, and motor vehicle offences.
- 3) There were many positive interactions with students and property owners, all generally very respectful. The goal is to have the student population realize these big parties will not be tolerated.
- 4) Crime statistics increased from last quarter, (in relation to liquor act, municipal bylaws, and noise) which was expected due to major university events and new student arrivals in this quarter.
- 5) Increased emphasis on traffic patrols in Wolfville as per the request from this committee, Maple Ave was a focused area.
- 6) Media releases were implemented for homecoming advising motorists to be cautious of pedestrians.
- 7) Two incidents of Failing to Yield to Pedestrian in Crosswalk and a further two that resulted in collisions with pedestrians.
- 8) Reduction of speed limit from 50km to 30km in Halifax was discussed as well as other methods of traffic slowing including environmental design, narrower roads, increased sidewalks.
- 9) Residents of Stirling Ave have indicated their support for the signage and speed bumps, noting reduced traffic and improved driver behaviour. Suggestion was made to explore this model for other streets.
- 10) Cpl. Collins introduced Const. Kelli Hennessy, who works for the Internet Child Exploitation Unit (ICE). Const. Hennessy has a history of working in this area as a general duty member and is very familiar with Wolfville and surrounding area. ICE is a very specialized requiring dedicated training and is extremely labour intensive. It is work that general members do not have time to do.
- 11) Human Trafficking Presentation, Const. Kelli Hennessy:
 - The Unit bolsters and helps frontline members in investigations into internet crimes against children.
 - Different ways this unit would get involved, might be a 911 or non-emergency line call report regarding a concern, for example a parent worried their child is being lured online. The frontline member would gather the initial information then call ICE to either give advice or take over the whole file and do an investigation.
 - Also have proactive and online tools that help. One is Child Rescue Coalition – available only to police officers in ICE unit and is an international system. It is run by Artificial Intelligence which shows worldwide if someone is file sharing child sexual abuse material. The AI scans the internet, picks out material and reports to ICE. It is then investigated. The system shows the IP addresses and locations of where it is believed the file sharing is happening.
 - Other investigations are done if there is suspicion of luring of children online by means of telecommunications such as texting or messaging.
 - While images on Snapchat may disappear, there can still be charges laid.

- Computer Forensics Services and Forensic Data Recovery Services help pull information from devices. ICE unit draws on expertise of colleagues to get the results. Very much team-based approach.
- Also available are online tools for people who don't necessarily require the police, for example if someone was concerned there was an inappropriate picture of their child being shared. NeedhelpNow.ca can help scan the internet looking for the image and take it down.
- While technology is evolving, there are lots of tools to assist. Since 2017 Cypertip.ca has taken down almost 7 million images of child sexual abuse.
- Child sexual abuse typically relates to children under the age of 16 years old.

12) Bike Patrols:

Cpl. Collins would like to introduce a proactive community-based bike patrol program for the spring, summer and autumn in Town. Wolfville hosts many different functions geared to members of the community. Bike patrols would increase RCMP visibility and allow members to engage with the public in a meaningful way, as well as providing an opportunity for some bike safety training.

13) General:

- Each year a new committee Chair and Vice Chair are selected. It was agreed unanimously that Councillor Madeira-Voss will continue as Chair and Councillor Ian Palmetter will be Vice Chair of the RCMP Committee.
- CAO advised that the first meeting with Public Safety Canada and Dept of Justice will take place on Monday regarding the new Municipal Police Services contract.
- Traffic calming comments will be shared with Director of Engineering & Public Works.
- Cpl. Collins confirmed every police vehicle has a radar and that routine road checks are typically carried out later at night. Roadside screening for sobriety also carried out.

Next Meeting: April 9, 2024 @ 10:00 a.m.

Respectfully submitted by:
Councillor Isabel Madeira-Voss

COMMITTEE UPDATE

Title: Town and Gown Meeting

Date: January 9th, 2024

Department: Committee of the Whole



UPDATE

The Town and Gown Committee met on December 18th, 2023.

1. The Committee received presentations from the Red Spruce Counselling Centre Project, regarding a new mental health centre based at Acadia. The Centre will be an integral component of Acadia University's Master of Education Counselling Program and provide graduate students with experiential learning opportunities. The initiative will provide free services to those without other sources of access to mental health supports. <https://www2.acadiau.ca/home/news-reader-page/red-spruce-mental-health-rural-ns.html> . Staff of the Centre are exploring community partners and so far have developed a partnership with the Red Door. Partnership with the Valley Regional Hospital is also being explored. Further discussions are planned with the ASU and a possible presentation to the WBDC.
2. The Second presentation was from Director Lake regarding the Town's Accelerator Fund application and housing issues in general. Discussion included concerns for students amid rising rents, homelessness in general. With respect to future housing growth questions were asked regarding future parking, public transit. Director Lake noted that the Turner Drake study did take planned student growth at Acadia into consideration when they did their projections of housing need.
3. Staff presented the 2023-24 Town and Gown Workplan and results to date. (1) working groups are being set up "organically" (where they already exist or are in progress. (2) the Town is currently interviewing for an international student to work with Barb Shaw on the host family program. (3) the Town is looking at joint accessibility meeting with Acadia (4) Discussed Acadia pool challenges from an infrastructure viability perspective (5) noted that the Community Safety Feasibility work is well underway and (6) the Town is moving forward with the MPSA contract.
4. There was discussion regarding some confusion with the dual Remembrance Day Ceremony, with discussion to try to better coordinate in 2024.
5. With respect to new business the committee will discuss and provide guidance at the first meeting in the New Year (TBD) as to priorities for the coming work year/program.

Respectfully Submitted,

Mayor Donovan

CAO REPORT

January 9, 2024

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Information Updates

Engineering and Public Works

The Fairfield Street construction job has wrapped-up for the season. The road and curbs are complete, and in the spring, the new sidewalk and landscape work will be completed. Staff would like to thank residents who were patient during numerous disruptions.

Mill and Pave – completed at the end of 2023:

- 24m of Main St. just East of 11 Main. We only did the South half of the road (Approx. 4m wide)
- 110m on Queen St. Full width, Kent to Chestnut
- 13m of Main St W. @ Landmark School, South Lane (Approx. 5.5m wide)
- 492m on Chestnut with 4-5m into Beckwith, from Skyway to N. side of Beckwith.
- 47m on Main St. @ Main and Elm. Full width.
- 7m on Main St. @ Main and Chestnut. Full width. This was to repair a water cut we did the previous winter.

Capital

- Approx. 745m of Highland, from Prospect to Skyway/Pleasant. This was top lift in 2023 and was Capital.
- Approx. 240m on Fairfield and intersection with Hillside.

Stirling, Stead and Jesse Jaggard were also completed this year, they were done by the developer with about 660m total on these three streets.

Planning Updates

The Parks Planning process is ongoing. Staff will provide a more fulsome update on this project in the new year. Staff are focused right now on preparing budget and plans/information for Council for Year 1 investments, including:

- West End Park (initial Phase 1 investment) and trail;
- Reservoir Park – bathrooms, change room and other smaller upgrades (shade);
- Investigating improving the current Pickleball arrangement (Tower Park and Wolfville school) eg fix surfacing;
- Tennis Court resurfacing at Rotary Park;
- Working with East End Developer on their trail and park contributions; Clock Park accessibility improvements; Pathways/walkway improvements at Mona Parsons and Colville Gallery;
- Park and Trail wayfinding

Active Transportation

A working group has been launched with [a call for participants](#) ending in early January. This group will help Staff to implement the Active Transportation network.

CAO REPORT

January 9, 2024

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

292 Main Street

Council will consider a revised package at the January Committee of the Whole. It is anticipated a Public Hearing and decision will take place later in January 2024.

JRTA – Joint Regional Transportation Authority

The Town's Director of Planning is a member of the [Municipal Working group for the JRTA](#). This work is expected to go well into the new year. A more fulsome update to Council on this Provincial initiative will come in the new year.

Housing Accelerator Fund

The Town applied to the Housing Accelerator Fund – the application included:

1. Exclusionary Zoning Reform – promoting and allowing more housing types.
2. Public education – share our housing needs, identify needs across the spectrum and systemic changes required to improve the housing situation.
3. Reduce discretionary and political approval (as-of-right zoning), appropriately zone properties, waive fees, reduce parking requirements.
4. Work with Acadia to create a Student Housing Strategy, identify “investment ready” projects, create purpose-built student housing.
5. Enable more non-market options by forming a working group with stakeholders, create a non-market strategy, affordable housing grant program, and a land bank.
6. Implement inclusionary zoning to increase non-market supply and make housing projects more economically viable.

It is not known for certain when we will hear about our application – more information to follow in the new year. For more information on [the housing accelerator fund, click here](#).

Parks and Recreation

Registering for recreation programs in Wolfville just got much easier thanks to the roll-out of the new Amilia online booking platform. The new platform allows users to create accounts, reserve spots in classes and to pay online for recreational programs.

The platform is now live and community members can use links from Town events found on [wolfville.ca](#) to register or, you can search from Town programs directly through [the Amilia platform](#).

For folks who wish to register or pay for programming in-person, Town Hall staff will continue to provide as much support as needed.

Final numbers for Soups and Sides

Incredible community connections and nourishment was fostered over six impactful weeks through the Soups and Sides Program. Brendan Nichol was the genius behind our soup creations, and the Acadia Students' Union Food Cupboard was responsible for the 'Sides' programming. WFM2Go vendors for

CAO REPORT

January 9, 2024

Office of the CAO



Economic Prosperity * Social Equity * Climate Action * Community Wellness

providing top-notch local ingredients amid challenging times, making each soup a delight. Funding, of course, came from the Town of Wolfville as part of inclusion work roll-out.

During the six weeks:

- 600+ community members bonded over connection and nourishment
- \$2,100 supported our local farmers for soup ingredients
- Over 170 hours of volunteer work powered every week's success
- \$1,800 in pay-it-forward contributions will be put towards the program's future
- 80+ meals went to the Acadia Students' Union Food Cupboard, aiding students facing food insecurity
- Together, we enjoyed 1500+ servings of soup

New Year's Levee

The re-imagined Levee welcomed around 150 visitors to the Wolfville Farmers' Market on January 1. After feedback from guests a year ago who noted it was not as much fun for kids, the event was changed-up. With entertainment from Aurora the Mermaid and Billy Bones the Pirate (Annapolis Valley Dance Company), kids were kept entertained. Beverages and snacks were provided by T.A.N. Coffee and additional staff support was provided by our former co-op student, Cyenna Link. Thanks to Council for supporting the event and welcoming in the new year.

REQUEST FOR DECISION 001-2024

Title: Municipal Election Statutory Requirements

Date: January 9, 2024

Department: Office of the CAO



SUMMARY

Municipal Election Statutory Requirements

The *Municipal Elections Act* is the main statute governing all elections for municipal councils and school boards. The Act outlines when a decision of Council is required as part of the process. The Act also enables Council to delegate authority to the Chief Administrative Officer (CAO) to perform specific duties and/or make decisions as part of the election.

This RFD explains staff recommendations for:

- Date of the first advance polling day
- Method of producing preliminary list of electors
- Date for amendments to list of electors to be completed
- Council to delegate authority to the CAO to appoint a returning officer and assistant returning officer(s) and to set a tariff of fees for the election.

DRAFT MOTIONS:

That Council approve, as per section 114 (4)(b) of the Municipal Elections Act, the date of Thursday October 10, 2024, as the first advance polling day for the Town of Wolfville Municipal Election.

That Council approve, as per Section 30 (1) of the Municipal Elections Act, the list of electors used in the most recent federal or provincial election be used as the method for producing the preliminary list of electors for the Town of Wolfville Municipal Election 2024.

That Council approve, as Per section 38 (1) of the Municipal Elections Act, the date of September 6, 2024, as the date by which the amended list of electors is to be provided to the Returning Officer.

That Council delegate, as per Section 4(1C) of the Municipal Elections Act, the power to appoint a returning officer and assistant returning officer to the CAO.

That Council delegate, as per Section 139(1A) of the Municipal Elections Act, the authority to make, revise and amend the tariff of fees and expenses to be paid to any person for their services and expenses under the Municipal Elections Act and may similarly revise and amend the tariff, and to provide for a method of rendering and verifying accounts for payment, to the CAO for the 2024 Municipal Election for the Town of Wolfville.

REQUEST FOR DECISION 001-2024

Title: Municipal Election Statutory Requirements

Date: January 9, 2024

Department: Office of the CAO



1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

The following sections of the *Municipal Elections Act* provide for Council to decide on the first advance polling date, the method of producing the preliminary list of electors and as recommended by the Returning Officer, the date by which the amended list of electors must be available to the Returning Officer.

Advance Polling Dates

Section 114(4) An advance poll shall be held on:

- (a) Tuesday, the fourth day before ordinary polling day; and
- (b) one other day fixed by council, by resolution, which shall be either Thursday, the ninth day before ordinary polling day or Saturday, the seventh day before ordinary polling day.

Section 114(4A) states Council may delegate its authority to fix a day pursuant to clause (4)(b) to the returning officer.

Method of Producing Preliminary List of Electors

Section 30 (1) By the fifteenth day of April in a regular election year, the council may, by resolution, provide that the returning officer:

- (a) conduct an enumeration;
- (b) use the lists of electors used in the most recent federal or provincial election, or in an election held pursuant to this Act; or
- (c) use any permanent register of electors established and maintained for use in a federal or provincial election, as the basis for the preliminary list of electors for all or part of the municipality.

Amended List

Section 38 (1) On or before the date chosen by the council on the advice of the returning officer, the revising officers shall furnish the returning officer or registrar of voters with a list of electors consisting of the preliminary lists of electors together with the amendments that they have made to the lists as a result of their sittings.

REQUEST FOR DECISION 001-2024

Title: Municipal Election Statutory Requirements

Date: January 9, 2024

Department: Office of the CAO



The following sections of the *Municipal Elections Act* enable Council to delegate authority to the Chief Administrative Officer to perform specific powers.

Appointment of returning officer and assistant returning officer

Section 4(1C) The Council may delegate its powers of appointment pursuant to this Section to the Clerk or Chief Administrative Officer.

Fees and Tariffs

Section 139(1A) The Council may delegate its authority to make, revise and amend the tariff of fees and expenses and approve for a method of rendering and verifying accounts for payment pursuant to subsection (1) to the clerk or Chief Administrative Officer.

3) STAFF RECOMMENDATION

Staff recommends that Council delegate the power and authority to the CAO to carry out the following for the 2024 Municipal Election for the Town of Wolfville:

- i. appoint a returning officer and assistant returning officer(s)
- ii. make, revise and amend the tariff of fees and expenses incurred as part of the 2024 Municipal Election
- iii. approve the use of the list of electors used in the most recent federal and provincial election as the method for producing the preliminary list of electors.

Staff further recommends the date of the 1st Advance Poll be October 10th, 2024 and the date by which the amended electors list should be available to the Returning Officer as September 6th, 2024.

4) REFERENCES AND ATTACHMENTS

- [Municipal Elections Act](#)

5) DISCUSSION

The *Municipal Elections Act* is the main statute governing all elections for municipal councils and school boards. The Act outlines when a decision of Council is required as part of the process. The Act also enables Council to delegate authority to the Chief Administrative Officer to perform specific duties and/or make decisions as part of the election. Staff therefore make the following recommendations.

REQUEST FOR DECISION 001-2024

Title: Municipal Election Statutory Requirements

Date: January 9, 2024

Department: Office of the CAO



Regarding the first advance polling day, the two date options are Thursday 10th October and Saturday 12th October. As Saturday 12th October would fall on Thanksgiving weekend and as the ordinary polling day is also a Saturday, staff are recommending Thursday 10th October as the first advance polling day. The second advance polling day is set by legislation and will fall on Tuesday 15th October.

Staff recommend using the electors list from the most recent federal and provincial elections. This list was updated most recently in 2022 for the Special Election. As well the use of electronic voters' lists allows changes to be made instantly so the list is up to date as possible in real time. The other option available is to conduct an enumeration, which would be a challenge due to human resources and timelines. The use of the existing list would be just as effective.

A previous survey of municipalities on the Association of Municipal Administrators (AMA) Listserv showed that the majority of municipalities voting no longer chose to enumerate instead choosing to use the provincial list. One municipality noted that they had enumerated in the past and did not find the enumerated list any more helpful than the provincial list.

Staff further recommend Council delegate authority to the CAO to appoint a Returning Officer and any Assistant Returning Officers, to set a tariff of fees for the election and provide for a method of rendering and verifying accounts for payment. The items usually included in the tariff are stipends payable to the Returning Officer, Assistant Returning Officer, Deputy Returning Officers, Poll Clerks, or other election workers assisting the Returning Officer. This power also allows the CAO to authorize payment of services or expenses incurred but not covered in the tariff. Delegating the authority allows the CAO to approve expenditures, in accordance with the budget, and eliminates the need to receive approval of council for expenditures outside the tariff but within the overall budget.

Lastly, staff recommend the date of September 6, 2024 as the date for the amended list of electors to be available to the Returning Officer. It is a stipulation of the Municipal Elections Act that Council set a date for the amended lists on the recommendation of the Returning Officer. With the adoption of our Electronic Voting Bylaw, there is less of a need for a date to be set as previously this was to assist with the timing of printing paper lists for the candidates. However, it is prudent to have a cut off date for the community to advise of amendments to ensure all changes can be made in a timely manner and to ensure those nominating candidates appear on the amended list.

REQUEST FOR DECISION 001-2024

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6) FINANCIAL IMPLICATIONS

N/A

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

N/A

8) COMMUNICATION REQUIREMENTS

All communications required by legislation for a Municipal Election will be made on the Town's website and social media channels, as well as advertised in the local newspaper and posted at Town Hall and in the kiosk.

9) ALTERNATIVES

That Council does not delegate authority to the CAO.

REQUEST FOR DECISION 002-2024

Title: Welcome Centre Design-Build Contract Award

Date: 2024-01-02

Department: Engineering & Public Works



SUMMARY

Welcome Centre Design-Build Contract Award

Staff tendered the Welcome Centre Reconstruction project as a design-build, and received three proposals, one of which met the Town's criteria. With a bid price of \$598,958, an additional \$78,939 will need to be approved by Council to proceed with the project.

DRAFT MOTION:

That Council approve \$78,939 in addition to the \$600,000 already approved for the reconstruction of the Welcome Centre.

REQUEST FOR DECISION 002-2024

Title: Welcome Centre Design-Build Contract Award

Date: 2024-01-02

Department: Engineering & Public Works



1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA) Section 65 and 65A

3) STAFF RECOMMENDATION

Proceed with awarding the contract with amendments to the budget as discussed below.

4) REFERENCES AND ATTACHMENTS

1. IR 025-2023 Welcome Centre Funding Breakdown and Project Scope
2. *Others in the above referenced IR.*

5) DISCUSSION

The Welcome Centre Reconstruction RFP closed on December 19, 2023. The Town received three responses, one of which met the stipulated criteria. The approved project budget to construct the building and sidewalk is currently \$600,000. The compliant bid was \$598,958, and was the lowest bid for a new building. With net HST and the committed professional costs for the foundation design, geotechnical investigation, and contract costs, the total projected net cost is \$678,393 without contingency.

6) FINANCIAL IMPLICATIONS

The additional \$78,393 will need to be approved to award the contract. As the building construction is funded by ACOA at a rate of 32.619% to a maximum approved amount of \$800,000, the actual additional cost to the Town of Wolfville will be ±\$52,800.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

See referenced materials in IR 025-2023.

8) COMMUNICATION REQUIREMENTS

N/A

REQUEST FOR DECISION 002-2024

Title: Welcome Centre Design-Build Contract Award

Date: 2024-01-02

Department: Engineering & Public Works



9) ALTERNATIVES

- **Do not approve budget amendment.** The cost to the Town for cancellation at this stage will be ±\$31,600 for the work completed to date (aka sunk costs), and may negatively impact the Town's ability to get responses to future tenders and RFPs for building construction, especially for anything to do with the Welcome Centre.
- **Award contract on the basis of finding savings.** As this project was tendered as a design-build, there may be opportunities to ask the contractor to find savings in the design by reducing the scope (only eliminating elements that are not conditions of the approved funding).

Prepared by: Alexander J. de Sousa, P.Eng., Director of Engineering & Public Works

Date Revised: January 3, 2024



SUMMARY

292 Main Street – Development Agreement Amendment #2

292 Main Street is seeking an amendment to their development agreement approved in 2019. The requested amendments require the approval of Council (a Development Agreement is a contract between Town Council and a Developer). The 292 Main Street development file has been active since 2017 when the Developer first began discussions with the Town on redeveloping the site – a former gas station.

As all are aware, piles have been installed on the site, but detailed building design issues and costing has led the project to be halted and is now back at Council to consider changes to what was approved in 2019. The expectation would be that if the changes are approved – the project will move forward in a timely manner. The site, as it stands now as a construction site, is not a welcoming entry into our downtown core.

The main amendments/changes proposed by the Developer are outlined below in this report and in the Amendment #2 Agreement attached. The project was approved under the previous planning documents. This report provides background, context, and analysis for Council to make a decision. To aid Council in considering the amendment request, Staff have sought feedback on the amendments from members of the Planning Advisory Committee (PAC) and the Design Review Committee (DRC) on November 9th, 2023. The comments of the PAC and DRC were compiled for Council and considered on November 14, 2023 at a special Committee of the Whole meeting (see Nov. 14 report link referenced below). A public hearing will be required before a decision is made by Council (date TBD – last week of January) – Council will have the opportunity to move this to a Public Hearing and decision at the January 9, 2024 Committee of the Whole.

The approved building from 2019 is shown below. A series of renderings have been developed to show the building with proposed amendments and are also included to better show the project in context. It is the hope of Staff that these renderings will provide greater clarity on how the project integrates into the streetscape and how various concerns have been addressed.

To ensure the project is consistent with the Town's new Municipal Planning Strategy (the primary test for Council), this report goes through a brief policy review. The main focus of this report is to address comments and concerns received on the amended proposal through the process in November (DRC, PAC, Council at Committee of the Whole and other feedback received).

DRAFT MOTION:

That Committee of the Whole (Council) move the proposed 292 Main Street Development Agreement amendments to a Public Hearing and decision.



1) CAO COMMENTS

The CAO supports the recommendation of staff. It is felt that this project is consistent with the current Municipal Planning Strategy, which is the key test.

2) LEGISLATIVE AUTHORITY

The *Municipal Government Act* (MGA) provides the Town authority to control land uses, create planning documents and enter into Development Agreements. This project is unique as it was approved under the previous planning documents, and we are now using new (2020) documents to regulate and guide development in the Town.

3) STAFF RECOMMENDATION

This project is consistent with the intent of our current Municipal Planning Strategy (2020). This building adds value/vibrancy to the streetscape of our Main Street, provides additional commercial space, and most importantly adds 60 dwelling units to enhance our housing supply.

Staff are recommending the approval of the amendments. After receiving feedback from the Design Review Committee (DRC), the Planning Advisory Committee (PAC), and Council at a special Committee of the Whole – Staff are presenting this package that addresses to the best of our ability the issues/concerns while ensuring the file is compliant with the Municipal Planning Strategy.

4) REFERENCES AND ATTACHMENTS

Attached

1. Updated 292 Main Street DA amendment – drawing package
2. 292 Main Street – updated DRAFT Amending Agreement #2
3. Original Development Agreement (2019 approved)

Reference

1. November 14, 2023 Special Committee of the Whole. Found [here](#).
 - Includes various relevant attachments
2. 292 Main Street Timing Extension approval (July 2022). Found [here](#).
3. Wolfville Planning Documents (2020)
 - Municipal Planning Strategy (MPS)
 - Land Use By-law (LUB)

5) DISCUSSION

Building approved in 2019

UPDATED FINAL REQUEST FOR DECISION 063-2023

Title: 292 Main Street Development Agreement Amendment

Date: 2024-01-09

Department: Planning & Economic Development



Renderings of Current/Amended Proposal

Staff worked with Luminous Labs and the project Architect (TEAL) to have the amended proposal rendered from various angles so people could better understand the project, in context. Renderings of the project looking east, north, south, and west at the building and surroundings are included below. Some angles have been pulled back to show greater context. This process has helped Staff to bring forward a better vision for the East End gateway along Main Street (current lawn area to the east of the 292 site) and has also helped to work through other issues identified.



Image 1: 292 Main Street – looking East along Main Street at Locust Avenue.



Image 2: 292 Main Street – looking East along Main Street across from the Wolfville Legion.



Image 3: 292 Main Street – looking North along Willow Avenue (approx. at the Welcome Centre) across Main St.



Image 4: 292 Main Street – looking South from the Rail Line at the rear of the building/parking lot.



Image 5: 292 Main Street – looking West along Main Street (at Willow Park) – showing a proposed plaza as part of our East End Gateway improvements.



Image 6: 292 Main Street – looking West along Main St. standing at Victoria Avenue.



Background / Process to get here

Attached to this report is the package (including the PAC report), for the original Development Agreement approval in June of 2019. The project timing was amended (non-substantive amendment) by Council in July of 2022, “amendment No. 1” – that report is also referenced above for Council’s benefit.

The majority of the project outcomes and key metrics from the original approval are staying the same; however, changes to the design are being sought because of cost realities and building code issues. The main test for Council is ensuring the project is consistent with the Town’s Municipal Planning Strategy.

Proposed Amendments

See attached the draft amending development agreement. As a summary, the original agreement is proposed to be amended with the following:

- The drawings in the Development Agreement are being replaced with the necessary updated drawings (building elevations and site plan)
- The public access to the rooftop / public common space is being removed.
- The timing is being amended to have timelines for start, exterior and completion.
- Outdoor bike parking racks to be provided on the south and north faces, in coordination with the Town
- Public Art contribution - to be updated to better reflect current practice
- Plaza and public benefit - \$50,000 over 5 years (\$10,000/year)
- Adaptable and Barrier Free Units – shall meet new/proposed Barrier Free and Adaptable Unit requirements
- 4 ‘Affordable’ Units – 75% of market clause to be added
- Landscape plan – require a detailed plan to be provided at time of Development Permit
- Some other administrative/language is also added.

NOTE: The draft DA language will be edited before finalized/subject to legal review - before we advertise for a public hearing (subject to Council direction)

Public Benefit

Staff feel it is useful to see a summary of what is being achieved with this project. A summary of the final outcome, if the amendments are approved, is as follows:

- 60 residential units
- 2 ground floor commercial units
 - Confirmed to be ‘[Harvest](#) Restaurant’ (full service restaurant) and ‘Sweet and Savory on Main’ (bakery and coffee shop)



- 27 parking stalls (internal), 60 bicycle parking (internal), Car Share (2 vehicles), \$66,000 cash-in-lieu of parking contribution, and Staff are working with the Developer on installing public car charging (level 2) in our parking lot.
- Energy Efficiency beyond Building Code Requirements – the DA required 35% beyond the National Building Code – the project modeling is showing beyond that and the Developer is financing through CMHC based on higher energy efficiency.
- Streetscaping improvements were required, valued at \$150,000 in the original DA to the courtyard and sidewalk area along Main Street. It is anticipated that these improvements will cost more than the \$150,000 outlined in the DA.
- Public Art – the Developer is contributing \$100,000 to public art over 20 years (min \$5,000/year) as outlined in the original DA.
- Accessibility – elevator, ramps and movement around all sides of the building (will meet current requirements), adaptable and barrier free units included in the building (to meet new/proposed requirements), public fully accessible washroom in the building, accessible parking stalls (to meet current requirements)
- Contribution to a public plaza/gateway feature along Main Street (\$50,000)
- 4 units being held at 75% of market rents
- Annual property taxation revenue

With the above in mind, Council should consider the “public benefit” on offer from this project. Our new planning documents offer a “Bonus” framework to consider a 4th storey. LUB 4.15(2) “...a 4th storey may be considered by development agreement in the C-1 zone subject to the bonusing criteria...”.

The Land Use By-law outlines a bonus rate that is equal to \$110 (2020) per square metre of gross floor area of a 4th floor. In the 292 context, gross floor area is estimated at 1250 square metres X \$110 = \$137,500. The developer is far exceeding this value (with the public space along Main Street alone + other benefits outlined above).

Policy Review – new Planning Documents

The primary policies in the Town’s current [Municipal Planning Strategy \(MPS\)](#) to consider include the following (see Nov. 14, 2023 report and original 2019 approval documents for further context):

3.2.8 (page 31) To ensure that commercial uses are designed to be compatible with surrounding land uses, including consideration of built heritage and the impacts of land use on neighborhood character.

The following from policy 9.0 (page 86):

4. To establish a maximum building height in the Town as defined in the Land Use Bylaw and informed by area Design Guidelines.

a. Up to 3-Storey building heights will be considered by Site Plan approval as defined in the Land Use Bylaw and informed by area Design Guidelines.

b. One (1) partial additional storey (fourth storey), within a defined overall height, as laid out in the



Land Use Bylaw, will be considered only by Development Agreement where a clear public benefit is demonstrated (e.g. open space contributions, commitment to accessibility, sustainability, affordability, etc).

7. To support the creation and incremental enhancements of both the east and west end gateways in an effort to punctuate the sense of arrival into the Core Area and consider integration of, and compatibility with, these gateways when evaluating development proposals in close proximity.

8. To encourage and participate in the beautification and upgrading of the Core Area through streetscaping and public art initiatives to create intrigue and comfort for pedestrians at street level.

10. To encourage and support initiatives aimed at increasing pedestrian traffic and fostering a "life on the street" such as sidewalk cafes, outdoor markets, concerts and entertainment.

14. To encourage the provision of mixed use and residential attached development opportunities throughout the Core Area in an effort to encourage contextually appropriate intensification in proximity to the Town's primary service area, and increase the number of adequate, appropriate and affordable housing options.

17. To ensure Heritage Assets are documented and that proposals in proximity to registered properties be appropriately regulated in the Land Use Bylaw, informed by the Design Guidelines.

Policy 9.1.1.6 (page 88):

6. To use Development Agreements in the Core Area - Commercial Designation for the consideration of certain uses that require additional regulatory considerations.

In Staff's view, the amended proposal meets the intent of the relevant MPS policies (of the new MPS) outlined above. The original approval, guided by the previous planning documents, was determined to meet the intent of that MPS document.

Building Inspections Process

- The initial proposal for a rooftop assembly occupancy (conceived of as a commercial use e.g. coffee shop early in the process) in a wood framed (combustible) building was not deemed acceptable under the National Building Code by the Town's Building Official (authority having jurisdiction). The Building was then redesigned to be constructed with non-combustible materials (concrete and steel); however, a key driver to the DA amendment application is that the applicant is now looking to go back to a wood (combustible) building method as the cost realities for the project dictate viability.
- Since the DA approval, 292 had proceeded with a 3-stage building permit (3 applications) and had secured development and building permits for the pile/foundation work and podium. Our Staff had approved a permit for the podium level. A full permit application review was ongoing for the storeys above the podium; however, this has halted with the change in approach/DA amendment and Staff are requiring a withdraw of the existing podium and upper storey application and revised plans/new application would be reviewed based on the DA amendment decision now being considered.

Comments and Discussion on the amended proposal (November 2023 – January 2024 feedback)

Issue / Question / Comment	Staff Comment
Building height – has it changed?	<p>Staff are using the new Land Use By-law to regulate the parameters of overall building height. The proposed building is consistent with the approved building from 2019 - approximately 50'.</p> <p>The Land Use By-law establishes a maximum 4.5m ground floor and 4m floors above. In a 4 storey situation this equates to a maximum allowable building height of 16.5m (54').</p> <p>A partial 4th storey is permitted through our new planning documents – subject to public benefit (more information on this is provided below).</p> <p>Detailed renderings (to scale) are included in this package to show the massing in relation to surrounding buildings and context.</p>
Can additional renderings and views of the building be provided?	<p>Provided in this package are 6 different views of the building in context with surrounds and scaled using the building model from the architect, lidar scans and a variety of other inputs. Luminous Labs provided the renderings with oversight provided by the Director of Planning.</p>
<p>East wall / façade and importance of the entry into the downtown</p> <ul style="list-style-type: none"> • Signage was not desired • Green Wall details • Landscape / east gateway 	<p>Murals have been designed into the eastern wall and signage removed.</p> <p>The green wall has been slightly more detailed and will continue to be some type of climate appropriate vine (New England based, fast growing vine that stays green for the bulk of the year) that is growing both up and down the wall from a planting medium.</p> <p>The east gateway lawn (immediately east of the 292 site) has also been further designed and a contribution to this will be made by the Developer (\$50,000). The plaza is envisioned for the area fronting Main Street, as shown in the renderings provided above. Staff are working on having our ACOA funding for the parking</p>

UPDATED FINAL REQUEST FOR DECISION 063-2023

Title: 292 Main Street Development Agreement Amendment

Date: 2024-01-09

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	lot/walkway correspond to this and will work this into the 2025-26 budget to account for the necessary costs to finish the plaza properly – as a high quality welcome feature into the downtown.
West wall / façade and prominence of this looking east along Main Street	<p>The western face of the building is also shown in detail on the renderings provided.</p> <p>Additional public art has been provided along the public walkway being provided to the parking lot and a similar vine wall is proposed, as per the original approval.</p>
Where is the lay down area ?	<p>First row of parking behind the site has been established as a temporary lay down area – a detailed plan is required as part of the Development and Building Permit to ensure public safety, pedestrian and vehicle flows, etc.</p> <p>Construction lay down is being coordinated with the Director of Public Works & Engineering with our upcoming investments in the East End Gateway Public Parking lot – this will require on-site management and coordination as we move through our upcoming construction season.</p>
Short-term rental concerns.	<p>The current operational plan from the Developer is long-term residential housing (60 units).</p> <p>This project is located in the C-1 zone where a hotel is a permitted use (along with many other commercial uses as established in the Land Use By-law). Any existing property is able to do a conversion of this nature – subject to a Building and Development Permit, if contemplating a permitted use.</p>
Can the power transformer be moved out of the park?	The transformer has been moved to the rear of the building (on the Developer's property).
Public Common Area as originally proposed on rooftop moving to the 2 nd Storey – <u>this is now being removed from the building</u> and a contribution is being made to the public plaza on the east side of the building (along with other public benefits outlined below).	The original DA had a public rooftop space that was contemplated at time of approval in 2019 to be public and/or a commercial use (e.g. coffee shop).



<ul style="list-style-type: none">• People did not feel the proposed common area was “public”	<p>There are a number of gathering spaces along Main Street/downtown that can be supported by the residents of this building. The plaza to the east of the building is a true public space and enhances the entry into our downtown.</p> <p>There is an indirect (unquantifiable) benefit to downtown businesses and other establishments from 60 dwelling units in this location.</p>
Parking concerns	<p>Our current MPS provides a policy framework around mobility in the Town. It prioritizes moving toward Active Transportation and other modes – realizing this will take time.</p> <p>This building is required to provide 2 shared vehicles, 27 parking stalls, and 60 bicycle parking spaces. Shared vehicles in other jurisdictions have represented a certain vehicle parking equivalent (e.g. 20 spots). This was all a major part of the original approval.</p> <p>Most jurisdictions with vibrant downtown cores do not have a prescribed parking requirement. Eliminating parking requirements is a proven strategy to ease overall housing/living costs when siting projects in walkable locations, close to services.</p> <p>The project has an NRCan Infrastructure Contract in place. This contract offers a 50/50 cost sharing on 24 car charging ports. Staff are working with the Developer to have at least 2 of these (level 2) charging ports in the public parking lot (for public use).</p> <p>The East End Gateway parking lot is going to be upgraded (to be tendered winter 2024 – constructed summer 2024) and additional parking stalls are being added. The design of this was in the Nov. 14 report.</p>
Unit sizes and mix of housing being provided?	<p>A mix of unit sizes are being provided – bachelor, 1 bedroom, 2 bedroom, 2 bedroom + den</p>



<p>What is happening with rooftop now?</p> <ul style="list-style-type: none"> Screening the mechanical equipment will happen 	<p>The roof level will not have decks for residential use. One elevator will access the roof level and will be designated as a service only elevator; the residents' elevator swipe cards will not allow elevator access to the roof level.</p> <p>the service elevator will enable access to a roof top services enclosure which screens the +/-65 compressor units for HVAC to units, lobby, hallways and commercial areas. The service elevator will enable access to maintain, repair, exchange the compressor units as needed; Only the building superintendent will have the elevator swipe card which enables elevator access to the roof level. The roof level escape stairs will be enclosed and will enable egress from the service enclosure on the roof level.</p>
<p>Building stepback on 4th storey</p>	<p>Trade-off with efficiency/maintenance/cost issues of a step back versus the aesthetic and scale concerns.</p> <p>The current design provides for a partial 4th storey. Cut outs are present on the south-east and south-west corners.</p> <p>The current design provides a better frontal rhythm to the building and breaks up what was a long continuous flat face with the proposed balconies. The balconies also effectively frame the courtyard and add additional vibrancy to the streetscape.</p> <p>The building is pulled back along the front, curved property line (in a typical downtown situation they would be required to build out to) and maintains a view to the west entering Town. This is another trade-off that should be acknowledged.</p> <p>The louvre/shade feature on the top of the 3rd storey is provided to enhance the feeling of a fully stepped back 4th storey.</p>
<p>Affordability concerns</p>	<p>4 units in the building will be held at 75% of market rent. The Developer has been modeling</p>



	<p>their financing on this assumption (e.g. a rent of \$1600 would be reduced to \$1200)</p> <p>(the project is being financed through CMHC under the energy efficiency stream – not the affordability stream)</p> <p>A clause has been added to the DA to reflect this.</p>
Public Art comments	<p>The Developer is making a contribution to Public Art (\$100,000 over 20 years) as part of the original approval and various locations have been shown around the building (east, west, north walls). A contribution/project may also be relevant in the East End gateway area where we had commissioned a piece of art previously (that did not come to fruition).</p> <p>The Town also puts aside an annual budget for public art and this contribution can enhance that and contribute to a more vibrant public realm.</p> <p>The Developer is happy to work collaboratively with our Public Art working group on decisions and process.</p>
Balconies and “stuff” on them concern + what are balconies made of and how will they weather/age?	<p>Developer will embed in the leases a limit on items.</p> <p>The balconies are proposed to be constructed with steel and how they look / age / maintenance is also a concern of the Developer.</p>
Detailed Landscaping questions	<p>The renderings prepared show landscape intent (primarily South and North faces). A detailed plan (planting types, etc) is required at time of Development Permit that would reflect this intent.</p>
Details on the front courtyard area (south façade)	<p>Provided in renderings for a better idea of how this will interface with the public realm.</p> <ul style="list-style-type: none"> • Glass rail all around • Planters • Seating • Landscape



Flood Risk and mitigation measures	<p>The Developer shall provide proof of floodproofing to 12m geodetic elevation from a qualified professional. This has already been outlined in the existing DA.</p> <p>Our new Land Use By-law (Schedule E) also requires a 'Flood Risk Area Undertaking Form' be signed for new development in flood prone areas.</p>
Timing concerns	<p>Assurances were being requested given the delays in the project, to-date.</p> <p>Staff have discussed timing with the Developer and the proposed timing clauses would state:</p> <ul style="list-style-type: none"> • Site work and podium to begin by June 1, 2024; • Exterior to be materially complete (weather tight) by February 1, 2025; • Overall completion/occupancy Permit - 3 years from the site work and podium start date (June 1, 2027).
Access to Parking	<p>In terms of the driveway to the public parking lot, there has been cooperation on this for 7-8 years. The Town bought the East End parking area from NS Power and 292 Main Street had an existing easement that was released so we could have titled public access.</p> <p>The access to his parking garage was a key point during the original approval. Best practice is to limit the amount of vehicular access across a busy sidewalk – that was the goal of moving the access to the rear.</p>
Accessibility, Adaptable units and Barrier Free requirements	<p>The existing Building Code States:</p> <ul style="list-style-type: none"> • Dwelling units (apartments) must ALL be made "adaptable" OR 1 in every 20 dwelling units or part thereof must be constructed as barrier-free. <i>NSBCR 3.8.2.1.(6)</i> <p>What was supposed to come into effect January 1, 2024 but has now been delayed by the current Provincial Government was the following:</p>



	<ul style="list-style-type: none"> • ALL dwelling units (apartments) must be made “adaptable” AND at least one barrier-free unit shall be provided where there are between 25 and 45 units. An additional barrier-free unit must be provided for every 20 additional units or part thereof beyond 45. NSBCR 3.8.2.1.(6) & (7) <p>The Developer has committed to the new/proposed Building Code requirements to enhance the adaptable/barrier free offering in the building and be current with what is coming. This has been added to the DA.</p> <p>In addition, the front courtyard, wall mounted seating benches on the sidewalk, extensive landscaping, ramps and accessible access/ramps on both the east and west of the building all contribute to welcoming people to Wolfville and facilitating access from our parking lot to Main Street.</p>
Will the garbage and utility rooms be sufficient?	Valley Waste and other professionals have been consulted.
Are the commercial tenants going to be OK if this drags on further?	<p>No issue. The Developer has had numerous tenant inquiries and have been firm on their selection criteria. The Developer is seeking complimentary services/businesses to the town. They want local operators, not national operations.</p> <p>The Land Use By-law permits a wide range of commercial uses.</p>
Energy Conservation / Building Envelope	The building design has been modeled numerous times to ensure they meet both the DA requirements and the CMHC financing under their energy efficiency stream.
Comments re: “the look” and what it should be versus what it is. “It doesn’t fit”	This is a subjective topic. The Director of Planning has heard many different views on the design of this building - a range with no overwhelming consensus. The Town has been guided by the design principles in our Design Guidelines,



	<p>multiple reviews from our Design Review Committee, PAC, Council and others.</p> <p>Some feel recreating an early 1900's heritage 'look and feel' is more appropriate and that has certainly been acknowledged throughout this process (more so during the original approval).</p> <p>Our MPS states as a core concept:</p> <p>Neighbourhood Character A subjective measure that combines public and private realms and the cumulative impact of all contributors (property, public place, infrastructure) that create a unique character.</p> <p>'Neighbourhood character' and every place change over time.</p>
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6) FINANCIAL IMPLICATIONS

Staff have not contacted PVSC for an assessment analysis on this project (tax \$). There will be a significant increase from the existing condition/tax base to the proposed condition/tax base once improvements are completed. Staff time/wages is the primary financial implication to managing this file.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Strategic directions from the 2021-2025 Strategic Plan:

- Economic Prosperity
- Social Equity
- Climate Action
- Community Wellness

8) COMMUNICATION REQUIREMENTS

Communications will be carried out through the requirements of the MGA for a public hearing and approval of DA amendments (advertising).

9) ALTERNATIVES

1. Provide Staff with clear direction for specific changes to the design, before a public hearing is advertised, and bring changes back to another special meeting of Council.

UPDATED FINAL REQUEST FOR DECISION 063-2023

Title: 292 Main Street Development Agreement Amendment

Date: 2024-01-09

Department: Planning & Economic Development



2. Do not approve the amendments and provide another alternative to move forward.

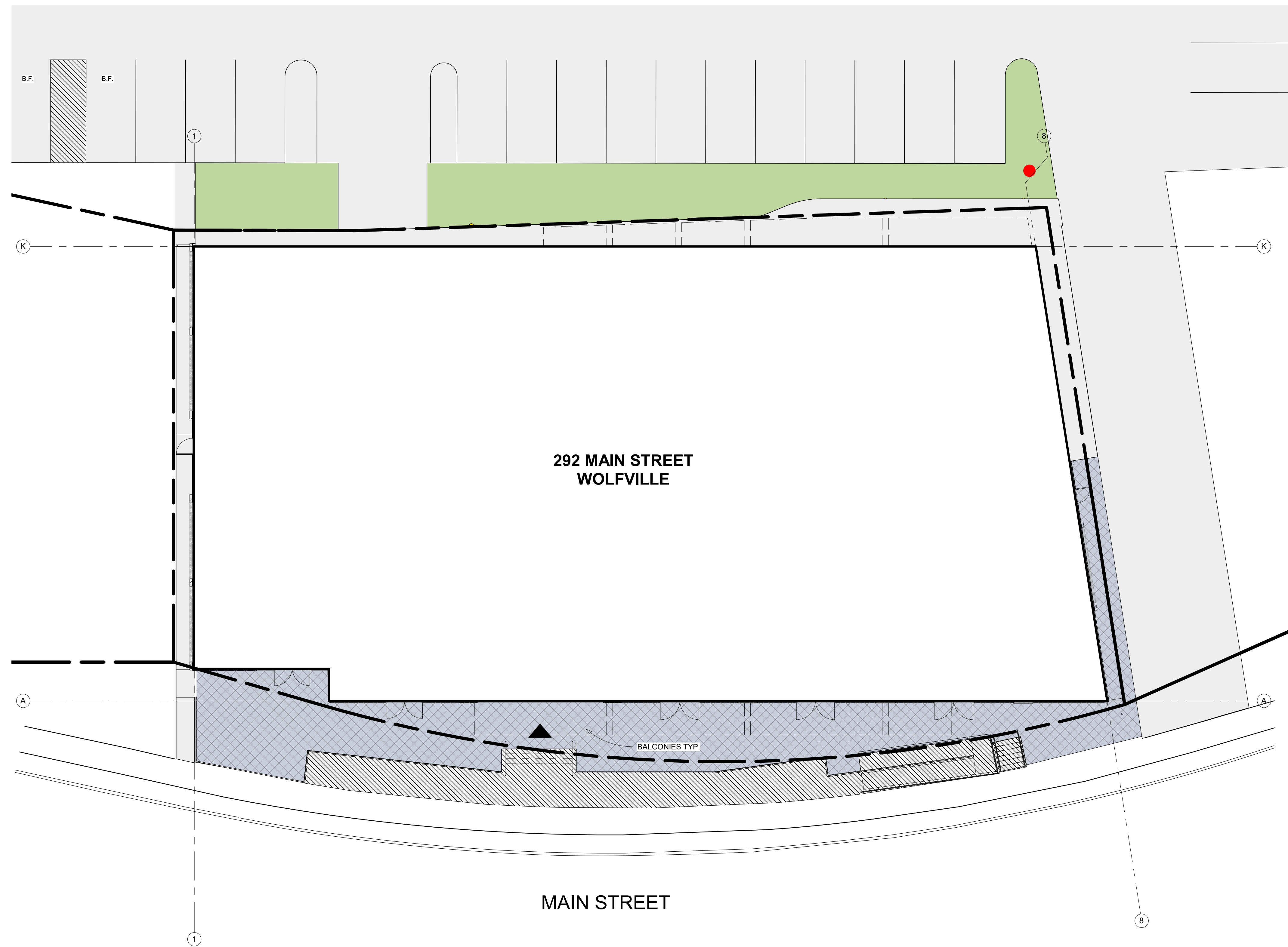
LATITUDE 45° SUITES

292 MAIN STREET, WOLFVILLE, NS

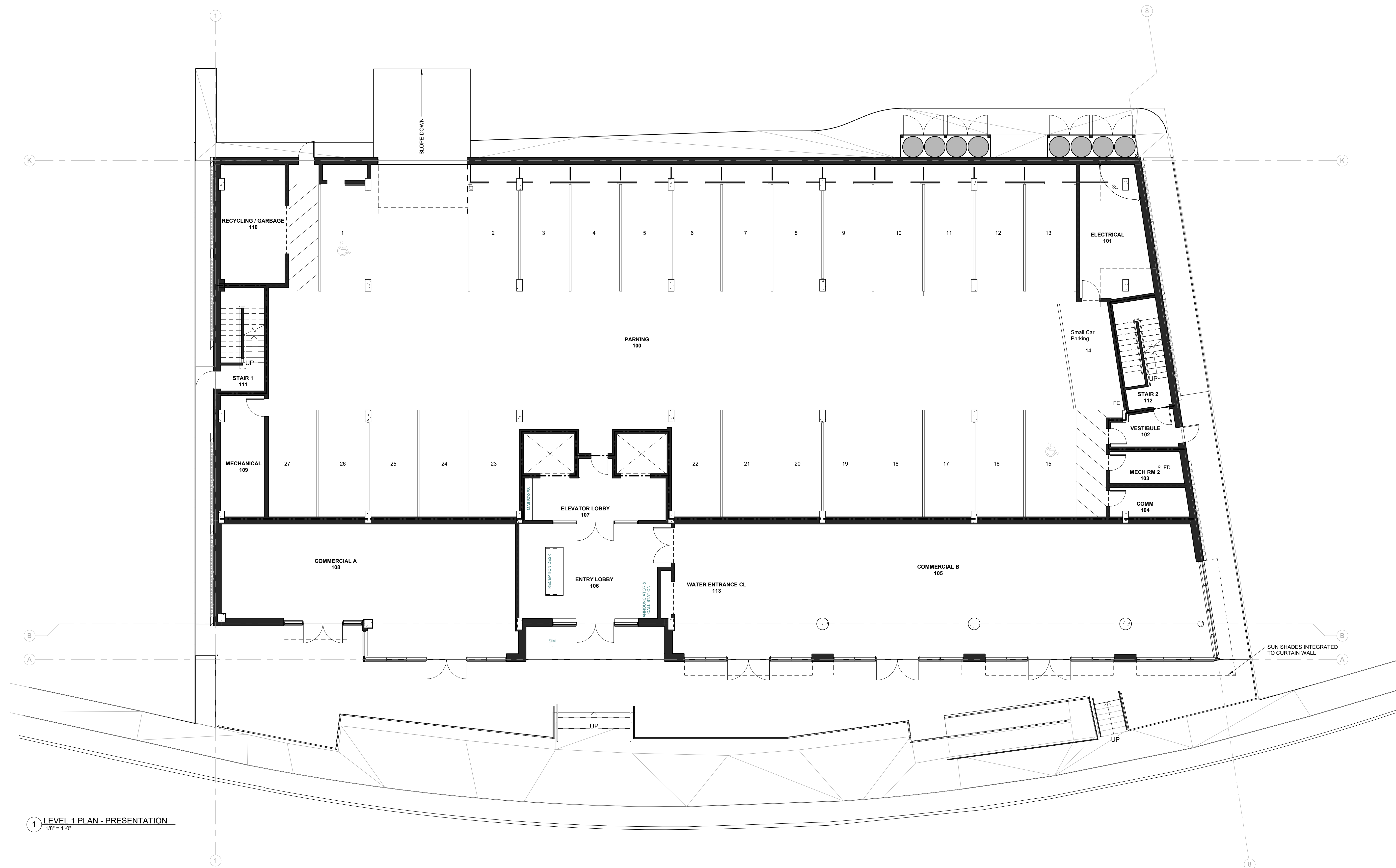
PLANNING APPROVAL PRESENTATION PACKAGE

JANUARY 2, 2024

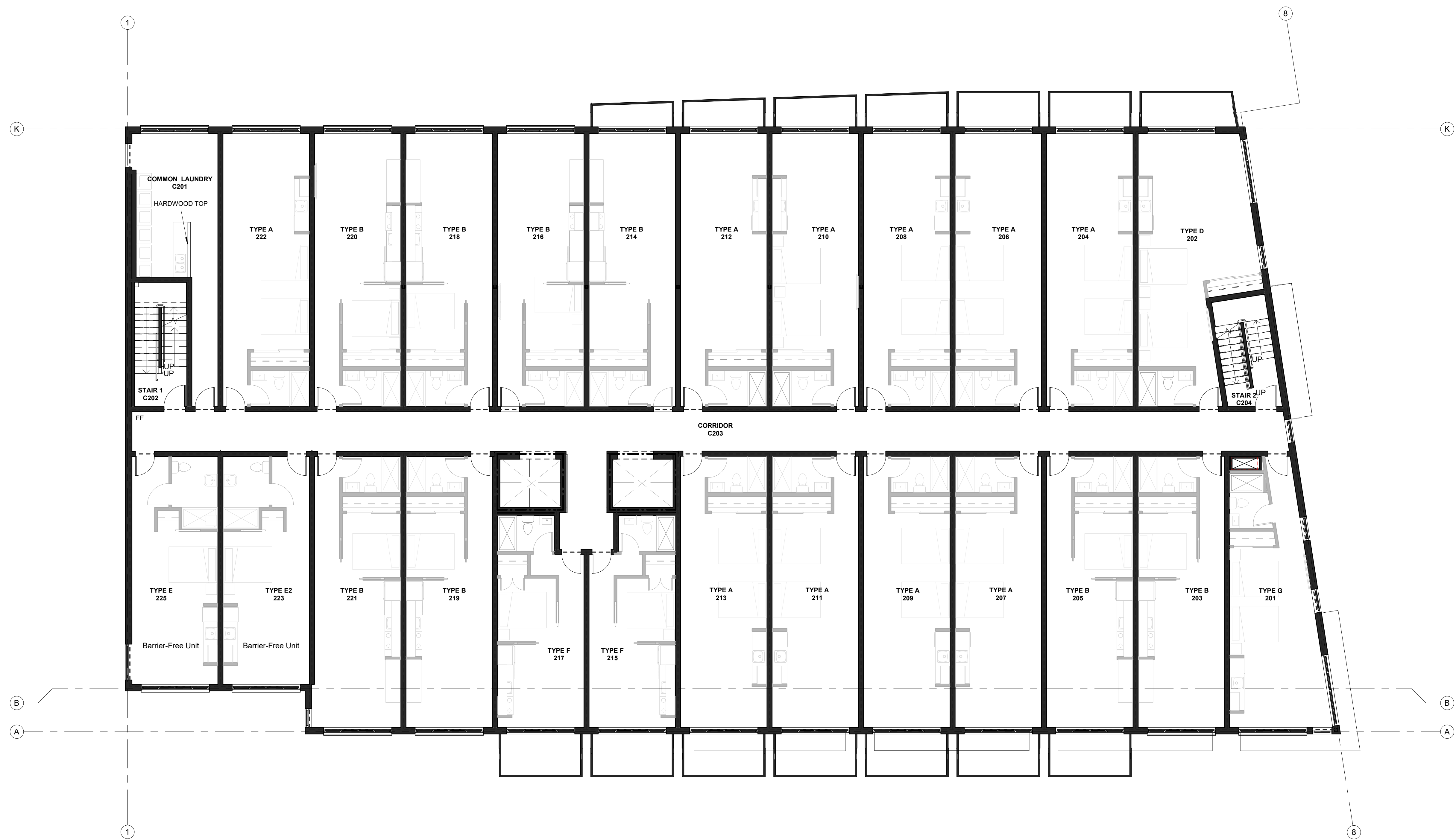




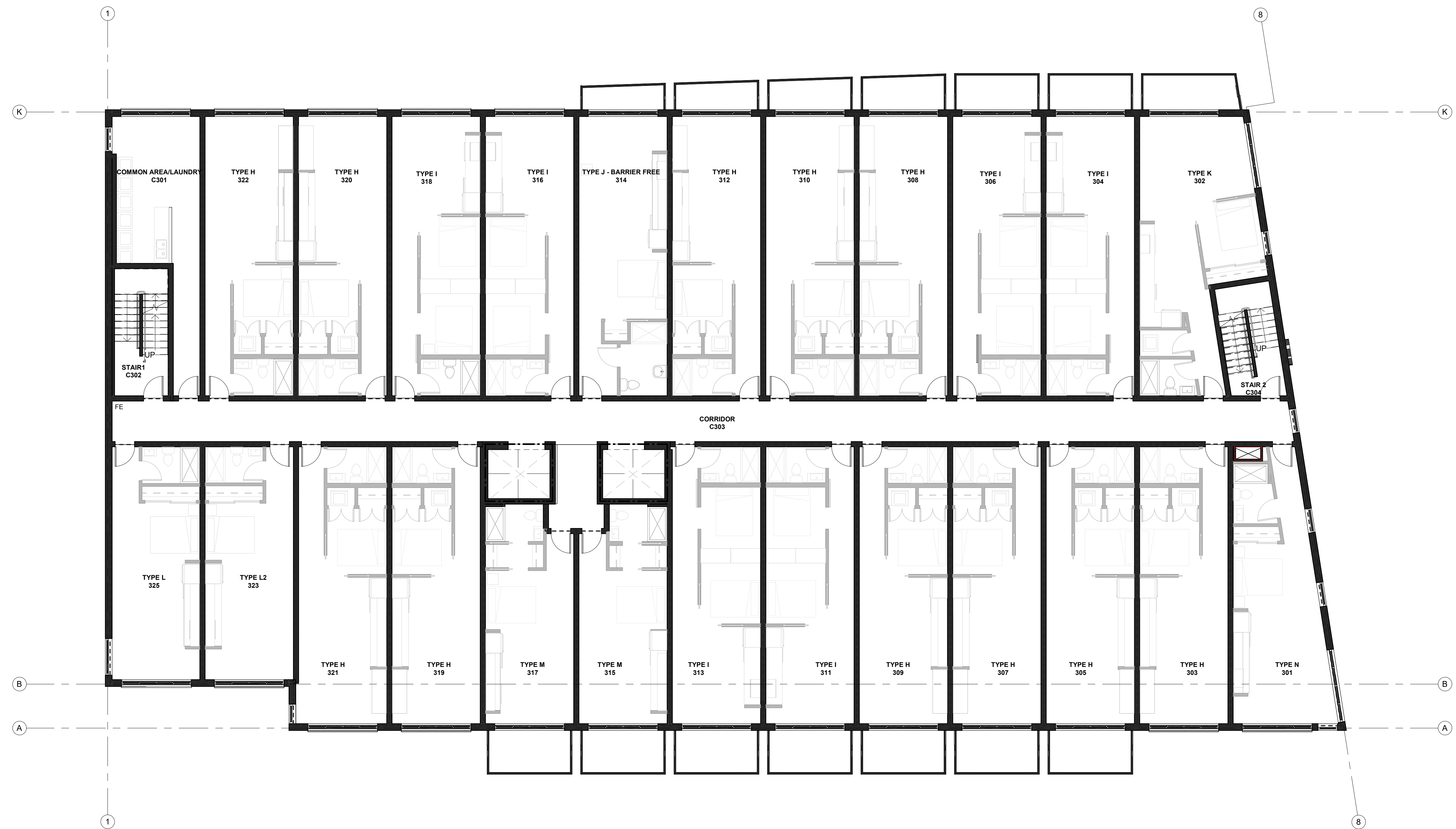
1 SITE PLAN - PRESENTATION
3/32" = 1'-0"



1 LEVEL 1 PLAN - PRESENTATION
1/8" = 1'-0"



1 LEVEL 2 PLAN - PRESENTATION
1/8" = 1'-0"



1 LEVEL 3 PLAN - PRESENTATION
1/8" = 1'-0"

JANUARY 2, 2024

LEVEL 3 PLAN

A-4

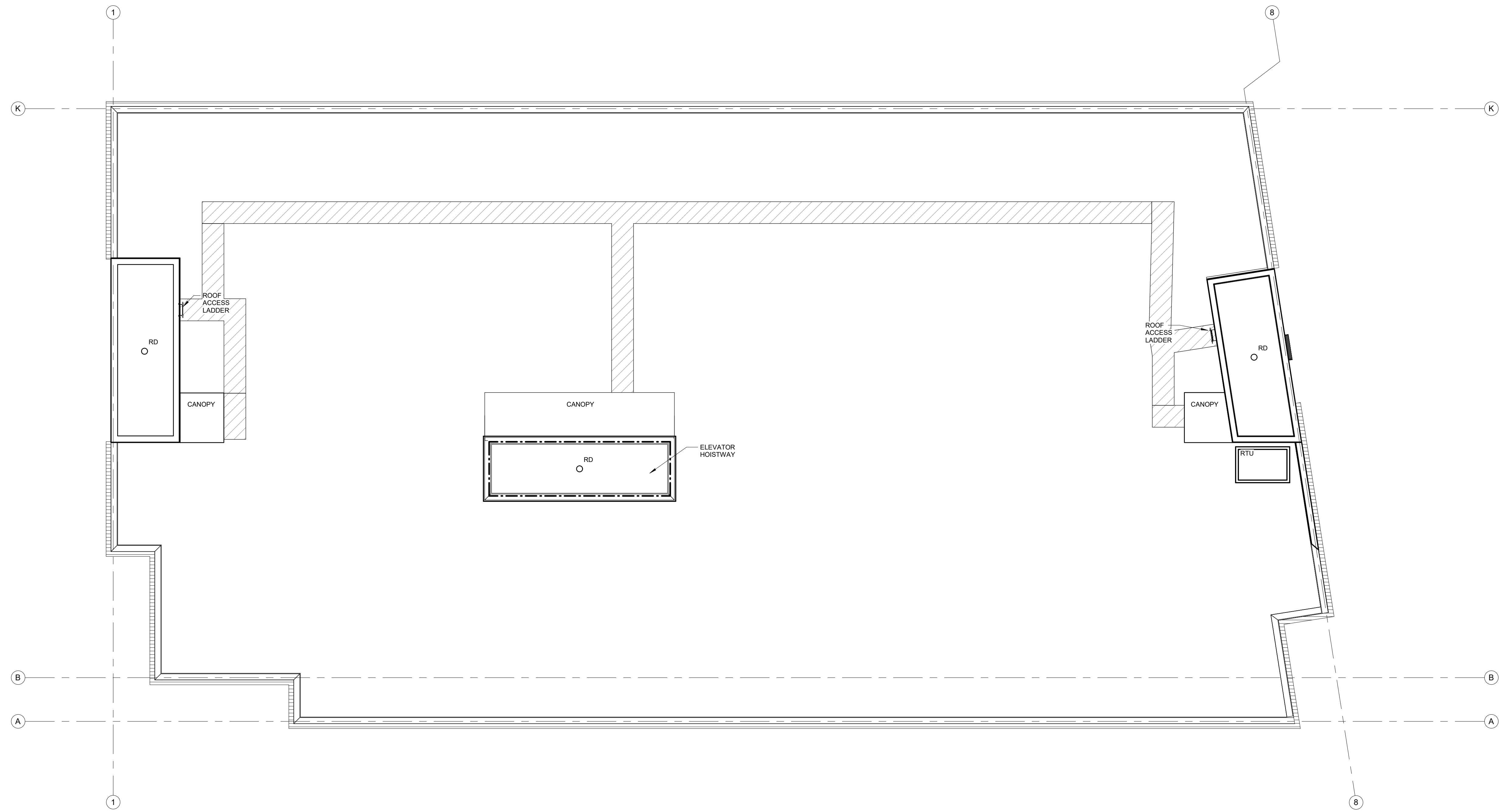


1 LEVEL 4 PLAN - PRESENTATION
1/8" = 1'-0"

JANUARY 2, 2024

LEVEL 4 PLAN

A-5



1 ROOF PLAN - PRESENTATION
1/8" = 1'-0"

JANUARY 2, 2024

ROOF PLAN

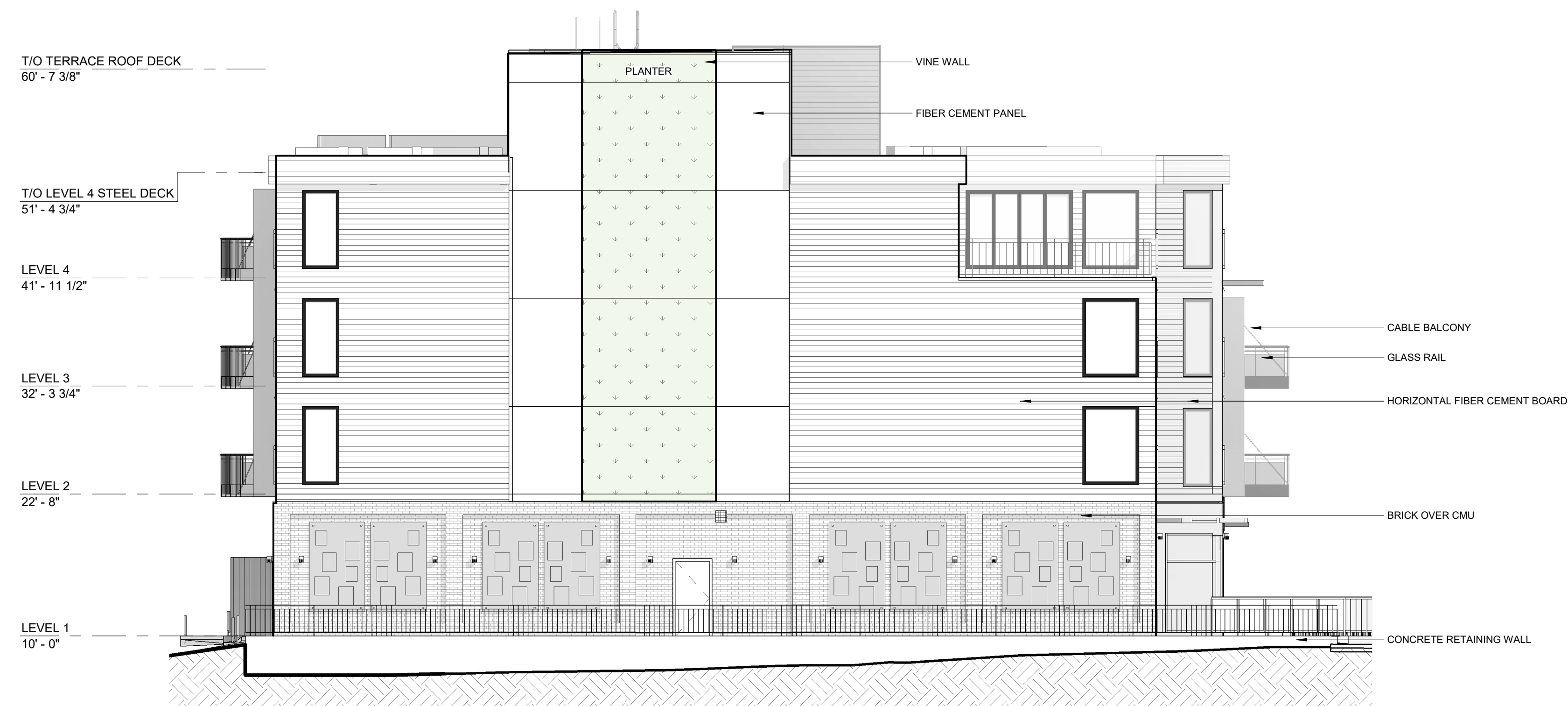
A-6



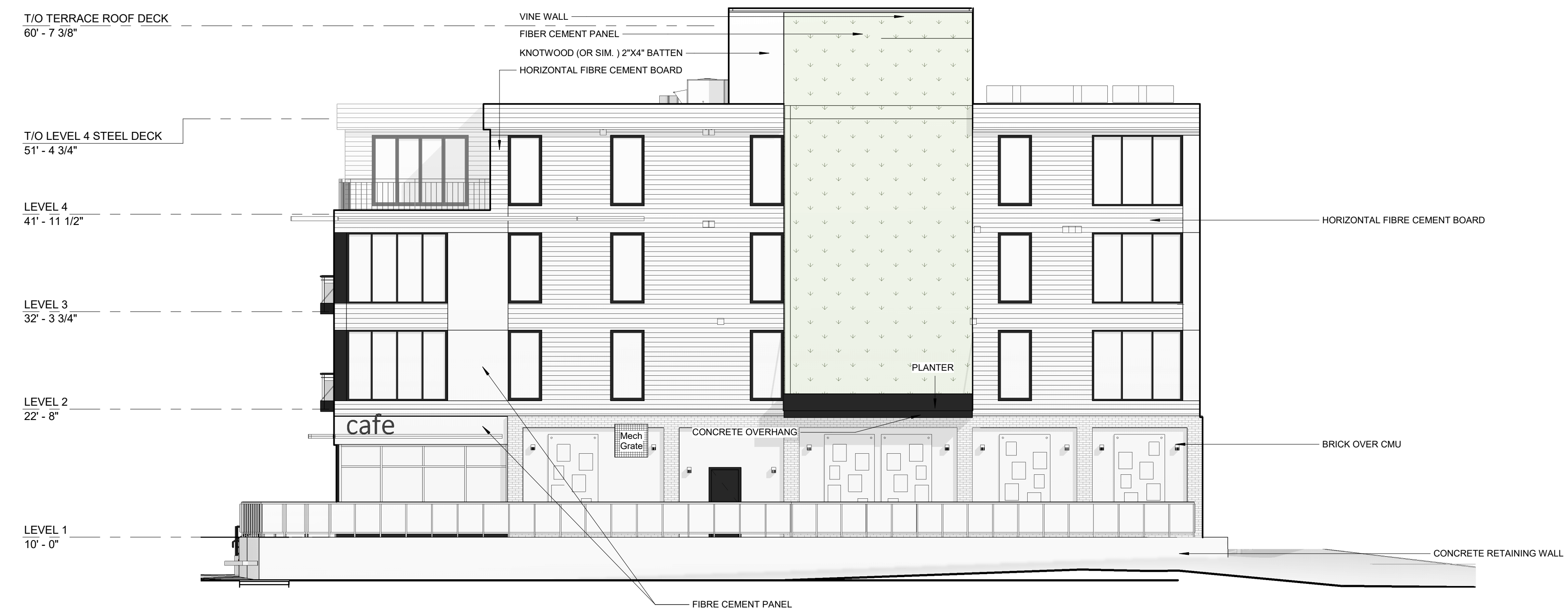
1 NORTH ELEVATION - PRESENTATION
1/8" = 1'-0"



2 SOUTH ELEVATION - PRESENTATION
1/8" = 1'-0"



1 WEST ELEVATION - PRESENTATION
1/8" = 1'-0"



2 EAST ELEVATION - PRESENTATION
1/8" = 1'-0"

JANUARY 2, 2024

ELEVATIONS

A-8

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

**NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW**

This **Amending Development Agreement No. 2** is made this _____ day of _____, 2024.

BETWEEN:

292 MAIN STREET DEVELOPMENTS LIMITED,
(Hereinafter called the “Developer”)

OF THE FIRST PART

- and -

TOWN OF WOLFVILLE
A municipal body corporate,
(Hereinafter called the “Town”)

OF THE SECOND PART

WHEREAS the Town and the Developer entered into a Development Agreement dated August 15, 2019, approved by Council on June 18, 2019, and filed at the Land Registry Office in Kentville, Nova Scotia as document number 115068505 (the “Original Development Agreement”) effective September 5, 2019 relating to the use and development of the Lands (PID 55278675) pursuant to the provisions of the Municipal Government Act and the Municipal Planning Strategy for the Town of Wolfville.

AND WHEREAS the Original Development Agreement was amended by an Amending Development Agreement (the “Amending Development Agreement No. 1”) dated August 23, 2023, approved by Council on July 19, 2022, and filed at the Land Registry Office in Kentville, Nova Scotia as document number 121330410, effective September 20, 2022, to amend the timing provisions. The Original Development Agreement, as amended by the Amending Development Agreement No. 1, is referred to as the “Development Agreement” in this Agreement.

AND WHEREAS the Developer has requested that the Development Agreement be further amended as set out in this Amending Development Agreement No. 2.

AND WHEREAS the Town Council of the Town, at its meeting on XXXXXXX, 2024, approved entering into this Amending Development Agreement No. 2 to amend the Development Agreement, subject to the registered owner of the Lands entering into this Amending Development Agreement No. 2;

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the covenants made in this Amending Development Agreement No. 2 and other valuable consideration, the Developer and the Town agree to the following terms.

1. Background

The Town approved the Original Development Agreement on July 19, 2019, which permitted the Development subject to certain terms and conditions. The timing provisions in the Original Development Agreement were amended in the Amending Development Agreement No. 1. The Developer has requested revisions to the Development Agreement to include a full fourth storey and removal of the rooftop patio as well as other design and administrative changes. This Amending Development Agreement No. 2 responds to those requests.

2. Terms

- 2.1** Schedule “B” of the Development Agreement – Site Plan/Landscape Plan for the Lands - is replaced with the Site Plan/Landscape Plan attached as Schedule “B” to this Amending Development Agreement No. 2.
- 2.2** Schedule “C” of the Development Agreement - Architectural Design illustrating the required roof line, window treatment and front entry feature for the building - is replaced with the Architectural Design and Elevation drawings attached as Schedule “C” to this Amending Development Agreement No. 2.
- 2.3** Any reference in the Development Agreement to the “Land Use By-law” shall be a reference to the Town of Wolfville Land Use By-Law effective September 3, 2020, as amended June 20, 2023, and as further amended or replaced by Wolfville Town Council under the provisions of the *Municipal Government Act*.
- 2.4** Any reference in the Development Agreement to the “Municipal Planning Strategy” shall be a reference to the Town of Wolfville Municipal Planning Strategy effective September 3, 2020, as amended June 20, 2023, and as further amended or replaced by Wolfville Town Council under the provisions of the *Municipal Government Act*.
- 2.5** The second sentence in paragraph 5.1.4.1 of the Development Agreement is amended to read:

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW

The streetscaping improvements shall be approved by the Town's Director of Planning and Development and must be completed within one (1) year of the issuance of an occupancy permit.

Draft inclusions to be detailed/legal review before a Public Hearing is advertised (subject to Council direction):

- Public Art contribution - to be updated to better reflect current practice
- Plaza and public benefit - \$50,000 over 5 years (\$10,000/year)
- Remove public rooftop clause
- Timing clause – site work and podium to begin by June 1; Exterior to be materially complete (weather tight) by February 1, 2025; Overall completion by 3 years from the site work and podium start date...
- Adaptable and Barrier Free Units – shall meet new Barrier Free and Adaptable Unit requirements
- 4 Affordable Units provided – 75% of market
- Landscape plan – require a detailed plan to be provided at time of Development Permit
- Outdoor bike parking racks to be provided on the south and north faces, at the Developer's cost, in coordination with the Town.

3. Full Agreement

- 3.1 *This Amending Development Agreement No. 2 together with the Original Development Agreement and Amending Development Agreement No. 1 constitute the entire agreement and contract entered into by the Town and the Developer. No other agreement or representation, whether oral or written, shall be binding.*

**NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW**

In witness of this Amending Development Agreement No. 2 the parties have signed, sealed and delivered it to each other on the date set out at the top of the first page.

4

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing

SUBJECT TO FINAL LEGAL REVIEW

CANADA
PROVINCE OF NOVA SCOTIA
COUNTY OF KINGS

I certify that on _____, 2023, _____
a witness to this agreement came before me, made oath, and swore that the **TOWN OF WOLFVILLE**, caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.

A Commissioner of the Supreme Court of Nova Scotia

CANADA
PROVINCE OF NOVA SCOTIA
COUNTY OF KINGS

I certify that on _____, 2024, _____
a witness to this agreement came before me, made oath, and swore that **292 MAIN STREET DEVELOPMENTS LIMITED** caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.

A Commissioner of the Supreme Court of Nova Scotia

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW

Schedule “A”

Not used. Schedule “A” of the Original Development Agreement is unchanged.

DRAFT

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW

Schedule “B” Site/Landscaping Plan

******To be added******

DRAFT

AMENDING DEVELOPMENT AGREEMENT NO 2. – 292 Main Street

NOTE: an updated consolidated DA will be prepared in advance of the public hearing
SUBJECT TO FINAL LEGAL REVIEW

Schedule “C” – Architectural Design

******To be added******

DRAFT

DEVELOPMENT AGREEMENT – 292 Main Street

This **Development Agreement** is made this 15TH day of August, 2019.

BETWEEN:

292 MAIN STREET DEVELOPMENTS LIMITED,
(Hereinafter called the "Developer")

OF THE FIRST PART

- and -

TOWN OF WOLFVILLE
A municipal body corporate,
(Hereinafter called the "Town")

OF THE SECOND PART

WHEREAS the Developer has requested that the Town enter into a Development Agreement relating to the use and development of the Lands (PID 55278675) pursuant to the provisions of the Municipal Government Act and the Municipal Planning Strategy for the Town of Wolfville;

AND WHEREAS a condition of granting approval for the development of the Lands is that the parties enter into this Development Agreement;

AND WHEREAS the Town Council of the Town, at its meeting on June 18th, 2019 approved entering into this Development Agreement to permit the Development on the Lands, subject to the registered owner of the Lands entering into this Development Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the covenants made in this Development Agreement and other valuable consideration the Developer and the Town agree to the following terms.

1. Schedules

The following schedules form part of this Development Agreement:

- Schedule "A" – Legal Parcel Description of Lands
- Schedule "B" – Site Plan/Landscape Plan for the Lands
- Schedule "C" – Architectural Design illustrating the require roof line, window treatment and front entry feature for the building

DEVELOPMENT AGREEMENT – 292 Main Street

2. Definitions

2.1 In this Development Agreement:

“Barrier Free Parking Stall” means the provisions set forth under Section 3.8.2.2 (4) and Section 3.8.2.2(5) under Schedule C within the Nova Scotia Building Code Regulations made under Section 4 of the Building Code Act.

“Building By-Law” means Chapter 65 of the By-Laws of the Town of Wolfville.

“Developer” means the owner(s) of the Lands, their heirs, successors, assigns, and all subsequent owners of the Lands.

“Development” means a new main building on the Lands dedicated to mixed use, containing 60 residential dwelling units and commercial space.

“Development Officer” means the Development Officer appointed by the Town of Wolfville under the provisions of the *Municipal Government Act*.

“Engineer” means the Engineer appointed by the Town of Wolfville under the provisions of the *Municipal Government Act*.

“Effective date” means the date on which this Development Agreement is deemed to be entered into under the terms of this Development Agreement.

“Lands” means the real property in the Town of Wolfville owned by the Developer, PID 55278675, and as described in Schedule “A”.

“Land Use By-Law” means the Land Use By-Law of the Town of Wolfville in force from time to time, adopted and amended by the Wolfville Town Council under the provisions of the *Municipal Government Act*. At the date of this Development Agreement, it is the Land Use By-Law adopted by Council on September 23, 2008, and recorded at the Kentville Land Registry Office on November 6, 2008, as Document Number 92078600.

“Municipal Planning Strategy” means the municipal planning strategy of the Town of Wolfville in force from time to time, adopted and amended by the Wolfville Town Council under the provisions of the *Municipal Government Act*. At the date of this Development Agreement, it is the Municipal Planning Strategy adopted by Council on September 23, 2008, and recorded at the Kentville Registry of Deeds Office on November 6, 2008, as Document Number 92078543.

“MGA” means the *Municipal Government Act*, S.N.S. 1998, c. 18, as amended.

DEVELOPMENT AGREEMENT – 292 Main Street

“Planning Documents” means Land Use Bylaw, Municipal Planning Strategy, and Subdivision Bylaw.

- 2.2 Where terms (words or phrases) are not defined in this Development Agreement, definitions in the Town’s planning documents shall apply. Where terms are not defined in the planning documents, definitions in the MGA shall apply. Where terms are not defined in the aforementioned sources, their ordinary meaning shall apply.

3. Relevance of Planning Documents and Other Regulations

- 3.1 This Development Agreement contains definitions and regulations for the Development. It complements the Town’s Planning Documents. Unless specified in this Development Agreement, requirements in the Town’s Planning Documents shall apply. Where there is a conflict between this Development Agreement and the Planning Documents, this Development Agreement shall prevail.
- 3.2 Regulations outside of this Development Agreement or the Town’s Planning Documents may be applicable to the Development. However, the terms of this Development Agreement shall not be materially changed in order to comply with such regulations without an amendment to this Development Agreement.

4. Background

The developer requested approval to build a mixed-use building containing 60 dwelling units and commercial space on the Lands.

5. Terms

5.1 Development Conditions

5.1.1 Permits and Approvals

- 5.1.1.1 This Development Agreement allows the Developer to obtain development permits, other permits, and permissions to allow uses permitted by this Agreement.
- 5.1.1.2 The Developer shall be responsible for obtaining all necessary permits and approvals required by law for the Development, including but not limited to development permits, building permits, and any approvals required from the Province of Nova Scotia.
- 5.1.1.3 Obligations or other requirements in this Development Agreement are those of the Developer, unless otherwise specified.

DEVELOPMENT AGREEMENT – 292 Main Street

5.1.2 Land Use

5.1.2.1 The following uses are permitted:

- (a) Up to 60 residential dwelling units
- (b) Commercial activities as outlined in the Land Use By-Law for areas zoned Central Commercial (C-1).

5.1.3 Landscaping & Site Requirements

5.1.3.1 The Development shall conform to the zone standards of the Land Use By-law, as established in Section 9.2 of the Municipal Planning Strategy except as otherwise established by this Agreement.

5.1.3.2 All Development shall occur on the Lands unless otherwise shown on Schedule “B”, site plans.

5.1.3.3 Development on the Lands shall be built generally in accordance with the Site Plan/Landscape Plan and Specifications of Schedule “B.” Landscaping requirements as shown in Schedule “B” may be varied to accommodate minor details, including but not limited to different plant varieties and the location of planting beds.

- (a) A temporary vehicle entrance on the east side of the building is permitted until such time that an access-easement is provided to the vehicle entrance shown on Schedule “B”.

5.1.3.4 Storm water runoff from the Lands shall not be directed onto adjacent properties unless permission is obtained from the adjacent property owner for the direction of such storm water runoff.

5.1.3.5 The Developer shall develop and maintain a total of sixty (60) bicycle parking spaces internal to the building

5.1.3.6 The Developer shall develop and maintain a total of twenty-seven (27) parking spaces internal to the building, at least two (2) of which shall be parking spaces reserved for car-share use.

5.1.3.7 The Developer shall ensure a car-sharing service is available to residents of the Development, including at least two (2) vehicles available for hourly or short-term rental, commencing within one (1) year of the issuance of an occupancy permit and continuing for a period of twenty (20) years from the date of commencement.

DEVELOPMENT AGREEMENT – 292 Main Street

- (a) If the car-sharing service does not commence within one (1) year of the issuance of an occupancy permit, the Developer shall pay to the Town \$100,000 by no later than sixty (60) days after the expiry of one (1) year from the date the occupancy permit is issued.
 - (b) If the car sharing service becomes unavailable to residents of the Development before the expiration of twenty (20) years from the date of commencement, the Developer shall pay \$100,000 to the Town by no later than sixty (60) days after the date the car service becomes unavailable to residents.
 - (c) If the funds described in (a) or (b) above become payable to the Town, it is the Town's intention to use the funds for the purpose of reducing parking issues in the area of the Development.
- 5.1.3.8 The Developer shall pay to the Town \$66,000 cash-in-lieu of additional parking spaces, to be paid prior to the issuance of an occupancy permit.
- 5.1.3.9 The Developer shall, prior to the issuance of an occupancy permit, install a wall which is partially or completely covered with greenery that includes a growing medium, such as soil, water or a substrate, on the eastern exterior side of the Development (the "green wall"), and the Developer shall maintain the green wall in good condition.
 - (a) If the Developer does not complete construction of the green wall prior to the issuance of an occupancy permit, the Developer shall pay \$100,000 to the Town prior to the issuance of an occupancy permit.
 - (b) If the funds described in (a) become payable to the Town, it is the Town's intention to use the funds for the purpose of improving park areas in the area of the Development.
- 5.1.3.10 The Developer shall ensure the Development is at least 35% more energy efficient than National Building Code standards, as confirmed by Efficiency Nova Scotia prior to the issuance of an occupancy permit.
 - (a) If the Development is not confirmed by Efficiency Nova Scotia to be at least 35% more efficient than National Building Code

DEVELOPMENT AGREEMENT – 292 Main Street

standards prior to the issuance of an occupancy permit, the Developer shall, prior to the issuance of an occupancy permit, pay to the Town an amount calculated as follows, to a maximum of \$100,000:

Amount payable to Town = \$100,000 minus (\$2,857 multiplied by the percentage by which the Development is more energy efficient than National Building Code standards)

Example: If the Development is 17% more efficient than National Building Code standards, the amount payable would be \$51,431:

$$\$100,000 \text{ minus } (\$2,857 \times 17) = \$51,431$$

- (b) If the funds described in (a) become payable to the Town, it is the Town's intention to use the funds for the purpose of reducing energy use within the Town of Wolfville.

5.1.3.11 The Developer shall provide onsite lighting for all driveways and walkways on the Lands of number and design sufficient to provide for the reasonable safety and security of vehicles and pedestrians. All lighting fixtures shall be of a design as to prevent the unreasonable illumination of adjacent properties and full cut off fixtures shall be used for all outdoor lighting.

5.1.3.12 The Developer shall provide proof of floodproofing to 12m geodetic elevation from a qualified professional.

5.1.4 Amenities

5.1.4.1 The Developer shall provide streetscaping improvements along Main Street, including those improvements outlined in Schedule "B", estimated at least \$150,000 in value. The streetscaping improvements shall approved by the Town's Director of Parks and must be completed within one (1) year of the issuance of an occupancy permit.

- (a) If the Developer does not complete the streetscaping improvements described above within one (1) year of the issuance of an occupancy permit, the Town may enter the Lands and complete the streetscaping improvements at the expense of the Developer, or, at the Town's option, the

DEVELOPMENT AGREEMENT – 292 Main Street

Developer shall pay to the Town \$150,000, to be paid no later than one (1) year after the issuance of an occupancy permit.

- (b) If the funds described in (a) become payable to the Town, it is the Town's intention to use the funds for the purpose of making streetscaping improvements.

5.1.4.2 The Developer shall provide public access to a rooftop patio on the Development at no cost to the public.

5.1.4.3 The Developer shall provide at \$100,000 to the Town over a maximum of 20 years, which the Town shall use for public art located at or in the general area of 292 Main Street. The Developer must pay a minimum of \$5,000 annually and can pay up to the entire outstanding balance owing at any time. The Developer shall make the first payment of \$5,000 to the Town prior to the issuance of an occupancy permit and shall make subsequent payments by no later than December 31 of each calendar year after the year in which the occupancy permit is issued. The Town shall use the first payment of \$5,000 for murals on the north face of 292 Main Street, and the remainder of the payments shall be used for art on or in the area of 292 Main Street.

- The Developer shall have the opportunity to veto decisions regarding the placement of public art using the funds provided within this clause, subject to Town of Wolfville policies
- The Developer shall be recognized for its contribution to art produced using these funds if the art is not located on 292 Main Street

5.1.5 Municipal Services

5.1.5.1 The parties agree that municipal sanitary sewer and water services are available in the street on Main Street. All costs to connect the new building (as shown on Schedule "B") to these services are the responsibility of the Developer.

5.1.5.2 The Town makes no warranties, guarantees or claims as to the adequacy of the Town's water supply to provide the recommended Fire Flow amounts for protection of the building from fire. The Developer shall satisfy itself that the available fire flows are satisfactory to meet its needs.

DEVELOPMENT AGREEMENT – 292 Main Street

5.1.6 Refuse Storage and Utility Equipment

- 5.1.6.1 Refuse, compost, recyclables, and other similar matters shall be stored within the building(s), or within accessory structures or containers pursuant to the requirements of the Land Use Bylaw, Valley Region Solid Waste-Resource Management By-Law, and other applicable regulations.
- 5.1.6.2 Containers referenced in 5.1.6.1 shall be located so that they are visually screened.
- 5.1.6.3 Utility equipment such as mechanical and electrical equipment shall be visually screened by fencing or landscaping.

5.1.7 General Maintenance and Operation

- 5.1.7.1 Buildings, landscaping, and other related features shall be maintained in good condition, pursuant to the Town's Property Minimum Standards By-law.

5.1.8 Architecture

- 5.1.8.1 The developer shall build the one (1) new mixed-use building with roof lines, windows and front entry as illustrated in Schedule "C", Architectural Design.

5.1.9 Timing

- 5.1.9.1 This Development Agreement shall be deemed to be entered into on the day the Agreement is registered in the registry as per section 228(3) of the MGA. All time requirements imposed in this Development Agreement shall be calculated from that date unless otherwise specified.
- 5.1.9.2 Development enabled by this Agreement, for the Lands on PID 55278675, shall be completed within three (3) years. Upon failure to meet this timing requirement, the Town may discharge this Development Agreement without the consent of the Developer.
- 5.1.9.3 Within 1 year of the issuance of the occupancy permit for the Development, all landscaping required by this Agreement shall be completed.

DEVELOPMENT AGREEMENT – 292 Main Street

5.1.10 Amendment

- 5.1.10.1 With the exception of matters which the Town and the Developer do not consider to be substantive, the amendment of any other matter in this Development Agreement can only be made under the provisions of Section 230 of the MGA, including the holding of a Public Hearing.
- 5.1.10.2 Following are matters in this Development Agreement which the Town and the Developer do not consider to be substantive:
 - (a) The timing requirements for completion imposed by section 5.1.9.2.

5.1.11 Expenses

- 5.1.11.1 The Developer shall pay all costs and expenses incurred by the Town related to this Development Agreement.

5.1.12 Liability

- 5.1.12.1 The Developer shall be liable for any damage caused to persons or public or private property by the Developer or any contractor or other individual doing work related to the Development. The Developer shall indemnify the Town and save it harmless from any claim, cause of action, or liability in any way relating to the Development. The Developer shall obtain and maintain in force throughout the course of construction on the Development, liability insurance coverage to ensure the responsibilities which the Developer is assuming in this section.

5.1.13 Default

- 5.1.13.1 If the Developer fails to comply strictly with any term of this Development Agreement or any legislation applicable to this Development Agreement, the Town may, after 30 days notice in writing to the Developer, enter the Lands and perform any obligation with which the Developer has failed to comply strictly.
 - (a) All expenses arising out of the entry of the Lands and performance of the obligations may be recovered by the Town from the Developer by direct suit and shall form a first lien upon the Lands. The Developer shall pay interest on any sum so expended by the Town at the same monthly rate charged

DEVELOPMENT AGREEMENT – 292 Main Street

by the Town for tax arrears on the outstanding balance from time to time. Such interest costs shall be treated as an expense.

5.1.13.2 If the Developer breaches any of the terms of this Development Agreement, the Town, at its sole option, may:

- (a) Terminate this Development Agreement;
- (b) Exercise one or more of its other rights under this Development Agreement, applicable legislation and Town by-laws, or common law; or,
- (c) Take no action.

5.1.13.3 Any election by the Town to take no action on a breach of this Development Agreement by the Developer shall not bar the Town from exercising its rights under this Development Agreement on any other breach.

5.1.13.4 Any expenses incurred by the Town in exercising its rights under sections 5.1.13.1(a) or 5.1.13.2, or either of them, shall be paid by the Developer to the Town.

5.1.14 Administration

The Development Officer administers this Agreement. His/Her decision is final and binding on all parties.

6. Warranties by the Developer

6.1 Title and Authority

6.1.1 The Developer warrants as follows:

6.1.1.1 The Developer has good title in fee simple to the Lands or good beneficial title subject to a normal financing encumbrance or is the sole holder of a Registered Interest in the Lands. No other entity has an interest in the Lands which would require their signature on this Development Agreement to validly bind the Lands or the Developer has obtained the approval of every other entity which has an interest in the Lands whose authorization is required for the Developer to sign this Development Agreement to validly bind the Lands.

DEVELOPMENT AGREEMENT – 292 Main Street

- 6.1.1.2 The Developer has taken all steps necessary to, and it has full authority to, enter this Development Agreement.

7. Full Agreement

7.1 Other Agreements

- 7.1.1 This Development Agreement constitutes the entire agreement and contract entered into by the Town and the Developer. No other agreement or representation, whether oral or written, shall be binding.
- 7.1.2 This Development Agreement shall not be a precedent for any other agreement either between the Town and the Developer or between the Town and any other party.

8. Notice

Any notice to be given under this Development Agreement shall be made in writing and either served personally or forwarded by courier or by registered mail, postage prepaid, if to the Town to:

Town of Wolfville
359 Main Street
Wolfville, Nova Scotia
B4P 1A1
Attention: Development Officer

and if to the Developer:

and if to 292 Main Street Developments:

292 Main Street Developments Limited
c/o Stephen Ling, Agent for 292 Main Street Developments Limited
Landry McGillivray, Barristers and Solicitors
Suite 300, 33 Ochterloney St.
Dartmouth, NS
B2Y 4P5

9. Headings

The headings used in this Development Agreement are for convenience only. If any of the headings are inconsistent with the provisions of the Development Agreement which it introduces, the provisions of the Development Agreement shall apply.

DEVELOPMENT AGREEMENT – 292 Main Street

10. Binding Effect

This Development Agreement shall ensure to the benefit of and be binding upon the parties to this Development Agreement, their respective successors, administrators, and assigns.

11. Execution

In witness of this Development Agreement the parties have signed, sealed and delivered it to each other on the date set out at the top of the first page.

SIGNED, SEALED AND DELIVERED

In the presence of:

V. Pearson.

Witness

TOWN OF WOLFVILLE

By

[Signature]
MAYOR

By

[Signature]
TOWN CLERK

SIGNED, SEALED AND DELIVERED

In the presence of:

[Signature]

Witness

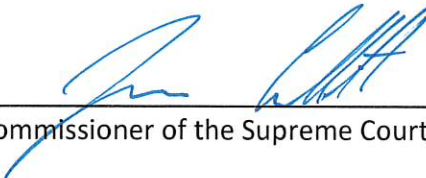
By

[Signature]
292 MAIN STREET DEVELOPMENTS LIMITED

DEVELOPMENT AGREEMENT – 292 Main Street

CANADA
PROVINCE OF NOVA SCOTIA
COUNTY OF KINGS

I certify that on 15 August, 2019, Vanessa Pearson
a witness to this agreement came before me, made oath, and swore that the **TOWN OF WOLFVILLE**, caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.


A Commissioner of the Supreme Court of Nova Scotia

JAMES COLLICUTT
A Commissioner of the
Supreme Court of Nova Scotia

CANADA
PROVINCE OF NOVA SCOTIA
COUNTY OF KINGS

I certify that on 8 August, 2019, Marianne Gates
a witness to this agreement came before me, made oath, and swore that **292 MAIN STREET DEVELOPMENTS LIMITED** caused the same to be executed by its proper officers who affixed its Corporate Seal and subscribed their hands in its name and in its behalf in his/her presence.


A Commissioner of the Supreme Court of Nova Scotia

JAMES COLLICUTT
A Commissioner of the
Supreme Court of Nova Scotia

DEVELOPMENT AGREEMENT – 292 Main Street

Schedule “A” – Parcel Description

All that certain lot, piece or parcel of land as shown on plan of survey No. R-1-2008-095 prepared by Cyr Surveys Limited, dated July 4, 2008, situated at Wolfville, Kings County, Nova Scotia, more particularly bounded and described as follows:

Beginning at a survey marker on the northern boundary of Main Street, at the southeast corner of land conveyed to Oulton Investments Limited (PID No. 55278683) being north seventy-four degrees thirty-three minutes thirty-two seconds east a distance of 250.83 feet from Nova Scotia Control Monument 8371;

Thence north eight degrees sixteen minutes twenty-two seconds west following the eastern boundary of said land conveyed to Oulton Investments Limited a distance of 60.51 feet to a survey marker at the northeast corner of said land conveyed to Oulton Investments Limited;

Thence north sixty-eight degrees forty-three minutes fifty-five seconds west following the northern boundary of said land conveyed to Oulton Investments Limited a distance of 29.53 feet to a survey marker on the southern boundary of land conveyed to Nova Scotia Power Inc. (PID No. 55278667);

Thence north eighty-two degrees six minutes forty-four seconds east following the said southern boundary of land conveyed to Nova Scotia Power Inc. a distance of 25.66 feet to an iron bar;

Thence continuing along the said southern boundary of land conveyed to Nova Scotia Power Inc. north eighty-one degrees fifty minutes thirty-three seconds east a distance of 33.28 feet to a survey marker;

Thence continuing along the said southern boundary of land conveyed to Nova Scotia Power Inc. north seventy-nine degrees fifty minutes forty seconds east a distance of 128.13 feet to a survey marker;

Thence south seventeen degrees eleven minutes twenty-two seconds east following the western boundary of said land conveyed to Nova Scotia Power Inc. a distance of 75.05 feet to a survey marker on the said northern boundary of Main Street;

Thence south seventy-nine degrees thirty-nine minutes fifty-six seconds west following the said northern boundary of Main Street a distance of 140.03 feet to a survey marker;

Thence continuing along the said northern boundary of Main Street south eighty-one degrees fifty-eight minutes thirty-eight seconds west a distance of 33.00 feet to the Point of Beginning.

Together with a right-of-way at all times and for all purposes for the Grantee its servants and all persons authorized by it or them over that portion of land described as follows:

DEVELOPMENT AGREEMENT – 292 Main Street

Commencing at the southeastern corner of the above described lot;

Thence easterly along Main Street fifteen feet;

Thence northerly parallel with the last boundary of the above described lot seventy-five feet;

Thence westerly fifteen feet to the northeast corner of above described lot;

Thence southerly along the east line of said lot to the place of beginning;

Subject to a right-of-way in common with the Grantee for persons, animals and vehicles over and along that portion of the above described lands, described as follows:

Commencing at the southeastern corner of the described lot on Main Street;

Thence westerly along Main Street ten feet;

Thence northerly and parallel with the east line seventy-five feet;

Thence easterly along the north boundary ten feet;

Thence southerly along the eastern boundary seventy-five feet to the place of beginning.

Containing an area of 12,684 square feet.

Bearings are referred to the Nova Scotia 3 degrees Modified Transverse Mercator Grid, Zone 5, Central Meridian 64 degrees 30 minutes West.

AND ALSO Parcel R as shown on registered plan no. 108704496 recorded in the Land Registration Office for Kings County.

*** Municipal Government Act, Part IX Compliance ***

Compliance:

The parcel is created by a subdivision (details below) that has been filed under the Registry Act or registered under the Land Registration Act

Registration District: KINGS COUNTY

Registration Year: 2016

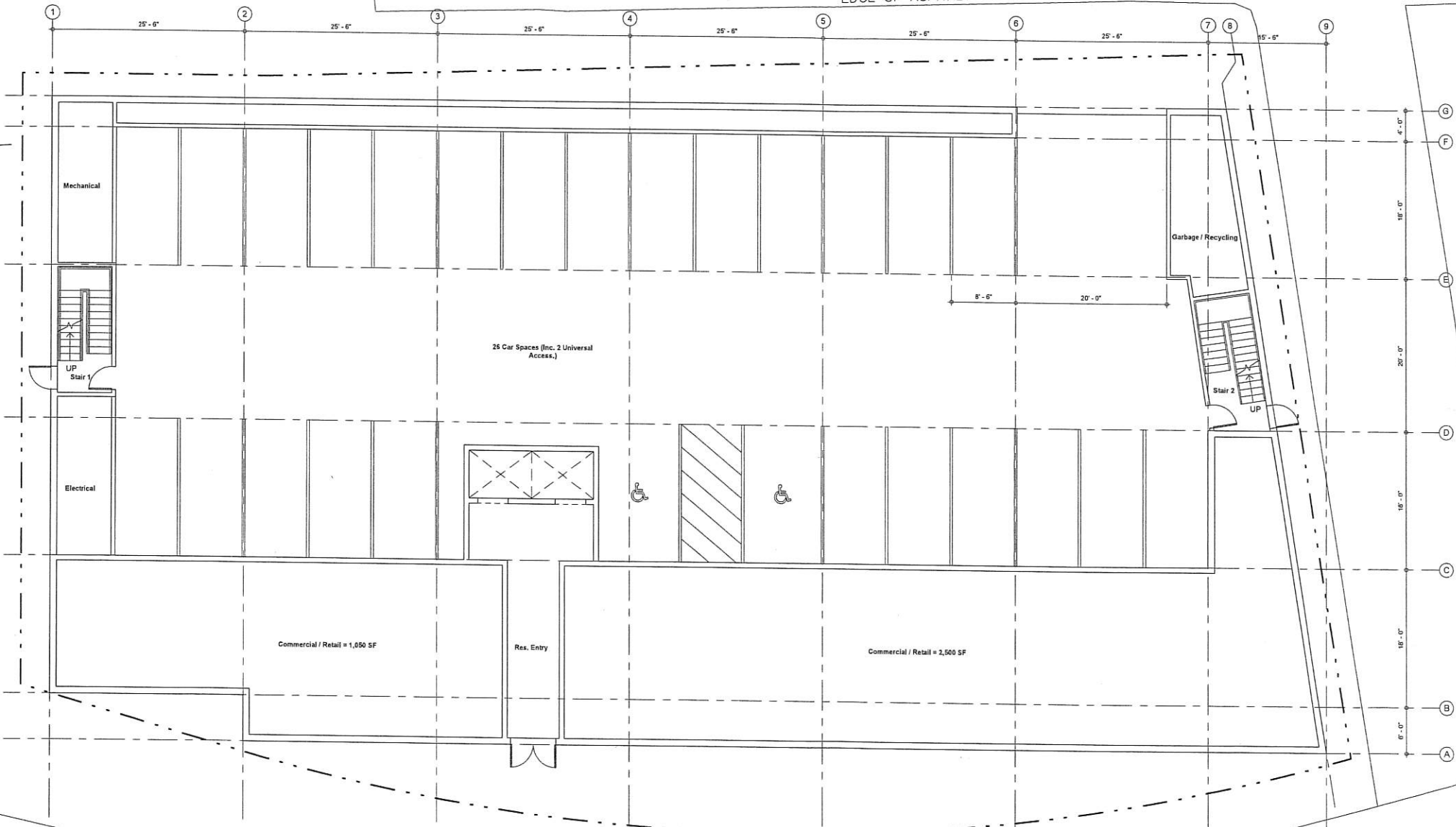
Plan or Document Number: 108704496

The MGA compliance statement has been applied by SNSMR during the processing of Land Registration Plan

Schedule "B"
Site / Landscape Plan
As approved by Council 18 June 2019

ASPHALT PARKING LOT

EDGE OF ASPHALT



1660 Hollis Street, Suite 1101
Halifax, Nova Scotia B3J 1V7
t.902.404.8383 f.902.404.8368
email - info@TEALarchitects.com

Consultants:

Stamp:

Plan North:



Project Name:

292 Main Street

City:

Province:

Client:

DO NOT SCALE DRAWINGS. ALL DIMENSIONS TO BE VERIFIED ON SITE IN THE ABSENCE OF DIMENSIONS, OR IF DISCREPANCIES EXIST, CONSULT ARCHITECT. ALL MINIMAL DIMENSIONS SHALL COMPLY WITH THE NATIONAL BUILDING CODE AND LOCAL AUTHORITIES HAVING JURISDICTION. THE USE OF THIS DRAWING SHALL BE GOVERNED BY STANDARD COPYRIGHT LAW AS GENERALLY ACCEPTED IN ARCHITECTURAL PRACTICE.

MARK	DATE	DESCRIPTION
REVISION SCHEDULE		
Date (yyyy-mm-dd): 2019-05-08		
Project No.: 2016-008 292 Main Street		
Drawn By: JE		
Checked By:		
Approved By:		
Copyright:		
Sheet Title:		

Level 1 Floor Plan

Sheet No.:

A101

1 Level 1
1/8" = 1'-0"

5%
Ramp

5%
Ramp

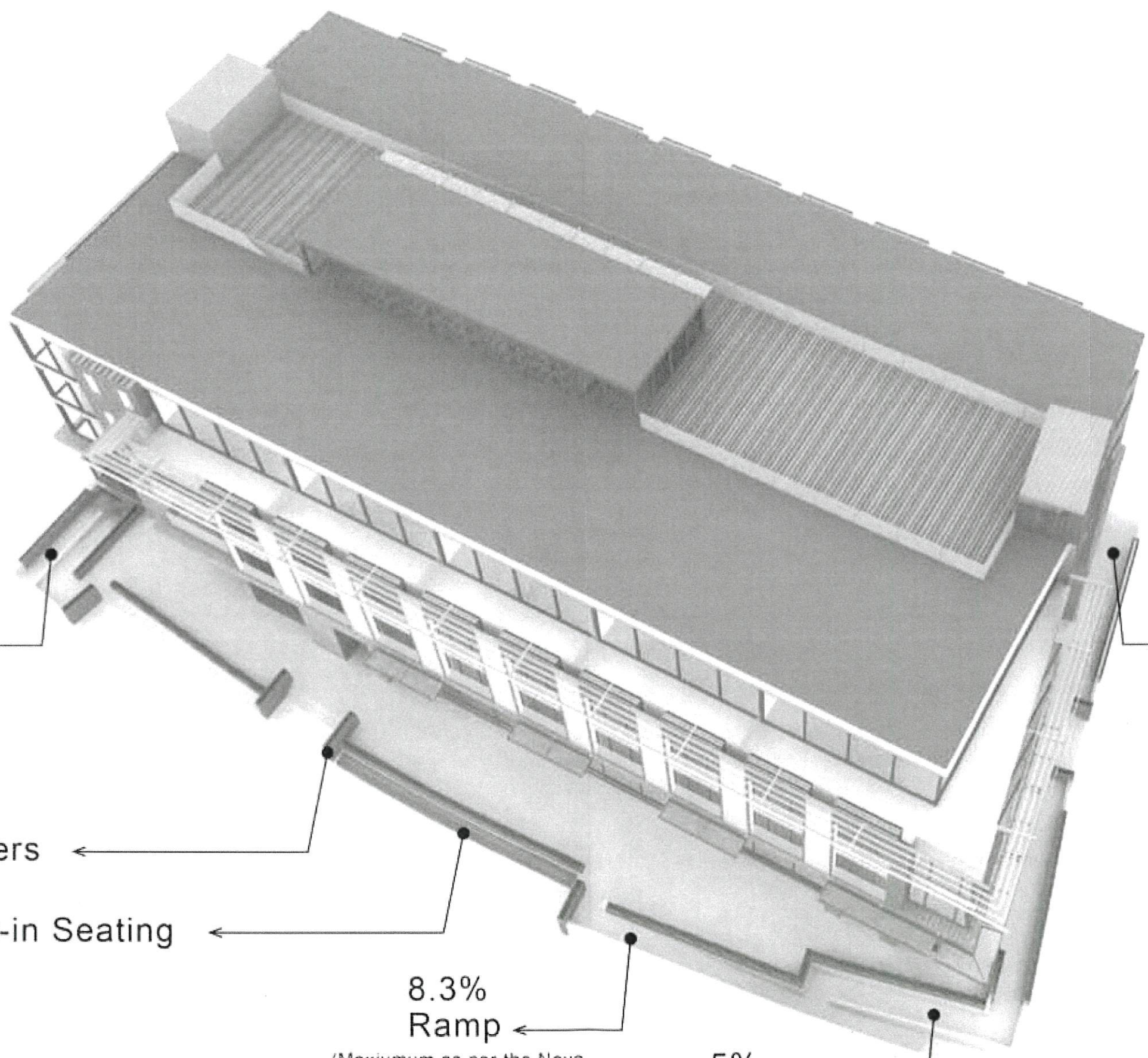
Planters

Built-in Seating

8.3%
Ramp

(Maximum as per the Nova
Scotia Building Code)

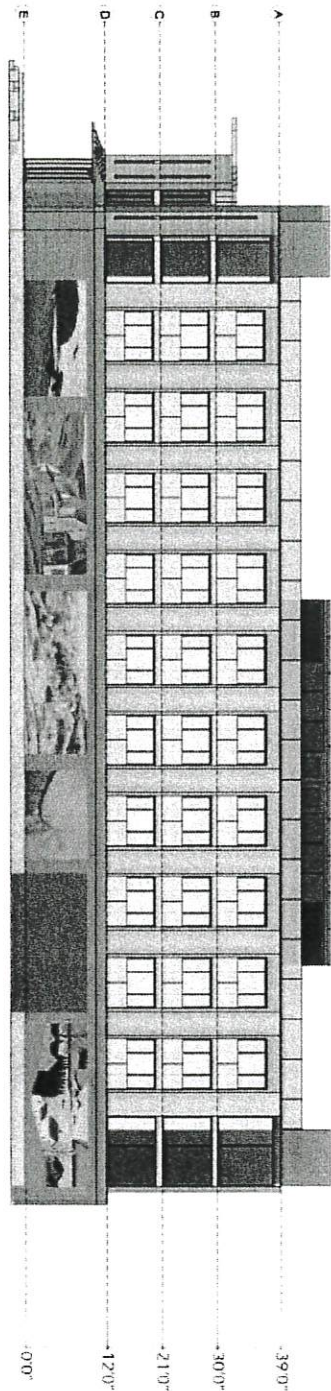
5%
Ramp



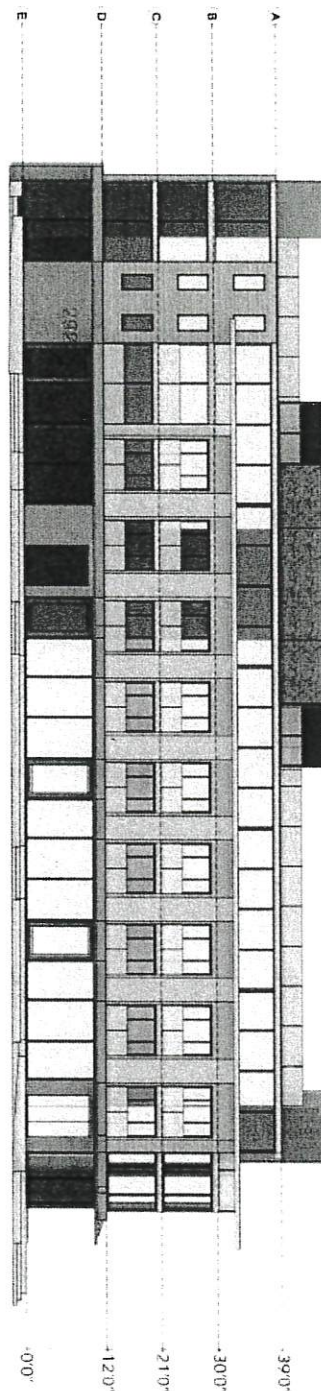
DEVELOPMENT AGREEMENT – 292 Main Street

Schedule "C" – Architectural Design

North Elevation

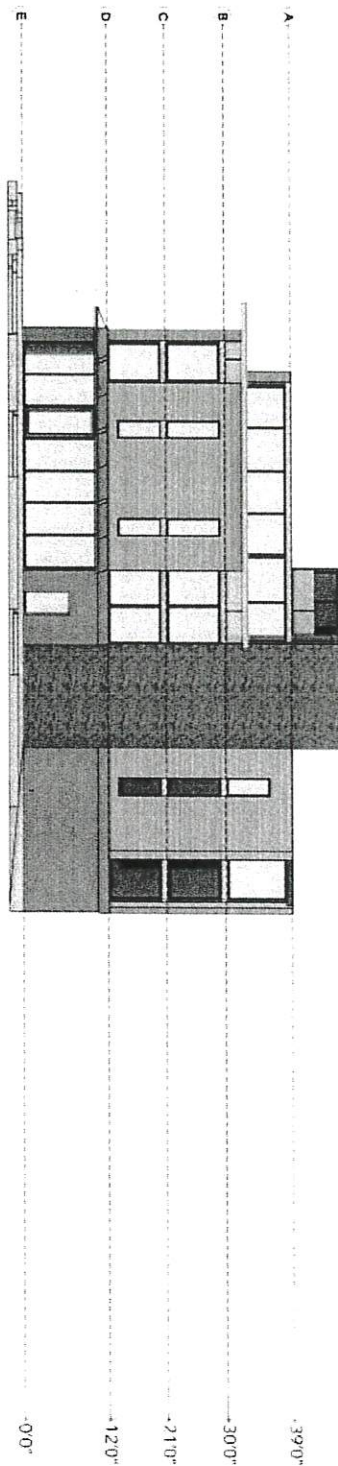


South Elevation

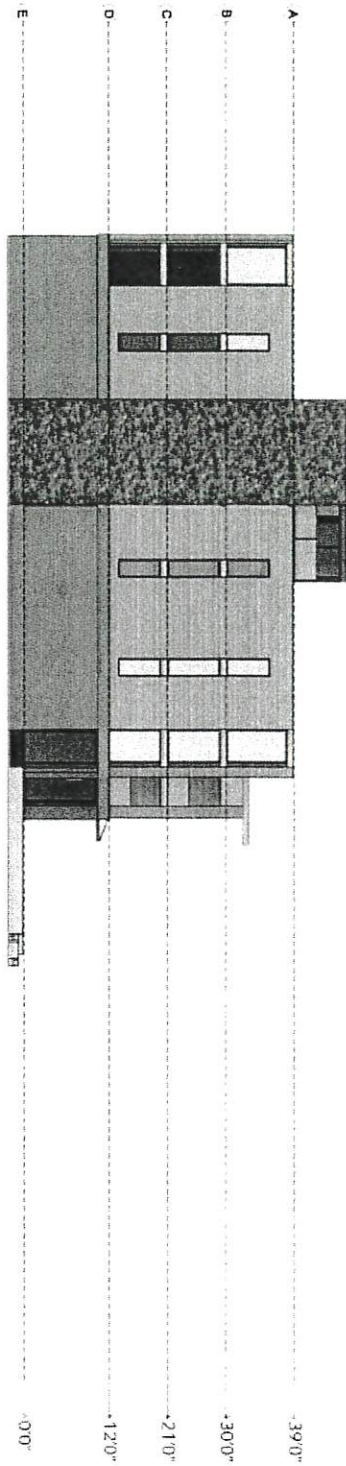


DEVELOPMENT AGREEMENT – 292 Main Street

East Elevation



West Elevation



REQUEST FOR DECISION 003-2024

Title: One-Time Operational Funding Request – WBDC

Date: 2023-12-15

Department: Community Development/Finance



SUMMARY

One-Time Operational Funding Request – WBDC

The Wolfville Business Development Corporation have made an Application for One-Time Operational Funding to the Town of Wolfville to support a Downtown Wolfville Gift Card program: a multi-store visa gift card system that supports use of a gift card across all participating businesses in Wolfville.

DRAFT MOTION:

That Council approve a \$11,011 one-time operational grant contribution to the Wolfville Business Development Corporation to support a Downtown Wolfville Gift Card program.

REQUEST FOR DECISION 003-2024

Title: One-Time Operational Funding Request – WBDC

Date: 2023-12-15

Department: Community Development/Finance



1) CAO COMMENTS

Staff do not make recommendations on the one-time grant requests, so information has been provided to assist Council with their decision.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA) 65A(a)

3) STAFF RECOMMENDATION

That Council consider this funding application against the financial/budget implications.

4) REFERENCES AND ATTACHMENTS

1. Application for One-Time Operational Funding from WBDC
+ Supporting Documents for Funding Application
2. Evaluation Criteria Checklist

5) DISCUSSION

The Downtown Wolfville Gift Card program is a multi-store visa gift card that can be used only in Wolfville at participating merchants. The program would give the Town of Wolfville its own local gift card that will provide measurable economic growth and support for Wolfville's business community.

The gift card program is free and easy for local businesses to accept. It uses the existing VISA network to transact, so customers can spend their gift card as easily as a credit card or debit card. The gift cards can be purchased locally in person at the WBDC or through an e-commerce website (<https://mydowntowngiftcards.ca/>) that is maintained and fulfilled by the gift card company, Miconex.

The gift card program provides a measurement solution to track spend across the gift cards. For example, if 100 cards are used as a giveaway for an event (e.g. Devour, Acadia Welcome Event, etc.), any of the cards used from that event can be tracked to the amount and the business. No personal information is collected or stored. This is an important feature of the program as it will allow us to show the return on investment generated by the gift card program.

The gift card program helps lock in local spending and directly supports Wolfville's business community by creating an offer that is appealing to a wide range of customers and is at no cost to the businesses.

According to a study performed by Miconex (attached to the application), 50% of gift card recipients will visit a new business for the first time which helps show support for a greater variety of businesses in the town. When cardholders spend their gift cards on average they spend 65% more than the gifted value. It is anticipated that this program will deliver a 15x return to the local business community within the two years (ref: Miconex projections based on Town's of similar size).

The WBDC expect 75-100 businesses to participate in the program but are not limited to the number that can join. The first year of the program will start with 2500 gift cards and it is anticipated that they

REQUEST FOR DECISION 003-2024

Title: One-Time Operational Funding Request – WBDC

Date: 2023-12-15

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will have 5000 gift cards in year two and year three. A portion of the gift cards will be purchased from the website and delivered in the mail to the recipient, a portion will be collected locally at the WBDC and another portion will be used by the WBDC to support events and giveaways.

Total budget for year 1 of the Downtown Wolfville Gift Card program is \$22,022 (\$13,742 one-time initial setup fee + \$8,280 annualized operation fee), of which the WBDC is requesting 50% (\$11,011) from the Town of Wolfville in this application.

6) FINANCIAL IMPLICATIONS

The WBDC is a partner with the Town, with a current agreement for 2023-2026 that the Town will administer a levy an Area Rate to Taxable Commercial Rate-Payers that equals \$100,000 per year, to be remitted to the WBDC in accordance with Policy 710-004 (WBDC Funding Policy). This does not preclude the WBDC from applying for other sources of funding, such as the One-Time Operational Funding program.

The Town's budget for all grants is \$275,000, with a portion of this amount set up as an allowance to cover funding requests not received/processed as of the date of budget approval (March 2023). This allowance was \$24,000. Earlier in the year Council approved a one-time operational grant to Stage Prophets for an additional \$8,000 above their typical CPP amount of \$2,000, as well as a one-time operational grant to Devour! The Food Film Fest for an additional \$5,000 above their SPP amount of \$5,000. This represents \$13,000 of the \$24,000 allowance for these requests, leaving \$11,000 in the budget.

Note that the WBDC's request includes wording that "Acadia and the Town of Wolfville...contribute 50%, \$11,011, for the first year of the program." Upon seeking clarification, it was communicated from the WBDC that this was intended as a suggestion that the Town approach Acadia as a potential funding partner in this project.

Council can approve nearly 100% of the WBDC's one-time operational request without going over budget in the grants line of the budget. Council may also want to consider the Second Quarter Financial Update Information Report recently reviewed with the Audit Committee.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

In terms of strategic directions (2021-2025 Strategic Plan), this program directly and/or indirectly positively impacts Economic Prosperity, and contributes to Community Wellness by connecting residents, visitors, Acadia and businesses via the use cases described in the application. A local gift card program supports more local spending and diverts sales from online merchants/suppliers such as Amazon, reducing shipping materials and costs and thereby having a positive environmental effect.

REQUEST FOR DECISION 003-2024

Title: One-Time Operational Funding Request – WBDC

Date: 2023-12-15

Department: Community Development/Finance



8) COMMUNICATION REQUIREMENTS

The WBDC will be notified of Council's decision.

9) ALTERNATIVES

Limited options available:

- Not approve the grant funding request
- Approve an alternate amount of funding
- Forward to 2024-25 budget process



APPLICATION FORM

ONE-TIME FUNDING OPPORTUNITIES GRANT

This program is available to non-profit organizations or registered charities that are planning to offer extraordinary operational events and initiatives that benefit the Town of Wolfville and its residents.

Please complete this form and forward via email to: recreation@wolfville.ca

Or by mail to:

Department of Parks & Recreation
Town of Wolfville
359 Main Street
Wolfville, Nova Scotia
B4P 1A1

Phone: (902) 542-3019

1) ORGANIZATION INFORMATION

Name of Organization:	Wolfville Business Development Corporation	
Contact Person:	Kelly van Niekerk and Sarah Anderson	
Mailing Address/PO Box:	360 Main St #19	
City:	Wolfville	Postal Code: B4P 1C4
E-mail Address:	info@wbdc.me	
Telephone: (Work)	647-200-9173	(Home)

Is your organization a registered charity?

☐ Yes ☒ No

If yes, what is your CRA Charitable Status Registration Number:

Is your organization a registered non-profit organization?

☒ Yes ☐ No

If yes, please provide:

Joint Stocks Registration Number:

1293969

Canada Revenue Agency Business Number:

105730279



APPLICATION FORM

2) FUNDING REQUEST CALCULATION

Funding Level and Limitations

- Town of Wolfville funding should not exceed 50% of the total project cost
- For requests less than \$2000, please apply to the Community Partnership Program
- Only one application per organization may be submitted per year
- Only one application per organization may be approved every four years

Request Calculation

- Total Project Cost \$ 22,022
- Request to Town of Wolfville \$ 11,011

3) REQUIRED INFORMATION

You **MUST** include as attachments to this form:

☒ Detailed Description of the program/event/service being proposed, including:

- ☒ Outline of programming
- ☒ Benefits to the Wolfville community
- ☒ Indication of alignment with Council's Strategic Plan
- ☒ Project timeline
- ☒ Expected number of participants/attendees
- ☒ Budget for the project
- ☐ Confirmation of partner funding (if applicable)

☒ Year-End Financial Statement from the previous year (or business plan)

☐ Final Report Forms from any previous funding received from the Town (if applicable)

Successful applicants must provide a Final Report in the prescribed form. Final Report Forms will be included with awarding letters.

4) GRANT APPROVAL

If minimum criteria have been met, staff will complete an Evaluation Checklist and prepare a Request for Decision of Council. Grant funding is subject to Council's approval. Partial approvals may be granted for less than the amount requested.

5) CERTIFICATION

I certify that, to the best of my knowledge, the information provided in this application is accurate and complete and is endorsed by the organization which I represent.

Kelly van Niekerk

President, WBDC

Name

Title

Oct 27, 2023

Signature

Date

The Downtown Wolfville Gift Card Program

Outline of programming

The Downtown Wolfville Gift Card program is a multi-store visa gift card that can be used only in Wolfville at participating merchants. The program will give the Town of Wolfville its own local gift card that will provide measurable economic growth and support for Wolfville's business community.

The gift card program is free and easy for local businesses to accept. It uses the existing VISA network to transact so customers can spend their gift card as easily as a credit card or debit card.

The gift cards can be purchased locally in person at the WBDC or through an e-commerce website (<https://mydowntowngiftcards.ca/>) that is maintained and fulfilled by the gift card company, Miconex.

The gift card program provides a measurement solution to track spend across the gift cards. For example, if 100 cards are used as a giveaway for an event (e.g. Devour, Acadia Welcome Event, etc) any of the cards used from that event can be tracked to the amount and the business. No PII is collected or stored. This is an important feature of the program as it will allow us to show the return on investment generated by the gift card program.

Benefits to the Wolfville Community

The gift card program helps lock in local spending and directly supports Wolfville's business community by creating an offer that is appealing to a wide range of customers and is at no cost to the businesses..

50% of gift card recipients will visit a new business for the first time (ref: Miconex case study) which helps show support for a greater variety of businesses in the town. When cardholders spend their gift cards on average they spend 65% more than the gifted value. It is anticipated that this program will deliver a 15x return to the local business community within the two years (ref: Miconex projections based on Town's of similar size)..

We identified four main use case scenarios for the gift card program:

1. Gifts for local residents
 - a. People located outside of Wolfville that would like to buy a gift card to be used locally for someone living in the town. For example, parents of Acadia students who would like to send money in the form of a gift card.
2. Existing residents buying as a gift for friends and family
 - a. For example, as a mother's day gift I could buy a local gift card and say,

“Here’s for dinner and a movie” or “Shopping and Spa”. Without having to purchase the gift cards individually from the retailers.

3. Event promotions

- a. The WBDC often gets asked to support local events and the gift cards would be the perfect way to give support while also benefiting our members. For example, we may want to give the 65 Devour Delegates a gift card in their delegate bag. This gift card would support spending in the business community and we would be able to track all spend from the Devour gift cards back to the businesses.

4. Social Giveaways

- a. The WBDC often runs social media giveaways during key times of the year like Christmas. In the past we have purchased gift cards directly from retailers. A town gift card would allow the recipient to choose where the money is spent vs the WBDC selecting the retailers for the giveaway. Spend from the giveaway would be tracked back to the social campaign.

Case studies and testimonials

Prince Edward Island achieved over \$1.7 Million in sales in 2021.

Kent Thomson, Director of Finance & Food Tourism, PEI Food Island Partnership:

“We have 150,000 residents on Prince Edward Island as Canada’s smallest province and had projected that the entire project would raise \$100,000 for our local economy. It quickly turned into a \$1.7 million project.”

Peterborough Downtown Business Improvement Area secured \$70,000 in sales of the BORO Gift Card in its first month.

Terry Guiel, Executive Director of Peterborough DBIA:

“We pushed ourselves to get the card out in time for Christmas and that really paid off. There was a real interest in supporting local. Within its first month, the Boro Gift Card achieved \$70,000 in sales- equivalent to around 5 years of sales for our old paper system”

Alignment with the Council’s Strategic Plan:

We believe the best part of this program is that it connects all the important elements that contribute to Wolfville: Residents, visitors, Acadia and businesses as seen in the use cases above. It aligns with Council's objective to make Wolfville a vibrant town and will contribute to the economic growth of the community.

A note on sustainability: Having a local gift card for the town will support more local spend and divert dollars away from places like Amazon. This will reduce shipping materials and costs. The

gift card program offered by Miconex will be implementing a digital wallet offering in the near future which we hope to also take advantage of.

Project timeline and implementation

Once funding for the program is secured it is then a matter of signing on with Miconex who provide the following:

- Production of Wolfville branded gift cards
- E-Commerce set up for purchase of the gift cards online. All completed by Miconex and included in the program set up fee.
- Business on-boarding will need to be completed where the WBDC will go door to door and swipe a card on the merchants visa terminal to activate the store on the gift card program. Participating businesses will be given a window sticker and will be featured on the e-commerce website.
- PR and Launch Planning. Miconex will support with marketing material but we will want to do a big launch of the card and plan on marketing it year round through our channels (social, newsletters etc).

We expect 75-100 businesses to participate in the program but are not limited to the number that can join. The first year of the program will start with 2500 gift cards and it is anticipated that we will have 5000 gift cards in year two and year three. A portion of the gift cards will be purchased from the website and delivered in the mail to the recipient, a portion will be collected locally at the WBDC and another portion will be used by the WBDC to support events and giveaways.

Budget

One-time Initial Setup Fee: \$13,742

Monthly Fee Annualized: \$8,280

Total Investment: \$22,02

*Tax included

We are asking our partners, Acadia and The Town of Wolfville to contribute 50%, \$11,011, for the first year of the program.



HOW GIFT CARDS ARE TRANSFORMING COMMUNITIES IN CANADA

A WHITE PAPER BY MICONEX

Welcome

The Gift Card industry in Canada has seen significant changes over recent years as our downtowns met with challenges ranging from online purchasing to the pandemic, and the more recent cost of living crisis. Within this, we’ve seen changes in Gift Card demand, including the rise of the multi-business Gift Card, the emergence of localism, the switch from paper programs to high tech alternatives, and the use of Gift Cards to distribute funds with dignity and provide tangible business support.

In this White Paper, we’ll be taking an in-depth look at the Gift Card industry in Canada, utilizing research data from the Incentive Research Foundation, the GCVA, academic sources, plus research undertaken by Miconex with over 1500 employees, consumers and organizations in 2022. We will also consider how places in Canada have utilized the Downtown Gift Card concept in a variety of use cases to meet the macro environment challenges currently faced. And we will look towards the future, and how the Gift Card industry can continue to evolve to solve some of society’s most pressing concerns.

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Why Do People Want Gift Cards?

The value of the Canadian Gift Card market is set to reach US\$8850.5 million by 2026. Understanding the appeal of Gift Cards from a consumer and corporate perspective and why people want to buy and receive them is fundamental to understanding the industry overall, and how various players exist within it.

From an employee perspective, an important strand of academic research is that of mental accounting, showing that people will consider and treat rewards/ incentives given as cash vs. Gift Cards differently even though the funds are economically identical. There’s the sense that the ‘hedonic value’ of a Gift Card, gives the employee permission to use the Gift Card as they wish, with more positive memories vs. cash as part of the salary. Academic research also suggests that Gift Cards can have a higher motivational power which is in line with the GCVA’s findings, that 56% of people would be positively influenced by a Gift Card.

Research around hedonic consumption is also relevant to a consumer audience, finding that the monetary value of Gift Cards tends not to get assigned to ‘serious’ mental accounts, making it easier for people to justify using it to purchase hedonic purchases, such as treat items. Participants were more likely to purchase hedonic items with Gift Cards than any other form of payment.

This tallies with Miconex’s 2022 primary research, which found that over 90% of consumers would rather receive a Gift Card than cash. The main reason being that they feel less guilt about spending a Gift Card on themselves (46.2%), the second being that cash feels impersonal (29.2%) and the third is that cash shows a lack of thought/ time/ imagination (21.9%). For many, a Gift Card offers permission to spend money on themselves that cash does not offer.

The research overwhelmingly suggests that people want to receive Gift Cards, either from work or on a personal level. And in a similar vein, people prefer to give Gift Cards to cash as gifts too. Academic research has a number of reasons for this, including the social risks associated with giving the ‘wrong’ gift and the role of Gift Cards in relationship building.

One such study looked at female gift giving, noting that if the recipient is difficult to buy for, Gift Cards can reduce the giver’s choice dissonance and provide more behavioural control for them. Also, if the parties previously exchanged Gift Cards they are more likely to continue to do so, on the basis that if their friend has liked Gift Cards in the past, then it will be a welcomed gift once more.

In 2022 Miconex research, over 90% of consumers would rather give a Gift Card than cash. The main reason being that a Gift Card encourages the person to treat themselves (45.5%), followed by a Gift Card being more thoughtful (29.4%), and Gift Cards being more appropriate than cash (24.5%).

“ Sometimes family members will give money as a present and it tends to get absorbed into the general pot, it’s quite difficult to then separate that. I’d prefer not to receive cash as a gift but I can understand why people might do it, especially if they’re a bit older. When you get a gift card, it makes you go and spend it on something so you can give feedback to the person about what you spent it on. It gives you that permission to treat yourself.

Gift Card Consumer

”



The Rise of the Multi-Business Gift Card



As we've seen from the academic research on why people buy and receive Gift Cards, choice is a central theme. We know that people tend to give Gift Cards because they reduce the risk of the purchaser selecting the wrong gift and offer the recipient choice. Over recent years, choice as a driver of the Gift Card purchase has increased even further.

Multi-business Gift Cards (also known as multi-store, multi-choice or multi-retailer Gift Cards) represented 36.7% of monthly Gift Card purchases in 2022, a rise of over 10% since 2021. In 2022, Miconex research, 67.3% of consumers said they would prefer to receive a multi-business Gift Card vs. a single retailer Gift Card. As well as wanting to receive multi-business Gift Cards, consumers want to buy them too, with 67.3% preferring to buy multi-business Gift Cards for others. Once again, it comes down to choice. This was also reflected strongly in our employee research, with the majority of employees wanting to receive a multi-business Gift Card from their employer.

Gift Card industry players in Canada including Gift Card Warehouse, EverythingCard and GiftPay offer Gift Cards for a variety of well-known brands. Miconex has differentiated itself within the Gift Card market through its Downtown Gift Card concept, taking the idea of choice and extending this to its full capacity, bringing all types and sizes of local businesses together behind one Gift Card for the area, including retail, hospitality, leisure and health and beauty.

Independent businesses want to be a part of their local Downtown Gift Card because it brings new customers through the door, puts money in the till and drives awareness. Customers want to be a part of their local Downtown Gift Card because they want to support local. And what unites them is a desire to support local and be a local hero.

Localism

Covid-19 accelerated trends that were already impacting our downtowns, such as online shopping and the move towards out of town shopping. But it also heralded significant changes in society, including the normalization of home working and one of the most impactful shopping trends - that of localism.

Throughout the pandemic, there was a dawning realisation that consumers and organizations alike play a part in successful towns and cities, presenting a unique opportunity to reset the relationship between customers, places, businesses and employees. Miconex played a pivotal role in helping business communities to work together to present an attractive 'shop local' proposition through its Downtown Gift Card concept, harnessing the emerging shop local sentiment and using it to power the evolution of downtowns.



“

“The Argyle Currency Gift Card is a really neat little program that will bring an economic boost to the Argyle District and make you feel good when you buy it. It’s exciting to think that we have an influx of dollars on the way that will really help local businesses to survive or even to expand,”

Lina Marie Phillips, owner of Craklins Fish & Chips.

In 2022, Miconex research demonstrated the ability of Downtown Gift Cards to drive people in downtowns quickly, with 89.6% of people who receive a Gift Card making a specific visit into the town or city to spend it, and 1-3 months being the typical time period to spend (38.6%), followed by within 6 months (35.2%).

From an organizational perspective, the ability to positively impact their local economy through local Gift Cards, whilst meeting the needs of employees, is appealing. In our 2022 research, over 90% of employees said that support for local was important to them for Christmas 2022 and 84.5% of organizations said supporting local businesses is a factor when choosing rewards and incentives. Increasingly, organizations are turning to local Gift Cards to give their employees, volunteers, clients and customers increased choice but also to collaborate with businesses in their area, and make a tangible difference in the local community.

”

Localism continues to resonate. In 2022, 28.8% of buyers bought Gift Cards monthly from local businesses for somebody else, a slight increase from 2021, and over a quarter of self-use Gift Card buyers cited support for local as a driver of purchase too.

Business Support

The usefulness of Downtown Gift Cards as a means to provide tangible support to businesses and keep money locked into local areas, has been recognised by organizations and the Canadian government.

In Grand Falls, New Brunswick, the Valley Chamber Gift Card launched following funding from the Canadian government and McCain Foods, led by the Chambre de Commerce de Grand Sault/Valley Chamber of Commerce.

The Valley Chamber of Commerce received \$21,000 in funding from the \$700,000 provided to New Brunswick as part of the wider \$2.7 million Atlantic Provinces allocation.

McCain Foods in Grand Falls made a 2-year commitment to sponsor the Valley Chamber Gift Card, allowing local residents to purchase Cards at a discounted rate.

At the launch of the Gift Card, Aimee Ford, Planet Friendly Practices Project Manager & Thriving Communities Pillar Lead at McCain Foods said: “We are honored to partner with the Valley Chamber of Commerce to sponsor the Valley Chamber Gift Card and encourage residents to shop local to help fuel our economy. McCain is committed to building thriving communities and we look forward to future opportunities to support our community.”

In September 2022, the Southwest Nova Gift Card was launched by Yarmouth & Area Chamber of Commerce to support businesses, following funding from the Canadian government. And in December 2002, the world’s first ‘twinning’ Gift Card program launched as Downtown Cambridge BIA introduced its Downtown Cambridge Gift Card to keep dollars local. Miconex also operates

the Love Cambridge Gift Card alongside Cambridge Business Improvement District in the UK. Even though the two cities of Cambridge are over 3500 miles apart, there are similarities between the two places. Both have rivers, populations of around 130,000, plus interesting architecture and history. However, it is their desire to support local merchants that unites the Gift Card programs of the two cities.

In 2023, one of Toronto’s most fashionable neighbourhoods, the Eglinton Way, will have its own Gift Card initiative to rejuvenate local businesses, following funding from the City of Toronto’s Main Street Innovation Fund. The Main Street Innovation Fund is funded by the Government of Canada through the Federal Economic Development Agency for Southern Ontario, and gives BIAs the chance to test innovative and creative solutions to local challenges.

Paper to High Tech

The pandemic presented both opportunities and challenges for Chambers of Commerce and Downtown Business Improvement Areas (DBIAs) in Canada. Many Chambers and DBIAs already operated successful paper gift certificate or ‘Downtown Dollar’ programs but with localism driving increased demand, the paper systems became increasingly onerous for Chambers and DBIAs to run.

Administration for paper gift certificate programs is extensive, including tasks such as issuing serial numbers to each certificate, printing certificates and tracking spend. Alongside being time consuming for staff to operate, paper gift certificate programs present a security risk and can be difficult for both consumers and



businesses with lengthy redemption processes, limited denominations available and often, a limited number of businesses taking part in the program.

The Peterborough DBIA was one of the first places to switch its paper Downtown Dollars program for a high tech Downtown Gift Card program from Miconex, enabling them to compete in the growing Gift Card market as well as with the likes of Amazon by offering consumers

and organizations an attractive alternative, and one that was local. The Boro Gift Card launched in December 2020, and generated over \$700,000 in sales to June 2023.

Since 2020, Brampton, Brockville, Cambridge, Charlottetown, London, Grande Prairie, Saint John and Waterloo have upgraded their paper gift certificate programs for Downtown Gift Cards.

Disbursement

One of the most innovative uses of Gift Cards is their usage to support people, places and sectors, distributing funds with dignity to people and communities in need, and driving spend to hard hit sectors.

In 2020, Miconex worked with Food Island Partnership on Prince Edward Island, Canada’s smallest province, to create the Canada’s Food Island Gift Card to stimulate the economy and lock in local spend, supported by the government. The introduction of the Gift Card enabled the Island to extend its tourist season, through a Stay and Savour campaign, which saw 5000 Gift Cards made available to 30 of the Island’s accommodation providers at a 40% discount. Their objective was to leverage government funding to help drive accommodation sales in the shoulder season. Accommodation providers were able to use these discounted Gift Cards to create their own consumer packages. Their target was 75% redemption and the actual redemption was around 80%.

The second campaign was a Stay 2 Get \$100 campaign where consumers would receive a \$100 Canada’s Food Island Gift Card with a stay of 2 consecutive nights. The campaign ran in spring and fall 2021, and spring 2022, to drive sales once more in the shoulder season before peak season.

It gave consumers an incentive to visit Prince Edward Island for a staycation, and a reason to get out exploring the island when they arrived. The redemption rate for this campaign was 80%. And, as the Gift Cards were redeemed at local restaurants, retail outlets, attractions and crafts, the benefit of the Canada’s Food Island Gift Card was felt right across the island, in multiple sectors. A \$4.8 million project, over 100,000 Canada’s Food Island Gift Cards were sold in the first 18 months of the program.

Corporate Market

The market for Gift Cards purchased by businesses and organizations continues to increase in significance alongside the evolving corporate landscape. The Incentive Research Foundation found that there has been a dramatic increase in the number of businesses using non-cash rewards, from just 25% of businesses in 1996 to 84% of businesses in 2016. In North America in 2022, the average per-person spend on non-cash rewards was reported to be \$1,060 compared to \$806 in 2021. 58% of organizations spent more than \$250 per person, compared to 51% the previous year. In 2023, 62% of North American organizations anticipate a continued net increase for Gift Card spend, whilst 50% of respondents believe high inflation increases the value of non-cash incentives such as Gift Cards.

Remote and hybrid working is here to stay and 83% of employers will continue to provide flexibility at greater scale post pandemic. The IRF suggests that non-cash incentives and rewards are, if anything, more vital where a significant percentage of the workforce is remote at any given time.

A diverse range of organizations use Downtown Gift Cards for a diverse range of use cases, helping the organization to meet a variety of key challenges. A key challenge faced by organizations in 2023 is how to reward staff working in different parts of the country, and this is something that Miconex has sought to rectify, emphasising how organizations can meet the varying needs of staff across Canada using local Gift Cards, giving organizations a viable local alternative to online marketplaces and single retailer Gift Cards.

Recruitment and retention is another key concern for organizations. Research shows that when firms describe benefits and rewards in their recruitment, they attract up to 300% more applicants. Not only this, but the more rewards signal a positive, caring culture (such as care for local), the more applicants the firm is likely to attract.



Cost of Living

Data from the non-profit Angus Reid Institute finds two-thirds of Canadians have cut back on discretionary spending in recent months. This impacted Gift Card spending in 2022, with Deloitte research suggesting that Canadians spent an average of \$120 on Gift Cards, down 24% on 2021.

However, the cost of living has also impacted the Gift Card industry from a different perspective. In GCVA research from November 2022, just under 1 in 5 people said that a key benefit of a Gift Card is that the recipient will purchase something for themselves, rather than spending on bills, rent, food shopping and so on.

Another of the key drivers for Gift Card purchase has been exacerbated by the cost of living crisis, that of avoiding wasteful giving. In Miconex 2022 research, 72.6% of employees said they would spend a Gift Card from work on something practical vs. 47% of consumers. Miconex backed Downtown Gift Cards have helped consumers and organizations to avoid wasteful giving through cards that can be spent on treats but also on practical products and experiences, communicating that Gift Cards offer choice, multi-business Gift Cards offer more choice and Downtown Gift Cards offer wide local choice.



What's Next?

As we move into 2023 and beyond, the Gift Card industry will evolve once more as communities continue to adapt to macro environment forces such as the cost of living crisis, and to the capabilities of local Gift Cards to enact community transformation.

One thing is clear, choice will continue to reign supreme in the Gift Card industry and at Miconex, we aim to fully embrace the possibilities offered when we blend choice with collaboration and community, positively impacting our places, making local shopping the first choice and working together to ensure our businesses thrive.

Keep up to date with Miconex's journey at: mi-cnx.com

Find out more: giftcards@mi-cnx.com



POLICY

ONE-TIME SPECIAL FUNDING REQUESTS EVALUATION CHECKLIST (OPERATING)

Applicant Name: Wolfville Business Development Corporation

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

COMMITTEE UPDATE

Title: Diversity Kings County

Date: January 9, 2024

Department: Committee of the Whole



Update:

The last meeting of Diversity Kings County was held virtually on December 4, 2023, the next meeting is scheduled for January 3, 2024.

Staff Sergeant and acting Kings District commander for the RCMP, Ed Nugent gave an update on policing in Kings County, and discussion was had on how the RCMP could support the Diversity committee.

Diversity specialist Charissa reported on Windows and Mirrors literacy project which supports children and youth of African descent.

She also reported on the internal training plan that has been created for staff which will include self guiding training.

African Heritage month in February was discussed with plans in progress. Councillor Granger has been invited to speak at Mt. Saint Vincent University celebrating Black women in Nova Scotia Politics. Committee member Devon Adams will present to the administration of the Annapolis Valley Regional Centre for education on January 11, 2024, on authentic African Nova Scotian experiences. This will be held at Gibson Woods Baptist church.

I shared with the committee the opening of the Red Spruce mental health Centre on the Acadia University campus. The centre will give the M.Ed. Students the opportunity to offer free mental health services to rural Nova Scotians (*see attachment*).

Respectively submitted by:

Councillor Jennifer Ingham

COMMITTEE UPDATE

Title: Diversity Kings County

Date: January 9, 2024

Department: Committee of the Whole



DO YOU WANT TO BECOME A PUBLISHED AUTHOR?

Join us for a series of five creative writing workshops exploring storytelling through different creative styles!

Learn different creative styles with mentorship from artists who use mediums such as graphic novels, poetry, narrative writing, and visual arts to tell stories. During this project participants will explore ways they can share their story with the world and take part in the creative and publishing process alongside author/publisher Jason EagleSpeaker.



JASON EAGLESPEAKER
Author and Publisher
EagleSpeaker Publishing

JAN. 16 TO FEB. 13 2023	VANSDA OFFICE 61 Webster Street, Kentville NS EVERY TUESDAY 4:00PM - 6:00PM	TO REGISTER: 1-902-690-8154 1-902-690-6106 goarker@countyofkings.ca csanche@countyofkings.ca
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Red Spruce

MENTAL HEALTH CENTRE

Prepared by: Dr. Kelly Brenton,
Dr. Tanya Surette, Dr. Birdie Bezanson
& Erica McGill

A Partnership of Acadia University's
M.Ed. Counselling Program &
Acadia's Counselling Centre



OUR MISSION

Our mission is to provide world-class counselling, consultation, & educational services with a commitment to culturally responsive & socially just practices. We aim to provide accessible, affordable, & responsive services to individuals, groups, couples, & families, while simultaneously promoting the development of leaders in the counselling profession. This directly aligns with the mandate of NS Office of Addictions and Mental Health.



Red Spruce Mental Health Centre

OUR VISION

Our **vision** is to be a national model for equitable & transformative counselling, counsellor education, & research, providing services to our communities & partnerships across the Annapolis Valley.



Red Spruce Mental Health Centre



WE BELIEVE



- Universal health care must include mental health care & wellness.
- Access to high quality mental health care services should be equitable.
- Counselling services should aim to support individuals & interrupt systems that interfere with equity & well-being.
- Graduate counselling students learn best when there is a balance between theory & practice, & under close & supportive supervision.
- Cultivating a commitment to social justice in counselling leaders begins at pre-service.
- Counsellor educators have a responsibility to contribute to the knowledge of the profession through engaging in outcome & evidence-based research to inform best practices in our profession.

WE VALUE

- People, with their unique histories & intersectional identities.
- Equity, diversity, & inclusion through providing accessible mental health & wellness services.
- Social justice/anti-oppressive practices, through partnerships that promote wellness & access for underrepresented & underserved groups.
- Humility, through an ongoing commitment to a reflective process of curiosity, critical assessment, & lifelong learning about the impact of systems of oppression, privilege, & power.
- Responsiveness, ensuring the **Red Spruce Mental Health Centre** stays reflective of the needs & changes in our communities & profession, through strong community partnerships & a commitment to ongoing research & exploration.



OUR MANDATE

- Acadia University M.Ed. Counselling Program has long recognised the need for a program-based, community-accessible counselling centre.
- Students need a minimum of 500 hours of practicum experience, which is meant to be divided into Practicum I (100 hrs) and Practicum II (400 hrs).
- Without a counselling centre, students are required to complete 500 hrs. during a single practicum, leading to additional stress, gaps in readiness for a full -time practicum, & reluctance on the part of sites to support students.
- The **Red Spruce Mental Health Centre** will meet the goals of providing educational experiences for graduate counselling students while providing community -based counselling services aligned with culturally responsive & socially just principles inspired by the CCERC Model of Care (Grimmett et al., 2018).

Red Spruce Mental Health Centre



CCERC MODEL

- Originated at NC State University & developed by Grimm et al. (2018).
- Currently in practice within internal counselling centres at NC State University, NC Central University, & community-based organizations throughout Raleigh.
- The model is built on the foundations of multicultural & social justice counsellor education, organized around three foundations: identity, community, & structure.
- **Identity** refers to the embodiment of a world-class standard, Love Ethic (hooks, 2000), wellness focus, trauma-informed, multicultural/social justice, & research/scholarship that impacts counselling services. **Community** seeks partners across various locations through engagement & outreach. **Structure** ensures collaboration between institutions & community resources to meet the community's mental health needs.





Red Spruce

MENTAL HEALTH CENTRE

The **Red Spruce** tree has long been a symbol of Nova Scotia & its provincial tree. It was chosen to represent its quietly determined people & their ability to thrive under any condition. It is a pillar representing landscapes & public spaces across the province. It makes for a fitting symbol for our Centre, as it will become central to the communities it serves, supporting individuals towards their personal resiliency.

Red Spruce Mental Health Centre



NOVA SCOTIA CONTEXT

- Nova Scotia is among Canada's most rural provinces (Gibson et al., n.d., & NSHA, 2017).
- Rural Nova Scotia is experiencing 3 key demographic shifts:
 - Out-migration to urban communities – youth and working - aged adults moving to find employment and opportunities.
 - An aging population (second oldest in Canada) – impacting succession planning for future generations.
 - Total population decline – resulting in a decline in the standard of living and the public services available (Gibson et al., n.d.).

NOVA SCOTIA CONTEXT

- Low income and financial insecurity are among the strongest predictors of poor mental health (PHAC, 2012). Unemployment rates in Nova Scotia exceed the national average (PHAC, 2012).
- Factors that contribute to poor mental health outcomes in rural Nova Scotia include:
 - Higher rates of unemployment
 - Food insecurity, especially in single -parent households
 - Lack of affordable housing and homelessness
 - Lack of social support and exclusion of marginalized groups
 - Higher incidents of stress and adopting of unhealthy coping strategies such as increased alcohol consumption
 - Higher incidents of poor physical health with increased rates of chronic illness compared to the national average (PHAC, 2012).

NOVA SCOTIA CONTEXT

- Nova Scotia (NS) has one of the highest lifetime prevalence rates of mental health disorders in Canada (NSHA, 2017).
- Inseparable from these high rates of mental health disorders is the insufficient capacity of service providers, resulting in lengthy wait times or inaccessibility of services (NSHA, 2017).
- This is especially true within rural communities outside of the HRM. Mental health care expansion is vital for improved access & ensuring people receive optimal care where over 40% of Nova Scotians live in rural areas (Russ, 2022).
- **Red Spruce Mental Health Centre** offers an opportunity to address the mental health needs of Nova Scotia & the Annapolis Valley specifically by providing accessible, high -quality counselling services to promote the wellness of our communities and dismantling stigma around mental health services.

OUR PURPOSE

Red Spruce Mental Health Centre believes that obtaining mental healthcare should not be impacted by affordability & accessibility.

Offering affordable counselling services without the need for health insurance removes a major barrier to mental healthcare for many community members, particularly those who have been minoritized & underserved.

At **Red Spruce Mental Health Centre**, counselling services will be provided to individuals ages 13 & up from the Annapolis Valley & NS overall. Therapy will be provided to **individuals**, couples, & **groups** through in - person or online counselling.



STRUCTURE & FEES

Acadia's M.Ed. Counselling students, counsellors, coordinators, & research assistants will provide counselling services under the supervision of counsellor educators/faculty.

The Centre Coordinator will assist with the student supervision, conduct screening & assignment of new clients, coordinate schedules, collaborate with community organizations, & manage the Centre's day-to-day functioning.

The Centre will not accept private health insurance. The Centre will provide cost-free counselling to the community.

Red Spruce Mental Health Centre



PARTNERSHIPS

In partnership with The Red Door Sexual Health Centre, **Red Spruce Mental Health Centre** will provide counselling services to clients ages 13-30 seeking supports through this community based non-profit organization.

Through **Red Spruce Mental Health Centre** @ Acadia and @ The Red Door, Practicum I opportunities will be provided for all M.Ed. Counselling students and 2-3 opportunities for Practicum II placements.

The **Red Spruce Mental Health Centre** will continue to immerse in community through partnerships to add accessible counselling alongside existing services.



IMPACT ON COMMUNITY

Our Centre has the potential to provide 8000+ hours of counselling services to Acadia & the community annually. The annual projected impact is providing 300 clients counselling services.

All students enrolled in the M.Ed. Counselling Program will gain experience in a not-for-profit Centre grounded in the ethics of social justice, committed to reflective anti-oppressive practices, & prioritizing underserved populations.

The Centre will offer mentorship & near peer consultation & support through blending pre-service counsellors' identity & competence across developmental stages.

IMPACT ON MENTAL HEALTH CARE



- Provision of accessible mental health care
- Support for provincial mental health wait times
- Elevation of the counselling profession & retention of counsellors provincially
- Embedded research will support program evaluation & evidence-based improvements in provincial counselling services
- Positively impact counsellor education pedagogy provincially & nationally

Red Spruce Mental Health Centre



20 23-20 24 PILOT

Two Locations – Opened Fall 20 23

- 1)@ Red Door – part-time placement commenced September 13, 20 23
- 2)@ Acadia – pre-practicum students began seeing Acadia students for intake and same-day sessions on September 25, 20 23. A practicum student began seeing community clients in October.

A third community location is being explored and practicum students will begin seeing community clients in January, with a waitlist of 25 clients.

Red Spruce Mental Health Centre



FUNDING NEEDS



Funds to furnish another counselling office

Start -up funds – signage, floor mats, whiteboards, etc.

Technology – office computers, smart tv., wall mounts, etc.

Red Spruce Mental Health Centre



REFERENCES

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To heal a nation, we
must first heal the
individuals, the families,
and the communities

ART SOLOMON -ANISHINAABE ELDER

Red Spruce Mental Health Centre





Red Spruce

MENTAL HEALTH CENTRE

Prepared by: Dr. Kelly Brenton,
Dr. Tanya Surette, Dr. Birdie Bezanson
& Erica McGill

A Partnership of Acadia University's
M.Ed. Counselling Program &
Acadia's Counselling Centre

COMMITTEE UPDATE

Title: IMSA Board Meeting

Date: January 9th, 2024

Department: Committee of the Whole



UPDATE

The IMSA Board for KTA and VWRM met on Wednesday, December 20th in the Municipality of Kings Council Chambers. The progress update for the IMSA Pilot Project included the following points:

- Work is ongoing with MNP and Dwight Whynot with respect to the pilot IMSA. Two items – for KTA the Phase 1 WSP study and for Valley Waste the cost accounting model are anticipated to be complete in January. Both initiatives are significant to the future strategies and processes of the organizations and it is hoped with their completion we will be able to see some significant strategic and progress directions.

Valley Waste Resource Management:

1. Work continues on the 2024-25 budget
2. Staff are in the final stages of registering the Valley Region municipalities for the regulated packaging and printed (EPR) program. Beginning in January the Producer Responsibility Organization will begin to consult with municipalities (VWRM) for the delivery of recycling collection and processing services.
3. Staff of VWRM are in discussions with Kaizer Meadow to review the current fee structure to attempt to minimize the current significant fluctuations.
4. Groundwater monitoring continues at both management centres
5. The wood waste study conducted by Dillon Consulting has been completed. This study quantified wood waste to determine its composition and looked at best practices to divert wood from landfills. Of the approximately 50,000 tonnes of waste wood approximately 30% is pressure treated wood.
6. Scrap metal is being processed by VWRM with metal selling for \$340/tonne, providing higher than usual revenues.

Kings Transit Authority

1. Ridership numbers continue to increase over 2022.
2. KTA continues to actively recruit for additional drivers, which is presenting a challenge.

Respectfully Submitted,

Mayor Donovan

REQUEST FOR AGENDA ITEM

Council Land Acknowledgement

Submitted by: Mayor Wendy Donovan

Submitted on: December 7, 2023



The Request for Agenda Item form is to be used by the Mayor and Councillor's to request an item to be added to the Committee of the Whole agenda for consideration. All Request for Agenda Item forms should be submitted at least **10 BUSINESS DAYS** prior to the scheduled Committee of the Whole meeting to the Chief Administrative Officer. Exceptions may be made for extraordinary circumstances.

Date of Committee of the Whole requested: January 9th, 2024

Recommendation(s)

That Council review its current Land Acknowledgement and develop (or confirm current) a land acknowledgement that reflects the collective view of Council and reflects the information and understanding we wish to promote. Further, that the development of the Town of Wolfville's Land Acknowledgement includes both discussion by Council and input and guidance of (at minimum) First Nation representatives in our region.

Summary

During the last council term (2016-2020) the Mayor began to read a land acknowledgement at the beginning of Council meetings. It is understood that the text came from text used at the time by Acadia. The decision to use a land acknowledgement or the text was not discussed with Council, it simply became part of our practice. During this term of Council, the initial text used was from the preceding term. This was adjusted by the Mayor using an updated text from Acadia. Over the past few years both Acadia's text and text used by various Council's around the Province has adapted and there seems to be no single land acknowledgement. As well some land acknowledgements used by Acadia also recognize Nova Scotia's Black Community. It is noted that the use of a Land Acknowledgement, while now done at all meetings of Council, does not appear in the agenda as an item and its use is inconsistent at various committee meetings.

It seems that some thoughtful discussion, ideally with input and guidance from representatives of the area's First Nation communities, would help us to develop a land acknowledgement that reflects the collective input of Council. It is suggested that the process could be a facilitated session at a future COW, rather than a direction to staff to bring back a report.

Expected Outcome:

- | | |
|--|-------------------------------------|
| In Camera Discussion | <input type="checkbox"/> |
| For information/discussion purposes only | <input type="checkbox"/> |
| Recommend an action to the CAO | <input type="checkbox"/> |
| Promote clarification/renewal or production of a policy or procedure | <input type="checkbox"/> |
| Recommend a motion for approval by Council | <input checked="" type="checkbox"/> |