



ATTENDING

- Mayor Jodi MacKay
- Deputy Mayor Jennifer Ingham
- Councillor Mike Butler
- Councillor Wendy Elliott
- Councillor Ian Palmeter
- Councillor Kelly van Niekerk
- Councillor Howard Williams
- Chief Administrative Officer, Glenn Horne
- Recording Secretary, Laura Morrison

ALSO ATTENDING

- Director, Finance & Corporate Services Beth Hopkins
- Director of Engineering and Public Works, Alex de Sousa
- Director of Planning and Economic Development, Devin Lake
- Manager of Communications & Strategic Initiatives, Barb Shaw
- Manager of Community Development, Nick Zamora
- GIS Coordinator, Trevor Robar
- Compliance Coordinator, Kaden Thibault
- Interested members of the community

CALL TO ORDER

Chair, Deputy Mayor Ingham, called the meeting to order at 8:30 am.

Mayor MacKay read the Land Acknowledgement

| Agenda Item | Discussion and Decisions |
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| 1. Approval of Agenda | <p>01-12-24 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.</p> <p style="text-align: right;">CARRIED</p> |
| 2. Declarations of Conflicts of Interest | <ul style="list-style-type: none"> • Councillor Palmeter declared a conflict of interest relating to the Devour MOU. |
| 3. Approval of Minutes | |
| a. Approval of Committee of the Whole Minutes, November 12, 2024 | <p>02-12-24 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 12, 2024, BE APPROVED AS CIRCULATED.</p> <p style="text-align: right;">CARRIED</p> |



| Agenda Item | Discussion and Decisions |
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| b. Approval of Committee of the Whole In Camera Minutes, November 12, 2024 | <p>03-12-24 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 12, 2024, BE APPROVED AS CIRCULATED.</p> <p style="text-align: right;">CARRIED</p> |
| 4. Presentations | <ul style="list-style-type: none"> • Deputy Fire Chief Chad Schrader & Firefighter Doug Ross, Wolfville Fire Dept. • Sgt. Ed Nugent, Wolfville RCMP |
| 5. Public Input | <ul style="list-style-type: none"> • Brian McKenzie 220 Main St. Budgetary consideration to raise curb in front of properties at 210, 216, 220 and 224 Main St from two inches to six inches. July 11 floods resulted in flooding of basement at 220 Main up to 5 inches. |
| 6. Staff Reports for Discussion | |
| a. RFD 058-2024: Policy Amendment Policy #110-011 Code of Conduct for Elected Municipal Officials | <p>04-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>WHEREAS THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING FOR THE PROVINCE OF NOVA SCOTIA HAS MADE THE CODE OF CONDUCT FOR MUNICIPAL ELECTED OFFICIALS REGULATIONS, N.S. REG. 219/2024 (“THE REGULATIONS”); AND,</p> <p>WHEREAS MUNICIPALITIES ARE REQUIRED TO ADOPT THE MODEL CODE OF CONDUCT PRESCRIBED BY THE REGULATIONS ON OR BEFORE DECEMBER 19, 2024, PURSUANT TO SECTION 4(1) OF THE REGULATIONS AND SECTION 23A OF THE MUNICIPAL GOVERNMENT ACT;</p> <p>THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF WOLFVILLE HEREBY ADOPT THE MODEL CODE OF CONDUCT AS SET FORTH IN SCHEDULE “A” TO THE REGULATIONS, BY TOWN POLICY WHICH SHALL BE TITLED “POLICY #110-011, CODE OF CONDUCT FOR ELECTED MUNICIPAL OFFICIALS POLICY”.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |



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| <p>b. RFD 052-2024: Third Production Well Updated Budget</p> | <p>05-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL APPROVE A PROJECT-SPECIFIC INCREASE TO THE CAPITAL BUDGET IN THE 2024-25 FISCAL YEAR TO \$325,100 (FROM \$115,000), AND FOR STAFF TO APPLY FOR APPROVAL OF THE UARB TO ALLOW FOR THE CONTINUED IMPLEMENTATION OF THE THIRD PRODUCTION WELL PROJECT WITHOUT DELAY.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>06-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL ENDORSE THE SUBMISSION OF A SCOPE CHANGE REQUEST TO THE APPROVED MUNICIPAL CAPITAL GROWTH PROGRAM (MCGP) THIRD WELL PROJECT TO RE-DEFINE THE PROJECT OUTCOMES TO REFLECT NO MORE THAN THE CURRENT SCOPE OF WORK.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>07-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL APPROVE THE PREPARATION AND SUBMISSION OF AN APPLICATION TO THE GROWTH AND RENEWAL INFRASTRUCTURE DEVELOPMENT (GRID) FUNDING STREAM FOR THE FULL REMAINING SCOPE OF THE THIRD WELL PROJECT.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |
| <p>c. RFD 055-2024: Council and Committee Meeting Schedule for 2025</p> | <p>08-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL ADOPT THE 2025 COUNCIL AND COMMITTEES OF COUNCIL MEETING SCHEDULE AS PRESENTED IN RFD 055-2024.</p> |



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| | CARRIED UNANIMOUSLY |
| <p>d. RFD 057-2024: Devour MOU- Timing Amendment #2 Project Update</p> | <ul style="list-style-type: none"> • Councillor Palmeter left the table due to previously declared conflict of interest. • Lia Renaldo, Managing Director, Slow-Motion Food Film Fest Society present to answer questions <p>09-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL APPROVE THE ATTACHED MOU AMENDMENT #2 WITH THE SLOW-MOTION FOOD FILM FEST SOCIETY AND DIRECT THE CAO TO SIGN AND EXECUTE THIS AMENDMENT.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>DISCUSSION</p> <ul style="list-style-type: none"> • Washrooms are functional, not always available when construction is occurring. • Flood risk work is being considered. • Delays due to shortage in labour, back and forth with Town and Devour around underground pipes and floodplains. • Estimated cost is \$325k. Donor lined up. • Wayfinding work continues and will include signage for the public washroom. |
| <p>e. RFD 056-2024: Community Safety Office Pilot Project</p> | <p>10-12-2024 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL DIRECT STAFF TO WORK WITH PARTNERS AND PROJECT CO-FUNDERS AT ACADIA TO WRAP-UP THIS PROJECT WITH THE DRAFT REPORT AS THE FINAL DELIVERABLE.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> |
| <p>f. IR 022-2024: Wolfville International</p> | <ul style="list-style-type: none"> • Report as submitted. |



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| <p>Student Support Program</p> | |
| <p>7. CAO REPORT</p> | <ul style="list-style-type: none"> • Recreation hub delivered to land opposite Willow Park, • In line with accessibility commitments, a variety of bikes and trikes will be available. Some will be electric. • New staff hired in Public Works and Engineering - Christa Rafuse Project Manager and Dawson Sheehy Operations Manager. • Rielle Hoeg – Robie Tufts Chimney inspection forthcoming. • Alison Caldwell offering evening hours for coordinated access. 9pm to 12am on Mondays – pilot program at Visitor Information Centre. • West end trail loop Stirling Ave and Highway 101, over 1km of walking trail. • Soups and Sides, broke last weeks record with 130 participants last evening. • Finance – full update Q2 financial results at end of this week. • Summary information on 2025 assessment roll. CAP rate from PVSC been received, 1.5% lower than last couple of years. • New section at end of CAO report with responses to public input and questions. <p>Questions/Discussion</p> <ul style="list-style-type: none"> • Visitor Information Centre washrooms are open outside of the opening hours. • Connections being worked on with other groups in Town to improve engagement regarding unhoused going forward. • There is a proposed speed limit on the trails, however the electric bikes can go faster. Different campaigns will be undertaken to promote good trail etiquette and safety. • E-scooters – meeting scheduled, update to come back to council. • Soups and sides/Night of Lights festivities • Signage can be considered for Highland. Too late in year for painting but will be reconsidered in the spring. Footpath between Main St and East End parking lot that runs in-between Mara and Legion belongs to the Legion. • The digital stop sign that was removed from Highland malfunctioned at south end of Highland. Not been replaced. Stop sign by Bay and Prospect for future consideration. |



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| | <ul style="list-style-type: none"> • Sidewalk on Kent Ave was budgeted for this year. It is a concrete project, narrow timeframe to get it out, no internal resources to put together the project and get it tendered. Additional resources now on the team, but due to winter it will be deferred until next year. • Next iteration of Accessibility plan, clear feedback received about sidewalk condition, a strategy is being looked at. |
| 8. Committee Reports (Internal) | <ul style="list-style-type: none"> • None |
| 9. Committee Reports (External) | <ul style="list-style-type: none"> • None |
| 10. Public Input | <ul style="list-style-type: none"> • Andrea Lynn, looking for various documents under Municipal Elections Act, attestations of destruction, waiting for a response. |
| 11. Regular Meeting Adjourned to In Camera under sections 22(2) (c) & (e) of the MGA | 11-12-24 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN TO IN-CAMERA AT 11:16AM. |
| 12. Regular Meeting Reconvened at 12:05pm | |
| 13. Presentations to Outgoing Council Members | <ul style="list-style-type: none"> • Presentations were made to the Past Mayor, Wendy Donovan and past Councillor, Isabel Madeira-Voss along with words of thanks for their services and contributions to the Town. |
| 14. Regular Meeting Adjourned | 12-12-24 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN AT 12:10pm. |

Approved by Committee of the Whole Motion 02-01-25 January 2025
 As recorded by Laura Morrison, Town Clerk