



Committee of the Whole

May 6, 2025

8:30 a.m.

Council Chambers, Town Hall

359 Main Street

Agenda

Call of Order and Land Acknowledgement

1. Approval of Agenda

2. Declarations of Conflicts of Interest

3. Approval of Minutes

- a. Committee of the Whole Minutes, April 1, 2025
- b. Committee of the Whole In Camera Minutes, April 1, 2025

4. Presentations

- a. Mike LaPointe, Residents in Favour of Health and Wellness Sports Centre
- b. Manager of Community Development Nick Zamora & Consultant Rachel Beddingfield, Council Introduction to Parks & Recreation Review

5. Public Input

PLEASE NOTE:



- *Reminder to all speakers that the Town conducts its business with the seven sacred teachings in mind, truth, honesty, love, courage, respect, wisdom and humility.*
- *Members of the public participating in public input sessions will conduct themselves in a manner that is respectful to the public, council and staff. Should this not occur, the Chair will advise them to end their questions and/or comments immediately.*
- *You have up to 5 minutes to make comments and provide feedback. Comments are to be directed to the Chair.*
- *If appropriate, responses to input and/or questions will be responded to in a future CAO Report.*
- *Any 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.*

6. Staff Reports for Discussion

- a. RFD 019-2025: Video Camera Pilot
- b. RFD 018-2025: Kent Ave Sidewalk
- c. RFD 022-2025: Wastewater Treatment Plant Phase II
- d. RFD 020-2025: Amendment to Traffic Authority Policy #320-004
- e. RFD 001-2025 Kings Transit Budget
- f. IR 011-2025: Leaf and Yard Waste Update
- g. IR 010-2025: Soups and Sides Wrap up Report

7. CAO Report

8. Committee Reports (Internal)

- a. Audit Committee
- b. Planning Advisory Committee
- c. RCMP Advisory Board

9. Committee Reports (External)

- a. Annapolis Valley Regional Library (AVRL)



- b. Inter-Municipal Services Agreement for Valley Waste & Kings Transit (IMSA for VW & KTA)
- c. Kings Point-to-Point (KPPT)
- d. Kings Regional Emergency Management Advisory Committee (REMAC)
- e. Valley Community Fibre Network (VCFN)
- f. Wolfville Business Development Corporation (WBDC)

10. Public Input / Question Period

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

- a. Acquisition, sale, lease and security of municipal property
- b. Contract Negotiations

12. Adjournment of In-Camera Meeting

13. Regular Meeting Reconvened

14. Motions from In-Camera Meeting

15. Regular Meeting Adjourned

In Favour of a Regional Recreation Centre: Building a Flourishing Community

Introduction

We, Kings County Recreation Forward, are a group of over 1,100 Kings County residents who strongly support the development of the proposed Regional Recreation Centre. Currently in the process of incorporating as a society, our voice represents families, seniors, healthcare workers, business owners, and community leaders across the entire county.

This is about making a strategic decision for the Region of Kings County: Will Kings County merely get by with minimal recreation infrastructure, or will we invest in helping our communities flourish for generations to come?

Community Support Across Kings County

Our community survey of over 400 residents shows overwhelming support for a new recreation facility, with responses coming from every postal code area in Kings County and beyond. This isn't a project that benefits just one town or demographic—it's a county-wide priority for residents.

Top facility preferences from our survey (see Appendix A) include:

- Modern aquatic facilities with separate competition and leisure pools
- Fitness centre and indoor walking or running track
- Gymnasiums and court space
- Multipurpose spaces for diverse programming
- Accessible design for users of all ages and abilities

Our survey reveals that residents envision more than just sports facilities—they want a true community hub. Respondents frequently mentioned the need for gathering spaces, community rooms for classes and events, and areas where multiple generations can interact. This reflects a desire for a centre that strengthens community connections while supporting physical wellness.

The groundswell of support extends beyond individuals to local businesses. The Old Orchard Inn has already provided a formal letter of support, recognizing the economic benefits this facility will bring to our region. They represent the first of many businesses who understand that quality recreation infrastructure is essential for a thriving community.

Health and Wellness Impacts

Swimming Access Crisis

Parents across Kings County report having to set alarms to register for swimming lessons, only to find classes fill within 2-3 minutes of registration opening. This isn't merely an inconvenience—it means many children in our water-rich region lack essential water safety skills. As one survey respondent noted:

"We desperately need this facility in Kings County. Currently our family has to travel to Halifax for swimming lessons."

"[...] for the third time in a row, I have been unable to secure spots for my children due to the highly limited availability [...]. Despite setting an alarm and ensuring my account was ready for registration at precisely 10:00 a.m., I was only able to place my children on a waitlist. The online system only allows for one child to be registered at a time, making it virtually impossible for families with multiple children to secure spots for all their kids in the same session."

Senior Health Challenges

We've heard from numerous seniors who rely on aquatic programs for their only form of exercise due to mobility issues. As two members of our Facebook group explained:

"I am a member of the Acadia aquafit program which is very popular for senior women. This particular form of exercise improves balance, mobility, lung function [...] Exercising in the water is very gentle on the joints and you get more "bang for your buck". [...] All of this keeps seniors in their homes a lot longer."

"I have osteoarthritis in both of my knees and will be undergoing a knee replacement this summer. Between Waterville & Acadia pools I take 3 aquafit classes a week. They are the only form of exercise that doesn't cause me pain and I actually look forward to it. I know a lot of people in my classes who feel the same way and it's also a lovely social network of people. The centre would bring new life into our community and provide a place where people come together for their health, both mental and physical."

Healthcare System Relief

Local physicians have emphasized how regular physical activity prevents numerous health conditions that burden our healthcare system. Dr. Michael Mindrum noted in his support letter:

"As a physician practicing in Nova Scotia, I see firsthand the burden of chronic diseases that stem from lifestyle-related factors. A well-designed, multi-generational recreation

centre is not just a facility—it's a long-term investment in the health and wellbeing of our residents. I view this project as an essential service that improves public health, enhances quality of life, and fosters community connection."

Professional Recruitment

Healthcare recruiters consistently report that quality of life amenities—particularly recreation infrastructure—are among the top considerations for doctors, nurses, and other professionals considering relocation to Kings County. As several respondents stated:

"The lack of recreation facilities in our area makes it difficult to attract new residents and families to relocate here."

"When people consider moving to a region, they look at healthcare, education and recreation for their families. We need this facility to attract and keep families in the Valley."

"This would be very beneficial for the health of our community. It would be a great recruiting tool for physicians and other healthcare workers."

From Getting By to Flourishing

Our region has the potential to be a model for rural prosperity, but we need the infrastructure that supports a high quality of life. The Regional Recreation Centre represents a shift in thinking—from merely getting by to actively flourishing as a community.

Community members consistently connect recreation infrastructure to our region's ability to attract and retain residents, particularly young families and professionals. The facility represents an opportunity to strengthen Kings County's position as a destination of choice for new residents and businesses. As municipalities across Nova Scotia compete for population growth, investing in quality-of-life infrastructure becomes increasingly strategic. This project aligns perfectly with broader municipal goals of sustainable community development and inclusivity.

The community's vision for this facility is remarkably inclusive. Survey responses consistently emphasized the importance of creating spaces that welcome everyone—from toddlers to seniors, competitive athletes to those with mobility challenges. This inclusive approach ensures the facility would serve the broadest possible segment of our population, maximizing its community benefit and return on investment.

The feasibility study clearly shows that our current recreation infrastructure falls below comparable communities. This isn't about luxury—it's about meeting basic standards for community wellness.

Our survey respondents frequently expressed their vision of a recreation facility that our region can truly be proud of. They see this project not just as infrastructure, but as a statement about our community's values and aspirations. As one resident noted, *'Let's build something we can be proud of, that will be enjoyed for generations to come.'* This sentiment reflects a desire to create a legacy facility that showcases the best of what Kings County has to offer.

We are proud that the three Municipal units of Kings, Kentville and Wolfville have brought this project forward. Congratulations! We are adding our voices so that you know there is widespread support for the initiative and it mustn't 'die on the vine'. This regional alignment demonstrates the broad recognition that the need for this facility transcends municipal boundaries in its importance.

Sport Tourism: Economic Driver for Kings County

Beyond the community wellness benefits, a Regional Recreation Centre represents a significant economic opportunity through sport tourism. Unlike many municipal infrastructure investments that primarily generate costs, recreation facilities can drive substantial revenue and economic activity.

Recent economic impact studies from sporting events across Nova Scotia demonstrate the powerful economic effect these events have on host communities (see Appendix B). Events like the 2022 Touchdown Atlantic in Halifax/Wolfville, the 2019 Scotties Tournament of Hearts in Sydney, the 2018 Special Olympics Canada Summer Games in Antigonish, and the 2024 Nova Scotia Stampede in Truro generated millions in economic activity. These events created jobs, boosted provincial GDP, generated significant tax revenue, and brought thousands of visitors to their host regions.

A modern, multi-purpose recreation facility would position Kings County to host regional, provincial, and potentially national sporting events. With proper aquatic facilities, Kings County could attract swimming competitions, water polo tournaments, and synchronized swimming events. Multi-purpose spaces could accommodate basketball tournaments, volleyball competitions, martial arts events, and more.

Visitor spending at these events benefits our entire community through increased business for hotels, restaurants, retail shops, and entertainment venues. According to economic impact reports, accommodations and food services typically receive more than half of all visitor spending during sporting events.

Beyond major events, a regional recreation facility creates ongoing economic activity through regular regional competitions, training camps, conferences using multi-purpose spaces, and increased visits from residents of neighboring communities. This economic activity represents a substantial return on investment that offsets operating costs while providing all the health and wellness benefits outlined earlier.

Partnership Potential

Kings County Recreation Forward is committed to being an active partner in making this project successful.

We have the ability amongst our diverse membership and active board of directors to assist you in a multitude of productive ways moving forward:

- Fundraising campaigns and community-based fundraising initiatives
- Securing corporate sponsorships and implementing strategic marketing programs
- Volunteer recruitment and coordination for advocacy efforts
- Supporting recreation program development and promotion throughout the Region

We recognize the financial considerations involved in this project. However, we firmly believe the long-term benefits—in health outcomes, community wellness, economic development, and regional attractiveness—far outweigh the initial investment.

Call to Action

We respectfully urge council to move forward with the Regional Recreation Centre project without delay.

Kings County Recreation Forward would welcome the opportunity to present to council directly or provide additional information as needed. We are available to assist in community engagement efforts and to help build the broad-based support this project deserves.

Contact: Mike Landry, mikealand800@gmail.com

We stand ready to work alongside our municipal partners to create a facility that helps Kings County truly flourish for generations to come.

On behalf of Kings County Recreation Forward, representing over 1,000 Kings County residents supporting the Regional Recreation Centre project.

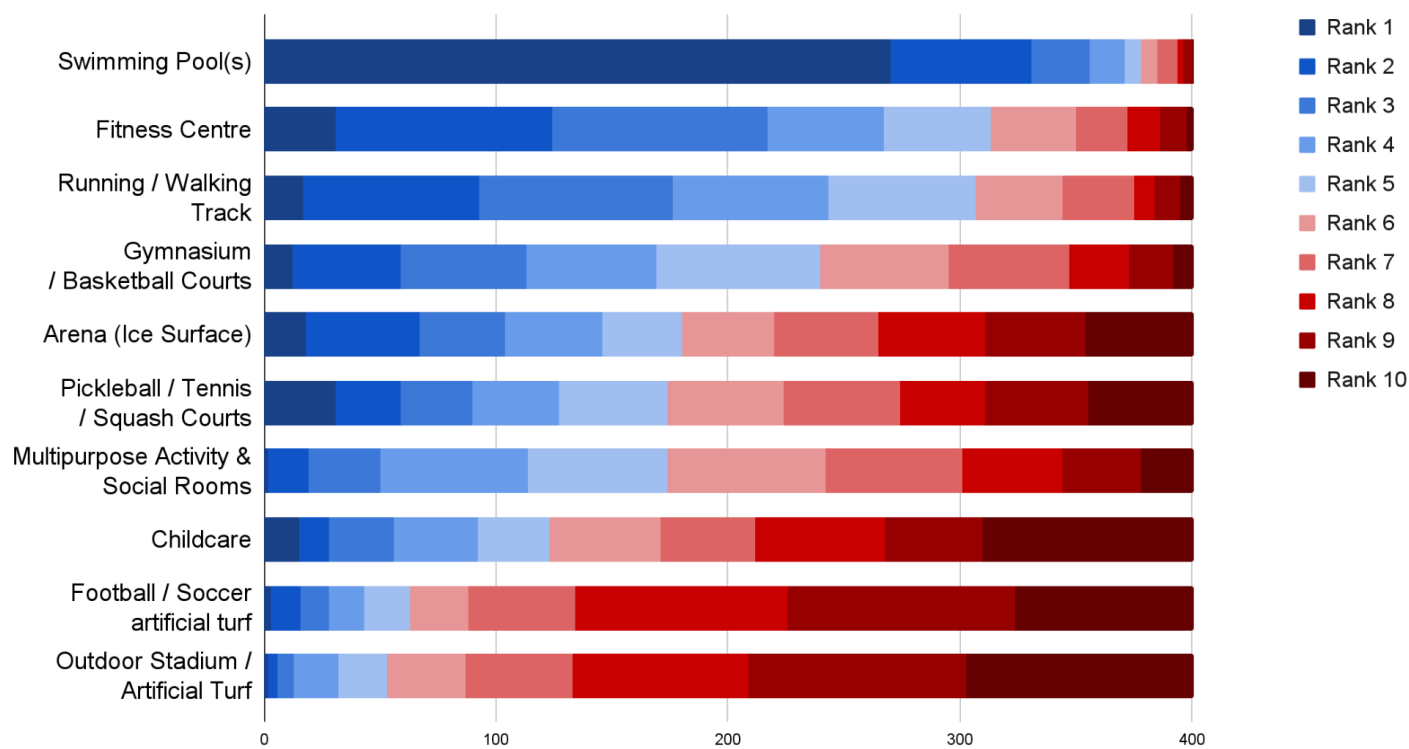
Appendix A

Ranking of Recreation Centre Amenities by Kings County Residents

This chart presents the preference rankings of 10 potential amenities for a regional recreation centre, based on a survey of 401 Kings County residents. Respondents ranked amenities from 1 (most wanted) to 10 (least wanted), with each rank represented by different colored segments. The amenities are ordered by overall preference, with Swimming Pool(s) emerging as the most desired facility, followed by Fitness Centre and Running/Walking Track. The chart clearly shows how preferences are distributed across ranking positions for each amenity, with cooler colors (blues) representing higher rankings and warmer colors (reds) representing lower rankings. This visualization provides valuable insights for prioritizing which amenities to include in the planned recreation facility based on community preferences.

Weighted Scores of Ranked Amenities

(n = 401)



Appendix B

Economic Impact Studies

The following economic impact assessments demonstrate the significant financial benefits that sporting events bring to communities across Nova Scotia. These reports, prepared by professional consultants using standardized methodologies, quantify the direct and indirect economic effects of hosting various sporting events. Each study examines visitor spending, operational expenditures, employment impacts, GDP contributions, and tax revenue generation. These examples illustrate the potential economic opportunities that a regional recreation facility could create for Kings County through sport tourism initiatives. The methodology used in these studies (STEAM/STEAMPRO) is the Canadian sport tourism industry standard for measuring economic impact.

- [Economic Impact Assessment: Special Olympics Canada 2018 Summer Games – Antigonish, NS, July 31 to August 4, 2018](#)
- [Economic Impact Assessment: 2019 Scotties Tournament Of Hearts | Sydney, Ns, February 16-24, 2019](#)
- [Economic Impact Assessment: Nova Scotia Stampede – Truro, NS](#)
- [Economic Impact Assessment: Final Report – Touchdown Atlantic – Halifax / Wolfville, NS](#)

Scan the QR code below to access the files from our Google Drive:



Link to Economic Impact Studies

REQUEST FOR DECISION 019-2025

Title: Video Camera Pilot Project Final Report

Date: 2025-05-06

Prepared by: Barbara Shaw

Contributors: Kaden Thibault



SUMMARY

After on-going reports of property damage to Town and private property, and in response to escalating nuisance party by-law infractions the Town of Wolfville installed video camera systems as part of an extended pilot project. Property damage included the on-going removal of street blades/signs and traffic signs, which posed an on-going safety risk to both residents and visitors. Residents had also reported an increase in property damage including damage to cars, theft of patio furniture, business signs and on-going vandalism.

In August of 2022, video cameras were installed on the poles in front of:

- 6 Bay Street
- 9 Fairfield Street
- 26 Gaspereau Avenue
- 10 Harbourside Drive
- 54 & 24 Highland Avenue
- 17 Hillside Avenue
- 434 Main Street
- 18 & 4 Prospect Street
- 16 Summer Street

The Community Video Camera Pilot was implemented with two primary objectives:

1. To act as a behavioural speed bump – deterring minor crimes such as vandalism and theft in the moment.
2. To enhance accountability – capturing video evidence that could be used to identify offenders and support enforcement actions.

After reviewing the pilot impact and outcomes, staff are not able to conclusively state that the video cameras had the intended result. Thankfully, property crime and nuisance party behaviors have dropped since 2022 but when situations did occur, footage captured was not helpful in holding any individual accountable for their behavior.

Staff also acknowledge that the camera's impact on personal privacy. When the pilot launched, during a time of high community frustration, this seemed like a reasonable trade off, but now, as disruptive behaviours have reduced, and as RCMP and staff have developed a better working relationship, staff do not recommend the continuation of this program.

DRAFT MOTION:

That Council approve the conclusion of the video camera pilot project.

REQUEST FOR DECISION 019-2025

Title: Video Camera Pilot Project Final Report

Date: 2025-05-06

Prepared by: Barbara Shaw

Contributors: Kaden Thibault



1) CAO COMMENTS

The CAO supports the recommendation of staff.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act

3) STAFF RECOMMENDATION

Staff recommend that Council motion to suspend the program.

4) REFERENCES AND ATTACHMENTS

- RFD 013-2022: That Council Approved Video Camera Policy #215-004
- RFD 055-2023: That Council authorizes staff to continue the Community Video Camera Pilot with the use of the 11 video cameras with a height adjustment to two cameras (434 Main Street and 10 Harbourside Drive), to the end of March 31, 2025.

That Council does not entertain any new video camera locations until a final decision is made at the conclusion of the extended pilot in March 2025.

- Appendix A - Stats

5) DISCUSSION

Evaluation and Findings of the pilot are as follows:

Reduction in Street Blade (street sign) Removal/Damage

There appears to be an overall reduction in missing street blades between 2022 and 2025, which is positive, but this is likely due to new hardware attaching the blades to poles. During the pilot program, compliance staff needed immediate notification that signs were missing. It was intended that this would come from public works staff. With footage on the camera kept for only one week, this internal reporting had to be tight so footage could be pulled and reviewed.

Staff found that this internal reporting did not happen in a swift manner, so the findings were inconclusive.

REQUEST FOR DECISION 019-2025

Title: Video Camera Pilot Project Final Report

Date: 2025-05-06

Prepared by: Barbara Shaw

Contributors: Kaden Thibault



Reduction in Road Safety Sign Removal/Damage

Like with street blades, there seems to be a reduction in vandalism/removal of road safety signs but the delay in reporting was a limiting factor. Additionally, when footage was captured, if the individual removing the sign could not be identified by staff, RCMP, or Acadia, no further action would be taken.

Reduction in Summary Offense Tickets Issued Under the Nuisance Party Bylaw

There continues to be a steady decline in nuisance parties, but staff can't pinpoint cameras as the reason. Staff do believe regularly occurring nuisance parties reduced when COVID restrictions lifted. Staff also believe the increased support and vigilance of landlords has resulted in this change. Complaints from residents through the project neighbourhood have also noticeably decreased.

Increase in Charges Laid Based on Video Footage

The cameras have confirmed incidents occurred but have not been effective in identifying individuals. Conversations with the RCMP indicate that while video footage validates events, it does not provide conclusive evidence in identifying individuals.

Increase in Community Livability

During the Council Election door-to-door visits, residents indicated they don't love the cameras. There was also noted community frustration when footage was captured, and crime was observed, but we could still not identify the individual involved in the unwanted behaviour.

While there have been previous requests for additional cameras in other areas of Town, crime prevention initiatives seem to be the best option as footage of crimes in progress have not assisted in any way.

What Worked

The cameras may have contributed to the reduction in street blade and road sign removal. But we can not say with any certainty what impact the cameras had in total. The video footage has also been useful in confirming incidents for RCMP.

What didn't work

- Internal reporting challenges make it difficult to keep track of replacement signs.
- Using the footage to lay a charge by itself is very difficult as you can not easily identify an individual.
- The cameras rewrite after 7 days, leaving a small window of opportunity to get the report of an incident and retrieve the footage.

REQUEST FOR DECISION 019-2025

Title: Video Camera Pilot Project Final Report

Date: 2025-05-06

Prepared by: Barbara Shaw

Contributors: Kaden Thibault



Additional considerations

Increase of residential cameras on private property and commercial buildings that are being used for their own deterrence and police reports seem to help. When incidents have occurred that impacted private businesses in Town, the footage was shared on social media to help with identification of suspects. As the Town was not taking this additional step, our footage never led to RCMP follow-up.

Staff hope that by working from a community safety perspective, by building better relationships with Acadia, the RCMP and the community, that we will continue to see a reduction in property crime and unwanted behaviours.

6) FINANCIAL IMPLICATIONS

The current cost of this pilot is \$72 per camera, per month. With the current 11 cameras, this totals approximately \$9,500 (excl. applicable taxes) annually.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- Social Equity
- Community Wellness

8) COMMUNICATION REQUIREMENTS

Council's decision and next steps will be communicated through the community.

9) ALTERNATIVES

Council may choose to extend the pilot for another year.

REQUEST FOR DECISION 019-2025

Title: Video Camera Pilot Project Final Report

Date: 2025-05-06

Prepared by: Barbara Shaw

Contributors: Kaden Thibault



Appendix A – Stats

These stats highlight the trends in nuisance party case files from 2020 through to 2025

- **2020 – 2022**
 - 78.9% of all Bylaw cases were related to nuisance parties
- **2022**
 - 33 Nuisance Party case files were opened
- **2023**
 - 14 Nuisance Party case files were opened
- **2024**
 - Only 1 Nuisance Party case file was opened
- **2025 (Year-to-Date)**
 - Zero Nuisance Party case files have been opened to date.

This data shows a strong and continuous reduction in nuisance party-related files over the past several years. It is important to note that the information provided exclude unsanctioned events such as St. Patrick's Day and Spring Thaw. While these events occurred each year shown, ongoing collaboration with stakeholders has resulted in continuous year-over-year improvements in managing these events.

Footage retrieval requests from November 2023 to present (*18 months*):

Requested By	Number of Requests
RCMP	10
Staff	9
Public	1
Total	20

REQUEST FOR DECISION 018-2025

Title: Budget Amendment Request – Kent Ave Sidewalk

Date: 2025-05-06

Prepared by: Alexander de Sousa

Contributors: Devin Lake



SUMMARY

Staff recommend Council approve an increase to the project budget from \$250,000 to \$325,000, allowing staff to proceed with awarding the tender based on the lowest received bid, with the objective of reducing the sidewalk width post-award to mitigate budget overruns while still ensuring pedestrian accessibility and safety through a balanced approach.

DRAFT MOTION:

That Council approve increasing the budget for the Kent Avenue Sidewalk Replacement Project to \$325,000, allowing staff to award the contract based on the lowest tender received, and proceeding with a reduction in planned sidewalk width from 1.8 meters to 1.5 meters post-award to achieve cost savings.

REQUEST FOR DECISION 018-2025

Title: Budget Amendment Request – Kent Ave Sidewalk
Date: 2025-05-06
Prepared by: Alexander de Sousa
Contributors: Devin Lake



1) CAO COMMENTS

The CAO supports the recommendation of staff.

2) LEGISLATIVE AUTHORITY

Municipal Government Act (MGA) Section 65 and 65A

3) STAFF RECOMMENDATION

Staff recommend increasing the project budget to \$325,000 and awarding the tender with the intention of achieving potential cost savings post-award by reducing sidewalk width from 1.8 meters to 1.5 meters.

4) REFERENCES AND ATTACHMENTS

- Kent Avenue Sidewalk Replacement Project Charter 2025/26

5) DISCUSSION

The Kent Avenue Sidewalk project consists of replacing approximately 500 meters of deteriorating asphalt sidewalk between Queen Street and Skyway Drive with a new 1.8 m concrete sidewalk, addressing pedestrian safety hazards and enhancing accessibility. Four bids were received through a public tender process in March 2025, all exceeding the 2025/26 \$250,000 budget. The lowest bid was \$295,660 (pre-HST). With \$13,600 already expended on design and tender preparation, a budget increase to \$325,000, including net HST, is required to proceed to award.

Staff considered several options to address the budget overage:

1. Increase the budget and proceed as originally planned (1.8m width).
2. Award the tender at the current bid price and reduce sidewalk width to 1.5 meters post-award, potentially saving up to 15% on the pre-HST bid price.
3. Delay the project and apply for accessibility-related grant funding when available.
4. Divide the project into multiple phases (not recommended).

Option 2 is recommended, balancing budget constraints with accessibility and safety improvements.

REQUEST FOR DECISION 018-2025

Title: Budget Amendment Request – Kent Ave Sidewalk
Date: 2025-05-06
Prepared by: Alexander de Sousa
Contributors: Devin Lake



6) FINANCIAL IMPLICATIONS

Original budget: \$250,000
Lowest bid (pre-HST): \$295,660
Design and tender preparation costs: \$13,600
Requested revised budget: \$325,000 (including net HST)
Potential post-award cost savings: Up to 15% of pre-HST contract price

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

The Kent Avenue Sidewalk Replacement Project aligns directly with the Town of Wolfville's 2021-2024 Strategic Plan, specifically addressing the Council's priority initiative to revitalize and maintain road, sidewalk, and crosswalk infrastructure. This project supports principles of sustainability, accountability, and community wellness, ensuring safe and accessible pedestrian pathways, in line with the strategic direction toward enhanced community wellness and social equity.

8) COMMUNICATION REQUIREMENTS

Contractor and Staff will be communicating with adjacent residents as project approaches

9) ALTERNATIVES

- Approve an increased budget to construct a 1.8-meter sidewalk.
- Delay the project pending accessibility-related grant opportunities.
- Split the project into phases (not recommended).

Project Title	Kent Avenue Sidewalk Replacement	
Description	<p>This project will replace approximately 500m of poor-condition asphalt sidewalk between Queen Street and Skyway Drive with new, 1.8m-wide concrete sidewalk. Drop curb and ramps will also be added at the Skyway intersection, and at Riga for the future crosswalk to the next phase of the Hillcrest subdivision. Tactile Walking Surface Indicator (TWSI) plates are to be included at all crosswalks.</p> <p><u>Rationale for this project is as follows:</u></p> <ul style="list-style-type: none"> Identified to be in poor shape by physical assessment by PW staff in 2022: <ul style="list-style-type: none"> Deteriorating asphalt surface Narrower than 1.5m in locations Deep rutting from sidewalk plow (trip/fall hazard to all users, accessibility issues, difficulty plowing) Pedestrian path at Riga to be constructed to West End by Kadray – Opportunity to incorporate ramp and crosswalk into this project Drop curb and pedestrian ramp (SE corner) at Kent/Skyway needs to be added to connect to newly opened sidewalk doing down Stirling. Crosswalk lines to be painted in annual ops pavement marking. 1.8m with sawcut control joints was chosen over 1.5m as it's the gold standard for accessibility. This is the trend across the country to standardize wider sidewalks, especially post-covid. Fit with EPW strategic goal to replace all end-of-life asphalt sidewalks in town with concrete. The sidewalks on this street are already half done in concrete. <p>Budget increased from \$225,000 to \$250,000 to allow for 8% inflation (year delay), and engaging external consultant for the design and tender package.</p>	
Activities & Key Milestones	<ul style="list-style-type: none"> Survey Design and Tender package prep Tender and Construction 	
Link to Critical Services or Priorities	Pedestrian safety, accessibility	
Human Res.	Owner	Engineering & Public Works
	Lead	Director and Staff

	Other	External consultant (DesignPoint) and contractor (TBD)	
Financial Res.		Budget	Activity
	FY 2025/26	\$250,000	Design & Construction
Key Relationships	Accessibility plan		
Risks	Resource availability,		
Comms Consid.	Public notices		
Performance	Measure	Project objectives and budget allowance for given fiscal year	
	Target	Complete all planned objectives within budget allowance for the given fiscal year	
Priority	P1 – Primary Priorities		

REQUEST FOR DECISION 022-2025

Title: Wastewater Treatment Plant Upgrade and Flood Mitigation

Date: 2025-05-06

Prepared by: Devin Lake, Director of Planning & Public Works

Contributors: Beth Hopkins, Director of Finance & Corporate Services

Glenn Horne, CAO



SUMMARY

Wolfville Wastewater Treatment Plant Phase 2 Upgrades and Flood Mitigation

On April 24, 2025, bids for the above noted project were received. A bid evaluation was conducted by CBCL Consulting Engineers (see Attachment 1). The review consisted of examining mathematical results of each bid and confirming evidence of the presence of various required submission documents such as bid security, acknowledgement of addenda, and proposed contract time as set forth in the tender documents.

The original grant application through the Investing in Canada Infrastructure Fund had probable costs for this project at \$6 million. The Town was successful in our application and has the federal and provincial Governments contributing \$4.4 million (73%). The Town was originally contributing \$1.8 million.

The most recent budgeted estimate had the total project costing \$6.4 million. The low bid, recommended by CBCL, is from L & R Construction and came in at \$6,856,531 (+HST).

The total project cost to the Town, including contingencies and other relevant information is as follows:

Project Cost with HST (L & R Construction)	\$7,121,193
Design, Consulting, Project Management	\$350,000 (much of this has been already billed)
Sludge Removal Contingency	\$400,000 (this is an allowance – may come in less)
Overall Contingency (Approx 5%)	\$340,000 (may not be required)
Total Project Cost with contingency	\$8,211,193
Provincial and Federal Contribution (54%)	\$4,400,000 (73% of original \$6 million)
Total Town Contribution (46%)	\$3,811,193 (additional \$2 million from original contribution of \$1.8 million)

DRAFT MOTION:

That Council approve L & R Construction Limited be awarded Phase II of the Wastewater Treatment Plant Upgrades, and the total project budget be increased to \$8,211,193, including contingencies.

REQUEST FOR DECISION 022-2025

Title: Wastewater Treatment Plant Upgrade and Flood Mitigation

Date: 2025-05-06

Prepared by: Devin Lake, Director of Planning & Public Works

Contributors: Beth Hopkins, Director of Finance & Corporate Services

Glenn Horne, CAO



1) CAO COMMENTS

The CAO supports the staff recommendation.

2) LEGISLATIVE AUTHORITY

Municipal Government Act grants the Town authority to construct facilities to ensure reliable services.

3) STAFF RECOMMENDATION

Staff are recommending to proceed with Phase II of Wastewater Treatment Plant upgrades and support the recommendation of CBCL consulting engineers.

4) REFERENCES AND ATTACHMENTS

- Bid Summary from CBCL Consulting Engineers

5) DISCUSSION

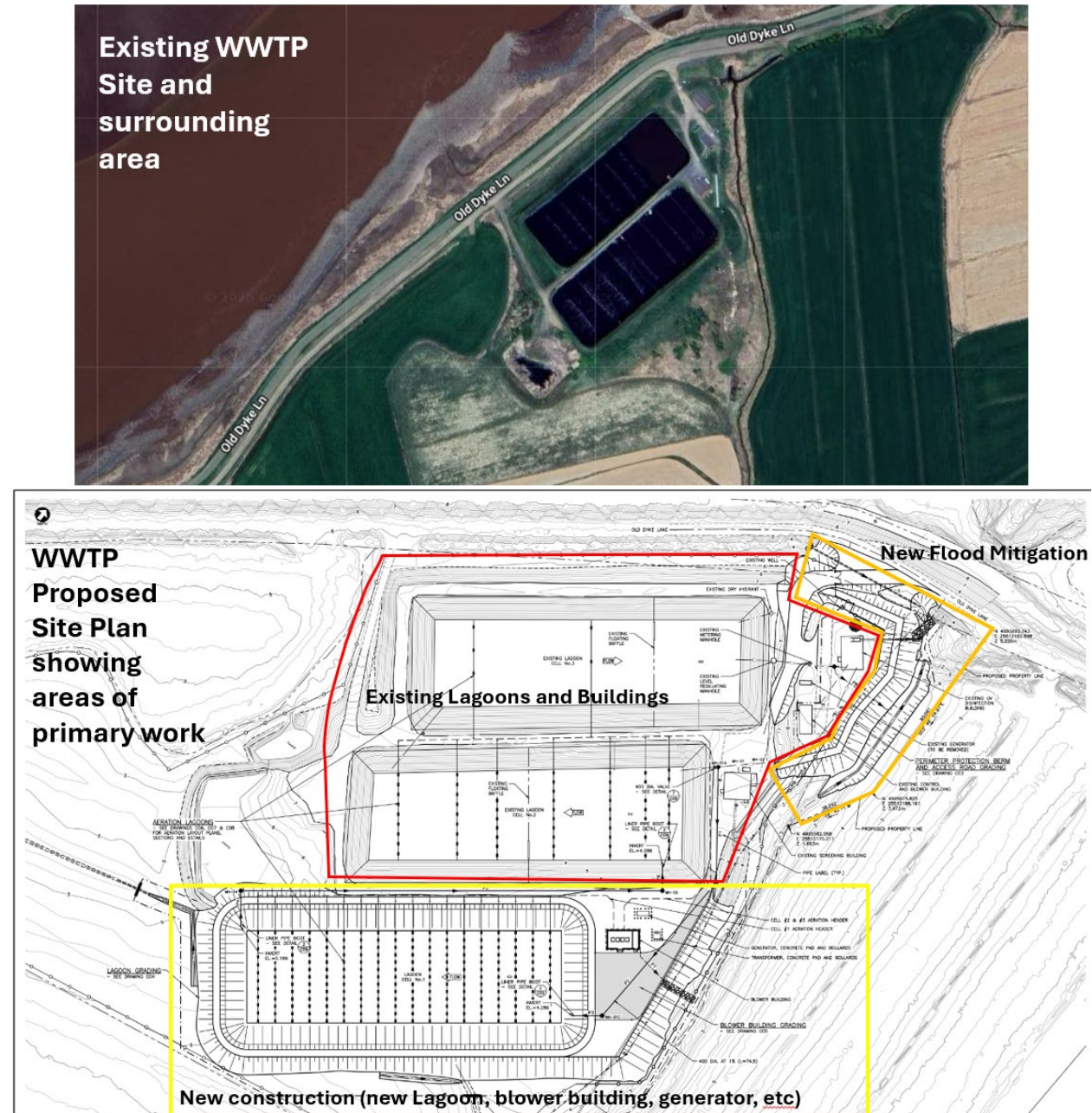
Overview

This project aims to help address increasing demand on the Town's wastewater system by adding a third lagoon cell, improving aeration efficiency, enhancing process monitoring, and implementing environmental protective measures to reduce flood risk. These upgrades not only benefit the environment by improving wastewater effluent quality and reducing energy consumption, but they also support the Town's growth and help to enhance resilience to climate change.

Glenn Horne, CAO



Project Scope



Project Management

Staff are budgeting for additional project support from CBCL given limited staff capacity and the present gap in engineering / project management capacity.

REQUEST FOR DECISION 022-2025

Title: Wastewater Treatment Plant Upgrade and Flood Mitigation

Date: 2025-05-06

Prepared by: Devin Lake, Director of Planning & Public Works

Contributors: Beth Hopkins, Director of Finance & Corporate Services

Glenn Horne, CAO



Sludge Removal

Staff have included a budget (based on probable costs provided by CBCL) to also potentially complete sludge removal of the lagoons with this project.

A byproduct of the aerated lagoon treatment system is sludge. Sludge is a solid / semi-solid byproduct that results from separating solids from liquid waste. It's essentially the "leftovers" after wastewater has been processed and is a mix of organic matter, microorganisms, and other pollutants.

The rate at which sludge accumulates in the lagoons is dependent on influent wastewater characteristics, but typically sludge removal is required every 20 to 30 years (sometimes sooner). Elevated sludge levels can reduce hydraulic retention time, overall treatment performance, and can lead to increased odours. Depending on the level of sludge accumulation, either a complete or partial removal may be required. Previous sludge removal exercises were completed in 2012 (Cell #1) and 2016 (Cell #2).

Generally, a sludge removal exercise follows a sludge survey and composite sampling. The survey/sampling helps to determine the volume/characteristics of the material accumulated within the lagoon. The most recent sludge survey/sampling was completed in 2021. Sludge depths ranged from 0.3 to 1.2 m in Cell #1, and 0.2 to 0.8m in Cell #2 resulting in a sludge volume of approx. 4,900 m³ and 1,900 m³ respectively. Given the length of time since the last survey, the Town may consider a bathymetric survey to provide a more accurate representation of material accumulated within the lagoon prior to proceeding with the sludge removal exercise.

Flood Mitigation

Part of the project scope includes berms to protect the site from future flood conditions. This work was recommended in the Town's Flood Risk Mitigation Plan. The planned Dept of Agriculture Dyke topping project also will further mitigate flood risk.

6) FINANCIAL IMPLICATIONS

This is an essential project to operate the Town. Council will need to look at the priority of various capital projects and timing as we move ahead with capital planning in the coming year and into next budget cycle. Cost information is summarized here.

Project Cost with HST (L & R Construction)	\$7,121,193
Design, Consulting, Project Management	\$350,000 (much of this has been already billed)
Sludge Removal	\$400,000 (this is an allowance – may come in less)

REQUEST FOR DECISION 022-2025

Title: Wastewater Treatment Plant Upgrade and Flood Mitigation

Date: 2025-05-06

Prepared by: Devin Lake, Director of Planning & Public Works

Contributors: Beth Hopkins, Director of Finance & Corporate Services

Glenn Horne, CAO



Overall Contingency (Approx 5%)	\$340,000 (may not be required)
Total Project Cost with contingency	\$8,211,193
Provincial and Federal Contribution (54%)	\$4,400,000 (73% of original \$6 million)
Total Town Contribution (46%)	\$3,811,193 (additional \$2 million from original contribution of \$1.8 million)

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

This is an essential service to the functioning of the Town and impacts all strategic priorities.

8) COMMUNICATION REQUIREMENTS

Project updates will be provided regularly in the CAO report as we progress with construction.

Key message: The Town is proceeding with the award of upgrades to the Wastewater Treatment Plant. The upgrades not only benefit the environment by improving wastewater effluent quality and reducing energy consumption, but they also support the Town's growth and help to enhance resilience to climate change.

9) ALTERNATIVES

Council may approve the draft motion or not.

2025-04-28

Devin Lake
Director of Planning & Development
Town of Wolfville
359 Main Street
Wolfville, NS B4P 1A1

Dear Mr. Lake:

**RE: Contract No. WOL005-2025 Wolfville WWTP Phase 2 Upgrades
Bid Summary**

On April 24, 2025, bids for the above noted project were received. A bid evaluation was conducted which consisted of examining mathematical results of each bid and confirming evidence of the presence of various required submission documents such as bid security requirements, acknowledgement of addenda, and proposed contract time as set forth in the tender documents.

A summary of the bids is included below:

Bidder	Bid Price (Excl. HST)	Weeks to Complete	Bid Security (Y/N)	Ack. of Addendum (Y/N)
Dexter Construction Company	\$7,319,000.00	60	Y	Y
L&R Construction Limited	\$6,856,531.00	71	Y	Y
Mid Valley Construction (1997) Limited	\$7,644,000.00	52	Y	Y

A copy of the bids is included within Attachement A.

Based on the bid review, CBCL Limited sees no reason Contract No. WOL005-2025 Wolfville WWTP Phase 2 Upgrades could not be awarded to L&R Construction Limited in the amount of \$6,856,531.00 (plus HST).

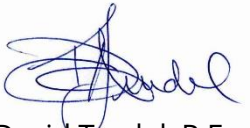
To support the Town throughout the construction phase, CBCL has included allowances for provision of construction administration, part-time observation, and project closeout services within our scope of work. Materials testing is the responsibility of the Contractor.

Devin Lake
April 24, 2025

Please do not hesitate to contact the undersigned with any questions.

Yours very truly,

CBCL Limited

A handwritten signature in blue ink, appearing to read 'D. Trudel', is positioned above the printed name.

David Trudel, P.Eng.
Process Engineer, CBCL
Direct: (902) 421-7241
E-Mail: dtrudel@cbcl.ca

CBCL Project No: 230813.02

Attachment A

Bid Submissions

REQUEST FOR DECISION 020-2025

Title: Amendment to Traffic Authority Policy #320-004
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Devin Lake, Director of Planning & Public Works
Kaden Thibault, Community Compliance Coordinator



SUMMARY

Amendment to Traffic Authority Policy #320-004

The Traffic Authority Policy, unchanged since 2016, is recommended for amendment to reflect recent organizational restructuring. Under Nova Scotia's Motor Vehicle Act, a municipal Traffic Authority must be a town employee with appropriate traffic management knowledge, though no specific credentials are required. The appointment of the Community Compliance Coordinator as Traffic Authority is recommended, as this position already handles citizen communication on compliance issues, maintains knowledge of relevant bylaws and legislation, exercises good judgment in public interactions, and aligns with the enforcement aspects of traffic management. This arrangement maintains continuity through established application processes for traffic-related requests and follows the common practice of other municipalities that combine traffic authority duties with bylaw enforcement responsibilities.

DRAFT MOTION:

That Council approve amendments to the Traffic Authority Policy #320-004 as presented.

REQUEST FOR DECISION 020-2025

Title: Amendment to Traffic Authority Policy #320-004
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Devin Lake, Director of Planning & Public Works
Kaden Thibault, Community Compliance Coordinator



1) CAO COMMENTS

This is a recommendation of the CAO.

2) LEGISLATIVE AUTHORITY

The Nova Scotia Municipal Government Act states that Council may, by Policy, appoint a traffic authority for all or part of the municipality. The Nova Scotia Motor Vehicle Act requires the Traffic Authority to be the Town Manager, the Chief of Police, or some other official of the Town.

3) STAFF RECOMMENDATION

Staff recommend the Traffic Authority Policy 320-004 be amended as presented to make the Community Compliance Coordinator the Town's Traffic Authority.

4) REFERENCES AND ATTACHMENTS

- Traffic Authority Policy #320-004 – attached

5) DISCUSSION

The Traffic Authority Policy has not been updated since 2016. To date, the Director of Public Works, in its various iterations, has been appointed to this role. With recent organizational changes to create the Department of Planning & Public Works, a small number of functions are being adjusted to reflect the new structure of responsibilities. This policy amendment facilitates one such adjustment.

In Nova Scotia, the appointment of a municipal Traffic Authority is governed by the Nova Scotia Motor Vehicle Act (MVA). The Traffic Authority must be a municipal employee or official. There are no specific professional credentials mandated by the Act, but the individual should have appropriate knowledge of traffic management principles.

The Traffic Authority is empowered to regulate and control traffic within their jurisdiction, including placement of traffic signs, signals, markings, and implementation of traffic control measures. The role of the Community Compliance Coordinator involves:

- Communicate with citizens, business leaders and landlords on compliance issues and build partnerships to achieve compliance.
- Work collaboratively with other Town staff on bylaw compliance and neighbourhood issues.
- Maintain a working knowledge of all town bylaws, policies and strategies, applicable sections of the Municipal Government Act and the Motor Vehicle Act as it pertains to parking.

REQUEST FOR DECISION 020-2025

Title: Amendment to Traffic Authority Policy #320-004

Date: 2025-05-06

Prepared by: Glenn Horne, CAO

Contributors: Devin Lake, Director of Planning & Public Works

Kaden Thibault, Community Compliance Coordinator



- Direct contact with the public and community stakeholders.
- Exercise of good judgement, tact & diplomacy.

The responsibilities of the Traffic Authority role align well with the Community Compliance Coordinator role. This appointment is intended to be temporary, as additional resources are added to the Department of Planning & Public Works. The Town has in place an application process for traffic-related requests like event-based street closures to maintain continuity of service to the public despite the proposed change. This is also consistent with common practice in other municipalities, aligning traffic authority with bylaw enforcement / community compliance.

6) FINANCIAL IMPLICATIONS

There are no direct financial implications of this decision.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- NA

8) COMMUNICATION REQUIREMENTS

If approved, advise staff and the public of this change.

9) ALTERNATIVES

Not approve the recommended policy amendment.



POLICY

Traffic Authority	
Policy Number: 320-004	Supersedes Policy Number: Not Applicable
Effective Date: 2016-09-27 2016-11-28 <u>2025-05-21</u>	Approved by Council Motion Number: 34-09-16 17-11-16

1.0 Purpose

To appoint the Town of Wolfville's Traffic Authority and Deputy Traffic Authority.

2.0 Scope

This Policy is applicable to all those within the Town of Wolfville, citizens and staff, who deal with Traffic Authority issues.

3.0 References

- 3.1 [Nova Scotia Municipal Government Act](#) (MGA)
- 3.2 [Nova Scotia Motor Vehicle Act](#) (MVA)

4.0 Definitions

- 4.1 **CAO** is the Chief Administrative Officer for the Town of Wolfville
- 4.2 **Community Compliance Coordinator** is the Town of Wolfville Community Compliance Coordinator
- 4.24.3 **Director Planning & Public Works** is the Town of Wolfville Director for Planning & Public Works ~~and Parks~~
- ~~4.3 **RCMP Sgt** means the RCMP Kings Detachment Sgt~~
- 4.4 **Traffic Authority** is the appointed Traffic Authority for the Town of Wolfville

5.0 Policy

- 5.1. As outlined in the Nova Scotia Municipal Government Act, Council may, by Policy, appoint a traffic authority for all or part of the municipality.



POLICY

- 5.2. The Nova Scotia Motor Vehicle Act requires the Traffic Authority to be the Town Manager, the Chief of Police, or some other official of the Town.
- 5.3. The Traffic Authority position under the Motor Vehicle Act is structured such that there is no right of appeal. Council does not have a supervisory role over decisions that fall within the purview of the Traffic Authority.
- 5.4. It is the Policy of the Town of Wolfville that the ~~Director of Public Works & Parks~~Community Compliance Coordinator be appointed as the Traffic Authority for the Town of Wolfville. The Deputy Traffic Authority for the Town of Wolfville will be the RCMP Sergeant:
- Traffic Authority – ~~Kevin Kerr~~Kaden Thibault, ~~Director Public Works & Parks~~Community Compliance Coordinator
 - Deputy Traffic Authority – Devin Lake, Director of Planning & Public Works~~Sgt Andrew Buckle, Kings County RCMP Sgt~~
- 5.5. The responsibilities of the Traffic Authority are focused on the safety and regulation of streets.

CAO

Date

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Finance & Corporate Services Staff
KTA Staff



SUMMARY

Kings Transit Authority (KTA) 2025/26 Budget

Each year the signatories to the Inter-Municipal Service Agreements (IMSA's) related to Kings Transit Authority consider the annual budget recommended by the KTA Board of Directors. The budget for KTA is vetted through the Interim IMSA Board of Directors and then forwarded to the participating municipal units. This RFD has been delayed due to ongoing discussions with the KTA concerning proposed changes to the funding formula associated with a new inter-municipal services agreement.

For 2025/26, KTA's budget submission to Council requires an operating contribution from Town of Wolfville in the amount of \$294,427 (increase of \$35,062 from previous year budget) and a capital contribution of \$12,000 (no change from previous year's budget).

DRAFT MOTION:

That Committee of the Whole recommend to Council the following motion:

That Council approve the Kings Transit Authority's 2025/26 Operating and Capital Budgets.

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Finance & Corporate Services Staff
KTA Staff



1) CAO COMMENTS

The CAO supports the recommendation of the Interim IMSA Board and KTA staff.

2) LEGISLATIVE AUTHORITY

January 2021 Interim Inter-Municipal Service Agreement, Section 14 - Operational Matters.

3) STAFF RECOMMENDATION

Staff recommend approval of the KTA budget as submitted by the Interim IMSA Board of Directors.

4) REFERENCES AND ATTACHMENTS

- 2024/25 KTA Operating and Capital Budgets – attached

5) DISCUSSION

A similar process is used by Town Staff in presenting the IMSA budgets (KTA and VWRM) to Council for consideration. The process has become one where Council focuses on the following aspects of a Board approved budget forwarded to municipal units for approval:

- Do the budget estimates appear reasonable, i.e. probable that the Authority will end the fiscal year at break even or better?
- Are there any trends that raise concern and could lead to increased requirement for municipal contributions?
- Does the KTA budget requirement fit within the Town's approved budget/reasonable cost for service provided?

Do the estimates appear to be reasonable?

The 2025/26 Budget document once again includes a year end financial forecast for 2024/25 which can help inform expectations for the coming year.

- Overall KTA is expecting a deficit of approximately \$197,000 for the 2024/25 fiscal year. However, KTA has stated that this deficit projections is likely overstated.
 - Fare revenue is forecasted to be lower than expected by \$34K
 - Bus maintenance is forecast to be overspent by \$207K, as it's been a challenging year for major repairs.
 - Route operation costs are forecast to be \$90K overspent, due to the underestimation of staff benefits in the budget.

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Finance & Corporate Services Staff
KTA Staff



- KTA is requesting a 13.5% increase for the 2025/26 Budget compared to 2024/25 Budget

Any trends that cause concern or should be noted?

- KTA continues to save on fuel due to lower than anticipated diesel prices, which are assumed to continued.
- Bus repair costs continue to increase as the fleet ages and breakdowns become more common and difficult.
- Admin costs are anticipated to increase with the hire of a full-time GM and other staff increases.

Other comments

- The electric bus infrastructure project makes up the majority of both the 2025/2026 capital budget and the projected 2026/2027 forecasted capital expenditures, as Kings Transit is projecting to invest \$12,530,000 in electric buses and related infrastructure over the three budget years (2024/25 to 2026/27). However, KTA staff have recently indicated to the IMSA Board that this project will be slowed to investigate all possible technology options to ensure a viable service into the future.
- Transit has grown in importance over the years as it is widely acknowledged that transit (if well delivered) can positively impact economic development, accessibility, environmental sustainability, and social equity.
- Finding a way to provide the service while ensuring reasonable municipal cost increases will be the challenge in upcoming years.
- The Parties to the Kings Transit Authority are currently considering both funding formula and ownership structure changes in conjunction with the electrification project. The 2025/26 budget has been prepared with the assumption that both items that are under review will remain status quo for the 2025/26 fiscal year.

6) FINANCIAL IMPLICATIONS

KTA's budget submission to Council requires an operating contribution of \$294,427 and a capital contribution of \$12,000. This is an increase from the previous budget of \$35,062. However, Wolfville's share of the anticipated 2024/25 year-end actual is \$288,879, making the 2025/26 operating contribution for KTA a \$5,548 increase over the previous year, or 1.9%.

	2025/26 Budget	2024/25 Budget	2023/24 Budget
KTA Op Budget contribution	\$294,427	\$259,365	\$237,000
KTA Cap Budget contribution	\$12,000	\$12,000	\$12,000

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget
Date: 2025-05-06
Prepared by: Glenn Horne, CAO
Contributors: Finance & Corporate Services Staff
KTA Staff



Total KTA Contribution	\$306,427	\$271,365	\$249,000
Kings Point to Point Transit contribution	\$10,657	\$10,200	\$10,000
Total per Transit Service Line	\$317,084	\$281,565	\$259,000

The Town's 2025/26 Operating budget includes \$317,127 for transit services (KTA & KPPT).

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Transit services relate to all four strategic directions from the 2021-2025 Strategic Plan:

- Economic Prosperity
 - Affordable transportation for the greater Wolfville area aids in employee ability to travel to work, as well as an added option for potential customers to shop Wolfville.
- Social Equity
 - One of the growing key aspects of public transit is providing options to those that do not have their own vehicle.
 - Accessible public transit adds a transportation option in an area where private operators are less likely to provide an adequate service level.
- Climate Action
 - Higher use of transit can assist in taking more vehicles off the road and thereby helping to reduce GHG emissions.
- Community Wellness
 - Public transit is another element that makes for a more inclusive community.

8) COMMUNICATION REQUIREMENTS

Advise Kings Transit of Council's decision.

9) ALTERNATIVES

Not approve the budget.

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget

Date: 2025-05-06

Prepared by: Glenn Horne, CAO

Contributors: Finance & Corporate Services Staff
KTA Staff**Kings Transit Authority****Statement of Revenues and Expenditures****Operating Budget**

	2025-2026 Budget	2024-2025 Forecast	2024-2025 Budget
Revenues			
Fares	892,320	874,805	898,815
Advertising income	24,000	26,010	9,000
Operating grants core members	1,962,845	1,729,103	1,729,103
Operating grants service partners	1,249,834	1,187,533	1,200,030
Other revenues	-	21,775	-
	4,128,999	3,839,226	3,836,948
Expenses			
Compensation - administration	776,484	730,620	675,644
Route operations costs	1,241,873	1,195,867	1,100,920
Fuel	594,996	592,789	707,647
Insurance	217,899	204,666	213,539
Bus maintenance and repairs	1,032,386	1,051,323	864,969
Management fee - Core recovery	(461,135)	(432,718)	(360,767)
Management fee - Annapolis	303,505	284,461	238,733
Management fee - Digby	157,630	148,257	122,034
Administrative	265,361	260,714	274,228
	4,128,999	4,035,980	3,836,948
Net Surplus	-	(196,754)	-

Kings Transit Authority**Municipal Contributions****Operating Grants****2024-2025 Forecast****2025-2026 Budget**

		Budgeted Funding	Predicted Year End True-up	Annual Total	Annual Total
Core Partners	Municipality of Kings	60%	1,037,462	118,052	1,155,514
	Town of Kentville	20%	345,821	39,351	385,171
	Town of Wolfville	15%	259,365	29,513	288,879
	Town of Berwick	5%	86,455	9,838	96,293
		100%	1,729,103	196,754	1,925,857
Service Partners	Annapolis County	Actual	814,536	(34,421)	780,115
	Municipality of Digby	Costs	385,500	21,918	407,418
			1,200,036	(12,503)	1,187,533
					1,962,845
					1,249,834

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget
 Date: 2025-05-06
 Prepared by: Glenn Horne, CAO
 Contributors: Finance & Corporate Services Staff
 KTA Staff



King Transit Authority

Capital Spending

Project	Budget 2025	Forecast 2025	Budget 2026	2027	2028	2029
Building Improvements, Equip. or Capitalized Bus Repairs	100,000	108,000	100,000	100,000	100,000	100,000
<i>Building Improvement</i>		8,000				
<i>Wifi Routers for Camrera on Buses</i>		30,000				
<i>Purchase & Refurbishment of Used Bus</i>		70,000				
Project Management	30,000					
Replacement of Bus Jack Stands			100,000			
ICIP Phase 2 (26.7% municipal funded up to 11.7M)	-	4,380,000	5,310,000	2,840,000	-	-
<i>EV Buses @ 5</i>		4,250,000	4,250,000			
<i>Chargers</i>				1,340,000		
<i>Building</i>		50,000	1,000,000	1,500,000		
<i>Other</i>		80,000	60,000			
<i>Committed Municipal Funded Portion</i>		1,168,146	1,416,177	535,222		
<i>Overspend - 100% Municipal Funded</i>				833,169		

Additional Buses @ 5 & Chargers assuming EV 5,590,000 5,590,000

Municipal Funded Portion (at maximum 60% municipal funded) 3,354,000 3,354,000

Notes -- Digby and Annapolis will also need to pay a portion of 10 buses, KTA exploring additional external funding sources

Capital Reserve

	Forecast 2025	Budget 2026	2027	2028	2029
Opening Balance	2,207,737	1,828,027	691,224	(2,319,282)	(4,834,707)
Digby	196,000				
Annapolis	451,000				
PTAP (includes Digby & Annapolis portion)		375,000	375,000	375,000	375,000
Canada Public Transit Fund - Baseline Funding			514,499	514,499	514,499
Municipal Contributions		80,000	80,000	80,000	80,000
Return on Investments	29,436	24,374	9,216	(30,924)	(64,463)
Replenishment of ICIP Phase 1 Spending	220,000				
Capital Spending	(1,276,146)	(1,616,177)	(3,989,222)	(3,454,000)	(100,000)
Closing Balance	1,828,027	691,224	(2,319,282)	(4,834,707)	(4,029,671)

Note -- debenture financing or additional capital contributions will be required to avoid negative capital reserve balance

REQUEST FOR DECISION ###-202#

Title: Kings Transit Authority 2025/26 Budget

Date: 2025-05-06

Prepared by: Glenn Horne, CAO

Contributors: Finance & Corporate Services Staff
KTA Staff**Kings Transit Authority****Municipal Contributions****2024-2025 Forecast****2025-2026 Budget****Capital Grants****Quarterly Funding****Annual Total****Quarterly Funding****Annual Total**

Core Partners			2024-2025 Forecast			2025-2026 Budget	
			Quarterly Funding	Annual Total		Quarterly Funding	Annual Total
Core Partners	Municipality of Kings	60%	12,000	48,000		12,000	48,000
	Town of Kentville	20%	4,000	16,000		4,000	16,000
	Town of Wolfville	15%	3,000	12,000		3,000	12,000
	Town of Berwick	5%	1,000	4,000		1,000	4,000
		100%	20,000	80,000		20,000	80,000
Service Partners	Annapolis County		n/a				n/a
	Digby County		n/a				n/a
			-	-	-	-	-

INFORMATION REPORT

Title: IR 011-2025 Leaf and Yard Waste Update
Date: 2025-05-06
Prepared by: Devin Lake, Director of Planning & Public Works
Contributors: Dawson Sheehy, Sr Manager of Operations
Kris Cheeseman, Municipal Engineering Technician



SUMMARY

Leaf and Yard Waste Drop Site - Update

This report provides a project update on opening the Leaf and Yard Waste site on Maple Avenue.

The approach is to have this leaf and yard waste site functional ASAP and monitor how it is being used and adjust as necessary. Staff will have a better idea of how to more effectively organize this service at this location next season with learnings from our experience in 2025.

The goal to open the site is June 4th with an optimistic date of May 28th if things come together more quickly.

Operation / Status Details:

- Gravel and some initial site prep has taken place
- Hours of operation will be 8am-3pm, Wednesday-Saturday. Our Solid Waste Staff (Parks crew) will open, close and monitor the facility.
- Two 20' bins are lined up to be delivered by the contractor (EFR). Bins will be fenced with an opening for patrons.
- When the bins are full, the contractor will be notified to pick up / exchange bins.
- Deck is being built that will be go between the bins – people will load from the deck
- Signage is being finalized and will highlight:
 - Site Information
 - Site entry and exit barriers
 - Unloading area
 - Traffic control, curbing, barriers to be used to ensure one-way in and out.
- Fencing and a gate will be installed to support authorized use only. Temporary fencing will be deployed until we have a final site layout and operation finalized.

INFORMATION REPORT

Title: Leaf and Yard Waste Update

Date: 2025-05-06

Prepared by: Devin Lake, Director of Planning & Public Works

Contributors: Dawson Sheehy, Sr Manager of Operations

Kris Cheeseman, Municipal Engineering Technician



INFORMATION REPORT

Title: IR 010-2025 Soups and Sides Wrap-up
Date: 2025-05-06
Prepared by: Barb Shaw
Contributors:



SUMMARY

Soups and Sides Wrap-up Report

“The most amazing place for a soup-based friendship to blossom.”

After a quiet program launch in September, Soups and Sides saw slow but steady growth through our 31 weeks of operation. Consistent outreach with invitations, old school posters and activity on social media helped attract new guests and pulled folks back, as regulars, week after week. Our numbers in the final weeks of the program were between 130 and 140 guests. Along with a special meal on the National Day of Truth and Reconciliation, we served close to 4,000 guests.

We had a nice mix of students, seniors, L’Arche community core members, volunteer fire fighters and some young families who attended on a regular basis. The diversity of the Wolfville community was celebrated each week and Council’s presence was also appreciated.

Our volunteer team were a remarkable bunch, who managed the stress of big crowds, spoon shortages and constant adaptations in our on-going quest to help things run more smoothly. Through every busy Monday evening, the volunteers managed to build deep personal relationships with each other, and they made a real impact on guests.

Ayzhia Beaton, our community chef, did a great job of working with Market vendors to source fresh, healthy and local ingredients for each of her two weekly creations and everyone was amazed by just how many recipes she could bring to life. One of our volunteers also arrived at the Market each Monday, ready to bake-up multiple batches of amazing cookies, squares and scones.

The “sides,” were well received. Guests loved crafts, games, the listening sessions, cupcake decorating and anything competitive. The sides did what they were intended to do – bringing strangers into conversation and helping to break the ice around the tables.

Student support from the Community Development students at Acadia went well and it is something we would like to keep going. Staff also appreciated the support from the ASU Food Cupboard, with weekly pick-ups of extra soup, that kept more folks connected to the program.

Community support for the program was warmly received with \$2,585 in donations at the meals and we also had \$3,000 from Chartwell and \$1,500 generously donated by RBC. RBC has also donated another \$3,000 for the new program year.

This program was designed to help build community, to break down barriers and to make sure that more folks felt seen, known and supported in the community. From the guest feedback, we achieved these goals and more.

INFORMATION REPORT

Title: IR 010-2025 Soups and Sides Wrap-up
Date: 2025-05-06
Prepared by: Barb Shaw
Contributors:



Guest feedback

"Soups and Sides makes me feel part of the community that we live in."

"It helps me understand the culture of the community more and gives me a sense of belonging."

"Thank you for serving the community the love."

"This program was comforting."

"It has fed me weekly and helped me grow closer with the Wolfville community outside Acadia."

"Makes me feel less isolated."

"It brought me into contact with the community in a way the university couldn't."

"It created a dedicated time to catch-up with friends which was especially helpful during the dark and cold winter months."

INFORMATION REPORT

Title: IR 010-2025 Soups and Sides Wrap-up
Date: 2025-05-06
Prepared by: Barb Shaw
Contributors:



1) CAO COMMENTS

It has been amazing to watch Soups and Sides emerge and evolve into a wonderful example of community. I would like to thank the staff, particularly Barb Shaw, council, volunteers, funders and participants who have made Monday evenings a very special time in Wolfville.

This report is provided for your information and as a small celebrate of success.

2) REFERENCES AND ATTACHMENTS

3) DISCUSSION

Staff will review all guest feedback and complete some engagement with volunteers and our community chef when planning for our launch in September 2025.

4) FINANCIAL IMPLICATIONS

Thanks to the additional community support, Soups and Sides has the potential to grow. Some options being considered are additional food offerings like fruit and salads, more bread, longer hours and more guest chefs.

5) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- Social Equity
- Community Wellness

6) COMMUNICATION REQUIREMENTS

Volunteer recruitment will begin in July for our September launch and the program will be well promoted prior to our next launch.

7) FUTURE COUNCIL INVOLVEMENT

Feedback, suggestions and ideas are all welcome. Staff are grateful for the continuation of this program.



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Engagement cycle launched for off leash dogs in Reservoir Park

Wolfville Blooms has been seeing lots of web traffic with the launch of the off-leash Reservoir Park review. Staff will review all the submissions and return to Council with a “what we heard” report and some options to consider.

This work is happening as staff also consider the logistics of managing dog control through the Town as the SPCA has provided notice our dog control and sheltering services contract will end in June.

Wolfville’s Volunteer of the Year

The spirit of volunteerism is alive and well in Wolfville! Names flooded in after the community was asked to nominate amazing volunteers. The nominations made it hard to choose just one name as our Provincial nominee but at a celebratory event on April 27, Kevin West was named as Wolfville’s Volunteer of the Year. Full details are at <https://wolfville.ca/news-and-notice/kevin-west-named-volunteer-year>

Civic Address Bylaw Project

The Town of Wolfville has a Civic Addressing Bylaw in place to ensure emergency services and visitors can easily find your property. A quick public information campaign encouraging all residents to take a quick moment to check their civic number signage has been successful with many residents replacing and updating signage. More information can be found on Wolfville Blooms at <https://wolfvilleblooms.ca/civic-address-bylaw-project>

E-Scooters return to Wolfville

When E-Scooters landed in Town last spring, staff and Council were forced to manage numerous complaints. The operator of the program agreed to take this feedback into consideration and this year the popular e-scooters are returning to Wolfville with some additional program controls in place.

The e-scooters will now be collected and returned to virtual corrals through the Town. This will stop the devices being discarded on lawns, driveways and other areas that create accessibility concerns. Speeds will be limited in different locations and helmets will be available for users. Full details will be available on www.wolfville.ca soon.

Economic Prosperity * Social Equity * Climate Action * Community Wellness

Accessible communications

Staff who use the website and social media were run through a refresher on accessible communication techniques. From posting inclusion statements on job ads to image descriptions on social media, staff are continuing to work on making accessible communications a priority.

Community Development Updates

- Community Partnership Program grants have been distributed. Working with these partners to ensure that their programming is supported and successful.
- VIC is slated to open on May 1st with same hours as last year: Wednesday-Sunday 9am-5pm. A kick-off meeting was held with WBDC officials on Monday, April 28, at the WBDC takes responsibility for the operation of the VIC for the 2025 season.
- Plan for Stirling South (West End) trail received from engineer, final details under discussion with construction to start in early May.
- Welcomed Kevin Waters to our team as Programmer of Community Recreation for the Town. Kevin is already building relationships with community partners and working on getting up to speed with Town of Wolfville practices and programming/events.

Community / Recreation Programming

- Older Adult Fitness classes continue every Wednesday and Friday, with approximately 10-15 recurring participants.
- The Last Memory Café in person program of the season was held on April with 22 people at the Wolfville Legion.
- Town of Wolfville after school program is running smoothly, ~15 kids or so each day.
- Morning Exercise Program at Wolfville School continues every Monday and Thursday for grades 3-8 with 27 registered, and P-2 with 18 registered.
- Try it in Wolfville skateboarding filled up immediately: 12 people registered and 15 on waitlist. The Town plans to do another one for those on waitlist.
- Looking into spring programming for Wolfville School FREE after school programs including ukelele, adaptive sport and mountain biking.
- Summer camp registration launched April 23rd. All 16 spots in each camp filled within a few hours, with two spots in each camp being held for kids who need extra support or funding access camps. All staff have been hired for the camp program.
- Wrapped up our community development placement student Becca after 9 weeks. Becca worked on soups & sides, march break programming, rec hub, and Try It In Wolfville.
- Work continues on Rec Hub. Construction of a deck and wrap is going smoothly. Work also continues getting the indoor space workable. Programming being finalised through online service "Bookable" and to be announced to public soon. Aiming for end of May/early June launch.

Economic Prosperity * Social Equity * Climate Action * Community Wellness

- Hired a new Co-op student for the summer that will start in May. The Co-op Student will working at the Rec Hub developing Try It In Wolfville initiatives, helping with community outreach and Town events.
- Summer Concert Series at Waterfront Park starts on June 22nd (thanks to Deep Roots) and will be advertised soon.

Fire Services

In March we had 17 calls for service. Over the Easter weekend Members assisted in a Police operation in the County. Our volunteers were assigned to this task for 27 hours totalling approximately 300 department hours. In March we also completed 462 hours of training and 42 meeting hours.

The tender for the Tower 41 replacement in being reviewed. Only one submission was received.

Ten sets of bunker gear/boot (PPE) were ordered from the approval capital budget and will arrive in a few months.

Our new Virtual Reality Fire Extinguisher Trainer was deployed to train health professionals at the EKM, the training was well received.

Parks and Public Works Staffing

- Parks staff returned April 14, 2025 and two summer students arrive May 5 & May 12
- Our new custodian Julie Spates started April 7, 2025
- The Manager of Engineering role has closed, and Staff are evaluating applicants

Parks Operational Updates:

- Memorial bench placed by April 24th at the Alumni Hall location
- Horton Prom Parade is June 24 as in the past Parks staff will be responsible for the arch, generator, road closure and two sets of bleachers
- Update on Evangeline Playground - the border around the play area is rotten and will be taken up, the site will be excavated and filled with pea gravel
- Tennis Court & Pickle Ball Nets went up April 16
- Portable Toilets arriving May 1, 2025, for Reservoir Park (1 accessible & 1 regular) and the Pickleball court (1 accessible)
- The “No Motorized Vehicles” signs have been replaced at the Wolfville Nature Trust lands.
- Trail and field maintenance will be carried out through the first weeks of the season.
- Clock Park gardens and paths were given seasonal cleanup. Gardens are cleaned out of debris and paths are cleaned of debris and raked

Economic Prosperity * Social Equity * Climate Action * Community Wellness

- Willow Gardens grasses were cut and divided as they are getting too large for the gardens and need to be managed. Gardens seasonal cleanup was done throughout the park for the upcoming season
- Recreation center gardens and paths were cleaned up for the upcoming season
- Seasonal waste stations have been placed out in the town for the upcoming season
- Courts were cleaned of leaves and debris for upcoming usage
- Bench repairs and replacements have started. A new bench has been installed at Alumni Hall bus stop. Other benches had the old boards replaced. All benches were checked for safety and repairs were done on any that required them after the winter season. Bench renovations will continue throughout the season as many benches need boards replaced or repainted.
- Plant grow room was set up for plant plugs arriving on Apr 22, 23
- Landscape repairs in the parks will start the week of April 21-25 and continue ongoing throughout the season
- Trail maintenance has begun, and winter damage is being repairs the week of April 21-25
- Parks will carry on with winter clean up and seasonal maintenance of the parks and fields (Aeration, weeding, pruning etc....)
- Regular duties have been carried out as per usual (Solid waste pickup, General parks maintenance of items in need of safety repair, or replace are being addresses as we come across them

Engineering/Technical Updates

A Storm System Assessment is underway and is being done in tandem with CBCL. We have just started the survey portion and have already collected survey data for 345 catch basins thus far. Most of these have been updated in the GIS with location and rim elevations. This has taken three full days in the field to survey and another couple of days of updating in the GIS. This work will inform an update to our Flood Risk Study/Stormwater Management Plan, so we have projects recommended and budgeted/funded/tendered.

Earnscliffe Reconstruction – The design of the project and consideration/discussion of the requested drop-off area at the children’s centre as well as discussions with EKM about the section of street that is currently on private property are now under way.

Public Works Operators have begun onboarding with iPad tablets and mobile forms to support paperless field workflows. We also launched the Urban Forest Plantable Areas Web Map to support greening initiatives. Further administrative improvements include standing offer setups for both EPW and Planning, and streamlined permit reporting, with quality control and reporting now taking only 30 minutes.

Economic Prosperity * Social Equity * Climate Action * Community Wellness

Planning Updates

Approved developments

- Site Plan - 48 unit residential building on Maple Ave - approved
- Site Plan - Main Street single unit dwelling (next to #33) - approved
- Site Plan - Lot 3 Pleasant Street - 6 unit residential building - approved

Plan Review

- Working with Kings County to update the wellfield protection zones to include the 3rd production well
- Working with consultants on rail lands and possible development forms
- Working with landowners on possible land exchanges around the wastewater treatment plant and multiple locations around Dykeland Street.
- Planning Advisory Committee is meeting to receive a package on potential land use by-law and Municipal Planning Strategy changes to meet our Housing Action Plan on May 15
- Two days of open houses are scheduled for May 22 and May 26, each with sessions from 12-2pm and 6:30-8:30pm at the Wolfville Legion

Finance updates

Finance staff have begun to work on the year-end and year-end audit requirements. Finance will spend most of their time in May focusing on finalizing the 2024/25 financial records, preparing account reconciliations, working papers, and preparing draft financial statements. External auditors, Grant Thornton, are to begin audit field work mid-June with the plan to present audited financial statements to Council in late July or early September.

Information Technology

IT is preparing for two large projects. Staff are working to implement the new Host Server and make it operational. This will provide data redundancy for all production servers. Plans are underway to upgrade the network backbone infrastructure, including new network switches and Access Point. This will provide a more robust wireless coverage across the organization and close some of the coverage gaps in our Public Works building.

As new employees are welcomed to the organization, IT is configuring new accounts and devices to provide high-level functionality. Staff are also setting up for the REC HUB site in preparation for it's opening.



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Beauceron security training has been in place now for just over one year. Cyber training has provided great results from employee with participation and reporting of malicious emails. This training shall be ongoing as each staff member undertakes new training courses.

Our firewall has blocked 1,265,392 suspicious locations trying to gain access to your location. As well the Botnet (a malicious act that tries to add computers to push out malware, on mass) has blocked 106,092 such events.

Public Input Questions

COW April 1, 2025

Response to David Daniels, 3 Toye Lane

Q: Town needs a Correspondence policy and policy or guidelines on when agenda package is made available to public, one day is not enough.

A: The Council Policy Working Group is reviewing a new Council Proceedings Policy which will look at current practices. Committees of Council Policy #110-001 is posted on the website.

Q: Questions in response to my questions responded to in CAO report. In light of the MGA Section 50 I question whether it is appropriate for staff members to decide who may use town land. Should it be up to staff to decide whether to take advantage of a potential source of town income and is there a time limit on that authorization. CAO stated Developers making significant contributions to the town in public benefits. This is not relevant to question as to whether they should pay for use of property. The Development Agreement was negotiated by both parties, the town and developer both receive benefits.

A: The MGA assists Council in their role. Section 50 states “Municipality may.....” not “Council must....”. Staff are tasked with making decisions relative to the operations of the Town. Allowing the developers the use of parking spaces as a lay down area to expedite the construction of the building and to reduce safety concerns without charge is reasonable.

Q: I asked if council was informed of the recent temporary expansion at (292 Main St). The answer was “council was informed of recent temporary expansion”. This really doesn’t answer my question. The real question is did council have foreknowledge of expansion?

A: Council was informed after staff authorized the temporary expansion of the lay-down area to facilitate safe and efficient building construction.



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Q: CAO report states consistent with policy #110-010 council has conferred and determined that all questions posed at public input will be answered in writing in next COW meeting through CAO report. The new determination by Council referred to is not consistent with the current Public Input Policy. In the policy there is the possibility of receiving answers 'immediately' that possibility is now gone. I would like to know where council conferred and when council made this determination – between March 18th and presently. Was it at a public meeting?

A: The CAO in consultation with the Mayor and Deputy Mayor determined how Policy #110-010 would be implemented. The rest of Council was informally asked if they were supportive of this approach. There is no requirement to have these discussions at a public meeting. Experience shows questions answered 'immediately' without forewarning increase the risk of incomplete or inaccurate responses. It is better to provide fulsome answers at the next meeting.

It is also important to note that members of the public do not have to wait for a Council meeting to ask questions of staff or Council. There are a variety of ways they can do so including in person at Town Hall, via email, letter or phone call. Contact information is available on our website or by visiting Town Hall and picking up a business card. The Town has a website and our Wolfville Blooms page where information can be found on a variety of Town projects and questions can be asked.

Q: The CAO report has no response to two questions concerning failure of developer to substantially complete building by Feb 1st.

A: The missing answers were an oversight and as well as being responded to below have been answered directly via email.

A request was received by the Development Officer for an extension to the timing of 292 Main Street. The Development Officer reviewed this request in line with Section 5.1.10.2 of the Development Agreement and deemed this to be a non-substantive amendment, which was granted in line with Section 230(4) of the MGA.

Q: Turning to new language which was just read in comment portion of the agenda. The third bullet point limits comments and feedback to matters on agenda. New language does not mention questions from the public which is a new thing, and it limits comments and feedback to comments that isn't on the agenda that means they can't be heard. Who decides what is appropriate?

A: The public input portion is consistent with the policy and members of the public have a variety of ways to ask questions.



Economic Prosperity * Social Equity * Climate Action * Community Wellness

Upcoming events

June 24 – Horton Prom Parade

For up to date event listings, including meetings, please visit <https://wolfville.ca/events>

COMMITTEE UPDATE

Title: Audit

Date: May 6, 2025

Department: Committee of the Whole



Meeting held April 25, 2025, in Council Chambers, 359 Main Street, Wolfville.

Jessica Clahane, Partner, Doane Grant Thorton, presented the Audit Strategy report to committee. Questions arising addressed by Ms. Clahane, no concerns noted.

Discussion re: J Johnson's departure. An employee of Doane Grant Thorton will be engaged on a part-time basis to assist TOW staff in preparing data for Audit review. This person will not be involved directly with the audit on the Doane Grant Thorton end.

Ms. Clahane and the Committee both asked if there was anything that they felt should be addressed in camera. None brought to the attention of the Chair.

Chair recognized Ms. Johnson for her contribution to the Town and wishes her success in her new role at Acadia.

Next meeting: TBD, should be end of June, early July, location TBD.

Respectfully Submitted

Ian Palmeter

COMMITTEE UPDATE

Title: PAC
Date: April 2025
Department: Planning and Development



UPDATE

The committee met on April the 10th in Chambers.

There was a Think Paper in the agenda package that was not discussed at length. It was simply to ask people to think or turn their minds to Growth Management.

There was extensive discussion on the presentation from Turner Drake. This was circulated to PAC members and to Council to ensure everyone had the opportunity to read the statistics.

In summary it stated that while Wolfville still continues to grow, it is not at the rate that we saw during Covid times for instance. The report will be helpful in identifying future infrastructure needs as well as what offerings in recreation or core services may be required.

There was also a discussion on when the next flow of information would come to the committee. Discussion on a calendar of what is coming so everyone can be prepared for the work coming our way. And, to ensure we knew when greater engagement with the community is going to happen so we could put that in our calendars so we can be present for as much as possible.

Respectfully Submitted,

Mayor Jodi MacKay

COMMITTEE UPDATE

Title: RCMP Advisory Committee
Date: April 8th, 2025
Department: Committee of the Whole



RCMP ADVISORY COMMITTEE

- Meeting was held in Council Chambers, April 8th, 2025
- Regrets from David MacKinnon
- Call to Order, and Approval of Agenda, Meeting started at 10:09
- No Public Input
- Our first meeting of the new year, the Chair welcomed everyone back.
- New Business: Sgt. Mitch Pelletier led the updates on both St. Patrick's Day and Cheaton cup. Both evenings were smoother than years previous with emphasis on pre-communication within some smaller channels in compliance to keep the parties under control on Summer Street and surrounding areas.
- Some new initiatives were attempted to make it more HOUSE party as opposed to STREET party to allow for traffic to move, safety in case of EHS needs etc. The process worked well, and parties were easier to control.
- We discussed the pros and cons to a visible mobile unit during these types of events.
- A meeting with landlords is still in the works to get feedback and input.
- The RCMP quarterly report was presented, and Sgt. Pelletier asked the committee about the needs, wants, etc. for information within the report. We generally like the layout, mixed with information and photos, but asked for some more details on some areas like School Programs, certain Calls for Service that might be higher or showing trends, as well as, community events.
- We discussed the E-Scooters, as the season is approaching. Great info in the Policing report
- Next meeting scheduled for July 15th, 2025, at 10am

Respectfully submitted,

Councillor Mike Butler (He/Him)

COMMITTEE UPDATE

Title: AVRL Board Meeting April 17, 2025

Date: April 22, 2025

Department: Committee of the Whole



AVRL Board Meeting Synopsis

The AVRL Board convened at 5:30 pm on Thursday April 17, 2025 in the Berwick Council Chambers.

Minutes of the March 17, 2025 meeting were approved. These meetings will be posted on the [AVRL](#) website.

Correspondence

- **Received**

- A copy of letter from CCTH to CORL Chair informing that \$800,000 will be provided to public libraries as bridge funding to offset inflationary pressures. AVRL will receive ~\$90,000.
- A copy of letter sent signed by AVRL Regional Funding Municipalities to CCTH supporting funding request for NS Public Libraries.

Committee Reports

- **Executive Committee** met April 7. Outcomes of the meeting were for recommendations be taken to the board to
 - Complete Strategic Plan inhouse
 - Direct CEO to take actions necessary to clarify ongoing situation with Annapolis Royal
 - Direct CEO to conduct Doodle poll to find a compatible date for initial meeting of the AVRL Investment Subcommittee meeting. Meeting subsequently set for May 21, 2025
- **Human Resources** – In Camera for personnel discussion
 - Out of Camera
 - Motions made to accept CEO evaluation methodology and adopt proposed salary grid as presented and that CEO be placed at step 2 of Salary Grid.

Financial Report

- Financial Report for fiscal year 2024-2025 indicates a small surplus of \$106,000. This was mainly realized by gapping positions and will not be repeated in next fiscal year. All efficiencies have now been completed. Board ends 2024-25 with approximately \$950,000 in reserves available to use to maintain current levels of service.
- Budget 2025-2026
 - Interim Budget was presented indicating a \$203,102 deficit pending more information regarding the Provincial Library Funding Formula and labour negotiations with NSUPE Local 23. Motion was made to accept Interim Budget.
 -

CEO Report Highlights

- New Regional Branch Manager, Beth Kawecki, is developing new framework for staff and is regularly visiting all 11 branches creating working groups to positive response from Branch Supervisors
- New Learning Management Software has been purchased to support training efforts and create success. Possibility to add Board Orientation to this software was discussed.
- Strategic Items

COMMITTEE UPDATE

Title: AVRL Board Meeting April 17, 2025

Date: April 22, 2025

Department: Committee of the Whole



- Funding
 - No update from CCTH on timing or process for consideration of a \$1.6mil collective ask, or the funding formula in general
 - CEO has upcoming MLA meetings scheduled in April
 - CEO has scheduled meetings with all 11 funding municipalities April thru June for overview of Library's performance over the last year, and updates of Funding Review if any.
- Initiatives
 - AVRL initiated a shipping pilot project between AVRL, Colchester-East Hants and South Shore to explore ways to achieve more cost-effective ways to ship books and resources between regions. AVRL is the biggest net receiver of books for its patrons
- Wolfville Branch
 - It was noted that the Town of Wolfville has approved their 2025-2026 budget to include a facility needs assessment for multiple buildings including the library.
 - AVRL will be participating in a patron-led fundraising campaign in May: a few staff and CEO and Board Chair will be participating in various races for the Blue Nose Marathon in Halifax on May 16-18 and AVRL will promote the fundraising efforts of the WO patron.
- Strategic Plan
 - Following completion of a community consultation (Oct 24-Feb25) process by Davis Pier the collated data from the general public, staff and municipalities the board made the decision to proceed with a new Strategic Plan. It was moved that the AVRL board delegate AVRL staff to complete a draft set of priorities for review at the June 17, 2025 meeting.
- Performance Measures
 - Circulation numbers are reduced overall, due to several events: fewer deposit collections (no longer serving AVRCE schools), Canada Post Strike, cancellation of Hoopla. Slight decrease in branches overall. Wolfville down slightly 4.31% over year.
 - Wi-fi use less than 2023-24 for unknown reasons. Wolfville down 41.38% for public access Computer Statistics for 24/25 year. Wifi connections down 18.22%
 - Circulation Trend since 2009: the report from the integrated library software shows a 30% increase in AVRL's circulation over time despite only 10% increase in population. It's interesting to see the impact of new/renovated branches opening 2016 – 2019, and then the impact of Same Page beginning in 2022. This report illustrates the importance of looking at the long-term use trends of the library.

Next Meeting June 17, 2025, AGM & Regular Board Meeting, 6pm Berwick Council Chambers

Respectfully submitted by:

Janet Ness

AVRL Town of Wolfville Representative and Board Chair

INTERIM INTERMUNICIPAL SERVICES AGREEMENT BOARD

PAGE 1 OF 2

“MEETING MINUTE” BASED ON BOARD MEETING HELD ON MARCH 25, 2025

The March regular monthly meeting of the Interim Intermunicipal Services Agreement Board of Directors was held on March 25, 2025, beginning at 3:00 p.m., based in the Valley Waste-Resource Management Boardroom with a virtual attendance option. Please note that this is a deviation from the normal meeting date and time.

KINGS TRANSIT AUTHORITY

Under the leadership of Acting General Manager Dwight Whynot, activity levels remain high with a focus on the following key topics:

- The submission for the provision of Battery Electric Buses is now under review.
- Two proposals for Project Management, one for building options and one for electrification assistance, are also under review.
- Request for Decision documents regarding these key projects will be brought before the Board during an upcoming meeting.



Meg Hodges has been engaged as **General Manager** to the Kings Transit Authority and will assume her position on April 3, 2025. We know that everyone will extend a hearty welcome and help Meg as she tackles this new challenging and rewarding role!

Diesel Average Cost

Includes Taxes Expensed (not posted price)

FY 2025

\$1.37

FY 2024

\$1.39

FY 2023

\$1.59

FY 2022

\$0.97

FY 2021

\$0.64

Total Diesel Cost

Includes Taxes Expensed

FY 2025

\$485,081

FY 2024

\$566,538

FY 2023

\$672,054

FY 2022

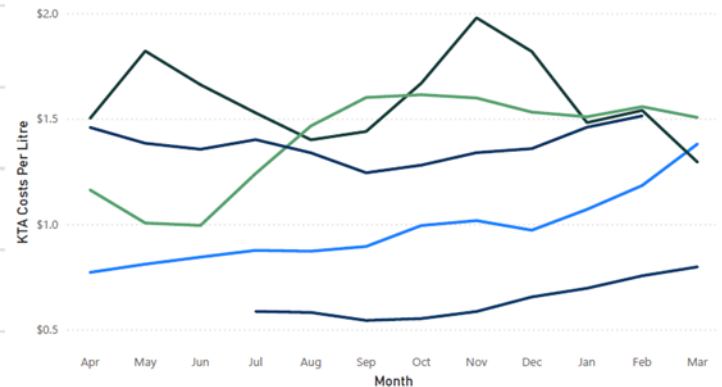
\$411,623

FY 2021

\$176,067

KTA Costs Per Litre by Month and Fiscal Year

Fiscal Year ● FY 2021 ● FY 2022 ● FY 2023 ● FY 2024 ● FY 2025

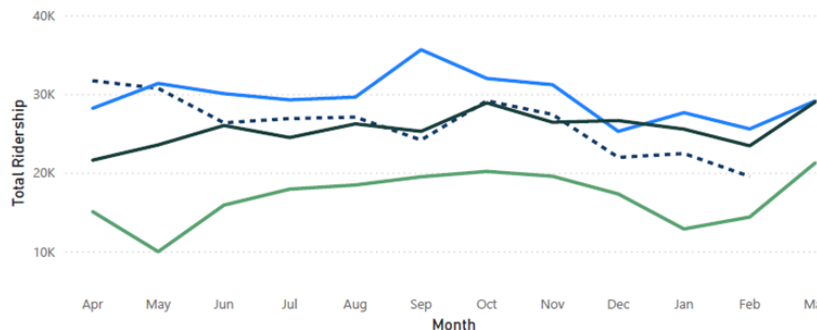


Fiscal Year Total Ridership

Fiscal Year	Total Ridership
FY 2025	287,490
FY 2024	355,008
FY 2023	307,115
FY 2022	202,409
FY 2021	130,829
FY 2020	349,024
FY 2019	345,038
FY 2018	347,299
FY 2017	349,352
FY 2016	360,848
FY 2015	392,035
FY 2014	406,196
FY 2013	31,950
Total	3,864,593

Multi-year View of KTA Ridership

Fiscal Year ● FY 2025 ● FY 2024 ● FY 2023 ● FY 2022



Notes:

KTA stopped providing service to West Hantz in 2015
COVID had a significant impact on ridership for a couple of years including and after 2021
As of May 21, 2024, transfers are no longer counted as riders



MEETING MINUTE



VALLEY WASTE –RESOURCE MANAGEMENT

Under the leadership of General Manager, Andrew Garrett, several key projects are in progress including the following:

- Extended Producer Responsibility for Packaging and Printed Paper—work continues with Circular Materials to finalize the contract as per the compensation package offered in January. Earlier this month, Circular Materials contacted municipalities emphasizing the need for strict separation of Industrial, Commercial and Institutional (ICI) recycling from residential recycling during curbside collection and at receiving facilities such as the Management Centres. This unanticipated, and sudden, change has raised significant concerns, leaving municipalities urgently seeking solutions. Without collaboration from Circular Materials, municipalities risk inefficient management of ICI generated materials. The Regional Chairs Committee will send a letter to the Honourable Tim Halman, Minister, Nova Scotia Environment and Climate Change, outlining the issue and its impact on municipalities. Additionally, the Chair of each waste management region will be requested to prepare and release a similar letter to Minister Halman reiterating these concerns. Staff have also initiated discussions with EFR Environmental and Scotia Recycling to explore alternative solutions to this unanticipated prohibition of the co-mingling of materials.
- Curbside Collection Changes: The new region-wide collection contract with EFR Environmental begins April 1st. With that comes a few tweaks to routing and services to enhance efficiencies:
 - Collection day changes to a few routes that include the Town of Annapolis Royal, Bear River First Nation and a portion of Gaspereau Valley. Collection on accessible private roads in Annapolis County will also gradually transition to end-of-driveway service through the spring and summer as education is being provided to affected residents. Clean-up in Annapolis County will have a schedule that mirrors what is provided in the rest of the region with residents required to put materials curbside the weekend before their scheduled week rather than on their specific collection day. A **reminder that bi-weekly collection of bulky materials will not begin until 2026**, however, we expect new collection equipment to gradually get rolled into service beginning this fall.
- Ground and Surface Water Monitoring: NSECC has approved the proposed water monitoring plan and wells will be installed at both Management Centres. Extensive testing will then determine if additional measures are needed. The project was originally approved as a capital expenditure in the 2023-2024 fiscal year and the temporary borrowing approved for this project is expiring. We will need to add this project to the next round of municipal financing.
- Engineering Projects: The engineering projects for the expansion of the Eastern Management Centre's tipping floor and the construction and demolition debris yard are progressing very well. NSECC has been provided with the C&D area expansion plans as they need to review and approve each project before proceeding.
- Commercial Cardboard Recycling: The Request for Expression of Interest for purchasing commercial cardboard closed on March 27th with 2 proposals received. Scotia Recycling and John Ross & Sons are both offering collection and marketing services with competitive offers. Each proponent is being contacted monthly to provide pricing on a per-load basis. This project provides for additional revenue stream and reduces overall costs for the Authority.
- 2024-2025 Budget: Remains on track with staff anticipating a minor surplus at year end. The approval process for the 2025-2026 operating and capital budget is now underway in each participating municipality.

NEXT MEETING

The March regular monthly meeting of the Interim Intermunicipal Services Agreement Board will be held on **April 16, 2025** beginning at **10:00 a.m.** based in the Valley Waste Boardroom with the virtual attendance option.

Please note that this is a deviation from the normal meeting date.

INTERIM INTERMUNICIPAL SERVICES AGREEMENT BOARD

PAGE 1 OF 2

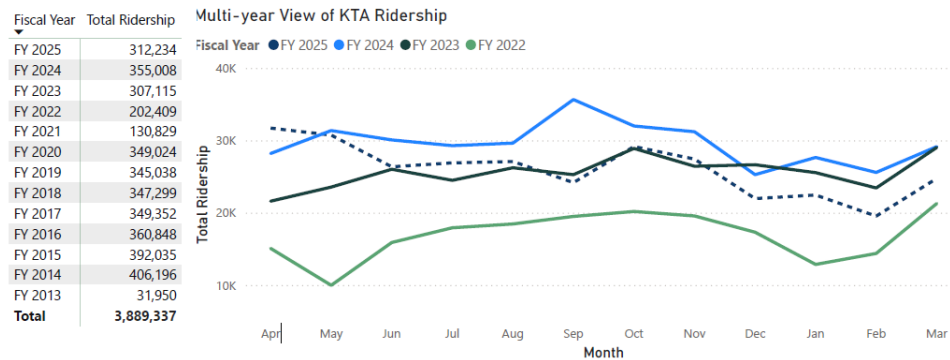
“MEETING MINUTE” BASED ON BOARD MEETING HELD ON APRIL 16, 2025

The April regular monthly meeting of the Interim Intermunicipal Services Agreement Board of Directors was held on April 16, 2025, beginning at 10:00 a.m., in keeping with the normal meeting schedule. The meeting was based in the Valley Waste-Resource Management Boardroom with a virtual attendance option.

KINGS TRANSIT AUTHORITY

A leadership transition is well underway as Meg Hodges assumed the role of General Manager on April 3, 2025 and has hit the ground running. Mr. Whynot remains available and is providing guidance to Ms. Hodges to ensure a smooth transition. Key projects include:

- Implementation of new bus tracking software with identified issues under investigation.
- Full staffing levels are in place; however, active recruitment for drivers continues to ensure that an acceptable driver pool is in place.
- A review of routes and stops is underway to determine immediate changes that can be implemented to improve service and adhere to schedules and route timing.
- A decision has been made to slow the implementation of battery electric buses to allow time to investigate all possible technology options to ensure a viable service into the future. Investigations will include the continuing use of diesel buses, the use of battery electric buses and the use of hydrogen fueled buses or a combination of the three. More details will be brought before the Board during an upcoming meeting.
- The graphs below provide key performance indicator data for both ridership and fuel costs.



Diesel Average Cost

Includes Taxes Expensed (not posted price)

FY 2025
\$1.38
FY 2024
\$1.39
FY 2023
\$1.59
FY 2022
\$0.97
FY 2021
\$0.64

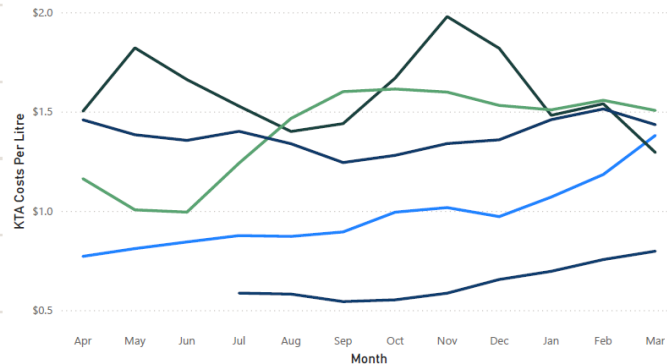
Total Diesel Cost

Includes Taxes Expensed

FY 2025
\$539,691
FY 2024
\$566,538
FY 2023
\$672,054
FY 2022
\$411,623
FY 2021
\$176,067

KTA Costs Per Litre by Month and Fiscal Year

Fiscal Year ● FY 2021 ● FY 2022 ● FY 2023 ● FY 2024 ● FY 2025



MEETING MINUTE

Kings Transit Authority



VALLEY WASTE –RESOURCE MANAGEMENT

Under the leadership of General Manager, Andrew Garrett, focus remains on negotiations with Circular Materials regarding the impending implementation of Extended Producer Responsibility for Packaging and Printed Paper.

- As per the direction of the IMSA Board, a letter to the Honourable Minister Timothy Halman, Nova Scotia Environment and Climate Change, was sent requesting considerations be made for the co-mingling of industrial, commercial and institutional (ICI) recycling in curbside collection programs.
- Circular Materials is in discussions with Divert NS on reporting requirements to determine if ICI recycling can be permitted curbside in collection systems.
- It is likely that items such as polystyrene and flexible plastics (pouches, chip bags) will be recyclable through drop-off depots only.
- Schools and campgrounds are being provided with information about free collection and processing of recycling through private contractors on behalf of Circular Materials. Multi-family properties and First Nations communities are currently receiving service by Valley Waste.
- Negotiations for post collections services at the Management Centres are underway. Staff completed a per-tonne cost analysis to store and deliver recycling materials to Scotia Recycling and have provided that information to Circular Materials.

CAPITAL PROJECTS

- Roscoe Construction is installing the new household hazardous waste building and shelter.
- Palmer and Doherty have almost completed the engineering for the expansion of the East Management Centre transfer station building. Cost estimates have; however, been delayed due to the uncertainty of the current political climate affecting tariffs.
- The wood grinder has arrived and is operational.
- Plans for the expansion of the construction and demolition debris yard has been approved by NSECC. A Request for Proposals will be released for the work once budgets are approved.

2024-2025 TONNAGE SUMMARY

	F2024	F2025	Variance	
Incoming Curbside Materials				
Curbside	21,934	22,025	91	0.41%
Clean-up	2,290	2,578	288	12.56%
	24,224	24,603	379	1.56%
Incoming Customer Materials				
Garbage	14,289	12,585	-1704	-11.93%
Recycling	1,261	1,612	351	27.84%
Organics	718	529	-189	-26.32%
Sorted C&D	2,778	2,865	87	3.13%
Mixed C&D	5,217	5,262	45	0.86%
Metals	186	197	11	5.91%
Yard Waste	275	744	469	170.55%
	24,724	23,794	- 930	-3.76%
Outgoing Materials				
Garbage	28,297	27,218	-1079	-3.81%
Organics	10,685	10,662	-23	-0.22%
Recycling	5,752	5,771	19	0.33%
Sorted C&D	1,382	7,397	6015	435.24%
Metals	675	659	-16	-2.37%
Yard Waste	193	469	276	143.01%
	46,984	52,176	5,192	11.05%

NEXT MEETING

The May regular monthly meeting of the Interim Intermunicipal Services Agreement Board will be held on **May 21, 2025** beginning at **10:00 a.m.** based in the Valley Waste Boardroom with the virtual attendance option, in keeping with the normal meeting schedule

COMMITTEE UPDATE

Title: Kings Point to Point Transit

Date: May 6, 2025

Department: Committee of the Whole



Kings Point to Point Transit

This regular meeting, April 16, was chaired by Berwick's Chris Goddard. Executive director Kathleen Hull informed board members of a unique \$107,000 surplus. Lower gas costs helped the bottom line.

KPPT's continuing shortage of drivers was a major topic of discussion. There is a need for three full time drivers and two casual drivers. Better recruitment is a constant focus, Hull noted, because KPPT has between eight and ten vans on the road daily.

The service is still dealing with aspects of the fire losses seven months ago.

Date of next meeting will be Wednesday, July 16.

Respectfully submitted

Councillor Wendy Elliott

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: May 6, 2025
Department: CAO



UPDATE

The Kings REMO Regional Emergency Management Advisory Committee met on Tuesday, April 22, 2025.

Key issues of discussion included:

Presentation: Team Rubicon

- Team Rubicon is a veteran-led humanitarian organization that serves global communities before, during, and after disaster and crises
- More than 180,000 volunteers across North America
- Team Rubicon serves communities affected by disasters and humanitarian crises by harnessing the skills and experiences of veterans, first responders and skilled civilians to help people prepare, respond, and recover
- Team Rubicon involved in the following activities:
 - Incident Management
 - Debris Removal
 - Disaster Mapping & Work-Order Management
 - Hazard Mitigation
 - Expedient Home Repair
 - Spontaneous Volunteer Management
 - Mobile Medical Testing
 - Food Insecurity & Supply Delivery

Kings REMO ECC Activation

Reference: 2025-03-05 NS DEM Minister's Letter

- "When a significant event is likely to impact a municipality, the ECC will be activated at least to a monitoring level" and
- "When local impacts are imminent or emergency, and the Province has activated the Provincial Coordination Centre (PCC) to a level 2 or higher, municipalities in the affected areas will also increase the posture to their ECCs to support First Responders, facilitate the critical flow of information, and lead the coordination of incident management to better protect residents."
"Later this year, the Province will consult with stakeholders on a set of standards (including activation standards) for REMOs which will help to further inform activation protocols and will stand up and staff regional offices which will help to provide more support to municipalities and REMOs in meeting those standards."

Alert Ready

Reference: 2025-03-10 NS DEM Alert Ready Letter

- "[NS DEM] Staff have been in discussions with their provincial counterparts across the country to identify best practices and evaluate the feasibility of implementing some of those practices here."
- "[NS DEM] has identified the alerts portal and training program from Alberta as one that Nova Scotia could leverage. We will have more to share on that soon."

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: May 6, 2025
Department: CAO



Kings REMO Regional EM Plan, Change 4

REMC summarized the changes being put forward in Change 4 to the Kings REMO Regional Emergency Management Plan

- Foreword – amended signature block to chair of Kings REMO REMAC
- Section 5.2 Risk Analysis Matrix updated from the recent HRVA conducted in December 2024 and approved by Kings REMO REMAC January 2025
- Section 8.1 Declaration of a State of Local Emergency (SOLE) – organization name update for NS Department of Emergency Management (NS DEM)
- Section 9.2 Plan Maintenance & Responsibility – annual reviews updated and plan revisions amended to March 20, 2025 with approval on April 22, 2025
- Section 10.0 Plan Distribution – amendments to organization names
- Annex A – Updates to organization names
- Annex C – ECC Activation Flowchart & Triggers
- Annex L – Volunteer Registration – Assumption of Risks & Waiver Liability form included as approved at Kings REMO REMAC meeting 2025-04-15
- Annex M – NS DEM Duty Officer contact telephone number updated

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 4 TO THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT PLAN, DATED MARCH 2025

Kings REMO Winter Storm Preparedness & Response Plan, Change 1

REMC summarized the changes being put forward in Change 1 to the Kings REMO Winter Storm Preparedness & Response Plan

- Administrative – map updated with REMO & municipal logos
- Administrative – Foreword signature block amended to Chair of REMAC
- Section 2.9 Winter Storm Organizational Structure – Key ECC activation triggers outlined in Annex D
- Section 3.2.2 NS Department of Emergency Management – administrative organization name change
- Section 3.2.3 NS DPW & Engineering Departments – administrative organization name change
- Section 3.3.8 NS Department of Public Works (NS DPW) – administrative organization name change
- Section 5.2 Plan Review & Maintenance – updated to include dates of reviews and Plan Revision (Change 1)
- Section 6.0 Distribution List – administrative organization name changes
- Annex D ECC Activation – Key Triggers to consider during a Winter Storm

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 1 TO THE KINGS REMO WINTER STORM PREPAREDNESS AND RESPONSE PLAN, DATED MARCH 2025

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: May 6, 2025
Department: CAO



2025 Wildfire Season

- Nova Scotia Wildfire Season March 15 to October 15
- Kings County has seen an average of 20 wildfires per year over the last 19 years
- Kings REMO issued a 2025 Wildfire Season Awareness News Release on March 14, 2025
- The [NS Burn Safe Map](#) is updated daily at 2:00 pm

Comfort Centres

www.kingsremo.ca/Comfort-Centres

- 27 Comfort Centres (as of 2024-01-23)
 - Coldbrook Lions Community Centre removed from list of active Comfort Centres – generator repairs being investigated
 - Centreville Community Centre removed from list of active Comfort Centres – generator repairs/replacement being investigated

Pending Additions (Provincial & Municipality of the County of Kings Generator Program Funding):

- Salvation Army Church (Kentville)
- Morden Community Centre (Morden)
- Bethany Memorial Baptist Church (Aldershot)
- Valley Community Learning Association (Kentville)

Community Outreach

2025 Presentations: 12 as of 2025-04-22

- 2025-01-14 Village of Port Williams
- 2025-02-10 Horton Community Centre
- 2025-02-19 Wolfville Legion
- 2025-02-22 Burlington Community Centre
- 2025-03-05 Kings Central High School - Grade 12 Class
- 2025-03-11 Kingston Area Seniors Association (KASA)
- 2025-03-18 Berwick Legion
- 2025-03-19 Canning Community Group
- 2025-04-01 Kids Action Program
- 2025-04-02 Senior Home Care by Angels (am presentation)
- 2025-04-02 Senior Home Care by Angels (pm presentation)
- 2025-04-09 Booker School (Gr 6-8)

Kings REMO Social Media

- Social media offer the opportunity to connect and cooperate with the networked public, take advantage of the capabilities and innovations of virtual volunteers, and to reach people quickly with alerts, warnings, and preparedness messages
- Kings REMO actively uses Social Media to increase community awareness:
 - Facebook followers – annual increase:
 - 9,636 2024-04-15 + 4,709

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: May 6, 2025
Department: CAO



- 11,844 2025-04-22 + 2,208
- 'X' account cancelled and replaced with Bluesky (@kingsremo.bsky.social)

Vulnerable Persons Registry (VPR) Program

www.kingsremo.ca/VPR/

- Registrations:
 - 2023-01-16 32 registrations
 - 2024-01-15 47 registrations
 - 2025-01-22 55 registrations
 - 2025-04-22 56 registrations
- Kings REMO working to develop a 'Community of Champions' to increase awareness of the VPR Program
- Strategic partnerships developed with Family 1ST Medical & Seniors Homecare by Angels

Training & Exercises

- 2025 Training Schedule:
 - BEM
 - 2025-03-13 (Thu)
 - 2025-06-26 (Thu), 2 registered as of 2025-04-22
 - 2025-09-25 (Thu)
 - 2025-12-11 (Thu)
 - ECC
 - 2025-02-20 (Thu)
 - I100
 - 2025-03-12 (Wed)
 - Additional courses as required
 - I200
 - 2025-04-23/24 (Wed/Thu), 24 registered
 - I300
 - 2025-10-15/16/17 (Wed/Thu/Fri), 19 registered
- 2025-04-03 NS DEM Evacuation Workshop
 - Workshop Overview:
 - Causes of Evacuation
 - Who is at Risk?
 - Community Behaviour in Evacuations
 - Evacuation Requirements
 - Evacuation Communications
 - Re-Entry
 - Evacuation Planning
 - A well-attended workshop in Kings County with 26 Municipal Staff & Agency Representatives in attendance

COMMITTEE UPDATE

Title: Special Regional EM Advisory Committee (REMAC)
Date: May 6, 2025
Department: CAO



- Information from Workshop will be support Change 2 to the Kings REMO Regional Emergency Evacuation Plan being put forward for review/approval: June-REMPC/July-REMAC
- 2025 Exercise program for Kings REMO:
 - 2025-05-20/21 NS DEM EMC Workshop
 - Emphasis on priorities for NS DEM & evolving relationship between REMOs, new REOCs & PCC
 - 2025-06-10 NSEMO Exercise Nova Charlie
 - Focus on educating participants about and testing new lines of communication created with establishment of new NS DEM functions
 - 2025-07-17 (Thu) Hurricane-ECC Activation TTX
 - 2025-11-20 (Thu) Winterstorm – Shelter TTX

Roundtable Discussion

Dan Stovel, Kings REMO REMC

Emergency Preparedness Week, May 4-10, 2025. This year's theme is "Be Prepared, Know your Risks." News release prepared to be sent out May 1st to highlight emergency preparedness. As part of EP Week, Alert Ready system will be tested in Nova Scotia Wednesday, April 7th at 1:55pm

Councillor Howard Williams, Town of Wolfville

Table 1 of Section 5.3.1 Blizzards and Heavy Snowfalls, indicates location of "National, except North of 20". REMC to investigate and confirm Environment & Climate Change Canada's location for Blizzard Warnings.

Section 10.0 Plan Distribution includes Acadia University but not NSCC. REMC highlighted that the distribution of the plan was to membership of the Regional EM Planning Committee

Mayor Corkum, Municipality of the County of Kings

The meeting provided a better understanding of Regional Emergency Management issues

Next Meeting: Tuesday, July 21, 2025

COMMITTEE UPDATE

Title: VCFN & VCFNA

Date: May 6, 2025

Department: Committee of the Whole



VCFN

Meeting held April 8, 2025, virtually.

Operations update: no significant outages in last 6 months, ongoing discussions with CRA in regards to online reporting.

Network operations: entering into a contract with NOCLand of St. John's, Newfoundland and Labrador, to handle all incoming outage/service issues. They will have 24 hour, level 2 service capability and will be capable of dispatching appropriate service personnel for repairs. This will take the load off Municipality of Kings personnel, particularly during off hours.

Ongoing work plan:

- 1) Resolve pole attachment liability issue with NSP
- 2) Complete lateral policy
- 3) Develop annual budget
- 4) Complete long term viability assessment

In Camera discussion under contract negotiations of the MGA

Discussed and accepted new rate card for VCFN

Next meeting TBD, to be held in conjunction with VCFNA

VCFNA

Meeting held April 8, 2025, virtually.

VCFNA Board approved a contract award for the redesign of the common internet architecture to Cimgem Consulting.

Currently the VCFNA common internet core infrastructure consists of a pair of Cisco switches that are approximately 15 years old. These switches are surplus Municipality of Kings equipment that was put in place when Rogers terminated the common internet service that they were previously providing to the VCFNA. Although the system is still functioning well it is important that this equipment is upgraded to avoid potential future

COMMITTEE UPDATE

Title: VCFN & VCFNA

Date: May 6, 2025

Department: Committee of the Whole



disruption to the service. As such, it was agreed at the August 20, 2024 meeting of the VCFNA that a scope of work and pricing for an upgrade should be developed. After investigation it is recommended that this work be completed in two distinct phases. Phase 1 would consist of a redesign of the network to internet service provider standards and Phase 2 would consist of equipment purchase, configuration and deployment.

The design of the current network is a direct copy of the original Internetworking Atlantic design. This design treats the network similarly to a large corporate LAN, with each Municipal partner configured as a virtual local area network (VLAN) within the larger network, with a connection directly from the core switches to the firewall or switch of each Municipal partner. By contrast, typical ISP networks use a modem or optical network terminal (ONT) as a demarcation between edge nodes and the core network. This configuration simplifies management of the network, enables easier expansion of the network and more clearly delineates customer networks from the core network. Most critically, such a redesign of the common internet architecture would serve as a foundation to allow the VCFN to offer internet service directly to additional customers.

Next meeting TBD, to be held in conjunction with VCFN

Respectfully Submitted

Ian Palmeter

COMMITTEE UPDATE

Title: WBDC

Date: May 6, 2025

Department: Committee of the Whole



Meeting held April 8, 2025, in Engel and Volkers board room, 311 Main St Wolfville.

Motion passed for the WBDC to enter into a one-year contract as revised by the TOW to take on the operation of the Town of Wolfville's Visitor Information Centre in Williwaw Park.

2025-26 budget passed as presented.

AGM to be held June 2, location and time TBD.

Bylaw to clean up to community member to go on agenda for AGM.

Kat presented an update on multi-media viewership. 'Burger War' has created a lot of interest. Over 110k views on Instagram in last 30 days! Open discussion on ideas for Kat to follow up on.

Next meeting May 13, 2025, location TBD.

Respectfully Submitted

Ian Palmetter