



ATTENDING

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

ALSO ATTENDING

- Director of Public Works & Planning, Devin Lake
- Manager of Communications & Strategic Initiatives, Barb Shaw
- Manager of IT, David Hopkins
- Manager of Community Development, Nick Zamora
- Manager of Operations, Dawson Sheehy
- Senior Planner, Mark Fredericks
- Administrative Assistant, Laura Yaroshevskia

REGRETS

- Councillor Kelly van Niekerk

CALL TO ORDER

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

Mayor MacKay read the Land Acknowledgement

Agenda Item	Discussion and Decisions
1. Approval of Agenda	THE AGENDA WAS APPROVED AS CIRCULATED.
2. Approval of Minutes	
a. Approval of the Whole Minutes, December 2, 2025	THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF DECEMBER 2, 2025, WERE APPROVED AS CIRCULATED.
b. Approval of Committee of the Whole In Camera Minutes, December 2, 2025	THE MINUTES OF THE IN-CAMERA COMMITTEE OF THE WHOLE MEETING OF DECEMBER 2, 2025, WERE APPROVED AS CIRCULATED.



Agenda Item	Discussion and Decisions
<p>c. Approval of Special Committee of the Whole Minutes, December 3, 2025</p>	<p>THE MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING OF DECEMBER 3, 2025, WERE APPROVED AS CIRCULATED.</p>
<p>d. Approval of Special Committee of the Whole Minutes, December 16, 2025</p>	<p>THE MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING OF DECEMBER 3, 2025, WERE APPROVED AS CIRCULATED.</p>
<p>3. Declarations of Conflicts of Interest</p>	<ul style="list-style-type: none"> • None declared.
<p>4. Presentations</p>	<ul style="list-style-type: none"> • Chad West, County of Kings, Valley Community Fibre Network <p><i>Discussion/Feedback</i></p> <ul style="list-style-type: none"> • 10 Gbps (Gigabits per second) is the speed of service. • Most cable is above ground, some underground. • Annual operating budget is used mostly for fixing breaks. • Cable lasts around 50 years. • If there are breaks, a Starlink satellite unit is deployed.
<p>5. Public Input</p>	<ul style="list-style-type: none"> • No-one for public input.
<p>6. Staff Reports for Discussion</p>	
<p>a. RFD 001-2026: Land Acknowledgement</p>	<p>01-01-2026 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL ADOPT THE LAND ACKNOWLEDGEMENT TO BE USED IN ACCORDANCE WITH TOWN POLICY #110-002 COUNCIL AND COMMITTEE PROCEEDINGS POLICY.</p>



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<p>b. RFD 002-2026: Urban Forest Policy and Work Plan</p>	<p>AND FURTHER, THAT COUNCIL ADOPT THE STATEMENT RECOGNIZING THE HISTORIC CONTRIBUTIONS OF AFRICAN NOVA SCOTIAN PEOPLE.</p> <p>AND FURTHER, THAT THE STATEMENT RECOGNIZING THE HISTORIC CONTRIBUTIONS OF AFRICAN NOVA SCOTIAN PEOPLE BE READ FOLLOWING A MOMENT OF SILENT REFLECTION THAT FOLLOWS THE LAND ACKNOWLEDGEMENT</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>02-01-2026 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL RECOMMEND STAFF SHARE THE DRAFT URBAN FOREST POLICY AND WORK PLAN, ONLINE AT WOLFVILLE BLOOMS, FOR A PERIOD OF COMMUNITY CONSULTATION, WITH FINAL VERSIONS OF THESE DOCUMENTS TO BE BROUGHT BACK TO COUNCIL FOR APPROVAL AT A FUTURE MEETING.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p><i>Discussion/Feedback</i></p> <ul style="list-style-type: none"> • Peter Duinker and Mark Fredericks presented. • Near Native is a newly defined term in the policy. • Discussion on trees planted in front of Acadia. • Salt tolerant species. • Looking at opportunities to divert storm water to water the trees. • Treating the Woolly Adelgid is being planned which will include budget. The province will assist with funding for treatment. • Dutch Elm drive by survey looking for diseased or dying trees is being worked out. • Suggestion from Councillor to publish a native tree species list for the public. • Thanks to all the volunteers. • Acadia trees inventory is not currently available. Looking for opportunity to partner with Acadia but not to take over their trees. • Items to consider include balancing darkness of tree canopy with sunlight, looking at safety, light pollution, sight lines, extra maintenance required from parks crew to cut around trees and



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<p>c. IR 001-2026: Accessibility Year End Report</p> <p>d. IR 002-2026: Equity & Anti-Racism Year End Report</p> <p>e. IR 004-2026: Operational Plan & Budget Discussion</p>	<p>information for the public on where to plant trees should they wish to do so.</p> <ul style="list-style-type: none"> • Important to protect the trees when replacing concrete on sidewalks. Compaction standards when streets were built were low compared to now. • Staff Liaison for the Accessibility Advisory Committee, presented on the year end report. • The owner had difficulty requiring the parts used to attach helmets to the scooters. Understand they will be in place for next season. Users of the scooter are required to sign a disclaimer understanding they would wear a helmet. • Speeding scooters falls under the Traffic Safety Act and is required to be enforced by RCMP. In certain locations in town the e-scooters are geo blocked meaning the speed will automatically reduce. • Staff Liaison for the Equity & Anti-Racism Advisory Committee, presented on the year end report. • The Mayor thanked staff and committee members for the work done by Accessibility and Equity & Anti-Racism Advisory Committees. • The CAO and the Director of Corporate Services presented on the first overview of the Operational Plan and Budget. <p>Action Items:</p> <ul style="list-style-type: none"> ➤ <i>Staff will bring back detailed explanation on what the Operating reserves for Haley Library Room, Parking, Transit and Public Art can be used for.</i> ➤ <i>Staff will bring back the exact workings of how the Acadia tax is paid.</i> ➤ <i>Review of Low Income Tax Exemption.</i> ➤ <i>Funding column will be included in the next iteration to show where the funding has come from.</i> • Questions for Consideration:



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	<p>➤ <i>Staff will bring back multiple scenarios relating to tax adjustments. Capital Reserves are under funded. No desire from Council to reduce service levels.</i></p> <p><i>Discussion/Feedback</i></p> <p>Operating Budget</p> <ul style="list-style-type: none"> • Canada Community Building Fund was formerly the Gas Tax. • Residential Tax Effort would require to be at 4% to go to green. • Individual residents may be higher rate than the Town overall. • The data used is in a four-year trend. It is lagging due to the data set from household income being derived on a four-year basis with the same number being used for the four-year period. For the purposes of these indicators, assessment growth is reflected, while the household income growth remains the same over four years. • The financial indicators should be looked at in totality of the Town including alongside the planning discussions taking place, the size of downtown, housing, zoning, along with what we can control, what we can influence and environmental factors. • PVSC (Property Valuation Services Corporation) sets the assessment regarding tax - commercial or residential. Common to see a mixed rate where residential apartment buildings have commercial properties attached. • Average Residential Taxable Assessment rate includes the capped rate. • Assessment growth allows municipalities to maintain affordable tax rates. • Wolfville only has around 3.25km² taxable area to generate tax revenue. • Low In come Tax Exemption does not affect renters. <p>Capital Investment Plan (5-year Capital Investment)</p> <ul style="list-style-type: none"> • Numbers are still draft. As we prioritize and triage items those numbers will be filled in across the five-year plan. • Facilities Assessment ongoing, expecting report form consultants in coming weeks. • All street works will have some kind of stormwater budget built in over the years. • Earnscliffe Ave is ready to go to tender in the beginning of February. • East Main Street Rehabilitation includes mill and pave to Maple with curb and storm water and new surface.



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	<ul style="list-style-type: none"> • Sidewalk in front of Acadia will be one side at a time. • Third production well will have a provincial funding component. • Grant funding: total cost is included in budget, but some may be funded through grants. • Bus shelters/covered bike – further discussion. • Council to consider if grant funding is not available for a project is the project still a priority. • Tax rate discussion: <ul style="list-style-type: none"> ○ no desire to decrease service levels ○ increase relational rather than transactional service alongside community engagement - priority for the public may result in staff increase. ○ room to be flexible without overextending staff resources. ○ hold or increase tax rate with any funds going to capital reserve. • Contracting out sidewalk improvements. • Parks discussion – more information to come back. • February 3rd COW - Operational Plan update. • February will include Q3 Financial Statements. <p>Operations Planning Process</p> <ul style="list-style-type: none"> • First draft to COW February 3rd – same format as last year with additional information including deferred priorities, carry forward work that began in 25/26 and priorities as identified in the Town of Wolfville’s Strategic Plan 2025-2029. <p>03-01-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE ORDER OF THE AGENDA BE ADJUSTED TO ALLOW THE IN-CAMERA PORTION OF THE MEETING TO MOVE TO ITEM #7.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
<p>7. Regular Meeting Adjourned to In Camera under Section 22(2)(e) Contract Negotiations</p>	<p>04-01-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE THE REGULAR MEETING ADJOURN TO IN CAMERA AT 12:05PM UNDER SECTION 22(2)(e) OF THE MGA, CONTRACT NEGOTIATIONS.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
<p>8. Regular Meeting Resumed at 12:48pm</p>	



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9. CAO Report	<ul style="list-style-type: none"> • Busier than normal December by way of storms a big thank you to Public Works and Parks crews. • Discussion on amount of salt used and available.
10. Committee Reports (Internal)	
a. Accessibility Advisory Committee (AAC)	<ul style="list-style-type: none"> • As submitted.
b. Audit Committee (AC)	<ul style="list-style-type: none"> • As submitted.
c. Equity & Anti-Racism Advisory Committee (EARC)	<ul style="list-style-type: none"> • As submitted.
d. Police (RCMP) Advisory Board	<ul style="list-style-type: none"> • As submitted.
e. Source Water Protection Advisory Committee (SWPAC)	<ul style="list-style-type: none"> • As submitted.
11. Committee Reports (External)	
a. Annapolis Valley Trails Coalition (AVTC)	<ul style="list-style-type: none"> • As submitted.
b. Valley Regional Services (VRS)	<ul style="list-style-type: none"> • As submitted.
c. Valley Community Fibre Network (VCFN)	<ul style="list-style-type: none"> • As submitted.



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12. Regular Meeting Adjourned	THE REGULAR MEETING ADJOURNED AT 12:51PM

Approved at the Committee of the Whole meeting of February 3, 2026
As recorded by Laura Morrison, Manager of Administration & Town Clerk