



Committee of the Whole

April 7, 2026

8:30 a.m.

Council Chambers, Town Hall
359 Main Street

Agenda

Call to Order

Land Acknowledgement & Recognition of Historic Contributions

1. Approval of Agenda

2. Approval of Minutes

- a. Special Committee of the Whole Meeting, February 24, 2026
- b. Committee of the Whole Minutes, March 3, 2026
- c. Special Committee of the Whole Meeting, March 10, 2026
- d. Special Committee of the Whole In Camera Meeting, March 10, 2026
- e. Special Committee of the Whole Meeting, March 24, 2026

3. Declarations of Conflict of Interest

4. Presentations

- a. Michaela Dankwa, Acadia Masters Student, Equity & Anti-Racism Programming on Campus

5. Public Input

PLEASE NOTE:

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- *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 provide input to be directed to the Chair.*
- *Responses will be provided after the meeting either via email or in person and may be included in a future report.*
- *Any input that relates 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 responded to.*

6. Staff Reports for Discussion

- a. RFD 028-2026: Consideration of 2026-2030 WBDC Funding Agreement
- b. RFD 027-2026 Draft Letter to Province Regarding Budget Cuts
- c. IR 012-2026: Use of Fireworks at Town Events

7. CAO Report

8. Committee Reports (Internal)

- a. Accessibility Advisory Committee
- b. Equity & Anti-Racism Advisory Committee
- c. RCMP Advisory Board
- d. Source Water Protection Advisory Committee
- e. Wolfville Business Development Corporation (WBDC)

9. Committee Reports (External)

- a. Annapolis Valley Trails Coalition (AVTC)
- b. Kings Regional Emergency Management Advisory Committee (REMAC)
- c. Valley Regional Services (VRS)

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

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- a. Personnel Matters
- b. Contract Negotiations

11. Adjournment of In-Camera Meeting

12. Regular Meeting Reconvened

13. Motions from In-Camera Meeting

14. Regular Meeting Adjourned



Strategic Priorities At-A-Glance

Fiscal Responsibility: *Ensure organizational sustainability and deliver public services using sound financial decision-making, through:*

- 1) Asset Management: Collect accurate and timely data to make informed decisions that inspire trust and confidence.
- 2) Community Focus: Make Investments in public services reflective of community need.
- 3) Financial Planning and Management: Collect, administer, and manage funds in a transparent manner.

Prosperous Economy: *Foster a diverse and resilient local economy that supports entrepreneurship, innovation, sustainable development, and contributes to a vibrant community, through:*

- 1) Holistic Planning: Municipal Planning Strategy and development processes that enables investment, foster multiple and complementary uses of property, and supports a growing population.
- 2) Partnerships: Foster partnerships that promote Wolfville and create value.
- 1) Placemaking for a Vibrant Community: Enhancing public spaces to support community connections.
- 2) Event Attraction: Positioning Wolfville as an inclusive, supportive partner for events

Inclusive Community: *Build a safe and inclusive community and be a leader in meaningful engagement, through:*

- 1) Inclusivity: Nurture a sense of belonging for all.
- 2) Engagement: Listen and provide opportunities for the community to participate.
- 3) Safety: Keep our community safe and supported with our partners.

Sustainable Environment: *Lead climate action through integrated mobility and environmental protection, through:*

- 1) Climate Action: Reduce emissions and prepare for the impacts of climate change.
- 2) Environmental Protection: Protect and sustain our natural assets and biodiversity.
- 3) Mitigating emissions: Lead and influence through programs and education.
- 4) Integrated Mobility: Determine alternative options for moving around the Town for all ages and abilities.

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Land Acknowledgement

The Town of Wolfville acknowledges that we are located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.

As a town committed to reconciliation and respectful governance, we ask that all who live, work, and gather here do so with the Seven Sacred Teachings in mind: Truth, Honesty, Love, Courage, Respect, Wisdom, and Humility.

These teachings guide us in building a community rooted in understanding, fairness, care for one another, and for the land.

Please pause for a moment of reflection - How can we be good guests on this land?

Recognition of historic contributions

We also acknowledge the histories, contributions and legacies of the African Nova Scotian people who have shared these lands for over 400 years, and we acknowledge the shared ancestry of all people of African descent in Nova Scotia.

REQUEST FOR DECISION 028-2026

Title: 2026-2030 WBDC Funding Agreement
Date: 2026-04-07
Prepared by: Glenn Horne, CAO
Barb Shaw, Manager of Communications & Strategic Initiatives
Contributors: Jeremy Strong, WBDC Director of Program Management



SUMMARY

Wolfville Business Development Corporation Funding Agreement Renewal

The Wolfville Business Development Corporation (WBDC) has been a central partner in supporting the local business community for more than 40 years. The current three-year funding agreement between the Town and the WBDC expires on March 31, 2026, prompting its review

Staff consultation with WBDC members and ratepayers indicates strong support for the renewal of the WBDC grant (94% in favour) and broad affirmation that WBDC programs, communications, and placemaking initiatives meaningfully enhance Wolfville's business environment and identity. To modernize and strengthen the partnership, staff have drafted an updated Funding Agreement (2026–2030) that:

- Introduces a four-year term to improve stability and alignment with the Town's future Strategic Plan.
- Replaces the requirement for a WBDC Strategic Plan with a more streamlined annual operational plan and budget aligned with the Town's processes.
- Adds new expectations for governance, financial management, business-welcoming initiatives, and Town/WBDC coordination.
- Proposes an automatic annual grant increase based on CPI.

Separate but related, in the coming weeks Council will receive a separate report concerning the extension of a service agreement for the WBDC to operate the Wolfville Visitor Information Centre.

DRAFT MOTION:

That Council approve amendments to Policy 710-004 WBDC Funding Policy, as presented, and approve the attached funding agreement with the Wolfville Business Development Corporation, as presented.

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1) CAO COMMENTS

The CAO supports the recommendation of staff. If Council approves the recommendations, the Business Development Area Rate will be increased slightly as reflected in the April 7, 2026, Special Council updated budget motions found in RFD 023-2026.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act
- [Policy 710-004: WBDC Funding Policy](#)

3) STAFF RECOMMENDATION

Staff are satisfied that the feedback received from membership is sufficient to recommend a renewed funding agreement for the WBDC. On that basis, and following consultation with Council, a draft funding agreement has been prepared which is recommended for Council's approval. Staff further recommend that Policy 710-004: WBDC Funding Policy be amended to support the proposed changes to the funding agreement.

Both the proposed Funding Agreement and policy amendments have been reviewed by the Town's solicitor.

4) REFERENCES AND ATTACHMENTS

- Proposed 2026-30 Funding Agreement with the Wolfville Business Development Corporation
- Proposed amendments to Policy 710-004: WBDC Funding Policy
- WBDC Financial Statements, March 31, 2025
- [WBDC Website](#)
- [Wolfville Blooms Project Area](#)

5) DISCUSSION

Background

The WBDC is an independent, not-for-profit corporation that represents the interests of businesses in Wolfville in partnership with the Town for over 40 years. The Town and WBDC have a long history of working together. The relationship with the WBDC is defined through the Commercial Area Rate collected by the Town and disbursed to the WBDC through a funding agreement (see WBDC Funding Policy that defines this). The WBDC is provided with \$100,000 annually through the area rate.

Currently, the Town contains a variety of businesses that pay into the area rate – approximately 150 businesses are operating in the Town at last count. The WBDC is one of the primary avenues the Town

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uses to provide support to the local business community. In 2023, the Town approve a three-year funding agreement to support the activities of the WBDC as part of a broader strategy to promote Wolfville as a place to visit, work and live. The 2023-26 funding agreement expired on March 31, 2026.

Consultation of WBDC Members

As per section 5.4 of Policy 710-004 WBDC Funding Policy, staff completed consultation with the WBDC membership and ratepayers. A digital survey was offered between Jan. 6 and Feb. 8 on Wolfville Blooms. A listening session was also hosted on Feb. 18.

Fifty-seven Wolfville businesses responded to the WBDC member survey; most provided positive feedback. 94% supported the renewal of the WBDC grant. In broad terms, the results indicate the WBDC continues to enjoy support from membership and delivers value by connecting businesses with community and culture and that they enhance Wolfville's identity as a welcoming destination. Respondents also shared personal experiences that resulted from key initiatives. Responses to this survey were very consistent with responses to a WBDC survey conducted in the summer of 2025.

Based on further review of the survey feedback, the following themes emerged:

- **WBDC delivers valued programs that enhance Wolfville's appeal.** Seasonal beautification, placemaking, photography and the Gift Card Program¹ are particularly appreciated and contribute to Wolfville's identity and vibrancy.
- **Communication is a core strength of the organization.** Members trust WBDC to keep them informed, and the newsletter is a valued tool, though improvements for mobile usability, consistent timing, and clarity would enhance its reach.
- **Opportunities exist to improve program accessibility and relevance.** Some businesses seek more tailored or personal support, clearer onboarding, and a better understanding of available benefits.
- **Members are open to expanded programming, particularly in the winter season.** Requests for more off-season activations, enhanced social media presence, and continued promotion of Wolfville's wine-region identity suggest interest in year-round economic activity.

¹ Specific feedback and suggestions for improvement for the administration of the When in Wolfville Gift Card was also provided through the survey.

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A Business Community listening session was hosted on Feb. 18. It was designed to capture some additional feedback, but this event was not well attended. Staff will consider opportunities to continue to engage with the business community.

Grant, Levy & Revenue

The WBDC Board has requested that funding increases annually based on cost-of-living. This will account for inflationary pressures where the \$100,000 grant provided to the WBDC has not changed in many years. Establishing an inflationary figure in the new funding agreement will allow the Town, WBDC and members to know in advance of the change in funding.

Proposed Changes to the Funding Agreement

Based on the information above and reflections from Town staff, the following revisions are being proposed to the WBDC Funding Agreement. Changes are listed in the order in which they appear in the Draft Funding Agreement, attached:

- **New Term: 2026-2030.** The previous agreement was for a term of three years. If another three-year term were established, it would end just five months following the 2028 municipal election.
 - The draft agreement proposes a four-year term; 2026-2030. All appropriate references have been updated throughout. An additional year is felt to provide sufficient organizational stability to the WBDC, and time for the Town to develop a new Strategic Plan to which the WBDC will align its activities and appropriately consider the agreement following the next election.

- **Submission of annual operating budget and plan.** The previous agreement focused on the WBDC's activities on marketing, membership support and other items described in a "Strategic Plan"; quarterly updates on progress were to be provided to the Town throughout the year. The development of such plans and reporting was intermittent.
 - The draft agreement proposes directing resources toward a streamlined process of establishing an annual operational plan describing planned activities and anticipated timelines, an associated budget, aligning those activities with the Town's priorities through engagement with staff and reporting on progress. This process is intended to align with and mirror with the Town's operational plan and budgeting process.

- **Additions:**
 - 1.1 h: Requirement to establish and maintain a program to welcome new businesses to Wolfville, and complete exit interviews for those that leave.
 - 1.1 i: Requirement to establish policies and procedures related to governance and financial management appropriate for a publicly supported non-profit to support organizational sustainability and decision-making.

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- 1.4: The Town's CAO or designate is to be appointed an ex-officio, non-voting member of the WBDC Board of Directors to improve communication, coordination and alignment with Town activities. Another member of staff would most commonly attend on the CAO's behalf, and the Council appointee would remain the official Town representative on the Board. This would require a WBDC by-law amendment.
- **Deletions:**
 - Requirements to submit an annual updated Strategic Plan (in favour of an operational plan aligned to the Town's Strategic Plan). If the WBDC chose to develop a Strategic Plan it may, but it would not be a requirement.
 - Following the 2025 WBDC By-Law amendment, the Town no longer appoints a citizen representative, which has been removed from the agreement.
 - Reference to the Town's responsibility to create a business registry through a licensing bylaw.
 - Reference to the Town's responsibility to contribute staff time and material to the WBDC office space.
- **Reference to the Funding Agreement Review.** This has not been changed but moved from the WBDC responsibility section to the Town responsibility section.
- **Annual Grant Increase.** In support of the WBDC's request, the annual grant amount is proposed to increase automatically by the consumer price index for Nova Scotia as reported by Statistics Canada for the twelve-month period from January - December. The funding amount proposed for 2026/27 is \$103,100 (base amount of \$100,000 plus 3.1%, which is the CPI increase for December 2025).

6) FINANCIAL IMPLICATIONS

Historically, the Town provides the WBDC with an annual grant of \$100,000 through a levy on commercial assessment. This amount has been budgeted in v2 of the 2026/27 operating budget. The recommendation is to increase this amount this year and each year by CPI for the month of December, increasing the 2026/27 grant to \$103,100. This means that the Town will levy from commercial rate payers the total amount of the WBDC grant. This change has been reflected in the April 7, 2026, Special Council updated budget motions found in RFD 023-2026.

7) REFERENCES TO COUNCIL STRATEGIC PLAN

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The *Town of Wolfville Strategic Plan, 2025-2029*, identifies Prosperous Economy as a strategic priority. The articulated goal is to *foster a diverse and resilient local economy that supports entrepreneurship, innovation, sustainable development, and contributes to a vibrant community*. Specific activities within that priority that potentially align with WBDC plans and activities include:

- Holistic Planning:
 - Stimulate a vibrant atmosphere downtown and throughout the C-1 (DT) zone.
- Partnerships:
 - Assess the Visitor Information Centre pilot with the WBDC.
- Placemaking for a Vibrant Community:
 - Through placemaking initiatives, add amenities to alleys in the core such as murals, sunshades and vegetation.
- Event Attraction:
 - Invest in inclusive events.
 - Communicate with event organizers to position Town as a partner.
 - Provide logistical support to events.

In addition to the **Prosperous Economy** Priority, the following priorities also align with this item:

Fiscal Responsibility: *Ensure organizational sustainability and deliver public services using sound financial decision-making, through:*

- *Community Focus: Make Investments in public services reflective of community need*
- *Financial Planning and Management: Collect, administer, and manage funds in a transparent manner.*

Inclusive Community: *Build a safe and inclusive community and be a leader in meaningful engagement, through:*

- *Inclusivity: Nurture a sense of belonging for all.*
- *Engagement: Listen and provide opportunities for the community to participate.*

8) COMMUNICATION REQUIREMENTS

Council's decision will be communicated to the WBDC. Local news coverage is anticipated and will be coordinated by staff.

9) ALTERNATIVES

Council may advise that it does not wish to renew the Funding Agreement.



2026-30 FUNDING AGREEMENT

Between

TOWN OF WOLFVILLE

(hereinafter referred to as “the Town”)

And

Wolfville Business Development Corporation (WBDC)

(hereinafter referred to as “WBDC”)

Whereas the WBDC is a not-for-profit limited company that supports and promotes Wolfville businesses;

And whereas the Town of Wolfville wants to support the activities of the WBDC as part of a broader strategy to promote the Town of Wolfville as a place to visit, work and reside;

And whereas the Town of Wolfville and the WBDC desire to better define their responsibilities and expectations to each other, and so are entering into this Agreement;

And whereas the support of the Town is limited to those items set out herein;

And whereas Town Council Approved Policy 710-004 on May 16, 2017 establishes guidelines for the distribution of any grant funding to the WBDC that is raised through a Commercial Area Rate;

Now therefore in consideration of the mutual promises herein contained and other good and valuable consideration the receipt and sufficiency of which is acknowledged by the execution of this Agreement, the parties agree as follows:

1.0 RESPONSIBILITIES AND EXPECTATIONS OF WBDC

1.1 WBDC shall:

- a. Submit to the Town an annual budget an operational plan that focuses on marketing and member support and must align with the Town’s Strategic and Operations Plans by January 30 of each year during the term of this agreement.
 - i. At a minimum, this plan will include a description of planned initiatives and anticipated timeline.



- ii. The plan will be reviewed with Town staff for consistency with the Town's Strategic and Operational Plans and be reviewed by the Board prior to submission.
 - iii. A progress update on the operational plan will be provided to the Town by September 1 of each year.
- b. Comply with the Town's WBDC Funding Policy, Policy 710-004.
- c. Use any WBDC funds (including reserves) on mutually beneficial project(s) that may involve cost sharing with the Town;
- d. Place Wolfville Town logo on promotional materials, adhering to the guidelines in the Town's *Brand Manual*;
- e. Cross-promote the Town on social media and provide the Town with social media information and content for cross-promotion purposes;
- f. Work with the Town to update the WBDC section on Wolfville's website;
- g. Provide information on new businesses, potential businesses, and exiting / closing businesses to the Town as the WBDC becomes aware of this information;
- h. Create and implement a program to welcome new businesses to Wolfville and conduct exit interviews with businesses that leave Wolfville, with the business's consent;
- i. Establish policies and procedures appropriate for a publicly supported non-profit organization, including but not limited to financial management and internal controls, budget development and approval, meeting procedures, board member and officer roles, code of conduct, conflict of interest, and board orientation, and provide copies and any amendment to the Town within 30 days of approval;
- j. As requested in writing by the Town, provide feedback to the Town on policies or initiatives that impact the business community;
- k. Invite the Town to attend the WBDC Board meetings and/or sub-committees if discussions are required on issues or initiatives;



- I. Supply annual financial statements that have been subject to a Review Engagement and a President's Year in Review Report to the Town no later than June 30 of each year;

- m. Obtain and keep in force during the term of this Agreement, Commercial General Liability Insurance satisfactory to the Town and underwritten by an insurer licensed to conduct business in the Province of Nova Scotia. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:
 - i. A limit of liability of not less than one million dollars (\$1,000,000)/occurrence with an aggregate of not less than five million dollars (\$5,000,000);
 - ii. Add Town of Wolfville as an additional insured with respect to the operations of the Named Insured;
 - iii. The policy shall contain a provision for cross liability & severability of interest in respect of the Named Insured;
 - iv. Non-owned automobile coverage with a limit not less than one million dollars (\$1,000,000) and shall include contractual non-owned coverage (SEF 96);
 - v. Products and completed operations coverage;
 - vi. Broad Form Property Damage;
 - vii. Contractual Liability;
 - viii. Hostile fire;
 - ix. The policy shall provide 30 days prior notice of cancellation;

- n. Defend, indemnify and save harmless the Town of Wolfville, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of WBDC, its directors, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Agreement. This indemnity shall be in addition to and not in lieu of any insurance to be provided by WBDC in accordance with this Agreement, and shall survive this Agreement;



- o. Inform the Town within 48 hours of receipt of a claim or notice of claim or possible claim, including but not limited to the actual claim or notice thereof, irrespective of the possibility, real or perceived, of any risk to the Town or claim being made against the Town;
 - p. Comply with all applicable laws of the Province of Nova Scotia and the Dominion of Canada and all by-laws and policies of the Town of Wolfville and any other municipal jurisdiction in which WBDC provides Deliverables in accordance with the terms of this Agreement;
 - q. Provide the Town with the names, email addresses, civic addresses and telephone numbers (including but not limited to cell phone numbers) of WBDC President, board members and other key contacts following the AGM in June of each year of the agreement.
- 1.2 The WBDC President, or designate, will be the main contact with the Town's Chief Administrative Officer (CAO) or designate. Contact information for this position must be provided no later than June 30 of each year of the agreement.
- 1.3 A member of the Wolfville Town Council will be appointed as a voting member of the WBDC Board of Directors, as per Policy #110-001 Committees of Council Policy.
- 1.4 The Town's CAO or designate will be appointed an ex-officio, non-voting member of the WBDC Board of Directors.
- 1.5 WBDC will not:
- a. Represent that WBDC and the Town are legal partners or joint venturers;
 - b. Represent that the Town guarantees the performance of the Deliverables or provides any control over or oversight of the activities of WBDC.

2.0 RESPONSIBILITIES AND EXPECTATIONS OF THE TOWN

- 2.1 The Town will:
- a. Levy an Area Rate to Taxable Commercial Rate Payers based on \$103,100 total contribution to WBDC in 2026/27.



- i. The total contribution to the WBDC will be increased annually by the consumer price index for Nova Scotia as reported by Statistics Canada for the twelve month period – January to December of the prior year;
 - ii. Remit the total of the Commercial Area Rate collected to the WBDC upon compliance with the terms in Policy 710-004;
 - iii. Charge no administrative fees for the collection and remittance of the Area Rate to the WBDC;
 - b. Host a WBDC section on the Town of Wolfville website;
 - c. Work with the WBDC on certain initiatives, including potential grant funding opportunities;
 - d. Cross-promote the WBDC on social media; and
 - e. Conduct a review and consult WBDC members during 2029-30, including commercial rate payers, to determine the business community's continued support of the WBDC to determine if a new Funding Agreement will be entered into. The WBDC will be consulted and be directly involved with this engagement of the business community, and the Town will share the results of this consultation with the WBDC.
- 2.2 The Town will not:
 - a. Direct the manner in which the WBDC fulfills its obligation to provide the Deliverables set out in the Agreement;
 - b. Provide any control over or oversight of the WBDC in the fulfillment of its obligations to perform the Deliverables set out in this Agreement; and
 - c. Provide any guarantee of the performance of the Deliverables by WBDC.
- 2.3 Additional support provided by the Town shall be agreed upon by the Town and WBDC and may be at a cost to WBDC.

3.0 RELATIONSHIP BETWEEN THE TOWN AND WBDC



3.1 The Town and WBDC are not partners or co-venturers and nothing in this Agreement or otherwise constitutes either party as a partner or co-venturer of the other party to this Agreement.

4.0 GENERAL

4.1 Any notice under this Agreement shall be properly served if provided to:

To the Town:	Town of Wolfville Attention: Chief Administrative Officer 359 Main Street Wolfville, NS B4P 1A1
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To WBDC	WBDC 360 Main Street Wolfville, NS B4P 1A1 Attention: President
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4.2 This Agreement enures to the benefit of and is binding upon the parties, their administrators, successors and assigns.

4.3 This Agreement and any documents expressly contemplated by this Agreement constitute the entire agreement between the parties. No representations, warranties, covenants or agreements, whether oral or written, between the parties with respect to the subject matter hereof are binding upon the parties after the date of execution of this Agreement.

4.4 The parties agree that this Agreement shall be interpreted in accordance with the laws of the Province of Nova Scotia and the Dominion of Canada.

4.5 The parties and the signatories to this Agreement confirm that each party has signed this Agreement by its proper signing authority and that the signatories have the authority to bind each party to the Agreement.

4.6 In the event of a dispute arising out of or relating to this Agreement, including any question regarding its existence, validity or termination, the parties shall first seek settlement of that dispute by mediation. The mediation shall be conducted under the then current mediation procedures of ADR Atlantic Institute, or any other procedure upon which the parties may agree. The parties further agree that their respective good



faith participation in mediation is a condition precedent to pursuing any other available legal or equitable remedy, including litigation, arbitration or other dispute resolution procedures. Either party may commence the mediation process by providing to the other party written notice, setting forth the subject of the dispute, claim or controversy and the relief requested. Within ten (10) days after the receipt of the foregoing notice, the other party shall deliver a written response to the initiating party's notice. The initial mediation session shall be held within thirty (30) days after the initial notice. The parties agree to share equally the costs and expenses of the mediation (which shall not include the expenses incurred by each party for its own legal representation in connection with the mediation).

5.0 TERMINATION

5.1 This Agreement may be terminated as outlined in Policy 710-004

6.0 TERM

6.1 This Agreement takes effect as of April 22, 2026, and unless renewed in writing, shall expire on March 31, 2030; and

6.2 Subject to review of the WBDC Policy, a new Agreement may be negotiated to begin April 1, 2030, and thereafter in accordance with the Policy.

7.0 PAYMENT SCHEDULE

7.1 The Area Rate shall be disbursed to the WBDC each year in the following increments, provided all conditions of the WBDC Policy and this Agreement are met:

- April 15: 50% of annual amount based on the WBDC's submission of all documentation as required in this Agreement.
- Oct 15: Remaining 50% of annual amount.

8.0 Signed:

Chief Administrative Officer
Town of Wolfville

President
WBDC

Date

Date



POLICY

WBDC Funding Policy

Policy Number: 710-004	Supersedes Policy Number: 140-010
Effective Date: 2017-05-16	Approved by Council Motion Number: 26-05-17

1.0 Purpose

This policy is intended to establish guidelines for the distribution of any grant funding to the Wolfville Business Development Corporation that is raised through a Commercial Area Rate.

2.0 Scope

This Policy is applicable to the Wolfville Business Development Corporate (WBDC).

3.0 References

- 3.1 Council Strategic Plan and Yearly Operational Plan – As amended from time to time.

4.0 Definitions

- 4.1 **Agreement Year** means that year in which a new Funding Agreement is entered into between the Town and the WBDC.
- 4.2 **Area Rate** means a charged levied to a group or geographic area for the specific benefit of that area or group, for any purpose for which a municipality may expend funds or borrow.
- ~~4.3 **Taxable Commercial Rate Payer** means a property assessed by the Property Valuation Services Corporation as commercial which remits taxes to the Town.~~
- ~~4.4.3 **Funding Agreement** means a legal agreement that outlines the financial and reporting relationship between the Town and the WBDC~~
- 4.4 **Petition** means a formal written submission that outlines the reason for the petition and includes the name, business name, address, and signature of those named on the petition.
- 4.5 **Policy** means a course or principle of actions adopted by Council to guide the relationship between the Town and the WBDC as outlined in this document.
- ~~4.6 **Taxable Commercial Rate Payer** means a property assessed by the Property Valuation Services Corporation as commercial which remits taxes to the Town.~~



POLICY

~~4.64.7~~ **Town** means the Town of Wolfville.

~~4.74.8~~ **WBDC** means Wolfville Business Development Corporation.

~~4.8~~ **Petition** means a formal written submission that outlines the reason for the petition and includes the name, business name, address, and signature of those named on the petition.

5.0 Policy

5.1 The Town agrees to levy an Area Rate to Taxable Commercial Rate Payers each year. This amount will be remitted to the WBDC upon compliance with the terms of this Policy.

5.2 A Funding Agreement must be executed in order for the Area Rate funds to be disbursed. The Funding Agreement will be for a maximum of four (4) years and no less than two (2), and shall include the following:

- a. Requirements for the continuation of funding, which shall include yearly submissions of reviewed financial statements, an annual budget and operational plan ~~a work plan for the upcoming year~~ that supports Council's Strategic Plan, reporting on the activities of the previous year, minutes of the AGM, an updated copy of the by-laws of the organization, an updated membership list and a list of board members;
- b. Any in kind contributions;
- c. The total Area Rate amount;
- d. The expiration date of the agreement;
- e. Withdrawal provisions and notice provisions as referenced in 5.8 of this Policy;
- f. Other items as mutually agreed to by the Town and the WBDC.

5.3 Council may waive the requirement for an executed ~~F~~unding ~~A~~greement in the Agreement Year and permit the initial disbursement as outlined in ~~5.87~~ of this Policy. No further disbursement will occur until ~~a~~n Funding Agreement is in place.

~~5.4~~ Each In January/December, before ~~the an~~ Agreement Year, the WBDC will supply the Town with a proposal for a new strategic plan for the term of the Funding Agreement. The proposal will include:

- a. A plan of priorities and activities reflective of the Town's Strategic Plan, Operations Plan, and member feedback;
- b. a funding request to carry out the strategic plan; and
- c. a budget for the upcoming fiscal year ~~and a list of initiatives. The strategic plan shall be complimentary to the Town's approved Strategic Plan and Operational Plan.~~



POLICY

5.45.5 The Town shall conduct a WBDC review and consult WBDC members, including rate payers, to determine the business community's continued support of the WBDC to determine if a new Funding Agreement will be entered into. At a minimum, a questionnaire and public meeting with businesses will be conducted to assess the level of support. The WBDC will be involved with this engagement of the business community and the town will share the results of this consultation with the WBDC.

5.55.6 In each year covered by the Funding Agreement, the WBDC will supply an annual submission no later than January 30 indicating the annual budget and list of initiatives for the upcoming year. In addition, the WBDC shall conduct an annual survey of its members in a form approved by the WBDC board and the Director of Community Development or designate and include a report on the survey results with the annual submission.

5.65.7 The WBDC will supply annual financial statements that have been subject to a Review Engagement to the Town no later than June 30 of each year.

5.75.8 The Area Rate shall be disbursed in the following increments:

- April 15: 50% of annual amount based on the WBDC's submission of all documentation as required in the Funding Agreement.
- Oct 15: Remaining 50% of annual amount.

5.85.9 If any of the following occurs, town staff will immediately form a review committee with the WBDC executive to investigate the incidence and bring a report to council within 45 days:

- A petition signed by list 33% or 50 members on the most current membership list of the WBDC, whichever is the lesser of the two, as defined by the WBDC's bylaw, asking the Town to withdraw support for the WBDC;
- Identified concerns and documented incidences of financial mismanagement or financial irregularities;
- Initiatives submitted or undertaken by the WBDC that are contradictory to the Town's Strategic Plan or the Public Interest;
- Non-compliance with the terms of the Funding Agreement or this Policy.

Following review of this report, the Town, through a motion of Council, reserves the right to provide notice of immediate withdrawal from the Funding Agreement should the report conclude justification for withdrawal due to one of the reasons outlined above.

5.95.10 Upon notice of withdrawal outlined in 5.89 of this Policy, the WBDC has the option of presenting to Council to provide clarification on issues and address the reasons for the notice of withdrawal, and present any supplementary information that may be cause for



POLICY

Council to reconsider. At that same meeting the membership of the WBDC may also make presentations to Council regarding the withdrawal.

5.105.11 The Town will not charge any administrative fees for the collection and remittance of the Area Rate to the WBDC.

5.115.12 Any funding to the WBDC approved by Council that is raised through the Area Rate shall be reduced by the amount of the Area Rate levied in the prior year, but not collected as of March 31.

5.125.13 If any of the amounts deducted per Section 5.124 of this Policy are collected in the next fiscal year, they are to be added to the WBDC Grant in the following year, or otherwise, at the discretion of Council.

5.135.14 There shall be one Area Rate for all taxable commercial assessments.

5.145.15 This policy repeals and replaces the WBDC Grant Funding Policy 140-010.

6.0 Policy Review

The policy will be reviewed every four years from the effective/amended date.

CAO

2017-05-16

Date

REQUEST FOR DECISION 027-2026

Title: Letter to Premier Regarding Provincial Budget Cuts
Date: 2026-03-30
Prepared by: Laura Morrison, Town Clerk & Manager of Administration
Contributors: Glenn Horne, CAO



SUMMARY

LETTER TO PREMIER REGARDING PROVINCIAL BUDGET CUTS

At the Special Committee of the Whole meeting on March 10th, Council expressed concern at the then proposed provincial budget cuts, especially those related to Arts and Culture and gave direction to staff to return with a draft letter to the Premier conveying those concerns.

A letter has been drafted and is attached to RFD 027-2026 for Council's review.

DRAFT MOTION:

That Council give direction to staff to finalize the attached letter, signed by the Mayor, to email to the Right Honourable Premier Houston and Julie Vanexan, MLA for Kings South.

REQUEST FOR DECISION 027-2026

Title: Letter to Premier Regarding Provincial Budget Cuts
Date: 2026-03-30
Prepared by: Laura Morrison, Town Clerk & Manager of Administration
Contributors: Glenn Horne, CAO



1) CAO COMMENTS

Staff request council review the content of the letter, make any adjustments required.

2) LEGISLATIVE AUTHORITY

The *Municipal Government Act* described municipalities as a responsible order of government accountable to the people, with the purpose of developing and maintaining safe and viable communities. The Town of Wolfville has no authority over provincial programs or funding.

3) STAFF RECOMMENDATION

There is no staff recommendation

4) REFERENCES AND ATTACHMENTS

N/A

5) DISCUSSION

At the March 10, Special Committee of the Whole meeting, the topic of the library funding was discussed. Council indicated its disappointment at the then proposed budget cuts being made by the Province specifically to Arts and Culture. Council wanted to show their support for arts and culture in the community and agreed a letter to the Premier could be drafted to be sent from the Mayor on behalf of council stating such and requesting reconsideration.

6) FINANCIAL IMPLICATIONS

N/A

7) REFERENCES TO COUNCIL STRATEGIC PLAN

Fiscal Responsibility: *Ensure organizational sustainability and deliver public services using sound financial decision-making, through:*

- *Community Focus: Make Investments in public services reflective of community need*
- *Financial Planning and Management: Collect, administer, and manage funds in a transparent manner.*

Prosperous Economy: *Foster a diverse and resilient local economy that supports entrepreneurship, innovation, sustainable development, and contributes to a vibrant community, through:*

REQUEST FOR DECISION 027-2026

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- *Holistic Planning: Municipal Planning Strategy and development processes that enables investment, foster multiple and complementary uses of property, and supports a growing population.*
- *Partnerships: Foster partnerships that promote Wolfville and create value.*
- *Placemaking for a Vibrant Community: Enhancing public spaces to support community connections.*
- *Event Attraction: Positioning Wolfville as an inclusive, supportive partner for events*

Inclusive Community: *Build a safe and inclusive community and be a leader in meaningful engagement, through:*

- *Inclusivity: Nurture a sense of belonging for all.*
- *Engagement: Listen and provide opportunities for the community to participate.*
- *Safety: Keep our community safe and supported with our partners.*

8) COMMUNICATION REQUIREMENTS

At Council's direction, a letter will be sent to the Province.

9) ALTERNATIVES

Council may decide to send a revised letter or to not send a letter.



DATE

Sent via email

The Honourable Tim Houston
premier@novascotia.ca

Julie Vanexan, Kings South MLA

Dear Premier Houston,

I am writing on behalf of the residents and community of Wolfville to respectfully express concern regarding the recent budget reductions, particularly those affecting arts and culture funding.

In communities such as ours, arts and culture are woven into the very fabric of our town, shaping our identity, contributing to community wellbeing and safety and supporting local economic activity. The reduction in resources has a direct impact on our cultural and economic landscape, which is reflected in the many events, festivals and venues that showcase, celebrate and sustain our shared heritage.

Not only do they provide opportunities for engagement and enjoyment, but they also foster inclusive spaces where individuals feel both physically and psychologically safe, welcomed and connected. This is not only a matter of enrichment, but an essential component of any healthy, resilient and cohesive community.

We fully appreciate the complexities involved in provincial budgeting and the difficult decisions that must be made in balancing competing priorities. The Town must also balance fiscal responsibility with the needs of its residents and consider safety and wellbeing alongside social and economic vitality. The impact of reductions in this area cannot be understated and brings the risk of eroding the vibrancy and community wellbeing Wolfville is known for.



With this in mind, we respectfully ask that, should an opportunity arise in future budget cycles, meaningful consideration be given to reviewing these reductions. A reinvestment in arts and culture would not only reaffirm their importance but also strengthen not only the Wolfville community but communities across the province in tangible and lasting ways.

Thank you for your time and for your continued service to the people of this province.

Yours sincerely,

Jodi MacKay
Mayor

DRAFT

INFORMATION REPORT

Title: Use of Fireworks at Town Events

Date: 2026-03-03

Prepared by: Barb Shaw, Office of the CAO

Contributors:



SUMMARY

Use of Fireworks at Town Events

The Town of Wolfville offers a fireworks display during the annual Mud Creek Celebrations each summer. The event draws over a thousand spectators who gather in Waterfront Park and elsewhere in Town to watch the 10-minute, professional display each year. In advance of the show, the Town messages notification of the display, and warnings about the resulting noise, on all channels. A site-wide banner is also activated on the website to raise awareness.

While the show is popular with residents and visitors, and those who watch from other communities like Port Williams, concerns have been raised about the use of fireworks. This report is provided as background information, to support Council awareness.

If after reviewing this information, Council would like to consider ceasing the Town's use of fireworks that direction will have to be provided. This may be done by resolution requesting an RFD on the topic.

INFORMATION REPORT

Title: Use of Fireworks at Town Events
Date: 2026-03-03
Prepared by: Barb Shaw, Office of the CAO
Contributors:



1) CAO COMMENTS

This report is for information purposes only.

2) REFERENCES AND ATTACHMENTS

[Prevention of Excessive Noise Bylaw](#) , Bylaw 64
[Explosives Regulations, 2013](#)

3) DISCUSSION

Fireworks are used in cultural and societal celebrations. The Town of Wolfville presents a single commercial/professional fireworks display each year as part of the Mud Creek Festival Celebrations. The review of the following list of articles may be helpful to Council:

Wildlife & domestic animal disturbance

- [Firework displays cause stress and disruption to urban birds — study reporting behavioural responses in corvids during fireworks](#)
- [Short-term impacts of in-air firework sounds on wildlife — example case study showing temporary disturbance indicators](#)
- [The position of the Canadian Veterinary Medical Association](#)

Air quality & environment

- [Effects of fireworks on particulate matter concentration — shows temporary increases in pollutants during high-use firework periods](#)
- [Fireworks and the Environment](#) – by Howard Williams, from “Beyond the Tides,” Winter 2026

Regulatory context

- [Natural Resources Canada — Explosives Regulations, 2013 \(SOR/2013-211\) — framework governing fireworks and pyrotechnics](#)
- [Natural Resources Canada — Fireworks & pyrotechnics regulatory overview](#)

The following information is provided by FireworksFX, who run Wolfville’s show:

Wildlife

1. Research generally shows wildlife responses to fireworks are **short-term startle reactions**, similar to thunderstorms or other sudden noise events.
2. Professionally permitted municipal displays are **brief (typically 12–18 minutes)**, not prolonged exposure.

Lead with care, creativity and purpose – honour our past, enrich our present, and shape a resilient future

INFORMATION REPORT

Title: Use of Fireworks at Town Events

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Prepared by: Barb Shaw, Office of the CAO

Contributors:



3. There is limited peer-reviewed evidence demonstrating long-term population-level harm from regulated community fireworks events.
4. Impacts are further reduced when displays are not staged in environmentally sensitive nesting or migration areas.

Domestic Pets

1. Some pets experience anxiety, much like during storms.
2. Mitigation is straightforward and well understood - advance public notice, keeping pets indoors, and simple calming strategies.
3. Many SPCAs and veterinary associations recommend preparedness measures rather than blanket cancellation of events.

Environmental Considerations

1. Modern fireworks formulations have significantly reduced heavy metal content compared to decades past.
2. Displays are permitted and regulated under federal explosive regulations, with strict storage, transport, and firing requirements.
3. Debris is localized to the fallout zone and is cleaned up post-show.
4. Air quality impacts from a single municipal display are temporary and disperse quickly outdoors.

Alternatives:

Drone shows are often suggested as an alternative. A recent quote resulted in this costing:

70 drones show -	\$11.9k
80 drones show -	\$14.9k
90 drones show -	\$17.9k
100 drones show -	\$18.9k

[Here is an example of a 70 drone show \(\\$11.9k\)](#)

4) FINANCIAL IMPLICATIONS

The Town has budgeted \$8,000 for the fireworks show during Mud Creek Days.

5) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Prosperous Economy: Foster a diverse and resilient local economy that supports entrepreneurship, innovation, sustainable development, and contributes to a vibrant community, through:

- Event Attraction: Positioning Wolfville as an inclusive, supportive partner for events

Lead with care, creativity and purpose – honour our past, enrich our present, and shape a resilient future

INFORMATION REPORT

Title: Use of Fireworks at Town Events

Date: 2026-03-03

Prepared by: Barb Shaw, Office of the CAO

Contributors:



Inclusive Community: Build a safe and inclusive community and be a leader in meaningful engagement, through:

- *Inclusivity:* Nurture a sense of belonging for all.
- *Safety:* Keep our community safe and supported with our partners.

Sustainable Environment: Lead climate action through integrated mobility and environmental protection, through:

- *Climate Action:* Reduce emissions and prepare for the impacts of climate change.
- *Environmental Protection:* Protect and sustain our natural assets and biodiversity.
- *Mitigating emissions:* Lead and influence through programs and education.

6) COMMUNICATION REQUIREMENTS

Staff will communicate information as needed.

7) FUTURE COUNCIL INVOLVEMENT

Council will guide next steps. If after reviewing this information, Council would like to consider ceasing the Town's use of fireworks that direction will have to be provided.

Wolfville Volunteer Fire Department Updates

Jeff Martin has joined the Town as the Fire Department Operator – Fleet Services. Jeff is working hard to fill the gap left by the retirement of Garth Regan.

The Department reports that their new decontamination gear washer is being installed this month with final training happening soon after.

Firehall Tours are happening in the weeks ahead, with local children's groups planning to visit the Station.

- February – 17 incidents logged
- Incident Hours Logged (February 2026) – 175 Hours
- Year to Date – 46 incidents logged
- 233 Regular Training Hours

Spring and Fall clean-up events replaced with bi-weekly bulky waste collection

As of April 1, Valley Waste is introducing a bi-weekly bulky waste collection system. **There are no more spring or fall clean-up events.**

Here's what you need to know:

- Each household and/or registered apartment unit may place **up to two (2) bulky items** out for collection **on their regular scheduled collection day.**
- Bulky items will be collected in the same truck as regular garbage bags and can be placed together in your normal curbside collection location.
- Bulky waste includes large household items such as furniture, mattresses, and similar oversized items.
- Items placed too early, too late, or more than the two-item limit **will not be collected.**
- As with the old system, certain bulky items cannot be collected as part of curbside collection (ex. electronics, fluorescent tubes, tires, hazardous waste)
- Any uncollected solid waste must be removed by the end of the collection day.

Curbside collection prevents waste build-up and maintains clean, safe properties for everyone. If you have any questions, please reach out to info@vwrm.com or call the hotline at 902-679-1325.

Community Safety approach for Cheaton Cup

Staff worked closely with RCMP and partners at Acadia to stay ahead of unsanctioned events in the close to campus neighbourhood on Saturday, March 21. Compliance staff issued four Nuisance Party



Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

Orders and RCMP issued 39 Summary Offence Tickets under the Liquor Control Act. There were also 13 verbal warnings given out by the RCMP.

Acadia provided free food coupons that Town staff handed out to move students back to campus during the day and a double-decker event at the Axe and Students' Union attracted 600 attendees.

While significant numbers of students were looking to enjoy large house parties, the proactive approach and strong enforcement meant that no streets were blocked by overflowing party goers.

Property Minimum Standards

As the snow melts, once hidden debris becomes visible, and Property Minimum Standards complaints are beginning to increase. Staff are reminding residents to take a walk around their property and clean up any items that may have surfaced.

Soups and Sides runs until Monday, May 25

With winter storms hitting on Mondays, our season of Soups and Sides saw several cancellations. To make up for the missed evenings, the free community Monday evening meal will keep serving up soup and fun activities through May. Our last meal of until the fall will happen on Monday, May 25.

Special documentary screening and panel discussion at the Al Whittle – April 16 at 5pm

Yas Jawad has included Soups and Sides in their thesis documentary that showcases community-based food initiatives in the community.

From Food Scarcity to Seeds of Solidarity is a student-created documentary, developed as part of an honours thesis, that explores community-based food initiatives in Wolfville and their role in addressing food insecurity while fostering care, connection, and resilience. Through intimate storytelling and lived experiences, the film highlights what is made possible through collective care—and what is lost in its absence.

This film will be followed by a short Q&A, and then an hour-long live panel discussion with community members featured in the film and within the broader community. The screening is sponsored by the Town.

Campus event builds on partnership with students

The Town partnered with political science students at Acadia to celebrate the 2026 United Nations International Day for the Elimination of Racial Discrimination with public event hosted on campus.

CAO REPORT

April 7, 2026

Office of the CAO



Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

The event featured a free public screening of the award-winning documentary "Coded Bias." The documentary shares what happened when MIT Media Lab researcher Joy Buolamwini discovered that facial recognition did not see dark-skinned faces accurately, revealing a bias in algorithms that impact us all.

The film was followed by a circle discussion on how to be anti-racist, facilitated by Darlene Peters Copeland. Dr. El Jones was a special guest at the event, providing poetry and perspective.

One of the student organizers, Michaela Dankwa, will be presenting a brief overview of the event at Council on April 21.

Housing Accelerator Fund

Council gave First Reading to the Planning documents on March 16 – Public Hearing date being finalized but likely week of April 27. Information will be sent once finalized and scheduled.

PW and Parks operations

- Crosswalk lights repaired at University Ave & Main Street.
- Streetlights repaired, (three on University Ave), (one on Dewitt Close).
- Main floor bathroom repaired at Town Hall.
- Lower-level roof repair at Town Hall - ongoing
- New crosswalk buttons installed at the intersections of (Highland Ave / Main Street), (Olsen Dr / Main Street).
- 10 owl boxes installed throughout town in various wooded locations.
- Water main repair on Fowler St.
- Town Hall basement storage space cleared of garbage and debris.
- Fire hydrants checks completed.
- Street sign survey and inventory completed.
- New overhead LED lighting installed at the tennis courts.
- Survey offsets and grade elevations completed for the continuation of concrete for the Harvest Moon Trail, (Elm St - Wolfville Market).
- Survey of catch basin structures and condition completed on Main Street from Victoria Ave to Maple Ave for proposed 2026 Main Street project.
- Snow and ice removal operations ongoing.
- Cold asphalt patching ongoing.

Snow removal at crosswalks, accessible parking and bus stops took up a great deal of the Parks shop labour this month and overall, this season. Though there are no great amounts at once, there are still many days that require maintenance.

Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

All trails at the Nature Trust were cleared of debris. The use of the trails is quite intensive, even for the winter season.

Staff have finished storing the Night of Lights decorations and are waiting for the bucket truck to take down the lights which they have installed, so we can store them also.

As the snow has begun to melt and bare ground is showing we have started intensifying picking debris from the streets and parks.

Staff will start pruning shrubs and bushes at the end of the month for the upcoming growing season.

Building Approvals, January-March Overview

- 49 Inspections, site visits or consultations since last report (Jan. 20).
- Top floor of 292 Main Street drywalled and pushing towards pre-occupancy inspection.
- Permit application received for 62-unit residential building on Stirling Avenue.
- 5-unit townhouse addition to 250 Main Street nearing framing inspection.
- Expecting to issue permits for mixed-use building on Front Street once revised plans have been received.
- Renovation to Carl's Independent functionally complete with final inspection request expected.
- Full permits issued for Acadia Bremner Lab addition.
- Progress steady on Maple Avenue apartment building; regular progress checks ongoing.
- Attended a workshop in Truro on March 10th, focus on NBC 9.36 and compliance pathways for energy efficiency.
- Initial plan review completed for two large apartment buildings (Stirling & Highland Ave) totalling 182 new units.
- Demolition permit issued for 90 Highland Ave to make way for new 8-unit residential building.
- Building permit issued for new semi-detached on Hillcrest Ave.
- Building permit issued for new fourplex on Stoneybrook Court.
- Expecting Phase 2 of Acadia SUB demo (prep for renos) to be submitted soon.
- Framing of 4-unit townhouse on Lot 59 Jessie Jaggard Drive complete.

Urban Forest

- The Urban Forest Policy and Work Plan public engagement period is open on [Wolfville Blooms](#)
- Hemlock tagging - Staff training on March 18 with the Medway Community Forest Co-operative (*photo attached*)
- Article published in the March 2026 edition of [Atlantic Forestry Review](#) highlighting Wolfville's urban forest work.
- Owl boxes have been mounted in 7 park spaces - mapping to follow.

Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

- Earth Day - community tree planting event being planned for **Saturday April 25**

Development applications

Recently approved <https://wolfville.ca/current-planning-applications>

- 8 units at 90 Highland Ave

Open planning applications

- 6-unit SPA at 76 Highland Ave
- 12-unit DA on Hillside Ave - Student Housing NS - PAC in April
- 7-unit DA at 250 Main Street (phase 3) - PIM in April
- Heritage de-registration on vacant side lot at 155 Main Street - Council in April

Community Development and Recreation

The Recreation Department is in the process of hiring summer staff to carry out a variety of activities, including:

- Environmental Summer Camps
- Recreation Hub / Bike Loan Program – Planning to open early May with expanded schedule
- Neighbourhood Parks Programming – Building on the “Cookouts” we carried out last summer, with a relational focus.

Summer camp registration opened recently, and all eight camps filled within the first few days.

This year's camps include:

- **Garden & Grow** (Ages 5–8)
- **Forest Rangers** (Ages 9–12)
- **Earth Explorers** (Ages 5–8)
- **Mud Creek Mayhem** (Ages 5–8)
- **Nature Heroes** (Ages 5–8)
- **Junior Survivors** (Ages 9–12)
- **Crafty & Creative** (Ages 5–8)
- **Wolfville’s Amazing Race** (Ages 9–12)

Adult Programming

Weekly adult programs continue to run successfully with 10–20 participants per class. Programs include:

- Chair Yoga
- Weekly Walking Group
- Older Adult Fitness

CAO REPORT

April 7, 2026

Office of the CAO



Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

- Watercolour Painting
- Dance Programs
- Art Hive

Before & After School Programs

Two morning exercise programs continue to run successfully:

- **Pre-Primary to Grade 3:** 10 registered participants
- **Grades 4–8:** 20 registered participants

The daily after-school program recently completed its winter session, with the spring session beginning April 1st. There are currently 16 participants registered per day.

After School Clubs

Weekly winter after-school programs were offered in partnership with Music in Communities, including:

- **Guitar Club:** 15 participants
- **Ukulele Club:** 15 participants

Planning is currently underway for the spring session, with programs being explored including Yoga and Ukulele. Dates and facilitators are currently being confirmed.

We also ran our first-ever Dungeons & Dragons Club at the Recreation Centre. The program was very well received and filled quickly, with several additional participants placed on a waitlist.

March Break Programming

Successful March Break programming was offered for youth, including:

- **Outdoor Survival Skills (ages 6–9)**
- **Outdoor Survival Skills (ages 10–13)**

Both programs were **highly attended**.

We also welcomed a group of Acadia University students who facilitated a Math for Girls workshop, focused on encouraging interest in Women in STEM. The workshop was very well received.

Art Hive

The Art Hive program continues to offer weekly programming, including a specialized March Break session.

Memory Café

The Memory Café program continues to run successfully. Four sessions have been held so far, with one final session scheduled for April

A Volunteer Appreciation event scheduled for Sunday, April 19 at Wolfville Farmers' Market. We will honour Wolfville's volunteers, provide food and beverages and select Wolfville's representative at the Provincial Volunteer Awards.



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Strategic Partnership Program – Expressions of Interest from potential partners for 2026-2030 have been received and will be evaluated by Council, with a goal of selecting partners and funding amounts in May.

COMMITTEE UPDATE

Title: Accessibility Advisory Committee

Date: April 7, 2026

Department: Committee of the Whole



Accessibility Advisory Committee

Committee members met on March 16, 2026 and the committee was delighted to receive a positive progress report from our 'go-to person' Barb Shaw on the Blind Square program. It will be set up along the Harvest Moon Trail in Wolfville for visitors with low vision.

The program is connected to the Trans Canada Trail, which would see Wolfville become part of a three-year trial.

The committee stepped up to contribute to several rounds of the Community Safety Circle as laid out by Ms. Shaw, which was super interesting.

The next meeting of the committee has not been currently not determined.

**Respectfully submitted,
Wendy Elliott**

COMMITTEE UPDATE

Title: Equity and Anti-Racism Committee
Date: March 30th, 2026
Department: Committee of the Whole



EQUITY & ANTI-RACISM COMMITTEE

- Meeting was called to order at 4:32
- Absent members: Duncan, Laura, Miranda
- We welcomed Barb Shaw's colleague Richard, who was present to observe our Community Safety Circle. More details in the minutes.
- Chair's comment included the acknowledgement of International Women's Day, National Indigenous Languages Day, International Transgender Day of Visibility, and a nod to Soups and Sides and their work. Also mentioned was the passing of two pioneers of the 2SLGBTQIA+ Community: Mabel McCarthy and Ken Burns, Ken also being a strong advocate for African Nova Scotians.
- As well, the Chair acknowledged the work of Acadia University and Allison Smith through her free workshops being offered on campus for Rainbow Rights and Beyond the Binary etc.
- Barb commented that our Municipal Asset Naming program will commence soon as part of our Equity Plan to begin gathering names for town assets from our community. A report will circle back to our committee.
- The Chair commented on the new 2SLGBTQIA+ plan put forth from the Province of NS. The plan is available online and is a working document for the province to move forward with plans and initiatives for the Rainbow community.
- Our New Business for the meeting was the Community Safety Circle. Our group participated in a four-question circle of discussions regarding community safety.
- The exercise was fantastic and so much was shared about our community and its safe spaces and the ideas surrounding what makes a community safe.
- Our group talked at length about the various kinds of safety for folks in town; psychological, physical, emotional, spiritual, etc. and what gaps are present to have a universal feeling of safety.
- The meeting was adjourned at 6:06

Respectfully submitted,

Councillor Mike Butler (He/Him)

COMMITTEE UPDATE

Title: RCMP Advisory Committee
Date: February 17th, 2026
Department: Committee of the Whole



RCMP ADVISORY COMMITTEE

Meeting commenced at 10:00 am, Agenda and Minutes Approved

- All committee present except Shelley Fleckenstein
- A welcome to Councillor Howard Williams as the new alternate to the committee
- No conflicts of interest or public input
- Inspector Collier and Sgt. Pelletier joined us in chambers
- Inspector Collier went through the RCMP report for the last quarter and then did a presentation on the potential priorities of the advisory committee based on the strategic goals of the town. There was good discussion with emphasis on a lot of the usual concerns like road safety, community engagement, property damage, drugs in the community etc.
- Brief discussion on the rise of mental health calls during the winter/ holiday season
- Barb Shaw did a presentation with regards to the data collected from the review of 2022 both with community and students and how that outreach was used to establish some of council's strategic goals. There were comments on the many voices that went into the data as well as a nice comment about how 94% surveyed felt safe in the town of Wolfville.
- We discussed the community's desire for more foot traffic in town and on campus and how RCMP have felt a shift in their presence on campus and in town. Where it use to be a positive presence, these days it does create a heightened sense of anxiety for some seeing the police casually patrolling.
- More discussion took place about the RCMP strategic plan with a request to come from our committee about the priorities for the RCMP to focus on for policing in the community.
- Barb Shaw also commented on the Restorative Communities Living Lab project with more to come back to us.
- Next meeting scheduled for April 14th, 2026

Respectfully Submitted
Councillor Mike Butler (He/Him)

COMMITTEE UPDATE

Title: Source Water Protection Committee

Date: COW Meeting of April 7th, 2026

Department: Committee of the Whole



SOURCE WATER PROTECTION COMMITTEE

Held in Chambers, March 11th, 2026 2.30 to 3.15 p.m.

The meeting largely concerned a discussion on the proposed Wolfville Water Utility Conservation Bylaw.

This was followed by a roundtable discussion on issues relating to oil tanks and geothermal systems.

There was also discussion on whether there should be a regular update at these meetings on water quality and quantity monitoring undertaken by the Town.

MOTIONS/RECOMMENDATIONS:

- The Source Water Protection Committee recommend that Council encourage the removal of oil tanks located within our source water protection areas to reduce environmental risk.
- To direct staff to send a letter to the Nova Scotia Federation of Municipalities (NSFM) requesting that they recognize the importance of this initiative and support municipalities in promoting oil tank removal in source water areas.

ACTION ITEMS:

- Review and refine Level 1-3 restrictions to ensure they are enforceable, practical and effective;
- Narrow Town exemptions, update “institutions” definitions, clearly define non-residential users
- Future agenda item water quality updates include any issues and testing summaries.
- Investigate cost-benefit of high frequency meter reading equipment for faster leak detection.
- Continue to work on the oil tank removal and educational materials.

DATE OF NEXT MEETING: June 10th, 2026 2.30 to 4.30 p.m.

Respectfully submitted

Cllr. HOWARD WILLIAMS

COMMITTEE UPDATE

Title: WBDC

Date: April, 2026 COW

Department: Committee of the Whole



Meeting was held on March 18, 2026, at the VIC, 11 Willow Ave, Wolfville.

Minutes of February 10, 2026, approved as circulated.

Program Director Strong reported that Wolfville-opoly sales are slow as would be expected after Christmas season. He is working with Acadia to some presence over the Grad Weekend. Gift Card sales continue to be strong. Still looking for someone from Acadia to be appointed to board.

Cat presented social media report. All views and shares are up significantly over last year.

Discussed new Town of Wolfville and WBDC agreement. Provided some opinions on what was liked and what was disliked. Program Director Strong to discuss further with the CAO of Town of Wolfville next week.

AGM to June 9, location TBD.

Next meeting date 08:30 April 14, 2026 at VIC to discuss 2026-27 budget.

Respectfully Submitted

Ian Palmeter

COMMITTEE UPDATE

Title: Annapolis Valley Trails Coalition

Date: COW Meeting of April 7, 2026

Department: Committee of the Whole



ANNAPOLIS VALLEY TRAILS COALITION (AVTC): PLANNING SESSION

Devin Lake, Director of Public Works and Planning, Town of Wolfville, and the writer joined with another 20 participants from the various municipalities and stakeholders in the Valley that have interest in the Harvest Moon Trail.

After considerable discussion relating to Ashley Brooker's recap on previous meetings, delegates from each municipality were invited to provide input on their individual needs. Director Lake indicated:

- Maintenance currently meets a "passable" standard and is often reactive to community needs- completes maintenance in-house and did not identify a need for maintenance support.
- No immediate need for basic maintenance staffing, but interest in:
 - Increasing level of service and trail quality
 - Securing funding to enhance user experience
 - Tourism alignment
 - User management (pedestrian, cyclist, e-bike conflicts)
- Exploring increased volunteer engagement strategies.

The following were confirmed:

Governance exploration direction

- Confirmation of what steps are needed to dissolve or restructure AVTC per by-laws, joint stocks, and money remaining in the account.
- **Responsibility:** Ashley and Brittany to connect with Mike Newman.

Coordination of Municipal Messaging

- Coordination of how municipal staff may explain the "state of the union" to Councils.
- **Responsibility:** Craig Langille to bring people together.

The group emphasized the importance of shared responsibility and maintaining collaboration moving forward.

DATE OF NEXT MEETING: Thursday, April 23rd, from 1:00-3:00 p.m. in the **Orchard's Room** at the **Municipality of the County of Kings.**

Respectfully submitted
CIlr. HOWARD WILLIAMS

COMMITTEE UPDATE

Title: Regional Emergency Management Advisory Committee
Date: April 7, 2026
Department: Committee of the Whole



Kings County Regional Emergency Management Committee

Meeting of March 16, 2026

Kings County Councillor Riley Peckford was elected as the new chair of the Kings REMO.

The minutes of the previous meeting on Oct. 20 – our last with Dan Stovel – were approved.

- Craig Gibson shared some updates from the NS Department of Emergency Management
- Winter storms and new comfort centres were discussed along with the outlook for 2026.
- Kings REMO has a community outreach program. Craig looked at social media, the Nova Scotia Alert and we discussed the Vulnerable Persons Registry.
- The 2025 Lake George Wildfire After-action Review was shared with those in attendance. Craig outlined a new arrangement for the County facility should its further use as 'action centre' be required.
- We had a Round Table discussion about various aspects of the agenda.
- The next REMO meeting will be May 18, 2026 at 10 a.m.

Respectfully Submitted
Councillor Howard Williams



General Manager Updates - Under the leadership of General Manager Andrew Garrett, the following items are underway:

Administration

- Divert NS met with the Regional Chairs Committee to confirm the Diversion Credits available to regions for fiscal year 2026–2027. Funding has been set at \$7.5 million. The annual credit allocation is based on 70% of Divert NS net revenues, adjusted using a smoothing formula to prevent significant year-to-year fluctuations.
- A new online procurement portal is now on the VW website, enabling electronic submissions of RFPs and Tenders. The system, created and used by the Municipality of East Hants, has been adopted to allow for broader use.
- All vendors have been notified of the 5% increase in tipping fees, effective April 1st. Advertising and updated signage are currently in progress.
- Valley Waste has been recognized by Call2Recycle for the second consecutive year as a “Leader in Sustainability” for its responsible battery management. In 2025, 14.2 tonnes of batteries were recycled through the Management Centres.
- Draft revisions to the solid waste bylaw are underway to incorporate new recycling regulations, bulky waste collection requirements, tipping fee changes, and additional updates to modernize the bylaw.

Capital Projects & Operations

- Three Request for Proposals have been issued for approved 2026-2027 capital projects:
 - Purchase of a new or used cardboard baler with a closing date of April 9th.
 - Expansion of the Western Management Centre building with a closing date of April 23rd.
 - Construction of a warehouse at the Western Management Centre with a closing date of April 23rd.
- Following safety concerns raised at the February Board of Directors meeting, the Operations Manager and Health and Safety Coordinator reviewed conditions at the Western Management Centre Scale. A new customer procedure has been implemented, and replacement of the outgoing scale will be considered for the 2027–2028 budget.
- All waste wood at the Western Management Centre was processed in February.
- Three (3) six-month Seasonal Worker positions approved for 2026-2027 have been posted.
- The interior push wall at the Eastern Management Centre has been repaired and reinforced with a steel surface.
- The new press at the Western Management Centre is being completed by Nova Millwrights.
- The steel structure for the hazardous waste facility in Lawrencetown is still not started.

Education

- The education team hosted four battery drop-off events across the Valley for National Battery Day, February 18th in Bear River, Cornwallis Park, Berwick, and Canning. Two pails of batteries were collected, including many older units, and many button batteries.
- Communications materials have been prepared and distributed regarding bi-weekly bulky waste collection, including resources for municipal front-line staff, multi-unit property owners, and haulers. Direct communication is being provided to private roads not accessible by larger bulky waste trucks and special arrangements are being coordinated at public road intersections to ensure twice-annual collection for these properties.

BOARD DECISIONS

Tidal Transit Authority

That the Tidal Transit Authority Board approve entering into a 60-month lease agreement with option to renew with Sunset Tides Developments Ltd. for the Cornwallis Park transfer station.

Valley Waste-Resource Management

That the Valley Regional Services Board of Directors do not award the contract for the provision of Janitorial Services and instead approve the hiring of a term part time position effective April 1, 2026, to fulfill Janitorial duties.