



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
- Director of Corporate Services, Diana Gibson
- Manager of Communications & Strategic Initiatives, Barb Shaw
- Manager of IT, David Hopkins
- Manager of Community Development, Nick Zamora
- 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 and Historic Contributions Recognition.

February is African Heritage month. The Town of Wolfville is honoured to share the work of Acadia students’ poster series of those who made a significant impact on this province. Posters will be shared at Town Hall and feature at Soups and Sides on Monday February 23rd.

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, January 13, 2026	THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JANUARY 13, 2026, WERE APPROVED AS CIRCULATED.
b. Approval of Committee of the Whole In Camera	THE MINUTES OF THE IN-CAMERA COMMITTEE OF THE WHOLE MEETING OF JANUARY 13, 2026, WERE APPROVED AS CIRCULATED.



Agenda Item	Discussion and Decisions
<p>c. RFD 006-2025: Grants to Organizations Policy</p>	<p><i>Feedback/Discussion</i></p> <p><i>One Time Operating Request Discussion</i></p> <ul style="list-style-type: none"> • <i>Beginning year to be included as base point for requests</i> • <i>Language to include requests can be made throughout the year, but Council may defer to budget time.</i> • <i>Appendices will be removed</i> <p><i>Capital Funding Requests Discussion</i></p> <ul style="list-style-type: none"> • <i>Appendix will be removed</i> • <i>Include a deadline of April 1st.</i> <p><i>Sponsorships and Advertising Discussion</i></p> <ul style="list-style-type: none"> • <i>Remove reference to golf section 5.3.2</i> <p><i>Strategic Partnership Program Discussion</i></p> <ul style="list-style-type: none"> • <i>Consider language around being more value based than economically focused to reflect the Town. Council would like to see this reflected in the policy.</i> • <i>Remove Schedule A</i> • <i>Evaluation tools will be created to help assist council with decisions but not part of this policy</i> • <i>staff will come back with options regarding the grant amount.</i> <p style="text-align: center;"><i>Break 10:10-10:30am</i></p> <p><i>Community Capacity Program (now Community Capacity Grant)</i></p> <ul style="list-style-type: none"> • <i>the grant amount will be a budget discussion</i> • <i>Remove Appendix D</i> <ul style="list-style-type: none"> • <i>All grant recipients will be published in the Operational Plan. If additional grants are provided after the published plan, staff would look at other means of publishing such as the website.</i> • <i>All criteria guideline appendices will be available on the website.</i> • <i>Staff will come back with updates to Town Council meeting Feb 17 and the motion will be read at that time.</i>



Agenda Item	Discussion and Decisions
<p>d. IR 005-2026: Operations Plan First Draft</p>	<p><i>Feedback/Discussion</i></p> <ul style="list-style-type: none"> • <i>Positive feedback re format of report</i> • <i>Staff will look at other ways to reflect the core work of staff.</i> • <i>What We Heard Report is the basis for the Strategic Plan. The Ops plan is based on the Strategic Plan.</i> • <i>Substantial amount of work has been done on all of initiatives that are carrying over into the next fiscal year.</i> • <i>Summary tables still to be added and are being worked on in the background.</i> • <i>Operating or Capital initiative acknowledgement effective means to communicate what we are doing. Including capital initiatives in Planning & PW.</i> • <i>Some typos were identified.</i> • <i>Main Street is a high priority for Council.</i> • <i>Multiple initiatives being looked at relating to Main St. including repairs, maintenance and resurfacing which is in the Capital Plan, the work on intersections with Happy Cities & RV Anderson Consultants and the Active Transportation work. These are reflected in the Ops Plan. Staff will show how all of these initiatives are coming together and the work being done to improve all conditions on Main St. Staff have reviewed the consultants report regarding traffic flow and will bring a report to Council in the coming weeks.</i> • <i>Intention is to put out flex-posts this year. Timing and location will depend on feedback from last year and construction schedule. Communication will be rolled out with timelines.</i> • <i>West End of Main St – water transmission line work will be taking place. Only one section left to complete.</i> • <i>Stormwater is part of the Operational Plan. Feedback and updates will be provided during Capital plan presentation.</i> • <i>Heritage and Culture - Staff will facilitate a presentation on the topic to encourage discussion on specifics.</i> • <i>Volunteer Recognition Event – staff will include in Operational Plan and bring something back to council.</i> • <i>Fireworks at Town Events - Staff will come back with a report.</i>
<p>7. Change to order of agenda items.</p>	<p>03-02-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE ORDER OF THE AGENDA BE AMENDED TO BRING ITEM 11 TO BE THE NEXT ITEM.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>



Agenda Item	Discussion and Decisions
8. Regular Meeting Adjourned to In Camera	<p>04-02-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN TO IN CAMERA AT 11:45am UNDER SECTION 22(2)(c)(d) and (e) OF THE MGA, CONTRACT NEGOTIATIONS, PERSONNEL MATTERS AND LABOUR RELATIONS.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
9. Regular Meeting Resumed	<p>THE REGULAR MEETING RESUMED AT 12:32PM.</p>
10. Regular Meeting Adjourned	<p>05-02-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED AT 12:32PM TO WEDNESDAY FEBRUARY 4, 2026 AT 4:30PM.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
11. Regular Meeting Resumed	<p>THE REGULAR MEETING RESUMED AT 4:33PM ON WEDNESDAY FEBRUARY 4, 2026</p>
12. Regular Meeting Adjourned to In Camera	<p>06-02-2026 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN TO IN CAMERA AT 11:45am UNDER SECTION 22(2)(c)(d) and (e) OF THE MGA, CONTRACT NEGOTIATIONS, PERSONNEL MATTERS AND LABOUR RELATIONS.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
13. Regular Meeting Resumed	<p>THE REGULAR MEETING RESUMED AT 7:07PM.</p>
14. CAO Report	<ul style="list-style-type: none"> • Nova Scotia Quality of Life Survey will be sending invites through mail to invite people to complete a survey. The results of the survey help municipalities with future decision making and everyone is encouraged to do the survey. • Two new Crossing Guards hired • Winter parking regulations remain in effect. Crews are having trouble plowing due to cars parked in Summer St, Linden Ave, Prospect St and Westwood Ave. • New Recreation programs underway included a Dungeons & Dragons club which is now filled. We are looking at ways to support the individuals on the waitlist. • The morning AWAKE club program going well this is open to Grades 4-8 on Mondays and Thursdays and Grades PP3 on Wednesdays.



Agenda Item	Discussion and Decisions
	<ul style="list-style-type: none"> • Monday Feb 16th is Heritage Day. Senator Joseph Willie Comeau will be celebrated at an event at the Wolfville Legion • A 9.5m elevation indicator has been added to Waterfront Park to give an idea of the height of future dyke wall protection. • Open planning applications pending are for 76 Highland Ave, 43 Gaspereau Ave and a new 12 unit development on Hillside Ave related to Student Housing NS. Public information session will be held on Feb 12. • The Visitor Information Centre washroom had some vandalism and graffiti which staff have repaired. • Town wide overhead streetlight checks completed. • Patch work taking place when weather permits. • Crews are actively clearing storm ditches. • AI (Artificial Intelligence) workshop provided opportunities for staff to review safe use and opportunities of AI. Discussions will continue as we develop a framework for AI use at the Town. • Some snow plowing costs will be reflected in the Q3 update which will be provided to the Audit Committee. However, it will only reflect costs upto December 31. Costs from January onward won't be in that update.
15. Committee Reports (Internal)	
a. Audit Committee (AC)	<ul style="list-style-type: none"> • As submitted.
16. Committee Reports (External)	
a. Annapolis Valley Trails Coalition (AVTC)	<ul style="list-style-type: none"> • As reported.
b. Valley Regional Services (VRS)	<ul style="list-style-type: none"> • As submitted. Two budgets presented one earlier.
c. Kings Point to Point (KPPT)	<ul style="list-style-type: none"> • As presented.



Agenda Item	Discussion and Decisions
17. Regular Meeting Adjourned	THE REGULAR MEETING ADJOURNED AT 7:17PM.

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