



ATTENDING

- Mayor Jodi MacKay
- Deputy Mayor Jennifer Ingham
- Councillor Mike Butler
- Councillor Wendy Elliott
- Councillor Kelly van Niekerk
- 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 Community Development, Nick Zamora
- Senior Planner, Mark Fredericks
- Community Planner, Lindsay Slade
- Administrative Assistant, Laura Yaroshevskia
- Compliance Coordinator, Kaden Thibault

REGRETS

- Councillor Ian Palmeter

CALL TO ORDER

Chair, Deputy Mayor Ingham, called the meeting to order at 8:32 am.

Mayor MacKay read the Land Acknowledgement and Historic Contributions Recognition.

Deputy Mayor Ingham handed the Chair to Mayor MacKay for the remainder of the meeting.

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, February 3, 2026	THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 3 2026, WERE APPROVED AS CIRCULATED.
b. Approval of Committee of the Whole In Camera Minutes, February 3, 2026	THE MINUTES OF THE IN-CAMERA COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 3, 2026, WERE APPROVED AS CIRCULATED.



Agenda Item	Discussion and Decisions
3. Declarations of Conflict of Interest	<ul style="list-style-type: none"> None declared.
4. Presentations	<ul style="list-style-type: none"> None
5. Public Input	<ul style="list-style-type: none"> No-one for public input.
6. Staff Reports for Discussion	
a. RFD 013-2026: MPS and LUB Amendments & HAF Implementation	<p>01-03-2026 IT WAS REGULARLY MOVED AND SECONDED THAT COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION:</p> <p>THAT COUNCIL DIRECT STAFF TO MAKE FINAL AMENDMENTS TO THE DRAFT PLANNING DOCUMENTS AS DESCRIBED IN REPORT RFD 013-2026 AND AS REQUESTED AT COMMITTEE OF THE WHOLE MEETING OF MARCH 3, 2026, AND HAVE THE FINAL DRAFTS BROUGHT TO THE MARCH 16, 2026 COUNCIL MEETING FOR FIRST READING, PUBLIC ADVERTISING AND SCHEDULING OF A PUBLIC HEARING.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p><i>Discussion/Questions/Feedback</i></p> <ul style="list-style-type: none"> Jacob Ritchie and Darian Shakerinia from Fathom presented the updated planning documents. Zone map and flowcharts showing differences in each process is new and appreciated. More user friendly. <i>Would like page numbers to be referenced in next iteration.</i> Over 8 units requires a traffic study that need to be performed by Transportation Engineers. If traffic study shows an impact, such as a change of lane for example, Council can direct that the cost of addressing is passed to the developer. The developer would then decide if they wanted to move forward. A big enough traffic issue may stop a development going forward. Unsure if legislative process is in place right now, not currently a need, it would be outside the Land Use



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	<p>Bylaw. <i>Staff to review the legislation requirements for the Town to ensure Developer is liable for costs of traffic impacts.</i></p> <ul style="list-style-type: none"> • Units are per building not per development site. • <i>Recommendation the Design Review Working group become more involved and able to look at siting of a building.</i> • Definitions have been added to MPS. • <i>Illustrations to be included for R2 zone.</i> • Increased buffering between mixed use and residential zones. • Storey definition is floor to floor height. Basement is an exception. If a certain amount is exposed, it could be classified as a storey. If it doesn't change the street size it is not counted as a storey. • <i>More clarity around off-site contributions, repayment will be added into the document.</i> <p style="text-align: center;">BREAK 9:40am to 9:57am</p> <p>Definitions</p> <ul style="list-style-type: none"> • No need for additional definition of vegetation as explained fully in Land Use Bylaw. • <i>Fire exit or fire staircase definition to be reviewed.</i> • Nursing Home Bed definition is fine. • <i>External Staircase definition.</i> • <i>A note to direct readers to definitions section to be added.</i> • Changes to definitions would come under housekeeping amendments and can be made through general review of bylaw. <p>ADU's in R-1 zone</p> <ul style="list-style-type: none"> • No changes required. <p>Specific R-2 Areas to be Zoned R-1</p> <ul style="list-style-type: none"> • <i>Top of Westwood near the park area to be re-zoned to R-1.</i> • <i>Expand the yellow boxed zone to include from Lynwood Drive to Balcom Drive and Braemar to R-1. Not to include the 2 units as noted on Balcom or the multi unit. In total eleven (11) properties currently zoned R-2 to move to R-1.</i> <p>R-5 Zone</p> <ul style="list-style-type: none"> • <i>Move the current R-5 zone in the west end at top of Stirling Ave to R-4.</i>



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	<ul style="list-style-type: none"> • <i>Woodman Road to R-4.</i> • <i>Tideways Property move to R-4.</i> This will go to Design Review Working Group as it is over 8 units. • <i>Anything over 8 units will go to Design Working group – this will be noted on the map.</i> <p>Wolfville Elms Nursing Home</p> <ul style="list-style-type: none"> • After discussion it was agreed to leave this as it currently is. Additional uses and height, there are buffering requirements further from lot line but more development rights if Mixed Use. Parking lots are currently permitted in Mixed Use or R-2. There are buffering requirements. • <i>Require a Development Agreement and remain as MU.</i> <p>Whidden & Main Street</p> <ul style="list-style-type: none"> • Proposal received a few years ago for small B & B on this site under the existing zone. Design Review Working Group have reviewed this site multiple times regarding the style of building. • Density and height is similar between Mixed Use and R-3 zone and there is ability to have up to 12 units. • Additional buffering requirements on MU abutting R-2 zone will be required. • Extra traffic concerns. Access would have to be on Whidden. • No definitions for Inn or Bed & Breakfast as it became more complicated when Short Term Rentals started – definition is now Hotel or Short-Term Rental. • <i>Staff will look at this further as a proposal has been received and will bring back to Council.</i> <p>Design Review Working Group</p> <ul style="list-style-type: none"> • Clarify Terms of Reference including membership. • Clarify transparency, include page on website for public awareness. • This is a Working Group and not an Advisory Committee of Council. If a change to that it would require to be made in conjunction with the Committee of Councils Policy. • Council would like to be updated from this working group through Planning Advisory Committee or a dedicated section in CAO report. <p>Zoning Map</p>



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	<ul style="list-style-type: none"> • Owners of corner lot of Highland and Pleasant which is currently R-3, are requesting it be re zoned to R-4 to match the surrounding properties they own on Pleasant. The property would face onto Pleasant. • Council would have oversight through re-zoning process and receive more information on concept. No specifics available currently. • Council direction to leave as R-3. <p>Neighbourhood Residential Use Table</p> <ul style="list-style-type: none"> • R-1 – no change. • RLD-4 maintained 4 units. • R-2 – direction to have a maximum 3 units. • R-2 allows for short term rentals but must be owner occupied. • Cluster Housing in R-2 would come before Council. • Discussion on population growth and decline. The Town embarked on this work to provide more housing options looking at variety and housing affordability in the Town. • Council give direction that staff come back with data points to see how the Town has changed in a few years. Changes can be made to Short Term Rentals if required. • R-2 ADU change to be Permitted with Conditions acknowledging Maple Ave is exceptional. • R-3 – no change • Ability to subdivide rights cannot be removed from a landowner in NS. In R-3 – for a 16-unit townhouse you would need 96 metres of frontage, that’s a strong control – only largest lots have that ability. • R-4 – no change • R-5 – no change • MU – Mixed Use – no change • Schedule A3 – Neighbourhood Commercial Zone relates to specific types of business. If business is not on this list, it’s not allowed. • Stand Alone businesses selling age restrictive products will not be allowed in Neighbourhood Commercial Zone. Not the same as a general store selling age restricted goods such as tobacco which are hidden from view. • Remove hotels and hostels from list. • Remove Nursing Home, residential care facilities and Short-Term Rentals.



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	<ul style="list-style-type: none"> • <i>R-1 zone at top of Skyway will remain as R-1 and not Neighbourhood Commercial - everything west from the top of Highland should not be Neighbourhood Commercial.</i> • Multi unit sites have inherited commercial rights. <i>Map will be updated to reflect if buildings are also in Neighbourhood Commercial Zone.</i> • Tasting Room and Brewery definitions are as defined by the Provincial regulations, including where they could be. • Permitted use table – if not listed in table it’s not permitted. Preventing stand alone establishments <p style="text-align: center;">BREAK 12:32pm to 1:30pm</p> <ul style="list-style-type: none"> • Short Term Rentals have a list of conditions in Section 4.29, page 24 of LUB, but none apply to Downtown except for the fee. <i>Staff will clarify this information in the documents.</i> • Zoning map – question on why two properties on Main Street at corner of Orchard not re-zoned to downtown to match rest of that row. The reason is those sites are really elevated. <i>Consensus is to keep as R-2.</i> • Acadia Street prohibitions were due to proximity to the school. • Schedule D in LUB CDD zone - not applying Comprehensive Development District (CDD) zones to any lands in Town of Wolfville but recommend keeping them in LUB for possible future use. • Schedule A-2 – maximum heights on Acadia 2 institutional spaces - no issues. • <i>Schedule B – Development Constraints map to include view corridor from Reservoir Park.</i> • <i>Schedule C – anything over 8 units subject to Design Review Working Group will be added as a note.</i> • Institutional and Parks and Open Space Table – no issues. • Renewable energy – solar panels permitted in all residential areas. • <i>Institutional is anything of 5 storeys and above for DA, wrongly stated as 6 in documents.</i> • <i>R-2 buffering restrictions to match R-1 restrictions.</i> • Buffering that has been removed on Hillcrest/Kent - developers have removed trees. It is responsibility of landowners to include buffering. Landscape buffer requirements are defined depending on what is built. • Park and Linear Park differences – linear is the rail corridor/active transportation. Parks classifications are in planning documents, neighbourhood parks, linear parks, open space.



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	<ul style="list-style-type: none"> • General zoning discussion. R-1 cannot be rezoned, R-2 (see Section 10.3 Rezoning in LUB and section 11.4.3 of MPS) can be rezoned through a council process within the MPS. There are criteria council would use to address concerns and assess to make your decision. R-3 has specific zones, R-4 and R-5 are subject to policy. Third subsection of every zone has those parameters listed and are all council processes. • No zones can be rezoned to Downtown. The three different types of zones, i.e. Downtown, Parks/Institutional and Residential and stay within own type of zone. Changing a property zone type would require an update to MPS. • Stormwater Management: design guidelines – <i>flowchart page 197 will be updated for Site Plan Approval</i>. The Town is committed to provide more information to the community than is mandated by the MGA. We can ensure the community is notified when an application has been received. The MGA changed the proximity from the property to neighbours within 30 metres to be informed. The appeal is the only input from the neighbours. Members of the community can always reach out to staff and/or council with concerns. <p>Design Guidelines</p> <ul style="list-style-type: none"> • Developers should be encouraged to orient buildings to take advantage of sunshine. • Discussion on impacts to condition of soil by heavy equipment being used in newly developed properties. May need update of subdivision bylaw and standards for parks and open spaces if looking at ensuring grading plans take into consideration quality of the soil. and update those requirements. Not part of this bylaw. NS Environment is involved in Erosion and Sediment control and have a compliance option. Hard to replicate ecosystems that have been there for years. Best we can do is ensure water flows properly and new conditions emerge over time. • Foundation plantings is an increased fire risk and not recommended – recommend less woody shrubs and more flower plantings. The recommendations are for aesthetics not fire safety. Recommending research on fire smart communities and properties and share and educate community. There is also crime prevention through environmental design consideration. Conflicting goals of aesthetics, fire safety and crime prevention design. • The Design Review Working Group do consider the aesthetics of the path from public street to house and garage.



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	<p>Land Use Bylaw</p> <ul style="list-style-type: none"> discussion on waste bins and metreage to frontline. Provision for unique circumstances i.e. 0 metres for businesses on the street. <i>Staff will review and bring back.</i> <p>MPS</p> <ul style="list-style-type: none"> Statement 3, pg.13, protect agricultural land discussion – statement is applying to land that is zoned agricultural land. <i>Any administrative/copy edits to be sent to staff in email for updating of documents.</i> Section 7.4– some utilities such as sewage ponds and proposed new well are not located in Town. This is covered in Section 7.5 Servicing Beyond our Borders. MPS as a document is related to land within the town. <i>Staff will review that section and can add a note if required.</i> Servicing outside Town Borders section – these are looked at on a case-by-case basis. 8.5 High Density- Residential – only 3 of 6 areas are currently served by Public Transport - should policy statement mention future transportation options for a larger number of people wishing to go downtown. <i>Staff will review.</i> <p>Heritage Properties</p> <ul style="list-style-type: none"> Pleased the university and town will foster conservation of heritage properties. Downtown heritage - pleased it is also being included. Thanks to staff for these inclusions. <p>Rail Corridor</p> <ul style="list-style-type: none"> LUB-Pg. 12 – anything in downtown core staff will work with owner to ensure it’s congruent to what we want to see. Rail line currently has development rights. This is leased land. This could involve a change to current lease agreement. No development on Area D from Farmers Market to Harbourside Drive on the trail. <i>Whole corridor to be changed to by Development Agreement.</i> <p>View Corridors</p> <ul style="list-style-type: none"> Nothing else to add at this point.



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	<ul style="list-style-type: none"> • Amendments will be included in agenda package to go to Council on 9th/10th March for council meeting on Monday 16th March for first reading. Only minor amendments can be made after First Reading. • A further 4-6 weeks after 16th March for Public Hearing. • Thanks to Consultants, Staff and Council for all the work that has been done on this file.
7. CAO Report	<ul style="list-style-type: none"> • Volunteer of the year nominations • Call for strategic partners deadline is March 20th. • Community Safety & Compliance working with RCMP and Acadia for unsanctioned events in month of March. • Public Works and Compliance team in action for snowstorms, parking enforcement. • Conditions are causing potholes to appear. When weather permits the teams have been filling them. • Volunteers are made aware when they are nominated.
8. Committee Reports (Internal)	
a. Audit Committee (AC)	<ul style="list-style-type: none"> • As submitted.
9. Committee Reports (External)	
a. Valley Regional Services (VRS)	<ul style="list-style-type: none"> • As submitted.
10. Regular Meeting Adjourned	THE REGULAR MEETING ADJOURNED AT 3:47PM.

Approved at the Committee of the Whole meeting of April 7, 2026
 As recorded by Laura Morrison, Manager of Administration & Town Clerk