



Committee of the Whole

June 2, 2026

8:30 a.m.

Council Chambers, Town Hall
359 Main Street

Agenda

Call to Order and Land Acknowledgement

1. Approval of Agenda

2. Approval of Minutes

- a. Committee of the Whole Minutes, May 5, 2026
- b. Committee of the Whole In Camera Minutes, May 5, 2026

3. Declaration of Conflicts of Interest

4. Presentations

- a. Craig Gibson, Manager, Kings County Regional Emergency Management Organization

5. Public Input

PLEASE NOTE:

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

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- 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 008-2026: Town Facilities Priority Setting & Next Steps
- b. IR 014-2026: Approach to Art in Public Spaces

7. CAO Report

8. Committee Reports (Internal)

- a. Accessibility Advisory Committee (*report to follow*)

9. Committee Reports (External)

- a. Valley Regional Services (VRS)
- b. Wolfville Business Development Corporation (WBDC)
- c. Valley Community Fibre Network (VCFN)

10. Adjournment to In-Camera Meeting under *section 22(2)(e) of the Municipal Government Act.*

- a. Contract Negotiations

11. Adjournment of In-Camera Meeting

12. Regular Meeting Reconvened

13. Motions from In-Camera Meeting

- a. RFD 009-2026: Consideration of Contribution Agreement with SHNS. (*report to follow*)

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 008-2026

Title: Town Facilities Priority Setting & Next Steps
Date: 2026-05-05
Prepared by: Glenn Horne, CAO
Devin Lake, Director of Planning & Public Works
Contributors: Fathom Studios

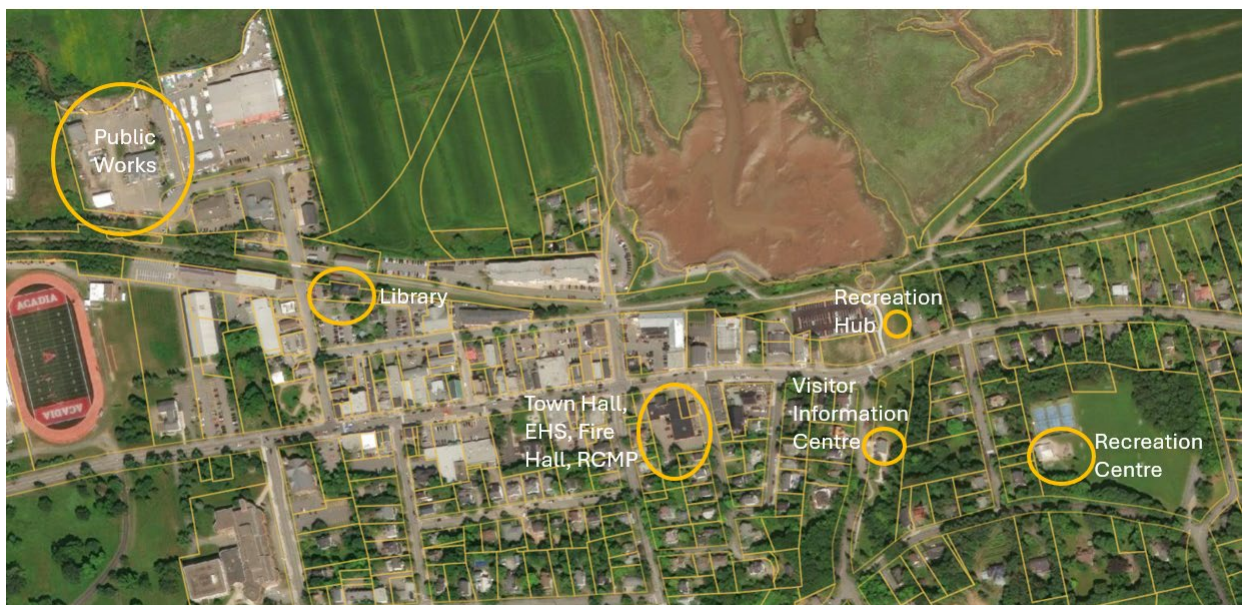


SUMMARY

Town Facilities Priority Setting & Next Steps

This report outlines a revised, phased approach to prioritizing and upgrading the Town’s municipal facilities based on current financial, operational, and strategic realities. Informed by a recent facilities assessment completed with Fathom Studios, the report recommends a shift away from new builds toward a sequential, asset-based approach that maximizes the use of existing infrastructure. The immediate priority is the expansion and renovation of the Town facility located at 200 Dykeland Street into a centralized Operations Centre housing all Town staff (2027–2029), followed by upgrades to the Town Hall, Fire Hall, RCMP, and EHS facilities located at 359 & 355 Main Street (2029–2031). Other facilities, including the Wolfville Recreation Centre and Library, will remain in the planning stage pending future reassessment. This approach balances facility needs with significant ongoing capital infrastructure demands and aligns with Council’s strategic priorities, financial capacity, and organizational resources.

It is important to note that this is a revised direction from previous Councils and responds to the current opportunities and challenges facing the Town – with the focus being on the current Council’s strategic plan. Significant infrastructure (roads, pipe, water, sewer) investment is required over the next number of years with the current capital budget reflective of this. The other realities that have to be weighed are the Town’s financial capacity (what we can afford) and staff capacity to deliver our annual capital program already committed to and what will come in future years.



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Council is invited to review the information contained in this memo and engage in discussion with staff on the details and recommendations. The draft motion below, if approved, provides staff with a mandate to continue working on facility needs by priority area, focusing on existing facilities, balanced with other capital investments.

DRAFT MOTION:

That Council direct staff to prioritize upgrading the Dykeland Facility as the Town Operations Centre and that the 2026-27 Facility Design budget be allocated to begin diligence and costing of upgrades to be brought into the 2027-28 budget process and further Council decision making.

AND

That Council direct Staff to dedicate resources to major facility upgrades in the following order of priority and build these into the five-year capital investment plan:

1. Dykeland Operations Centre (upgrades approx. 2027-2029)
2. Fire Hall, Town Hall, RCMP & EHS (upgrades approx. 2029-2031)
3. Wolfville Recreation Centre (subject to further assessment with no defined timeline)
4. Library (subject to further assessment with no defined timeline)

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1) CAO COMMENTS

This report has been prepared by the CAO with support from the Director of Planning & Public Works and consultants. It describes the proposed next steps in the Town's assessment of its facility needs.

2) LEGISLATIVE AUTHORITY

- Municipal Government Act

3) STAFF RECOMMENDATION

See draft motions.

4) REFERENCES AND ATTACHMENTS

1. [2026-27 Capital Budget](#)
2. [2026-27 Operational Plan](#)
3. [Municipal Planning Strategy](#)
4. [Accessibility Plan](#)
5. [Climate Action Plan](#)

5) DISCUSSION

Previous Direction

Significant effort and resources went into planning, consultation and budget preparations for a new Town Hall and Library. The last iteration of that work approved by Town Council in October 2022, was to begin designing and prepare for construction of a new combined facility on the site of the existing Town Hall. The existing library building was envisioned to be repurposed (specifics not determined), and the Fire Hall was in a process, at the time, to move to a combine facility with Greenwich.

The previous vision for a Town Hall/Library was built into previous capital budgets based on a Class D estimate of ~\$9.5M. Based inflation, a reasonable Class D estimate for this facility in 2026 is \$11.5M - \$12.5M. The previous budget for a new Fire Hall was ~ \$4M; inflation brings that range to \$5M - \$5.4M. While a significant amount of work went into this project, it did not progress into a tender-ready state with design drawings and higher-class estimates.

The basis of these decisions has changed since 2022. Specifically:

- The Town, Kings County and the Greenwich Volunteer Fire Department & Commission have withdrawn from a proposed merger, ending the prospect of a new firehall for the merged departments.

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- Imminent plans to raise the height of the Grand Pre and Bishop Beckwith dyke systems, along with complementary plans to complete flood mitigation work at the Wolfville Waterfront, have changed the associated flood risk to the Town.
- Financial pressure on the Town continues to increase associated with required infrastructure investment, equipment replacement, and maintenance of Town assets.
- The Annapolis Valley Regional Library has a systemic budget deficit, significant financial pressure and is therefore embarking on major service restructuring.

With full respect to the process, time, effort and interest that went into the previous project, the circumstances have changed and necessitate a fresh look.

Facilities Assessment

Considering the factors above and the multiple significant needs for investment in its facilities and shifting capital needs, Council approved a Facilities Assessment in its 2025/26 Ops Plan, which was initiated in the fall of 2025, working with stakeholders to assess facility needs now and in the future.

The stated goals for the assessment were to:

- Meet service / community needs for the next 30-40 years
- Create collaborative, functional, accessible and safe work & community space.
- Prioritize cost-effectiveness and limit reductions in taxable assessment.
- Promote community sustainability and heritage.

Fathom Studios, which has extensive experience with similar work and a strong understanding of Wolfville, was retained to carry out this assessment. Fathom also supported the Town's previous process. All previously developed reports and concepts were shared with Fathom, which then completed site visits and stakeholder interviews to inform viable options for further assessment.

The scope of this exercise focused on potential locations and co-location, scale, and future needs of the Wolfville Fire Department, Wolfville Memorial Library, Public Works & Planning Building, and Town Hall. Also implicated in this work was the staff space at the Wolfville Rec Centre, RCMP Office and EHS Office (tenants at Town Hall).

Fathom's scope of work for the Facilities Assessment, which has been completed, was to:

- Compile, review and verify all materials that have contributed to previous decisions and any new information that has been developed since.
- Determine if there are gaps in existing information and address those deemed important.
- Inventory Town-owned and strategically located parcels of land.

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- Update information with more recent trends where appropriate and identify where assumptions have changed.
- Look to similar sized towns and reasonable comparisons for the purpose of benchmarking.
- Site visits and complete key stakeholder interviews to better understand how the facilities operate, and compile and verify challenges and opportunities.
- Begin to develop options for consideration.
- Share synopsis of work completed with internal stakeholders and partners to gather additional information and feedback.

Transition to a Sequential, Asset-Based Approach

After completing the work described above, and based on observations verified by Fathom's findings, staff are recommending the Town take a sequential, asset-based approach to planning for facility improvements that will best position the Town to achieve the goals stated above. Specifically:

- 1) Use existing facilities and make upgrades over time, rather than investing in new facilities or new locations, to provide more contemporary spaces that better serve the public, Staff and Council;
- 2) Prioritize and address these facility needs sequentially; and
- 3) Balance facility investments with other capital investments.

1) Use Existing Facilities

Asset-based community development is a well-established framework in community planning and applying it to municipal facilities makes strong sense for a town like Wolfville. Its basic premise is to start with and get the most out of the resources already within the community, rather than focusing on what the community lacks. Through our work with Fathom, we have verified the feasibility of using our existing facilities to meet the Town's needs. While more work is required to determine specific details, the recommendation to upgrade the Town's existing facilities is based on the following considerations:

- A renovation-first approach is consistent with good asset management practice — maximizing the useful life of existing capital assets before replacement.
- Wolfville's assessment base is relatively modest. New construction typically carries higher capital costs and greater risk of cost overruns. Renovation / expansion typically delivers more usable space per dollar spent, and investments can be phased to match fiscal capacity.
- Land in Wolfville is finite. Focusing on existing sites avoids consuming additional land and aligns with good planning principles around density. Further, it avoids reducing taxable assessment.
- The community has a strong connection to existing civic spaces. Renovating rather than replacing preserves that continuity and can deepen community ownership of space. New facilities built elsewhere risk drawing energy away from established community anchors.

While it has been verified that it is feasible to renovate and expand existing facilities to meet the Town's needs, additional work is required to assess the specific details. Preliminary work has been completed to assess site options for facility development that are not currently owned by the Town.

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2) Prioritize & Address Sequentially

Part of the challenge in making progress on facility improvements remains the financial and human capacity to properly develop and complete these projects in a timely fashion. Addressing them sequentially means prioritizing which facility comes first, second, third, etc... and focusing on that priority until it is substantially complete. Once substantially complete, we can reassess and move on to the next priority.

Based on the needs identified and feedback provided through the facilities assessment, staff are recommending priorities being proposed are as follows:

1. **Dykeland Operations Centre** (upgrades 2027-2029)
 - The Public Works and Community Development Building at 200 Dykeland Street be expanded to become the Dykeland Operations Centre, housing all Town staff and serving as the Town's primary public service centre.
 - Proposed upgrades include building expansion and renovation, expanded yard and parking, better organizing or relocating the fire training area, accessible public service-centre on the main floor, creating offices/workspaces (12+), ensuring code and accessibility compliance, improving the building's energy efficiency, consideration of meeting spaces.
2. **Fire Hall, EHS, RCMP & Town Hall** (upgrades 2029-2031)
 - Wolfville Fire Department remains at its current location at 355 Main Street and sees renovations and potentially targeted expansion to address the largely internal and organizational layout challenges.
 - Town Hall remains at its current location at 359 Main Street and sees renovations to improve public meeting space (Council Chamber), Council office space and other uses supportive of emergency services
 - PROPOSED UPGRADES include modernizing the Town Hall for Council & committee meetings, updating offices and accessibility along with providing needed upgrades to the Fire Hall, EHS, and RCMP concurrently.
3. **Wolfville Recreation Centre** (upgrades – subject to further assessment)
4. **Library** (upgrades – subject to further assessment)

If this recommended prioritization is supported by Council, the focus for 2026-27 budget will be on completing more detailed study of the Dykeland facility, as this project alone is a significant effort with multiple components that take time to properly understand and budget for. Confirming this direction now will provide Staff the time needed to bring back better information to inform budget discussions for the 2027-28 budget year.

3) Balance Facility and Other Capital Investments

Over the past year the Town has put a renewed emphasis on investing in the Town's streets and reduced the emphasis on facilities. East Main Street, University Ave and Victoria Ave are slated for

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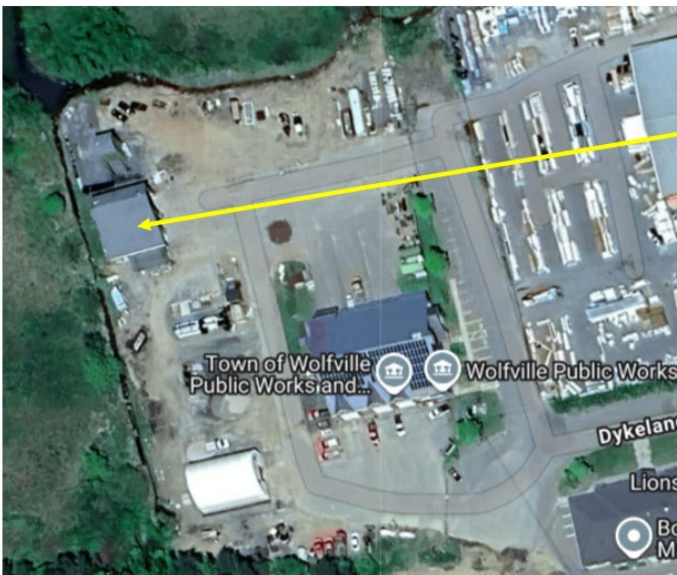
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resurfacing this year, with West Main and Downtown coming in the next couple of years. We have just closed a tender on full reconstruction of Earncliffe Ave and are beginning to plan for full reconstruction of Gaspereau Ave & Maple Ave in the coming years as well.

The Town also has significant planned capital investments in fire apparatus, sewer pump station upgrades, Waterfront Park, the water utility and many other planned capital investments. In total, the 2026-27 Five-Year Capital Investment Plan includes just under \$58M in capital investment, without any notable investments in Town buildings. Council increased the tax rate this year for the purpose of increasing capital investment to match our needs over the coming year. Facility needs must be balanced with the other capital needs facing the Town.

As a reminder, in the current capital plan for facilities investment, the Town is planning renovations to the existing Salt Shed/Storage building and an expansion of the Rail Town Parking lot. The upgrades to the salt shed will improve storage and workshop space and complement what we do with the upgrades to the existing Public Works building and site. This project is underway (spring 2026).



Proposing 2026 to refurbish the existing salt shed at public works for storage and work area

Design and costing of an expanded parking lot facility will kick off during the summer and fall of 2026 and inform the next capital budget. The idea is to have a project ready for construction in 2027 or 2028 if Council wants to proceed and budget allows. Images from the Staff Capital budget presentation are included here for context.

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**Proposing 2026 Parking Lot
would be designed and
costed for build in 2027**



Phase 1 expanded parking area
on existing town owned land at
Rail Town (~100 vehicles)

Phase 2 could include
connection to Elm Avenue

Flood Risk & Other Climate Considerations

Previous discussions on facility investments were based on the pre-2018 flood risk work the Town had completed. This era of work did show significant flood risk to the Town if dykes/the Waterfront were not addressed. This issue was a critical input given the information we had at the time and the Coastal Protection Act from the Province was also being discussed, however this did not proceed. During the previous facility work, it was yet to be confirmed that the Province would be topping the dykes and the Town had not undertaken the study to match elevations along our waterfront. The current flood risk mapping and the future scenario with raised dykes mitigate risk in areas with Town facilities. The Town's Flood Risk Study can be found [here](#) and the updated [planning documents](#) integrate more recent work and inform risk areas / development constraints. Maps are shown below from these sources.

As it relates to other climate considerations, proposed consolidation of all Town staff at the Dykeland Street site and renovation / expansion of existing facilities strongly aligns with both Wolfville's Climate Action Plan and Municipal Planning Strategy (MPS). The Climate Action Plan emphasizes reducing corporate greenhouse gas emissions, improving the energy performance of municipal facilities, and advancing operational efficiency, all of which are supported through the consolidation of staff in one facility and improvement of existing facilities. Similarly, the MPS supports strategic investment in municipal assets, efficient land use, and integrated service delivery, while embedding climate considerations, environmental stewardship, and infrastructure resilience into decision-making.

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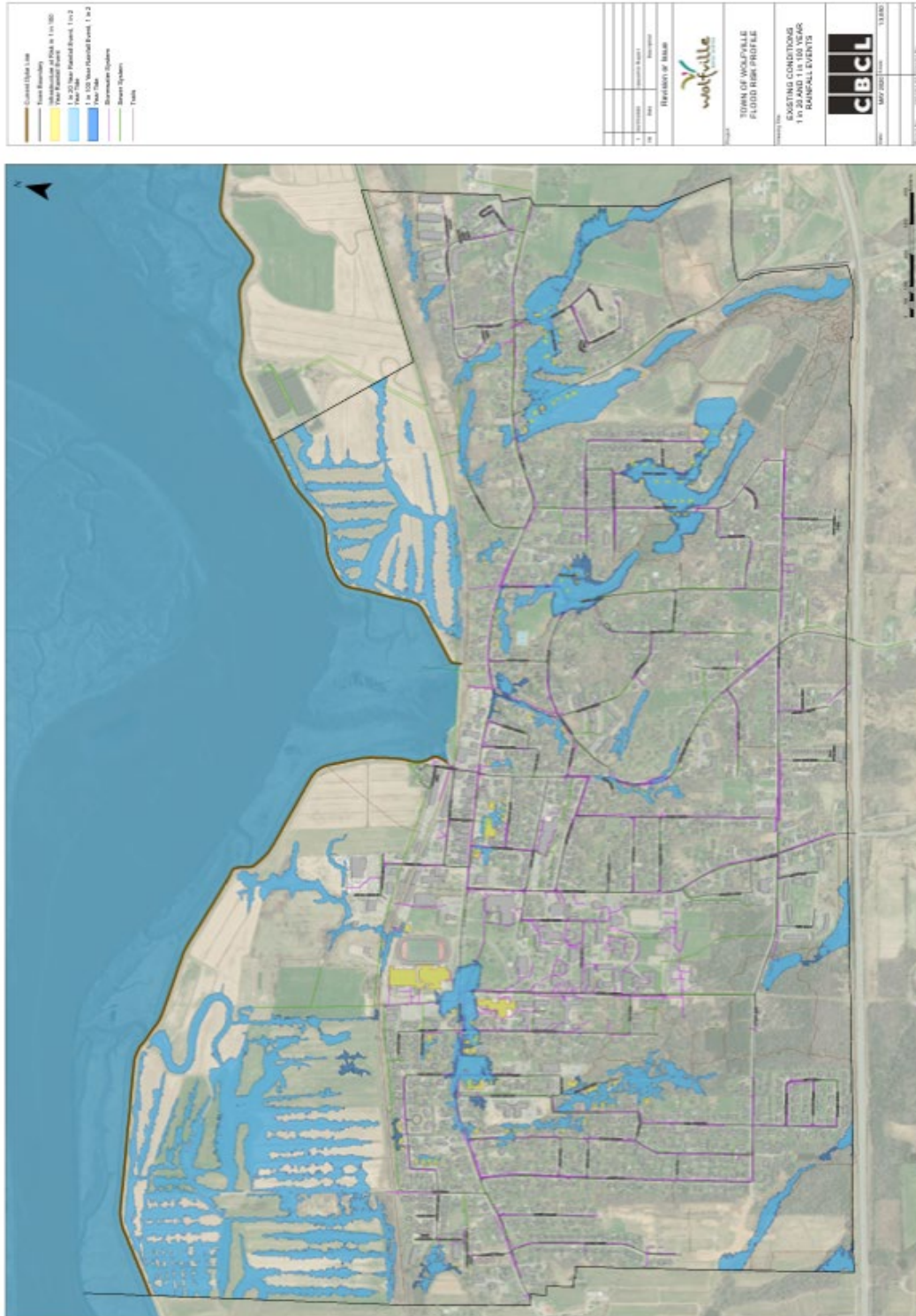


Figure 1 - Current Flood Risk Scenario (from CBCL Flood Risk Study)

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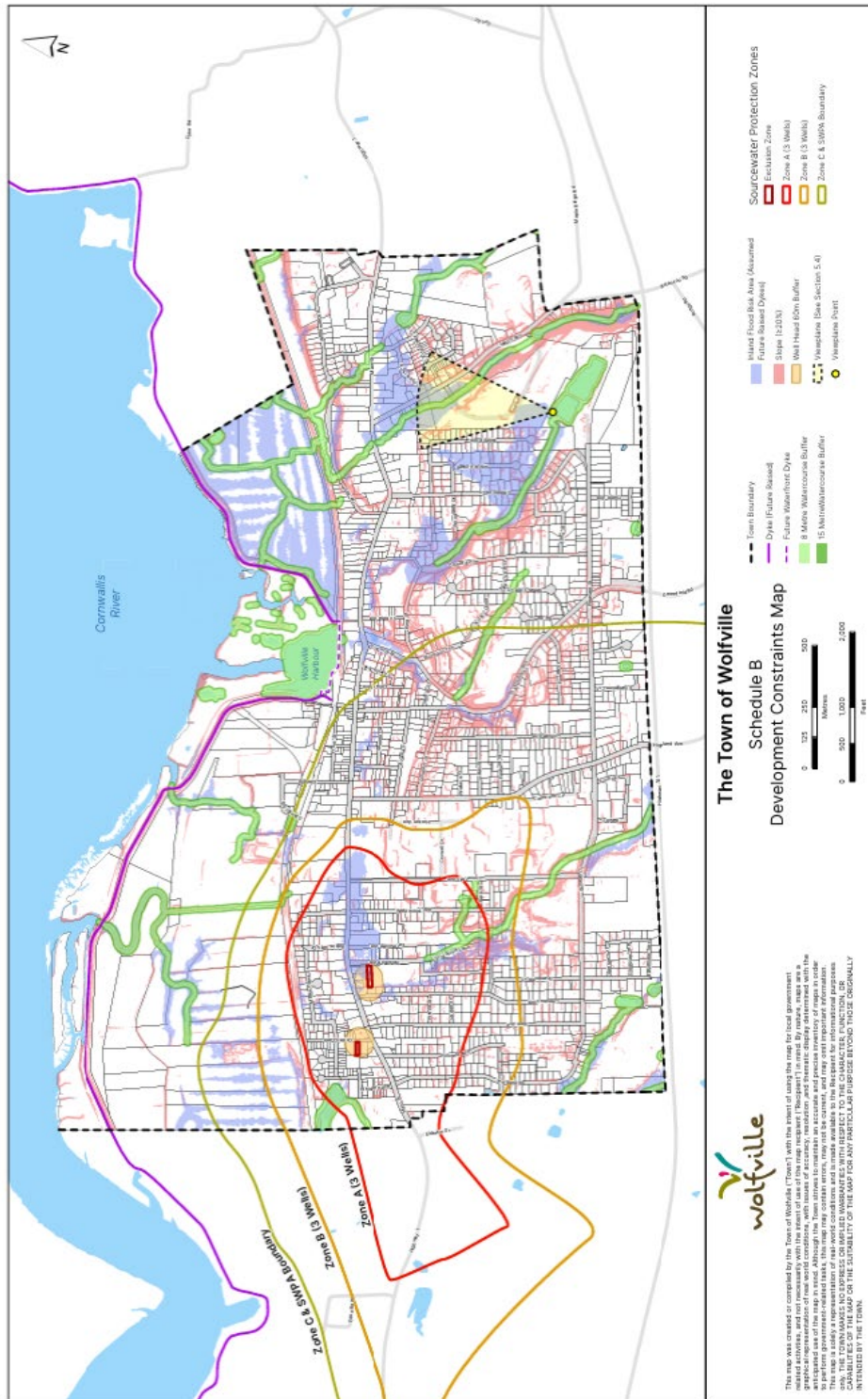


Figure 3 - Future scenario with raised dykes from Land Use By-law

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Key Considerations for Individual Facilities by Recommended Priority

PRIORITY 1: Dykeland Operations Centre

Preliminary Considerations & Topics to be Addressed Through Design:

- The Building would require exterior upgrades, a potential addition, reconfiguring and major renovation of the 1st floor and other areas of the building
- Parking and integration with the Harvest Moon Trail, Dykeland and Home Hardware will be important
- Sufficient office space for all staff (Office of CAO, Corporate Services, Community Wellbeing), while still using the Rec Centre and Rec Hub.
- Discussions with the Fire Department on training facility requirements.
- Working with Acadia on expanding the yard / lay down and work area (preliminary discussions have already taken place).
- Enhanced, accessible customer service to the public
- Meeting current building and fire codes.
- All Staff working in the same space will provide efficiency while giving us breathing room to work on other facilities (over time) we will continue to own
- Town Hall cannot be renovated without providing those staff with an alternate workspace.
- Staff need time and budget to focus on this project and bring this back in the fall with more information for budget planning. If supported by Council, it is anticipated this would be a 2028 build (drawings and tender ready late 2027). Project planning & development would occur throughout 2026 and 2027.
- The overall site and surrounding area are shown below to illustrate the site plan, parking, access, engineering, integration with other buildings, land issues to be resolved.

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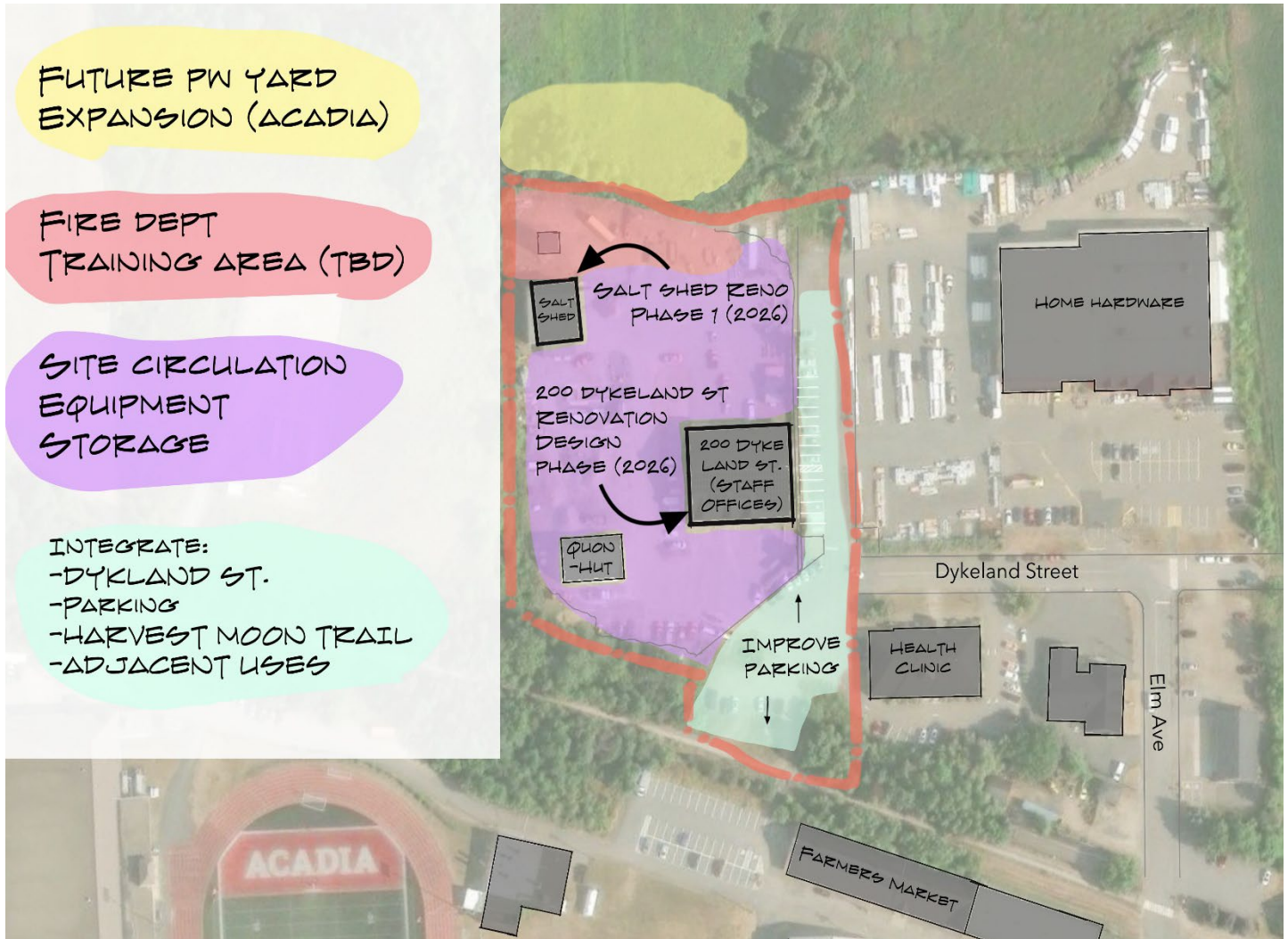


Figure 4 - Preliminary Dykeland Facility Property Considerations

It is important to note that a plan to renovate this building was taken to the tender ready stage (prepared by Stantec) in 2020. Example images from those documents are provided below. Some of this work is no longer relevant but there is a lot of thinking and code compliance that is helpful as we move forward.

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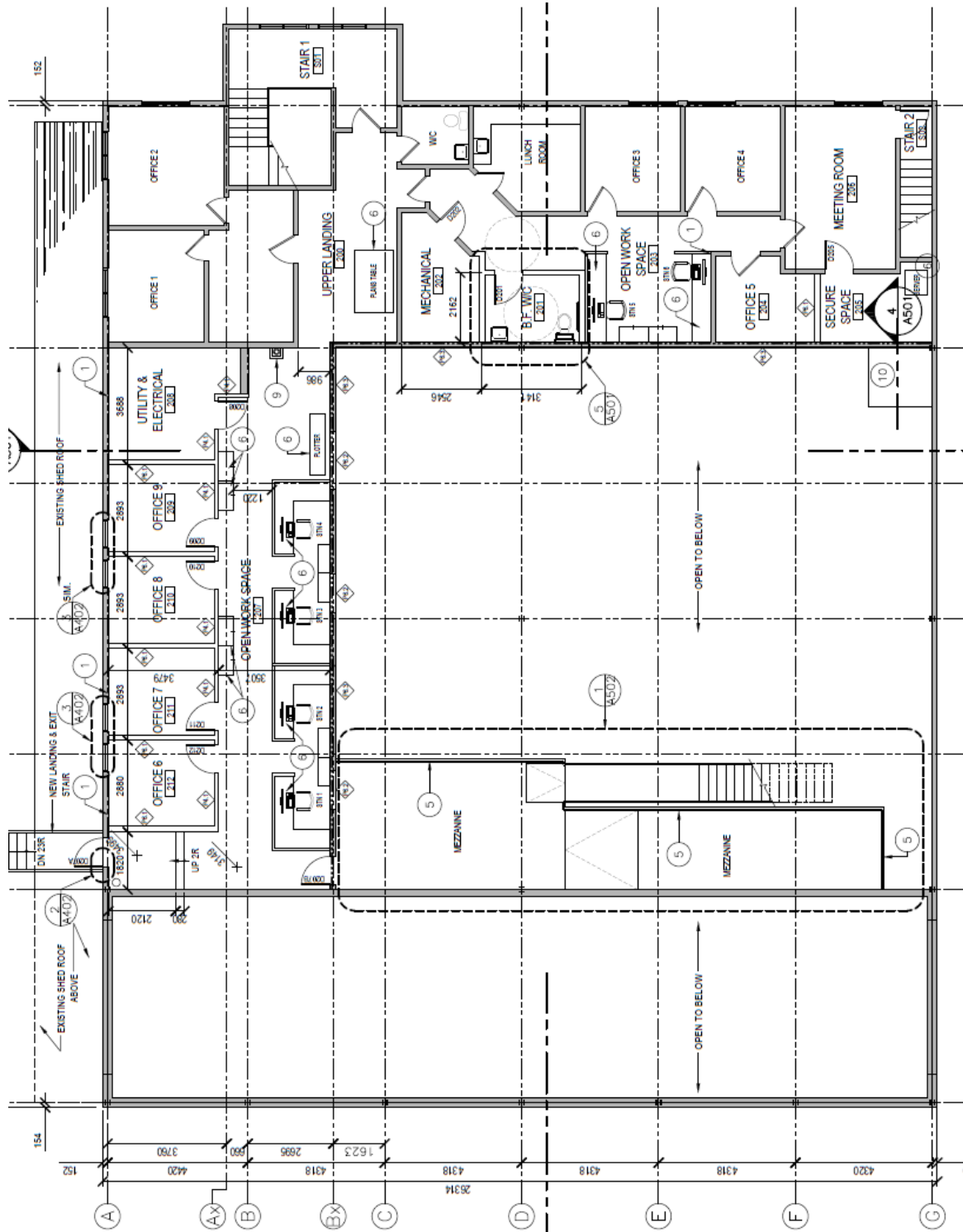


Figure 5 - Second Floor 2020 Renovation Plan

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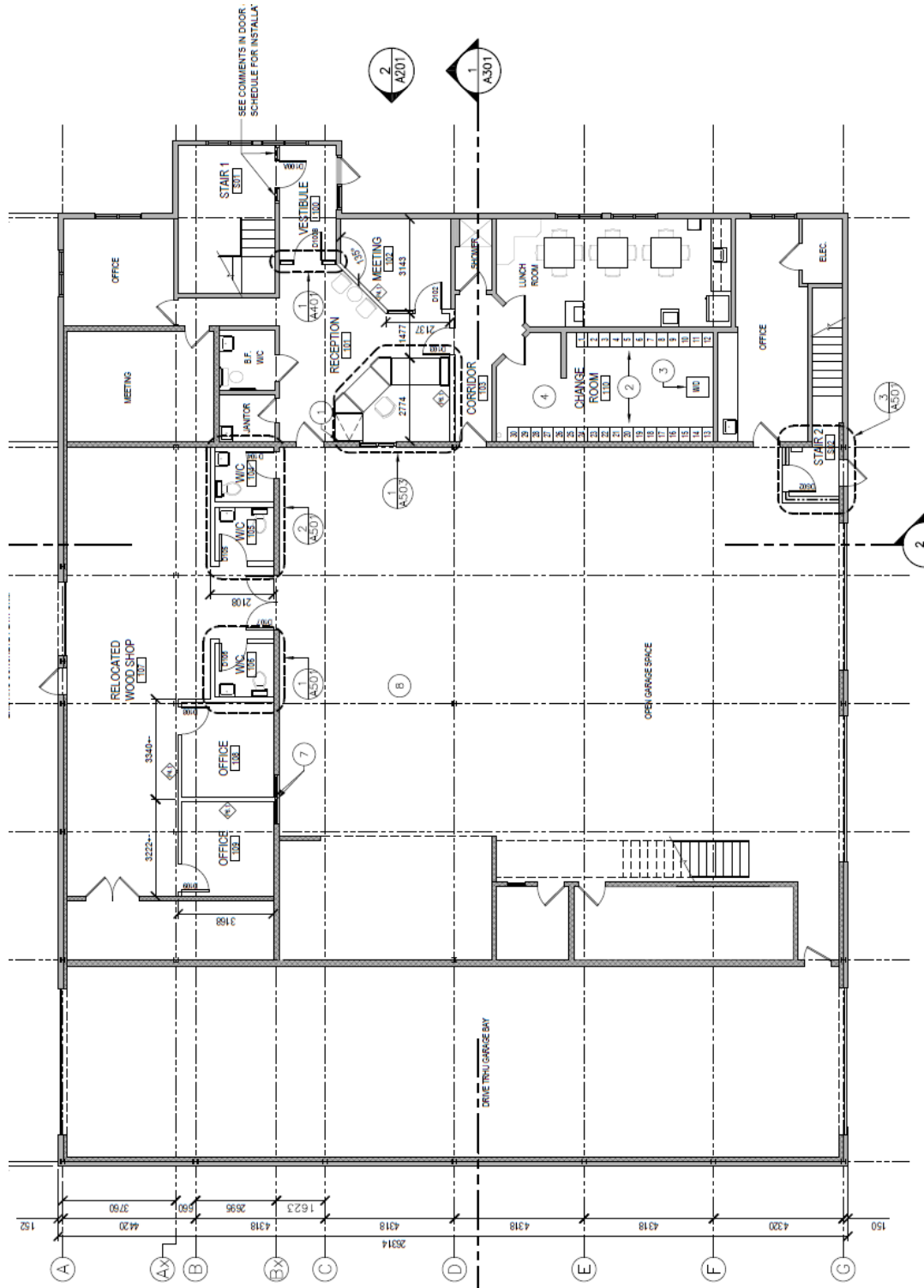


Figure 6 - First Floor 2020 Renovation Plan

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PRIORITY 2: Town Hall, Fire Hall, EHS, RCMP

- The Fire Hall, EHS, and RCMP all have needs that should be addressed but can be prioritized and further planned once the Dykeland Facility progresses.
- The exact program on the site will have to be worked on and finalized in a future year. The Fire Hall will stay in this location, along with EHS and RCMP – with appropriate upgrades.
- The Town Hall function can remain as it is with upgrades (meeting space, Council chamber, offices, Public Washrooms) but some thought should be given to what, if any, Council specific space would be brought into the Dykeland Facility.
- Further Planning and Design would be in the 2028 timeframe while any construction would not proceed until the 2029-2031 timeframe

FUTURE PRIORITIES – Library, Wolfville Recreation Centre

TIME FRAME – 2031 + pending other direction

- Significant study and focus for last 8 years on Library and a Combined Town hall
- Recreation needs more assessment and partner work on both recreation needs and community wellbeing portfolio
- This does not preclude maintenance or other upgrades (including outdoor or landscaping upgrades).

Process and Next Steps

Staff are proposing to have the motions in this report supported and to engage a local architect (and other professionals) in supporting the program details, site planning and other pieces required to bring Council more information in the fall / winter of 2026-27. A check-in with Council as we get into this work and require further direction would be warranted.

6) FINANCIAL IMPLICATIONS

The 2026-27 Operations Plan and Budget do not include major facilities investments. The 2026-27 Capital Budget includes \$100,000 for “Facilities Design,” which is intended to be used to continue this work through required planning and design.

The 2026-27 Five-Year Capital Investment Plan identifies \$57.9M in capital spending before these facility investments are considered. Once priorities are set through this report – estimates will be brought into the 5-year capital budget for Council’s consideration and would have to weighed against other infrastructure and capital spending.

7) REFERENCES TO COUNCIL STRATEGIC PLAN

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- *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:*

- *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.*

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.*

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

- *Climate Action: Reduce emissions and prepare for the impacts of climate change.*
- *Mitigating emissions: Lead and influence through programs and education.*

8) COMMUNICATION REQUIREMENTS

If Council supports this proposed approach and prioritization, updates will be provided to the Town's project partners. Council will be kept informed and involved in further decision making on facilities through the budget process. Other tools (workshops) may be used with Council to inform aspects of the work.

9) ALTERNATIVES

Council may wish to provide Staff direction that is not included here.

Information Report 014-2026

Title: Approach to Art in Public Spaces
Date: 2026-06-02
Prepared by: Mark Fredericks, Senior Planner
Contributors: Lindsay Slade, Community Planner
Devin Lake, Director of Planning + Public Works



SUMMARY

Approach to Art in Public Spaces

This report responds directly to Council’s 2026–27 Operations Plan commitment and provides the next steps to refine our approach to art in Wolfville’s public spaces.

Thoughtfully designed public spaces can support walkability and engage the entire community. Adding art into public spaces creates more appealing places where people want to visit, live, work, and play. Public art and placemaking are also goals within the Town’s Municipal Planning Strategy.

There is reserve funding available to support a public art initiative in 2026. Formalizing an approach for the future will help ensure population growth is paired with more amenities and services in our shared public spaces, helping to maintain a high quality of life for residents.

The purpose of this report is to provide Council with an update on current public art initiatives, review the evolution of the advisory structure, confirm the recommended governance approach for the near term, and seek direction on next steps for implementation.

DIRECTION:

Rather than a motion, staff are seeking Council direction on three key items detailed in the discussion section of this report.

1. Confirm that the public art advisory body remains as the current staff Working Group for now and provide direction on whether Council wishes to designate a member to attend as an observer and/or consider a future governance review through the Committees of Council Policy review.
2. Authorize staff to issue a new Expression of Interest (EOI) call for a summer 2026 art installation along the Harvest Moon Trail corridor, with a proposed budget of \$10,000 coming from the current Public Art Reserve Fund.
3. Provide direction on whether staff should develop a Public Art Festival concept and consider including this within the 2027-28 budget.

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Title: Approach to Art in Public Spaces
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Contributors: Lindsay Slade, Community Planner
Devin Lake, Director of Planning + Public Works



1) CAO COMMENTS

The CAO supports the recommendations outlined in this report and the request for Council direction on governance, 2026 implementation, and future public art program development.

2) LEGISLATIVE AUTHORITY

The *Municipal Government Act* provides municipalities with broad authority to govern in ways Council considers appropriate within the jurisdiction granted by the Act, including providing services, facilities, and other things that Council considers necessary or desirable. This report also relates to Council's authority to establish and direct advisory structures and to allocate municipal funding through the annual budget process.

3) STAFF RECOMMENDATION

Staff recommend a multi-tiered approach that would allow the Town to continue advancing public art initiatives this year, while preparing for future growth in public art programming in the near term.

Staff are recommending the following:

- Maintain the current Working Group model for input and advisory purposes at this time.
- Authorize a juried expression of interest process for a summer 2026 art installation using up to \$10,000 from the current Public Art Reserve Fund (artist selection would be undertaken by the Working Group and Council).
- Direct staff to further develop a Public Art Festival concept that can be considered in the 2027-28 budget process (*potentially \$30,000–\$50,000 annually*).

4) REFERENCES AND ATTACHMENTS

- **Attachment 1:** Public Art Policy and Committee Terms of Reference (2014) (*repealed*)
- **Attachment 2:** Draft Expression of Interest – Harvest Moon Trail (interactive art)
- **Appendix 1:** Information and links to other Art Festival examples

5) DISCUSSION

Background and History: Evolution of the Advisory Structure

The Art in Public Spaces Committee was established in 2014 to advise on the implementation of the Town's public art initiatives. Its mandate included providing advice on maintenance and acquisition of the Town's public art collection. Core duties included recommending project

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scope and terms for new initiatives, shortlisting proposals for jury consideration, and reviewing potential art purchases or placement of donations. The committee supported a number of initiatives, including the Mona Parsons sculpture and murals (e.g., Linden Avenue on Herbin's).

Following a review of the Town's Committees of Council Policy in 2022, the former Art in Public Spaces Committee was transitioned into a staff Working Group. Since that time, the Working Group has continued to provide expert advice to staff on current and upcoming projects, including the Colville Wall and Carl's Independent Grocery mural. The Working Group is currently exploring several ideas, some of which are listed below.

Staff are satisfied with the current Working Group arrangement and recommend that it remain in place at this time. If Council wishes to reconsider whether this function should be served by a formal Committee of Council in future, staff suggest that review occur as part of a broader review of the Committees of Council Policy, rather than as a stand-alone change at this time. This broader review could be scheduled in the 2027 Operations Plan and consider the various working groups and committees. If Council wishes to strengthen communication between the Working Group and Council, one member of Council could be designated to attend meetings as an observer. This would support information sharing while preserving the Working Group's current advisory role to staff. Additional communication improvements could also include a stronger web presence and more regular updates to Council on current projects and priorities.

Both governance structures offer advantages. The key differences between a staff Working Group and a formal Committee of Council are outlined below for Council's consideration.

Working Group: Members are appointed by staff rather than Council. Meetings are not public and can be scheduled as needed, allowing the group to respond flexibly to project opportunities and staff requests for advice. This model is well suited to project screening, preliminary artist selection processes, and advisory input that supports staff recommendations to Council. Information sharing from working groups can be improved as discussed above, but meeting minutes are not produced.

Committee of Council: Members are formally appointed by Council, meetings are held on a regular schedule, and proceedings are open to the public. This model offers greater visibility and transparency, but it also creates additional administrative requirements related to recruitment, agendas, minutes, and meeting management. A formal committee may be

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appropriate if Council wishes to establish a standing public advisory body with a broader mandate, recognizing the added administrative capacity and recruitment requirements.

Current and ongoing projects (2025–2026):

Recently the Art in Public Spaces Working Group has been involved in:

- Selecting the artist for the mural on Carl’s Independent grocery store
- Siting of donated sculptures from Kent Lodge (to be placed in 2026)
- Review of a sculptural apple to be added to Woodman’s Road (2026)
- Consideration of the “Breeze Machine” (placemaking vs. art) (2026)
- Considering regional and historic themes for future art (2026–2027)
- Considering a master plan for public art distribution in Wolfville (2026–2027)
- Potential for a new EOI for a summer 2026 art installation – Harvest Moon Trail

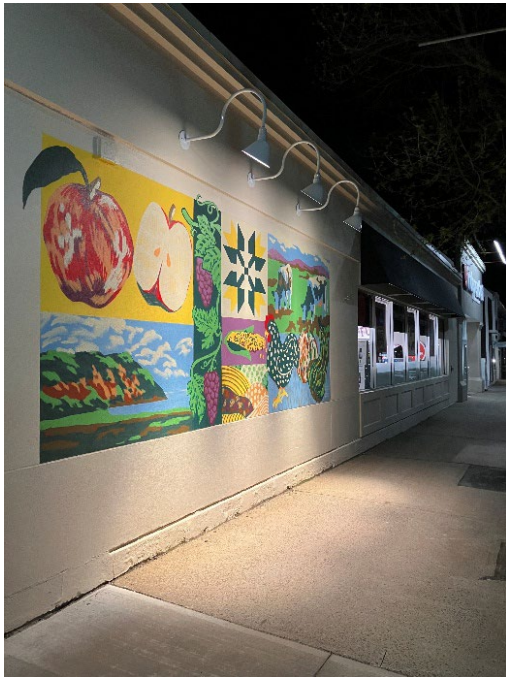


Figure 1 - Grocery mural and Woodman Road apple (coming soon)

Members of the Working Group recently discussed the idea of a KIPOWO-shaped silhouette at Waterfront Park. This concept could use a boat-shaped silhouette that would rise and fall with the tide cycles. The idea of moving artwork speaks to the region’s history and demonstrates the

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tidal significance seen in Wolfville every day. This is one example of how public art can respond to the human and natural history of a place. This idea is currently under development, with no set timeline.



Figure 2 Kent Lodge Sculptures

Anticipated future public art initiatives:

- **292 Main Street** - \$100,000 towards public art over <20 years, minimum annual payment of \$5,000. First payment to be made before occupancy and intended to be used towards mural on north wall. Following these murals, the remaining funds are to be used for public art in the surrounding area (Rec Hub, Willow Park, etc.)
- **Carl's grocery store** - west wall (new alley space) and east wall (original alley) (2027+)
- **KIPOWO / tidal art piece** (*Working Group concept under development*) (2027+)

Public Art Reserve Fund

The Town has included an annual \$5,000 contribution to public art in the municipal budget for several years. This amount accumulates in a reserve fund if it goes unused. There is currently

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more than \$28,000 in this reserve fund, (as of May 2026) which is sufficient to complete two or three significant public art pieces, if desired.

Staff are suggesting that \$10,000 from this reserve be used for a 2026 art installation to be displayed in a public space along the Harvest Moon Trail. The selection process could include involvement from both the Working Group and Council. Artists would need to meet a set of goals and values that would guide the art project. Within a defined mandate and the release of an Expression of Interest (EOI), staff believe we would receive several strong proposals. This EOI process was used for the mural on the grocery store and worked well to shortlist and narrow down the selected artists.

If Council proceeds with this option, staff have prepared a draft EOI – see *Attachment 2*. This framework was prepared to achieve an interactive piece of public art that enhances Wolfville’s downtown along the Harvest Moon Trail, but it can be revised to suit Council’s direction if an alternative type or location is preferred.

A draft EOI is attached; this would be refined with Council input and a final review by the Working Group before being issued. Council could make a final decision selected from the top proposals being shortlisted by the Working Group. The expectation would be for a new piece of public art to be unveiled by Nov. 1, 2026.

2027+ Public Art Festival

In future municipal budgets, staff are suggesting that Council consider a larger budget of approximately \$30,000–\$50,000 to support an annual art festival. This could be a competitive opportunity to enhance the Town’s shared public spaces with painting, sculpture, and interactive art. An art festival might result in a new mural each year, as well as two-dimensional and three-dimensional artworks, which could come from multiple categories or themes (children’s art, agriculture, rail and water travel, etc.).

A future public art festival could take many different forms. Many communities host annual mural festivals, where they identify and prepare walls for painting. Others host themed festivals focused on seasonal experiences, such as keeping cool in the summer and keeping warm in the winter.

Wolfville’s public Art festival could be uniquely themed to represent our history, culture and future.

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Municipal Planning Strategy Alignment

The Town's Municipal Planning Strategy recognizes the importance of high-quality public spaces and placemaking in supporting a vibrant, accessible, and inclusive community. Public art can contribute to this objective by enhancing civic spaces, supporting community identity, and encouraging use of public areas across the Town. The Planning and Development Department also describes the Municipal Planning Strategy as Council's principal guide for land use and development matters and notes that planning work in Wolfville supports livability, sustainability, and community involvement in decision-making. These policies set the stage for:

- Supporting lower-cost, community-oriented placemaking initiatives in public spaces.
- Enabling temporary and site-responsive art installations in parks, trails, and civic areas.
- Encouraging partnerships that enhance the public realm and contribute to a vibrant downtown and broader community.

Next Steps

COUNCIL DECISION POINT 1: Council direction is requested to confirm that the current Working Group structure should remain in place at this time. Council may also indicate whether it wishes to designate a member of Council to attend as an observer for communication purposes, and whether any future governance review should be considered through a broader review of the Committees of Council Policy.

COUNCIL DECISION POINT 2: Council direction is requested on whether to authorize staff to issue a 2026 expression of interest for an art installation in the downtown or along the Harvest Moon Trail corridor, with up to \$10,000 to be drawn from the Public Art Reserve.

COUNCIL DECISION POINT 3: Council direction is requested on whether staff should develop an enhanced Art in Public Spaces Festival concept and related budget proposal for consideration through the 2027–28 budget process.

6) 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 that reflect community need.

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

- Holistic Planning: Advance Municipal Planning Strategy and development processes that enable investment, support complementary land uses, and accommodate 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: Position Wolfville as an inclusive and supportive partner for community 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.

7) COMMUNICATION REQUIREMENTS

Council will continue to consider these matters through future decisions. Communication and community engagement requirements will be determined based on Council's direction regarding the advisory structure, the 2026 installation process, and any future festival planning.

8) ALTERNATIVES

Council may choose to amend the recommended approach by altering, adding, or removing proposed actions.

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Appendix 1

Information and links to other Art Festival examples

- a. [Nocturne](#) (Halifax): An annual event led by Halifax-based non-profit funded in part by Halifax Regional Municipality (HRM). This organization bringing a range of artists and their installations to HRM for an annual public arts festival held over 4 days each October with an emphasis on exploring the city and art at night. Similar Nuit Blanche festivals are held in cities across the globe, including [Montreal](#) and [Toronto](#).
- b. [Halifax Mural Festival](#): A mural festival funded by several community organizations including the Downtown Halifax Business Commission and businesses, that turns several blank urban spaces into open-air galleries. This annual event occurs over one week during the summer and features dozens of local as well as international artists. This event includes live painting, reveal-day celebrations with live music, markets and face painting, as well as guided mural walks.
- c. [Common Uncommon Art](#) (discontinued) – Council would be familiar with this former event that used public spaces in Wolfville and Kings County for installations. This festival was created to engage and educate people about art, environment, physical activity, and the rural community while bringing together artists to display their art in public spaces.
- d. [Art in the Park](#) (Ottawa): Art in the park is a free community event that occurs on a weekend in the summer where artists can display their paintings, sculptures, crafts and more. The community is welcome to gather and bring a picnic.



POLICY

Public Art Policy

Policy Number: 760-002	Supersedes Policy Number: Not Applicable
Effective Date: 2014-03-04 2014-12-16; Amended 2019-05-22; Amended	Approval By Council (Motion Number): 03-03-14 03-12b-14 18-05-19

1.0 PURPOSE

The purpose of this policy is to establish a standardized and transparent process for the acquisition, selection, maintenance, de-accession, monitoring and evaluation of art, to provide a strategic plan for the development, acquisition, placement and management of the Public Art for the Town of Wolfville.

2.0 References

- 3.1 Nova Scotia Municipal Government Act (MGA)

3.0 Definitions

- 4.1 **Acquisition** refers to the formal process used to accept an artwork into the Town's Public Art Collection.
- 4.2 **Artist** refers to the designer/creator of a piece of artwork and can include, but is not limited to, professional artists, graphic designers, collaborative teams, architects and landscape designers.
- 4.3 **Public Art** is defined as works that are created by artists for display in public.
- 4.4 **Commissioned Art** is art which is commissioned by the Town of Wolfville.
- 4.5 **De-accessioning** refers to the process of permanently removing a piece of Public Art from a site or from the Town's permanent art collection.
- 4.6 **Public Space** refers to the space that is available and frequently used by the public within the public domain and can include, but is not limited to, parks, trail systems, open space, waterways, roads, bridges, gateways, street spaces, exterior and interior public areas associated with Town owned buildings and civic squares.
- 4.7 **Permanent Art Collection** refers to public artworks acquired, maintained and preserved by the Town and exhibited in the public domain for the benefit of this and future generations.



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4.0 Policy

5.1 Roles & Responsibilities

The selection of Public Art is consultative process involving multiple participants, including Town staff, community representatives and Council.

5.1.1 Art in Public Spaces Committee

Membership

- a. The Arts in Public Spaces Committee will be a standing committee of Council. The Committee consists of five voting members, who serve without pay, together with three non-voting members.
- b. Council shall appoint four members as follows:
 - i. To 1 year terms – **one** member of Council, in December of each year;
 - ii. To 2 year terms – **one** member at large, in December
 - iii. To 3 year terms – **two** members at large, in December
- c. **The Mayor** is an ex-officio member and shall have all the powers and privileges of the member of the Art in Public Spaces Committee, including the right to vote.
- d. **The Director of the Acadia Art Gallery** is an ex-officio member and shall have all the powers and privileges of the member of the Art in Public Spaces Committee, including the right to vote.
- e. **The Chief Administrative Officer or a designated representative** are non-voting members of the Committee.
- f. The Chair of the committee will be appointed by the Committee, for a maximum of two years, in December.
- g. If a member of the Committee vacates for any reasons at any time before that member's term would normally expire, Council shall appoint promptly a new member to the Committee to hold office for the unexpired term.
- h. Applications for appointment to the Committee shall be invited by public advertisement.

Qualifications

- a. Community members at large shall have professional experience related to at least one of the following disciplines: urban planning or developing, landscape architecture, architecture, visual, literary or performing arts, art history, art administration or education, curating, visual arts consulting, civil engineering, art reviewing/writing, or heritage research and planning.



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- b. At least two of the members at large shall be residents of the Town and shall demonstrate a significant knowledge of arts and culture.
- c. Any member of the Committee is eligible for reappointment.
- d. Every member of the Committee, who is absent from three consecutive meetings of the Committee, forfeits office, unless the absence is caused by illness or is authorized by resolution of the Committee and noted in the Committee minutes. Any member who so forfeits office is eligible for reappointment following the remainder of the unexpired term.

Mandate and Responsibilities

The Committee has the following responsibilities:

- a. Advise on the implementation of the Public Art Policy.
- b. Propose the project scope and terms of reference for each new public art project.
- c. Ensure application of established procedures and guidelines for each selection process.
- d. Recommend for approval the members of the jury for each project.
- e. Select three to five proposals to be considered by the jury based on the project scope and terms of reference for the project.
- f. Advise and promote communication and outreach of the policy to the community.
- g. Advise on the development and implementation of maintenance for the art collection and accessioning and de-accessioning of works associated with the Public Art Policy.
- h. Review staff's Public Art Site Plan for placing works within the public.

Jury

The purpose of the jury is to select the best proposal based on the selection criteria outlined in this policy.

- a. A new panel is convened for each project.
- b. The panel will consist of the following appointments with a member of the Committee acting as Chair:
 - 1 Member of the Committee to act as Chair,



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- 4 Members representing a combination of the Visual Arts Community, Architect, Landscape Architect.
- c. Panelists must be well informed about the project for which they are selecting an artist. It is important that an orientation meeting be provided for the panel members.
- d. Members of the jury should have one vote, and no member should have the right of veto. The panel should base the selection of an artist on a consensus vote. If a consensus cannot be reached, the majority vote carries the decision. The jury should have the option to make no selection if there is not a submission that warrants consideration.
- e. The selection process is not open to the public.

Rules of Engagement

- a. The Committee shall meet at least quarterly.
- b. A majority of the voting members of the Committee constitutes a quorum.
- c. Subject to the principles set out in the *Municipal Conflict of Interest Act*, all committee members present including the person presiding shall vote on a question.
- d. Subject to Section 22 of the *Municipal Government Act*, meetings of the committee are open to the public.

5.1.2 Role of Staff

The implementation of the Public Art Policy will be the responsibility of the CAO or designate. Staff will:

- a. Assists the committee, as required, in policy development, research, community development, fundraising, work planning, circulating information, guidance, and recording of minutes.
- b. Liaise with the various community organizations and potential donors in managing and promoting the policy.
- c. Establish and maintain the Public Art Inventory.
- d. Provides public notification of installations or de-accessioning.
- e. Investigate Federal, Provincial or other sources of funding to promote and support the development of art in public spaces in Wolfville.



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5.1.3 Role of Town Council

- a. Promote public art through the community.
- b. Approve the Public Art Policy and any changes to the policy, if warranted.
- c. Appoints five members of the community to sit on the Arts in Public Spaces Committee, one of which shall be a councillor.
- d. Approves any additions or deletions to the Town's Public Art Collection.
- e. Approves the annual level of funding
- f. Approves any Town initiated fundraising plan associated with the policy or program.

5.2 Funding

- a. Funding to support the Public Art Policy will be provided through the establishment of a Public Art Reserve Fund.
- b. Council will commit \$5,000 annually to the Public Art Reserve Fund from operations. The funding model will be re-evaluated at the end of the initial four-year period.
- c. A minimum of 75% of all funds collected must be used for the design, fabrication, installation and documentation of public artworks chosen through an objective jurying selection process.
- d. Funds ranging up to 25% will be apportioned to the governance and administration of the selection process, collection, inventory, insurance, staffing, legal requirements, de-accessioning of works and the overall policy review.
- e. The Public Art Reserve Fund will also be used to leverage funding from other governmental and private sources.
- f. Allocations of more than \$5,000 per annum from Council may be approved for major projects subject to Council approval.
- g. Maintenance costs for all site-specific works will be incorporated into the annual operating budget.

5.3 Acquisition

- a. The Town may acquire Public Art through:
 - Purchasing a finished work of art or commissioning a work of art through competition or proposal call.



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- Accepting a donation of a work of art, where the ownership is transferred from an individual, organization, group, corporation or other municipality.
- b. Commissioned Art shall be selected on merit through a process informed by expertise and community input through the Public Arts Committee and the Jury. The Director of Economic & Community Development, or designate, will make the final recommendation to Council for approval based on the recommendation from the Jury and the Committee.
- c. All other public art purchases, offers of gifts, donations and/or bequests of artworks shall be reviewed by Staff and the Committee in accordance with the selection criteria and prior to any acquisition designation or installation.
- d. Review can be via email, telephone or at a special committee meeting.
- e. A recommendation can be made to Council if desired. All acquisitions, whether purchased or accepted as donation, will be accompanied by a maintenance plan that is supplied by the artist/donor.
- f. All donations must be unencumbered and the locations for donated works of art will be subject to the Public Art Site Plan. The donor of the work of art must have legal title to the work and is responsible for meeting the Canada Revenue Agency criteria to receive an Official Receipt for Income Tax Purposes for the donation.
- g. This process, which includes an appraisal of the work of art at the donor's expense to determine its fair market value, requires pre-approval of the Finance Department.
- h. Upon Council's approval of acquisition, the successful artist will enter into a written agreement that will address the artist's obligations including, but not limited to:
 - The scope of work
 - Materials
 - Timelines
 - Installation
 - Maintenance or conservations plans
 - Warranty
 - Copyright
 - Payments to sub-contractors
 - Ethical and legal consideration regarding ownership
- i. This written agreement will also provide the Town's obligations that will include:
 - Payment
 - Community notification
 - Artist recognition



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- j. The Town may decline to consider or accept any gift, bequest or donation of art in its sole discretion.

5.4 Selection Criteria

Each work of art that is being considered for acquisition of the Town's permanent collection will be evaluated according to the following criteria:

- Relevance to the Public Art Policy
- In harmony with the Town's natural and/or build environment, and/or heritage
- Craftsmanship
- Compliment to the Town's permanent collection
- Appropriate materials
- Artistic merit
- Sustainability of the work for display in a public space
- Authenticity of the work
- Condition of the work
- Town's ability to maintain and conserve the work

5.5 De-accessioning

De-accessioning will only occur after an assessment is undertaken and reviewed by the Public Arts Committee, and a report justifying the recommendation, including recommended method of disposal, is provided to Council's consideration and approval. Public art can be de-accessioned under any of the following conditions:

- The work of art is deteriorating and restoration is not feasible.
- The work of art is discovered to be stolen, or was offered to the Town for acquisition using fraudulent means.

5.6 Insurance

Public art purchased by the Town will include the appraised value of the work of art for insurance purposes.

5.7 Policy Review

The policy will be reviewed after four years, or following the first installment of art through this policy, whichever one comes first.

CAO

May 22, 2019

Date

Expression of Interest (EOI): Interactive Public Art Installation – Harvest Moon Trail

Location: Harvest Moon Trail, Wolfville, Nova Scotia

Issued by: Town of Wolfville

Issue Date: July 6, 2026

Closing Date: August 3, 2026

1. Overview

The Town of Wolfville invites artists, artist teams, designers, and creative technologists to submit an Expression of Interest (EOI) for the design and installation of an **interactive public artwork** along the Harvest Moon Trail in Wolfville.

This project aims to create an engaging, immersive experience for residents and visitors alike, transforming a section of the trail into a destination that celebrates the rich cultural landscape of the area. The selected artwork(s) will reflect Wolfville's agricultural roots, and may take influence from the shipbuilding and agricultural heritage, and modern-day wine industry, while encouraging exploration, play, and connection.

The installation is intended to be installed by November 1, 2026.

2. Project Objectives

- Animate and enhance the Harvest Moon Trail as a vibrant public space
 - Create interactive and participatory art experiences
 - Celebrate Wolfville's agricultural traditions, Acadian and maritime history, and wine culture
 - Foster community pride and storytelling through place-based art
 - Support local and regional artists
 - Provide a memorable attraction for visitors and trail users
-

3. Site Description

The Harvest Moon Trail runs through the Town of Wolfville and serves as a key recreational and tourism corridor connecting the Annapolis Valley.

Potential installation sites may include trail edges, rest areas, nodes, or natural clearings. Artists are encouraged to consider:

- Durability in outdoor conditions (weather, seasonal changes)
- Safety and accessibility for all users
- Integration with the surrounding landscape

Installations may be **temporary or semi-permanent** and should be designed to withstand frequent public interaction.

4. Artistic Direction

Proposals should creatively interpret one or more of the following themes:

- **Movement & Journey:** reflecting on the trail as a connector between past and present
- **Agricultural Heritage:** orchards, dyke lands, farming traditions, food systems
- **Shipbuilding & Marine History:** Minas Basin activity, boatbuilding, historic crossings and trade
- **Wine & Culinary Culture:** vineyards, harvest cycles, shared meals and food

Interactive elements may include (but are not limited to):

- Kinetic or motion-based components
 - Sound, or sensory features
 - Mechanical or low-tech interactive systems
 - Playful or educational engagement
-

5. Eligibility

This EOI is open to:

- Professional artists, designers, or artist teams
- Artists with experience in public, interactive, or site-specific work
- Nova Scotia-based artists are preferred, with priority given to local applicants

The Town of Wolfville strongly encourages submissions from **Black, Indigenous, and racialized artists, 2SLGBTQ+ individuals, newcomers to Canada, and persons with disabilities.**

6. Submission Requirements

Applicants must submit the following:

1. Artist Statement

Outline your interest in the project, relevant experience, and approach to interactive public art.

2. Concept Overview

A brief description of your proposed idea, including how it engages with the themes and incorporates interactivity.

3. CV or Resume

4. Portfolio

Examples of previous work (max 5 images), with descriptions.

5. Contact Information

Name, address, phone number, and email.

Optional: Self-identification (if you wish) and pronouns.

7. Selection Criteria

Submissions will be evaluated by the Town's Art in Public Places Working Group and Council, based on:

- Artistic merit and originality
 - Strength of interactive and experiential design
 - Relevance to Wolfville's history and cultural identity
 - Feasibility, durability, and safety
 - Experience with similar projects
-

8. Budget

Applicants should provide an **estimated project budget total**, including:

- Artist fees
- Materials and fabrication
- Installation and deinstallation
- Transportation and travel

Final project budget(s) will be confirmed with selected artist(s). The Town may commission **one or multiple installations** depending on proposals and available funding.

9. Timeline

- **Issue Date:** July 6, 2026
Closing Date: August 3, 2026
 - **Shortlisting:** August 2026
 - **Final Selection:** September 2026
-

10. Submission Process

Please submit your EOI to:

Mark Fredericks

Senior Planner, Town of Wolfville

✉ mfredericks@wolfville.ca

Subject Line: EOI – Harvest Moon Trail Interactive Art

File Format: PDF (max 10MB)

11. Contact

For questions or further information:

Mark Fredericks

Senior Planner, Town of Wolfville

mfredericks@wolfville.ca

902-599-7252



Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

Moving Beyond the Binary – Free workshop

On Monday, June 22, the Town is partnering with Acadia University to offer “Moving Beyond the Binary,” a workshop designed to equip us with the tools to make our organizations, businesses, and community safer spaces for gender diverse people.

This workshop is led by Allison Smith, BA, MA, JD (pronouns: she/they). Allison is the Director, Human Rights and Human Rights Education, Office of Equity, Diversity, Inclusion, and Anti-Racism at Acadia University. Allison is also an Adjunct Professor, Law and Society.

Everyone is welcome and snacks will be provided. The workshop is at the Al Whittle and it runs from 5:30 – 7:30pm as part of our PRIDE programming.

Policing Priorities on Wolfville Blooms

The Town and the RCMP are working to develop strategic priorities for local policing, as part of our Municipal Policing Services Agreement. To help set our current strategic priorities, staff are collecting feedback to help determine if our 2022 priority focus areas are still relevant, or if there are new areas that should have priority focus. Council and community are invited to complete our [Strategic Priorities for Policing Survey](#) to share insights and ideas.

Videos for Access Awareness Week

Access Awareness Week, recognized across the country as National AccessAbility Week, is an annual celebration that takes place starting the last Sunday of May to raise awareness about disability, access and inclusion. This year it runs from **May 31 to June 6, 2026**.

To showcase the progress the Town is making, Accessibility Advisory Committee members joined friends from the community to film five short videos that will run on our socials during this special week.

Recreation Hub

The Rec hub is open and demand is already high with over 100 bookings online in the first week. To book, borrow and bike, [check out our website](#).

Acadia Farm

Orientation for garden plot-holders held May 20 with support from Sophie and Thomas, our summer Recreation Facilitators. We may find capacity to do some programming at the Farm in addition to the regular community garden plot management.

Summer Concert Series

The full lineup has been finalized and is up on our website. Thanks to Deep Roots Music Co-Operative for continuing to bring great, free music to the Waterfront every Sunday afternoon through our summer season.

Come-On Down Open Mic

CAO REPORT

June 2, 2026

Office of the CAO



Sustainable Environment * Inclusive Community * Prosperous Economy * Fiscal Responsibility

Back for its fifth year at Willow Park, Come On Down provides an opportunity for anyone to take the microphone for 5 minutes to sing, tell a story, recite a poem or just practice talking in front of a crowd. Hosted by Freya Milliken and Jeremy Lutes, these mini-events were drawing 40+ people by last year. The first Come On Down is Sunday, June 7, then the first Sunday of the month for July/Aug/Sept.

Salsa by the Sea

Another popular, free program, Salas by the Sea is back! Hosted by the Town of Wolfville and Annapolis Valley Dance Company, you can dance every Friday evening from 6-8pm at Waterfront Park.

Horton Grad Parade

The grads are back! The annual parade will be hosted in Wolfville on Thursday, June 25 on Main Street.

Parks Operations

- Grow room was set up for plant plug arrivals (annuals for upcoming seasonal plantings).
- Playground inspection as per CSPI code was carried out on all playgrounds and repairs were carried out as required.
- Corn gluten was applied to the soccer fields (weed suppressant and organic fertilizer).
- Seasonal solid waste stations were placed out around the town as required. Four new waste stations to be installed once received.
- Picnic tables were built and some have been put out. More tables will be put out in the coming weeks.
- Solid waste pickup has increased as the warmer weather has arrived, and the Town's growth has continued.
- Garden maintenance is being carried out. Beds are being mulched as required.
- Summer help has started for the season.
- Greenhouse and cold frames were repaired from winter damage and are ready for plant setup.
- Willow pond has been set up and is running for the season.
- Planters are being set up for the upcoming first week of June or after last frost.
- Town core tree grates were weeded and crusher dust added to top up and relieve tripping hazards.
- Downtown core sidewalks (Main, Harbourside, Front and Elm streets) were blown off of debris and cleaned up for convocation.
- Solid waste stations have been and are being washed on a weekly basis throughout the town.
- Reservoir Park wood chipping was carried out. There is a little bit along the trail to do, and we will be doing this the week of (19-22)
- Mowing and whipping of the town parks and common areas has begun.
- Acadia garden was rototilled for the upcoming planting

Public Works Operations

- Maple Avenue ditching completed
 - Skyway Avenue ditching completed
 - University Avenue ditching completed
-

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- 90% of the winter plow damage has been repaired
- Harvest Moon Trail work 90% complete
- Willow Pond resurfaced with waterproof cementitious concrete
- New boardwalk entrance to the Rec Hub via Main Street
- Floating dock is here and coordination and diligence are ongoing to ensure the installation goes smoothly and operational matters are in order.
- Concrete curb and sidewalk repairs completed in the downtown core
- Spring street sweeping completed throughout most of the town
- Three water service line repairs completed
- One water main repair completed (Main Street, east end)
- Speed cushions and bumps will begin being installed this week, (Maple Ave, Willow Ave, 292 Main Street Driveway)
- Line painting is underway, with an initial focus on STOP bars, crosswalks, and parking stalls
- Base materials in place at the Maple Avenue trail entrance parking lot.
- Main Street patching continued throughout the month, along with winter damage repairs and ditching work.
- Harvest Moon Trail Phase 2 is underway,
- Oak Avenue Trail will require an additional headwall installation.
- The Quiet Park road leak was repaired, while leak repairs near Main Street/Earnscliffe continue to be monitored with additional repair work expected next week.
- Staff are also reviewing replacement options for the Hillside storm drain and pipe.
- Road sweeping coordination with Loomer's is ongoing, and cleanup of the dump trail has been completed.
- Several fleet and equipment purchases are moving ahead. Residents will see our own street sweeper out in the community soon – a new addition!
- Work continues at the former Salt Shed, including metal roof installation and snow guards.
- Preparations are also underway for grading work at the Ridge Road site.
- New speed bumps will first be tested at the Public Works yard before installation on Maple Avenue.
- Resume review is ongoing for the Survey Technician/Engineering Technician position.

Utilities

- Following the departure of university students, staff manually adjusted seasonal water flow changes throughout the system.
- Capital ordering continues, including lamp procurement and the purchase of a Pulsar Unit for algae control at Reservoir Park.
- Water locate coordination with NS Power remains ongoing.
- Wastewater system upgrades remain scheduled for August, including lift station pump upgrades. Cleaning operations have been postponed until next year pending additional THN sampling requirements.
- The SCADA project continues to move forward.

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- Transmission line tender has been completed and is awaiting UARB approval before award announcements can be made public.
- Working on Lift Station assessment and refining budget and scope of work for 2027 capital discussions.

Building Approvals, April-May Overview

- 22 Inspections, site visits or consultations since last report (Apr. 23).
- Permits issued for 62-unit residential building on Stirling Avenue.
- Permits issued for 120-unit residential building on Highland Avenue; accessible balconies item will be referred to NS Building Advisory Committee for decision.
- Pre-drywall inspection of 5-unit townhouse addition to 250 Main Street complete; moving towards final inspection for occupancy.
- Permits issued for Wheelock Hall renovations.
- Construction of new 8-unit residential building at 90 Highland Avenue underway.
- Permits issued for new Landmark East Gymnasium project.
- New “Continuing Education Credits” system details reviewed at recent NSBOA Zone Meeting; new requirements for maintaining accreditation.
- Four-unit Townhouses at Lot 62 on Jessie Jaggard Drive fully framed.

Planning & Development

Plan review was adopted and provincial review will begin in the next week. This process takes approximately 1-2 months. Following which, the town will be implementing the new planning documents.

Residents along streets where traffic calming measures are planned for the Safer Streets Initiative will be receiving letters detailing some of the changes they can expect to see this year, as well as invitations to participate in data collection using the Telraam device to count vehicle volumes, types and speeds. A public facing web portal will also be available so the public can view traffic data.

Carl's Grocery store parking lot will be paved soon. This includes pothole repairs, milling and re-paving the entire lot (including the Town owned portion).

Urban Forest

- Urban Forest Policy and Work Plan - public engagement period is open on [Wolfville Blooms](#) (return to Council in July)
- Earth Day - community tree planting event on Saturday April 25 (over 70 people attended and planted 45 native trees)
- Street tree planting on Kenny Crescent - layout review and install this week.
- Tree improvements along Front Street at Carl's parking lot

Parks planning / Urban Design

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- Design work completed for driveway re-alignment at 292 Main St – working on scheduling contractors and coordinating with building construction and Rec Hub (likely late season project)
- Kenny Crescent road takeover process, parkland acquisition and trail coordination ongoing
- Grocery Store public art - Artists completed mural last week
- Waterfront Park - beginning 3D modelling of the park and future flood berm / flood control options – schedule of Council and Public meetings forthcoming – to kick off in September
- Basin Drive Park, Quiet Park, Olsen Park - **plans developing for summer 2026 investment**
- West End Park - plans developing + **playground in June**
- Main Street work with Happy Cities is continuing with further data collection on intersections and moving Council direction forward
- Design of the Parking Lot expansion at Railtown has kicked off

Corporate Services

The audit team is scheduled to be onsite the week of June 22 for testing and audit work so Corporate Services staff are working to prepare year end files for this review.

Testing for cyanobacteria (blue-green algae) in Reservoir Park

Staff are excited to continue working with Dr. Jennie Rand and her students at Acadia on our pond testing program. During the warmer weather, engineering students from Acadia University sample water from both ponds at Reservoir Park to test for cyanobacteria. The students also complete a visual inspection of the ponds. Testing continues through to the end of September.

If cyanobacteria levels are of concern, signs will be posted in the park, and notification will be provided on our website and Facebook. Tests will be repeated until results come back at an acceptable level.

Public Input

Questions and feedback have been received related to the proposed installation of a traffic filter on Woodman Road. As part of our Safer Streets Initiative, the Town has been developing traffic-calming interventions for several local streets. These interventions are part of a pilot and staff will be working to understand the rate of success in each location.

The intervention proposed for Woodman Road has raised concerns with residents and staff are working to develop other options. We ask for your patience as Council and staff explore those options to ensure we can roll them out with confidence.



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Residents can be assured that the use of flex posts is seasonal and these posts are attached to the street on a hinge, which means they can be safely navigated by emergency vehicles. Cars can also safely drive over them.

We look forward to working through the months ahead to find new ways to improve the safety of our streets. The topic will be on a future Committee of the Whole Agenda in the coming months. Again, we ask for patience as we sort through the correspondence/feedback received and evaluate options for consideration.



VALLEY REGIONAL SERVICES BOARD OF DIRECTORS



Summary based on the May 20, 2026, Valley Regional Services Board Meeting at 10:00am in the Valley Waste-Resource Management Board room with virtual attendance option

TIDAL TRANSIT AUTHORITY



General Manager Updates - Under the leadership of General Manager Meg Hodges, the following items are underway:

Buses

- With 9-10 buses operational, progress continues to bring additional buses into service. Projections show improved fleet availability in the coming months.
- There remains an urgent need to replace aging buses, with further analysis following new federal funding.
- Tidal Transit was awarded \$8 million in federal funding, significantly improving future fleet and capital planning options.

Ridership

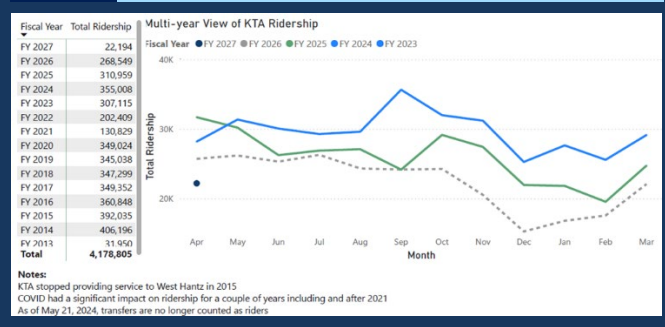
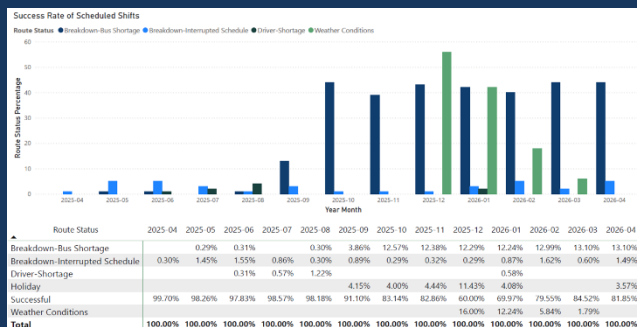
- Ridership is following typical seasonal trends but was 14% lower than previous years.
- Declines were largely attributed to reduced service during winter months, construction impacts, and delayed buses.
- Key improvements planned include a redesigned schedule launching August 4, 2026, restoring core service levels, improving bus tracking, and increasing public awareness.

Administration & Operations

- The transition to the Tidal Transit brand has launched successfully, with positive feedback from the public.
- Digital fare systems continue to perform well and support improved operations.
- Diesel fuel costs have increased by approximately 70% year-over-year, creating budget pressures.
- New bus stop signage is being developed, including colour-coordinated routes and numbered stops to improve navigation and accessibility.
- Staff are working with LINK NS on a potential inter-municipal transit connection to HRM, including submission of an Expression of Interest.



	Monthly Ridership Comparison 2026		
	FY 2026	FY 2025	% Decrease
April	25,722	31,701	-19
May	26,194	30,202	-13
June	25,315	26,244	-4
July	26,290	26,901	-2
Aug	24,331	27,092	-10
Sept	24,186	24,168	0
Oct	24,263	29,153	-17
Nov	20,528	27,428	-25
Dec	15,267	21,964	-30
Jan	16,801	21,821	-23
Feb	17,566	19,541	-10
March	22,086	24,744	-11
Annual Total	268,549	310,959	-14



VALLEY WASTE - RESOURCE MANAGEMENT



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

Administration & Regional Coordination

- The Region achieved a disposal rate of 349 kg per person, below the provincial average of 457 kg.
- Diversion data submission updates resulted in \$592,606 in provincial diversion credit funding.
- Work continues with provincial partners on the NS Solid Waste Resource Regional Chairs Committee to advocate for a regulated sharps disposal program.

Capital Projects & Operations

- Procurement of a cardboard baler has been awarded to Eastern Compactor Services.
- Loader attachment equipment has been secured through the CANOE procurement program.
- Expansion project submissions for the tipping floor expansion and warehouse construction at the Western Management Centre are currently under evaluation.
- Work has begun on the Eastern Management Centre tipping floor expansion.
- Procurement for new pickup trucks is currently under evaluation.

Education, Communication, & Bylaw Enforcement

- Draft revision to the regional Solid Waste Bylaw has been circulated for CAO review.
- Community engagement remains strong through:
 - Kentville Home Show attendance
 - Annual Compost Giveaway events, May 9th at NSCC Kingstec and Annapolis Campuses
 - Support for Adopt-A-Highway and Great NS Pick Me Up litter clean-up initiatives. Litter collection groups can receive free garbage bags and tipping fee exemptions by registering.
- Additional communication efforts are planned to improve public awareness around sharps disposal and collection options.



BOARD DECISIONS

The Valley Regional Services Board of Directors made the following decisions:

Tidal Transit Authority

- Approved Tidal Transit to submit an Expression of Interest to LINK NS to support inter-municipal transit initiative.
- Approved the purchase of a mobile bus lift system, as part of the approved capital budget.
- Direction provided to revisit and to bring forward revised options for the 40-foot hybrid electric bus purchase, following confirmation of new federal funding.

Valley Waste-Resource Management

- Approved sending a letter to the Minister of Environment and Climate Change requesting a provincially regulated sharps stewardship program, with additional advocacy through NSFM Public Safety Committee.

Tidal Transit Authority & Valley Waste-Resource Management

- Approved the Executive Director Policy for both Valley Waste and Tidal Transit.

COMMITTEE UPDATE

Title: WBDC

Date: June 2, 2026 COW

Department: Committee of the Whole



Meeting was held on May 12, 2026 in Wolfville Visitor Information Centre, Willow Park.

Some changes need to be made to WBDC bylaws to change board composition as per agreement with Town at AGM.

Program Manager working on producing a boarding package for new board members.

Discussion on finalizing budget to be presented at AGM.

Wolfville-opoly game pricing is now set at \$49 at locations throughout Wolfville.

Program manager working with designer to develop some Wolfville branded merchandise to be sold at the VIC. There was lots of interest in this last tourist season.

Discussion on how to get affiliated members more engaged.

Kat presented social media numbers. Number of views continues to increase on all platforms.

WBDC will continue to offer assistance with pricing to have photographic work completed for members.

Next meeting, AGM, June 9, 2026. Location TBD

Respectfully Submitted

Ian Palmeter

COMMITTEE UPDATE

Title: VCFN and VCFN Authority

Date: June 2, 2026

Department: Committee of the Whole



Meeting was held on May 22, 2026 in Kings County council chambers, Coldbrook.

Operation update from Chad West. No operational difficulties noted. Chad also presented an annual business plan (attached).

Motion to accept software upgrade as presented by Chad West.

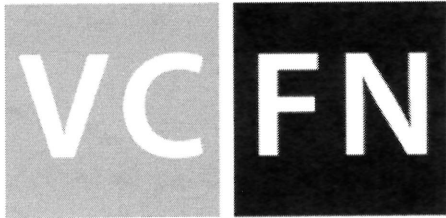
Motion to appoint Brittany Cleveland as signing authority on CRA account.

An RFP was issued calling for an auditor. Only one proposal was received, and that was from the previous auditor, Doane Grant Thornton. The pricing was deemed to be in line with expectations. Motion accepted to award to Doane Grant.

Next meeting date to be set, expected to be in late August – early September. Location TBD

Respectfully Submitted

Ian Palmeter

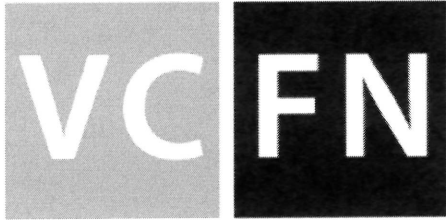


VCFN - Budget

	2026/27	2027/28	2028/29
Common internet fees	18,600	18,600	18,600
Installation fees	16,190	16,190	16,190
IRU fee	61,790	61,790	61,790
Interest	28,490	39,980	42,100
Operating Contributions	63,200	63,200	63,200
Recurring fees	172,000	172,970	173,320
Revenue	360,270	372,730	375,200
Amortization	51,649	51,649	51,649
Pole Fees	141,190	145,430	149,790
Cost of Goods Sold	192,839	197,079	201,439
Gross Margin	167,431	175,651	173,761
Accounting	17,500	17,500	17,500
Bank charges	190	200	210
Dues and fees	1,370	1,410	1,450
Fibre network	13,260	13,660	14,070
Insurance	7,500	7,730	7,960
Legal	2,500	2,630	2,760
Repairs and maintenance	15,000	15,300	15,610
Telephone	400	410	420
Network Operations	60,000	60,000	60,000
Operating Expenses	117,720	118,840	119,980
Net Income	49,711	56,811	53,781
Deficit, beginning of year	(345,125)	(295,414)	(238,603)
Deficit, end of year	(295,414)	(238,603)	(184,822)

Partner contributions would remain fixed at their current levels:

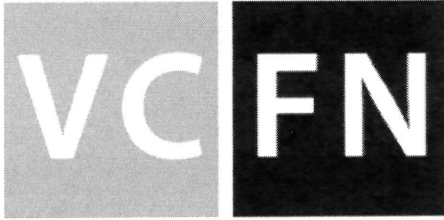
Acadia University	\$21,067
NSSC	\$21,067
Municipality of the County of Kings	\$13,978
West Hants Regional Municipality	\$5,113
Town of Wolfville	\$1,306
Town of Berwick	\$670



VCFN - Cash Flow

	2026/27	2027/28	2028/29
<u>Cash From Operations:</u>			
Net Income	49,711	56,811	53,781
Deferred Revenue	(77,980)	(77,980)	(77,980)
Amortization	51,649	51,649	51,649
NSPI Pole Accrual	71,767	73,920	76,138
<u>Cash From (Used) Investing:</u>			
Upgrade for Common Internet	(30,000)	-	-
Beginning Cash Balance	1,566,776	1,631,923	1,736,323
Ending Cash Balance	1,631,923	1,736,323	1,839,912

Restricted Cash			
Reserve - NSPI	(160,000)	(160,000)	(160,000)
Reserve - Operational Requirements	(60,000)	(60,000)	(60,000)
Reserve - New Business Opportunities	(120,000)	(120,000)	(120,000)
Total Reserve	(340,000)	(340,000)	(340,000)
NSPI Accrued Liability	(673,530)	(747,450)	(823,590)
Forecasted Unrestricted Cash Balance	618,390	648,870	676,320



Valley Community Fiber Network

Project Justification Sheet
2025/26 to 2029/30 Capital Budget & Forecast

ONGOING PROGRAM

NEW PROJECT

CARRYOVER PROJECT

PROJECT Common Internet Upgrade

GL ACCOUNT # 1140

DEPARTMENT	Information Technology	PROJECT # 26-01	PRIORITY	High	ASSET CATEGORY	Computer Hardware/Software
NEW OR REPLACEMENT ASSET	Replacement	LEVEL OF SERVICE IMPACT	Maintain level of service	EXPECTED LIFE	7	years

DESCRIPTION
Upgrade core network and edge component of the VCFN Common Internet service to support 10Gbps internet speeds.

NEED FOR PROJECT
The Cisco switches which are currently used on the VCFN core network are approximately 15 years old and are well past their useful service life. Risk of a critical failure of this core service without an upgrade is high.

CARRYOVER DETAIL
First introduction of project.

FUNDING SOURCE DETAIL
Project to be funded with cash on hand.

OTHER CONSIDERATIONS		ESTIMATED IMPACT ON OPERATING BUDGET		
MAINTAINS A CORE PROGRAM OR SERVICE	<input checked="" type="checkbox"/>		1st Year	2nd Year
MANDATED BY LAW OR CONTRACT	<input type="checkbox"/>	GOODS & SERVICES	30,000	-
REPLACING END OF LIFE ASSET	<input checked="" type="checkbox"/>	OTHER	-	-
REQUIRED FOR HEALTH & SAFETY	<input type="checkbox"/>	DIRECT COST	30,000	-
ENVIRONMENTAL IMPACT - PREVENTION OR MITIGATION	<input type="checkbox"/>	FINANCING COST	-	-
SIGNIFICANT IMPACT IF DEFERRED	<input checked="" type="checkbox"/>	DEPRECIATION	4,286	4,286
IMPACTS OTHER GOVERNMENTS	<input checked="" type="checkbox"/>	INDIRECT COST	4,286	4,286
PREVIOUSLY COMMITTED	<input type="checkbox"/>	TOTAL COST	34,286	4,286
		REVENUE	-	-
		NET COST	34,286	4,286

ESTIMATED PROJECT COST	FIVE YEAR PROJECT FORECAST					Total
	2026/27	2027/28	2028/29	2029/30	2030/31	
Engineering/Consulting	8,000	-	-	-	-	8,000
Equipment	22,000	-	-	-	-	22,000
Construction	-	-	-	-	-	-
TOTAL	30,000	-	-	-	-	30,000
FUNDING SOURCE						
From Operating	30,000	-	-	-	-	-
Fed/Prov Grants	-	-	-	-	-	-
Reserves - Capital	-	-	-	-	-	-
Reserves - Operating	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-
TOTAL	30,000	-	-	-	-	-

Common Internet Upgrade

- 4 options evaluated
- Ubiquiti solution selected
 - UISP Network Interface Devices
 - Unifi Core Aggregation Switches
 - 10 Gbps capable
 - Includes optics and cables
 - Includes spares
 - Capital Cost
 - \$13,708 + HST
 - Implementation Cost
 - \$10,003 + travel + HST

High Level Design

