

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, May 16, 2016, starting at 7 p.m.

### **PRESENT**

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Gail Smith, Marc Britney and Melinda den Haan; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Regrets: Councillor Darren Boates.

Also in attendance were: Director of Public Works, John Pearson; Director of Recreation and Community Services, Jennifer Coolen; Returning Officer, Krista Toole; and one (1) citizen.

#### **16.05.01      CALL TO ORDER**

Mayor Eddy called the meeting to order at 7:00 p.m.

#### **16.05.02      APPROVAL OF THE AGENDA**

**160516.01: It was moved and seconded to approve the agenda as circulated. Motion carried.**

#### **16.05.03      PROCLAMATION**

##### **.01      Recreation Month**

Mayor Eddy proclaimed the month of June 2016 as Recreation Month in the Town of Middleton.

#### **16.05.04      PRESENTATIONS**

##### **.01      Dean Smith, Intelivote Systems Inc.**

Dean Smith, President and Founder of Intelivote Systems Inc. provided Council with a presentation on electronic voting options for the 2016 Municipal and School Board Elections including:

- an overview of the Intelivote Systems Inc.;
- services they provide;
- where they have done it;
- reasons people did not vote in the October 2015 federal election;
- reasons for electronic voting;
- common Council issues and comments;
- an electronic voting demonstration;
- costs.

Mr. Smith advised Council that:

- training will be provided for help desk staff;
- costs are \$2.50 to \$3/eligible voter for electronic voting versus \$4 - \$6/eligible voter for paper ballot elections;
- participation rates have increased 147% in some elections.

Dean Smith and Krista Toole left the meeting at 7:41 p.m.

**16.05.05      APPROVAL OF THE MINUTES**

**160516.02: It was moved and seconded that the minutes of the regular Council meeting of April 18, 2016 be approved as circulated. Motion carried.**

**16.05.06      NEW BUSINESS****.01      Committee of the Whole Recommendations****a.      RFD 011-2016: Swimming Pool Bylaw**

**160516.03: It was moved and seconded that Council give first reading to repeal *Chapter 45 – Swimming Pool Bylaw* as presented. Motion carried.**

**b.      RFD 012-2016: Electronic Voting Bylaw**

Council agreed to use only electronic voting for the 2016 Municipal and School Board Elections.

**160516.04: It was moved and seconded that Council give first reading of *Chapter 57 – Electronic Voting Bylaw* as amended. Motion carried.**

**c.      Utility Accounts for Write-Off**

**160516.05: It was moved and seconded that the uncollectible water accounts listed in the Water Uncollectible Accounts of May 2016 in the amount of \$4,835.31 be written off. Motion carried.**

**.02      Draft Budgets 2016-17****a.      General Operating Budget**

CAO Turner presented an overview of the Draft Operating Budget for 2016-17 including:

- the draft budget is based on similar assumptions from previous budget years regarding service levels, programming and staffing;
- expenses have decreased 0.01% and revenue has decreased 4.20% for an overall budget increase of 4.18%;
- a review of the expense and revenue changes;
- various tax rate scenarios;
- a history of tax revenue;
- the year-end surplus and the reasons for the surplus;
- options available to the Town:
  - reduce / adjust service levels and/or programming;
  - re-evaluate grant requests;
  - utilize additional funds from reserves;
  - increase the tax rate;
  - a combination of two or more of the above options.

Council advised staff to provide details on:

- what a decrease in level of service and programming would look like;
- at what level should the reserves be maintained;
- the impact of a tax increase/decrease on service levels and programming.

Council agreed to have a Special Committee of the Whole Budget meeting on June 1, 2016 at 6 p.m.

## b. Water Utility Budget

The Water Utility budget will be reviewed at the June 1, 2016 Special Committee of the Whole Meeting.

## c. Visitor Information Centre Budget

The Visitor Information Centre budget will be reviewed at the June 1, 2016 Special Committee of the Whole Meeting.

**.03    Council Appointments**

## a. Planning Services Public Advisory Panel

Council agreed to leave the position vacant at this time.

## b. Police Advisory Board

**160516.06: It was moved and seconded that Council appoint Councillor Smith as Council Representative on the Police Advisory Board. Motion carried.**

## c. Valley Waste-Resource Management

**160516.07: It was moved and seconded that Council appoint Councillor Smith as Council Representative on the Valley Waste-Resource Management Board. Motion carried.**

**160516.08: It was moved and seconded that Council appoint Mayor Eddy as Alternate Council Representative on the Valley Waste-Resource Management Board. Motion carried.**

## d. Youth Ambassador Committee

**160516.09: It was moved and seconded that Council appoint Councillor Britney as Council Representative on the Youth Ambassador Committee. Motion carried.**

## e. Performance Appraisal Committee

**160516.10: It was moved and seconded that Council appoint Councillor den Hann to the Performance Appraisal Committee. Motion carried.**

**.04    Fort McMurray Support**

Council agreed to encourage citizens to make donations to help Fort McMurray rebuild and recover from this difficult event and further agreed that the Town should not utilize tax payer dollars in this manner.

**16.05.07    REPORTS****.01    Management**

The Management Reports were circulated to all Council members.

**.02    Planning Services – April 2016**

The Planning Services Report for the month of April 2016 was circulated to all Council members.

.03 Planning Services Public Advisory Panel

CAO Turner updated Council on the Municipal Planning Strategy and Land Use Bylaw Plan Review including the continued review of the policies and a presentation by Lisa Salley, Nova Scotia Health Authority, on a process for community engagement.

.04 UNSM Spring Workshop Report

CAO Turner provide Council with an overview of the UNSM Spring Workshop including a presentation by Hope Blooms.

.06 Mayor

Mayor Eddy tabled his report for the month of April 2016.

**16.05.08 CORRESPONDENCE**

A list of correspondence for the month of April has been circulated to all Council members and posted on SharePoint.

**16.05.09 ANYTHING BY MEMBERS**

Various Council members have been approached regarding the old MT& T building on Main Street and having it designated as a heritage building. As the Town does not have a heritage bylaw, it was agreed to provide the owner's contact information to the individual making the request.


Mayor Eddy advised Council that the Legacy 2017 Committee met with The Honourable Scott Brison, President of the Treasury Board, and Colin Fraser, Member of Parliament, regarding the funding application and options for funding for the project.

Mayor Eddy reminded Council of the following events:

- Annapolis District RCMP Police Day on May 18 at Rotary Park;
- the Annapolis Partnership Steering Committee on May 19 at 3 p.m. in Annapolis Royal;
- the Planning Services Public Advisory Panel on May 24.

**16.05.10 ADJOURNMENT**

**160516.11: It was moved and seconded to adjourn the meeting at 8:45 p.m. Motion carried.**

  
MAYOR

  
RECORDING SECRETARY