

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, November 20, 2017, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Mayor Sylvester Atkinson; Deputy Mayor Melinda den Haan; Councillors Michael Fairn, Clayton MacMurtry, Gary Marshall, Brad Reid and Gail Smith; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance were: Director of Public Works, Kim Looyenga; Chief Mike Toole and Captain Jody Spidle, Middleton Fire Department (entered at 7:23 p.m.); and three (3) citizens.

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

171120.01: It was moved and seconded to approve the agenda as circulated. Motion carried.

3. APPROVAL OF THE MINUTES

171120.02: It was moved and seconded that the minutes of the regular Council meeting of October 16, 2017 be approved as circulated. Motion carried.

4. NEW BUSINESS

4.1. Committee of the Whole Recommendations

a. Appointment – Middleton Fire Department

171120.03: It was moved and seconded, on recommendation of the Middleton Fire Department, that Council appoint Robert Hovey and Jaimie Penney as members of the Middleton Fire Department. Motion carried.

b. RFD 014-2017: Workplace Health & Wellness Policy

171120.04: It was moved and seconded that Council approve the *Workplace Health and Wellness Policy* as presented. Motion carried.

c. Service Capacity Review: Final Report

171120.05: It was moved and seconded that Council adopt the Service Capacity Review Final Report as presented. Motion carried.

d. Sale of Municipal Property: Industrial Park

171120.06: It was moved and seconded that Council approve the sale, in the amount of \$3,500, of lot # 3 Marshall Drive (PID 0503019) in the Middleton Industrial Park to River Valley Trucking Limited per agreement drawn up by the Town's Solicitor. Motion carried.

4.2. UNESCO Southwest Nova Biosphere Region: Progress Report & Funding Request

Council agreed to refer the funding request for review during the 2018-19 budget process.

4.3. Annual Appointment List

Council agreed to add Anne Crowell to the Appointment List as the Town's representative on the Soldiers' Memorial Hospital Foundation.

171120.07: It was moved and seconded that Council approve the Appointment List as presented. Motion carried.

4.4. Fire Hall / Community Centre Tender Document

Council requested the following changes to the tender document:

- the size of the truck bays should be verified with the Fire Department;
- include a base for the communication tower;
- change the kitchen working space from four (4) to eight (8) people.

Director of Public Works, Kim Looyenga will have the changes incorporated into the Request for Proposals and submit it for review at the December Committee of the Whole Meeting along with the geotechnical report conducted on the land.

4.5. UNSM Fall Conference Report

Councillor Fairn provided an overview of the UNSM Fall Conference which he attended with Mayor Atkinson and CAO Turner. Highlights included:

- a presentation on how Council can manage expectations and communicate decisions to the public;
- a session on Asset Management and Council's role as stewards;

Chief Mike Toole and Captain Jody Spidle, Middleton Fire Department entered the meeting at 7:23 p.m.

- a tour of Halifax City Hall;
- a presentation on the sharing economy and how it is changing the business landscape;
- an overview of the UNSM priorities and the three lobbying efforts: rural high-speed internet; doctor shortages; and rural roads.

4.6. RFD 016-2017: Zetor Repair

171120.08: It was moved and seconded that Council approve the expenditure of up to \$800 to explore if the Zetor can be repaired for less than \$3,500 and, in the event of a breakdown or repair costing more than \$3,500, Council also authorizes the rental of a skid steer for five (5) months with all amounts being funded from the existing budget. Motion carried.

5. REPORTS

5.1. Management

The Management Reports were circulated to all Council members.

5.2. Planning Services – October 2017

The Planning Services Report for the month of October 2017 was circulated to all Council members.

5.3. Valley Waste Resource Management – October & November 2017

The Valley Waste-Resource Management Report for the month of November 2017 was circulated to all Council members.

Councillor MacMurtry provided a verbal report on Valley Waste Resource Management for the month of October 2017 including:

- Gerald Walsh Associates Inc. has been chosen to conduct the competition for a new General Manager;
- a presentation on the research conducted to determine the why and who of illegal dumping and enable the targeting of educational materials.

5.4. Planning Services Public Advisory Panel

Councillor MacMurtry informed Council that a second public meeting is planned for December 4 which will be centered on the proposed changes and enable a question and answer period. Advertising is being conducted through social media, kiosks, website, newspaper and direct mailing.

5.5. Mayor

Mayor Atkinson tabled his report for the month of November 2017.

6. CORRESPONDENCE

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

7. ANYTHING BY MEMBERS

On questions from Council, CAO Turner advised Council:

- at the next Council meeting she will provide an update on the in-camera session that took place on November 6, 2017;
- staff are still clarifying the details for the change of the approved infrastructure grant from Main Street to Brooklyn Street;
- costing is being gathered for the repairs of the potholes in the parking lots;
- the issue of the parking lot agreements has been sent to the Solicitor for review;
- staff will research the new highway arts and craft signs.

8. ADJOURNMENT

171120.09: It was moved and seconded to adjourn the meeting at 8:10 p.m. Motion carried.

Minutes Approved by Council Motion 171218.02, December 18, 2017.