

A special meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Wednesday, June 1, 2016, starting at 6:00 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; and Chief Mike Toole, Middleton Fire Department.

**1. CALL TO ORDER**

Mayor Eddy called the meeting to order at 6:10 p.m.

**2. BUDGET DISCUSSIONS**

In follow-up to the May Council meeting, CAO Turner provided Committee members with information around service level adjustments and areas for discussion as to how the budget may be balanced for this fiscal year.

It should be noted that there is surplus in the 2015/16 budget due to projects that were not completed but were budgeted for, specifically the Skatepark (\$30,000) and overhead crosswalk light (\$22,000). It is a reasonable and expected practice to carry over these amounts from the surplus to complete the work within this year's budget.

Committee members agreed to the following:

- retain crossing guards for this year and advise the school board that the Town is looking at deleting this service in the future;
- close the Visitor Information Centre after the labour day weekend and explore options for delivery of the service through other organizations and/or in other locations;
- retain the haunted house and explore adding more partners;
- retain parks seasonal employee;
- reduce grants to organizations by \$7,000:
  - AVCC Tourism Committee from \$2,000 to \$1,000 and ask that Middleton be mentioned in the advertising campaign;
  - Trans County Transportation from \$2,000 to \$1,000;
  - A.V. Macdonald Museum from \$5,000 to \$2,500;
  - Middleton Rink Commission from \$5,000 to \$2,500.
- develop a policy for grants to organizations with Council setting the budget and parameters and staff approving the applications;
- explore four-day work weeks with staff and union, where it is operationally feasible;

- investigate conducting an organization review to look at staff levels in the long term;
- delete \$3,100 budgeted for Laser Fiche;
- delete \$3,000 budgeted for Industrial Park advertising;
- reduce janitorial services budget by \$10,000;
- delete \$20,000 budgeted for UV lights and power at the sewage treatment plant (will affect the sewer rate, not the tax rate) and research how other municipal units are utilizing the reduction or elimination of the use of UV lights at sewage treatment plant;
- Middleton Fire Department budget will remain unchanged;
- explore the Town's involvement in the Regional Enterprise Network;
- delete \$2,000 from recreation parks wages;
- review the number of police officers required for the Town.

After much discussion, the Committee directed staff to:

- increase both the residential and commercial tax rates by one (1) cent;
- balance the budget by utilizing a portion of the 2015-16 surplus thus reducing the Town reserves from \$550,000 to \$423,000;
- develop a media release that:
  - compares municipal tax rates and where the Town of Middleton stands in relation to other municipalities;
  - explains programs and services will remain unchanged;
  - expenses have decreased 0.01% and revenue has decreased 4.20% for an overall budget increase of 4.18%.

Staff will revise the budget and bring the revised draft budget back to Council for discussion and possible approval at the June 20, 2016 Council meeting.

### 3. ADJOURNMENT

160606.01: It was moved and seconded that the Committee adjourn at 8:07 p.m. Motion carried.

  
MAYOR

  
RECORDING SECRETARY