

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, December 19, 2016, starting at 7 p.m.

### **PRESENT**

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

Also in attendance were Tony Pye, Public Works; Trevor Robar, Landmark Geographic Solutions Inc.; and one (1) citizen.

#### **16.12.01      CALL TO ORDER**

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

#### **16.12.02      APPROVAL OF THE AGENDA**

CAO Turner advised Committee of the following changes to the agenda:

- delete item 16.12.05.01.a: RFD 019-2016: Inter-Municipal Emergency Services Agreement Revisions;
- renumber remaining items.

**161219.01: It was moved and seconded to approve the agenda as amended. Motion carried.**

#### **16.12.03      PRESENTATIONS**

##### **.01      Service Recognition Awards**

Mayor Atkinson presented a plaque to Tony Pye in recognition of his five (5) years of service to the Town.

Tony Pye and one (1) citizen left the meeting at 7:08 p.m.

##### **.02      Middleton Local Information Utility (LIU) – Trevor Robar**

Trevor Robar, Planning and GIS Technician, provided Council with an overview of the Middleton Local Information Utility and the services he provides to the Town of Middleton.

T. Robar will ensure all Council members have credentials to access the municipal view of the (LIU).

Trevor Robar left the meeting at 7:40 p.m.

#### **16.12.04      APPROVAL OF THE MINUTES**

**161219.02: It was moved and seconded that the minutes of the regular Council meeting of November 21, 2016 be approved as circulated. Motion carried.**

**16.12.05      NEW BUSINESS****.01      Committee of the Whole Recommendations****a.    RFD 022-2016: Signing Authority Policy**

**161219.03: It was moved and seconded that Council approve *Policy A.1.31 Signing Authority Policy* as presented. Motion carried.**

**.02      Legacy 2017 Update**

CAO Turner provided Council with an update on the Legacy 2017 project which is now looking at the production of three (3) stories of nine to ten (9-10) minutes each including teasers and marketing and promotion. The application has to be submitted by the first week of January.

**.03      Appointment – Middleton Fire Department**

**161219.04: It was moved and seconded, on recommendation of the Middleton Fire Department, that Council appoint Adam Tkaczuk as a member of the Middleton Fire Department. Motion carried.**

**.04      Committee Appointments**

**161219.05: It was moved and seconded that Council approve the Revised Appointment List. Motion carried.**

CAO Turner informed Council that vacancies still exist on the following committees and asked Council to refer eligible volunteers to her:

- Audit Committee – two (2) vacancies;
- Youth Ambassador Committee – one (1) vacancy;
- Western Regional Housing Authority Board – one (1) vacancy;
- Soldiers' Memorial Hospital Foundation – one (1) vacancy;
- Middleton Swimming Pool Society – three (3) vacancies.

**.05      Parking Signage (Discussion)**

CAO Turner informed Council that the Town has received numerous requests for on-street parking restrictions in certain areas of the Town. On-street parking is being used to access the hospital and work sites and disturbing the adjacent home owners.

Council agreed that such requests will be referred to the Traffic Authority for review and recommendation.

Council agreed to review the hiring of a Commissionaire for enforcement during budget deliberations.

**16.12.06      REPORTS****.01      Management**

The Management Reports were circulated to all Council members.

**.02      Planning Services – November 2016**

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

.03 Valley Waste-Resource Management (VWRM) – December 2016

The Valley Waste-Resource Management Report for the month of December 2016 was circulated to all Council members.

The 2017-18 VWRM budget will be reviewed by the Board in January with presentations to Councils taking place in January/February.

VWRM is projecting a surplus at year end which will be returned to the municipal members.

.04 Mayor

Mayor Atkinson tabled his report for the month of December 2016.

**16.12.07 CORRESPONDENCE**

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

**16.12.08 ANYTHING BY MEMBERS**

A concern was raised around the safety of children playing near the road at the Splash Pad. It was noted that this concern had been previously raised, noting that fencing or otherwise barricading part or all of Centennial Park creates more issues around accessibility as well as impacting the friendly and open nature of the green space. Council agreed that a fence was not required at the Splash Pad and that the onus for the safety of children rests with the parents/guardians who use the facility.

**16.12.09 ADJOURNMENT**

**161219.06: It was moved and seconded to adjourn the meeting at 8:19 p.m. Motion carried.**



MAYOR



RECORDING SECRETARY