



**COMMITTEE OF THE WHOLE  
Town Hall – Council Chambers  
Wednesday, September 6, 2017  
7:00 pm**

**AGENDA**

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes
4. Action Items
  - 4.1 Ratification of Transfer to Reserve Fund
  - 4.2 Valley Waste Resource Mgmt.: Approval of Municipal Guarantees for TBR #17/18-1
  - 4.3 Appointment List Updates
5. Information/Discussion Items
  - 5.1. Use of Proclamations
  - 5.2. Accounting Activities Report – April to August 2017
  - 5.3. Nova Scotia Community College – New Principal
  - 5.4. Capital Budget Update
6. Anything by Members
7. Adjournment



## Memo

**TO:** Municipal CAO's

**FROM:** Geoff McCain, Finance Manager

**DATE:** July 19, 2017

**SUBJECT:** Approval of Municipal Guarantees for TBR #17/18-1

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At today's meeting of the Valley Region Solid Waste-Resource Management Authority (Valley Waste) it was moved and seconded to approve the Temporary Borrowing Resolution File #17/18-1 in the amount of \$1,348,265 which represents the balloon payment refinancing on the administration building.

This TBR will cover the refinancing of the balance of the debenture on the administration building with a term (to be requested of the Municipal Finance Corp. of 10 years).

As part of the process for Valley Waste to receive the Minister of Municipal Affairs' approval, the municipal partners must each approve a guarantee for their percentage share of the total value of \$1,348,265.

Please find attached six copies of the municipal guarantee for your municipal unit, as prepared by Service Nova Scotia and Municipal Relations for your review and approval by Council. If you would be so kind as to place this on your next meeting Agenda and once approved, have these six copies signed, sealed and five copies returned to Valley Waste, it would be greatly appreciated (the sixth copy is for your records). We would appreciate receiving the signed guarantees prior to August 31, 2017 so that we are fully prepared for the fall debenture issue once the date is released.

If you have any questions or concerns regarding this request, please do not hesitate to contact either myself at (902) 679-0721 or Ross Maybee at (902) 679-1349.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Geoff McCain".

Geoff McCain  
Finance Manager  
Valley Waste-Resource Management



## **Report to the Authority**

**Subject:** Temporary Borrowing Resolution and Municipal Guarantees

**Agenda Item:** 4.3

**From:** Ross Maybee, General Manager

**Date:** July 19, 2017

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### **Background:**

During Fiscal 2010-11 (\$1,664,960) and 2011-12 (\$700,000) the appropriate temporary borrowing resolutions and guarantees were approved by the Authority for the construction on the administration building at 90 Donald E. Hiltz Connector Road.

With the completion of this major construction project, the Authority sought and received long term debt financing for a five year term and an amortization period of 15 years (debenture issue #32-A-1) in the amount of \$2,022,400 through the Municipal Finance Corporation.

In January 2017, notification was received from the Municipal Finance Corporation that the above-noted debenture was coming due and what the options were:

- pay out the existing balance of \$1,483,092; or
- make the regular payment of \$134,827 on the principal and finance the balance of \$1,348,265

In order to finance the remaining balance of \$1,348,265 a temporary borrowing resolution and municipal guarantees must be in place (approved by the Valley Waste partners based on their partner percentages, and then forwarded to the Minister of Municipal Affairs for approval.

(2)

Service Nova Scotia and Municipal Relations has prepared the attached document: TBR # 17/18-1 Refinancing in the amount of \$1,348,265 for approval by the Valley Region Solid Waste-Resource Management Authority. It has been determined that new municipal guarantees are necessary for approval as well in order to match the TBR amount (these will be circulated to the individual partners once the TBR is approved).

Once the notification is received from the Municipal Finance Corporation for the Fall 2017 Debenture Issue, the request will be made (with the approved documents ready) for a term of 10 years to finish the payout of this debt.

**Recommendation:**

**That the Valley Region Solid Waste-Resource Management Authority approve Temporary Borrowing Resolution File No. 17/18-1 Refinancing in the amount of \$1,348,265 to ensure participation in the Fall 2017 Debenture Issue through the Municipal Finance Corporation regarding the balloon payment.**

Ross Maybee, General Manager

**TOWN OF MIDDLETON**  
**GUARANTEE RESOLUTION**

\$26,979

Valley Region Solid Waste-Resource  
Management Authority

WHEREAS the Valley Region Solid Waste-Resource Management Authority was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

AND WHEREAS the Authority has determined to borrow the aggregate principal amount of One Million, Three Hundred and Forty-Eight Thousand, Two Hundred and Sixty-Five Dollars (\$1,348,265) for the purpose of paying and retiring debentures and has applied to the Town of Middleton for its guarantee;

AND WHEREAS the Authority has requested the Town of Middleton, a municipality that executed the instrument of incorporation of the Valley Region Solid Waste-Resource Management Authority, to guarantee the said borrowing;

AND WHEREAS Section 88 of the Municipal Government Act, provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister has approved of the proposed borrowing or debenture and of the proposed guarantee;

**BE IT THEREFORE RESOLVED**

THAT the Town of Middleton does hereby approve the borrowing of One Million, Three Hundred and Forty-Eight Thousand, Two Hundred and Sixty-Five Dollars (\$1,348,265) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the Authority and the approval of the Minister of Municipal Affairs of the guarantee, the Town unconditionally guarantee repayment of Twenty-Six Thousand, Nine Hundred, Seventy-Nine Dollars (\$26,979) of the principal and interest of the borrowing of One Million, Three Hundred and Forty-Eight Thousand, Two Hundred and Sixty-Five Dollars (\$1,348,265) for the purpose set out above;

THAT upon the Issue of the Temporary Borrowing Resolution, the Mayor and Clerk of the Town do sign the guarantee attached to the Temporary Borrowing Resolution of the Valley Region Solid Waste-Resource Management Authority and affix hereto the corporate seal of the Town.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a duly called meeting of the Council of the Town of Middleton held on the \_\_\_\_\_ day of \_\_\_\_\_ 2017.

GIVEN under the hands of the Mayor and the Clerk and under the Seal of the Town this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

For DMA Use Only



Middleton Fire Department

49 Church Street

Middleton, NS

BOS 1PO

June 28<sup>th</sup>, 2017.

Members of Town Council,

The members of the Middleton Fire Department have voted in favor of Jenna Marie Breschetti of 9594 Hwy 201 South Farmington becoming a probationary member of the department on June 28<sup>th</sup>, 2017.



Respectfully Submitted by the Investigating Committee of the Middleton Fire Department:

2<sup>nd</sup> Deputy Chief – Neil Freeman

A handwritten signature in blue ink, appearing to read "Neil Freeman".

Date: August 28, 2017

Dear Mayor Atkinson,

Town of Middleton

I am making a proclamation request as a representative of Gardens of GRACE. We would like to ask that the Town of Middleton officially recognise October 15<sup>th</sup> as Pregnancy and Infant Loss Awareness Day.

This is something that affects 1 in 4 pregnancies. Each year thousands of families across Canada mourn the death of their babies. In 2011 [1,810 infants](#) died within the first year after birth and [2,818 babies](#) were stillborn. Parents get isolated in their grief; the stigma around the death of children prevents society from speaking about the devastating effects on parents and their families.

Gardens of Grace aims to create awareness and advocate for families suffering from miscarriage, stillbirth, pregnancy and infant loss. Our mission is to work with community, health care and government to bring about positive change.

For your consideration, attached are various sample proclamation wording suggestions to allow you to declare the day in a manner that can allow the council to fit the proclamation within your mandate.

Thank you for your time, we appreciate your consideration.

Paula Harmon

Gardens of GRACE

[gardensofgrace2017@gmail.com](mailto:gardensofgrace2017@gmail.com)

[www.facebook.com/groups/gardensofgrace/](http://www.facebook.com/groups/gardensofgrace/)

**WHEREAS:** October 15<sup>th</sup> is recognized worldwide, and in other regions of Canada as Pregnancy and Infant Loss Awareness Day, to symbolise our support of Nova Scotia's Bill 179, Pregnancy and Infant Loss Awareness Act; and

**WHEREAS:** each DAY in Canada, 5 babies die within their first year and 8 babies are stillborn; as many as 1 in 5 pregnancies end in miscarriage, one family in Nova Scotia per day experience the pain of losing a child as a result of miscarriage, stillbirth or neonatal loss; and

**WHEREAS:** there is a need to develop a greater awareness and understanding about the causes of pregnancy and infant loss, so we can improve the healthcare provided for pregnant mothers and their babies; and

**WHEREAS:** the existence of the babies and infants deserves to be recognised; and

**WHEREAS:** increased awareness of the causes and impacts surrounding pregnancy and infant loss may lead to greater understanding, support and resources in communities across Nova Scotia; and

**WHEREAS:** this declaration acknowledges the unique grief of bereaved parents and demonstrates support to the many families across Canada who have suffered a loss through miscarriage, medical termination, stillbirth or the death of their infant during delivery or shortly after birth; and

**WHEREAS:** promoting awareness of pregnancy and infant loss increases the likelihood that these families will receive understanding and support as they face the challenges of their distinctive bereavement; and

**WHEREAS:** a day of remembrance honours the lives of the children, and supports grieving parents, grandparents, siblings and other family members whose lives are forever altered by the heartbreak of losing a child; and

**WHEREAS:** such activities emphasise the City's(town's) commitment to supporting sensitivity and encouragement to bring this cause to light; and



**WHEREAS:** the Day is observed with remembrance ceremonies and candle-light vigils, concluding with the International Wave of Light, a worldwide lighting of candles at 7pm; and

**WHEREAS:** the town of \_\_\_\_\_ wishes to recognise the profound grief experienced by families who lose a baby.

**NOW, THEREFORE,** I, \_\_\_\_\_, Mayor of the city(town) of \_\_\_\_\_, do hereby declare the day of October 15<sup>th</sup> as Pregnancy and Infant Loss Awareness Day in the City(town) of \_\_\_\_\_.

Date: August 28, 2017

Dear Mayor Atkinson and Middleton Town Council,

As a parent of loss, I am writing today to ask for your help on an important issue that not only impacts families in the Town of Middleton, but families throughout Nova Scotia and across the country.

October 15<sup>th</sup> is formally and informally recognized as Pregnancy and Infant Loss Awareness Day worldwide, and one tangible representation of that day is the Global Illumination Project, the International Wave of Light. For at least one hour, beginning at 7pm in every time zone, buildings, landmarks and candles are lit worldwide, thus creating a continuous wave of light to remember all babies that have died too soon.

Gardens of Grace is requesting your support to raise awareness on this important day. Consider illuminating a building or landmark in your community at 7:00 pm in pink and blue for the International Wave of Light. Help give a voice to those one in four families in your community and around the globe who experience the loss of a loved and longed for child during pregnancy and infancy.

Thank you; I look forward to your assistance in this matter. If you need any further information, I will do my best to assist.

Sincerely,  
Paula Harmon  
Gardens of Grace

<https://www.facebook.com/groups/gardensofgrace/?ref=bookmarks>

Working in support of:  
Lights of Love International Wave of Light  
[www.facebook.com/InternationalWaveofLight](http://www.facebook.com/InternationalWaveofLight)

# STRATEGIC PRIORITIES CHART

January 2017

## CORPORATE PRIORITIES (Council/CAO)

### NOW

1. **COUNTY RELATIONS: Meeting**
2. **FIRE HALL: Design & Location**
3. **COMMUNITY POLICING OFFICER: Proposal**
4. **ECONOMIC DEVELOPMENT: Strategy Terms of Reference**
5. **STREETSCAPE: Consultation**

### TIMELINE

March  
February  
April  
May  
June

### NEXT

- TOWN OFFICE: Options
- GREEN SPACE / TRAILS: Plan
- LONG TERM & 5-YEAR CAPITAL PLANS
- RECREATION FACILITIES: Cost Recovery
- COMMUNITY MARKETING STRATEGIES

### ADVOCACY / PARTNERSHIPS

- *NSHA: Hospital Support*
- *NSHA: Doctor Recruitment*
- *NS Community College: Incubator*
- *NS Community College: Future Plans*

## OPERATIONAL STRATEGIES (CAO/Staff)

### CHIEF ADMINISTRATIVE OFFICER (Rachel)

1. **COUNTY RELATIONS: Meeting** - March
  2. **FIRE HALL: Design & Location** - February
  3. **COMM. POLICING OFFICER: Proposal** - April
- Bylaw Review: Target List
  - TOWN OFFICE: Options

### RECREATION & COMMUNITY SERVICES (Jennifer)

1. **ECONOMIC DEV.: Strategy Terms of Ref.** - May
  2. Workplace Wellness: Program - April
  3. Skatepark Grand Opening - April/May
- GREEN SPACE / TRAILS: Plan
  - MARKETING STRATEGIES

### FINANCE (Marianne)

1. LONG TERM CAPITAL PLAN - January
2. 5-YEAR CAPITAL PLAN - January
3. RECREATION: Cost Recovery - September

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### PUBLIC WORKS (\_\_\_)

1. **STREETSCAPE: Consultation** - June
2. Downtown: Refresh - May
3. Downtown Security Camera: Proposal - March

- Parking Lot Agreements
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### PLANNING (Sharon)

1. Municipal Plan review: Consultation - June
2. GIS Mapping: Additional Layers - April
3. Records Mgmt. System - Implementation - Dec.

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**CODES:** BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; *Italics* = Advocacy;  
Regular Title Case = Operational Strategies