

**COMMITTEE OF THE WHOLE**  
**Monday, May 5, 2025, at 7:00 pm**

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held in person, via ZOOM and on Facebook Live on Monday, May 5, 2025.

**PRESENT**

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors John Bartlett, Dan Smith, Bernadette Knapp, Jonathan Archibald and Sandra Fournier; Chief Administrative Officer, Ashley Crocker, and Recording Secretary, Sara Marceau.

Regrets:

**1. CALL TO ORDER**

Mayor Smith called the meeting to order at 6:59 pm.

**2. APPROVAL OF THE AGENDA**

**250505.01:** It was moved and seconded to approve the agenda, as amended. **Motion carried.**

**3. APPROVAL OF THE MINUTES**

Approval of the Previous Meeting Minutes

**April 7, 2025**

No errors or omissions were noted, and the minutes were considered approved.

**4. ANYTHING BY CITIZENS**

Nothing to report.

**5. NEW BUSINESS**

**5.1 RFD 019-2025 Memorandum of Understanding with The Salvation Army**

CAO Crocker gave a brief overview of the Memorandum of Understanding with The Salvation Army.

**250505.02** It was moved and seconded that Town Council approve the Memorandum of Understanding between The Salvation Army Disaster Services, Atlantic Division, AND the Annapolis Regional Emergency Management Organization (Annapolis REMO), as recommended by the Annapolis REMO Advisory Committee. **Motion carried.**

**5.2 Discussion of Library Support**

Councillor Fournier provided a brief overview of the support she hopes to see extended to the Annapolis Valley Regional Library.

A discussion followed regarding the library, and Mayor Smith suggested adding the motion to the Annapolis County Inter-Municipal Working Group agenda.

**ACTION:** CAO Crocker to add the motion to the agenda for the upcoming Annapolis County Working Group meeting. Proposed motion: "The issue of adequate and sustainable funding for public libraries in Nova Scotia be brought forth to the Nova Scotia Federation of Municipalities Board for consideration as an advocacy priority"

Deputy Mayor Marshall stated that there must be a more creative solution than relying solely on funding from municipalities.

**6. INFORMATION/DISCUSSION ITEMS**

**6.1 Dangerous and Unsightly Status Report as of April 2025**

CAO Crocker stated that the Dangerous and Unsightly Status Report has been circulated and that there are no updates to report.

**6.2 Community Concerns/Complaints as of April 2025**

CAO Crocker stated that the Community Concerns/Complaints as of April 2025 has been circulated.

**6.3 2024-25 Capital Projects Update**

CAO Crocker stated that the 2024-25 Capital Projects Update has been circulated.

**6.4 Public Input to 2025-2028 Strategic Plan**

CAO Crocker gave a brief overview of the Public Input to the 2025-2028 Strategic Plan.

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Deputy Mayor Marshall asked whether anyone would be presenting at the in-person focus group session. CAO Crocker stated that she and Communications and Events Coordinator Pearson will be attending and presenting.

**7. CORRESPONDENCE**

Three (3) notices of correspondence were distributed to Council members.

- 7.1 April 17, 2025, Letter from Minister Kim Masland & Minister John Lohr re: Fire Services Review.
- 7.2 April 23, 2025, Letter from Minister John Lohr re: Reprofileing of Beautification & Streetscaping Program and the Community Works Program.
- 7.3 May 1, 2025, Inn from the Cold, Overnight Shelter Report

**8. ANYTHING BY MEMBERS**

Councillor Archibald attended a Neighborhood Watch meeting and a fall alert program for seniors has been introduced, with funding available for low-income individuals. MLA David Bolby attended the event, it was great to see him engaging with the community.

Councillor Bartlett attended a Valley REN meeting, which was also attended by MLA David Bolby.

Councillor Fournier participated in the Nova Scotia Federation of Municipalities (NSFM) Conference and will provide a summary of the event to Council.

Councillor Knapp was approached by a resident regarding the crosswalk flags near the post office, specifically from School Street to Main Street.

**9. ADJOURNMENT**

The Mayor declared the meeting adjourned at 7:31 pm.

  
MAYOR

  
RECORDING SECRETARY