

A regular monthly meeting of Middleton Town Council was held in-person at the Town Hall, via Facebook Live on Monday, July 15, 2024, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Mayor Sylvester Atkinson; Deputy Mayor Gail Smith, Councillors Michael Fairn, Bernadette Knapp, Chad Leblanc, Gary Marshall and John Bartlett; Director of Recreation and Community Development, Andy Kerr, Director of Public Works, Adam Verran, Chief Administrative Officer, Ashley Crocker; and Recording Secretary, Sara Marceau

Regrets: None.

Also in Attendance: Sandra Fournier, and five (5) citizens

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

240715.01 It was moved and seconded that Council approve the agenda as amended.
Motion carried.

3. PROCLAMATIONS

3.1 Emancipation Day

Mayor Atkinson proclaimed August 1, 2024, as Emancipation Day in Middleton.

4. MINUTES

4.1 Council Meeting Minutes

240715.02 It was moved and seconded to approve the minutes of June 17, 2024, as circulated. **Motion carried.**

4.2 In-camera Minutes

240715.03 It was moved and seconded to approve the In-camera minutes of June 17, 2024, as circulated. **Motion carried.**

4.3 Special Council Meeting Minutes

240715.04 It was moved and seconded to approve the Special Council minutes of July 4, 2024, as circulated. **Motion carried.**

5. ANYTHING BY CITIZENS

Citizen Brenda Goodlad brought forward the following concern via email and in person:

- I would like to find out how town by-laws are applied, enforced or monitored and whose responsibility that is.
- CAO Crocker mentioned that we are currently looking into this. While the RCMP can enforce certain bylaws, our bylaws must be registered in the Summary of Offence Ticket Booklet for tickets and fines to occur in an efficient manner.
- Mayor Atkinson inquired about the specific types of bylaws the citizen was referring to.

6. NEW BUSINESS

6.1 a. RFD 032-2024 Fees and Fines Policy

CAO Crocker recommended that Council approve the Fees and Fines Policy as circulated.

240715.05 It was moved and seconded that Council approve the Fees and Fines Policy. **Motion carried.**

b. RFD 033-2024 Valley Waste TBR for 2024-25 Capital Projects

CAO Crocker recommended that Council approve the Valley Waste TBR for 2024-25 Capital Projects.

240705.06 It was moved and seconded that Council approve the Valley Waste TBR for 2024-2025 Capital Projects. **Motion carried.**

6.2 RFD 034-2024 Appointment List Update

CAO Crocker recommended that Council appoint Sandra Fournier as a member of the Police Advisory Board.

240617.07 It was moved and seconded that Council approve the Appointment List. **Motion carried.**

6.3 RFD 036-2024 Reserve Policy

CAO Crocker recommended that Council approve the Reserve Policy as circulated.

240617.08 It was moved and seconded that Council approve the Operating Reserve Policy. **Motion carried.**

6.4 2024-2025 Draft Operating and Capital Budget Discussion

CAO Crocker gave a high-level overview on the Operating and Capital Budget based on the recommendations from the Committee of the Whole Meeting.

Public Works Director Verran will reach out to Infrastructure Capacity Tenderers to inform them that we've canceled the RFP.

CAO Crocker recommended scheduling a Special Council Meeting on Monday, July 29th at 7:00 pm to approve the Operating and Capital Budget.

6.5 DRAFT Reservoir Leak Study and Inspections

Public Works Director Verran gave an overview of the DRAFT Reservoir Leak Study and its findings.

Key take aways:

- Several areas showed signs of potential leaks
- Specific leak rates were quantified
- Identified leaks could lead to significant water loss
- Significantly deteriorated over time

There was a brief discussion around removing the debris from the cover; however, Public Works Director Verran suggested it might not be a good idea since the cover could be unstable and may tear.

6.6 Provincial Funding Announcement

CAO Crocker announced that there will be a Provincial Funding Announcement on Thursday, July 18th at 11:30 am at Centennial Park.

7. REPORTS

7.1 Management Report

CAO Crocker gave an overview of some of the highlights of the Management report that was circulated.

7.2 Middleton Fire Department Dispatch Report for June.

CAO Crocker noted that the report has been circulated.

7.3 Annapolis County Inter-Municipal Working Group Jul 4/24 DRAFT Minutes.

Councillor Leblanc noted that the report has been circulated.

7.4 IMSA Board Special Meeting Jun 12/24 DRAFT Minutes

Mayor Atkinson noted that the minutes have been circulated.

7.5 IMSA Board Jun 19/24 DRAFT Minutes

Mayor Atkinson noted that the minutes have been circulated.

7.6 Annapolis REMO Advisory June 24/24 DRAFT Minutes

Councillor Marshall noted that the minutes have been circulated.

7.7 Police Advisory Board Jul 8/24 DRAFT Minutes

Deputy Mayor Smith noted that the report was circulated to Council members.

7.8 Mayor's Report

Mayor Atkinson noted that the report was circulated to Council members.

8 ANYTHING BY MEMBERS

- Deputy Mayor Smith noted that there is a bridge heading out of the municipality with a dip that nearly caused an accident. Director of Public Works Verran stated that it was just outside municipal jurisdiction. He recommended contacting the Department of Public Works.

9 ADJOURNMENT

20240715.08 It was moved and seconded to adjourn the meeting at 7:58pm. **Motion carried.**



Mayor



Recording Secretary