

A regular monthly meeting of Middleton Town Council was held in-person at the Town Hall, via Facebook Live on Monday, November 18, 2024, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors Sandra Fournier, Bernadette Knapp, Jonathan Archibald, and Dan Smith; Director of Finance, Brigitte Stennett, Director of Public Works, Adam Verran, Chief Administrative Officer, Ashley Crocker; and Recording Secretary, Sara Marceau

Regrets: Councillor John Bartlett

Also in Attendance: Ten (10) citizens

1. **CALL TO ORDER**

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

2. **APPROVAL OF THE AGENDA**

241118.01 It was moved and seconded that Council approve the agenda as amended.
Motion carried.

3. **PROCLAMATIONS**

3.1 International Day of Persons with Disabilities

Mayor Smith proclaimed December 3, 2024, as the International Day of Persons with Disabilities in Middleton.

4. **PRESENTATIONS**

Julie Merrit, CAO of Annapolis Valley Library gave a presentation to new council members.

A citizen asked if residents could rent a book from out of the County or out of the province. Julie Merrit stated, "Out of the country, no. Out of the province, yes, there is a process for that. E-books are restricted by the authors."

Councillor Smith: since you're under contract with the province, is there an annual wage increase included in the budget?

- Julie Merrit stated, no not currently but will be proposed going forward.

Councillor Archibald asked whether the funding for the Middleton Library is determined based on population size (per capita) or usage. Specifically, if Middleton

utilizes its library more frequently than, for example, Berwick, does Middleton's budget increase accordingly, or is there a set formula for determining funding?

- Julie Merritt stated that there is a historically created formula based on population, and while the numbers have remained unchanged, they now need to be reevaluated.

Councillor Smith asked if the reason for going into in-camera should be included in the minutes. CAO Crocker stated that it is not required on the agenda, and that residents can refer to the agenda to see what was written. Councillor Smith suggested it would be easier for residents to view if the reasons were included in the minutes. CAO Crocker suggested that we could try including it going forward but it's not mandatory.

5. APPROVAL OF THE MINUTES

Approval of the Previous Meeting Minutes

- 5.1 2024.09.16 Council Minutes
- 5.2 2024.09.16 In-Camera Meeting Minutes
- 5.3 2024.10.07 Special Council Meeting Minutes
- 5.4 2024.10.07 In-Camera Meeting Minutes
- 5.5 2024.11.05 Special Council Meeting Minutes

6. ANYTHING BY CITIZENS

CAO Crocker mentioned that a resident submitted a letter regarding their water being shut off during a repair of a watermain break.

Citizen Dianne McDonald acknowledged Public Works and suggested opening the brush dump one Saturday a month, possibly with the help of volunteers.

Deputy Mayor Marshall explained that in the past, residents could sign out a key, but illegal dumping had become an issue.

7. NEW BUSINESS

7.1 RFD 048-2024 Award of Design for School Street Waterline

CAO Crocker recommended that Council approve the recommendations as circulated.

241118.02 It was moved and seconded that Council award the Engineering and Design services for the waterline upgrade on School Street from the intersection of

School Street and Main Street to the intersection of School Street and Marshall to CBCL Ltd. for an amount not exceeding \$22,000 plus HST. **Motion carried.**

Discussion on the motion: Councillor Smith asked if this would be connected to the Northland Secondary Plan.

241118.03 That Town Council approve utilizing up to \$22,000 from the Water Utility Depreciation Reserve to fund the Engineering and Design services for the waterline upgrade on School Street. **Motion carried.**

7.2 RFD 053-2024 Community Centre Fire Hall

241118.04 BE IT RESOLVED THAT that the Council of the Town of Middleton hereby support the Community Center Fire Hall Project and commit to finding a solution to moving the project forward. **Motion carried.**

Councillor Archibald asked if there was a way to get an update, as he has been receiving questions.

Deputy Mayor Marshall provided some background, explaining that everything occurred during Covid.

7.3 RFD-046-2024 Appointment List Update

241118.05 It was moved and seconded that Council, on recommendation from the CAO, remove Benjamin Croll of Brighter Community Planning as a Development Officer **Motion carried.**

241118.06 It was moved and seconded that Council, on recommendation from the CAO remove Meg Carroll as Animal Control Officer. **Motion carried.**

241118.07 It was moved and seconded that Council, on recommendation from the CAO appoint Brigitte Stennett as Town Treasurer. **Motion carried.**

241118.08 It was moved and seconded that Council, on recommendation from the CAO and Chair of the Planning Advisory Committee appoint Hilary Campbell as a member of the Planning Advisory Board. **Motion carried.**

241118.09 It was moved and seconded that Council, on recommendation from the CAO and Director of Finance appoint Sylvester Atkinson, Patricia Leslie and Thi Anh Dao Bui as members of the Audit Committee.

Councillor Archibald declared a conflict of interest regarding the appointments to the Audit Committee due to the fact that his partner Thi Anh Dao Bui is being appointed as a member of the committee. **Motion carried.**

24118.10 It was moved and seconded that Council, on recommendation from staff, appoint Tara Balcome, Alex Balcome, Krystal Cane, Kelley Doucette, Katie Greene, Shalene Burns and Stephanie Purcell to the Middleton Pool Society. **Motion carried.**

24118.11 It was moved and seconded that Council appoint Special Constable Ashley Gervais and Special Constable Zachary Cromwell as Animal Control & Bylaw Enforcement Officers. **Motion carried.**

24118.12 It was moved and seconded that Council appoint Dawn Sutherland and Chrystal Fuller as Development Officers. **Motion carried.**

24118.13 It was moved and seconded that Council appoint Danny Wright, Andrew Dobson and Erin Schurman-Kolb as Building and Fire Officials. **Motion carried.**

24118.14 It was moved and seconded that Council approve the Appointment List, as presented. **Motion carried.**

7.4 RFD 052-2024 Proposed New IDEA Committee

CAO Crocker gave a brief update on the new IDEA Committee and stated that the RFD has been circulated.

There was a discussion around the new IDEA Committee.

Councillor Smith inquired about the process for selecting committee members and expressed concern that Middleton may not have fair representation.

Councillor Archibald asked if we could go back and secure some guarantees.

Deputy Mayor Marshall expressed concern about fair representation for Middleton, asking, "Who has voting power?"

Councillor Smith mentioned the Master Transportation Plan and noted that a county-wide committee might not be familiar with local issues like parking spots.

Councillor Knapp asked, "Is this through the province?"

Councillor Archibald emphasized the importance of having a Middleton voice, stating that Middleton should receive its fair share, just like other municipalities.

241118.15 It was moved and seconded that Town Council approve the October 2024 Inter-municipal joint Inclusion, Diversity, Equity and Accessibility Strategy. **Motion carried.**

7.5 RFD 051-2024 Proposed New Joint Police Advisory Board

CAO Crocker gave a brief overview of the proposed Joint Police Advisory Board.

Councillor Archibald asked who is proposing this idea.

- CAO Crocker stated that this was brought up at our Police Advisory Board meeting.

Councillor Smith stated that four meetings a year provide less support for our residents and that we should increase the number of meetings.

Deputy Mayor Marshall stated that policing is a collaborative effort and that we have been vocal about the concerns in Middleton.

Councillor Smith asked if Council could meet directly with the police instead of through the Police Advisory Board.

ACTION: CAO Crocker to investigate whether Council can meet with the police directly or if it must be done through the board.

241118.16 It was moved and seconded that Town Council endorse the concept of a joint Police Advisory Board structure with the Municipality of the County of Annapolis and that a proposed board terms of reference be brought forward to Council for final review and potential adoption. **Motion carried.**

7.6 RFD 050-2024 1st Reading Amendment to Land Use Bylaw for Craft Brewery

Planning Services Coordinator Marceau gave a brief overview of the 1st reading amendment to the Land Use Bylaw for a Craft Brewery.

241118.17 It was moved and seconded that Town Council, on positive recommendation of the Planning Advisory Committee, gives 1st Reading to the new definition of Craft Food and Beverage Production, and adds it as a permitted use in Commercial Downtown (CD) zone, Commercial General (CG) zone, and Industrial and Commercial Enterprise (ICE) zone and schedules a Public Hearing followed by 2nd Reading for December 16, 2024. **Motion carried.**

7.7 RFD 049-2024 Municipal Funding Agreement

DOF Stennett gave an overview of the CCFB Municipal Funding Agreement.

241118.18 It was moved and seconded that Council approves that the Mayor and CAO execute the new agreement with the federal government under the Canada Community-Building Fund (CCFB). **Motion carried.**

7.8 Capital Projects Update for 2024/25

DOF Stennett gave an overview of the Capital Projects for 2024/25.

7.9 Policing Discussion

Mayor Smith asked, "What can we do to improve policing in Middleton?"

- Councillor Smith suggested gauging the council's willingness for a more open conversation with the RCMP. Councillors should focus on responsibility rather than the Police Advisory Board (PAB).
- CAO Crocker stated that she will check the Police Act to determine if Council is allowed to meet with the RCMP.

- Councillor Archibald stated the Neighborhood Watch would like to always have a Councillor present at the Neighborhood Watch meetings so they can relay information back to the group.

- Deputy Mayor Marshall stated that as a paying customer, we expect the services we are being charged for. There seems to be a disconnect between the frontline staff and management. If residents don't feel safe, we should consider exploring alternatives and collaborating with the RCMP to improve the situation.

- Councillor Archibald mentioned that it's 25% of our budget, but our contribution actually accounts for 20% of the County's overall policing budget. When comparing Middleton's contribution to the RCMP budget with the County's total spending, we contribute roughly 20%, despite representing 10% or less of the County's population. This highlights a genuine disconnect.

- Deputy Mayor Marshall agreed with Councillor Archibald, noting that this is the 24th year Middleton has been policed under a formula where the town funds a certain number of officers, and the county funds others. He attended the swearing-in ceremony in 2000, where it was stated that the Eastern end RCMP would cover the area from Walker Brook and the King's County line to Mount Hanley Road, with occasional requests for support from the county. However, it now appears that our officers are assisting the county on a more frequent basis. The county has 20 officers, while the Town of Middleton has only 5.

8. REPORTS**8.1 Management Report**

CAO Crocker noted that the management report has been circulated.

8.2 Middleton Fire Department Dispatch Report for September.

Fire Chief Toole noted that the report has been circulated and provided a brief overview of the items completed in September.

8.3 Middleton Fire Department Dispatch Report for October.

Fire Chief Toole noted that the report has been circulated and provided a brief overview of the items completed in October. The fire department has received four new members in the past few weeks. Their roster is currently at 45, with 30 active members.

8.4 Accessibility Advisory Committee Sep 10/24 DRAFT Minutes

Mayor Smith noted that the minutes have been circulated.

8.5 Annapolis County Inter-Municipal Working Group Sep 19/24 DRAFT Minutes

Mayor Smith noted that the minutes have been circulated.

8.6 Valley REN LOC Oct 2/24 DRAFT Minutes

Mayor Smith noted that the minutes have been circulated.

8.7 Valley REN LOC Oct 15/24 DRAFT Minutes

Mayor Smith noted that the minutes have been circulated.

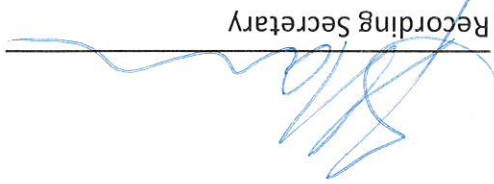
8.8 Police Advisory Board Oct 8/24 DRAFT Minutes

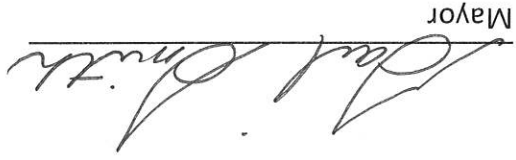
Mayor Smith noted that the minutes have been circulated.

Councillor Archibald stated that at the last meeting, Councillor Bartlett inquired about scheduling and suggested reviewing the minutes for clarification.

8.9 Annapolis REMO Advisory Board Oct 10/24 DRAFT Minutes

Deputy Mayor Marshall was not present at the last meeting and allowed Councillor Knapp to respond. Councillor Knapp noted that the minutes had been circulated.


Recording Secretary


Mayor

The Mayor declared the meeting adjourned at 8:54 pm.

ADJOURNMENT 11.

Councillor Knapp stated that "Inn from the Cold" is still in need of male volunteers.

Councillor Archibald received a few complaints about the configuration of the tables in Council Chambers, which have since been addressed. Additionally, Councillor Archibald requested to be notified if the meeting's correspondence is a large document and suggested sending some documentation out early for reading purposes.

ANYTHING BY MEMBERS 10.

CAO Crocker wanted to ensure that Council is informed about any updates and information received from the Prime Minister.

9.1 Correspondence from the Office of the Prime Minister – Basic Income Guarantee

CORRESPONDENCE 9.

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

8.12 Mayor's Report

Mayor Smith noted that the minutes have been circulated.

8.11 Planning Advisory Committee Oct 16/24 DRAFT Minutes

Mayor Smith noted that the minutes have been circulated.

8.10 IMSA Board Oct 16/24 DRAFT Minutes