

A regular monthly meeting of Middleton Town Council was held in-person at the Town Hall, via Facebook Live, on Monday, November 17th, 2025, starting at 7:00pm.

PRESENT

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

Regrets: Councillor John Bartlett

Also in Attendance:

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

251117.01 It was moved and seconded that Council approve the agenda as amended.
Motion carried.

3. PROCLAMATIONS

Mayor Smith proclaimed December 3, 2025, as International Day of Persons with Disabilities in the Town of Middleton.

4. APPROVAL OF THE MINUTES

4.1 Approval of the Previous Meeting Minutes

2025.09.15 Public Hearing Minutes
2025.10.20 Council Meeting Minutes
2025.10.20 In-Camera Meeting Minutes
2025.11.03 Special Council Meeting Minutes
2025.11.13 In-Camera Meeting Minutes

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

5. ANYTHING BY CITIZENS

Nothing to report.

6. NEW BUSINESS6.1 **Committee of the Whole Recommendations**

a. RFD 047-2025 Archery Lease Agreement

CAO Crocker provided a brief overview of the Archery Lease Agreement.

251117.02 It was moved that Council approves the Mayor and CAO executing the new agreement with the Annapolis East Archery Club. **Motion carried.**

b. RFD 062-2025 Joint Police Advisory Board

CAO Crocker provided a brief overview of the Joint Police Advisory Board RFD.

251020.03 It was moved and seconded that Council request the Minister of Justice approve the dissolution of the Joint Police Advisory Board currently shared with the Municipality of the County of Annapolis, and to authorize the establishment of an independent Town of Middleton Police Advisory Board in accordance with the *Police Act*. **Motion carried.**

c. RFD 063-2025 Appointment List Update for 2026

CAO Crocker gave a brief overview of the Appointment List Update for 2026.

251117.04 It was moved and seconded that Council remove Danny Wright as the Town's Building Inspector. **Motion carried.**

251117.05 It was moved and seconded that Council remove Dana Olmstead as the Town's Building Inspector. **Motion carried.**

251117.06 It was moved and seconded that Council approve the Appointment List, as presented. **Motion carried.**

6.2 **RFD 052-2025 Middleton Logo Change**

Communications and Events Coordinator Pearson gave a brief overview of the Middleton Logo Change.

There was a lengthy discussion regarding the new logo change, including whether the leaf, stem, and shine should be removed, and ultimately Option 2 was selected.

251117.07 It was moved and seconded that Council approve the Option 2 logo as presented in the survey attached to the Request for Decision, with one change being that the leaf, stem, and shine be removed from the heart. **Motion carried.**

6.3 RFD 057-2025 1st Reading of Livestock Bylaw

CAO Crocker provided a brief overview of the Livestock Bylaw for 1st Reading.

Councillor Archibald noted that a resident is interested in beekeeping and asked whether the Livestock Bylaw applies to beekeeping

- CAO Crocker responded that beekeeping is not covered in the bylaw.

ACTION: CAO Crocker to investigate if bees are allowed to be kept in Town and if there are any bylaws/legislations that govern this.

251117.08 It was moved and seconded that Council gives first reading to Chapter 62, the Livestock Bylaw. **Motion carried.**

6.4 RFD 064-2025 Reservoir Temporary Borrowing Resolution

CAO Crocker gave a brief overview of the Reservoir Temporary Borrowing Resolution.

251117.09 It was moved and seconded that Council authorize and approve the attached Temporary Borrowing Resolution in the amount of \$2,251,191. **Motion carried.**

6.5 January 5, 2026 – Committee of the Whole

CAO Crocker raised the discussion regarding the January 5, 2026, Committee of the Whole meeting, noting that Town staff will be returning on January 5th, and asked what meetings Council wishes to hold in January.

Councillor Smith asked whether the January agenda is typically heavy.

- CAO Crocker replied that it is not usually

ACTION: Recording Secretary Marceau to update Council calendars to reflect that there will be no January 5th COTW meeting.

6.6 2025-26 Capital Projects Update

CAO Crocker provided a brief overview of the 2025-26 Capital Projects Update.

Councillor Smith asked when the reservoir will be completed.

- CAO Crocker noted that she attended the reservoir meeting last week and that the project appears to be proceeding as planned, but perhaps a couple of weeks behind schedule. The grant deadline is the end of March.

ACTION: CAO Crocker to ask CBCL to provide a one-page briefing outlining the status and the next steps.

7 REPORTS

- 7.1 Management Report
- 7.2 Middleton Fire Department Dispatch Report for September
- 7.3 Valley Regional Services Board Sep 17/25 Meeting Minute
- 7.4 Joint Police Advisory Board Sep 18/25 DRAFT Minutes
- 7.5 Audit Committee Oct 9/25 DRAFT Minutes
- 7.6 Mayor's Report

Mayor Smith noted that the above reports were circulated to Council members with the agenda package and called for questions/discussion.

- Councillor Knapp noted that a recent radio segment mentioned the Annapolis Valley Regional Library is experiencing financial difficulties.
- Councillor Smith stated that there is a new agreement in place until a decision is made, noting that this is a provincial issue rather than a municipal one.
- Councillor Smith asked if staff could conduct a survey of the local business community to determine whether they are using the REN, and to gather feedback on what the REN is doing for them.

ACTION: Staff to create a survey for businesses to see how many businesses in Town use Valley REN and how many have seen benefits from the Valley REN, sometime before Draft 1 of the budget is presented to Council.

- Councillor Smith asked for an update on the hiring process for the Director position and inquired whether the Town is also hiring for Public Works.
 - CAO Crocker stated that she is hopeful regarding the Director of Finance position, and that interviews for the Public Works position are taking place this week.

- Councillor Smith asked for a status update on the strategic initiative around policing.
 - CAO Crocker stated that she has a meeting with the RCMP and noted that something to consider in the 2026-2027 budget process is hiring a consultant to conduct a policing assessment and provide recommendations to Council.
 - Deputy Mayor Marshall stated that he knows someone locally who is a subject matter expert and suggested seeing if they could do a presentation on community-based policing at one of the December meetings.

ACTION: Reach out to Dane Berringer to do a presentation at the December Committee of the Whole or Council meeting.

8 ANYTHING BY MEMBERS

There was a lengthy discussion around the NSFM Conference multiple Councillors attended.


Councillor Knapp attended the Remembrance Day ceremony, noting that it was very well attended and a beautiful service.

Deputy Mayor Marshall noted that the Clean Foundation is holding a public engagement session on November 27th at NSCC Middleton. If you can't attend on the 27th, there is another session on November 28th, after which you can make your way to the Middleton tree lighting and parade starting at 6:30 p.m. on November 28th.

Mayor Smith attended the Mobius Awards, which were held to celebrate innovation and impact in waste reduction and sustainability.

9 ADJOURNMENT

The Mayor declared the meeting adjourned at 8:29pm.



Mayor



Recording Secretary