

AGENDA:

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **NEW BUSINESS**
 - 3.1 RFD 061-2026 Appointment List Update (Interim CAO, Joint Committees)
 - 3.2 RFD 064-2026 Water Reservoir Debenture
4. **IN-CAMERA**
 - 4.1. Setting minimum price accepted by the Town having a tax sale - MGA 22 (2)(b)
 - 4.2. Personnel matters – MGA 22 (2)(c)
5. **ADJOURNMENT**

REQUEST FOR DECISION
Appointment List Update
RFD#: 061-2026



To: COTW and Special Council
From: Kevin Matheson, Interim CAO
Date: September 8, 2026
Subject: 2026 Appointment List Update

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Current Appointment List

Legislation

- *Municipal Government Act*

Recommendation

That Council, on recommendation from the CAO, appoint Perry Ross as building/fire inspector for the Town of Middleton.

That Council, on recommendation from the CAO, appoint Councillor Darren Boates to the Source Water Protection Advisory Committee.

That Council, on recommendation from the CAO, appoint Councillor Darren Boates to serve on the Audit Committee.

That Council, on recommendation from the CAO, appoint Councillor Darren Boates to serve on the Joint Equity, Diversity and Inclusion (EDI) Committee.

That Council, on recommendation from the CAO, appoint Councillor John Bartlett to serve on the Joint Accessibility Committee.

That Council appoint Kevin Matheson as the new Interim CAO.

That Council approve the 2026 Appointment List, as presented.

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Background

As of August 2026 Perry Ross is a new building/fire inspector for the County of Annapolis. Erin Shurman-Kolb and Andrew Dobson remain appointed as the Town's Building Inspectors.

Following the appointment of Councillor Boates, Council is requested to consider appointing the new Councillor to Council committees. This matter was brought forward at the July 6 Committee of the Whole meeting but was not included on the July 21 Council meeting agenda. Staff are therefore bringing the matter forward at this time.

Ashley Crocker is no longer with the Town, and Kevin Matheson has been contracted as the new Interim CAO.

Financial Implications

N/A

Strategic Plan/Operating Plan Alignment

Check Applicable	Strategic Priority Area	Comments
	Environment	
	Infrastructure	
	Economy	
	Community	
X	Governance	
	Council Strategic Initiative	

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Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendations of Council.

CAO Initials: km

Target Decision Date: Sept 8, 2026

TOWN OF MIDDLETON
2026 APPOINTMENT LIST
(Approved by Council Sept 8, 2026)

COUNCIL AND COMMITTEES OF COUNCIL

COUNCIL

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL
COUNCILLORS DAN SMITH, JONATHAN ARCHIBALD,
BERNADETTE KNAPP, JOHN BARTLETT, DARREN BOATES

COMMITTEE OF THE WHOLE

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL
COUNCILLORS DAN SMITH, JONATHAN ARCHIBALD,
BERNADETTE KNAPP, JOHN BARTLETT, DARREN BOATES

AUDIT COMMITTEE

Citizens: SYLVESTER ATKINSON, CHRIS DOWELL,
DANIEL FORBES
Town Council: COUNCILLORS BERNADETTE KNAPP, DAN SMITH

COMMUNITY CENTRE & FIRE HALL COMM

Fire Department: MIKE TOOLE, JODY SPIDLE, SCOTT VEINOT
Town Council: MAYOR GAIL SMITH, COUNCILLORS
BERNADETTE KNAPP, GARY MARSHALL
Town Planner: CHRYSTAL FULLER
Staff: CAO ASHLEY CROCKER, DPW ADAM VERRAN

PLANNING ADVISORY COMMITTEE

Citizens: HILARY CAMPBELL, MARGARET JERKE,
DIANNE MCDONALD, HOWARD SELIG
Town Council: COUNCILLORS JOHN BARTLETT, DAN SMITH,
JONATHAN ARCHIBALD

POLICE ADVISORY BOARD

Citizens: JANET DAVIS, JO-ANN HIGHTOWER, BRENDA FORD
Town Council: MAYOR SMITH, COUNCILLORS BERNADETTE
KNAPP, JONATHAN ARCHIBALD
NS Dept. of Justice: **VACANT** (Ad with Province)

SOURCE WATER PROTECTION ADVISORY COMMITTEE

Citizens-Town: BRENDA FORD, BRYSON CROWELL
Citizens-County: CLIFF DRYSDALE
County Council: COUNCILLOR GAIL OXNER
Town Council: COUNCILLORS BERNADETTE KNAPP,
JOHN BARTLETT
Staff: DPW ADAM VERRAN

ASSET MANAGEMENT WORKING GROUP

Town Council: MAYOR GAIL SMITH
Staff: INTERIM CAO KEVIN MATHESON, LEAH PROFITT
DPW ADAM VERRAN

**INTER-MUNICIPAL COMMITTEES AND
WORKING GROUPS**

ANNAPOLIS COUNTY INTER-MUNICIPAL WORKING GROUP

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL

JOINT ACCESSIBILITY COMMITTEE

VACANT

JOINT EQUITY, DIVERSITY AND INCLUSION (EDI) COMMITTEE

VACANT

VALLEY REGIONAL SERVICES BOARD

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL (ALT)

REMO ADVISORY COMMITTEE

COUNCILLORS DAN SMITH, GARY MARSHALL

REMO PLANNING COMMITTEE

INTERIM CAO KEVIN MATHESON, DPW ADAM VERRAN

VALLEY REN LIAISON & OVERSIGHT COMMITTEE (LOC)

COUNCILLORS JOHN BARTLETT, JONATHAN ARCHIBALD (ALT)

TOWN INDIVIDUAL APPOINTMENTS

ANIMAL CONTROL & BYLAW ENFORCEMENT OFFICERS

AMANDA LEWIS
ASHLEY GERVAIS

BUILDING & FIRE OFFICIALS

ANDREW DOBSON
DAVID WRIGHT
ERIN SCHURMAN-KOLB

DANGEROUS & UNSIGHTLY PREMISES ADMINISTRATOR

SEAN AMOS

DEVELOPMENT OFFICER(S)

CHRYSTAL FULLER
LAUREN ISABELLE

FIRE CHIEF & DEPUTIES

CHIEF MIKE TOOLE
DEPUTIES SCOTT VEINOT, JODY SPIDLE

RCMP NCO IN CHARGE

ACTING S/SGT GRANT RYLAND

REMO COORDINATOR

BRIAN ORDE, JENNIFER DANIELS (ALT)

TOWN AUDITORS

BDO CANADA

TOWN CLERK

SARA MARCEAU

TOWN ENGINEER

DPW ADAM VERRAN

TOWN RETURNING OFFICER

SARA MARCEAU

TOWN SOLICITORS

TAYLOR MACLELLAN COCHRANE

TOWN TREASURER

LEAH PROFITT

TRAFFIC AUTHORITY

ACTING S/SGT GRANT RYLAND, DPW ADAM VERRAN

VWRM BYLAW ENFORCEMENT OFFICER

DALE ROBERTS

**REPRESENTATION ON OTHER
COMMITTEES (BY CITIZENS)**

MIDDLETON SWIMMING POOL SOCIETY

KELLEY DOUCETTE (Chair), STEPHANIE PURCELL (Vice-
Chair), MORGAN LAFFIN (Treasurer), JENAY ARMSTRONG
(Secretary), KATIE GREENE, SHALENE BURNS,
SCOTT MOORE, MARK FOWLER, KRYSTINA JOHNSON

REGIONAL LIBRARY BOARD

JILL COX

WESTERN REGIONAL HOUSING AUTHORITY

Citizen at Large: DIANNE MCDONALD