

A regular monthly meeting of Middleton Town Council was held in-person at the Middleton Fire Department, on Tuesday, February 17, 2026, starting at 7:00pm.

PRESENT

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

Regrets: Councillor Jonathan Archibald

1. **CALL TO ORDER**

Mayor Smith called the meeting to order at 7:02p.m.

2. **APPROVAL OF THE AGENDA**

260217.01 It was moved and seconded that Council approve the agenda as amended.
Motion carried.

3. **APPROVAL OF THE MINUTES**

3.1 Approval of the Previous Meeting Minutes

2026.01.19 Council Meeting Minutes

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

4. **ANYTHING BY CITIZENS**

Nothing to report.

5. **NEW BUSINESS**

5.1 **Committee of the Whole Recommendations**

a. **RFD 009-2026 MOA: Annapolis REMO and Kings Transit**

260217.02 It was moved and seconded That Council approve the Memorandum of Agreement between Kings Transit Authority and the Annapolis Regional Emergency Management Organization (Annapolis REMO), as recommended by the Annapolis REMO Advisory Committee. **Motion carried.**

b. RFD 010-2026 Appointment List Update

260217.03 It was moved and seconded that Council, on recommendation from the CAO, appoint Daniel Forbes as a member of the Audit Committee. **Motion carried.**

260217.04 It was moved and seconded that Council approve the 2026 Appointment List, as amended and presented. **Motion carried.**

c. RFD 011-2026 Joint Equity, Diversity and Inclusion Plan

260217.05 It was moved and seconded that Council approve the 2026-2029 Equity, Diversity, and Inclusion (EDI) Plan. **Motion carried.**

d. RFD 012-2026 Joint Accessibility Plan

260119.06 It was moved and seconded that Council approve the Annapolis County Joint Accessibility Plan 2026 - 2028 and submit to the NS Accessibility Directorate as the approved plan to guide actions over the next 3 years. **Motion carried.**

e. RFD 014-2026 Tidal Transit Authority Budget for 2026-2027

260217.07 It was moved and seconded that Council direct the Mayor to vote against the Tidal Transit Authority 2026-2027 operating and capital budgets when it comes before the Valley Regional Services Board. **Motion carried.**

f. RFD 015-2026 Annapolis Valley Regional Library Budget Request for 2026-2027.

CAO Crocker gave a brief overview of the Annapolis Valley Regional Library Budget Request for 2026-2027 and the updates that have occurred since the Town's Committee of the Whole meeting on February 2, 2026.

260217.08 It was moved and seconded that Council approve a \$1,600 funding increase for the Annapolis Valley Regional Library Board for 2026-2027 only, which is consistent with the traditional municipal share under the current cost-sharing model, subject to provincial confirmation of their share. **Motion carried.**

ACTION: CAO Crocker to write a letter to the province updating them on Council's decision.

g. RFD 016-2026 Records Management and Destruction Policy

260217.09 It was moved and seconded that Council approve the replacement of the existing Records Management Policy with the Records Management and Destruction Policy. **Motion carried.**

5.2 2025-26 Capital Projects Update

CAO Crocker provided a brief overview of the 2025-26 Capital Projects Update and discussed the Reservoir decommissioning.

6. REPORTS

- 6.1 Management Report
- 6.2 Middleton Fire Department Dispatch Report for January 2026
- 6.3 Annapolis REMO Advisory Committee Meeting DRAFT Minutes Jan 15/26
- 6.4 Valley Regional Services Board Jan 21/26 Meeting Minute
- 6.5 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 Smith asked whether we are on track with the communications strategy.
 - CAO Crocker confirmed that staff are on track with the external communications strategy.
- Councillor Knapp asked how Alertable is being advertised and whether any efforts are being made to increase awareness.
 - Councillor Smith responded that brochures are available in the office.

7. CORRESPONDENCE

- 7.1 February 6, 2026, Letter from Attorney General and Minister of Justice Scott Armstrong
- 7.2 February 6, 2026, Highlights from the NSFMB Board Meeting

Two (2) notices of correspondence were distributed to Council members.

8. ANYTHING BY MEMBERS

Councillor Knapp noted that there have been some recent mishaps in Middleton and encouraged residents to report anything they observe. She also attended the African Heritage Flag Raising at Centennial Park and noted that it was nice to see many Councillors there. Additionally, a resident inquired about the history of North Street and Brooklyn Street. Councillor Knapp asked whether a brochure or plaque could be developed, or whether the Town could collaborate with the Museum to share this history.

ACTION: Staff to investigate plaque or pamphlet to recognize African Heritage on North Street and Brooklyn Street.

Mayor Smith expressed interest in installing a flagpole outside of Town Hall.

Councillor Smith indicated a preference for placing the flagpole in Centennial Park, noting that it would reach a larger audience.

ACTION: Staff to investigate flagpole in front of Town Hall.

9. IN CAMERA

260217.10 It was moved and seconded to move to in-camera at 7:44pm. **Motion carried.**

260217.11 It was moved and seconded to move out of camera at 7:48pm. **Motion carried.**

10. ADJOURNMENT

The Mayor declared the meeting adjourned at 7:49pm.



Mayor



Recording Secretary