A regular monthly meeting of Middleton Town Council was held in-person at the Town Hall, via YouTube Live, on Monday, November 16, 2026, starting at 6:30pm.

**PRESENT**

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors, Darren Boates, Jonathan Archibald, Bernadette Knapp, and Dan Smith; Chief Administrative Officer, Waye Mason; and Recording Secretary, Sara Marceau.

Regrets: Councillor John Bartlett, Councillor Darren Boates and Deputy Mayor Gary Marshall

Also in attendance: Chris Dowell

1. CALL TO ORDER

Mayor Smith called the meeting to order at 6:30pm.

2. APPROVAL OF THE AGENDA

**261116.01** It was moved and seconded that Council approve the agenda as amended. **Motion carried.**

3. PROCLAMATION

3.1 International Day of Persons with Disabilities – December 3, 2026

Mayor Smith proclaimed December 3, 2026, as International Day of Persons with Disabilities in Middleton.

4. APPROVAL OF THE MINUTES

4.1 Approval of the Previous Meeting Minutes

2026.10.19 – Council Meeting Minutes

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

5. ANYTHING BY CITIZENS

Nothing to report.

6. NEW BUSINESS

Nothing to report.

7. REPORTS

7.1 Management Report
7.2 Middleton Fire Department Dispatch Report for October 2026
7.3 Valley Regional Services Board Oct 21/26 Meeting Minutes
7.4 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 raised the following comments and requests:

- The use of abbreviations is excessive and may be difficult for the public to understand. Consider using plain language wherever possible.
- There have been numerous meetings that have taken place, and these should be adequately captured and reflected in the reporting.
- Can Council request that ACHA provide an update on this matter?
- Can Council be included in the violence-related discussions or portion of the report?
    - CAO Mason will investigate arranging separate training for Council.

8. CORRESPONDENCE

8.1 November 3, 2026, Email to Mayor and Council re: Valley REN Information Briefing - Follow-up and Support for Lily Lake Initiative
8.2 November 9, 2026, Letter from Mayor to Premier Tim Houston re: Emergency Room closures

Two (2) notice of correspondence was distributed to Council members.

9. ANYTHING BY MEMBERS

- Councillor Archibald attended the NSFM Conference, where he met with representatives from COG Developments of Kentville. During the discussion, questions were raised regarding water supply and sewer capacity. It was noted that confirmation is required as to whether this information is currently available on the Municipality's website. The November 27th Tree Lighting event should also be promoted on the website and through other public communication channels, as it is an opportunity to encourage residents and visitors to come out, support local businesses, and do some holiday shopping.
    - CAO Mason advised that the Municipality's new website is in development and is expected to launch within the next few weeks, pending completion of outstanding items. A potential addition to the new website would be a "Why Build Here?" section highlighting the benefits of investing and building in the Municipality.

DRAFT

**ACTION ITEMS**

- Confirm whether information regarding water supply and sewer capacity is currently available on the Municipality's website.
- Promote the November 27th Tree Lighting event to encourage residents and visitors to shop locally.
- Consider adding a "Why Build Here?" section to the new website to highlight the benefits of investing and building in the Municipality.

- Councillor Smith attended the NSFM Conference, where three of the sessions focused primarily on public interactions, including hostility, managing rude or difficult behaviour, and strategies for navigating challenging situations. Other topics included online social media, cyberbullying. Councillor Smith also attended the Remembrance Day Ceremony on November 11th. The AVRL Board meeting is scheduled for Thursday. Councillor Smith will provide an update at the next Council meeting.

- Councillor Knapp advised that the Middleton Fireflies will be hosting a three-course dinner at the Middleton Fire Hall on Saturday, November 21st, beginning at 6:00 p.m.

- Mayor Smith raised a concern brought forward by a resident regarding the condition of the Municipality's signage along Highway 101, asking why the signs are in such poor condition.
    - CAO Waye and DPW Verran met with the Provincial Public Works Regional Manager to discuss the signage. The estimated cost of replacing the signs is now $32,000. The Municipality will look at incorporating this project into a future budget.

- Councillor Archibald inquired whether there are any beautification grants available that the Municipality could apply for to assist with community improvement projects.

- Mayor Smith also advised that Andrew Bent from the Legion had approached her regarding the possibility of installing additional banners along Commercial Street.
    - CAO Mason will take the request back for consideration and prepare a draft proposal outlining the possibility of installing the banners.

10. ADJOURNMENT

The Mayor declared the meeting adjourned at 6:58pm.

Mayor Recording Secretary