

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, February 4, 2013, starting at 7 p.m.

PRESENT

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Darren Boates, John Himmelman, Marc Britney, Melinda den Haan and Gail Smith; Chief Administrative Officer, Clayton MacMurtry; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance was Jennifer Coolen, Director of Recreation and Community Services.

13.02.01**PRESENTATIONS****.01 Valley Waste Resource Management – Ross Maybee, General Manager**

Ross Maybee, General Manager of Valley Waste Resource Management, was unable to attend the meeting and has been rescheduled for the Committee of the Whole meeting on February 18, 2013.

.02 Jennifer Coolen – Director of Recreation and Community Services

Jennifer Coolen, Director of Recreation and Community Services, and Council discussed the following issues:

- Council priorities are program development, community events, promotion of the town and promoting healthy lifestyles.
- Council is happy with the results that the Department is achieving.
- The Director position is starting to reach a saturation point which does not allow for more creative program development or the creation of healthy lifestyle plans for businesses.
- On the topic of revising the job description for the Director of Recreation and Community Services, Council stated that they could provide direction on where they want the department to go, but the specifics fall under the jurisdiction of the CAO and that would entail a discussion between the Director and the CAO.
- The Municipal Physical Activity Leader (MPAL) program has consumed a large amount of administrative time.
- The Province is looking for a 3-5 year commitment on the MPAL position and requires that the person develop an Active Living Strategy which would be devised in the first year and then implemented in subsequent years.

13.02.02**CHANGES TO THE AGENDA**

The CAO advised that the only change to the agenda was the rescheduling of the Valley Waste Resource Management presentation.

13.02.03**SOLICITOR**

The CAO advised that there were no items for the Solicitor.

13.02.04 MINUTES

It was moved by Councillor Britney, seconded by Councillor den Haan, that the minutes of the regular Council meeting of January 7, 2013, be approved as circulated. Motion carried.

13.02.05 BUSINESS ARISING FROM THE MINUTES

The Business Arising Report has been circulated to all members of Council.

13.02.06 NEW BUSINESS**Action Items****.01 Municipal Physical Activity Leader (MPAL) Funding**

Director of Recreation and Community Services Coolen advised Council that if the MPAL position is supported:

- a job description would be developed and the position advertised;
- the person hired will be responsible to develop a strategy for Middleton;
- the person will be hired for a three- to five-year term;
- the total commitment is sixty thousand dollars (\$60,000.00), broken down to twenty thousand dollars (\$20,000.00) per year.

It was moved by Councillor Boates, seconded by Councillor Britney, that the Town of Middleton continue with its participation in the Municipal Physical Activity Leader program without the Towns of Annapolis Royal and Bridgetown. Motion carried.

.02 Bylaw Amendment – Partial Tax Exemption Bylaw

CAO MacMurtry advised Council that Future View Training Rehabilitation and Employment Association has sold one of its properties which was exempt from the Commercial rate of taxation. The amendment will remove the property from the list of exempt properties.

It was moved by Councillor Britney, seconded by Councillor Boates, that Council approve the first reading of the amendment to the Partial Tax Exemption Bylaw, Chapter 40 of the By-laws of the Town of Middleton, by removing Future View Training Rehabilitation and Employment Association identified on the Assessment Roll as 09153438 located at 56 School Street, Middleton, Nova Scotia. Motion carried.

.03 Mutual Aid Firefighting Agreement

CAO MacMurtry informed Council that:

- Mutual aid agreements are common amongst fire departments in Nova Scotia.
- When Annapolis County had an audit done of the fire departments, one of the items the audit pointed out was that there was no formal mutual aid agreement.
- It was thought that an agreement had been done in the 1950s but it could not be found.
- This agreement just formalizes what is being done and some insurance companies have requested copies.

- This agreement is modeled after the Kings County Mutual Aid Agreement.

Council requested that CAO MacMurtry:

- a. verify with the other municipalities that the agreement has been approved by their Councils;
- b. check with the Town Solicitor concerning the Town's responsibilities under the clause " AND WHEREAS the Municipalities, not having a fire emergency service of its own, wishes to maintain and provide fire and emergency service by working with others, namely the Fire Department";
- c. have item b placed on the agenda for the March Town Council meeting for discussion with the Solicitor.

.04 Committee of the Whole Recommendations

- a. Approval of the Bills

It was moved by Councillor Boates, seconded by Deputy Mayor Smith, on recommendation of Committee of the Whole, that Council approve the payment of the bills for January 2013 in the amount of \$897,875.14. Motion carried.

- b. Resolution – Council Honoraria

It was moved by Councillor Britney, seconded by Councillor den Haan, on recommendation of Committee of the Whole, that Council approve the resolution stating that one-third of the total honoraria and expense allowance paid to elected officers of the Town of Middleton shall be non-taxable income. Motion carried.

- c. Appointment of Fire Chief, Fire Wards & Fire Constables

It was moved by Councillor Boates, seconded by Councillor Britney, on recommendation of Committee of the Whole and in accordance with the results of the elections of the Middleton Fire Department, that Council ratify the appointments of Chris Barker as Fire Chief; Chris Barker, Mike Toole and Scott Veinot as Fire Wards; and David McCoubrey, Gordon Rodgers and Wayne Forsyth as Fire Constables. Motion carried.

- d. Policy Amendment – Remuneration of Council Members – A.3.4

It was moved by Councillor Boates, seconded by Councillor Britney, on recommendation of Committee of the Whole, that Council approve the amendments to the Council Remuneration Policy, #A.3.4, providing new remuneration levels effective November 1, 2012 as follows: Mayor - \$16,000.00, Deputy Mayor - \$11,500.00 and Councillors - \$9,000.00. Motion carried.

- e. Communications Committee – Terms of reference and Name Change

It was moved by Councillor Britney, seconded by Councillor den Haan, on recommendation of Committee of the Whole, that Council accept the Terms of Reference for the Communications Committee and the name change from the Website Committee to the Communications Committee. Motion carried.

Information/Discussion Items.05 CAO Regional Enterprise Network (REN) Meeting

CAO MacMurtry informed Council that the CAOs from the Town's REN area met in Kentville on January 29, 2013. Highlights of the meeting included:

- A draft of what the tiers of economic development might look like in our area. In this model, the functions of the new REN are yet to be decided and would be determined by the new board.
- At this time, it is thought that the Business Retention Expansion (BRE) program would be outside the scope of the REN.
- Everyone was in agreement that the REN's functions should be limited to between four and six priorities and not the broad scope, as in the past, with the Regional Development Authorities (RDAs).
- A governance model was put forward which includes an Oversight Committee, made up of elected officials, to set direction, objectives and priorities and a Board of Directors to develop policy, plans and be the governing body. This model is supported by the Union of Nova Scotia Municipalities (UNSM).
- Funding models discussed would leave the funding for each municipality at about the current rate, provided all municipalities participated. The Town of Middleton's share in ADEDA is approximately fifteen thousand dollars (\$15,000.00).
- The next step would be to have another meeting of the mayors and representatives, to brief them on the tiers of economic development and the proposed governance model and see if it is a go-forward plan that people can live with.

Councillor den Haan would like to see the BRE program continued, as it has benefited many businesses in the area.

.06 Trade Mission to Saint John, NB (March 6-8)

Council members are not available to participate in the trade mission at that time.

.07 Committee Update

CAO MacMurtry advised Council that after consultation with the Municipal Advisor and the Municipal Government ACT (MGA), if a committee is a Committee of Council the committee is required to:

- post notices of meetings;
- have meetings open to the public;
- have all minutes and records open to the public.

It was moved by Councillor Boates, seconded by Deputy Mayor Smith, that Council agree to dissolve the Communications Committee. Motion carried.

.08 IT Update

CAO MacMurtry informed Council that:

- installation of the server was started on Friday, February 1. Conversion will be done on February 8 and 9, with installation on February 15 and 16;
- iPad training will start about March 4;
- installation of a fibre internet connection will cost \$7,000.00, with a monthly fee of \$500.00;

- Jeff Hanshaw is scheduled for the February 18 Committee of the Whole meeting, to give a more detailed proposal on fibre costs and advantages.

13.02.07

REPORTS**.01 Committee of the Whole**

All items from the Committee of the Whole meeting of January 21, 2013, have been dealt with earlier in the meeting.

.02 Mayor

Mayor Eddy tabled his report for the month of January.

.03 Management

The Management reports have been circulated to all members of Council.

.04 Planning Services

The Planning Services reports for the months of November and December have been circulated to all Council members.

.05 RCMP

The RCMP report for the month of December is available at Town Hall for review by Council members.

13.02.08

CORRESPONDENCE

A list of correspondence for the month of January has been circulated to all Council members.

13.02.09

ANYTHING BY MEMBERS

Deputy Mayor Smith advised Council that he had received a compliment on the speed signs at the edge of Town and a suggestion to have them placed at the edge of the school zones the next time they are moved. He also received a complaint regarding the parking at the Post Office and asked if the RCMP could be contacted.

On question from Councillor den Haan, CAO MacMurtry advised Council that the holiday flags are in the process of being taken down.

Councillor den Haan complimented Director of Recreation and Community Services Coolen on the latest edition of the newsletter.

Councillor Britney informed Council that:

- he had attended a meeting at Annapolis Valley Health on *Creating Healthy Communities* and that the survey can be completed by going to the Annapolis Valley Health website;
- the Union of Nova Scotia Municipalities sent a survey on the Nova Scotia Municipal Finance Corporation to all Council members in Nova Scotia and encouraged everyone to complete the survey.

Mayor Eddy reminded Council of the following meetings and events:

- February 5 meeting with Annapolis County;
- February 21 meeting with the Middleton and Area Business Association;
- February 8 (tentative) event for the traffic lights.

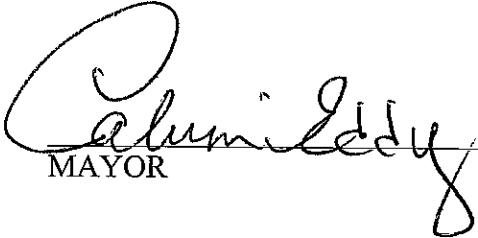
On a request from Joe Horton to make presentation to Council on the support for an education program on the dumping of CFCs into the local landfills, Council agreed to refer him to Valley Waste Resource Management and asked that a letter be sent to Mr. Horton advising him of the decision.

Mayor Eddy has received a Queen Elizabeth II Diamond Jubilee Medal which was created to mark the 2012 celebrations of the 60th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. It honours Canadians who have made a significant contribution to a particular province, territory, region or community within Canada, or an achievement abroad that brings credit to Canada.

13.02.10

ADJOURNMENT

There being no further business, it was moved by Councillor den Haan, seconded by Councillor Himmelman that the Council adjourn at 8:59 p.m. Motion carried.


MAYOR


RECORDING SECRETARY