

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, October 6, 2014, starting at 7 p.m.

PRESENT

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

Regrets: Councillor Gail Smith.

14.10.01 PROCLAMATION

.01 Fire Prevention Week

Mayor Eddy proclaimed the week of October 5 to October 11, 2014, as “Fire Prevention Week” in the Town of Middleton and urged the people of Middleton to test their smoke alarms at least every month.

14.10.02 APPROVAL OF THE AGENDA

140106.01: It was moved and seconded to approve the agenda as circulated. Motion carried.

14.10.03 APPROVAL OF THE MINUTES

141006.02: It was moved and seconded that the minutes of the regular Council meeting of September 2, 2014, be approved as circulated. Motion carried.

14.10.04 NEW BUSINESS

.01 RFD # 018-2014 – Repeal Personnel Policies

- D.1.1.2 – Job Description – Director of Finance
- D.1.1.3 – Job Description – Executive Assistant
- D.1.1.4 – Job Description – Utility Clerk
- D.1.2.1 – Job Description – Director of Public Works
- D.1.2.2 – Job Description – Working Foreperson
- D.1.2.3 – Job Description – Water & Sewer Technician
- D.1.2.4 – Job Description – Water Treatment Plant Operator
- D.1.2.5 – Job Description – Operator / Labourer
- D.1.2.6 – Job Description – General Labourer
- D.1.2.7 – Job Description – Office Clerk (Public Works)
- D.1.3.2 – Job Description – Director of Recreation & Community Services
- D.1.3.3 – Job Description – Administrative Assistant
- D.1.4.1 – Job Description – Facilities Manager
- D.1.4.2 – Job Description – Parks Labourer

141006.03: It was moved and seconded that, pursuant to seven days’ notice given at Committee of the Whole, Council repeal *Job Description Policies D.1.1.2, D.1.1.3, D.1.1.4, D.1.2.1, D.1.2.2, D.1.2.3, D.1.2.4, D.1.2.5, D.1.2.6, D.1.2.7, D.1.3.2, D.1.3.3, D.1.4.1, D.1.4.2* as circulated. Motion carried.

- .02 RFD # 019-2014 – Amend Personnel Policy
- D.1.0.1 – Personnel Management Policy

141006.04: It was moved and seconded that, pursuant to seven days' notice given at Committee of the Whole, Council amend *Policy D.1.0.1 Personnel Management* as circulated. Motion carried.

- .03 RFD # 020-2014 – Repeal Personnel Policy
- D.1.0.2 – Organization Structure

141006.05: It was moved and seconded that, pursuant to seven days' notice given at Committee of the Whole, Council repeal *Policy D.1.0.2 Organization Structure* as circulated. Motion carried.

- .04 Committee of the Whole Recommendations

- a. Approval of Capital Investment Plan Document

141006.06: It was moved and seconded that Council, on recommendation of Committee of the Whole, approve the five-year Capital Investment Plan, 2014/15 – 2018/19, as circulated. Motion carried.

- b. Appointment – Middleton Fire Department

141006.07: It was moved and seconded that Council, on recommendation of Committee of the Whole, appoint Chevelle Roberts as a member of the Middleton Fire Department. Motion carried.

- c. Approval of Organization Structure dated October 6, 2014

141006.08: It was moved and seconded that Council, on recommendation of Committee of the Whole, approve the Organization Structure dated October 6, 2014, as circulated. Motion carried.

- .05 Appointment: Regional Enterprise Network 3 Liaison Committee

141006.09: It was moved and seconded that Council appoint Mayor Eddy to the Liaison Committee for Valley Regional Enterprise Network 3 and Deputy Dan Smith as the alternate member. Motion carried.

14.10.05 REPORTS

- .01 Mayor

Mayor Eddy tabled his report for the month of September.

- .02 Other Committee Reports

Councillor Himmelman informed Council that Valley Waste Resource Management:

- has started budget discussions for the 2015-16 fiscal year;
- will host a free shredding event in Middleton on October 18 at the Fire Hall parking lot;
- has purchased a baling machine for styrofoam which will lower the amount of garbage going into the landfill.

14.10.06 CORRESPONDENCE

A list of correspondence for the month of September has been circulated to all Council members and posted on SharePoint.

CAO Turner informed Committee that the Association of Municipal Administrators of Nova Scotia (amans) has requested \$500 from the Town towards sponsorship of the 2014 Annual Fall Convention.

141006.11: It was moved and seconded that Council provide five hundred dollars (\$500) to the Association of Municipal Administrators of Nova Scotia Fall Convention. Motion carried.

14.10.07 ANYTHING BY MEMBERS

Mayor Eddy attended a fundraising dinner for the Rotary Club where the guest speaker was Premier McNeil. He spoke on a variety of topics, including subsidized housing. Mayor Eddy will contact NS Housing regarding the Magee Drive development and available funding.

14.10.08 ADJOURNMENT

141006.10: It was moved and seconded to adjourn the meeting at 7:35 p.m. Motion carried.


MAYOR


RECORDING SECRETARY