

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, January 15, 2018, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Deputy Mayor Melinda den Haan; Councillors Michael Fairn, Clayton MacMurtry, Gary Marshall, Brad Reid and Gail Smith; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Regrets: Mayor Sylvester Atkinson.

Also in attendance were: Kim Looyenga, Director of Public Works and Coby Milne, Valley Regional Enterprise Network.

1. CALL TO ORDER

Deputy Mayor den Haan called the meeting to order at 7:00 p.m.

2. APPROVAL OF THE AGENDA

Councillor Fairn informed Council that the following item should be deleted as it is not an appointment:

- Item 5.03: Appointment – Fire Department.

180115.01: It was moved and seconded to approve the agenda as amended. Motion carried.

3. PRESENTATIONS

3.1. Valley Regional Enterprise Network (Valley REN) – Coby Milne

Coby Milne, Interim CEO of the Valley REN provided Council with an update on the organization and its activities including:

- the timeline for the hiring of the new CEO;
- staff and board updates;
- special projects - succession planning, developing an entrepreneurial toolkit and working with the manufacturing sector;
- community engagement;
- regional marketing - “What’s Your Reason Campaign?” and developing an asset database;
- corporate marketing - further development of the website, expanding presence on social media and producing newsletters;
- moving forward with quarterly updates and developing key performance indicators;
- the Valley REN can help and support the Town if they are invited to be part of the conversation.

On questions from Council, C. Milne stated the Valley REN:

- is exploring new opportunities with CFB Greenwood and will have additional conversations in the future;
- is working with First Nations and Kings County to develop industrial park opportunities in close proximity to Michelin.

Coby Milne left the meeting at 7:28 p.m.

4. APPROVAL OF THE MINUTES

180115.02: It was moved and seconded that the minutes of the regular Council meeting of December 18, 2017 be approved as circulated. Motion carried.

5. NEW BUSINESS**5.1. Committee of the Whole Recommendations**

- a. Valley Waste Resource Management: Approval of Municipal Guarantees for TBR#17/18-2

180115.03: It was moved and seconded, that Council approve to unconditionally guarantee the Town of Middleton's share of the Valley Region Solid Waste-Resource Management Authority borrowing in the amount of \$10,285. Motion carried.

- b. RFD 001-2018: Parking Lot Agreements

Councillor MacMurtry declared a conflict of interest and left the meeting at 7:30 p.m.

180115.04: It was moved and seconded, that Council give notice to the property owners of the Town's intention to withdraw from the parking lot agreements effective May 1, 2018. Motion carried.

Councillor MacMurtry returned to the meeting at 7:31 p.m.

- c. RFD 002-2018: Building Canada Small Communities Fund Scope of Work Refinement

180115.05: It was moved and seconded, that Council approve the use of the Building Canada Small Communities Fund infrastructure funding to extend sewer service to the industrial park and have a lift station installed if required. Motion carried.

- d. RFD 003-2018: 146 Commercial Street Environmental Reinstatement Plan

180115.06: It was moved and seconded, that Council approve the removal of the contaminated material from the former drycleaner site at 146-148 Commercial Street (PID # 05080973) for an estimated cost of \$140,000 with funds from reserves and/or capital work in 2018/2019 budget. Motion carried.

5.2. Repeal of Taxi Bylaw – 2nd Reading & Passing

180115.07: It was moved and seconded, that Council give second reading and passing to Repeal *Bylaw 15 B - Taxi Bylaw*, as presented, and that the repeal be effective May 1, 2018. Motion carried.

5.3. Special Reserve Fund Borrowings & Withdrawal

Director of Finance Daine informed Council that the items have been approved in the 2017-18 capital budget and the motions relate to the financing of the items.

180115.08: It was moved and seconded, that Council authorize the borrowing of \$6,824.40 from the Land Sale Proceeds Elementary School Reserve Fund, with repayment over a three-year term, at an annual interest rate of 2.29%, to finance the Town's purchase of a John Deere Tractor. Motion carried.

180115.09: It was moved and seconded, that Council authorize the borrowing of \$43,429.90 from the Land Sale Proceeds Elementary School Reserve Fund, with repayment over a five-year term, at an annual interest rate of 2.44% to finance the Town's purchase of a compressor system for the Fire department. Motion carried.

180115.10: It was moved and seconded, that Council authorize the withdrawal of \$24,455.07 from the Equipment Reserve Fund to finance the purchase of a snowblower and sander for the Trackless, which was included in the five-year Capital Investment Plan for this year at a cost of \$23,000. Motion carried.

5.4. Uniform Assessment Report & Preliminary Assessment Roll

The Uniform Assessment Report and Preliminary Assessment Roll were circulated to all Council members.

The total Uniform Assessment has decreased 0.26 % from \$107,773,930 to \$107,492,498. The Preliminary Assessment Roll shows an increase in total assessed value of \$386,500 or + 0.36% over 2017. Residential assessments increased (+1.02%) and commercial assessments decreased (-2.83%).

6. **REPORTS**

6.1. Management

The Management Reports were circulated to all Council members.

6.2. Planning Services – December 2017

The Planning Services Report for the month of December 2017 was circulated to all Council members.

6.3. RCMP Report – October 1 to December 31, 2017

The RCMP Report for the period of October 1 to December 31, 2017 was circulated to all Council members.

6.4. Mayor

The Mayor's Report for the month of January 2018 was circulated to all Council members.

7. **CORRESPONDENCE**

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

8. **ANYTHING BY MEMBERS**

On questions from Council, CAO Turner advised Council:

- the Town will follow-up on 22 Maple Avenue to verify that the property is still being maintained and garbage is not accumulating;
- the Town will explore options to ensure the capability to power the fire hall generator during a power outage when the fire hall may become a comfort station;
- the letter to request changes to the Building Canada Small Communities Fund funding will be issued;
- she will contact staff regarding the timing of a Special Committee of the Whole meeting to further discuss capital projects and email Council with options for dates.

There was discussion on the next steps for the Brooklyn Street work including:

- sending the letter to request changes to the Building Canada funding;
- timing of the engineering design work;
- having the engineering work for the community centre/fire hall and engineering work for the Brooklyn Street project combined into one tender.

9. ADJOURNMENT

180115.11: It was moved and seconded to adjourn the meeting at 8:03 p.m. Motion carried.

Minutes Approved by Council Motion 180220.02, February 20, 2018.