

A special meeting of Middleton Town Council was held at the Town Hall on Monday, January 29, 2018, starting at 7 p.m.

PRESENT

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

Regrets: Director of Finance, Marianne Daine.

Also in attendance were: Director of Public Works, Kim Looyenga; Derik DeWolfe, DeWolfe & Morse Surveying Limited; Chief Mike Toole and eleven (11) members, Middleton Fire Department; and one (1) citizen.

1. CALL TO ORDER

Mayor Atkinson called the meeting to order at 7:00 p.m.

2. APPROVAL OF THE AGENDA

180129.01: It was moved and seconded to approve the agenda as circulated. Motion carried.

3. NEW BUSINESS

.01 Proposed Fire Hall Location/Property Survey – Derik DeWolfe

Derik DeWolfe informed Council:

- their firm had been retained by the Town to consolidate Lot 9 and Lot 10 of the Middleton Industrial Park into one lot for the construction of the new Fire Hall;
- during the field work it was noted that a portion of the lands may be wetlands which he is required to shown on the survey plan;
- after consultation with CAO Turner, Andy Sharpe of East Coast Aquatics (certified wetland specialist) was retained to conduct a preliminary assessment of the site and meet with an inspector from Nova Scotia Environment (NSE) regarding the wetland and available options;
- the meeting with NSE determined that a wetland alteration plan is required for the development to proceed on this site;
- NSE has up to sixty (60) days to respond to the application;
- wetlands over two (2) HA require an environmental assessment to be completed;
- items to be considered for this development to proceed:
 1. determine size of the wetland that would be disturbed, and the compensations required (approximately \$32,500/HA);
 2. preliminary topographic survey and engineering to access the surface drainage;
 3. preliminary topographic survey and engineering to access the sewer and water servicing;
 4. complete topographic survey and engineering to develop the site;
 5. review of the existing layout and determination if an alternate layout would be beneficial to the Industrial Park;
 6. engineering design to determine finish floor elevation for the proposed Fire Hall.

D. DeWolfe's recommendations (in order of priority):

- have East Coast Aquatics conduct the wetland survey for that area of the Industrial Park;
- engineering to deal with the storm/surface water (may have to be part of the submission to NSE);
- submit the permit application to NSE;

- engineering to assess the sewer and water servicing;
- engineering to develop the site;
- engineering to determine finish floor elevation.

CAO Tuner advised Council:

- an estimate is required for the wetland survey;
- an estimate is required for the engineering to deal with the storm/surface water;
- an estimate is required for the remaining work so that a tender can be issued;
- cannot conduct the work in a piecemeal fashion to subvert the procurement policy.

180129.02: It was moved and seconded to approve the cancellation of the Request for Proposals # MID2017-07: Community Centre and Fire Hall. Motion carried.

CAO Turner raised the following concerns:

- the source of funding for the additional costs, as it is not in this year's budget;
- monies spent prior to provincial and federal funding approvals are not normally eligible for reimbursement nor counted toward the total cost of the project;
- development of the Industrial Park is not part of the Fire Hall project, not part of the strategic plan and not part of the strategic priorities chart;
- does the Town spend two (2) million dollars to develop a property for a three and a half (3.5) million dollar building or do they choose a different location?

Next Steps:

- Staff will cancel the tender and add an addendum stating the reason for the cancellation is due to the discovery of a potential wetland on proposed property;
- Council agreed to:
 - to have East Coast Aquatics conduct a wetland assessment and develop a wetland delineation plan;
 - include a storm water management plan;
 - fund the activities out of this year's operating budget/Industrial Park reserves.
- D. DeWolfe will submit an estimate of the costs for the wetland assessment, wetland delineation plan and storm water management plan;
- D. DeWolfe will submit a costing on the engineering to assess the sewer and water servicing; site development; and finish floor elevation.

4. ADJOURNMENT

180129.03: It was moved and seconded to adjourn the meeting at 7.57 p.m. Motion carried.

Minutes Approved by Council Motion 180220.03, February 20, 2018.