



**MIDDLETON TOWN COUNCIL
TOWN HALL – COUNCIL CHAMBERS
MONDAY, NOVEMBER 21, 2016
7:00 P.M.**

AGENDA

- 16.11.01 **CALL TO ORDER**
- 16.11.02 **APPROVAL OF THE AGENDA**
- 16.11.03 **APPROVAL OF THE MINUTES**
 - .01 Council Meeting – October 17, 2016
 - .02 Special Council Meeting – November 7, 2016
- 16.11.04 **NEW BUSINESS**
 - .01 Committee of the Whole Recommendations
 - a. RFD 020-2016: Reallocation of Capital Funds – Town Water Clock
 - b. Appointment – Middleton Fire Department
 - .02 RFD 018-2016: Regional Emergency Management Bylaw – 2nd Reading & Passing
 - .03 RFD 021-2016: Special Reserve Fund Withdrawal – Capital Fire Equipment
 - .04 Appointment of Deputy Mayor
 - .05 Appointment of Signing Officers
 - .06 Annual Appointments List
 - .07 Council Christmas Function
- 16.11.05 **REPORTS**
 - .01 Management
 - .02 Planning Services – October 2016
 - .03 Mayor
- 16.11.06 **CORRESPONDENCE**
- 16.11.07 **ANYTHING BY MEMBERS**
- 16.11.08 **ADJOURNMENT**



**REQUEST FOR DECISION
 Reallocation of Capital Funds
 # 020-2016**

Date: 1 November 2016	Subject: Reallocation of Capital Funds
Proposal Attached:	Submitted by: Marianne Daine, Director of Finance

Proposal:	That Council approve the transfer of funds between budget lines in the 2016-17 Capital Budget due to unexpected expenses.
Background:	<p>After budget approval, it became apparent that the Town Water Clock required immediate capital upgrades. The decking and brickwork surrounding the Clock were presenting a safety hazard. The work was completed at a cost of \$5,480.</p> <p>The Town of Middleton's Capital Budget for this year includes \$8,000 for reshingling the library roof. Tenders for this project came in significantly underbudget and the total cost for this project was \$2,602. To offset the unexpected expense noted above, the surplus funds of \$5,398 should be used to fund the Water Clock upgrades.</p>
Benefits:	
Disadvantages:	
Options:	
Required Resources:	
Source of Funding:	These funds are budgeted to be paid from Capital out of Revenue. There would only be an overall overbudget expenditure of \$82 on the 2016/2017 Capital Budget.
Sustainability Implications: (Environmental, Social, Economic and Cultural)	

Staff Comments/ Recommendations:	
CAO's Review/ Comments:	I support the proposal from the Director of Finance. It is a transparent method of accounting for this unexpected expense.

CAO Initials: RLT

Target Decision Date: November 7, 2016



Middleton Fire Department

49 Church Street

Middleton, NS

B0S 1P0

October 27, 2016.

Members of Town Council,

The members of the Middleton Fire Department have voted in favor of George Mitchell Freestone of Greenwood becoming a probationary member of the department on October 27th, 2016.

Respectfully Submitted by the Investigating Committee of the Middleton Fire Department:

2nd Deputy Chief – Neil Freeman



REQUEST FOR DECISION
Chapter 55 Regional Emergency
Management Bylaw
#018-2016

Date: 29 September 2016	Subject: Chapter 55 Regional Emergency Management Bylaw Amendments
Proposal Attached: Yes	Submitted by: Rachel Turner, Chief Administrative Officer

Proposal:	That Committee of the Whole recommend that Council give first reading to amend <i>Chapter 55 Regional Emergency Management Bylaw</i> as attached.
Background:	<p>The proposed amendments have been prepared in consultation with the Chief Administrative Officers of the County of Annapolis and the Towns of Middleton and Annapolis Royal. Amendments will be placed before each partner council for approval and subsequent submission to the Province for approval by the Ministers of Municipal Affairs and Emergency Management. In summary the changes:</p> <ul style="list-style-type: none"> - Remove references to the former Town of Bridgetown; - Explain the advisory roles of committees; - Define the role of the Emergency Management Coordinator as a municipal employee; and - Clarify the roles of each municipal council in authorizing expenditures for the purpose of emergency management. <p>The legal authority for these amendments fall within the <i>Municipal Government Act, R.S.N.S. 1999</i>, and the <i>Emergency Management Act, R.S.N.S. 1990, C.8, s. 5.1, 2005, c.48, s1</i></p> <p>Careful attention was given to reviewing enabling legislation, particularly in regard to the distinction of joint and independent roles of member municipalities in the Regional Emergency Management Organization.</p> <p>In accordance with legislative requirements for amendments to emergency management bylaws, the following process will be followed:</p> <ul style="list-style-type: none"> • Recommendation to member councils for first reading to amend the Bylaw; • At least fourteen (14) days prior to the bylaw being read for the final time, an advertisement advising of the intent

	<p>of each council to consider the amendment to the bylaw will be published in a newspaper circulating in the municipality;</p> <ul style="list-style-type: none"> • Once final reading has been done by each member municipal council, copies of each member municipality's amended bylaw shall be submitted to the Department of Municipal Affairs for necessary approvals by the Ministers of Municipal Affairs and Emergency Management; • Upon return of the bylaws with required ministerial signatures, an advertisement advising of the approval of amended bylaws will be published in a newspaper circulating in the municipality.
Benefits:	
Disadvantages:	
Options:	
Required Resources:	
Source of Funding:	
Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Staff Comments/ Recommendations:	
CAO's Review/ Comments:	<p>These amendments are housekeeping in nature, to ensure that the <i>Regional Emergency Management Bylaw</i> is current and accurately reflects the parties involved and Council authority.</p>

CAO Initials: RLT

Target Decision Date: 17 October 2016

CHAPTER 55 TOWN OF MIDDLETON

REGIONAL EMERGENCY MANAGEMENT BYLAW

A Bylaw to Provide for a Prompt and Coordinated Response to a State of Local Emergency

The Council of the Town of Middleton, under the authority vested in it by the *Municipal Government Act*, R.S.N.S. 1999, and the *Emergency Management Act*, R.S.N.S. 1990, C.8, s. 5.1, 2005, c.48, s1, enacts as follows:

SHORT TITLE

1. This Bylaw may be cited as the "*Regional Emergency Management Bylaw*."

INTERPRETATION

2. In this Bylaw,
 - a. "Act" means the *Emergency Management Act*, R.S.N.S. 1990, c.8, s. 5.1, 2005, c.48, s1;
 - b. "Agreement" means the inter-municipal emergency services agreement among the Town of Annapolis Royal, the Town of Bridgetown, the Town of Middleton and the Municipality of the County of Annapolis pursuant to Section 10 (2) of the *Act*, dated July 31, 1990, and as amended from time to time.
 - c. "Council" means the Council of the Municipality of the County of Annapolis;
 - d. "Councils" means the councils of the Municipality of the County of Annapolis, the Town of Annapolis Royal, ~~the Town of Bridgetown~~ and the Town of Middleton;
 - e. "Councillor" means a member of the Council;
 - f. "Director" means a Director of the Nova Scotia Emergency Management Office;
 - g. "Emergency" means a present or imminent event which requires the prompt coordination of action or regulation of persons or property to be undertaken to protect property or the health, safety or welfare of people;
 - h. "Minister" means the member of the Executive Council to whom is assigned the administration of the *Act* and Regulations;
 - i. "Emergency Management Plans" means plans, programs or procedures prepared by the Regional Emergency Management Organization (REMO) that are intended to mitigate the effects of an emergency or disaster and to provide for the safety, health or welfare of the civil population and the protection of property in the event of such an occurrence;
 - j. "Regional Emergency Management Advisory Committee" means the committee established by the Agreement to plan for and be responsible for the executive direction and management of emergency activities;
 - k. "Regional Emergency Management Coordinator" (REMC) means the person appointed to serve as the staff person in accordance with the Agreement;
 - l. "Regional Emergency Management Organization" (REMO) means the Organization established as per the Agreement;
 - m. "Regional Emergency Management Planning Committee" (REMPC) means the Committee responsible to recommend policy to the Regional Emergency Management Advisory Committee;

- n. "State of Emergency Regulations" means regulations approved by the Governor in Council by Order in Council 92-61, Regulation 17/92, as amended from time to time;
- o. "State of Local Emergency" means a state of local emergency declared by the council of a participating municipality pursuant to the *Act* or by a Mayor or Warden in the event the council cannot be assembled in a timely manner, or renewed by the municipality pursuant to the *Act* and Regulations made pursuant thereto and this Bylaw.

REGIONAL EMERGENCY MANAGEMENT ORGANIZATION

- 3. The Council hereby agrees to the establishment of a Regional Emergency Management Organization in accordance with the Agreement.
- 4. The Regional Emergency Management Organization shall consist of the following persons and Committees:
 - a. a Regional Emergency Management Advisory Committee;
 - b. a Regional Emergency Management Coordinator; and
 - c. a Regional Emergency Management Planning Committee.

REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE

- 5. Council shall appoint representatives to the Regional Emergency Management Advisory Committee in accordance with the Agreement from its members for such term as the Agreement provides.
- 6. Council's representation on the Regional Emergency Management Advisory Committee shall at all times be no fewer than two members of the Council or as required by the Agreement.
- 7. The Regional Emergency Management Advisory Committee shall:
 - a) ~~be responsible for directing and overseeing the development of the regional emergency management plans; advise councils on the development of municipal emergency Management plans;~~
 - b) ~~brief the councils on the development of these plans;~~
 - c) recommend the declaration of a State of Local Emergency to the council of any participating municipality, as required, or in the event such council cannot be assembled in a timely manner the senior elected official of any affected municipality, who may declare such a state in accordance with the *Act*;
 - d) be responsible for the executive direction and management of emergency activities during a State of Local Emergency;
 - e) recommend the renewal of a State of Local Emergency;
 - f) brief any affected council on developments during a State of Local Emergency;
 - g) recommend the termination of a State of Local Emergency.

REGIONAL EMERGENCY MANAGEMENT COORDINATOR

8. The Regional Emergency Management Coordinator shall be appointed in accordance with the Agreement.
9. The Regional Emergency Management Coordinator shall be paid for work incurred under this bylaw in accordance with the Agreement.
10. The Regional Emergency Management Coordinator shall:
 - a) ~~chair the Regional Emergency Management Planning Committee; be responsible for on-going public education programs related to emergency preparedness subject to availability (CS100, CS200, CS300);~~
 - b) ~~not be responsible for direct programs or response activities;~~
 - c) ~~coordinate training and assist with emergency planning for the member municipalities;~~
 - d) coordinate and prepare regional emergency management plans, training and exercises;
 - e) following the declaration of a State of Local Emergency, prescribe necessary duties to be fulfilled by employees, servants and agents of the municipalities;
 - f) perform such other duties as may be ~~required by the Regional Emergency Management Advisory Committee~~ directed by the County's Chief Administrative Officer or as provided for in the Agreement.

REGIONAL EMERGENCY MANAGEMENT PLANNING COMMITTEE (REMPC)

11. Each municipality shall appoint representatives to the Regional Emergency Management Planning Committee as outlined in the Agreement.
12. The provision of appropriate representatives and their alternates to the REMPC will be coordinated by the REMC. The Regional Emergency Management Planning Committee shall include, but not be limited to, persons responsible during an emergency to provide:
 - i. community services;
 - ii. law enforcement;
 - iii. fire-control;
 - iv. engineering services;
 - v. health services;
 - vi. public information;
 - vii. transportation;
 - viii. communications;
 - ix. hospital/health centre services;
 - x. utilities;
 - xi. financial services; and
 - xii. legal services.
13. The Regional Emergency Management Planning Committee shall:
 - a) assist the Regional Emergency Management Coordinator in the preparation and coordination of regional emergency management plans;
 - b) advise the Regional Emergency Management Advisory Committee, as required, on the development of regional emergency management plans;

- c) upon request, assist the Regional Emergency Management Advisory Committee in the briefing of Councils on the development of regional emergency management plans;
- ~~d) perform such other duties as may be required by the Regional Emergency Management Advisory Committee or the Agreement.~~

AGREEMENTS

- 14. ~~The Council hereby agrees that the Regional Emergency Management Advisory Committee may enter into agreements with the Government of Canada, the Province of Nova Scotia, a municipality, city or town, or any other agency or any person. In the event that any such agreement may involve financial costs, the agreement will require approval by all participating REMO municipalities. Subject to preliminary approval of Municipal Councils, the Emergency Management Planning Committee may, as part of regional emergency management plans, negotiate an agreement to be approved by the Councils with the Government of Canada, the Province of Nova Scotia, a municipal government, or any other agency or person.~~
- 15. Any agreement negotiated under Subsection 14 is not binding until it is approved by respective Councils.

DUTY OF COUNCIL

- 16. The Council may appropriate and expend monies:
 - a) to pay reasonable expenses of members of the Regional Emergency Management Advisory Committee, the Regional Emergency Management Coordinator and the Regional Emergency Management Planning Committee; and
 - ~~b) to fulfill the terms and conditions of any agreements as per Section 14.~~

DUTIES DURING A STATE OF LOCAL EMERGENCY

- 17. Following the issuance of a declaration ~~under Section 7.e~~, and for the duration of the State of Local Emergency:
 - a. every Councillor shall keep the Mayor/Warden apprised respecting their whereabouts;
 - b. Every employee, servant and agent of the municipality who has a key role to play in such emergencies as identified in the regional emergency management plans shall:
 - i. advise the Regional Emergency Management Coordinator of their whereabouts; and
 - ii. fulfill such duties as may be ~~prescribed~~ advised by the Regional Emergency Management Coordinator.

REPEAL

- 18. ~~The C6 MUNICIPAL EMERGENCY MEASURES BYLAW of the Municipality of the County of Annapolis passed on March 16, 1993 and approved by the Minister of Municipal Affairs on May 7, 1993, is hereby repealed.~~



REQUEST FOR DECISION
Special Reserve Fund Withdrawal-Capital Fire
Equipment
021-2016

Date: 15 November 2016	Subject: Special Reserve Fund Withdrawal-Capital Fire Equipment
Proposal Attached:	Submitted by: Marianne Daine, Director of Finance

Proposal:	That Council approve the withdrawal of \$4000 from the Capital Fire Reserve Fund to put toward the purchase of specialized vehicle extrication equipment.
Background:	Fire Chief Michael Toole has requested an expenditure of \$4000 from the Capital Fire Reserve Fund for the purpose of adding to the Jaws of Life vehicle extrication equipment. This amount, along with donations from the Scotia Bank, Middleton Fireflies and the Rotary Club of Middleton, will be used to purchase a new hydraulic ram, hose and a single core hydraulic pump for the Jaws of Life, at a total cost of \$12,000.
Benefits:	
Disadvantages:	
Options:	
Required Resources:	
Source of Funding:	The Capital Fire Reserve fund was set up in 2007 with funds from the sale of a 1978 fire truck and donations to the Department. The balance of the account is currently \$4373 and the purpose of the account is for capital equipment purchases for the Middleton Fire Department.
Sustainability Implications: (Environmental, Social, Economic and Cultural)	

Staff Comments/ Recommendations:	
CAO's Review/ Comments:	I support the proposal from the Director of Finance. It is a transparent method of accounting for this unexpected expense.

CAO Initials: RLT

Target Decision Date: November 21, 2016

**TOWN OF MIDDLETON
CODE A - GENERAL ADMINISTRATION**

Subject: Deputy Mayor's Term

Number: 3.2

Coverage: Council

Approved by: Council & CAO

Effective Date: May 3, 1999

Revision Date: August 8, 2006

Rationale

This policy establishes the authority of Council to define the term of office for the Deputy Mayor.

Policy Statement

Be it resolved that the term of office for the Deputy Mayor be as set by Council from time to time.

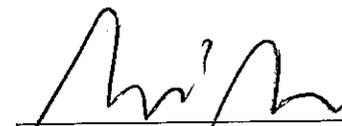
Previous Policies

The previous policy 1/60 "Term - Deputy Mayor" dated May 3, 1999 is hereby amended.

Certification

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 8th day of August, 2006.

GIVEN under the hand of the CAO and under the seal of the Town of Middleton this 5th day of March, 2007


Raymond C. Rice
Chief Administrative Officer

TOWN OF MIDDLETON
APPOINTMENT LIST
(Approved by Council November 21, 2016)

COUNCIL

MAYOR ATKINSON, DEPUTY MAYOR SMITH,
COUNCILLORS DEN HAAN, FAIRN, MACMURTRY,
MARSHALL, REID

COMMITTEE OF THE WHOLE

ATKINSON, DEN HAAN, FAIRN, MACMURTRY,
MARSHALL, REID, SMITH

ANNAPOLIS PARTNERSHIP STEERING COMMITTEE

ATKINSON, FAIRN, MARSHALL (ALT)

AUDIT COMMITTEE

ATKINSON, DEN HAAN, FAIRN, MACMURTRY,
MARSHALL, REID, SMITH

CLIMATE CHANGE ACTION PLAN ADAPTION COMM.

TURNER, M.TOOLE, DEN HAAN, MARSHALL
DIR. OF PUBLIC WORKS, DAINE, MCAULEY, BEARD

DANGEROUS & UNSIGHTLY PREMISES ADMINISTRATOR

TURNER, DAINE (ALT)

HEART OF THE VALLEY FESTIVAL COMMITTEE

To be discussed at December COW

LEGACY 2017 COMMITTEE

ATKINSON, TURNER (ALT)

MIDDLETON SWIMMING POOL SOCIETY

ERIC BALSER, MICHELLE DOWELL,
KRISTA STEELE, KRISTA TOOLE, SHELBY SPURR,
VACANT (2)

PLANNING SERVICES PUBLIC ADVISORY PANEL

Citizens-at-large – VACANT (4),
Council Appointees – ATKINSON, MACMURTRY, REID

POLICE ADVISORY BOARD

Citizens-at-large – VACANT (3)
Council Appointees – DEN HAAN, MACMURTRY, SMITH
NS Dept. of Justice – VACANT

REMO COORDINATOR

KEVIN BEARD
JOSH REID (ALT)
MIKE LOCKETT (ALT)

REMO ADVISORY COMMITTEE

MARSHALL, REID

REMO PLANNING COMMITTEE

RACHEL TURNER
DIRECTOR OF PUBLIC WORKS

VALLEY REN LIAISON & OVERSIGHT COMM.

SYLVESTER ATKINSON
FAIRN(ALT)

REGIONAL LIBRARY BOARD

VACANT

**SOLDIERS MEMORIAL HOSPITAL FOUNDATION
REPRESENTATIVE**

VACANT (June 2016)

SOURCE WATER PROTECTION ADVISORY COMM

Citizens-Town – RON BROWN, MIKE TOOLE
Citizens-County – FRED ROCH
County Council –
Town Council – DEN HAAN, MACMURTRY
Town Planner – CHRIS MILLIER
Town Engineer – DIR. OF PUBLIC WORKS
Other – CAO RACHEL TURNER

TOWN ENGINEER

DIRECTOR OF PUBLIC WORKS

TRAFFIC AUTHORITY

STEPHEN MCINNIS,
DIRECTOR OF PUBLIC WORKS (ASST)

VALLEY WASTE RESOURCE MANAGEMENT

SMITH, MACMURTRY(ALT)

WESTERN REGIONAL HOUSING AUTHORITY

VACANT - Citizen-at-large (Nov. 2016)

YOUTH AMBASSADOR COMMITTEE

VACANT, ATKINSON, REID, SMITH

YOUTH AMBASSADORS

KAYLA GILLESPIE

AUDITORS

KENT & DUFFETT

BUILDING & FIRE OFFICIALS

RUSSELL MACKINTOSH
DANNY WRIGHT

DEVELOPMENT OFFICER

CHRIS MILLIER

ANIMAL CONTROL OFFICER

ZAK ROSE
KEVIN BEARD

VWRM BYLAW ENFORCEMENT OFFICER

GRACE PROSZYNSKA

FIRE CHIEF

MIKE TOOLE

FIRE CONSTABLES

GORDON RODGERS, KENT SMITH
PHILIP TOWNSEND

FIRE WARDS

MIKE TOOLE, SCOTT VEINOT,
NEIL FREEMAN

RCMP NCO IN CHARGE

CPL. TIM MACDONALD

RETURNING OFFICER

KRISTA TOOLE

TOWN CRIER & CONSORT

PETER CROFTON DAVIES
VALERIE MARGARET DAVIES

TOWN SOLICITORS

TAYLOR MACLELLAN COCHRANE



**PUBLIC WORKS REPORT
November 16, 2016**

WATER MAINS, SEWER MAINS AND STORM DRAINS

- A water main break on Connaught Ave. has been repaired.
- Fire Hydrant winterizing is underway.
- A fire hydrant seminar was put on by Wolseley Waterworks and Mueller Canada for Public Works members and the Fire Department.

ROAD REPAIR

- All paving and patching has been completed.

GENERAL MAINTENANCE

- All snow plowing equipment has been serviced or repaired and is ready for operation.
- Damaged or deteriorated street signs and posts are being replaced or repaired.
- Brush and limbs have been cut back from streets and intersections.
- Arborists are scheduled in November 21st.
- Christmas trees have been ordered and will be picked up November 28th.

OCCUPATIONAL HEALTH & SAFETY

- Safety Training Courses for Public Works members have been completed.
- OH & S Meetings are taking place once a month; minutes will be posted on SharePoint.
- There are no accidents to report at this time.

**Shaun Thompson
Foreman of Public Works**

Special Events

Haunted House: We were very pleased to bring more than 500 people and close to \$350 to the Macdonald Museum for this year's "Scary Tales" event. This event requires a great deal of volunteers and we were very grateful to the dedicated members of our community who worked on the set-up, and the execution of the event. We were also very grateful to the students at MRHS who volunteered to decorate, organize, and run the activities for the children on the first floor.

Tree Lighting: This year the lighting of the Town's Christmas trees will take place on Friday, December 2nd at Centennial Park from 630pm-730pm. The event will include musical entertainment by the choir at Emmanuel Church, followed by "Broke With Money", a visit from Santa, a bonfire, hot chocolate, fireworks, free ornaments, and the announcement of this year's Youth Ambassador. Following the event, there will be a free skate at the Middleton Arena from 745pm-845pm.

Family Christmas Party: On Saturday, December 3rd, we will gather at the Annapolis East Elementary School for musical entertainment by Matt the Music Man, face painting, a bouncy castle, cookie decorating, and crafts. Santa will also be making an appearance to visit with the children and bring them each a gift.

All Wheel Park Soft Opening: We weren't quite ready for the competition, community bbq, and giant celebration (that's coming in the spring!) but we were really excited to have a good crowd attend the soft opening of our newest facility, the All Wheel Park. Children, youth, and adults alike were all very excited to try out the new bowl and the politicians, media, committee members, etc. gathered around and kicked off the opening of this very exciting facility designed to bring people together and to challenge people of all levels in a safe place with their skateboard, scooter, bike, or rollerblades.



Programs

- We are excited about the strength of our Walkie Talkie program. This simple program continues to get close to 20 people out walking twice a week for an hour. Every week we pick a new route and when they sign up, participants are given a pedometer and a booklet to track their steps. We have one participant who has now reached an average daily step amount of over 16,000 steps and another participant who has lost 12lbs since the program started.
- Our series of senior's fitness, boot camp, CoreFit, yoga, Fortefied45, and Tumblebugs are all getting ready to wrap up the current session and a new session will start for each of these classes. We also hope to start a couple of new programs in the New Year and will keep you posted on the developments there.

Other Items of Interest

- Our Facilities Manager is now finished for the season and will return mid-March.
- The Rotary Club of Middleton has graciously purchased some new trees for the Riverside Park and they have been planted. Please take a walk on the trails in Riverside and have a look.
- The Town of Middleton is proud to work with the NS government to provide free public skating on Sundays (times depend on tournament schedules so it's best to call the arena or the recreation department to confirm the time) and free parent-tot skate on Wednesdays from 11am-noon.



Jennifer Coolen, Director of Recreation & Community Services



MIDDLETON FIRE DEPARTMENT

Monthly Report

July 1, 2016 to July 31, 2016

Submitted by – Chief Mike Toole

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Totals by Type
From Jul 1 16 to Jul 31 16

Response Type	# of Incidents	Incident Hours	Staff Hours
04 Structure Fire	2	5 h 48m	44 h 25m
07 Dumpster Fire	1	0 h 17m	1 h 59m
08 Power Pole Fire	1	0 h 54m	0h 0m
62 Vehicle Accident	2	1 h 40m	20 h 50m
Total Number of Responses	6	8 h 39m	67 h 14m

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Incident Summary
From Jul 1 16 to Jul 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Middleton					
Jul 4 16 16-053	02:16:31 3781 Shore Rd West, HILLSBURN Structure Fire	163	5		
Jul 7 16 16-054	22:10:18 13972 Highway 1, WILMOT Vehicle Accident	50	19		
Jul 8 16 16-055	14:09:12 32 School St, MIDDLETON Vehicle Accident	50	6		
Jul 10 16 16-056	16:25:47 14384 Highway 1, WILMOT Power Pole Fire	54	0		
Jul 11 16 16-057	11:41:20 780 Rocknotch Rd, GREENWOOD Structure Fire	185	10		
Jul 22 16 16-058	23:17:43 51 Sunset Crescent, MIDDLETON Dumpster Fire	17	8		
6 incidents for Middleton		8 hrs 39 mins	48		
		8 hrs 39 mins	48		

Middleton Fire Department
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Incident & Vehicle Times
From Jul 1 16 to Jul 31 16

Printed 6 Incidents
Average Response time was 13.99 minutes
Average Total Time time was 86.64 minutes

Unit	# Responses	# On Scene	Avg. Response Time	Avg. Total Time
MID - 01 CHIEF VEHICLE	2	2	7.50 min.	30.50 min.
MID - 02 CHIEF VEHICLE	2	2	5.50 min.	50.00 min.
MID - 11 PUMPER	4	4	8.75 min.	71.25 min.
MID - 21 TANKER	1	1	17.00 min.	178.00 min.
MID - 31 RESCUE	3	3	26.00 min.	116.00 min.
MID - 51 UTILITY	3	2	8.00 min.	28.00 min.

Middleton Fire Department
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Totals by Geographic Location
From Jul 1 16 to Jul 31 16

Response Type	# of Incidents	Staff Hours
Unclassified		
001 - Town of Middleton		
07 Dumpster Fire	1	1 h 59 m
62 Vehicle Accident	1	5 h 0 m
Total For 001 - Town of Middleton:		6 h 59 m
002 - County of Annapolis		
08 Power Pole Fire	1	0 h 0 m
62 Vehicle Accident	1	15 h 50 m
Total For 002 - County of Annapolis:		15 h 50 m
004 - M/A - Kingston - Kings		
04 Structure Fire	1	30 h 50 m
Total For 004 - M/A - Kingston - Kings:		30 h 50 m
013 - M/A - Annapolis Fire		
04 Structure Fire	1	13 h 35 m
Total For 013 - M/A - Annapolis Fire:		13 h 35 m
Total For Unclassified:		67 h 14 m
Total Number of Responses		67 h 14 m

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Number of Sessions
From Jul 1 16 to Jul 31 16

4 sessions printed for these parameters
3 Subjects Covered
8.00 total session hours
158.00 total staff hours
0.00 total Instructor hours
1 Meeting sessions
2 Training sessions
1 Truck Inspection sessions



MIDDLETON FIRE DEPARTMENT

Monthly Report

August 1, 2016 to August 31, 2016

Submitted by – Chief Mike Toole

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Totals by Type
From Aug 1 16 to Aug 31 16

Response Type	# of Incidents	Incident Hours	Staff Hours
03 Vehicle Fire	1	0 h 19m	2 h 13m
04 Structure Fire	1	3 h 55m	70 h 30m
09 Wildland Fire	5	47 h 1m	280 h 15m
31 Alarm Equipment - Commercial	1	0 h 31m	3 h 37m
62 Vehicle Accident	3	2 h 24m	32 h 18m
86 Car / Pedestrian	1	0 h 9m	0 h 45m
92 Assistance to Police	1	0 h 4m	0 h 0m
98 Assistance not required by other Agency	1	0 h 44m	0 h 0m
99 Stand-In for another Department	2	6 h 40m	13 h 16m
Total Number of Responses	16	61 h 47m	402 h 54m

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PH : 902-825-3246 FAX : 902-825-6334

Totals by Geographic Location
From Aug 1 16 to Aug 31 16

Response Type	# of Incidents	Staff Hours
Unclassified		
001 - Town of Middleton		
03 Vehicle Fire	1	2 h 13 m
31 Alarm Equipment - Commercial	1	3 h 37 m
86 Car / Pedestrian	1	0 h 45 m
92 Assistance to Police	1	0 h 0 m
Total For 001 - Town of Middleton:		4 6 h 35 m
002 - County of Annapolis		
62 Vehicle Accident	3	32 h 18 m
Total For 002 - County of Annapolis:		3 32 h 18 m
003 - M/A - Kingston - Annapolis		
98 Assistance not required by other Agency	1	0 h 0 m
Total For 003 - M/A - Kingston - Annapolis:		1 0 h 0 m
005 - M/A - Nictaux Fire		
04 Structure Fire	1	70 h 30 m
Total For 005 - M/A - Nictaux Fire:		1 70 h 30 m
007 - M/A - Bridgetown Fire		
99 Stand-In for another Department	2	13 h 16 m
Total For 007 - M/A - Bridgetown Fire:		2 13 h 16 m
013 - M/A - Annapolis Fire		
09 Wildland Fire	5	280 h 15 m
Total For 013 - M/A - Annapolis Fire:		5 280 h 15 m
Total For Unclassified:		16 402 h 54 m
Total Number of Responses		16 402 h 54 m

Middleton Fire Department
Fire Chief :Mike Toole
 49 Church St, PO Box # 1366 Middleton NS B0S 1P0
 PH : 902-825-3246 FAX : 902-825-6334

Incident Summary
From Aug 1 16 to Aug 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Middleton					
Aug 6 16 16-059	15:02:12 Highway 8, MAITLAND BRIDGE Wildland Fire	388	3		
Aug 7 16 16-060	05:36:40 Maitland Bridge, MAITLAND BRIDGE Wildland Fire	946	7		
Aug 8 16 16-061	11:51:33 Highway 8, MAITLAND BRIDGE Wildland Fire	608	5		
Aug 9 16 16-062	00:00:00 Highway 8, MAITLAND BRIDGE Wildland Fire	0	3		
Aug 9 16 16-063	13:53:12 4094 West Dalhousie Rd, WEST DALHOUSIE Stand-In for another Department	398	2		
Aug 10 16 16-064	06:31:15 10 Mile Lake, MAITLAND BRIDGE Wildland Fire	879	7		
Aug 10 16 16-065	10:57:36 1130 Torbrook Rd, TORBROOK Assistance not required by other Agency	44	0		
Aug 10 16 16-066	15:12:28 Hwy 101/Spurr Rd, WRIGHT'S LAKE Stand-In for another Department	2	0		
Aug 11 16 16-067	14:34:07 1266 Torbrook Rd, TORBROOK MINES Structure Fire	235	18		
Aug 20 16 16-068	17:52:21 12532 Highway 1, BRICKTON Vehicle Accident	54	12		
Aug 26 16 16-069	11:52:29 676 Gates Mountain Road, MOSHER CORNER Vehicle Accident	22	3		
Aug 27 16 16-070	16:30:35 13808 Highway One, WILMOT Vehicle Accident	68	18		
Aug 28 16 16-071	13:50:21 405 Main Street, MIDDLETON Vehicle Fire	19	7		
Aug 29 16 16-072	01:03:37 497 Main Street, MIDDLETON Assistance to Police	4	0		
Aug 29 16 16-073	11:03:36 47 Commercial St, MIDDLETON Car / Pedestrian	9	5		
Aug 30 16 16-074	07:37:29 325 Marshall Street, MIDDLETON Alarm Equipment - Commercial	31	7		

Incident Summary Continued
From Aug 1 16 to Aug 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
16 incidents for	Middleton	61 hrs 47 mins	97		
<hr/>		61 hrs 47 mins	97		

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Incident & Vehicle Times
From Aug 1 16 to Aug 31 16

Printed 16 Incidents
Average Response time was 41.50 minutes
Average Total Time time was 247.09 minutes

Unit	# Responses	# On Scene	Avg. Response Time	Avg. Total Time
MID - 01 CHIEF VEHICLE	3	3	5.67 min.	30.67 min.
MID - 02 CHIEF VEHICLE	2	1	5.00 min.	125.50 min.
MID - 03 CHIEF VEHICLE	2	1	7.00 min.	40.00 min.
MID - 11 PUMPER	5	4	8.75 min.	74.80 min.
MID - 12 PUMPER	3	3	34.00 min.	319.67 min.
MID - 21 TANKER	1	1	11.00 min.	227.00 min.
MID - 31 RESCUE	4	3	32.33 min.	73.75 min.
MID - 51 UTILITY	9	9	114.67 min.	463.89 min.

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Number of Sessions
From Aug 1 16 to Aug 31 16

5 sessions printed for these parameters
5 Subjects Covered
10.00 total session hours
222.00 total staff hours
0.00 total Instructor hours
1 Meeting sessions
3 Training sessions
1 Truck Inspection sessions



MIDDLETON FIRE DEPARTMENT

Monthly Report

September 1, 2016 to September 30, 2016

Submitted by – Chief Mike Toole

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Totals by Type
From Sep 1 16 to Sep 30 16

Response Type	# of Incidents	Incident Hours
04 Structure Fire	1	3 h 0m
31 Alarm Equipment - Commercial	1	0 h 31m
32 Alarm Equipment - Residential	1	0 h 9m
37 Un-Authorized Controlled Burning - complaint	1	0 h 18m
62 Vehicle Accident	1	1 h 9m
Total Number of Responses	5	5 7

Middleton Fire Department
Fire Chief :Mike Toole
 49 Church St, PO Box # 1366 Middleton NS B0S 1P0
 PH : 902-825-3246 FAX : 902-825-6334

Incident Summary
From Sep 1 16 to Sep 30 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Middleton					
Sep 8 16 16-075	09:45:23 10 Connaught Ave, MIDDLETON Alarm Equipment - Residential	9	1		
Sep 14 16 16-076	01:59:19 233 Main Street, MIDDLETON Alarm Equipment - Commercial	28	8		
Sep 14 16 16-077	18:47:32 43 North St, MIDDLETON Un-Authorized Controlled Burning - complaint	18	6		
Sep 18 16 16-078	18:07:14 216 Gates Mountain Rd, GATES MOUNTAIN Vehicle Accident	69	13		
Sep 28 16 16-079	22:34:36 11676 Shore Rd East, MOUNT HANLEY Structure Fire	201	10		
<hr/>					
5 incidents for	Middleton	5 hrs 25 mins	38		
<hr/>					
		5 hrs 25 mins	38		

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Totals by Geographic Location
From Sep 1 16 to Sep 30 16

Response Type	# of Incidents	Staff Hours
Unclassified		
001 - Town of Middleton		
31 Alarm Equipment - Commercial	1	9 h 49 m
32 Alarm Equipment - Residential	1	1 h 30 m
37 Un-Authorized Controlled Burning - complaint	1	6 h 0 m
Total For 001 - Town of Middleton:		3 17 h 19 m
002 - County of Annapolis		
62 Vehicle Accident	1	27 h 36 m
Total For 002 - County of Annapolis:		1 27 h 36 m
009 - M/A - Port Lorne Fire		
04 Structure Fire	1	69 h 0 m
Total For 009 - M/A - Port Lorne Fire:		1 69 h 0 m
Total For Unclassified:		5 113 h 55 m
Total Number of Responses		5 113 h 55 m

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Incident & Vehicle Times
From Sep 1 16 to Sep 30 16

Printed 5 Incidents
Average Response time was 7.86 minutes
Average Total Time time was 65.03 minutes

Unit	# Responses	# On Scene	Avg. Response Time	Avg. Total Time
MID - 02 CHIEF VEHICLE	1	1	7.00 min.	23.00 min.
MID - 03 CHIEF VEHICLE	3	3	5.67 min.	31.00 min.
MID - 11 PUMPER	2	2	8.50 min.	43.50 min.
MID - 12 PUMPER	1	1	6.00 min.	16.00 min.
MID - 21 PUMPER	1	1	17.00 min.	2681.00 min.
MID - 31 RESCUE	2	2	15.50 min.	1372.00 min.

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Number of Sessions
From Sep 1 16 to Sep 30 16

4 sessions printed for these parameters
6 Subjects Covered
8.00 total session hours
180.00 total staff hours
0.00 total Instructor hours
1 Meeting sessions
2 Training sessions
1 Truck Inspection sessions



MIDDLETON FIRE DEPARTMENT

Monthly Report

October 1, 2016 to October 31, 2016

Submitted by – Chief Mike Toole

Middleton Fire Department
Fire Chief :Mike Toole
49 Church St, PO Box # 1366 Middleton NS B0S 1P0
PH : 902-825-3246 FAX : 902-825-6334

Totals by Type
From Oct 1 16 to Oct 31 16

Response Type	# of Incidents	Incident Hours	Staff Hours
24 Smoke Condition	1	0 h 58m	13 h 32m
62 Vehicle Accident	1	0 h 28m	4 h 40m
76 Cardiac Arrest	1	0 h 43m	4 h 18m
89 Lift Assist to EHS	1	0 h 22m	1 h 6m
Total Number of Responses	4	2 h 31m	23 h 36m

Middleton Fire Department
Fire Chief :Mike Toole
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PH : 902-825-3246 FAX : 902-825-6334

Incident Summary
From Oct 1 16 to Oct 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Middleton					
Oct 3 16 16-080	17:28:21 301 Main Street, MIDDLETON Vehicle Accident	28	10		
Oct 12 16 16-081	15:25:14 476 Main Street, MIDDLETON Smoke Condition	58	14		
Oct 13 16 16-082	11:32:14 9-3 Maple Ave, MIDDLETON Lift Assist to EHS	22	3		
Oct 31 16 16-083	17:36:23 1994 Lilly Lake Road, VICTORIA VALE Cardiac Arrest	43	6		
4 incidents for Middleton		2 hrs 31 mins	33		
		2 hrs 31 mins	33		

Middleton Fire Department
Fire Chief :Mike Toole
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PH : 902-825-3246 FAX : 902-825-6334

Totals by Geographic Location
From Oct 1 16 to Oct 31 16

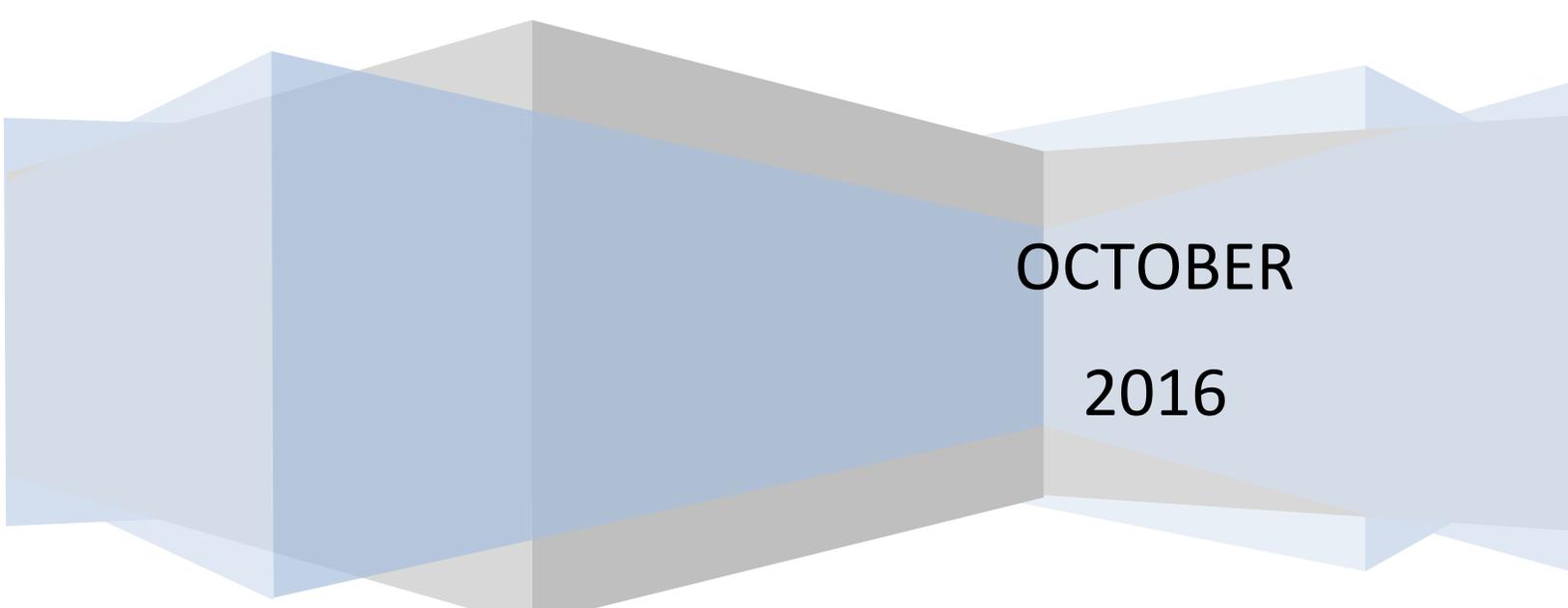
Response Type	# of Incidents	Staff Hours
Unclassified		
001 - Town of Middleton		
24 Smoke Condition	1	16 h 26 m
62 Vehicle Accident	1	9 h 48 m
89 Lift Assist to EHS	1	5 h 8 m
Total For 001 - Town of Middleton:		3 31 h 22 m
002 - County of Annapolis		
76 Cardiac Arrest	1	15 h 46 m
Total For 002 - County of Annapolis:		1 15 h 46 m
Total For Unclassified:		4 47 h 8 m
Total Number of Responses		4 47 h 8 m

Training Summary Report Continued
From Oct 1 16 to Oct 31 16

4 sessions printed for these parameters
4 Subjects Covered
8.00 total session hours
198.00 total staff hours
0.00 total Instructor hours
1 Meeting sessions
2 Training sessions
1 Truck Inspection sessions

TOWN OF MIDDLETON

PLANNING SERVICES



OCTOBER

2016

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1. Planning and Development Activity Report
2. Building Permit Activity Report
3. Inspection Services Activity Report
4. Planning/GIS Technician Activity Report – September & October



**Planning
Development
Project Management**

To: Sharon McAuley, Coordinator, Planning and Development Services
From: Chris Millier
Date: November 1, 2016
Re: Town of Middleton, Status Report

October 1 - 31, 2016

Planning Application Activity

Development Permit Activity

- Zoning Confirmation
Ferrier Kimball Thomas, Oct. 11, 2016
26 Commercial Street
- Approval, Final Plan of Subdivision File F-02-16-MT
Lands of L. & N. Veinot, Victoria Street
- Development Permit M16-016, October 18, 2016
C. Veinot, 192 Main Street
Construction, Accessory Structure - Deck
- Development Permit M16-017, October 31, 2016
Town of Middleton, 337 Marshall Street
Ground Sign

Permit Activity Summary, October 2016

	Current Month	Current YTD	Previous Yr. Month	Previous Yr. YTD
Development Permits				
Residential				
New Construction	0	0	0	0
Renovation/Addition	0	1	0	1
Accessory Structures	1	2	0	4
Commercial/Industrial				
New Construction	0	0	0	0
Renovation/Addition	0	4	0	5
Accessory Structures	0	1	0	0
Institutional				
New Construction	0	1	0	0
Renovation / Addition	0	2	0	0
Accessory Structures	0	1	1	1
Other (signs, occupancy, etc.)	1	3	1	3
Final Subdivision Approval				
Residential Lots Created	0	0	0	0
Comm./Industrial Lots Created	0	0	0	0

TOWN OF MIDDLETON

BUILDING PERMIT REPORT

Figures based on Fiscal Year October to March

Municipal Unit: Town of Middleton

Month: October 2016

	Number of Building Permits	Building Value
Month: October	1	\$16,000.00
Year To Date 2016-2017:	9	\$324,600.00
Year To Date 2015-2016:	16	\$657,890.00
Year To Date 2014-2015:	14	\$370,800.00

Total Estimated Value October 2016:	\$16,000.00	Total permits for October 2016:	1	Total Estimated Value YTD 2016-2017:	\$324,600.00	Permit Fees October 2016:	\$91.80
Total Estimated Value October 2015:	\$10,000.00	Total permits for October 2015:	1	Total Estimated Value YTD 2015-2016:	\$657,890.00	Permit Fees YTD 16-17:	\$1,006.60
Total Estimated Value October 2014:	\$5,000.00	Total permits for October 2014:	1	Total Estimated Value YTD 2014-2015:	\$370,800.00		

File #	Name	Applicant Address	Location	Construction	Date Building Permit Issued	Permit Fee	Estimated Value
M16-016	Glen & Patricia Falkenham	Middleton	192 Main Street	new deck	October 24, 2016	\$91.80	
				Dev. Permits Only	0 permit	\$0.00	
					Total October:	\$91.80	\$0.00
	Total Active Permits:	9					
	Residential Conversions	nil					
	Residential Demolitions	nil					



COUNTY *of* ANNAPOLIS
NATURALLY ROOTED

Activity Report – October 2016

**1 BUILDING PERMITS ISSUED FOR OCTOBER
5 BUILDING INSPECTION CARRIED OUT FOR OCTOBER
STAFF CONTINUE TO ADDRESS DANGEROUS & UNSIGHTLY
PROPERTY AND WORKING WITH OWNER FOR RESOLUTION.**

**Staff continue to drive through the Town and receive inquiries
calls from the residents.**



Town of Middleton LIU/GIS
 GIS & Planning Technical Support Services
 Period : September 1 to September 30

Submitted by: Trevor Robar

Date: October 13, 2016

September			
Task	Category	Date	Hrs
56 Brooklyn Street, Property Research	PLAN	Thursday, September 1, 2016	0.5
Ad Map, added easement to GIS, and publishd map service	PLAN	Tuesday, September 13, 2016	1.00
62 Connaught Avenue, Civic Address verification	PLAN	Tuesday, August 30, 2016	0.5
			Hrs
			2.00

Category Description: **PW** = Public Works **PLAN** = Planning **REC** = Recreation
OTHER = Meetings, Printing etc...



Town of Middleton LIU/GIS
 GIS & Planning Technical Support Services
 Period : October 1 to October 31

Submitted by: Trevor Robar

Date: November 9, 2016

October			
Task	Category	Date	Hrs
PW GIS Asset verification via Aerial and Google Streetview location match for Acadia Street	PW	Wednesday, October 5, 2016	1.00
PW GIS Asset verification via Aerial and Google Streetview location match for Bentley Dr	PW	Wednesday, October 12, 2016	1
PW GIS Asset verification via Aerial and Google Streetview location match for Birch Lane	PW	Wednesday, October 19, 2016	0.5
			Hrs
			2.50

Category Description: **PW** = Public Works **PLAN** = Planning **REC** = Recreation
OTHER = Meetings, Printing etc...

MAYOR'S REPORT NOVEMBER 2016

2 November	Council Orientation
7 November	Swearing-In and Committee of the Whole
9-10 November	New Councillor and Mayor Orientation – Truro
11 November	Wreath Laying at Remembrance Day Ceremony at NSCC-AC and Banquet at Branch # 1, Royal Canadian Legion, Middleton
14 November	Ribbon Placing – Town Hall – madd (Mothers against Drunk Drivers)
17 November	Official madd ceremonies at NSCC-AC

On November 7th it was an honour for me to be sworn into office for the ninth time, the fifth time as Mayor of Middleton.

First and foremost, a “Thank You” to the electorate of Middleton for your confidence in my leadership.

With me were two incumbent Councillors and four “new faces”.

Our Town Crier, Peter Davies, accompanied by his wife Valerie as Consort, set the stage.

What was most surprising was the overflow crowd of approximately forty people in comparison to the numbers on other such occasions.

I was privileged to present mementos to the outgoing Council members:

- Dan Smith – six years (in absentia);
- Darren Boates – seven years (in absentia);
- Marc Britney – nineteen years;
- Calvin Eddy – twenty-two years, sixteen as Mayor.

Thank you for your dedicated service to our Town.

Also a thank you to those who offered to serve, but were not successful – our democracy needs you too.

CORRESPONDENCE – OCTOBER
(for November 21, 2016 Council Meeting)

The following item of correspondence is tabled for the Council's attention. A copy of any correspondence item listed, if not previously circulated, is available on SharePoint for interested members of Council:

1. A letter to Mayor Eddy from the *Nova Scotia Association of Realtors*, extending their heartfelt thanks for his years of service as Mayor for the Town of Middleton.