



**COMMITTEE OF THE WHOLE
Town Hall – Council Chambers
Monday, July 4, 2016
Following the Special Town Council Meeting**

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Presentations:
 - 3.1 Valley Regional Enterprise Network – Kelly Ells
4. Approval of the Minutes
5. Action Items
 - 5.1 Request for MPS/LUB Amendment – Neil C. Mitchell Sales
 - 5.2 Valley Waste Resource Mgmt.: Approval of Municipal Guarantees for TBR #16/17-1
 - 5.3 RFD 018-2016: Notice to Amend Policy G 2.1 Fees: Building and Planning
6. Information/Discussion Items
 - 6.1 Accounting Activities Report – June 2016
7. Anything by Members
8. Adjournment



www.nsvalleyren.ca

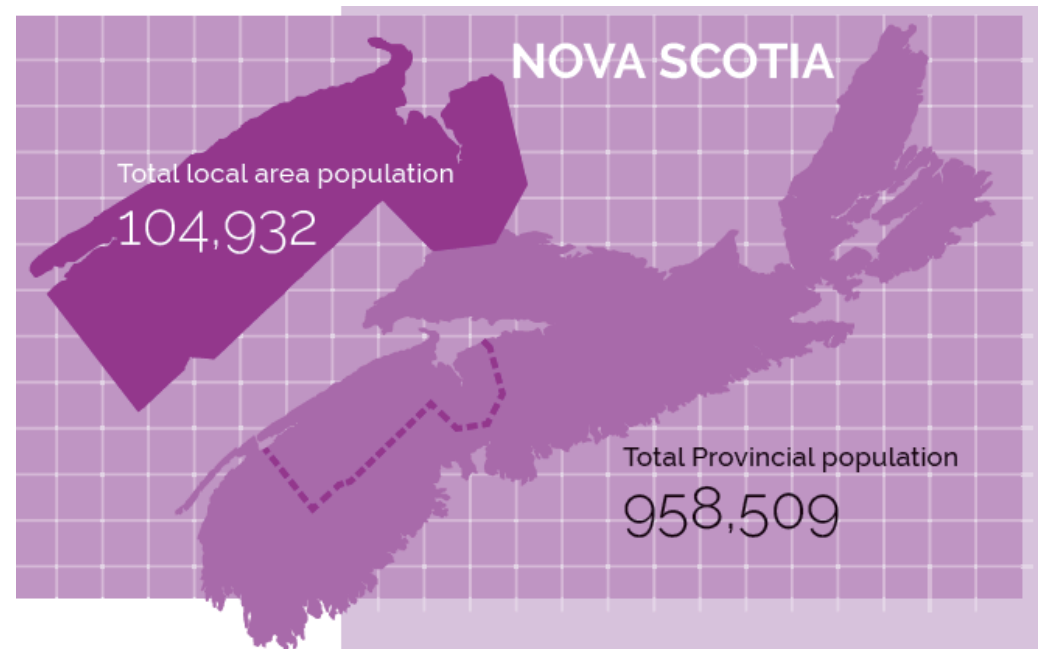
Middleton COTW

July 4 2016

Our History



In March 2014, Valley Regional Enterprise Network became the first REN in Nova Scotia to incorporate. Since then, its board and CEO have been working to build a strong foundation for economic vitality in the region.

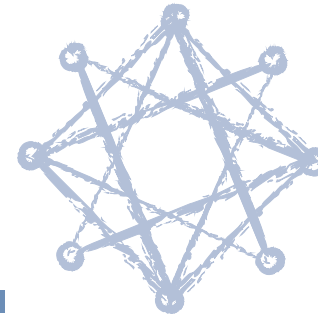


2016



ANNAPOLIS VALLEY AT A GLANCE

Core Activities of the REN



Develop, implement and monitor regional economic development strategy

- Reflective of provincial and regional priorities
- Considering assets, business community, sector strengths
- Considering regional challenges and opportunities

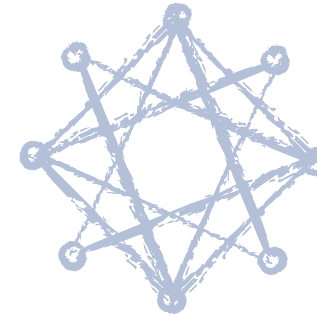
Cultivate working relationships with the business community

- Support development and attraction of new business
- Support business retention and expansion (BR&E)

Work with partners and stakeholders

- Provide information about local business climate
- Provide investment-readiness and labour market information

Strategic Vision



Communities working together to create a prosperous region

Strategic Goals

Workforce Advantage
Strong Local
Businesses and
Investment Attraction
Infrastructure

Major Focus Areas

People

Entrepreneurship
Student Retainment
Immigration

Sectors

Agriculture
Tourism
Manufacturing
Information, Communication
and Technology (ICT)
Sustainable Energy

Assets

Bay of Fundy
Telecommunications
Transportation



Highlights of 2015–16

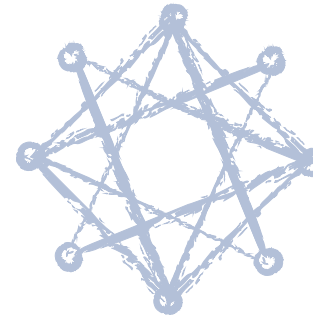


- Completed a Community Profile
- Completed an Asset Inventory
 - West Hants to Annapolis County
- Produced 8 Community Quick Facts
- Conducted a Workforce Advantage Study
- Established a Workforce Committee
- Implemented a BR&E Program

REN ORGANIZATIONAL STRUCTURE



Our Mandate for 2016–17



Implement Strategy

- Sector teams in five core economic sectors
- Connector / mentorship program
- BR&E program
- Website
- Centralized Valley business directory
- Investment readiness
- Investment opportunities
- Local business climate – economic reports
- “Smart Valley”
- Promote region (live, work, invest)





What is the initiative?

Business leaders use their entrepreneurial mindset and approach – connecting solutions to problems, and taking action to ensure that an opportunity is never lost.

It is with this entrepreneurial attitude that business leaders use conversation and engagement to connect people, resources, and vision toward a common purpose. They lead others to move forward rather than look behind with the belief that a better way is always possible, and that a meaningful outcome can be achieved.



What is the initiative?

Atlantic Canada lost 15,000 jobs over the last year (2,700 Nova Scotia)

- We need people to live in the Valley: they will contribute to the economy
- We need people & businesses to invest in the Valley:
 - New business opportunities that would lead to new relationships (sales) and/or new markets (expansion) for existing Valley businesses, and
 - new business creation in new or existing industries.



Where do we begin?

GOAL #1: Create a long-term plan for sustainable economic growth

GOAL #2: Demonstrate to local stakeholders that there is a movement to bring people to work, live and invest in the Valley.

GOAL #3: Promote the Valley to target audiences who are already familiar with 1) Nova Scotia and 2) the Valley - to achieve highest ROI

GOAL #4: Engage target audiences and generate prospects.



4 month quick-start plan

Make immediate impact

Digital Campaign

Create a landing page (single page site) & social media accounts that will provide enough information to convert engaged prospects into leads

Television Campaign

Create multiple ads targeting prospects that communicate quality of life benefits as they relate to both working and living in the valley

PR Campaign

Target media to kick-start digital campaign and blanket the province (internal stakeholder and target audience marketing). Target national PR.

Valley REN



Regional
Enterprise Network

Valley Regional Enterprise Network
35 Webster Street, Suite 102
Kentville, Nova Scotia
Canada B4N 1H4

www.nsvalleyren.ca

Questions ?

VALLEY BUSINESS
LEADERS' INITIATIVE

a non-profit organization for the Valley, by the Valley



976 Park St
PO Box 81
Aylesford, NS B0P 1C0

February 05, 2016

Sharon McAuley
Planning Services Coordinator
131 Commercial St.
Middleton, NS B0S 1P0

Dear Sharon McAuley

Neil C. Mitchell Sales wants Middleton to thrive again. We believe by expanding our auto sales division, and retail space back to Middleton, at 159 Commercial St, that we may be able to help.

If The Town of Middleton approves our proposed rezoning of 159 Commercial St, to allow for our small car lot, our intention is as follows:

- To renovate the inside of our building to allow an inside showroom for our merchandise, which could include cars, trucks, trailers, as well as accessories. **All service related work will be completed at 976 Park St. in Aylesford, or outsourced to local businesses.**
- To clean up the roadside appearance of our property, including the building. This may include new siding, or paint, as well as brush removal, and graveling currently dirt covered area for our cars, while still respecting the deeded right of way.

Neil C. Mitchell Sales usually has 20 cars on hand at a given time throughout the Summer, and roughly 10 throughout the Winter months. We have attached a rough sketch of where we plan to park our vehicles.

If you have any other further questions please contact us at: 1-866-389-6250, or by email neilmitchellsales@gmail.com.

Sincerely,

Neil C. Mitchell

Owner
Neil C. Mitchell Sales



Neil C. Mitchell Sales

Quality Pre-Owned Vehicles

Ph: 1-902-363-0520

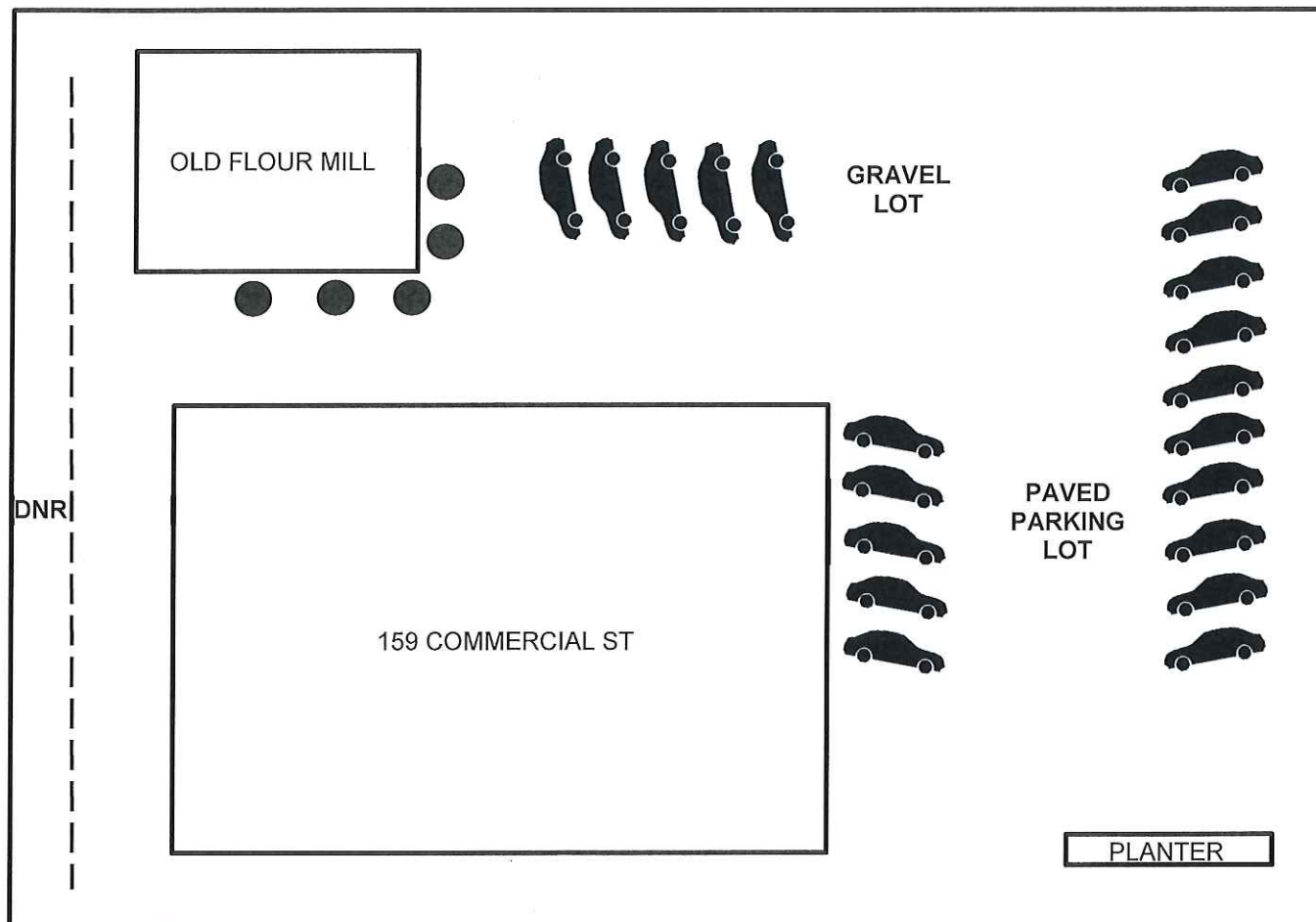
Toll Free: 1-866-389-6250

Fax: 1-902-363-2555

976 Park St

PO Box 81

Aylesford, NS B0P 1C0



COMMERCIAL ST



Memo

TO: Municipal CAO's

FROM: Glenda Clark

DATE: June 15, 2016

SUBJECT: Approval of Municipal Guarantees for TBR #16/17-1

At today's meeting of the Valley Region Solid Waste-Resource Management Authority (Valley Waste) it was moved and seconded to approve the Temporary Borrowing Resolution File #16/17-1 in the amount of \$399,000 which represents the Capital Borrowing requirements for the Authority as approved with the 2016-2017 Budget.

This TBR will cover the purchase of the following items:

- three pick up trucks with a total budgeted amount of \$105,000
- one rtv utility vehicle with a budgeted amount of \$25,000
- one rolloff truck with a budgeted amount of \$190,000
- replacement of the outbound scale at the Eastern Management Centre with a budgeted amount of \$79,000

As part of the process for Valley Waste to set up interim financing, the municipal partners must each approve a guarantee for their percentage share of the total value of \$399,000.

Please find attached **six copies** of the municipal guarantee for your municipal unit, as prepared by Service Nova Scotia and Municipal Relations for your review and approval by Council. If you would be so kind as to place this on your next meeting Agenda, and once approved have these six copies signed, sealed and five copies returned to Valley Waste it would be greatly appreciated (the sixth copy is for your records). We would appreciate receiving the signed guarantees prior to August 31, 2016 so that our interim financing may be put into place.

In the meantime, if you have any questions or concerns regarding this request, please do not hesitate to contact myself at (902) 679-0721, or Ross Maybee at (902)679-1349.

Sincerely yours,

A handwritten signature in blue ink, appearing to read 'Glenda Clark', is written over a blue circular stamp or seal.

Glenda Clark
Accountant

TOWN OF MIDDLETON
GUARANTEE RESOLUTION

\$7,776

Valley Region Solid Waste-Resource
Management Authority

WHEREAS the Valley Region Solid Waste-Resource Management Authority was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

AND WHEREAS the Authority has determined to borrow the aggregate principal amount of Three Hundred Ninety-Nine Thousand Dollars (\$399,000) for the purpose of several vehicles and an outgoing scale at the Eastern Management Centre and has applied to the Town of Middleton for its guarantee;

AND WHEREAS the Authority has requested the Town of Middleton, a municipality that executed the instrument of incorporation of the Valley Region Solid Waste-Resource Management Authority, to guarantee the said borrowing;

AND WHEREAS Section 88 of the Municipal Government Act, provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Town of Middleton does hereby approve the borrowing of Three Hundred Ninety-Nine Thousand Dollars (\$399,000) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the Authority and the approval of the Minister of Municipal Affairs of the guarantee, the Town unconditionally guarantee repayment of Seven Thousand Seven Hundred, Seventy-Six Dollars (\$7,776) of the principal and interest of the borrowing of Three Hundred Ninety-Nine Thousand Dollars (\$399,000) for the purpose set out above;

THAT upon the issue of the Temporary Borrowing Resolution, the Mayor and Clerk of the Town do sign the guarantee attached to the Temporary Borrowing Resolution of the Valley Region Solid Waste-Resource Management Authority and affix hereto the corporate seal of the Town.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a duly called meeting of the Council of the Town of Middleton held on the
day of _____ 2016.

GIVEN under the hands of the Mayor and the Clerk and under the Seal of the Town this _____ day of
2016.

Mayor

Clerk

For DMA Use Only

REQUEST FOR DECISION
Policy G.2.1 Fees-Building and Planning
#018-2016

Date: July 4, 2016	Subject: Amendment to Building and Planning Fees Policy
Proposal Attached: Yes	Submitted by: Sharon McAuley, Planning Services Coordinator

Proposal:	That Committee of the Whole recommend to Council approval of the amendments to the Fees – Building and Planning Policy, #G.2.1, as presented.
Background:	In May 2016 Council held 1 st reading to repeal the Swimming Pool Bylaw. 2 nd reading and passing is scheduled to take place at the July 18, 2016 Council meeting. The amendment to Policy G.2.1: Fees – Building and Planning is a housekeeping amendment to remove the fees associated with the Swimming Pool Bylaw.
Benefits:	The housekeeping change will bring the Building and Planning Fees Policy in line with the repeal of the Swimming Pool Bylaw.
Disadvantages:	None.
Options:	
Required Resources:	
Source of Funding:	
Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Staff Comments/ Recommendations:	
CAO's Review/ Comments:	

CAO Initials: RLT

Target Decision Date: 18 July 2016

**TOWN OF MIDDLETON
CODE G - PLANNING**

Subject: Fees – Building and Planning

Number: 2.1

Coverage: Staff & Public

Approved by: Council

Effective Date : November 1, 2004

Revision Date: Feb. 2, 2004; Feb. 5, 2007;
May 5, 2008; March 2, 2015; Sept. 8, 2015; July 18, 2016

Rationale

The following policy establishes uniform fees for permits and services provided by the Town of Middleton, to enable some cost recovery for services provided.

Policy Statement

1. Applications

All Applications shall be accompanied by the necessary permit fees payable to the Town of Middleton.

2. Development Permits & Planning Document Amendments

The following schedule of fees shall be charged for development services provided by the Town of Middleton:

Development Permit fee	\$50
Municipal Planning Strategy and/or Land Use Bylaw amendment application	\$500 + \$500 (advertising fee)
Development Agreement applications	\$500 + \$500 (advertising fee) + registry fees
Minor Variances	\$400 + \$500 (advertising fee) + registry fees
Subdivision	Tentative: \$200 + registry fees Final: \$300 + registry fees
Zoning Confirmation Letters	\$100

3. Building Permits

3.1 Any construction requiring a building permit shall pay the appropriate fee laid out in the following table.

Permit Type	Building Permit Fee
New construction of, and additions to: residential buildings, community centres, cottages and churches.	\$25 + \$0.10/ sq. ft. (based on all useable floor areas of new construction or addition)
New construction of, and additions to: commercial, industrial and other buildings not otherwise specified.	\$25 + \$0.15/ sq. ft. (based on all useable floor areas of new construction or addition)

Permit Type	Building Permit Fee
New construction of, and additions to: sheds, decks, shell storage buildings, garages, and agricultural storage buildings.	\$25 + \$0.06/ sq. ft. (based on all useable floor areas of new construction or addition)
Repairs, renovations or alterations to all existing buildings.	\$25 + \$1 per \$1000 of estimated value of construction work.
Location or re-location of an existing building.	\$50
Construction or location of SWIMMING POOL including required fencing.	\$25
RENEWAL of an approved permit.	\$25
Change of occupancy classification	\$50 + \$1 per \$1,000 of estimated value of construction work.
DEMOLITION of building or structure.	\$25

- 3.2 Square footage for the purpose of building permits shall be calculated as follows:
- buildings intended for human occupancy shall include all useable floor space (finished);
 - buildings not intended for human occupancy shall be based on the area of the main floor.
- 3.4 Permit fees shall be refunded in situations and proportions as follows:
- applications never completed, retained fee \$25, balance refunded,
 - permit denied, retained fee \$25, balance refunded
 - permit revoked or abandoned before work commenced, 50% of fee refunded,
 - permit revoked or abandoned after work commenced, no refund.

References

Town of Middleton - *Building Code Bylaw, Chapter 19, Part 2 - Permit Fees*

Previous Policies

The previous policy 1/73 “Town of Middleton - Fees Policy” Effective February 2, 2004 is hereby amended.

The previous policy 7/3 “User Fee Policy” Effective November 1, 2004 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 18th day of July, 2016.

GIVEN under the hand of the CAO and under the seal of the Town of Middleton this 18th day of July, 2016.

Rachel L. Turner
Chief Administrative Officer