

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Monday, August 19, 2013, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Darren Boates, Gail Smith, John Himmelman, Marc Britney and Melinda den Haan; Chief Administrative Officer, Clayton MacMurtry; and Recording Secretary, Sharon McAuley.

Regrets: Director of Finance, Marianne Daine.

Also in attendance was Don Regan, CAO Berwick.

1. CALL TO ORDER

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

2. PRESENTATIONS**2.1 LED Street Lighting – Don Regan – CAO Berwick**

Don Regan, Chief Administrative Officer for the Town of Berwick, attended the meeting to answer questions on LED street lighting; from his experience with the Berwick Electric Commission and the Town of Berwick's installation of LED lights in 2009. He stated that:

- Berwick installed sixty lights in 2009 and another two hundred and four lights in 2010-2011 and are very pleased with the result;
- the lights are very high-quality fixtures, provide good light, were well accepted by the residents and have required very little maintenance;
- Berwick insisted on a ten-year warranty;
- the power bills have decreased;
- Berwick has discussed doing conversions and maintenance for other towns that would have to be done through an inter-municipal agreement;
- Middleton should make sure to review the specifications, ensure they are right and standardize the lights, to ensure low inventory;

D. Regan left the meeting at 7:15 p.m.

3. CHANGES TO THE AGENDA

CAO MacMurtry advised Committee of the following change to the agenda:

- under Action Items: add item 5.6 – LED Street Lighting.

4. APPROVAL OF MINUTES

It was moved by Councillor Britney, seconded by Councillor Boates, that the minutes of the regular Committee of the Whole meeting of July 15, 2013, be approved as circulated. Motion carried.

5. ACTION ITEMS**5.1 Bills**

It was moved by Councillor Britney, seconded by Councillor den Haan, that Committee of the Whole recommend to Council that Council approve the payment of bills for July 2013, in the amount of \$510,909.32, and August 2013, in the amount of \$201,624.60. Motion carried.

CAO MacMurtry will verify expenditures in accounts 01-240-301-2009(lift station power) and 01-250-323-2303(other employment project) and advise Committee of the findings.

5.2 Water Account Write-Offs

It was moved by Councillor den Haan, seconded by Councillor Britney, that Committee of the Whole recommend to Council, that the uncollectible water accounts listed in the Water Uncollectible Accounts of July 15, 2013 in the amount of \$3,455.30 be written off. Motion carried.

Committee requested that CAO MacMurtry develop a policy on water account write-offs that enables staff to write off accounts under \$5.00 in value.

5.3 Valley Waste Resource Management – Guarantee Resolution

It was moved by Councillor Britney, seconded by Deputy Mayor Smith, that Committee of the Whole recommend to Council that the Town of Middleton does hereby approve the Guarantee Resolution for Valley Region Solid Waste-Resource Management Authority as presented, with \$4,577 approved as Middleton's percentage of the Capital Borrowing Requirements for Valley Waste Resource Management 2013/14 budget. Motion carried.

5.4 Ratification of Transfer to Surplus

It was moved by Councillor Boates, seconded by Councillor Britney, that Committee of the Whole recommend to Council that Council approve a transfer of \$161,662.95, as of March 31, 2013, to the Special Reserve Fund General Operating Account. Motion carried.

5.5 Request for Use of Sidewalk – Bean Roasted Cafe

It was moved by Councillor Britney, seconded by Deputy Mayor Smith, that Committee of the Whole recommend to Council, that permission be granted to the Bean Roasted Café to place 2' X 2' Bistro tables, with two chairs per table, in front of its establishment on Commercial Street, retroactive to August 19, 2013. The tables and chairs shall be removed by October 30th of each year, and permission is granted for the 2013 and 2014 seasons. Re-application will be required for the 2015 season. The Town reserves the right to cancel permission, should problems arise. Motion carried.

5.6 LED Street Lighting

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that Committee of the Whole recommend to Council that the Town purchase and install new LED Street lights. Motion carried.

Committee asked that the purchase be added to the capital budget and the revised budget be sent to Committee members.

6. INFORMATION/DISCUSSION ITEMS**6.1 Management Reports**

The Management Reports were circulated to all Committee members.

On questions from Committee, CAO MacMurtry will:

- find out what damage was caused by the car show at Rotary Park;
- talk to the Facilities Manager regarding the condition of the pool and pool house and conduct a more detailed evaluation of their condition;
- research the usage numbers for the pool.

Deputy Mayor Smith complimented the Department of Recreation and Community Services on the "Play in the Park".

6.2 Planning Services Report -- July 2013

The Planning Services Report for the month of July 2013 was circulated to all Committee members.

6.3 ADEDA Board Representative Report--Business Retention and Expansion Program

The 2008-2013 BRE Business Overview for Annapolis County was circulated to all Committee members.

Councillor den Haan stated that the report provided information such as:

- how many businesses have websites and how many businesses do not;
- many businesses are not prepared to think outside the box, are not moving forward and are not re-inventing themselves;
- ADEDA supported a lot of initiatives, such as an export writing seminar which helped bring funding dollars in new investment to the service areas.

7. ANYTHING BY MEMBERS

Committee members stated that they had received a lot of compliments regarding the movies and play in the park, work on Mill Street, Picnic in the Park and Century Ride, and they wanted CAO MacMurtry to pass on the Committee's thanks to the Recreation, Public Works, Facilities and Fire departments.

Committee agreed to send the previously circulated letter to Annapolis Valley Health, complimenting them on having the Emergency Department open and reminding them of the commitment to meet on an ongoing basis.

8. IN-CAMERA (PERSONNEL)

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that the Committee adjourn to in-camera at 8:16 p.m., to discuss personnel matters. Motion carried.

CAO MacMurtry and Recording Secretary McAuley left the meeting at 8:16 p.m.

It was moved by Councillor Himmelman, seconded by Councillor Boates, that Committee return to regular session at 9:10 p.m. Motion carried.

9. ADJOURNMENT

It was moved by Councillor Boates, seconded by Deputy Mayor Smith, that the Committee adjourn at 9:11 p.m. Motion carried.


MAYOR


RECORDING SECRETARY