

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Monday, January 20, 2014, 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; Acting Chief Administrative Officer, Brian Smith; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance were: Solicitor Blaine Schumacher; Heather Leeman, Loretta Buchanan, and Judy Rafuse, Annapolis Valley Chamber of Commerce.

1. CALL TO ORDER

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

2. PRESENTATIONS**2.1 Annapolis Valley Chamber of Commerce (AVCC)– Tourism Marketing Committee**

Heather Leeman, Loretta Buchanan, of the AVCC Tourism Marketing Committee, and Judy Rafuse, of the AVCC, presented an overview of "The Annapolis Valley Simply Extraordinary" Marketing Strategy for 2014, including the:

- mission statement;
- objectives;
- product;
- primary and secondary geographic markets;
- market demographics;
- challenges;
- event development, including a map brochure, coupon brochure, trade shows, television ad campaign, newsprint, travel writers, press releases, social media, website and signage.

In addition:

- the AVCC has members up to and including Lawrencetown;
- they are hoping to market the area up to and including Digby and will be approaching the Towns, Chambers of Commerce and Boards of Trade in those areas;
- they are working with Destination Southwest Nova Association.

The AVCC Tourism Marketing Committee are approaching each of the Towns for a commitment of \$10,000 for 2014 (Year 1) and \$8,000 per year for 2015, 2016 and 2017.

Mayor Eddy thanked them for their presentation and stated that the Committee will refer the request to staff for review during budget deliberations.

Heather Leeman, Loretta Buchanan, and Judy Rafuse left the meeting at 7:17 p.m.

3. CHANGES TO THE AGENDA

Acting CAO Smith advised Committee that there were no changes to the agenda.

4. IN-CAMERA (Litigation)

It was moved by Councillor Boates, seconded by Councillor Himmelman that the Committee adjourn to in-camera at 7:18 p.m., to discuss a matter relating to litigation. Motion carried.

At 7:18 p.m., Councillor den Haan declared a conflict and left the in-camera session.

The in-camera session ended at 7:55 p.m.

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that Committee return to regular session at 7:55 p.m. Motion carried.

Councillor den Haan entered the meeting at 7:56 p.m., and Solicitor Blaine Schumacher left the meeting at 7:56 p.m.

5. APPROVAL OF MINUTES

It was moved by Deputy Mayor Smith, seconded by Councillor Britney, that the minutes of the regular Committee of the Whole meeting of November 18, 2013, be approved as circulated. Motion carried.

6. ACTION ITEMS

6.1 Bills

It was moved by Councillor Britney, seconded by Councillor Himmelman, that Committee of the Whole recommend to Council that Council approve the payment of the bills for December 2013, in the amount of \$590,073.12. Motion carried.

6.2 Council Honoraria

It was moved by Councillor Boates, seconded by Deputy Mayor Smith, that Council Honoraria be tabled to the February 4, 2014, Council Meeting. Motion carried.

Staff will confirm the maximum percentage of total honoraria and expense allowance that can be considered non-taxable income.

6.3 Notice of Policy Update / Policy Amendment

a. Tax Exemption – Low Income – A.1.20

Committee of the Whole recommended that a seven-day notice be given for Town Council to approve amendments to policy *A.1.2 Tax Exemption – Low Income*.

6.4 Annapolis Regional RCMP Advisory Board

It was moved by Councillor Britney, seconded by Councillor Himmelman, that Committee of the Whole recommend to Council that Council maintain a separate Police Advisory Board and encourage the Police Advisory Board and Chief Administrative Officer to seek more joint meetings and training with other Annapolis County Police Advisory Boards. Motion carried.

Acting CAO Smith will advise the Middleton Police Advisory Board of the decision.

6.5 Special Reserve Fund Borrowing

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that Committee of the Whole recommend to Council that Council authorize the borrowing of \$27,115.83 from the Equipment Reserve Fund, with repayment over a five-year term, at an annual interest rate of 2.23%, to finance the purchase of a 2014 Ford ½-ton truck (\$24,096.75) and an aluminum truck box for the Chevrolet 1-ton truck (\$3,019.08). Motion carried.

6.6 Water Depreciation Fund Withdrawal

It was moved by Councillor Smith, seconded by Councillor den Haan, that Committee of the Whole recommend to Council that Council authorize the withdrawal of \$10,524.38 from the Water Depreciation Fund, to cover the cost of replacing the pump in well # 1. Motion carried.

7. INFORMATION/DISCUSSION ITEMS

7.1 Management Reports

The Management Reports were circulated to all Committee members.

7.2 Planning Services Reports – November & December 2013

The Planning Services Reports for the months of November and December 2013 were circulated to all Committee members.

7.3 RCMP

The RCMP Occurrence Reports for the months of November and December were circulated to all Committee members.

The RCMP Community Program Officer Activity Report for the month of November was circulated to all Committee members.

7.4 Uniform Assessment Report & Preliminary Assessment Roll

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

8. ANYTHING BY MEMBERS

Councillor Himmelman advised the Committee that Valley Waste Resource Management is working on the budget and the committee has met a few times.

9. IN-CAMERA (Personnel)

It was moved by Deputy Mayor Smith, seconded by Councillor Himmelman, that the Committee adjourn to in-camera at 8:17 p.m., to discuss a matter relating to personnel. Motion carried.

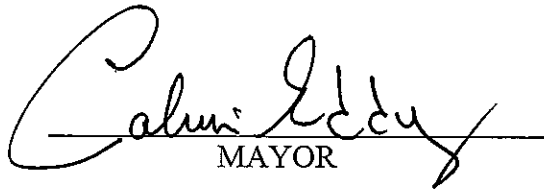
At 8:17 p.m., Director of Finance Daine and Recording Secretary McAuley left the in-camera session.

The in-camera session ended at 8:30 p.m.

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that Committee return to regular session at 8:30 p.m. Motion carried.

10. ADJOURNMENT

It was moved by Deputy Mayor Smith, seconded by Councillor den Haan that the Committee adjourn at 8:30 p.m. Motion carried.


MAYOR


RECORDING SECRETARY