

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Tuesday, April 22, 2014, starting at 7:02 p.m.

**PRESENT**

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Gail Smith, John Himmelman, Marc Britney and Melinda den Haan; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Regrets: Councillor Darren Boates.

Also in attendance were: Kelly Cull, Canadian Cancer Society; Sheila Levy, Smoke Free Kings; Solicitor Sarah Manning; and Director of Recreation & Community Services, Jennifer Coolen.

**1. CALL TO ORDER**

Mayor Eddy called the meeting to order at 7:02 p.m.

**2. PRESENTATIONS****2.1 Smoke Free Places – Kelly Cull & Sheila Levy**

Kelly Cull and Sheila Levy presented an overview of Smoke Free Outdoor Spaces including:

- reviewing the impact of tobacco on our community;
- exploring roles of a smoke free bylaw in creating positive change;
- looking at the benefits of smoke free outdoor spaces;
- looking at next steps for bylaw implementation.

Kelly Cull and Sheila Levy left the meeting at 7:30 p.m.

**3. CHANGES TO THE AGENDA**

It was **moved and seconded to approve the agenda as presented. Motion carried.**

**4. APPROVAL OF MINUTES**

It was **moved and seconded, that the minutes of the regular Committee of the Whole meeting of March 17, 2014, be approved as circulated. Motion carried.**

**8. IN-CAMERA (Legal)**

It was **moved and seconded that Committee of the Whole adjourn to in-camera at 7:37 p.m. to discuss legal matters. Motion carried.**

At 7:38 p.m., Director of Recreation and Community Services Coolen and Recording Secretary McAuley left the in-camera session.

The in-camera session ended at 8:12 p.m.

It was **moved and seconded that Committee of the Whole return to regular session at 8:12 p.m. Motion carried.**

Solicitor Manning left the meeting at 8:12 p.m.

Director of Recreation and Community Services Coolen and Recording Secretary McAuley re-entered the meeting at 8:13 p.m.

**5. ACTION ITEMS**

**5.1 Notice to Repeal Policy C1.3 – Bursary Fund**

Director of Recreation and Community Services Coolen informed Committee that:

- the purpose of the Bursary Fund is to provide a sum of money that could be used by residents of Middleton to participate in recreational programs and opportunities;
- there are two other existing funding programs that currently serve the residents of the Town in the same capacity (Jumpstart and Kidsport);
- the fund has not been accessed in some time as the Jumpstart and Kidsport programs are fulfilling the need for financial aid;
- the recommendation is to repeal the current policy and move the funds to the Jumpstart program.

Staff will gather additional information on the source of the remaining money in the fund and report back to Council.

**5.2 Appointment – Soldiers' Memorial Hospital Foundation**

It was **moved and seconded, that Committee of the Whole recommend to Council that Council appoint Brian Neville as the Town of Middleton's appointment to the Soldiers' Memorial Hospital Foundation Society from June 2014 to June 2016. Motion carried.**

**5.3 2014 15 – Draft Operating Budget**

CAO Turner reviewed the key highlights for the 2014-15 draft operating budget including that:

- staff has prepared a draft operating budget based on some of the parameters of what Council has wanted in the past;
- discussion is required around the parameters of what council wants (i.e. tax rates, service levels, programming) so as to provide direction to staff;
- staff has brought the budget this far and it was suggested that staff continues to offer programs in the most cost effective way and to the level of service that this community wants;
- the preliminary numbers on the 2013/14 fiscal year are expected by mid-May.

Committee members will send their thoughts, to CAO Turner by Friday, on tax rates, services levels, programming, and raising the sewer rate from twenty-three (23) cents to twenty-nine (29) cents to cover the first debenture principal payment on the new lagoons. With this information, staff will review the budget, notate where service levels are affected and return a second version of the budget to the Committee.

Preliminary ideas:

- additional monies should be placed in patching and road repairs;
- issue a Request for Proposals for legal services;
- the Town needs to become more involved in the construction of the new fire hall as the design will impact maintenance costs which will affect future Town budgets.

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

The Management Reports were circulated to all Committee members.

**6.2 Planning Services Reports – March 2014**

The Planning Services Report for the month of March 2014 was circulated to all Committee members.

**6.3 Accounting Activities Report – March and April 2014**

The Accounting Activities Report for the months of March and April 2014 were circulated to all Committee members.

9. ANYTHING BY MEMBERS

Councillor Smith informed the Committee that she has been receiving numerous complaints about the condition of the roads.

Councillor den Haan stated that the Joint Police Advisory Board meeting will take place in September and the Middleton Police Advisory Board meeting will take place on May 13, 2014 (it has since been changed to June 10, 2014).

Councillor Britney advised Committee that he will have to step down from the Youth Ambassador Committee as his daughter has applied to be a Youth Ambassador.

8. ADJOURNMENT

It was moved and seconded by that the Committee adjourn at 9:10 p.m. Motion carried.

  
MAYOR

  
RECORDING SECRETARY