

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Tuesday, May 20, 2014, starting at 7:00 p.m.

PRESENT

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Darren Boates, 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 Gail Smith.

Also in attendance were: Middleton Skate Park Committee members, Chris Hiltz, Trevor Connell and Craig Parsons; Director of Recreation & Community Services, Jennifer Coolen; Director of Public Works, John Pearson; and Heather Killen, Annapolis County Spectator.

1. CALL TO ORDER

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

2. PRESENTATIONS**2.1 Middleton Skate Park Committee – Chris Hiltz & Trevor Connell**

Chris Hiltz and Trevor Connell presented an overview of the status of the Middleton Skate Park:

- They have registered as a society with Joint Stocks.
- They have opened a bank account and are now accepting donations.
- Annapolis County has committed thirty thousand dollars (\$30,000) to the project.
- They have raised approximately five thousand dollars (\$5,000) through various fundraising activities and are planning additional fundraising activities.
- They require a decision on the location of the Skate Park, so that grant applications can be submitted and a final costing determined.

It was agreed that:

- soil samples will be taken at Rotary Park and Centennial Park to determine suitability;
- Chris Hiltz and Trevor Connell will contact Director of Public Works Pearson regarding the use of a backhoe to dig the soil samples;
- they will report back to Committee with the results of the soil samples.

Once a location is determined the Skate Park Committee will be able to finalize the plans, submit grant requests and produce drawings/computer renderings of the skate park.

3. APPROVAL OF THE AGENDA

140520.01: It was moved and seconded to approve the agenda as presented. Motion carried.

4. APPROVAL OF MINUTES

140520.02: It was moved and seconded, that the minutes of the regular Committee of the Whole meeting of April 22, 2014, be approved as circulated. Motion carried.

5. ACTION ITEMS**5.1 RFD # 004-2014 – Skate Park**

The Town is very supportive of the project and debated the pros and cons of the various proposed locations including:

- Centennial Park is a quiet aesthetic place in the middle of Town and a skate park may not fit into that image;
- Rotary Park hosts many of the Town's recreation facilities and the skate park might be better suited to that location;
- there is worry, for both areas, about the potential noise to residents and congregating crowds;
- there are currently problems with people congregating at Rotary Park and will that deter people from using the skate park;
- the location should give the skate park the most visibility and use;
- current skate parks that are promoted by their municipality and placed in prominent locations seem to be used more frequently and have less problems associated with them.

Chris Hiltz, Trevor Connell and Craig Parsons left the meeting at 7:30 p.m.

5.2 RFD # 005-2014 – Standards of Care for Companion Animals

CAO Turner informed the Committee that:

- the province has drafted new standards of care for companion animals which are intended to address some of the issues brought forward by many animal protection groups and other organizations;
- there is an expectation that the municipalities will enforce the regulations.

The Committee asked that CAO Turner send a response to the Province requesting the Province's plan for enforcement and what percentage of the costs are to be covered by the Province/animal owner and to state that the Town does not have the capacity to cover the cost of enforcing this new legislation. CAO Turner will draft the letter and submit it to Council members for review prior to sending.

5.3 RFD # 006-2014 – Occupational Health and Safety Policies

a. Notice to Repeal Occupational Health and Safety Policy

- Policy E.5.1 – Contractors/Sub-Contractors

140520.04: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council repeal *Policy E.5.1 Contractors/Sub-Contractors* as circulated. Motion carried.

b. Notice to Amend Occupational Health and Safety Policies

- Policy E.1.1 – Occupational Health and Safety Committee

140520.05: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council amend *Policy E.1.1 Occupational Health & Safety Committee* as circulated. Motion carried.

- Policy E.1.2 – Safety Responsibility

140520.06: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council amend *Policy E.1.2 Safety Responsibility* as circulated. Motion carried.

- Policy E.2.1 – Training

140520.07: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council amend *Policy E.2.1 Training* as circulated. Motion carried.

- Policy E.3.2 – Personal Protective Equipment

140520.08: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council amend *Policy E.3.2 Personal Protective Equipment* as circulated. Motion carried.

c. Notice to Add Occupational Health and Safety Policies

- Policy E.1.0 – Health and Safety

140520.09: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council add *Policy E.1.0 Health and Safety* as circulated. Motion carried.

- Policy E.4.3 – Hazard Assessment

140520.10: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council add *Policy E.4.3 Hazard Assessment* as circulated. Motion carried.

- Policy E.5.1 – Contractors/Sub-Contractors

140520.11: It was moved and seconded that Committee of the Whole recommend that, further to the seven day notice, Town Council add *Policy E.5.1 Contractors/Sub-Contractors* as circulated. Motion carried.

5.4 Annapolis Valley Regional Library Board Report

CAO Turner informed Committee that the Annapolis Valley Regional Library Headquarters, which services the Counties of Annapolis, Kings and Hants, is seeking to move their facility to a more central location. The window they are looking at is from Middleton to Kentville. The Town's representative on the board raised the question if the Town of Middleton has available space.

CAO Turner will compile an inventory of available/viable locations and send it to Ms. Newman at the Annapolis Valley Regional Library.

6. INFORMATION/DISCUSSION ITEMS

6.1 Management Reports

The Management Reports were circulated to all Committee members.

6.2 Planning Services Reports – April 2014

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

7. ANYTHING BY MEMBERS

Councillor Himmelman advised Committee that the regular monthly meeting of the Valley Region Solid Waste-Resource Management Authority will be taking place on May 21, 2014 and they are hoping to finalize the 2014-15 budget.

Councillor den Haan informed Committee that there are four candidates for Youth Ambassador and that the winner will be announced at the tree lighting ceremony.

Councillor Britney stated that he has talked to Jeanne Saulnier, Site Manager at Soldiers' Memorial Hospital (SMH) concerning the recent emergency room closures. SMH is hoping that the two new doctors arriving this summer and the proposed Primary Care Facility will alleviate most of the current issues with scheduling. CAO Turner will draft a letter of support for the Primary Care Facility and send it to Committee members for their review.

8. ADJOURNMENT

It was **moved and seconded** that the Committee adjourn at 8:22 p.m. Motion carried.


MAYOR


RECORDING SECRETARY