

A special meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Tuesday, January 09, 2018, starting at 7:00 p.m.

**PRESENT**

Chairing the meeting, Mayor Sylvester Atkinson; Deputy Mayor Melinda den Haan; Councillors Michael Fairn, Clayton MacMurtry, Gary Marshall, Brad Reid and Gail Smith; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance were: Director of Public Works, Kim Looyenga (entered at 7:03 p.m.); Chief Michael Toole, 1<sup>st</sup> Deputy Chief Scott Veinot and Captain Jody Spidle, Middleton Fire Department; and Larry Powell, Annapolis Valley Register.

**1. CALL TO ORDER**

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

**2. APPROVAL OF THE AGENDA**

**180109.01: It was moved and seconded to approve the agenda as circulated. Motion carried.**

Director of Public Works, Kim Looyenga entered the meeting at 7:03 p.m.

**3. CAPITAL BUDGET PROJECTS**

CAO Turner stated that at the last Committee of the Whole meeting, members had requested the following information which has also been included in their agenda package:

- changing the Building Canada Fund project from Main Street to Brooklyn Street should not be a problem provided that the scope of project remains the same;
- the Town is waiting to hear if there is a deadline date for the Building Canada Fund changes to be submitted;
- capital investment plan including projects that have been completed;
- debt affordability models include the debt for the community centre/fire hall and are with/without the Main Street Project borrowing;
- proposed community centre/fire hall budget;
- Building Canada Fund Main Street project information;
- the fire department has \$100,000 available for the community centre/fire hall project.

On questions from Committee, Director of Finance stated there is \$258,000 in the Industrial Park Reserve Fund and \$58,000 in the Building Reserve Fund.

Mayor Atkinson and Councillor MacMurtry informed Committee they had met with Premier McNeil and Colin Fraser, Member of Parliament for West Nova, on funding for the community centre/fire hall and were informed:

- Building Canada Fund Program (Round 2) can provide up to 40% for municipal projects;
- Provincial funding can provide up to 33% of the project;
- there are deadlines, and the Town will need to submit their application as soon as possible;
- in the interim, until the bids are received and evaluated from the public tender process, the Town can submit a letter outlining the scope of the project and funding requested;
- the money is available if the Town requires it.

Councillor MacMurtry informed Committee:

- if the Town does not receive funding from the federal/provincial governments the Town will not be able to construct the community centre/fire hall;
- if the project projections come in over budget, the project will have to be reviewed;
- projects, normally, have three years to complete depending on the funding;
- Building Canada Fund project funding can be moved from Main Street to Brooklyn Road to enable infrastructure to be constructed from Main Street to Freeman Street passing the community centre/fire hall site;
- the infrastructure expansion will provide improvements to the industrial park allowing the Town to access the Industrial Park Reserve Fund and freeing up the \$300,000 slated for borrowing for the Building Canada Fund Main Street Project;
- the infrastructure expansion is a good investment for the industrial park, whether the community centre/fire hall is built/not built;
- a number of the proposed capital projects could be postponed to enable monies to be used for the community centre/fire hall.

On questions from Committee Director of Public Works Looyenga and Director of Finance Daine stated:

- the Town's consultant and the Public Works Director have agreed that the Main Street project west of Hollow Drive and the stretch of Main Street near the hospital are a higher priority than the current Building Canada Fund Main Street project;
- engineering will have to be done to determine the scope of the installation cost on the Brooklyn Street infrastructure project, and to determine if a lift station will also be required;
- the Town is starting work on a water rate study for the water utility and Council will need to identify the water projects the Town is planning on completing in the next three years;
- Building Canada Fund funding can only be used for storm and wastewater projects;
- water system improvements have to be funded through the water rate study, which could significantly impact customer water rates;
- the failing reservoir will also need to be included in the water rate study.

**180109.02: It was moved and seconded to recommend that Council approve the use of the Building Canada Small Communities Fund infrastructure funding to extend sewer service to the industrial park and have a lift station installed if required. Motion carried.**

On questions from Committee members CAO Turner and Director of Finance Daine stated:

- the Town will be increasing the debt ratio up to the maximum allowable without provincial consultation;
- there will not be any capacity left for additional borrowing without provincial consultation;
- major issues/infrastructure failures will have to be funded from reserves which have been declining.

CAO Turner will redraft the letter to the Premier based on the additional information.

**4. ADJOURNMENT**

**180109.03: It was moved and seconded that the Committee adjourn at 7:48 p.m. Motion carried.**

**Minutes Approved by Committee Motion 180205.03, February 5, 2018.**