

A regular monthly meeting of Middleton Town Council was held at the Town Hall on Monday, December 1, 2014, starting at 7 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, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance were: John Webber; John Pearson, Director of Public Works; Gerry Isenor, G.A. Isenor Consulting Limited; and Blaine Rooney, Blaine S. Rooney Consulting Limited.

14.12.01 APPROVAL OF THE AGENDA

141201.01: It was moved and seconded to approve the agenda, as circulated. Motion carried.

14.12.02 PRESENTATIONS

.01 Service Recognition Awards

Mayor Eddy presented a plaque to John Webber in recognition of his five years of service to the Town and spoke of the knowledge and skills that Mr. Webber brings to his position.

Mayor Eddy spoke of Mr. Huntley's history with the Town and advised that Director of Public Works Pearson will ensure that Taylor Huntley receives his plaque recognizing his five years of service with the Town.

John Webber left the meeting at 7:03 p.m.

.02 Middleton Water Rate Study – Gerry Isenor & Blaine Rooney

Gerry Isenor and Blaine Rooney reviewed the Water Rate Study dated November 19, 2014 (see attached), that they prepared for the Middleton Water Utility. The following points were highlighted:

- water rates in Nova Scotia are regulated under the Public Utilities Act;
- the new rates are anticipated to be in effect April 1, 2015;
- it has been three years since the last increase;
- water use has been declining across the province, due to water conservation measures, an aging population and smaller families;
- the \$50,000 debt has been divided over future years and should be paid off in five years;
- the Nova Scotia Utility and Review Board (NSUARB) allows a three percent increase in costs across the board, to cover increases in such items as fuel, chemicals and more stringent testing;
- capital spending in the Utility will come from the Depreciation Fund and no new borrowing is projected;
- the Utility has a large percentage of leakage, and monies have been included for leak detection work over the next three years;
- 50% of the revenue is from the base charge, with the remaining revenue from consumption;
- the average customer will see the following increases:
 - Year 1: \$7.66/quarter (7.4%);
 - Year 2: \$4.50/quarter (4%);
 - Year 3: \$4.64/quarter (4%).

- in comparison to other utilities, the rates for the Middleton Water Utility fall in the middle - some Utility's rates are higher and some Utility's rates are lower;
- fee increases are not proposed for water services such as connections and disconnections;
- once the Council approves the Water Rate Study, it will be submitted to the NSUARB who will review the information, ask and receive clarification, and hold a Public Hearing in Middleton.

141201.02: It was moved and seconded that the Town of Middleton apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the Town of Middleton and Annapolis County, and changes to its rules and regulations for customers served by the Middleton Water Utility, as set out in the Water Rate Study prepared by G.A. Isenor Consulting Limited, in association with Blaine S. Rooney Consulting Limited. Motion carried.

Gerry Isenor & Blaine Rooney left the meeting at 7:36 p.m.

14.12.03 APPROVAL OF THE MINUTES

141201.03: It was moved and seconded that the minutes of the regular Council meeting of November 3, 2014, be approved, as circulated. Motion carried.

14.12.04 NEW BUSINESS

.01 Committee of the Whole Recommendations

a. RFD 023-2014 – Audit Committee Terms of Reference

141201.04: It was moved and seconded that Council, on recommendation of Committee of the Whole, approve the Audit Committee Terms of Reference, as circulated. Motion carried.

b. Request for MPS/LUB Amendment

141201.05: It was moved and seconded that Council, on recommendation of Committee of the Whole, accept the application and direct the Planning Advisory Committee to consider site specific amendments (Commercial and Residential policies), conditional upon a proposal which addresses issues relating to access, safety, land use compatibility and other relevant criteria contained in the existing Strategy and By-law. Motion carried.

c. RFD 022-2014 – Documenting Accounting Policies and Procedures

141201.06: It was moved and seconded that Council, on recommendation of Committee of the Whole, approve the *Documenting Accounting Policies and Procedures Policy*, as circulated. Motion carried.

d. RFD 024-2014 – Committee of the Whole Policy

141201.07: It was moved and seconded that Council, on recommendation of Committee of the Whole, amend *Policy A.3.3 – Committee of the Whole*, as circulated, effective when the Audit Committee becomes operational. Motion carried.

e. RFD 025-2014 – CAO Job Description

141201.08: It was moved and seconded that Council, on recommendation of Committee of the Whole, amend *Policy D.1.1.1 – Job Description – Chief Administrative Officer*, as circulated. Motion carried.

.02 Governance and District Boundary Review

141201.09: It was moved and seconded that that the Town of Middleton submit an application to the Nova Scotia Utility and Review Board asking for consideration that the Town maintains the status quo of six councillors and the Mayor, all to be elected at large. Motion carried.

.03 Provincial Municipal Fiscal Review

Council reviewed the Provincial-Municipal Fiscal Review Consultative Report in sections and, overall, is in support of the Report. Council made note of the following:

- the Financial Condition Index is a good scorecard/tool for municipalities;
- bringing municipalities to the table, in collaboration with government departments, is very positive;
- the proposed recommendation on improving roads equity, although not the best solution, is a better solution than what is currently being used, and work will need to continue to make it more equitable;
- if a Provincial Property Tax Rate is implemented, the taxes should be administered and collected by the province as it is their tax.

141201.10: It was moved and seconded that Council direct staff to draft correspondence on the Provincial Municipal Fiscal Review, based on the presentation and comments, with review by Council prior to submission. Motion carried.

.04 RFD 026-2014 – New Building Canada Fund Application

CAO Turner provided Council with an overview of the New Building Canada Fund and the three project options for the Town of Middleton:

1. Sanitary main replacement: Main/Bridge Street intersection to Queen Street, School Street, Commercial Street, Maple Avenue and Queen Street, totaling 720 metres. Total Cost = \$780,000.
2. Sanitary main replacement: Main/Bridge Street intersection to Queen Street, School Street, Commercial Street, Maple Avenue and Queen Street, totaling 610 metres. Total Cost = \$660,000.
3. Storm and Sanitary replacement: Victoria Street North, Marshall Street, totaling 425 metres. Total Cost = \$680,000.

Council agreed that option one was the priority but requested, once the infrastructure replacement is complete, the roads be paved and not patched. Director of Public Works Pearson will provide a revised cost for the project.

Council agreed to hold a Special Town Council Meeting on Thursday, December 4, 2014, to review the revised project costs and make a decision on the scope of work for the funding application.

14.12.05 REPORTS.01 Mayor

Mayor Eddy tabled his report for the month of October.

Mayor Eddy informed Council that he had met with Premier McNeil regarding the new housing initiative announced by the Province. It involves public-private funding which could see developments with retail on the first floor, affordable housing on the second floor and condos on the third floor.

The 2017 Festivities are being worked on and Middleton should be involved in the meetings, if they are interested in participating in any events.

.02 Other Committee Reports

a. Police Advisory Board Meeting & Recommendation

141201.11: It was moved and seconded that Council, on recommendation of the Police Advisory Board, send a follow-up letter to the Nova Scotia Minister of Justice regarding the status of the new RCMP detachment facility. Motion carried.

b. REMO Advisory Committee

Councillor Smith informed Council that the REMO Advisory Committee did not have a quorum for the teleconference meeting scheduled for November 19, 2014. Chair Hurlburt sent out an email asking the respective Advisory Committee representatives from each Municipal unit to ensure their calendars include the next REMO Advisory Committee for February 18, 2015 (by phone).

c. Valley Waste Resource Management (VWRM)

Councillor Himmelman informed Council that the:

- upcoming VWRM meeting is the final budget meeting prior to submitting the budget to the Chief Administrative Officers for review;
- final feasibility study on the proposed wind turbine is in process;
- styrofoam pilot project is going well and diverting a large amount of waste from the landfill.

d. Youth Ambassador Committee

Councillor Britney declared a conflict of interest and left the meeting at 8:52 p.m.

Councillors den Haan and Smith informed Council that the competition for the Youth Ambassador position resulted in a tie, with two candidates having the same score. The Youth Ambassador Committee is recommending that the Town have two Youth Ambassadors this year. There is money available in the budget for the additional scholarship.

Council agreed to have two Youth Ambassadors for this year.

Councillor Britney re-entered the meeting at 8:52 p.m.

.03 Planning Services Report – October 2014

The Planning Services Report for the month of October 2014 was circulated to all Council members.

14.12.06 CORRESPONDENCE

A list of correspondence for the month of November has been circulated to all Council members and posted on SharePoint.

14.12.07 ANYTHING BY MEMBERS

Deputy Mayor Smith advised Council that the Provincial Volleyball Tournament will be taking place this weekend in Middleton.

Mayor Eddy reminded everyone of the following events:

- Special Town Council meeting, followed by a Strategic Planning session, on December 4 at 6:30 p.m.;
- Tree - lighting Ceremony at Centennial Park on December 5 at 6:30 p.m.;
- Police Advisory Board meeting on December 11 at 6:30 p.m.;
- Council Staff Christmas dinner on December 17 at 5:45 p.m.;
- the Committee of the Whole meeting for December is cancelled;
- the next Council meeting will take place on January 5;
- the Town Hall offices will close to the public at noon on December 24 and re-open at 10:00 a.m. on January 5.

14.12.08 ADJOURNMENT

**141201.12: It was moved and seconded to adjourn the meeting at 9:04 p.m.
Motion carried.**


MAYOR


RECORDING SECRETARY