

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Monday, January 21, 2013, 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; Chief Administrative Officer, Clayton MacMurtry; Director of Finance, Marianne Daine; and Recording Secretary, Sharon McAuley.

Also in attendance was Jennifer Coolen, Director of Recreation and Community Services.

1. CALL TO ORDER

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

2. CHANGES TO THE AGENDA

The CAO advised of the following changes to the agenda:

- add item 4.5 – Agenda for the Town - County Joint Meeting;
- add item 5.6 – Communications Committee: Terms of Reference and Name Change.

3. APPROVAL OF MINUTES

It was **moved by Councillor Britney, seconded by Councillor Himmelman, that the minutes of the regular Committee of the Whole meeting of November 17, 2012, be approved as circulated. Motion carried.**

4. INFORMATION/DISCUSSION ITEMS**4.1 Recreation Objectives and Priorities**

Director of Recreation and Community Services Coolen informed Committee that she is preparing a presentation for Council on the Recreation and Community Services Department, including their current activities and future plans. The presentation will be circulated for review, prior to the meeting with Council, to discuss priorities and objectives for the department for the next few years.

On questions from the Committee concerning the outdoor rink, Director of Recreation and Community Services Coolen advised that:

- there is one more layer of water to go on and then the outdoor rink will be ready for skating on Wednesday, January 23, 2013;
- the rules are simple: use at their own risk; encourage people to wear helmets; and it is a shared space (no scheduling of activities will take place);
- the Town will see what issues come up and deal with them next year;
- the rink is not being maintained by Public Works; therefore, if it has snowed and people wish to skate, they should bring their shovels;
- comments have been positive so far.

On recommendation from Councillor Britney, an article will be placed in the paper outlining the rules.

Director of Recreation and Community Services Coolen left the meeting at 7:05 p.m.

4.2 Management Reports

The Management Reports were circulated to all Committee members.

Mayor Eddy and Deputy Mayor Smith informed Committee that they had attended two meetings on the Regional Enterprise Network (REN) and that:

- comments expressed were positive;
- it is envisioned that the REN will be one pillar of the economic development model for municipalities, with municipalities being encouraged to have an economic development department to take care of local development;
- each REN will be able to create their own funding formula;
- all Regional Development Agencies (RDA) have been given their six-month notice.

CAO MacMurtry advised the Committee that the CAOs will be meeting on January 30, 2013, to consider the process for closing down the Annapolis-Digby Economic Development Agency.

Councillor Britney wanted to thank the Fire Department for the detailed reports they submitted and advised that they were very informative.

4.3 Planning Services Report – November & December

The Planning Services Report for the months of November and December 2012 were circulated to all Committee members.

4.4 Uniform Assessment

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

4.5 Agenda for the Town – County Joint Meeting

The joint meeting of Annapolis County and the Town of Middleton will take place on February 5, 2013, at 5:30 p.m. at the Middleton Fire Hall. The Committee prefers to meet without the non-elected people; and their priority topics are:

- Police Services;
- Soldiers' Memorial Hospital;
- Recreation Services and Facilities;
- Regional Economic Development.

Liz Morine entered the meeting at 7:20 p.m.

4.6 Annapolis-Digby Economic Development Agency (ADEDA)

Liz Morine, Managing Director of ADEDA, advised the Committee that:

- notification has not been received from the Province;
- the Regional Development Agencies (RDAs) will close, the Regional Enterprise Networks will open, and there will be no transition phase;
- the goal is to close ADEDA with as little liability as possible;
- intellectual property will be handed over to the REN;
- they are exploring ways to extend the Business Retention and Expansion (BRE) Program;
- the CAO group will be working with her on the closure;
- the mid-year review is complete, the packages have been distributed to councils, and if anyone has any questions, they can contact her.

Liz Morine left the meeting at 7:37 p.m.

5. ACTION ITEMS**5.1 Bills**

Councillor Britney thanked Director of Finance Daine for the report she did on variances.

It was moved by Councillor Boates, seconded by Deputy Mayor Smith, that Committee of the Whole recommends to Council, that Council approve the payment of the bills for January 2013 in the amount of \$897,875.14. Motion carried.

5.2 Council Honoraria

It was moved by Councillor Britney, seconded by Councillor den Haan, that Committee of the Whole recommend to Council, that Council approve the

resolution stating that one-third of the total honoraria and expense allowance paid to elected officers of the Town of Middleton shall be non-taxable income. Motion carried.

5.3 Appointment of Fire Chief, Fire Wards & Fire Constables

It was moved by Councillor Boates, seconded by Councillor Britney, that in accordance with the results of the elections of the Middleton Fire Department, the Committee recommends that Council ratify the appointments of Chris Barker as Fire Chief; Chris Barker, Mike Toole and Scott Veinot as Fire Wards; and David McCoubrey, Gordon Rodgers and Wayne Forsyth as Fire Constables. Motion carried.

5.4 Mutual Aid Firefighting Agreement

CAO MacMurtry advised Committee that the Mutual Aid Firefighting Agreement is recommended by Chief Chris Barker and has been reviewed by the Town Solicitor.

The Committee asked CAO MacMurtry to have Chief Barker provide the Town with the background on why this is happening at this time.

5.5 Policy Updates / Policy Amendments

a. Casual Employee Wages and Benefits – D.4.5

CAO MacMurtry advised Committee that he had reviewed the policy on Casual Employee Wages and Benefits and that there are no recommended changes at this time.

b. Tax Exemption – Low Income – A.1.20

The Committee agreed not to change Policy # A.1.20 – Tax Exemption – Low Income, as the Town of Middleton's income level and exemption seems to be comparable to other municipalities in the area.

c. Remuneration of Council Members – A.3.4

CAO MacMurtry advised Council that he reviewed the Association of Municipal Administrators (AMA) survey and chose a number of communities with populations from 1,000 to 4,000. The salary range for the:

- Mayor is \$9,000 to \$25,000 with an average of \$14,641.00;
- Deputy Mayor is \$6,733 to \$15,000 with an average of \$9,928.11;
- Councillor is \$5,500 to \$14,000 with an average of \$8,596.22.

It should be noted that not all municipalities in Nova Scotia took part in the survey and that some figures may be four years old as many municipalities, like the Town of Middleton, set the rates as the beginning of the term of office and do not change them.

Director of Finance Daine stated that the averages for all Towns that participated in the survey were: \$19,880.70 for the mayor; \$13,399.39 for Deputy Mayor; and \$11,694.74 for the Councillors. In previous years, the top three and lower three salaries were removed and the remaining salaries averaged. Using this method the averages would be: 19,243.41 for the Mayor; \$12,934.29 for the Deputy Mayor and \$11,279.29 for Councillors.

It was **moved by Councillor Boates, seconded by Councillor Britney that Committee of the Whole recommends to Council, that Council approve the amendments to the Council Remuneration Policy, #A.3.4, providing new remuneration levels effective November 1, 2012 as follows: Mayor - \$16,000.00, Deputy Mayor - \$11,500.00 and Councillors - \$9,000.00. Motion carried.**

5.5 Communications Committee: Terms of Reference and Name Change

It was **moved by Councillor Britney, seconded by Councillor den Haan, that Committee of the Whole recommends to Council, that Council accept the Terms of Reference for the Communications Committee and the name change from the Website Committee to the Communications Committee. Motion carried.**

6. **ANYTHING BY MEMBERS**

On question from Deputy Mayor Smith, the Committee agreed to February 21, 2013, as the preferred date to meet with the Middleton and Area Business Association.

Councillor den Haan asked if Public Works would be able to gravel slippery places on the sidewalk near EHS and Fundy Ford.

Councillor Britney thanked the Public Works Department for the great job they did clearing the streets and sidewalks on Saturday (January 19, 2013).

Mayor Eddy informed Committee that:

- CAO MacMurtry is coordinating an event with representatives from the Federal, Provincial and Municipal Governments regarding the installation of the new traffic lights. Tentative dates are February 1/8 at 3 p.m.
- Councillor Himmelman will be attending a meeting with Jamie Baillie, Leader of the PC Party of Nova Scotia, and other municipal representatives.

- The Town Caucus is meeting on February 6, 2013, at noon in Windsor, and if anyone is interested in attending, please see Deputy Mayor Smith for information.

Mayor Eddy asked staff to review the policy on Committees & Panels to make sure that the Town is required to give Notice of Meetings and posting of minutes for the Communications Committee and the Hospital Committee, as they are considered internal committees.

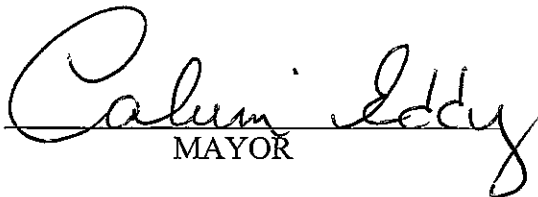
7. IN-CAMERA (Acquisition of Municipal Property and Public Safety)

It was moved by Councillor Smith, seconded by Deputy Mayor Smith, that the Committee adjourn to in-camera at 8:24 p.m., to discuss acquisition of municipal property and public safety. Motion carried.

It was moved by Councillor Britney, seconded by Deputy Mayor Smith, that Committee return to regular session at 8:39 p.m. Motion carried.

8. ADJOURNMENT

It was moved by Deputy Mayor Smith, seconded by Councillor Smith, that the Committee adjourn at 8:40 p.m. Motion carried.


MAYOR


RECORDING SECRETARY