

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Monday, March 7, 2016, starting at 7:00 p.m.

**PRESENT**

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Darren Boates, Gail Smith, and Marc Britney; Chief Administrative Officer, Rachel Turner; Director of Finance, Marianne Daine; and Recording Secretary, Krista Toole.

Regrets: Councillors John Himmelman and Melinda den Haan; and Recording Secretary, Sharon McAuley.

**1. CALL TO ORDER**

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

**2. APPROVAL OF THE AGENDA**

**160307.01: It was moved and seconded to approve the agenda, as circulated. Motion carried.**

**3. APPROVAL OF MINUTES**

**160307.02: It was moved and seconded that the minutes of the Committee of the Whole meeting of February 1, 2016 be approved, as circulated. Motion carried.**

**4. ACTION ITEMS****4.1 RFD 06-2016 – Records Management Policy**

**160307.03: It was moved and seconded to recommend that Council approve the *Records Management Policy*, as presented. Motion carried.**

**160307.04: It was moved and seconded to recommend that Council repeal Policy #A.5.1 *Destruction of Old Records*. Motion carried.**

**4.2 RFD 07-2016 – Sidewalk Café Bylaw**

Committee agreed that there should not be a permit fee for operating a Sidewalk Café and asked that any mention of fees in the Sidewalk Café Bylaw be removed.

**160307.05: It was moved and seconded to recommend that Council give first reading of *Chapter 10 – Sidewalk Café Bylaw*, as amended, at the regular Council meeting scheduled for March 21, 2016. Motion carried.**

4.3 RFD 06-2016 - Fees Policy

Committee agreed that there should not be a permit fee for operating a Sidewalk Café and asked that the fee for the Sidewalk Café be removed from the Fees Policy.

**160307.06: It was moved and seconded to recommend that Council approve the *Fees Policy*, as amended. Motion carried.**

4.4 Appointments – Middleton Fire Department

**160307.07: It was moved and seconded, on recommendation of the Middleton Fire Department, that Council appoint Ross Acker, Robert Knight and Philip Vincent as members of the Middleton Fire Department. Motion carried.**

4.5 Special Reserve Fund Borrowing - Equipment

**160307.08: It was moved and seconded, to recommend that Council authorize the borrowing of \$13,244.32 from the Equipment Reserve Fund, with repayment over a three year term, at an annual interest rate of 1.51%, to finance the purchase of a plow for the five ton truck. Motion carried.**

**5. INFORMATION/DISCUSSION ITEMS**

5.1 Accounting Activities Report – February 2016

The Accounting Activities Report for the month of February 2016 was circulated to all Committee members.

5.2 Fire Hall Complex (Discussion)

Committee held a discussion on the requirements for a Fire Hall Complex from the Town's perspective:

- What can the Town afford?
- What are the minimum requirements for a Fire Hall Complex?
- The complex should house 150-200 people with proper washroom facilities, meeting space and be affordable and sustainable.

6. ANYTHING BY MEMBERS

Mayor Eddy reminded Council of the following events:

- Annapolis Partnership Steering Committee meeting on March 10 at 7 p.m.
- Planning Services Public Advisory Panel meeting on March 14 at 7 p.m.
- Council meeting on March 21 at 7 p.m.

Mayor Eddy informed Committee that he will not be running for a Council position in the upcoming municipal election.

Mayor Eddy asked Committee members to think about the importance of the Regional Enterprise Network (REN) and whether the Town should continue the partnership.

Councillor Smith reported that the Senior Girls Basketball Team won their fourth consecutive provincial title. Mayor Eddy asked that the team be invited to a Council meeting to receive congratulations from the Town of Middleton.

7. ADJOURNMENT

160307.09: It was moved and seconded to adjourn the meeting at 8:05 p.m. Motion carried.

  
MAYOR

  
RECORDING SECRETARY