

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held at the Town Hall on Monday, February 06, 2017, starting at 7:00 p.m.

**PRESENT**

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

**1. CALL TO ORDER**

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

**2. APPROVAL OF THE AGENDA**

Mayor Atkinson advised Committee of the following changes to the agenda:

- add Item 4.5: Industrial Park Taxation.

**170206.01: It was moved and seconded to approve the agenda, as amended. Motion carried.**

**3. APPROVAL OF MINUTES**

**170206.02: It was moved and seconded that the minutes of the Committee of the Whole meeting of January 03, 2017, be approved as circulated. Motion carried.**

**4. ACTION ITEMS****4.1 Appointment – Middleton Fire Department**

**170206.03: It was moved and seconded, on recommendation of the Middleton Fire Department, that Council appoint Jason J. Warrington as a member of the Middleton Fire Department. Motion carried.**

**4.2 Fire Hall Status Update**

CAO Turner informed Committee of the report by Peter Smith of Eagle Project Management Inc. concerning the replacement of the existing fire station and community hall building with a new fire hall facility. The report was done in consultation with the

Fire Department, the previous Council, and senior management of the Town. The report includes:

- history;
- goals;
- photo representation;
- funding requirements;
- cost comparisons;
- overview;
- potential floorplans;

Committee will discuss the new Fire Hall at a future meeting.

#### 4.3 Special Reserve Fund Borrowing - Equipment

Director of Finance Daine informed Committee the 2017 Ford F250 truck is in the Capital Plan, part of the vehicle replacement plan and is an additional vehicle which can also be used for plowing.

**170206.04: It was moved and seconded to recommend that Council authorize the borrowing of \$35,537.52 from the Land Sale Proceeds Elementary School Reserve Fund, with repayment over a five year term, at an annual interest rate of 1.68%, to finance the purchase of a 2017 Ford F250 4x4 truck. Motion carried.**

Director of Finance Daine informed Committee the air packs are part of the Fire Department replacement plan with 50% of the funding coming from the Emergency Services Provider Fund.

**170206.05: It was moved and seconded to recommend that Council authorize the borrowing of \$20,000 from the Industrial Park Land Reserve Fund, with repayment over a five year term, at an annual interest rate of 1.68% to finance the Town's portion of the purchase of four air packs. Motion carried.**

#### 4.4 RFD 001-2017: Reallocation of Capital Funding – Speed Signs

**170206.06: It was moved and seconded to recommend that Council approve the reallocation of capital funding to enable the purchase of two speed signs. Motion carried.**

#### 4.5 Industrial Park Taxation

**170206.07: It was moved and seconded to recommend that Council direct staff to apply the Middleton Industrial Park Taxation Rate to PID 05267174 located in the Middleton Industrial Park for the 2017-18 taxation year. Motion carried.**

**5. INFORMATION/DISCUSSION ITEMS**

**5.1 Finance Variance report – January 2017**

The Finance Variance Report for January 2017 was circulated to all Committee members.

Director of Finance Daine informed Council that the two main reasons for the projected surplus are a vacant staff position and the crosswalk sign not being installed. The position is expected to be filled at the beginning of the new fiscal year

**5.2 Accounting Activities Report – January 2017**

The Accounting Activities Report for the month of January 2017 was circulated to all Committee members.

**6. ANYTHING BY MEMBERS**

Councillor Fairn congratulated the Middleton Fire Department on their ability to recruit new members.

**7. ADJOURNMENT**

**170206.08: It was moved and seconded to adjourn the meeting at 7:33 p.m. Motion carried.**

**Minutes Approved by Council Motion 170306.02, March 6, 2017.**