

AGENDA

1. **CALL TO ORDER**
2. **PROCLAMATION**
 - 2.1. Volunteer Week
3. **APPROVAL OF THE AGENDA**
4. **APPROVAL OF THE MINUTES**
 - 4.1. Committee of the Whole Meeting – March 4, 2023
5. **ANYTHING BY CITIZENS**

Procedure: A thirty-minute period will be provided for members of the public to address Council regarding questions, concerns and/or ideas. Each person will have a maximum of two minutes to address Council with a second two-minute period provided there is time remaining within the thirty-minute "Anything by Citizens" period.

6. **ACTION ITEMS**
7. **INFORMATION/DISCUSSION ITEMS**
 - 7.1. Dangerous and Unsightly Status Report for March 2024 - CAO
8. **CORRESPONDENCE**
 - 8.1. Letter from Minister Lohr – New EMO Department
9. **ANTHING BY MEMBERS**
10. **ADJOURNMENT**

COMMITTEE OF THE WHOLE
Town Hall – Council Chambers & Facebook Live
Tuesday, April 02, 2024
7:00 p.m.



Draft Motion List

AGENDA ITEM	MOTION #	DRAFT MOTION
3. Approval of Agenda	240402.01	That COW approve the agenda as circulated/amended.
4.1 COW Minutes	240402.02	That COW approve the minutes of the Committee of the Whole meeting of March 4, 2024, be approved as circulated/amended.



Proclamation

VOLUNTEER WEEK

April 14-20, 2024

Every Moment Matters

- WHEREAS** 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and
- WHEREAS** volunteers in Middleton mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and
- WHEREAS** volunteers in Middleton have stepped up to support families, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and
- WHEREAS** Volunteering weaves us together, strengthening the fabric of our community with individuals sharing time, talent and energy to support one another. Let us celebrate our individual and collective actions while helping to maintain a strong, interconnected and vibrant community in Middleton.
- WHEREAS** Middleton's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and
- WHEREAS** the collective result of the work done by our town's volunteers is that Middleton is a more desirable place to live.

THEREFORE, I, Sylvester Atkinson, Mayor of Middleton do hereby proclaim April 14-20, 2024 as Volunteer Week in the Town of Middleton and urge my fellow citizens to recognize and celebrate every volunteer and each contribution they're making to strengthen inclusivity and wellbeing in our communities. Now more than ever, Every Moment Matters!

Dated at Middleton, Nova Scotia
this 2nd day of April 2024.

Sylvester Atkinson, Mayor

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held in person, via ZOOM and on Facebook Live on Monday, February 12, 2024.

PRESENT

Chairing the meeting, Mayor Sylvester Atkinson; Deputy Mayor Gail Smith; Councillors John Bartlett, Michael Fairn, Chad LeBlanc, Bernadette Knapp, and Gary Marshall; Chief Administrative Officer, Ashley Crocker; Director of Recreation and Community Development, Andy Kerr; Planning Coordinator, Sharon McCauley (exited 7:57 pm), and Recording Secretary, Krista Grear.

Also in Attendance: Babatune Awoyiga, Azad Haider, Tatiana Morren Fraser (Department of Municipal Affairs and Housing) via Zoom for the Housing Needs Assessment presentation (exited after presentation); Harry McKenzie, and seven members of the Sunrise Village Initiative (exited after presentation); Brad Redden (Deputy Warden County of Annapolis)

1. CALL TO ORDER

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

2. PROCLAMATION

2.1. International Women's Day

Mayor Atkinson proclaimed March 8th, 2024, as International Women's Day in Middleton.

3. PRESENTATION

3.1. Housing Needs Assessment

Babatunde Awoyiga and Azad Haider gave an overview of the Middleton Housing Needs Assessment and answered questions.

3.2. Sunrise Village Initiative

Harry McKenzie gave an overview of the Sunrise Village Initiative tiny home project and answered questions.

The Initiative presented three asks of the Town:

- 1 – provide a letter of support for land purchase
- 2 – provide subdivision plan accommodation/assistance
- 3 – allow for expediency (development agreement)

The Initiative plans to acquire a two-acre parcel and build 12 single-occupancy tiny homes by December 2024. Tenants will receive financial assistance to help cover costs. The application process for tenants is still to be finalized. Support for tenants includes outreach 3 days/week, farm to feast café available 5 days/week, others to be determined upon need. Tenants will need to be physically able to care for themselves and be deemed low risk for self and others. The Initiative will manage the property - maintenance/grounds keeping. People will be able to apply to keep pets and will have to show ability to care properly for the animal. Tenants will have weekly rental agreements.

4. APPROVAL OF THE AGENDA

240304.01 It was moved and seconded to approve the agenda as circulated. **Motion carried.**

5. APPROVAL OF THE MINUTES

5.1. Committee of the Whole Meeting

240304.02 It was moved and seconded to approve the minutes of February 12, 2024, as circulated. **Motion carried.**

6. ANYTHING BY CITIZENS

No comments received.

7. ACTION ITEMS

7.1. RFD 011-2024 Water Utility Reserve Account

CAO Crocker noted that this is a formality to ensure that funds are allocated as intended. Yearly funds will be transferred to the reserve account based on rate study. The Town required UARB approval to create the reserve account for which they have given. The Town will also require UARB approval to spend the reserve dollars. In March 2023 the Town received Sustainable Services Growth Funds that are also intended for the reservoir and as such should be transferred to the reserve account.

240304.03 It was moved and seconded to recommend that Council approve the creation of a new reserve fund for the Middleton Water Utility for the new reservoir. **Motion carried.**

240304.04 It was moved and seconded to recommend that Council approve setting aside the Sustainable Services Growth Fund grant amount of \$322,915 for the new reservoir and approve transferring the grant funding to the new Reservoir Reserve in the Middleton Water Utility. **Motion carried.**

7.2. RFD 012-2024 Livestreaming Policy

CAO Crocker noted that staff brought this policy forward based on recent technical issues. Livestreaming is not legislated; it is optional. Policy provides options for staff response to issues. It was noted that livestreaming of meetings has been met with primarily positive response from the community and the Town does intend to continue to offer livestreaming of Council meetings.

240304.05 It was moved and seconded to recommend that Council approve Policy #A 3.13 Council Livestreaming Policy, dated February 29, 2024. **Motion carried.**

8. INFORMATION/DISCUSSION ITEMS

8.1. Dangerous and Unsightly Status Report for February 2024

CAO Crocker gave an update on the progress/status of the Dangerous and Unsightly complaints. She noted that there have been no updates since last reported three weeks ago. The intention is to attend some properties this week. Of note on the 2024 report, two complaints regarding rats by old grain building, staff did look and saw no signs of rats, but have since received four more complaints.

9. CORRESPONDENCE

9.1. UARB Decision Letter

CAO Crocker noted that this was the required approval for the creation of the Reservoir Reserve Fund.

10. ANYTHING BY MEMBERS

Councillor Fairn acknowledged the local Special Olympic athletes, three garnered 15 medals between them, as well as congratulations to the three local coaches.

11. ADJOURNMENT

The meeting was adjourned at 8:18 pm.

Mayor

Recording Secretary

DANGEROUS AND UNSIGHTLY 2023

Complaints and Status Report

Complaint #	Date Complaint Received	Address of Owner	Complaint Form Completed	Property Inspection and Form Completed	Initial Notice Sent	Complainant Updated	Follow-up Inspection Must Be Done By:	Follow-up Property Inspection Completed	Is Clean Up Required? Y / N	Estimate of Cost for Clean Up \$\$	Council Approval for Clean Up Y / N	Notice to Owner of Clean Up	Owner Invoiced for Costs or Lien Placed	STATUS	Mark Complete When File is Closed
23-DU002	5-Jun-23	82 Victoria	7-Jun-23	8-Jun-23	n/a	n/a	n/a	n/a	Y			14-Nov-23		Owner requested extension of 4 months to previous deadline of March 14th 2024. Working on new Order to issue with new deadline.	
23-DU004	5-Jun-23 24-Aug-23	50 School	7-Jun-23	7-Jun-23										Fire Inspection was conducted Nov 21/23. Administrator to follow up with inspectors and re-visit property for outside inspection.	
23-DU006	6-Jun-23	121 Main	7-Jun-23	7-Jun-23	30-Jun-23	2-Aug-23	15-Jul-23	25-Jul-23	N	n/a	n/a	n/a	n/a	Property Owner intends to renovate building but is awaiting funding. In the meantime, a coat of paint will be put on.	
23-DU007	7-Jun-23	75 Victoria	7-Jun-23	7-Jun-23	30-Jun-23		15-Jul-23							Property is changing hands. Town will follow up in coming months	
23-DU009	16-Jun-23	153 Meadow Lane	16-Jun-23	31-Aug-23											
23-DU011	16-Jun-23	174 Main	16-Jun-23	31-Aug-23										Administrator needs to re-visit property for additional pictures.	
23-DU013	16-Jun-23	28 Bridge	16-Jun-23	31-Aug-23											
23-DU016	16-Jun-23 1-Aug-23	8 Spring Garden	16-Jun-23	29-Aug-23										Administrator needs to re-visit property for additional pictures.	
23-DU018	16-Jun-23	5 George	16-Jun-23	31-Aug-23											
23-DU019	5-Jun-23	54 School	16-Jun-23	7-Jun-23	25-Jul-23		8-Aug-23							Met with property owner on Jul 31/23. Conveyor belt will be removed by mid-November.	



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

March 28, 2024

Dear Mayors and Wardens:

This has been a tremendously difficult 18 months for Nova Scotia as it relates to extreme weather events. We've endured generational hurricanes, wildfires and floods that have had a devastating impact on our communities and the residents we serve.

Municipalities play a significant and key role in emergency preparedness, response and recovery. I want to acknowledge your leadership during these difficult events and thank you for your commitment to the response. We know that climate change is causing more frequent and severe weather events, and as governments, we share a responsibility to work in collaboration to protect our communities.

Historically, our emergency response has been very effective. But, with the increased intensity and frequency of events, we need to increase our capacity and strengthen our overall preparedness, response, and recovery.

That is why today, our government tabled legislation that will establish a new provincial Department of Emergency Management <https://news.novascotia.ca/en/2024/03/28/nova-scotia-guard-new-department-will-improve-emergency-readiness>.

Once established, it is the intention that this new Department will have a mandate to lead, direct and support a coordinated, whole-of-government response to emergencies and transition to a culture of preparedness across the province.

Within this new Department, we will work to strengthen our collaboration with communities and our partners across the province, like municipalities, so we are better prepared for the future.

We are also launching the Nova Scotian Guard, which will be a group of individuals and organizations from across the province who will help communities during and after emergencies. The Nova Scotia Guard will include volunteers with speciality skills (such as firefighters), as well as other members of the public to fill a variety of roles depending on the emergency needs.

Those interested in volunteering to help Nova Scotia be ready in the event of an emergency can let the Province know by completing the early registration form at: <https://ns.211.ca/early-registration-for-the-ns-volunteer-portal/>.

The legislation introduced today also requires the support of our municipal partners. In the months ahead, we look forward to working with you and speaking with you about regulations respecting the relationships between municipalities and regional emergency management offices; the provision of fire dispatch services through regional emergency management offices; the creation of vulnerable person registries and their implementation, as well as the development of a regional emergency alert system and the participation of municipalities in the system.

This direction is built on significant engagement with Nova Scotians over the past year and focuses on three key areas: communication, coordination and volunteer management.

Combined, these efforts will result in greater preparedness, impact and efficiency before, during and after any emergency.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Lohr".

Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Municipal Chief Administrative Officers
Juanita Spencer, Nova Scotia Federation of Municipalities