

**COMMITTEE OF THE WHOLE**

**Monday, December 2, 2024, at 7:00 pm**

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, December 2, 2024

**PRESENT**

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councilors John Bartlett, Dan Smith, Bernadette Knapp (via ZOOM), Jonathan Archibald and Sandra Fournier; Chief Administrative Officer, Ashley Crocker, and Recording Secretary, Sara Marceau

Regrets:

Also in attendance: Gordon Rodgers and Dianne McDonald

**1. CALL TO ORDER**

Mayor Smith called the meeting to order at 6:59 p.m.

**2. APPROVAL OF THE AGENDA**

**241202.01:** It was moved and seconded to approve the agenda, as circulated. **Motion carried.**

**3. APPROVAL OF THE MINUTES**

Approval of the Previous Meeting Minutes

**October 7, 2024**

**4. PROCLAMATIONS**

None currently.

**5. ANYTHING BY CITIZENS**

Nothing currently.

**6. NEW BUSINESS**

**6.1 RFD 055-2024 Planning Notices and Public Advertisements**

Planning Services Coordinator Marceau gave a brief overview of the Planning Notices and Public Advertisements.

## COMMITTEE OF THE WHOLE

Monday, December 2, 2024, at 7:00 pm

**241202.02** It was moved and seconded that Town Council, on positive recommendation of the Planning Advisory Committee, authorize the use of the Town's website for planning notices, as per the *Municipal Government Act*, Part 205 (4) and (4A), as amended.

**241202.03** That Council amend the Participation Program Policy (Code G – Planning #1.2), Policy Statement 1.c., by replacing the requirement for a public advertisement (1) “in the local newspaper” with “on the Town's website.” **Motion carried.**

### **6.2 RFD 047-2024 Code of Conduct Policy A3.14**

CAO Crocker gave a brief overview of the Code of Conduct Policy A 3.14.

Councillor Archibald inquired whether we could amend some of the wording. CAO Crocker responded that amendments can be made at any time and the revised version can be brought back to council for approval once everyone is satisfied with it.

Councillor Smith inquired whether there should be an appeal process.  
ACTION: CAO Crocker will reach out to the province to inquire.

**241202.04** It was moved and seconded that Council approve Policy A 3.14 Council Code of Conduct as circulated. **Motion carried. Nays:** Councillor Smith

## **7. INFORMATION/DISCUSSION ITEMS**

### **7.1 Dangerous and Unsightly Status Report for October 2024**

CAO Crocker stated the Dangerous and Unsightly Status Report was circulated.

### **7.2 January 6, 2025 COTW Meeting**

CAO Crocker suggested canceling the January 6th COTW meeting, as there won't be much to report between the Christmas break and the meeting date.  
There were no objections.

## **8. ANYTHING BY MEMBERS**

- Deputy Mayor Marshall reminded residents about the holiday parade and tree lighting, taking place on Saturday, December 7th, starting at 6:00pm. The parade route is available on the Town's Facebook page.
- Councillor Archibald indicated that a resident was removed from the lower-income housing list.
  - CAO Crocker stated that the Town has no jurisdiction over the housing list.

**COMMITTEE OF THE WHOLE**

**Monday, December 2, 2024, at 7:00 pm**

- Councillor Smith suggested inquiring with the Department of Municipal Affairs and Housing to see if they have a policy on the matter.
- Councillor Bartlett asked for an update on the Property Opportunity Notices (PON) and the 438 Main Developments. He inquired if any permits have been submitted.
  - PSC Marceau provided an update on the PON development. A developer has reached out to initiate the process; however, the information has not been made public yet.
  - CAO Crocker provided an update on the 438 Main Developments. The engineering work is still underway, and an update is expected soon.
- Councillor Smith inquired about policing and whether Council can meet with the RCMP directly or if it must go through the Police Advisory Board, as discussed at the last council meeting. Is there any information on this?
  - CAO Crocker will have an answer by the December 16 Council meeting.

**9. ADJOURNMENT**

The Mayor declared the meeting adjourned at 7:29 p.m.

  
MAYOR

  
RECORDING SECRETARY