

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 Unightly Status Report for February 2024

CAO Crocker gave an update on the progress/status of the Dangerous and Unightly 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. ANTHING 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.

Minutes Approved by Committee Motion 240402.02, April 2, 2024.