

**COMMITTEE OF THE WHOLE**  
**Monday, July 7, 2025, 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, July 7, 2025.

**PRESENT**

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors John Bartlett, Dan Smith, Bernadette Knapp, Jonathan Archibald and Sandra Fournier; Chief Administrative Officer, Ashley Crocker, Communications and Events Coordinator, Gina Pearson, Director of Public Works, Adam Verran and Recording Secretary, Sara Marceau.

Also in attendance: 11 citizens

**1. CALL TO ORDER**

Mayor Smith called the meeting to order at 6:45 pm.

**2. APPROVAL OF THE AGENDA**

**250707.01:** It was moved and seconded to approve the agenda, as circulated. **Motion carried.**

**3. APPROVAL OF THE MINUTES**

Approval of the Previous Meeting Minutes

**3.1** Committee of the Whole Meeting – June 2, 2025

**3.2** In Camera Minutes – July 2, 2024

**3.3** Special Committee of the Whole Meeting – June 30, 2025

**3.4** Special Committee of the Whole Meeting – July 3, 2025

No errors or omissions were noted, and the minutes were considered approved.

**4. ANYTHING BY CITIZENS**

Joanne Hightower mentioned that it's difficult to hear, so please try to speak up.

**5. NEW BUSINESS**

**5.1 RFD 032-2025 Bylaw Enforcement Agreement**

CAO Crocker gave a brief overview of the Bylaw Enforcement Agreement.

**250707.02** It was moved and seconded that Council approve the proposed Bylaw Enforcement Agreement with the Municipality of the County of Annapolis starting no later than September 1, 2025, and ending March 31, 2030, and direct the Mayor and CAO to execute the agreement. **Motion carried.**

### **5.2 RFD 034-2025 Unhoused Population and Park Safety**

CAO Crocker gave a brief overview of RFD 034-2025 Unhoused Population and Park Safety.

Citizen: Encouraged everyone to see the issue from a new perspective. He and his wife built a tiny home in their backyard to support women escaping abusive relationships, inviting others to get involved with open arms. He reminded us that people experiencing homelessness share the same fears and needs as everyone else.

Councillor Bartlett inquired about the parcel of land that the province has inquired about for a tiny home development. He questioned the provincial authorities regarding the details.

- MLA David Bowlby is in contact with the province, and the province is fully aware of the current situation.
- Councillor Smith stated that the letter of support isn't the issue; the real concern is the Town of Middleton giving up a piece of land to fulfill a provincial responsibility.
- CAO Crocker stated that Council should wait until she reviews the information on the PID before making a recommendation on how to proceed.

Citizen: Thank you for providing a place for the homeless to stay in the parks.

**250707.03** It was moved and seconded that Council approve sending the attached letter to The Honourable Colton LeBlanc, Minister of Growth and Development and Minister responsible for the Nova Scotia Provincial Housing Agency. **Motion carried.**

### **5.3 RFD 033-2025 School Street Waterline Replacement Project**

Director of Public Works Verran gave a brief overview of the School Street Waterline Replacement Project.

**250707.04** It was moved and seconded that Town Council approve a supplemental budget of \$638,200 (before HST) for the School Street Waterline capital project. **Motion carried.**

Councillor Archibald requested clarification on how long the water will be turned off for residents and businesses on School Street.

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Councillor Archibald also asked if the curb stops will be replaced when the water line is replaced. Additionally, he inquired whether proceeding with the replacement will affect the grant.

- DPW Verran stated that temporary water will be provided to residents and businesses, and the waterline will be replaced up to the curb stops.
- CAO Crocker stated that proceeding with the replacement will not impact the grant.

**250707.05** It was moved and seconded that Town Council approve utilizing up to \$259,600 (plus HST) from the Water Depreciation Reserve to fund the School Street Waterline Project. **Motion carried.**

**250707.06** It was moved and seconded that Council award the tender for the School Street Waterline Project to Meisner Excavation (2020) Ltd. For \$548,000 + HST. **Motion carried.**

### 6. INFORMATION/DISCUSSION ITEMS

#### 6.1 Dangerous and Unsightly Status Report as of June 2025

CAO Crocker stated that the Dangerous and Unsightly Status Report has been circulated and that there are no updates to report.

#### 6.2 Community Concerns/Complaints as of June 2025

CAO Crocker stated that the Community Concerns/Complaints as of June 2025 has been circulated.

#### 6.3 Version 3 of the 2025-2026 Draft Operating and Capital Budgets

CAO Crocker gave a presentation of the 2025-26 Draft Operating and Capital Budget.

Councillor Bartlett asked when the prior year's surplus will be known.

- CAO Crocker noted that a clearer understanding should be available in the coming weeks.

Councillor Smith asked whether there should be concern about how much of the 2024–25 funds are being transferred and how much is being withdrawn from the operating reserves.

- CAO Crocker clarified that it is only an estimate.

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Councillor Smith asked DPW Verran whether the Connaught Avenue waterline will be replaced this year.

- DPW Verran said yes, it's in the Capital Plan for this year.

CAO Crocker stated that this presentation is final, and Version 3 will be presented at Monday's Council meeting for final approval.

**7. CORRESPONDENCE**

**7.1** June 25, 2025, Letter from Attorney General and Minister of Justice re: Policing Review, Deloitte Final Report

CAO Crocker noted that the letter from the Attorney General and Minister of Justice has been circulated to all members.

**8. ANYTHING BY MEMBERS**

Councillor Bartlett noted that the Police Advisory Board recently had the opportunity to visit the RCMP headquarters, describing it as an eye-opening experience. He also attended the Valley REN Annual General Meeting, where the 14 Wing Greenwood Base Commander spoke about the significant changes expected in the area.


Councillor Smith reported receiving an email from a resident concerning an incident at Rotary Park.

Councillor Knapp made an observation regarding Brooklyn Street near Victoria Street, asking if there is a watermain break in that area.

- DPW Verran stated that the matter is currently under investigation.

**9. ADJOURNMENT**

The Mayor declared the meeting adjourned at 7:52 pm.

  
MAYOR

  
RECORDING SECRETARY