

AGENDA

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PROCLAMATION

- 3.1. Lyme Disease Awareness Month – May 2026
- 3.2. Emergency Preparedness Week – May 3-9, 2026

4. APPROVAL OF THE MINUTES

- 4.1. Committee of the Whole Minutes – April 7, 2026

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. NEW BUSINESS

- 6.1. RFD 038-2026 Appointment List Update – CAO
- 6.2. RFD 039-2026 Valley Waste Temporary Borrowing Resolution – DOF
- 6.3. RFD 041-2026 EDI and Accessibility Committee Terms of Reference – CAO

7. INFORMATION/DISCUSSION ITEMS

- 7.1. Community Concerns/Complaints as of April 2026 – CAO
- 7.2. Town General and Water Utility Financial Report as of end March 2026 – DOF
- 7.3. 2025-2026 Capital Projects Update – DOF

8. ANYTHING BY MEMBERS

9. ADJOURNMENT

Proclamation

LYME DISEASE AWARENESS MONTH MAY 2026

WHEREAS Lyme disease is a serious illness caused by the bite of a blacklegged tick infected with the bacterium *Borrelia burgdorferi*; and

WHEREAS blacklegged ticks carrying a variety of diseases or illnesses can now be found in all parts of Nova Scotia; and

WHEREAS awareness, education and practicing preventative measures, such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick borne diseases;

THEREFORE, be it resolved that I, Gail Smith, Mayor of Middleton do hereby proclaim May 2026 as “Lyme Disease Awareness Month” in the Town of Middleton.

Dated at Middleton, Nova Scotia
this 4th day of May 2026.

Gail Smith, Mayor

Proclamation

EMERGENCY PREPAREDNESS WEEK

- WHEREAS** Emergency Preparedness Week is a national awareness initiative that has taken place annually since 1996; and
- WHEREAS** This year, the theme is *Be Prepared, Know your Risks*, encouraging Canadians to understand the risks in their area and learn what actions they can take to protect themselves and their families; and
- WHEREAS** the goal of “Emergency Preparedness Week” is to raise community awareness of the importance of knowing the risk, having a family emergency preparedness plan and kit and knowing what to do in an emergency event; and
- WHEREAS** successful emergency response depends on coordinated emergency planning and preparedness.

THEREFORE, I, Gail Smith, Mayor of Middleton do hereby proclaim May 3 – 9, 2026 as Emergency Preparedness Week in the Town of Middleton and encourage all residents to *“Be Prepared, Know your Risks”*.

Dated at Middleton, Nova Scotia
this 4th day of May 2026.

Gail Smith, Mayor

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held in person, via ZOOM and on YouTube Live on Tuesday, April 7, 2026.

PRESENT

Chairing the meeting, Deputy Mayor Gary Marshall, Mayor Gail Smith (via ZOOM), Councillors John Bartlett, Dan Smith, Bernadette Knapp, and Jonathan Archibald; Chief Administrative Officer, Ashley Crocker, Director of Finance, Leah Profitt, and Recording Secretary, Sara Marceau.

Also in attendance: Genevieve Beaulac, Clean Foundation

1. CALL TO ORDER

Deputy Mayor Marshall called the meeting to order at 6:00 pm.

2. APPROVAL OF THE AGENDA

260407.01: It was moved and seconded to approve the agenda, as amended. **Motion carried.**

3. PRESENTATIONS

Genevieve Beaulac from Clean Foundation gave a presentation on the Joint Community Climate Action Plan, What We Heard Report.

- Councillor Archibald raised concerns about potential overlap in mapping, particularly around storm surge and extreme weather events, and questioned whether these should be separated into distinct areas of focus.
 - Genevieve Beaulac confirmed that overlap is expected and noted that this approach has been used in other communities; she also highlighted the value of youth engagement and taking a broader view of flooding.
- Councillor Archibald reiterated that, regardless of categorization, all areas remain impacted by extreme weather.

4. PROCLAMATION

Deputy Mayor Marshall proclaimed April 19-25, 2026, as Volunteer Week in the Town of Middleton.

5. APPROVAL OF THE MINUTES

Approval of the Previous Meeting Minutes

- 5.1 In-Camera Meeting Minutes – February 2, 2026
- 5.2 Committee of the Whole Meeting Minutes – March 2, 2026
- 5.3 In-Camera Meeting Minutes – March 2, 2026
- 5.4 Special Committee of the Whole Meeting – March 23, 2026
- 5.5 Special In-Camera Meeting Minutes – March 23, 2026

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

6. ANYTHING BY CITIZENS

Nothing to report.

7. NEW BUSINESS

7.1 RFD 027-2026 Special By-Election

CAO Crocker gave a brief overview of RFD 027-2026 Special By-Election.

There was a brief discussion regarding the salary for the Returning Officer.

- CAO Crocker stated that the salary was based on staff salaries.

260407.02 It was moved and seconded that Council authorize expenditures for the June Municipal Election up to \$10,386. **Motion carried.**

260407.03 It was moved and seconded that Council gives authority to the CAO to appoint Assistant Returning Officer(s). **Motion carried.**

260407.04 It was moved and seconded that Council agree to implement a fully electronic (telephone and internet) election with the electronic election platform provided by Intelivote Systems Inc. for the 2026 Special By-Election. **Motion carried.**

260407.05 It was moved and seconded that Council set Nomination Day as Tuesday, May 19, 2026. **Motion carried.**

260407.06 It was moved and seconded that Council set the dates for Advances Polling period from Thursday, June 4, 2026, to the close of voting on Regular Polling Day of June 13, 2026. **Motion carried.**

260407.07 It was moved and seconded that Council authorizes the use of the Nova Scotia permanent registry of voters provided by Election Nova Scotia as the preliminary list of electors for the 2026 Municipal Elections in Middleton. **Motion carried.**

260407.08 It was moved and seconded that Council agrees that in addition to the methods mandated by the Municipal Elections Act to notify the public of the preliminary list of electors and revision methods, that it be left of the discretion of the Returning Officer to determine additional notification mechanisms that will improve the accuracy of electors' lists. **Motion carried.**

260407.09 It was moved and seconded that Council authorize election staff to continue to amend the electors' list database in conjunction with the electronic voting system up to and including Regular Election Polling Day. **Motion carried.**

260407.10 It was moved and seconded that Council authorize the Returning Officer to conduct election education and offer information session(s) for potential candidates. **Motion carried.**

260407.11 It was moved and seconded that Council authorize the holding of the Special By-Election on Saturday, June 13, 2026. **Motion carried.**

7.2 RFD 028-2026 – 2026-2027 Operating Budget Update

DOF Profitt gave a brief overview of the 2026-2027 Operating Budget.

260407.12 It was moved and seconded that Council approve Version 4 of the 2026-2027 Town General Operating Budget as presented, with total expenditures of \$5,095,585, and a balanced budget of \$0. **Motion carried.**

7.3 RFD 029-2026 Low-Income Tax Exemption Policy

DOF Profitt gave a brief overview of the Low-Income Tax Exemption Policy.

260407.13 It was moved and seconded that Council approve the proposed revisions to the Low-Income Tax Exemption Policy and increase the exemption amount to \$320 and the household income not exceeding \$26,100. **Motion carried.**

7.4 RFD 030-2026 Transfer 2025-2026 Surplus to Operating Reserves

DOF Profitt gave a brief overview of the Transfer 2025-2026 Surplus to Operating Reserves.

260407.14 It was moved and seconded that Council authorize staff to transfer any actual operating surplus from the 2025-2026 fiscal year at year-end to Operating Reserve. **Motion carried.**

8. INFORMATION/DISCUSSION ITEMS

8.1 Community Concerns/Complaints as of March 2026

CAO Crocker stated that the Community Concerns/Complaints as of March 2026 has been circulated to all members.

8.2 Dangerous and Unsightly Premises Report as of March 2026

CAO Crocker gave a brief overview of the Dangerous and Unsightly Premises Report as of March 2026.

- Councillor Smith asked whether civic numbers could be included in reports, expressing concern that the lack of detail limits Council's ability to do their jobs effectively. He also expressed frustration that residents get directed elsewhere by Town Hall staff when they have questions or want to report something, like about Dangerous and Unsightly Properties.
 - CAO Crocker explained that the civic number question was raised with County staff, and due to privacy reasons, the civic numbers are not shared.
 - CAO Crocker stated that the Town is very small and therefore must contract out many of its services. Although staff do direct residents elsewhere sometimes, it is generally to ensure they are speaking to the correct person that can address their concerns.
- Councillor Archibald expressed empathy with Councillor Smith's concerns, noting ongoing frustration from both councillors and citizens, particularly when issues are redirected elsewhere.
- Councillor Smith added that residents are paying taxes and expect accountability, but information is being outsourced or withheld.
- Councillor Knapp emphasized the importance of ensuring accurate information reaches the appropriate parties rather than being misinterpreted.

8.3 Town General and Water Utility Financial Report as of end February 2026

Director of Finance Profitt gave a brief overview of the Town General and Water Utility Report as of end February 2026.

9. CORRESPONDENCE

9.1 March 24, 2026, Letter from Minister of Municipal Affairs, John A. MacDonald re: Financial Condition Indicators

One (1) notice of correspondence was distributed to Council members.

10. ANYTHING BY MEMBERS

- Councillor Archibald inquired about the type of paving the town will be doing on its sidewalks. He noted that there are options for carbon negative concrete and a potential subsidy.
 - **ACTION:** Staff to investigate
- Councillor Archibald would like to see the Town give rebates to taxpayers when there is a surplus, review what legislation allows, and explore a future policy around this option.
- Councillor Knapp prefers retaining the surplus to generate interest for town projects.
- Councillor Smith requested updates by month-end on the communications strategy. Councillor Smith also emphasized better communication with the public, noting that broken links for the agenda package in the MailChimp distribution frustrates residents and the importance of keeping them engaged since they fund municipal operations.
 - CAO Crocker stated the communications strategy will be distributed to Council members tomorrow.

11. ADJOURNMENT

The Deputy Mayor declared the meeting adjourned at 6:58 pm.

MAYOR

RECORDING SECRETARY

REQUEST FOR DECISION
Appointment List Update
RFD#: 038-2026



To: COTW and Town Council
From: Ashley Crocker, CAO
Date: May 4, 2026
Subject: 2026 Appointment List Update

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Updated Draft Appointment List

Legislation

- *Municipal Government Act*

Recommendation

That Council, on recommendation from the CAO, appoint Chris Dowell as a member of the Audit Committee.

That Council, on recommendation from the CAO, appoint Brenda Ford as a member of the Police Advisory Board (PAB).

That Council, on recommendation from the CAO, appoint Cliff Drysdale as a member of the Source Water Protection Advisory Committee.

That Council approve the 2026 Appointment List, as presented.

Background

Chris Dowell, Brenda Ford and Cliff Drysdale all applied for the one (1) vacant position on the Audit Committee, Police Advisory Board and Source Water Protection Advisory Committee. Staff reviewed all three applications and the resumes provided. Staff recommend appointing Chris Dowell, Brenda Ford and Cliff Drysdale to the appropriate committees.

REQUEST FOR DECISION
Appointment List Update
RFD#: 038-2026



Financial Implications

N/A

Strategic Plan/Operating Plan Alignment

Check Applicable	Strategic Priority Area	Comments
	Environment	
	Infrastructure	
	Economy	
	Community	
X	Governance	
	Council Strategic Initiative	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: May 4, 2026

TOWN OF MIDDLETON
2026 APPOINTMENT LIST
(Approved by Council April 20, 2026)

COUNCIL AND COMMITTEES OF COUNCIL

COUNCIL

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL
COUNCILLORS DAN SMITH, JONATHAN ARCHIBALD,
BERNADETTE KNAPP, JOHN BARTLETT, **VACANT**

COMMITTEE OF THE WHOLE

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL
COUNCILLORS DAN SMITH, JONATHAN ARCHIBALD,
BERNADETTE KNAPP, JOHN BARTLETT, **VACANT**

INCLUSION, DIVERSITY, EQUITY & ACCESSIBILITY (IDEA)

ELIZABETH MASON-SQUIRES, CHRISTINA HILTZ,
CATHERINE JEAN VOYSEY, LARRY PETERS,
BRENDA MACDONALD, MIKE WORTHINGTON, JOHN SMITH

AUDIT COMMITTEE

Citizens: SYLVESTER ATKINSON, **CHRIS DOWELL**
DANIEL FORBES
Town Council: COUNCILLORS BERNADETTE KNAPP, DAN SMITH

COMMUNITY CENTRE & FIRE HALL COMM

Fire Department: MIKE TOOLE, JODY SPIDLE, SCOTT VEINOT
Town Council: MAYOR GAIL SMITH, COUNCILLORS
BERNADETTE KNAPP, GARY MARSHALL
Town Planner: CHRYSTAL FULLER
Staff: CAO ASHLEY CROCKER, DPW ADAM VERRAN

PLANNING ADVISORY COMMITTEE

Citizens: HILARY CAMPBELL, MARGARET JERKE,
DIANNE MCDONALD, HOWARD SELIG
Town Council: COUNCILLORS JOHN BARTLETT, DAN SMITH,
JONATHAN ARCHIBALD

POLICE ADVISORY BOARD

Citizens: JANET DAVIS, JO-ANN HIGHTOWER, **BRENDA FORD**
Town Council: MAYOR SMITH, COUNCILLORS BERNADETTE
KNAPP, JONATHAN ARCHIBALD
NS Dept. of Justice: **VACANT** (Ad with Province)

SOURCE WATER PROTECTION ADVISORY COMMITTEE

Citizens-Town: BRENDA FORD, BRYSON CROWELL
Citizens-County: **CLIFF DRYSDALE**
County Council: COUNCILLOR GAIL OXNER
Town Council: COUNCILLORS BERNADETTE KNAPP,
JOHN BARTLETT
Staff: DPW ADAM VERRAN

ASSET MANAGEMENT WORKING GROUP

Town Council: MAYOR GAIL SMITH
Staff: CAO ASHLEY CROCKER, LEAH PROFITT
DPW ADAM VERRAN

**INTER-MUNICIPAL COMMITTEES AND
WORKING GROUPS**

ANNAPOLIS COUNTY INTER-MUNICIPAL WORKING GROUP

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL

IDEA GOVERNANCE COMMITTEE

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL

VALLEY REGIONAL SERVICES BOARD

MAYOR GAIL SMITH, DEPUTY MAYOR GARY MARSHALL (ALT)

REMO ADVISORY COMMITTEE

COUNCILLORS DAN SMITH, GARY MARSHALL

REMO PLANNING COMMITTEE

CAO ASHLEY CROCKER, DPW ADAM VERRAN

VALLEY REN LIAISON & OVERSIGHT COMMITTEE (LOC)

COUNCILLORS JOHN BARTLETT, JONATHAN ARCHIBALD (ALT)

TOWN INDIVIDUAL APPOINTMENTS

ANIMAL CONTROL & BYLAW ENFORCEMENT OFFICERS

AMANDA LEWIS
ASHLEY GERVAIS

BUILDING & FIRE OFFICIALS

ANDREW DOBSON
DAVID WRIGHT
ERIN SCHURMAN-KOLB

DANGEROUS & UNSIGHTLY PREMISES ADMINISTRATOR

SEAN AMOS

DEVELOPMENT OFFICER(S)

CHRYSTAL FULLER
LAUREN ISABELLE

FIRE CHIEF & DEPUTIES

CHIEF MIKE TOOLE
DEPUTIES SCOTT VEINOT, JODY SPIDLE

RCMP NCO IN CHARGE

ACTING S/SGT GRANT RYLAND

REMO COORDINATOR

BRIAN ORDE, JENNIFER DANIELS (ALT)

TOWN AUDITORS

BDO CANADA

TOWN CLERK

SARA MARCEAU

TOWN ENGINEER

DPW ADAM VERRAN

TOWN RETURNING OFFICER

SARA MARCEAU

TOWN SOLICITORS

TAYLOR MACLELLAN COCHRANE

TOWN TREASURER

LEAH PROFITT

TRAFFIC AUTHORITY

ACTING S/SGT GRANT RYLAND, DPW ADAM VERRAN

VWRM BYLAW ENFORCEMENT OFFICER

DALE ROBERTS

**REPRESENTATION ON OTHER
COMMITTEES (BY CITIZENS)**

MIDDLETON SWIMMING POOL SOCIETY

KELLEY DOUCETTE (Chair), STEPHANIE PURCELL (Vice-
Chair), MORGAN LAFFIN (Treasurer), JENAY ARMSTRONG
(Secretary), KATIE GREENE, SHALENE BURNS,
SCOTT MOORE, MARK FOWLER, KRYSTINA JOHNSON

REGIONAL LIBRARY BOARD

JILL COX

WESTERN REGIONAL HOUSING AUTHORITY

Citizen at Large: DIANNE MCDONALD

REQUEST FOR DECISION
Valley Waste Resource Management
Loan Guarantee
RFD#: 039-2026



To: COTW and Town Council
From: Leah Profitt, Director of Finance
Date: May 4, 2026 and May 19, 2026
Subject: Valley Waste Resource Management Loan Guarantee

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Loan guarantee resolution
- Approved 2026/27 Capital Budget Snapshot

Legislation

- Pursuant to the Municipal Government Act Section 88 (Ministerial approval)

Recommendation

That Council approve the included Town of Middleton’s Loan guarantee resolution in the amount of up to, but not exceeding forty-five thousand eight hundred and sixty-five dollars (\$45,865) representing one-point ninety-one percent (1.91%) of the total of two million, four hundred thousand dollars (\$2,400,000) to be borrowed by Valley Waste for their 2026/27 capital budget.

Background

Municipalities are required to seek Ministerial approval to guarantee borrowing by a committee created by an inter-municipal services agreement. The Town is a party to the Valley Waste Inter-Municipal Services agreement. The Department of Municipal Affairs and Housing requires a formal resolution of Council to document the Town’s guarantee of a portion of the Valley Waste loan. As approved in their 2026/2027 Capital Budget, Valley Waste plans to borrow to fund their capital expenditures as outlined in the attached Capital Budget Snapshot.

REQUEST FOR DECISION
Valley Waste Resource Management
Loan Guarantee
RFD#: 039-2026



Financial Implications

The Town would be required to honor the guarantee in the event that Valley Waste was unable to repay the loan. However, the Town, through the Inter-municipal services agreement, has previously agreed to pay a share of the approved operating and capital budgets of Valley Waste that provide the funding for the loan repayment among other expenditures.

Strategic Plan/Operating Plan Alignment

Check Applicable	Strategic Priority Area	Comments
	Environment	
	Infrastructure	
	Economy	
	Community	
X	Governance	Ensures legislative requirements are met.
	Council Strategic Initiative	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: May 19, 2026

**VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY
MUNICIPAL PARTNER GUARANTEE RESOLUTION
COUNCIL OF**

Guarantee Share Amount: \$ _____ Purpose: _____

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority has determined to borrow the aggregate principal amount of _____ Dollars (\$ _____) for purpose of _____;

WHEREAS the Authority has requested the Council of the _____, a municipality that executed the instrument of incorporation of the Authority, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the _____ does hereby approve the borrowing of the aggregate principal amount of _____ Dollars (\$ _____) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the Authority and the approval of the Minister of Municipal Affairs of the guarantee, the Council unconditionally guarantee repayment of _____ Dollars (\$ _____) for the purpose set out above; and

THAT upon the issue of the debentures, the Mayor/Warden and Chief Administrative Officer of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the _____ held on the _____ day of _____, 2026.

GIVEN under the hands of the Clerk and under the seal of the Municipality this _____ day of _____, 2026.

Clerk

**Valley Region Solid Waste-Resource Management Authority
 Capital Budget and Projections
 Budget 2026-2027**

Debenture	2,400,000
Equipment Reserves	25,000
Operating Bank Account	-
Infrastructure Reserve	-

Item Description	Replacement Timeline	Finance Term	Funding Source Projection & Budget	Budget 2026-2027
Dodge 1500 Reg Cab 4x4 W/Lift Gate	10	5	Debenture	85,000
Dodge 2500 Reg Cab 4x4	10	5	Debenture	95,000
Truck Salter (8ft)		5	Equipment Reserves	12,000
Warehouse		20	Debenture	750,000
EMC Painting to Match Expansion		5	Debenture	80,000
EMC Camera Upgrades		5	Debenture	40,000
Sprinkler System/Fire Rover (12K Pond Design, 225k Viking)		5	Debenture	100,000
Cardboard Baler Upgrade		5	Debenture	250,000
WMC Transfer Station Expansion (Design Build)		20	Debenture	1,000,000
Loader Forks			Equipment Reserves	13,000
Total Annual Capital Requested				2,425,000

REQUEST FOR DECISION
Joint EDI and Accessibility Committees
Terms of Reference
RFD#: 041-2026



To: COTW and Town Council
From: Ashley Crocker, CAO
Date: May 4, 2026 and May 19, 2026
Subject: Joint EDI and Accessibility Committees Terms of Reference

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Joint Equity, Diversity and Inclusion (EDI) Committee Draft Terms of Reference
- Joint Accessibility Committee Draft Terms of Reference

Legislation

- Nova Scotia Accessibility Act Bill 59, 2017
- Nova Scotia Dismantling Racism and Hate Act (Chapter 3 of the Acts of 2022)

Recommendation

That Council approve splitting the joint Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee into a Joint Accessibility Advisory Committee and a Joint Equity, Diversity, and Inclusion Advisory Committee, and approve the draft terms of reference attached.

Background

In 2019, the Town created an Accessibility Advisory Committee in response to provincial accessibility legislation. In the summer of 2024, again in response to provincial legislation, the Town agreed to partner with the County of Annapolis, the Town of Annapolis Royal and the Village of Lawrencetown to create one county-wide joint Inclusion, Diversity, Equity, and Accessibility committee, to be referred to as IDEA.

In November 2024 the Town approved the IDEA Terms of Reference and Strategy which would guide the development of IDEA work.

In early 2026, the **Annapolis County Joint Accessibility Plan 2026-2028** and the **Equity, Diversity, and Inclusion Plan 2026-2029** were approved by the Inclusion, Diversity, Equity, and Accessibility Committee,

REQUEST FOR DECISION
Joint EDI and Accessibility Committees
Terms of Reference
RFD#: 041-2026



the IDEA Governance Committee, and all partnering municipalities.

As staff move forward with the development of implementation plans, staff are recommending separating the group into two separate committees and adding Council member representatives to the committees.

The *Accessibility Act* requires that at least 50% of committee members be persons with disabilities or representatives of organizations that serve persons with disabilities. When combined with the addition of Council members to the committee, this creates a situation where the majority of public member positions would need to meet the disability requirement. This significantly limits the ability to include individuals from other equity-seeking groups and reduces the overall diversity of perspectives at the table.

By separating the committees, we can:

- Ensure compliance with legislative requirements for accessibility
- Create space for broader representation of equity-seeking groups within a dedicated DEI-focused committee
- Allow each committee to focus more effectively on its specific mandate

This approach supports both strong accessibility planning and meaningful inclusion across a wider range of community voices.

The attached revisions to the Terms of Reference (TOR) reflect best practices in committee governance. There are language changes in the TORs that strengthen alignment with Council priorities and reinforce the advisory role of the committees within the municipal governance framework.

One of the significant changes is the addition of Council representatives to the Committee, as well as selecting the Chairperson from Council representatives. Staff feel this is in line with other committees of Council and will allow for better agenda management. As a result, the IDEA Governance Committee will fold, as Council and Commission members will report to their Councils as they do for other Committees.

The Town of Middleton, Town of Annapolis Royal and Village of Lawrencetown currently do not provide honorariums for any of its Committees of Council, however, the County of Annapolis does. Therefore, the County of Annapolis is considering providing honorariums to all citizen members of both committees to ensure consistency with their own internal policies. This still needs to be considered and approved (or not) by their council.

REQUEST FOR DECISION
Joint EDI and Accessibility Committees
Terms of Reference
RFD#: 041-2026



Financial Implications

There will be annual implications to operating and capital budgets to implement items within the plans approved by Council that will be incorporated as part of Council’s annual budget planning.

Strategic Plan/Operating Plan Alignment

Check Applicable	Strategic Priority Area	Comments
	Environment	
	Infrastructure	
	Economy	
X	Community	
X	Governance	
	Council Strategic Initiative	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: May 19, 2026

Terms of Reference

Joint Annapolis County Accessibility Advisory Committee

Purpose

The Joint Annapolis County Accessibility Advisory Committee (“the Committee”) provides advice to the Town of Annapolis Royal Council, Village of Lawrencetown Commission, Town of Middleton Council, and Municipality of the County of Annapolis Council (“the Councils and Commission”) on fulfilling its responsibilities relating to identifying, preventing and eliminating barriers to people with disabilities.

The Committee plays a pivotal role in helping the Councils and Commission become more inclusive service providers in accordance with Nova Scotia Accessibility Act Bill 59, 2017.

Scope and Role

The Committee provides advice and recommendations to the Councils and Commission on matters related to accessibility as they relate to municipal services, policies, and community impacts. The Committee is advisory in nature and does not have decision-making or operational authority.

The Committee’s role is to:

- Provide advice and recommendations on the implementation of the Annapolis County Joint Accessibility Plan 2026-2028.
- Monitor progress on the plans and provide input into annual progress reporting.
- Review and provide input on municipal policies, programs, projects, and services through an accessibility lens, as requested by an ex officio
- Support community awareness by receiving input from residents, community organizations, and subject-matter experts, and sharing relevant perspectives with the Councils and Commission.
- Advise the Councils and Commission on emerging accessibility issues, trends, or legislative considerations that may affect the municipalities.
- Provide advice to the Councils and Commission on opportunities to support community-based accessibility initiatives, where resources allow.
- Review the Annapolis County Joint Accessibility Plan every three years in accordance with the Nova Scotia Accessibility Directorate.
- Assist in monitoring compliance with provincial government directives from the Nova Scotia Accessibility Directorate and other relevant agencies.
- Consult with the community on accessibility within the County.

Reporting Relationship

After each meeting, the Council and Commission representatives shall report to their respective Councils or Commission. Annually, the Chairperson shall work with the ex officio members to provide a written report to the Councils and Commission concerning the Committee’s work.

Should any Council or the Commission request an oral presentation directly, this request would be fulfilled by the individual Council or Commission's representatives.

Membership

The Accessibility Act requires that at least 50% of committee members be persons with disabilities or representatives of organizations that serve persons with disabilities.

Voting Members (10):

(6) Community representatives from across Annapolis County, duly appointed by the Councils and Commission pursuant to the *Municipal Government Act*.

(Up to 4 Elected Officials) Each of the Councils and Commission may appoint 1 representative and an alternate. When the Council or Commission does not appoint a representative, another unit may have their alternate participate so that the elected officials total four.

Elected Official representation will be revisited each November, and all units will be asked to have representation on a rotating basis, at a minimum (i.e. always have a representative on the EDI or the Accessibility committee).

Non-voting members:

- Staff Support persons, designated by the County of Annapolis CAO ("ex officio members").
- County of Annapolis Administrative Support person
- CAOs and Village Clerk may attend as ex-officio at their discretion.

Community representatives appointed to the Committee should have first-hand lived experiences as a person with a disability or work directly in a volunteer or employment role with persons with a disability. The Committee shall endeavor to include representation from different geographical areas across the participating municipalities. Appointees should possess strong community knowledge, a solid understanding of Accessibility policies, practices, and terminology, as well as knowledge and ability to understand and respond to overt discriminatory and ableist actions while remaining comfortable having difficult conversations about such issues.

Community Members will be recommended by the CAOs and Clerk and approved by the Council for the County of Annapolis.

All members must adhere to and abide by the NS Code of Ethics Policy.

The Ex officio members, designated by the CAOs will:

- Be the lead staff contacts for the Committee.
- Provide administrative and research support to the Committee.
- Engage the Committee to support actions in the Plans, when required.

Role of Chairperson and Vice Chairperson

The Chairperson shall be appointed from one of the Elected Officials and is ultimately responsible for chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given by the Committee to staff. This includes the provision for adoption of work plans, policy directions, development of strategies, performing accessibility reviews of individual local governments or jointly, and discussing opportunities for enhancing accessibility in each of the local governments, as well as all other items incidental to the effective inter-municipal operations of the four local governments respecting accessibility.

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

Role of staff members

Staff members shall act as staff resources to the Committee to ensure the Committee has the best available information upon which to make decisions or recommendations to the Councils and Commission.

Terms and Length of Service

Except to the extent that the term of appointment is otherwise determined by statute, bylaw or policy, citizen members shall be appointed for one two-year term, with the term commencing in November following each municipal general election or bi-annual election anniversary.

Acknowledging the value of experience and the need for continuity, incumbents who are eligible and willing to seek reappointment may re-apply for one additional two-year term.

When applying for reappointment, incumbents must complete an application form as provided by the Office of the Municipal Clerk.

Frequency of Meetings

Meetings of the Committee shall be held quarterly on such day as the Committee decides every two-year term of the Committee, with such meetings taking place at the time agreed to by the Committee. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Committee and prior notification is provided to Committee members.

Quorum Requirements

No decisions may be made at any Committee meeting unless a majority of the voting members of the Committee duly appointed are present. Quorum is six (6) voting members, which must include at least one elected official.

Attendance

A member appointed by Municipal Council who fails to attend three consecutive meetings of a board or committee without having been excused by resolution of the board or committee shall be deemed to have resigned from the board or committee. Under those conditions, the

position may be declared vacant, and the board or committee shall immediately notify the Office of the Municipal Clerk. Depending on the circumstances, the vacancy may or may not be filled.

Decision-Making Process

All decisions of the Committee shall be made by consensus vote of Committee members. Where a consensus is not forthcoming, the decision shall be determined by majority vote.

Agenda, Minutes and Resolutions

The Committee will receive administrative support from the Annapolis County Community Development Department, including meeting and agenda preparation, the recording of minutes, and communicating Committee recommendations to the staff representatives of the Councils and Commission.

Draft minutes and recommendations of the Committee shall be provided to each member of the Advisory Committee within 10 business days after the conclusion of such meeting.

Conflict of Interest

It is expected that all members of the Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Advisory Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any breach of this guideline will require the Chairperson to ask the appropriate Council or Commission to remove that member and appoint another member in their stead. If the breach is by the Chairperson, this shall be reported to the appropriate CAO by the Vice Chairperson.

Resources

The Committee may access the support of the three Chief Administrative Officers, Clerk/Treasurer, and other appropriate municipal and village staff, as authorized, to carry out research and develop timely and informed recommendations.

The Committee may also seek external funding for studies or staff support through a participating municipality, provincial, federal, or NGO partners, subject to existing budgets.

Confidentiality

All meetings of the Committee are considered public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the Municipal Government Act. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon approval by the Committee. Information and reports of the Committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

Communications

All communications and messaging from the Committee’s work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Committee will be supported by all members of the Committee upon ratification. This does not limit the ability of individual members from speaking freely with the media, but in all such cases the individual Committee member should be clear that it is their personal opinion and not that of the Committee.

Approved:

Mayor Amery Boyer
Town of Annapolis Royal

Date

Chairman Brian Reid
Village of Lawrencetown

Date

Mayor Gail Smith
Town of Middleton

Date

Warden Diane LeBlanc
Municipality of the County of Annapolis

Date

Terms of Reference

Annapolis County Equity, Diversity, and Inclusion Advisory Committee

Purpose

The Annapolis County Equity, Diversity, and Inclusion (EDI) Advisory Committee (“the Committee”) provides advice to the Town of Annapolis Royal Council, Village of Lawrencetown Commission, Town of Middleton Council, and Municipality of the County of Annapolis Council (“the Councils and Commission”) on identifying, preventing, and eliminating discrimination (based on race, religion, national origin, ethnicity, gender, gender identity, gender expression, disability, or sexual orientation) in Municipal services.

The Committee plays a pivotal role in helping the Councils and Commission become more inclusive service providers in accordance with Nova Scotia’s Dismantling Racism & Hate Act (Bill 96, 2022).

Scope and Role

The Committee provides advice and recommendations to the Councils and Commission on matters related to EDI as they relate to municipal services, policies, and community impacts. The Committee is advisory in nature and does not have decision-making or operational authority.

The Committee’s role is to:

- Provide advice and recommendations on the implementation of the Equity, Diversity, and Inclusion Plan 2026-2029 (“EDI Plan”).
- Monitor progress on the plans and provide input into annual progress reporting.
- Review and provide input on municipal policies, programs, projects, and services through an EDI lens, as requested by an ex officio.
- Support community awareness by receiving input from residents, community organizations, and subject-matter experts, and sharing relevant perspectives with the Councils and Commission.
- Advise the Councils and Commission on emerging EDI issues, trends, or legislative considerations that may affect the municipalities.
- Act as the voice and advocate for all residents and businesses in Annapolis County, promoting inclusion for all, speaking out against and educating those in need when hate, racism, or discriminatory words or actions are promulgated in our community.
- Provide advice to the Councils and Commission on opportunities to support community-based DEI initiatives, where resources allow.

Reporting Relationship

After each meeting, the ex officio member shall distribute the draft meeting minutes to the Clerks of all four participating units within 10 business days. Annually, the Chairperson shall work with the ex officio members to provide a written report to the Councils and Commission

concerning the Committee's work. Should any Council or the Commission request an oral presentation directly, this request would be fulfilled by the individual Council or Commission's representatives.

Membership

The Committee aims to have the greatest possible representation from a diverse array of voices and equity-deserving groups, including community members with lived experience of discrimination based on race, religion, national origin, ethnicity, gender, gender identity, gender expression, disability, or sexual orientation.

Voting Members (up to 10):

(6) Community representatives from across Annapolis County, duly appointed by the Councils and Commission pursuant to the *Municipal Government Act*.

(Up to 4 Elected Officials) Each of the Councils and Commission may appoint 1 representative and an alternate. When the Council or Commission does not appoint a representative, another unit may have their alternate participate so that the elected officials total four.

Elected Official representation will be revisited each November, and all units will be asked to have representation on a rotating basis, at a minimum (i.e. always have a representative on the EDI or the Accessibility committee).

Non-voting members:

- Staff Support person, designated by the County of Annapolis CAO ("ex officio member").
- County of Annapolis Administrative Support person
- CAOs and Village Clerk may attend as ex-officio at their discretion.

Community representatives appointed to the Committee should have first-hand lived experiences as a person from an underrepresented or underserved community or work directly in a volunteer or employment role with such community members. The Committee shall endeavor to include representation from different geographical areas across the participating municipalities. Appointees should possess strong community knowledge, a solid understanding of EDI policies, practices, and terminology, as well as knowledge and ability to understand and respond to overt discriminatory, ableist, and racist actions while remaining comfortable having difficult conversations about such issues.

Community Members will be recommended by the CAOs and Clerk and approved by the Council for the County of Annapolis.

All members must adhere to and abide by the NS Code of Ethics Policy.

The Ex officio member, designated by the CAOs will:

- Be the lead staff contact for the Committee.

- Provide administrative and research support to the Committee.
- Engage the Committee to support actions in the Plans, when required.

Role of Chairperson and Vice Chairperson

The Chairperson shall be appointed from one of the Elected Officials and is ultimately responsible for chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given by the Committee to staff. This includes the provision for adoption of work plans, policy directions, development of strategies, performing EDI reviews of individual local governments or jointly, and discussing opportunities for enhancing EDI in each of the local governments, as well as all other items incidental to the effective inter-municipal operations of the four local governments respecting EDI.

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

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Decision-Making Process

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Agenda, Minutes and Resolutions

The Committee will receive administrative support from the Annapolis County Community Development Department, including meeting and agenda preparation, the recording of minutes, and communicating Committee recommendations to the staff representatives of the Councils and Commission.

Minutes and recommendations of the Committee shall be provided to each member of the Advisory Committee within a reasonable time after the conclusion of such meeting.

Conflict of Interest

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Approved:

Mayor Amery Boyer
Town of Annapolis Royal

Date

Chairman Brian Reid
Village of Lawrencetown

Date

Mayor Gail Smith
Town of Middleton

Date

Warden Diane LeBlanc
Municipality of the County of Annapolis

Date

COMMUNITY COMPLAINTS & CONCERNS

Status Report

Complaint #	Date Complaint Received	Method of Complaint	Description of Concern/Complaint	Department Responsible	Complainant Updated	Staff Update	Status
25-026	24-Nov-25	Phone	Complainant would like to see white lines painted along Main Street (Brooklyn Road side), and Brooklyn Road. Complainant finds it very difficult to see the shoulder of the road at night.	Public Works/Parks	4-Dec-25	White lines will be repainted in the spring when weather improves.	In-Progress
26-005	27-Mar-26	Email	The large EFR trucks that collect commercial waste have been driving on side streets (Maple, Commercial). Residents are concerned about the damage these trucks can cause on the infrastructure.	Administration	2-Apr-26	Mar 30/26: Letter to EFR has been written and sent to CAO. Apr 1/26: Letter sent. Apr 16/26: CAO spoke with EFR. CAO still needs to follow up with EFR.	In-Progress
26-006	17-Apr-26	Phone	Vehicles frequently speed through Veterans Lane/Victoria Street and don't stop at the stop sign. Children play in the area. Complainant would like to see a stop sign or children at play sign.	Public Works/Parks	28-Apr-26	Apr 28/26: Children at Play sign will be ordered for this street.	In-Progress

Town of Middleton
Town General Financial Variance Report
as of March 31st, 2026
UNAUDITED

	31-Mar-26		
	Actuals	Budget	Variance (\$)
REVENUES			
Assessable property taxes	3,986,651	4,050,246	(63,595)
Grants in lieu of taxes	151,367	152,231	(864)
Services provided to other governments	89,971	96,824	(6,853)
Sales of services	41,453	62,052	(20,599)
Other revenue from own sources	130,862	96,567	34,295
Unconditional transfers from other governments	338,964	338,964	-
Conditional transfers from federal or provincial governments or agencies	183,379	214,563	(31,184)
TOTAL REVENUE	4,922,646	5,011,447	(88,801)
EXPENSES			
General government services	612,006	677,836	65,830
Protective services	1,399,937	1,723,632	323,695
Transportation services	814,505	926,493	111,988
Environmental health services	399,658	455,052	55,394
Environmental development services	154,184	268,939	114,755
Recreation and cultural services	346,492	401,445	54,953
Mandatory education contributions	521,916	498,736	(23,180)
Interest (MFC)	41,144	42,823	1,679
Interest (Inter-fund)	-	1,755	1,755
TOTAL EXPENSES	4,289,842	4,996,711	706,869
ANNUAL SURPLUS / (DEFICIT)	632,804	14,736	618,068
FINANCING AND TRANSFERS			
Principal repayments (MFC)	(207,370)	(207,370)	-
	(207,370)	(14,736)	(192,634)
TOTAL AFTER TRANSFERS - SURPLUS/(DEFICIT)	425,434	-	425,434

YTD Variance Explanation
\$33k YE Adjustment Re: Hydrant Rate to offset Water - Public fire protection, \$40k YE Adjustment Re: Sewer Usage Charge for Water Utility, \$7k MT&T Revenue received in April 2026
<i>Nothing to report</i>
<i>Nothing to report</i>
Shad Derby & Multicultural Festival revenue shortfalls
Penalties & interest on arrears \$19k better than budget, deposit interest \$10k in excess of budget
<i>Nothing to report</i>
\$30k Emergency Services Provider and \$11.5k Crime Prevention grants received, not budgeted, \$5k Active Community grants higher than budgeted, \$20k MPAL grant received, \$75k received from Province for Cost Share Program (Paving)
\$11k savings on bank service charges, \$8k training expense and related due to AMA/NSFM conferences/workshops not attended (timing conflict), \$21k audit & legal unused, \$20k savings in staffing and related costs, \$4k staff wellness benefit not utilized
\$58k invoice for Police Shared svcs and \$14k increase in RCMP for 0.5 additional officer not received yet, offset by \$32k expenses Re: Emergency Services Provider grant, timing of RCMP invoicing off from budget phasing, \$5k savings on Fire Training and related expenses, \$4k savings Bylaw Enforcement, \$268k YE Adjustment Re: Hydrant Rate to offset Water - Public fire protection
\$60k wages & benefits - staff vacancy, \$18k survey & engineering not needed to date, \$11k training expense related to ACWWA & MPWWA conferences not attended (timing conflict), \$21k general operating expense under budget
\$16k equipment/motor repair not required, \$6k other contracts not needed to date, \$10k under budget for lift station expenses, \$8k under budget for operating the Sewer Treatment Plant, \$6k due to staff vacancy
\$6k savings multi-cultural expenses, \$4k MIP Cost share Econ Dev Officer not needed this fiscal year, \$17k GIS & Planning, \$13k Fire inspection services lower than budget, \$73k Professional fees lower than budget, \$10k under budget for office operating expenses
\$14K savings in parks equipment & maintenance expenses, \$31k savings in event and programs expenses to date
Provincial education budget arrived after the Town budget was approved
<i>Nothing to report</i>
<i>Nothing to report</i>

Projected deficit to be funded from Operating Reserve

Town of Middleton
Water Utility Financial Variance Report
as of March 31st, 2026
UNAUDITED

31-Mar-26				
Actuals	Budget	Variance (\$)	YTD Variance Explanation	
REVENUES				
Metered sales	664,481	614,597	49,884	Water invoicing over budget due to rate adjustment per Water Rate Study
Flat rate sales	-	900	(900)	<i>Nothing to report</i>
Public fire protection	-	287,619	(287,619)	\$33k YE Adjustment Re: Hydrant Rate to offset Assessable property taxes in Town General and \$268k to offset Protective Services in Town General
Sprinkler service	-	2,317	(2,317)	<i>Nothing to report</i>
Other operational revenue	10,908	6,887	4,021	<i>Nothing to report</i>
Non-operating revenue	530	1,010	(480)	<i>Nothing to report</i>
TOTAL REVENUE	675,919	913,330	(237,411)	
EXPENSES				
Source of supply	878	46,011	45,133	Well cleaning deferred until Reservoir project completed
Power and pumping	51,912	70,441	18,529	Savings on repairs & maintenance to date
Water treatment	39,535	39,406	(129)	<i>Nothing to report</i>
Transmission and distribution	241,634	265,524	23,890	Savings on repairs & maintenance to date
Admin and general	249,848	278,109	28,261	Savings due to administrative wages & benefits - staff vacancy
Taxes	45,430	46,607	1,177	<i>Nothing to report</i>
Amortization	-	80,883	80,883	
TOTAL EXPENSES	629,237	826,981	197,744	
ANNUAL SURPLUS / (DEFICIT)	46,681	86,349	(39,668)	
FINANCING AND TRANSFERS				
Capital out of revenue	-	-	-	
Transfer to reservoir reserve	-	89,948	89,948	
	-	89,948	89,948	
TOTAL AFTER TRANSFERS	46,681	(3,599)	50,280	

2025-2026 CAPITAL PROJECTS UPDATE

Project Name	Brief Description	Cost	Operating	Grant	Drawdown Reserves	Long-term Debt	Other	Project #	Costs to Date (05-01-26)	Status
TOWN GENERAL PROJECTS										
PARKS BARN FENCE	Rotary Park barn	17,000	-	-	17,000	-	-	25-07	14,747	Project completed and paid in full.
DOCK	Replace wooden dock	82,500	-	41,250	33,000	-	8,250	25-09	-	A second Recreation Development Grant application was submitted to the Province on February 13, 2026. Meeting to be scheduled with ACOA and Valley Credit Union to explore a potential joint partnership with the Province.
FLAIL MOWER	Wellfield/ditch	15,000	-	-	15,000	-	-	25-06	12,359	Project completed and paid in full.
LIFT STATION PUMP REPLACEMENT	Sewer pump	10,000	-	-	10,000	-	-	23-05	8,742	Project completed and paid in full.
ROTATOR ASSEMBLY	Pump component	3,700	-	-	3,700	-	-	25-01	-	Project cancelled.
SCHOOL ST LIFT STATION SUCTION LINE	End of life pipe failures	15,000	-	-	15,000	-	-	25-08	7,121	Project completed and paid in full.
SIDEWALK REPLACEMENTS	2 Main St Sections	25,000	-	-	25,000	-	-	22-14	25,258	Project completed and paid in full.
UV SENSOR	Broken sensor	4,500	-	-	4,500	-	-	25-05	4,973	Project completed and paid in full.
STP PUMP REPLACEMENT	Broken pump	15,000	-	-	15,000	-	-	25-16	14,167	Project completed and paid in full.
FIRE PUMPER/TANKER	Replace 34 YO pumper/tanker	850,000	-	525,000	325,000	-	-	24-17	-	Tender released to procurement site - closing dae of May 22nd, 2026.
TOTAL TOWN		\$ 1,037,700	\$ -	\$ 566,250	\$ 463,200	\$ -	\$ 8,250		\$ 87,366	
WATER UTILITY PROJECTS										
FIRE HYDRANT REPLACEMENTS	Hydrants - 3 per year	18,000	-	-	18,000	-	-	22-10	-	Manpower to complete project not available for fiscal 2025-26. Project included in 2026-2027 Capital Budget.
WATER RESERVOIR	Reservoir - 2nd year	4,038,176	-	-	2,399,185	1,638,991	-	22-12-A	3,494,158	Reservoir tank full. Pumps have been installed. SCADA and related software set up. Testing pumps and VFD first week of May. Director of Public Works predicts 8-10 days before commissioning of Reservoir.
SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES	Replace 380m section	638,200	119,000	259,600	259,600	-	-	22-21	625,270	Project completed and paid in full.
WELL PUMP REPLACEMENT	Replace Pump #3	25,000	-	-	25,000	-	-	24-09	-	Project deferred until after new reservoir is functional; included in 2026-2027 Capital Budget.
WELL LEVEL SENSOR	Broken sensor	9,000	-	-	9,000	-	-	25-02	8,656	Project completed and paid in full.
CHLORINE SENSOR	Replacement sensor	4,500	-	-	4,500	-	-	25-03	4,115	Project completed and paid in full.
CONNAUGHT AVE WATER LINE AND VALVES	Replace section	100,000	100,000	-	-	-	-	25-04	45,129	Project completed and paid in full.
WATER METER REPLACEMENTS	New devel + replace broken	9,400	-	-	9,400	-	-	25-17	9,508	Project completed and paid in full.
TOTAL WATER		\$ 4,842,276	\$ 219,000	\$ 259,600	\$ 2,724,685	\$ 1,638,991	\$ -		\$ 4,186,836	
TOTAL 2025-2026 CAPITAL PROJECT EXPENDITURES APPROVED JULY 14, 2025		\$ 5,879,976	\$ 219,000	\$ 825,850	\$ 3,187,885	\$ 1,638,991	\$ 8,250		\$ 4,274,202	
SUPPLEMENTAL PROJECTS APPROVED BY COUNCIL										
FIRE DEPT UTILITY TRUCK	1 Ton 4x4 Truck	150,000	-	-	-	-	-	25-12	98,882	Truck cap and emergency lighting package have been installed, shelving and console fabrication for radios and decalling on exterior completed. Pending additional invoicing from vendors.
TOTAL WATER		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 98,882	
TOTAL 2025-2026 CAPITAL PROJECT EXPENDITURES		\$ 6,029,976	\$ 219,000	\$ 825,850	\$ 3,187,885	\$ 1,638,991	\$ 8,250		\$ 4,373,084	