

## **AGENDA**

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

3. **PROCLAMATION**

3.1. Recreation Month – June 2026

3.2. National Indigenous History Month & National Indigenous Peoples Day – June 21, 2026

4. **APPROVAL OF THE MINUTES**

4.1. Committee of the Whole Minutes – May 4, 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. **INFORMATION/DISCUSSION ITEMS**

6.1. Community Concerns/Complaints as of May 2026 – CAO

6.2. Town General and Water Utility Financial Report as of April 30, 2026 – DOF

6.3. 2026-2027 Capital Projects Update – DOF

7. **CORRESPONDENCE**

7.1. May 15, 2026, Letter from Minister of the Department of Emergency Management, Kim Masland re: Update on 12 Months’ Notice - NSFM and AMANS

8. **ANYTHING BY MEMBERS**

9. **ADJOURNMENT**

# Proclamation

## **PARKS & RECREATION MONTH JUNE 2026**

- WHEREAS** parks and recreation are an integral part of communities throughout this country; and
- WHEREAS** parks and recreation promote health and wellness, improving the physical and mental health of people who recreate and live near parks; and
- WHEREAS** parks and recreation promote time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and
- WHEREAS** parks and recreation encourage physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and
- WHEREAS** parks and recreation programming and education activities, such as day camps, youth sports and environmental education, are critical to childhood development; and
- WHEREAS** our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors.
- THEREFORE** I, Gail Smith, Mayor of Middleton do hereby proclaim June 2026 as "Parks and Recreation Month" in the Town of Middleton.

Dated at Middleton, Nova Scotia  
this 1<sup>st</sup> day of June 2026.

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Gail Smith, Mayor

# Proclamation

## NATIONAL INDIGENOUS HISTORY MONTH AND NATIONAL INDIGENOUS PEOPLES DAY

**JUNE 2026**

**WHEREAS** in 2009, June was declared National Indigenous History month by the passing of a unanimous motion of the House of Commons; and

**WHEREAS** recognizing National Indigenous History Month is an opportunity for citizens to learn more about the history of the Indigenous peoples in Canada – the first peoples of Canada; and

**WHEREAS** in cooperation with Indigenous People’ national organizations, the Government of Canada designated June 21 as National Indigenous Peoples Day; and

**WHEREAS** June 21 was chosen because it corresponds to the summer solstice, the longest day of the year, and for generations many Indigenous Peoples’ groups have celebrated their culture and heritage at this time of year; and

**WHEREAS** National Indigenous Peoples Day is a wonderful opportunity to become better acquainted with the cultural diversity of First Nations, Inuit, and Metis people and to discover the unique accomplishments of Indigenous Peoples; and

**WHEREAS** the Town of Middleton is a community that celebrates its cultural diversity,

**THEREFORE**, I, Gail Smith, Mayor of Middleton do hereby proclaim June 2026 as National Indigenous History Month and June 21 as National Indigenous Peoples Day in the Town of Middleton.

Dated at Middleton, Nova Scotia  
this 1<sup>st</sup> day of June 2026.

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Gail Smith, Mayor

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held in person and on YouTube Live on Monday, May 4, 2026.

**PRESENT**

Chairing the meeting, Mayor Gail Smith, Deputy Mayor Gary Marshall, 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.

**1. CALL TO ORDER**

Mayor Smith called the meeting to order at 6:30pm.

**2. APPROVAL OF THE AGENDA**

**260504.01:** It was moved and seconded to approve the agenda, as circulated. **Motion carried.**

**3. PROCLAMATION**

Mayor Smith proclaimed May 3-9, 2026, as Emergency Preparedness Week the Town of Middleton.

Mayor Smith proclaimed May 2026, as Lyme Disease Awareness Month in the Town of Middleton.

**4. APPROVAL OF THE MINUTES**

Approval of the Previous Meeting Minutes

**4.1** Committee of the Whole Meeting Minutes – April 7, 2026

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

**5. ANYTHING BY CITIZENS**

Nothing to report.

## 6. NEW BUSINESS

### 6.1 RFD 038-2026 Appointment List Update

CAO Crocker gave a brief overview of the Appointment List Update.

**260504.02** It was moved and seconded that Council, on recommendation from the CAO, appoint Chris Dowell as a member of the Audit Committee. **Motion carried.**

**260504.03** It was moved and seconded that Council, on recommendation from the CAO, appoint Brend Ford as a member of the Police Advisory Board. **Motion carried.**

**260504.04** It was moved and seconded that Council, on the recommendation from the CAO, appoint Cliff Drysdale as a member of the Source Water Protections Advisory Committee. **Motion carried.**

**260504.05** It was moved and seconded that Council approve the 2026 Appointment List, as presented. **Motion carried.**

### 6.2 RFD 039-2026 Valley Waste Temporary Borrowing Resolution

DOF Profitt gave a brief overview of the Valley Waste Temporary Borrowing Resolution.

**260504.06** It was moved and seconded 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. **Motion carried.**

### 6.3 RFD 041-2026 EDI and Accessibility Committee Terms of Reference

CAO Crocker gave a brief overview of the EDI and Accessibility Committee Terms of Reference.

- Councillor Archibald asked whether the matter could wait until after the special election.
  - CAO Crocker confirmed that it could and noted it was not included in the updated appointment list.

**260504.07** It was moved and seconded 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. **Motion carried.**

## 7. INFORMATION/DISCUSSION ITEMS

### 7.1 Community Concerns/Complaints as of April 2026

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

### 7.2 Town General and Water Utility Financial Report as end of March 2026

DOF Profitt gave a brief overview of the Town General and Water Utility Financial Report as end of March 2026.

### 7.3 2025-2026 Capital Projects Update

Director of Finance Profitt gave a brief overview of the 2025-2026 Capital Projects Update.

- Councillor Smith asked whether other levels of government should be invited to the Reservoir grand opening.
  - CAO Crocker confirmed that the provincial MLA will be invited.
- Councillor Bartlett inquired about the tariff fee and whether a refund has been received yet.
  - CAO Crocker noted that the tariff has not yet been received but continues to be a priority for staff, CBCL, and Roscoe, with support also being provided by MP Chris d'Entremont's office.

## 8. ANYTHING BY MEMBERS

- Councillor Archibald stated that a resident reported the biker club was revving their bikes over the weekend, and that some Rotary Club members are unhappy with the approval process for the sunshade structure at the pool.
- Council discussed highlights from the NSFM conference, including updates on the provincial policing review, anticipated changes to the RCMP billing model, and growing concerns around drug-related crime and human trafficking in Nova Scotia. Members also reflected on safety issues for elected officials, noting increasing threats and harassment, including incidents requiring security measures. The discussion emphasized a broader shift in public behavior since 2020, with more hostility, particularly online, and reinforced that abuse toward elected officials is unacceptable.
- Councillor Knapp expressed satisfaction that the Town's Brush Dump will be open on Saturdays and Sundays for the month of May, and noted that a resident has requested a "Children at Play" sign at the intersection of Acadia and Duke Streets.

9. ADJOURNMENT

The Mayor declared the meeting adjourned at 6:59pm.

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MAYOR

\_\_\_\_\_  
RECORDING SECRETARY

DRAFT

**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. May 14: Signs ordered. May 28/26: Signs arrived. Installing soon.	In-Progress
26-007	24-May-26	Email	Trail crossing at Victoria Street has an exposed rail on the road.	Public Works/Parks	28-May-26	May 27/26: Repaired	Complete

**Town of Middleton**  
**Town General Financial Variance Report**  
**as of April 30, 2026**  
**UNAUDITED**

	30-Apr-26			YTD Variance Explanation
	Actuals	Budget	Variance (\$)	
<b>REVENUES</b>				
Assessable property taxes	2,056,901	2,106,695	(49,794)	Nominal variances from budget
Grants in lieu of taxes	-	-	-	<i>Nothing to report</i>
Services provided to other governments	-	-	-	<i>Nothing to report</i>
Sales of services	1,550	233	1,317	<i>Nothing to report</i>
Other revenue from own sources	5,539	6,380	(842)	<i>Nothing to report</i>
Unconditional transfers from other governments	50,912	738	50,174	\$50k Town Foundation Grant received
Conditional transfers from federal or provincial governments or agencies	-	-	-	<i>Nothing to report</i>
<b>TOTAL REVENUE</b>	<b>2,114,902</b>	<b>2,114,046</b>	<b>855</b>	
<b>EXPENSES</b>				
General government services	40,596	59,233	(18,638)	Variance due to timing
Protective services	5,073	17,028	(11,955)	Variance due to timing
Transportation services	89,152	86,028	3,124	<i>Nothing to report</i>
Environmental health services	71,335	72,931	(1,596)	<i>Nothing to report</i>
Environmental development services	6,366	21,124	(14,758)	Variance due to timing
Recreation and cultural services	11,345	27,097	(15,752)	Variance due to timing
Mandatory education contributions	43,493	47,044	(3,551)	<i>Nothing to report</i>
Interest (MFC)	-	-	-	<i>Nothing to report</i>
Interest (Inter-fund)	-	73	(73)	<i>Nothing to report</i>
<b>TOTAL EXPENSES</b>	<b>267,359</b>	<b>330,559</b>	<b>(63,200)</b>	
<b>ANNUAL SURPLUS / (DEFICIT)</b>	<b>1,847,543</b>	<b>1,783,488</b>	<b>64,055</b>	
<b>FINANCING AND TRANSFERS</b>				
Principal repayments (MFC)	-	-	-	<i>Nothing to report</i>
Principal repayments (Inter-fund)	-	-	-	<i>Nothing to report</i>
Transfer to Sewer Reserve	-	-	-	<i>Nothing to report</i>
Transfer from Operating Reserve	-	-	-	<i>Nothing to report</i>
Use of prior year surplus	-	-	-	
<b>TOTAL AFTER TRANSFERS</b>	<b>1,847,543</b>	<b>1,783,488</b>	<b>64,055</b>	

Town of Middleton  
Water Utility Financial Variance Report  
as of April 30, 2026  
UNAUDITED

	30-Apr-26			
	Actuals	Budget	Variance (\$)	Variance Explanation
<b>REVENUES</b>				
Metered sales	17	-	17	<i>Nothing to report</i>
Flat rate sales	-	-	-	
Public fire protection	-	-	-	
Sprinkler service	-	193	(193)	<i>Nothing to report</i>
Other operational revenue	582	645	(63)	<i>Nothing to report</i>
Non-operating revenue	-	85	(85)	<i>Nothing to report</i>
<b>TOTAL REVENUE</b>	<b>599</b>	<b>923</b>	<b>(324)</b>	
<b>EXPENSES</b>				
Source of supply	-	4,581	(4,581)	Variance due to timing
Power and pumping	7,178	5,870	1,308	NSP invoice \$3.2k more than budgeted
Water treatment	2,536	4,581	(2,045)	Variance due to timing
Transmission and distribution	19,714	26,292	(6,578)	Variance due to timing
Admin and general	14,283	18,193	(3,909)	Variance due to timing
Taxes	-	3,637	(3,637)	Variance due to timing
Interest (MFC) - Reservoir	-	-	-	
Amortization	-	-	-	
<b>TOTAL EXPENSES</b>	<b>43,712</b>	<b>63,153</b>	<b>(19,441)</b>	
<b>ANNUAL SURPLUS / (DEFICIT)</b>	<b>(43,113)</b>	<b>(62,231)</b>	<b>(19,765)</b>	
<b>FINANCING AND TRANSFERS</b>				
Capital out of revenue	-	-	-	
Principal repayments (MFC)	-	-	-	
Principal repayments (MFC) - Reservoir	-	-	-	
Principal repayments (Inter-fund)	-	-	-	
Transfer to reservoir reserve	-	-	-	
<b>TOTAL AFTER TRANSFERS</b>	<b>(43,113)</b>	<b>(62,231)</b>	<b>(19,765)</b>	

**2026-2027 CAPITAL BUDGET**

Project Name	Brief Description	Cost	Grant	Drawdown Reserves	(Repay) Reserves	Long-term Debt	Other	Project #	Costs to Date (04-30-26)	Status
<b>TOWN GENERAL PROJECTS</b>										
SIDEWALK REPLACEMENTS	Section of School Street and section of Gates Avenue from Main St to the school	25,000	-	25,000	-	-	-	22-14		
LIFT STATION PUMP REPLACEMENT	Sewer pump	10,000	-	10,000	-	-	-	23-05		
BROOKLYN/MAIN MANHOLE REPLACEMENT	Replace manhole cover	20,000	-	20,000	-	-	-	26-01		
FIRE PUMPER/TANKER	Replace 34 year old fire pumper/tanker	850,000	525,000	325,000	-	-	-	24-17		Tender closed May 22nd, 2026. Fire Chief and Truck Committee reviewing tenders and will bring a recommendation to Council
DOCK	Replace wooden dock	85,500	56,430	-	-	-	29,070	25-09		Staff still pending follow up from community contributors, ACOA and the Province regarding potential partnership on project
CROSSWALK LIGHTS	Install high-visibility crosswalk lights at 6 locations	73,487	48,501	24,985	-	-	-	25-10		
MIGRATE ACCOUNTING SOFTWARE	Accounting software migration	20,000	-	20,000	-	-	-	26-09		
REMOVE ON-PREMISE DOMAIN CONTROLLER	Replace domain controller	4,500	-	4,500	-	-	-	26-10		
REPLACE CHURCH STREET BETWEEN SCHOOL AND COMMERCIAL	Replace section	143,000	-	143,000	-	-	-	26-12		
<b>TOTAL TOWN</b>		<b>\$ 1,231,487</b>	<b>\$ 629,931</b>	<b>\$ 572,485</b>	<b>\$ -</b>	<b>\$ -</b>	<b>29,070</b>			
<b>WATER UTILITY PROJECTS</b>										
WATER VALVE REPLACEMENT	Replace curbstops	24,000	-	24,000	-	-	-	24-10		
FIRE HYDRANT REPLACEMENTS	Hydrants - 3 per year	18,000	-	18,000	-	-	-	22-10		
WATER RESERVOIR	Reservoir - 3rd year	4,038,176	-	2,399,185	-	1,638,991	-	22-12-A	3,582,147	Commissioning of pumps and additional testing to be completed over the coming weeks
WATER RESERVOIR	Decommission old reservoir	249,200	124,600	-	124,600	-	-	22-12-A		
WELL PUMP REPLACEMENT	Replace pump #3	25,000	-	25,000	-	-	-	24-09		Staff collecting project quotes from vendors
WATER METER REPLACEMENTS	Replace broken meters	7,322	-	7,322	-	-	-	26-02		
BROOKLYN ROAD SUCTION LINE REPLACEMENT	Improve pump efficiency	12,000	-	12,000	-	-	-	26-04		Pending vendor quote
WELL LEVEL SENSOR	Broken sensor	9,000	-	9,000	-	-	-	25-02		
<b>TOTAL WATER</b>		<b>\$ 4,382,698</b>	<b>\$ 124,600</b>	<b>\$ 2,494,507</b>	<b>\$ 124,600</b>	<b>\$ 1,638,991</b>	<b>-</b>		<b>3,582,147</b>	
<b>TOTAL 2026-2027 CAPITAL PROJECT EXPENDITURES APPROVED MARCH 30, 2026</b>		<b>\$ 5,614,185</b>	<b>\$ 754,531</b>	<b>\$ 3,066,992</b>	<b>\$ 124,600</b>	<b>\$ 1,638,991</b>	<b>\$ 29,070</b>		<b>\$ 3,582,147</b>	
<b>SUPPLEMENTAL PROJECTS APPROVED BY COUNCIL</b>										
FIRE DEPT UTILITY TRUCK	1 Ton 4x4 Truck	150,000	-	-	-	-	-	25-12	149,751	Project completed and paid in full
<b>TOTAL WATER</b>		<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 149,751</b>	
<b>TOTAL 2026-2027 CAPITAL PROJECT EXPENDITURES</b>		<b>\$ 5,764,185</b>	<b>\$ 754,531</b>	<b>\$ 3,066,992</b>	<b>\$ 124,600</b>	<b>\$ 1,638,991</b>	<b>\$ 29,070</b>		<b>\$ 3,731,898</b>	



## Emergency Management Office of the Minister

Suite 601-1871 Upper Water Street, Halifax, Nova Scotia, Canada B3J 1S8 • Telephone 902-424-5620 • [Minister.EmergencyManagement@novascotia.ca](mailto:Minister.EmergencyManagement@novascotia.ca)

May 15, 2026

David Mitchell  
President, Nova Scotia Federation of Municipalities (NSFM)  
Suite 1304, 1809 Barrington Street  
Halifax, NS B3J 3K8  
Via email: [david.mitchell@bridgewater.ca](mailto:david.mitchell@bridgewater.ca)

Dear David Mitchell and NSFM Members:

Recently, my team had the pleasure of connecting with many of you at the Nova Scotia Federation of Municipalities (NSFM) Spring Conference in Yarmouth (April 29- May 1). We deeply value the diverse perspectives of our municipal partners and have been listening intently to your feedback and questions. This ongoing dialogue will continue to help shape how we will strengthen fire services, together.

On May 4, 2026, my colleague, Minister John A. MacDonald, sent a letter to Mayor David Mitchell, President of the NSFM. This letter provides notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter provides advance notice of these changes for the **fiscal year 2027-2028** and beyond.

With the introduction of the *Act to Provide Support for Fire Protection Services*, the Department is providing one-year notice that all municipalities – whether they oversee fire services or not – will be required to:

- conduct a fire protection service review to ensure municipalities and fire service providers make evidence-based decisions about the services they provide to their community,
- ensure that local firefighter competencies, training, and personal protective equipment meet the service standard required by the fire protection service review, and
- participate in a common records management system.

These requirements **will not take effect this fiscal year** (2026-2027) and over the next three years, my team will be working closely with our municipal and fire service partners to support the design and completion of fire service reviews beginning in 2027-2028 and to develop regulations and standards.

To establish the groundwork for fire service reviews our first steps – to be completed this year - will be to design and roll-out an online risk-based assessment tool to gather information and facilitate decision-making about fire protection service levels that are aligned with recommended training and assets requirements.



## Emergency Management Office of the Minister

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This tool will be provided free of charge to all municipalities and fire service providers in Nova Scotia. Training and support to use the tool will be provided by DEM.

To clarify, the tool and the fire protection service review are not separate requirements. At this time, the Province does not anticipate any significant expense to be accrued by municipalities as result of using the tool to inform fire service reviews which will be required in the next fiscal year.

In addition to standing up the new Office of the Fire Commissioner, this year's focus builds on the Province's ongoing commitment to strengthen the fire service sector through:

- access to specialized firefighter training and the certification process,
- education/training for municipal elected officials,
- procurement support,
- mutual aid and service agreement templates, and
- the new Fire Records Management System.

Meaningful change requires planning and collaboration. That is why your continued input is essential. We look forward to continuing to work with you to create a better model for fire services in Nova Scotia. Please reach out to [firemodernization@novascotia.ca](mailto:firemodernization@novascotia.ca) if you have any further questions.

Sincerely,

Honourable Kim Masland

Minister of the Department of Emergency Management

- c. Honourable Minister John. A MacDonald, Department of Municipal Affairs  
Juanita Spencer, CEO, NSFM  
Victoria Brooks, Chair, Association of Municipal Administrators (AMANS)  
Jeff Sunderland, Executive Director, AMANS  
Doug Boudreau, Coordinator, Association of Nova Scotia Villages