

A regular monthly meeting of the Committee of the Whole of Middleton Town Council was held in person and on YouTube Live on Monday, July 6, 2026.

PRESENT

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

Also in attendance: Seventeen (17) citizens

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

260706.01: 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 Minutes – June 1, 2026

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

4. ANYTHING BY CITIZENS

Citizen Chris Bradley of 224 Main Street inquired whether the "Anything by Citizens" agenda item could be moved to follow Item 6.4, Middleton Library Closure.

Motion to Amend the Agenda

260706.02 It was moved and seconded by Councillor Knapp that the agenda be amended by moving "Anything by Citizens" to after item 6.4. **Motion Carried.**

5. **NEW BUSINESS**

5.1 RFD 049-2026 Appointment List Update

CAO Crocker provided a brief update on the Appointment List.

260706.03 It was moved and seconded that Council appoint Danny Wright as a Town Building and Fire Official. **Motion carried.**

Council also recommended that staff make the following updates to the appointment list:

- Councillor Boates to replace Councillor Knapp on the Source Water Protection Advisory Committee and Audit Committee
- Councillor Boates to serve on the Joint Equity, Diversity and Inclusion (EDI) Committee
- Councillor Bartlett to serve on the Joint Accessibility Committee
- Councillor Smith to serve on the Annapolis Valley Regional Library (AVRL) Board

Council directed staff to include RFD 049-2026 Appointment List Update on the Special Council meeting agenda for July 9, 2026 so that Councillor Dan Smith's appointment to the AVRL Board may take effect immediately.

Councillor Archibald suggested establishing an Economic Development Advisory Committee and Council requested that the matter be added to the next COTW meeting agenda.

5.2 RFD 050-2026 Request to Waive Municipal Fees

PSC Marceau gave a brief overview of the Request to Waive Municipal Fees.

- Councillor Archibald suggested waiving the fees upon completion of the project
- Councillor Smith stated that he did not support reimbursing the fees but was in favor of waiving them
- Deputy Mayor Marshall requested that staff review a policy regarding the waiver of fees for non-profit organizations

260706.04 It was moved and seconded that Council waive the \$500 application fee and the \$500 advertising fee for the Development Agreement with Annapolis County Housing Association for a 27-unit grouped dwelling development on Magee Drive, based on ACHA's non-profit status, the affordable housing purpose of the project, and the public benefit of the proposal. **Motion carried.**

5.3 RFD 051-2026 Crosswalk Lights Change in Capital Project Funding

DPW Verran gave a brief overview of the Crosswalk Lights Change in Capital Project Funding.

- Deputy Mayor Marshall inquired whether fluorescent tape could be added to the posts.
 - DPW Verran confirmed that it could.

260706.05 It was moved and seconded that Council approve an increase of \$4,963 to project 25-10 for the installation of high visibility crosswalk lights at four intersections, with the total project cost coming from the Gas Tax Reserve. **Motion carried.**

5.4 RFD 052-2026 Inclusive Changerooms at Pool Supplementary Capital Project

CAO Crocker provided a brief overview of the Inclusive Changerooms at the Pool Supplementary Capital Project.

Kelley Doucette then provided a more detailed overview of the Inclusive Changerooms at the Pool Supplementary Capital Project.

260706.06 It was moved and seconded that Town Council approve a supplemental budget of \$5,000 (before HST) for the construction of inclusive change rooms at the Middleton Pool. **Motion carried.**

6. INFORMATION/DISCUSSION ITEMS

6.1 Community Concerns/Complaints as of June 2026

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

6.2 Town General and Water Utility Financial Report as end of May 31, 2026

CAO Crocker gave a brief overview of the Town General and Water Utility Financial Report as end of May 31, 2026.

Councillor Knapp inquired whether there had been any updates regarding the tariff.

ACTION: CAO Crocker will follow up.

6.3 2026-2027 Capital Projects Update

CAO Crocker gave a brief overview of the 2026-2027 Capital Projects Update.

Councillor Smith inquired whether the reservoir would be online this week, and whether contact had been made with the decommissioning company.

- Director of Public Works Verran confirmed that the reservoir is expected to be online this week.
- Director of Public Works Verran confirmed that a site visit and kick-off meeting have taken place.

6.4 Middleton Library Closure

Mayor Smith advised that there was no new information beyond what had already been shared and noted that various suggestions had been brought forward by other councils. Discussion took place regarding potential options if additional funding support is not secured, including the possibility of reduced library hours.

Councillor Smith provided an overview of the July 6, 2026, AVRL Board meeting, noting discussions around securing the required funding and extending library operations until March 2027. Smith advised that an emergency AVRL Board meeting may be requested to explore options to keep the library open.

Council members discussed funding challenges, the possibility of additional municipal contributions, the provincial funding formula, and whether other regions have implemented alternative solutions.

CAO Crocker provided a timeline of the notifications that have been received to date from the AVRL. Discussion followed regarding service disruptions and the seriousness of the current situation.

7. ANYTHING BY CITIZENS

Margaret Jerek – 73 Victoria Street

- Shared that she wrote the Province about her concerns regarding the library closures but has not received a response or acknowledgement of her letter.
- Expressed frustration that the community was not informed earlier about the service disruptions.
- Asked whether the bequest received by the Friends of the Library can be retained for use in Middleton.

Joanne Hightower – 10 Pinecrest

- Asked whether, if five AVRL Board members were in support of extending the library closure dates, the Province could override the decision.
- Councillor Smith responded that he was aware of support from two council members and did not believe the Province had the authority to simply overturn the decision.

Nina Newington – 2352 Mount Hanley Road

- Thanked Council for their efforts and for securing additional time for the community.
- Shared that she had met with MLA Bowlby and a representative from the Premier's Office - she was provided with very little information and that responsibility was being attributed to AVRL.
- Asked whether AVRL may be maintaining a firm position to keep pressure on the Province and, if so, whether the municipalities should take that into account when considering their response.

Rosanne Nicholson – 282 Grant Road

- Advised that she had submitted numerous letters but had not received a response.
- Raised concerns regarding the future location of the library collection, noting that there is currently no available space to accommodate the books.

Chris Bradley – 224 Main Street

- Expressed appreciation for the update but described the situation as frustrating.
- Asked whether Council had invited MLA Bowlby to attend a Council meeting to provide clarification regarding the Province's actions.
- Suggested that Council consider asking specific questions to MLA Bowlby regarding the actions being taken on behalf of his constituents.
- Asked whether Council could collaborate with other municipal councils.

Eleni Chronis Wade – 24 Connaught Street

- Asked whether the Town would be responsible for paying the AVRL beyond the July 18th closure date.
 - CAO Crocker responded that the June 11th letter from AVRL stated that the Town would not be billed beyond the July 18th closure date.
- Councillor Archibald asked whether the town would remain eligible for the 71% funding contribution if the Middleton Library closes.
 - CAO Crocker advised that the funding implications remain unclear, noting that further clarification is needed from the Province.

ACTION: CAO Crocker to contact the Province for clarification regarding funding and billing.

8. CORRESPONDENCE

8.1 July 3, 2026, Letter from Friends of the Library re: Library services

9. ANYTHING BY MEMBERS

Councillor Smith advised that a library rally was held the previous Thursday. Councillor Smith noted that there was a meeting at 14 Wing Greenwood about the base expansion and inquired how Council could be added to the invitation list.

Councillor Bartlett referenced the recent fatal motorcycle accident on School Street.

- CAO Crocker advised that staff would investigate the matter.

Councillor Archibald expressed concern regarding a lack of clarity regarding the library situation, noting that efforts should be made to preserve the Middleton Library branch. The Town owns the shelving and fixtures, and these items represent a significant cost if the library were to restart operations. Councillor Archibald also noted that using the library space for storage would limit future options.

Councillor Knapp expressed appreciation for the Canada Day parade and recognized the efforts of the MacDonald Museum, as well as the Recreation Department for organizing the parade. Councillor Knapp also acknowledged residents' concerns regarding the recent fatal accident on School Street.

Councillor Boates commented that it would be beneficial for Council to be included in future meetings at 14 Wing Greenwood regarding the base expansion.

Deputy Mayor Marshall advised that the Heart of the Valley Family Day will be held on July 18th from 11:00am to 2:00pm at Rotary Park. The Middleton Fire Department will be hosting a chicken barbecue, please pre-order. Deputy Mayor Marshall also noted that the Middleton District Rink will be holding a rink dance fundraiser that same evening.

Mayor Smith advised that a market will also be taking place at the museum on July 18th. Mayor Smith raised concerns regarding the intersection of School Street and North Street.

CAO Crocker, on behalf of the Recreation Department, thanked Council members who attended the Canada Day Parade.

10. ADJOURNMENT

The Mayor declared the meeting adjourned at 8:37pm.


MAYOR


RECORDING SECRETARY