

AGENDA

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PROCLAMATION

3.1 Emancipation Day – August 2026

4. APPROVAL OF THE MINUTES

- 4.1 Special Council Meeting Minutes – June 1, 2026
- 4.2 Council Meeting Minutes – June 15, 2026
- 4.3 Special Council Meeting Minutes – June 22, 2026
- 4.4 Public Hearing Meeting Minutes – June 22, 2026
- 4.5 Special Council Meeting Minutes – July 9, 2026
- 4.6 In-Camera Meeting Minutes – July 9, 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 Committee of the Whole Recommendations
 - a. RFD 050-2026 Request to Waive Municipal Fees
 - b. RFD 051-2026 Crosswalk Lights Change in Capital Project Funding
- 6.2 RFD 053-2026 Fire Protection Area Rate – DOF
- 6.3 RFD 054-2026 Increased Funding for AVRL – CAO
- 6.4 RFD 055-2026 Temporary Borrowing Resolution Tidal Transit Authority – CAO

7. REPORTS

- 7.1 Management Report
- 7.2 Middleton Fire Department Dispatch Report for June 2026
- 7.3 Annapolis REMO Advisory Committee Meeting DRAFT Minutes Jun 11/26

- 7.4 Valley Regional Services Board Jun 17/26 Meeting Minute
- 7.5 Police Advisory Board Meeting DRAFT Minutes Jul 14/26
- 7.6 Valley Regional Services Board Jul 15/26 Meeting Minute
- 7.7 Mayor's Report

8. **CORRESPONDENCE**

- 8.1 July 14, 2026, Letter to Minister of CCTH re: Library services

9. **ANYTHING BY MEMBERS**

10. **IN-CAMERA**

- 10.1 Personnel

11. **ADJOURNMENT**



Proclamation

EMANCIPATION DAY

August 1, 2026

WHEREAS Whereas, August 1st is Emancipation Day commemorating the anniversary date of 1834 when the British parliament abolished slavery across its empire, freeing about 800,000 enslaved people of African descent throughout the British colonies;

WHEREAS Whereas, we must acknowledge that slavery was part of our province and country's horrific past and this history must be shared in our efforts to work together to address anti-Black racism and all forms of racism so all Nova Scotians can prosper, reach their full potential, and live as equal citizens

THEREFORE, I, Gail Smith, Mayor of Middleton do hereby proclaim August 1, 2026, as Emancipation Day in the Town of Middleton.

Dated at Middleton, Nova Scotia
this 20th day of July 2026.

Gail Smith, Mayor

A Special meeting of Middleton Town Council was held in-person at the Town Hall and via YouTube Live, on Monday, June 1, 2026, prior to the Committee of the Whole Meeting.

PRESENT

Chairing the meeting, Mayor Gail Smith, Deputy Mayor Gary Marshall Councillors John Bartlett, Bernadette Knapp, Jonathan Archibald and Dan Smith; Chief Administrative Officer, Ashley Crocker; and Recording Secretary, Sara Marceau.

Also in attendance: Darren Boates, Fire Chief Mike Toole, Deputy Fire Chief Jody Spidle and one (1) citizen.

1. **CALL TO ORDER**

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

2. **APPROVAL OF THE AGENDA**

260601.01 It was moved and seconded that Council approve the agenda as circulated.
Motion carried.

3. **NEW BUSINESS**

3.1 Swearing-In Ceremony for Darren Boates

Councillor Darren Boates solemnly affirmed the following Oath of Allegiance and of Office as administered by the Mayor:

I, Darren Boates do swear that I will be faithful and bear true allegiance to His Majesty King Charles, His heirs and successors according to law;

And that I am duly qualified as required by law for the office of Mayor/Councillor of the Town of Middleton;

And that I will truly, faithfully and impartially execute the duties of the office to which I have been elected to the best of my knowledge and ability;

And that I have not received and will not receive any payment or reward of promise thereof for the exercise of any partiality or undue execution of the duties of my office.

3.2 RFD 046-2026 Award of Tender for Decommissioning of the Old Reservoir

Council members expressed concerns about the significant differences between bids, particularly the large price gap and the variation in proposed completion times. Questions were raised about whether the bids were directly comparable and whether the shorter timeline could affect the quality of work.

CAO Crocker confirmed that a formal contract would be signed and advised that the tender specifications were consistent for all bidders. Concerns about quality assurance and project oversight were addressed, with confirmation that both the Director of Public Works and CBCL would inspect and oversee the work. Council also discussed project financing, with CAO Crocker noting that costs would be funded through a combination of grant funding, long-term debt, and depreciation reserves.

Some members remained cautious about awarding the contract to a non-local company and sought reassurance regarding accountability and recourse should issues arise during the project.

ACTION: Council requested that Paul Young attend the next Council meeting to address questions and provide further clarification.

260601.02 It was moved and seconded that Council award tender MID 2026-04 for decommissioning of the old reservoir to IQ Environmental Inc. for an estimated amount of \$121,440 plus HST. **Motion carried.** (2 votes against – Councillor Smith, Deputy Mayor Marshall).

3.3 RFD 047-2026 Award of Tender for Fire Pumper/Tanker

CAO Crocker gave a brief overview of the Award of Tender for Fire Pumper/Tanker. Council discussed the tender evaluation and specifications for the proposed fire truck purchase.

- Councillor Knapp asked whether Truck 12 could be sold and, if so, whether Rocky Mountain Phoenix would be interested in purchasing it back.
 - o Fire Chief Toole stated that Rocky Mountain Phoenix does not offer buy-back arrangements.
- Councillor Boates questioned the compliance component of the tender and the difference in scoring between the two bids.
 - o Fire Chief Toole explained that both trucks were functionally equivalent, but the chassis specifications differed from those requested, including variations in the brake system, rear axle configuration, and axle width.
- Councillor Boates asked whether there was a preference for one truck over the other from a safety perspective.

- o Fire Chief Toole responded that the priority is replacing the current truck now, with additional replacements anticipated in the coming years.
- Councillor Archibald asked whether the new truck would fit in the existing bay and the Mayor asked whether the vehicle would serve multiple functions and replace another truck.
 - o Fire Chief Toole confirmed that the new truck would fit in the bay and explained that it would function as both a pumper and tanker and that its effectiveness in this dual role would be evaluated over time.
- Councillor Marshall noted that the department is expected to replace three trucks within the next five years and that this purchase has been included in the budget planning since 2012. He stated that the new truck is intended to replace two existing vehicles.
- Councillor Boates inquired about the truck's water capacity.
 - o Fire Chief Toole indicated that its capacity could potentially reduce the number of trucks required for certain operations.
- Councillor Smith asked about financing and the County's contribution toward the purchase.
 - o Fire Chief Toole explained that capital funding through the County of Annapolis is committed annually, with another installment expected in September.

CAO Crocker clarified that the purchase is included in the 5-year Capital Budget along with the planned replacement of two other fire department trucks that are nearing the end of their service life. She noted that if the new pumper/tanker performs as intended, it may reduce the need for additional vehicle replacements in the future.

260601.03 It was moved and seconded that Council approve an increase in the budget for project 24-17 Fire Pumper/Tanker to \$888,138, which includes the Town's portion of HST.
Motion carried.

Councillor Bartlett raised concerns regarding Northlands, which will serve a population of approximately 1,000–1,200 residents. He noted that the Fire Department operates with very basic equipment and relies heavily on volunteers. As a result, the department is significantly behind in acquiring the resources and equipment needed to adequately serve the community.

260601.04 It was moved and seconded that Council award tender MID 2026-04 for a Fire Pumper/Tanker to Rocky Mountain Phoenix for an estimated amount of \$855,151 plus HST.
Motion carried.

3.4 Public Hearing Date for Magee Drive Development Agreement

CAO Crocker spoke with Council regarding a Public Hearing date and Special Council meeting to consider Second Reading for the Magee Drive Development Agreement.

It was agreed that the Public Hearing and Second Reading would be on Monday, June 22, with the meeting scheduled to begin at 6:30pm.

4. ADJOURNMENT

The Deputy Mayor declared the meeting adjourned at 6:51pm.

Mayor

Recording Secretary

A regular monthly meeting of Middleton Town Council was held in-person at the Town Hall, via YouTube Live, on Monday, June 15, 2026, starting at 6:30pm.

PRESENT

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors John Bartlett, Bernadette Knapp, Darren Boates, and Dan Smith; Chief Administrative Officer, Ashley Crocker; and Recording Secretary, Sara Marceau.

Regrets: Councillor Jonathan Archibald

Also in attendance: Paul Young, CBCL and 6 citizens

1. **CALL TO ORDER**

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

2. **APPROVAL OF THE AGENDA**

260615.01 It was moved and seconded that Council approve the agenda as circulated.
Motion carried.

3. **APPROVAL OF THE MINUTES**

3.1 Approval of the Previous Meeting Minutes

2023.12.04 Public Hearing Meeting Minutes
2024.01.15 Public Hearing Meeting Minutes
2026.05.19 Council Meeting Minutes
2026.05.19 Public Hearing Meeting Minutes
2026.06.01 Special Council Meeting Minutes

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

4. **NEW BUSINESS**

4.1 **Reservoir Decommissioning Project**

Councillor Bartlett opened the discussion by asking about the large price difference of the two (2) bids received from Dexter Construction and IQ Environmental.

- Paul Young of CBCL provided a brief overview of the Reservoir Decommissioning Project, including a breakdown of the tender award process.

Councillor Smith asked whether the duration of the contract would be the same for both bidders.

- Paul Young responded that a kick-off meeting would be held to review the construction management plan and confirm the project schedule.

The Deputy Mayor asked whether IQ Environmental may have submitted a lower bid in order to secure work in the area.

- Paul Young replied that this was possible, noting that IQ Environmental is a growing company.

Councillor Knapp asked about the proposed two-week timeframe and whether additional charges would apply if the contractor exceeded that schedule.

- Paul Young explained that the contractor had submitted a work plan that they believed could be completed within the two-week timeframe. He added that the tender documents clearly define the scope of work to be completed for the quoted price, and exceeding the anticipated timeframe alone would not be grounds for an additional charge.

4.2 Mayor, Council and CAO Expense Report for Q4

CAO Crocker provided a brief overview of the Mayor, Council and CAO Expense Report for Q4.

4.3 Middleton Library Closure

CAO Crocker gave a brief presentation on the Middleton Library Closure.

Councillor Smith questioned how the library closures occurred without prior consultation with Council, noting that funding challenges were known and questioned why service reductions hadn't been explored before branch closures. He sought clarification on the Town's role, the responsibilities of its library board representative, and why Council was not informed before the June 1st announcement. He also raised concerns about the lack of available financial statements, AGM materials, and transparency surrounding the decision-making process.

Deputy Mayor Marshall expressed concern that the closures were made without public discussion or advance notice. He suggested that reduced service levels could have been considered before closing five branches and questioned why Council was not consulted.

5. ANYTHING BY CITIZENS

Residents expressed concerns about the closure of the Middleton library and its broader impacts on the community. Eleni Wade highlighted the library's role in supporting economic development, attracting visitors, and providing valuable community services. Heidi McLean questioned the Town's plans to maintain library services and raised concerns about reports that the RCMP may occupy the building.

CAO Crocker advised that discussions with the AVRL Board and Province are ongoing, and that several options are being explored, including potential library services and future use of municipal facilities. She noted that no concrete proposal is ready for Council consideration and that staff will continue investigating options.

Jo-Ann Hightower emphasized the emotional impact of the closure and the community's desire to see visible support from the Town. She noted that fundraising alone is not a sustainable solution and stressed the importance of recognizing the library's significance to residents. Courtney Curtis spoke about the library's importance to families, particularly lower-income households and children.

Mayor Smith stated that Council learned of the closure at the same time as the public and shares residents' concerns. She advised that meetings with provincial officials are underway and that Council is committed to exploring all available options. CAO Crocker added that there is currently no additional information that can be shared but encouraged residents to direct questions to Town Hall.

Councillor Smith questioned the governance structure of the Annapolis Valley Regional Library (AVRL), noting that local representatives appeared to have been surprised by the closure announcement and asking why local representation on the board is limited. He encouraged residents to continue engaging with provincial representatives and attending public AVRL board meetings.

Deputy Mayor Marshall encouraged residents to contact the Minister of Communities, Culture, Tourism and Heritage and local MLA David Bowlby, suggesting that public advocacy may influence future decisions. Residents advised that letter-writing campaigns are already underway.

Council and residents agreed on the importance of public engagement and accurate information moving forward. Mayor Smith emphasized the need to focus on facts rather than rumors, and that questions should be directed to the appropriate organization – either the Town, or the library board.

6. REPORTS

- 6.1 Management Report
- 6.2 Middleton Fire Department Dispatch Report for May 2026
- 6.3 Valley Regional Services Board May 20/26 Meeting Minute
- 6.4 Audit Committee Meeting DRAFT Minutes May 21/26
- 6.5 Valley REN LOC Committee Meeting DRAFT Minutes May 28/26
- 6.6 Mayor's Report

Mayor Smith noted that the above reports were circulated to Council members with the agenda package and called for questions/discussion.

Councillor Bartlett advised that the Valley Regional Enterprise Network (Valley REN) is voting on a new board member, William Easson, Vice President of Easson's Transportation Group.

Councillor Knapp asked whether Marshall Street would be included in the upcoming Capital Projects

- CAO Crocker advised that only a preliminary assessment and prioritization of roads has been completed to date. Council will be asked to provide direction on project priorities once a report is presented, before the end of the fiscal year.

Councillor Smith noted that the tender for asphalt patching had closed and been awarded to Dexter Construction and asked whether a project timeline had been established.

- CAO Crocker indicated that she would discuss the matter with the Director of Public Works and provide Council with an update by email.

ACTION: CAO Crocker to discuss asphalt timeline with the Director of Public Works.

7. CORRESPONDENCE

- 7.1 June 9, 2026, Letter from Minister of Municipal Affairs John A. MacDonald re 12-month notice letter to municipalities 2027-2028.

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

8. ANYTHING BY MEMBERS

Deputy Mayor Marshall raised concerns about truck traffic on Marshall Street. He stated that commercial drivers are aware they are not permitted to travel through residential areas and highlighted concerns regarding traffic from Marshall Street to School Street, particularly near the splash pad.

- CAO Crocker advised that staff would review the Town's Transportation Master Plan to determine whether any recommendations address the issue.

Councillor Boates attended a municipal training session on Robert's Rules of Order at the AMANS Conference, as well as an NSCC graduation ceremony. He reported that both events were well attended.

Councillor Knapp relayed a resident's inquiry about completing the sidewalk connection from Marshall Street (Centre Street area) to Victoria Street and extending it to the Legion.

- CAO Crocker responded that the Town's priority is to ensure there are funds available to maintain existing sidewalks before considering the construction of new ones.

Councillor Bartlett noted concerns about excessive speeding by trucks associated with a local company. He indicated that the issue appears to have improved but noted that truck traffic continues to contribute to wear on local roads.

Deputy Mayor Marshall advised that vehicle compliance officials have been notified of concerns, including those related to Park Street, and encouraged residents to contact Vehicle Compliance directly to report issues.

9. ADJOURNMENT

The Mayor declared the meeting adjourned at 7:51pm.

Mayor

Recording Secretary

A Special meeting of Middleton Town Council was held in-person at the Town Hall and via YouTube Live, on Monday, June 22, 2026, directly following the Public Hearing.

PRESENT

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors John Bartlett, Bernadette Knapp, Darren Boates and Dan Smith; and CAO, Ashley Crocker.

Regrets: Councillor Jonathan Archibald

Also in attendance: Planner Chrystal Fuller, Planner Karim Ahmadu, 5 citizens

1. **CALL TO ORDER**

Mayor Smith called the meeting to order at 7:09pm.

2. **APPROVAL OF THE AGENDA**

260622.01 It was moved and seconded that Council approve the agenda as circulated.
Motion carried.

3. **SECOND READING**

3.1 RFD 048-2026 Second Reading for Magee Drive Development Agreement

Deputy Mayor Marshall expressed that the development is a unique community. He also expressed concern about how much the town has been paying for housing over the years to the province, and the fact that not much improvement has been made to public housing. He referred to the Sunset Crescent public housing rentals.

Planner Fuller noted that this development is different than public housing. The development and units will be run by an association, and not the province. The association will operate the development based on their understanding of the area.

260622.02 It was moved and seconded that Council gives second reading to the draft Development Agreement for PID 05302047, Magee Drive, Middleton, to permit a 27-unit grouped dwelling development and one community office/boardroom space, subject to the associated Municipal Planning Strategy and Land Use By-law amendments being approved and taking effect. **Motion carried.**

4. **ADJOURNMENT**

The Mayor declared the meeting adjourned at 7:46pm.

Mayor

Recording Secretary

A Public Hearing was held at the Town Hall, via Zoom and YouTube Live on Tuesday, June 22, 2026, starting at 6:30pm.

PRESENT

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall; Councillors, Bernadette Knapp, John Bartlett, Darren Boates, and Dan Smith; and Chief Administrative Officer, Ashley Crocker.

Regrets: Councillor Jonathan Archibald

Also in Attendance: Town Planner, Chrystal Fuller, Planner, Karim Ahmadu and 20 citizens.

1. PUBLIC HEARING OPENING

Mayor Smith opened the Public Hearing at 6:31pm.

2. Magee Drive Development Agreement

a. Presentation of Magee Drive Development Agreement

Town Planner, Chrystal Fuller gave a presentation of the Magee Drive Draft Development Agreement.

Planner Fuller noted that there were no written submissions received.

b. Comments from Developer

Wanda Batson gave a presentation on behalf of the Annapolis County Housing Association.

c. Public Input

Chris Bradley, 224 Main Street

- Stated that he received no notice of the meeting. He stated that his neighbors on one side were notified by phone and the neighbors on the other side were notified via the post.
 - o Planner Fuller stated that the Town provides letters to homes within 200 feet of the proposed development.
 - o Action: staff will investigate why this resident did not receive a notification and follow up with the resident.

Claire Diggins, 251 Commercial Street

- Discussed the public housing situation that has happened in the past in Middleton, where some units are destroyed by tenants. She is wondering whether this could happen again?
 - o Planner Fuller stated that the Town would not regulate this within the Development Agreement. The Annapolis County Housing Association would be responsible for this operationally.

- o Wanda Batson, on behalf of the Annapolis County Housing Association, indicated that there is a plan in place for maintaining the properties, selecting tenants, and there is a contingency plan.

Chris Bradley, 224 Main Street

- Asked if there were problems with units, who could be contacted?
 - o Wanda Batson stated that the Annapolis County Housing Association could be contacted.

Chris Dowell, 250 Main Street

- Asked what is best for Middleton. Stated that very few people voted in the election. The problem is with affordable rentals, and not affordable housing.

3. ADJOURNMENT

The Public Hearing closed at 7:07pm.

Mayor

Recording Secretary

A Special meeting of Middleton Town Council was held in-person at the Town Hall and via YouTube Live, on Thursday, July 9, 2026.

PRESENT

Chairing the meeting, Mayor Gail Smith; Deputy Mayor Gary Marshall, Councillors John Bartlett, Bernadette Knapp, Darren Boates, Jonathan Archibald and Dan Smith; CAO, Ashley Crocker and Recording Secretary, Sara Marceau.

Also in attendance:

1. **CALL TO ORDER**

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

2. **APPROVAL OF THE AGENDA**

260709.01 It was moved and seconded that Council approve the agenda as circulated. **Motion carried.**

3. **NEW BUSINESS**

Committee of the Whole Recommendations

3.1 RFD 052-2026 Inclusive Changerooms at Pool Supplementary Capital Project.

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

260709.02 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.**

3.2 RFD 049-2026 Appointment List Update

CAO Crocker provided a brief update on the Appointment List.

260709.03 It was moved and seconded that Council appoint Danny Wright as a Town Building and Fire Official. **Motion carried.**

260709.04 It was moved and seconded that Council appoint Councillor Dan Smith to the Annapolis Valley Regional Library Board effective July 9, 2026. **Motion carried.**

260709.05 It was moved and seconded that Council approve the updated 2026 Appointment List as circulated. **Motion carried.**

4. IN-CAMERA

260709.06 It was moved and seconded to move to in-camera at 6:35pm. **Motion carried.**

260709.07 It was moved and seconded to move out of camera at 7:05pm. **Motion carried.**

5. ADJOURNMENT

The Mayor declared the meeting adjourned at 7:07pm.

Mayor

Recording Secretary

REQUEST FOR DECISION
Request to Waive Municipal Fees
RFD#: 050-2026



To: COTW and Town Council
From: Ashley Crocker, CAO
Date: July 6, 2026 and July 20, 2026
Subject: Request to Waive Municipal Fees

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Public Participation Policy

Legislation

- *Municipal Government Act*

Recommendation

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.

Background

On February 2, 2026, the Annapolis County Housing Association (ACHA) applied to permit 27 grouped dwellings on Magee Drive. The proposal required amendments to the Municipal Planning Strategy (MPS) and Land Use By-law (LUB) to enable consideration by Development Agreement. These amendments were approved by Council, and the Development Agreement was approved on June 22, 2026. ACHA is a registered non-profit organization formed to address the need for affordable housing in Annapolis County. In recognition of the public benefit of the project, ACHA has requested that the Town waive the \$500 Development Agreement application fee, as well as the \$500 advertising fee.

The Town's MPS supports the provision of a wide variety of housing options to meet community needs. Although the MPS and existing Town policies do not specifically address planning fee waivers, section 57(4) of the *Municipal Government Act* allows municipalities to provide direct financial assistance to a business for the purpose of increasing the availability of affordable housing.

REQUEST FOR DECISION
Request to Waive Municipal Fees
RFD#: 050-2026



Approval may create expectations for similar requests in the future. To address this, Council may specify that the waiver is based on ACHA's non-profit status, the affordable housing purpose of the project, and the public benefit of the proposal. Council may also direct staff to prepare a future policy for fee waivers related to non-profit or affordable housing applications.

Financial Implications

The proposed waiver would result in \$1,000 in foregone municipal revenue, representing a minor financial impact on the Town. The Town will still be responsible for paying Brighter Community Planning and Consulting and covering the associated advertising costs.

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 recommendations of staff.

CAO Initials: AC

Target Decision Date: July 20, 2026

**TOWN OF MIDDLETON
CODE G - PLANNING**

Subject: Fees – Building and Planning

Number: 2.1

Coverage: Staff & Public

Approved by: Council

Effective Date : November 1, 2004

Revision Date: Feb. 2, 2004; Feb. 5, 2007;
May 5, 2008; March 2, 2015; Sept. 8, 2015; July
18, 2016

Rationale

The following policy establishes uniform fees for permits and services provided by the Town of Middleton, to enable some cost recovery for services provided.

Policy Statement

1. Applications

All Applications shall be accompanied by the necessary permit fees payable to the Town of Middleton.

2. Development Permits & Planning Document Amendments

The following schedule of fees shall be charged for development services provided by the Town of Middleton:

Development Permit fee	\$50
Municipal Planning Strategy and/or Land Use Bylaw amendment application	\$500 + \$500 (advertising fee)
Development Agreement applications	\$500 + \$500 (advertising fee) + registry fees
Minor Variances	\$400 + \$500 (advertising fee) + registry fees
Subdivision	Tentative: \$200 + registry fees Final: \$300 + registry fees
Zoning Confirmation Letters	\$100

3. Building Permits

3.1 Any construction requiring a building permit shall pay the appropriate fee laid out in the following table.

Permit Type	Building Permit Fee
New construction of, and additions to: residential buildings, community centres, cottages and churches.	\$25 + \$0.10/ sq. ft. (based on all useable floor areas of new construction or addition)
New construction of, and additions to: commercial, industrial and other buildings not otherwise specified.	\$25 + \$0.15/ sq. ft. (based on all useable floor areas of new construction or addition)

Permit Type	Building Permit Fee
New construction of, and additions to: sheds, decks, shell storage buildings, garages, and agricultural storage buildings.	\$25 + \$0.06/ sq. ft. (based on all useable floor areas of new construction or addition)
Repairs, renovations or alterations to all existing buildings.	\$25 + \$1 per \$1000 of estimated value of construction work.
Location or re-location of an existing building.	\$50
RENEWAL of an approved permit.	\$25
Change of occupancy classification	\$50 + \$1 per \$1,000 of estimated value of construction work.
DEMOLITION of building or structure.	\$25

- 3.2 Square footage for the purpose of building permits shall be calculated as follows:
- buildings intended for human occupancy shall include all useable floor space (finished);
 - buildings not intended for human occupancy shall be based on the area of the main floor.
- 3.4 Permit fees shall be refunded in situations and proportions as follows:
- applications never completed, retained fee \$25, balance refunded,
 - permit denied, retained fee \$25, balance refunded
 - permit revoked or abandoned before work commenced, 50% of fee refunded,
 - permit revoked or abandoned after work commenced, no refund.

References

Town of Middleton - *Building Code Bylaw, Chapter 19, Part 2 - Permit Fees*

Previous Policies

The previous policy 1/73 "Town of Middleton - Fees Policy" Effective February 2, 2004 is hereby amended.

The previous policy 7/3 "User Fee Policy" Effective November 1, 2004 is hereby amended.

Certification

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 18th day of July, 2016.

GIVEN under the hand of the CAO and under the seal of the Town of Middleton this 20th day of July, 2016.



Rachel L. Turner
Chief Administrative Officer

REQUEST FOR DECISION
Crosswalk Lights - Change in Capital
Project Funding
RFD#: 051-2026



To: COTW and Town Council
From: Adam Verran, Director of Public Works
Date: July 6, 2026 and July 20, 2026
Subject: Crosswalk Lights - Change in Capital Project Funding

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Revised capital project sheet 25-10-A
- Original capital project sheet 25-10
- Quotation from Sojourn Signs

Legislation

- *Nova Scotia Municipal Government Act*

Recommendation

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.

Background

For the past two years, the Town has been unsuccessful in securing grant funding that would have covered two-thirds of the cost of installing high-visibility crosswalk lights at six intersections. Enhancing crosswalk safety was identified as a key priority in the Master Transportation Plan, based on feedback received through community surveys and Town Hall consultations.

Recently, the Town received a revised quotation for a newer crosswalk light model that offers a more cost-effective solution. As part of the 2026-2027 Capital Budget, Council approved \$24,985 toward the original project, which proposed the installation of crosswalk lights at six intersections. Under the revised pricing, staff are proposing the installation of crosswalk lights at four intersections for a nominal increase over the previously approved budget. This approach will allow the Town to advance an

REQUEST FOR DECISION
Crosswalk Lights - Change in Capital
Project Funding
RFD#: 051-2026



important safety initiative while maximizing value for taxpayers.

The proposed locations are as follows:

- 1) Main Street at the corner of Bridge Street
- 2) Main Street at the corner of Taylor Drive
- 3) School Street between the high school and Home Hardware
- 4) Commercial Street across from North Street

Financial Implications

Council approved using \$24,985 from the Gas Tax Reserve for this project as part of the 2026-2027 Capital Budget. Based on the revised quotation and the lack of grant funding, staff are seeking an additional \$4,963 to proceed with the project (with lights at 4 intersections instead of 6). This would increase the Town's total contribution to \$29,948, coming from the Gas Tax Reserve fund.

Sufficient funds are available within the reserve to support this additional expenditure. As of March 31, 2026, the Federal Gas Tax Reserve balance was \$474,301. With anticipated 2026–2027 funding of \$160,100, settlement of due to/from adding \$94,399, annual interest estimated to be \$9,486 and projected reserve expenditures of \$423,123, the estimated reserve balance would be \$310,200 after accounting for all approved and proposed commitments.

The additional funding required reflects current pricing and will enable the installation of high-visibility crosswalk lights at four intersections.

No significant ongoing operating costs are anticipated beyond routine maintenance and future lifecycle replacement of the equipment.

Strategic Plan/Operating Plan Alignment

Check Applicable	Strategic Priority Area	Comments
	Environment	
X	Infrastructure	
	Economy	

REQUEST FOR DECISION
Crosswalk Lights - Change in Capital
Project Funding
RFD#: 051-2026



X	Community	
	Governance	
	Council Strategic Initiative	

Alternatives

1) **Option 1 – Decline the increase**

Decline the project in hopes that grant funding will be successful in another year.

2) **Option 2 – Choose to approve less than four Crosswalk Signs**

Council could approve less than four signs at a cost of \$7,422.17 each (inclusive of non-rebateable portion of HST)

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: July 20, 2026

Billing Address:

Town of Middleton
PO Box 340
Middleton NS B0S 1P0
Canada
☎ +1 902-825-4449

Shipping Address:

Town of Middleton, Stanley Walker
295 Marshall St
Middleton NS B0S 1P0
Canada

Town of Middleton, Adam Verran
PO Box 340
Middleton NS B0S 1P0
Canada

Quotation # S01796

Quotation Date:

07/02/2026

Expiration:

08/01/2026

Sales Rep:

Sean

Ordered By:

Adam Verran

Mobile:

902-840-1694

Ship Via:

PPC

FOB:

Sojourn

Payment Terms:

Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Availed 20W RRFB Availed AV-400 (20 W) COMPLETE SYSTEM for Double-sided, double-posted crosswalk. Includes solar engines, 18Ah batteries, Yellow light bars, Polara Bulldog push buttons, all wire harnesses and mounts for 2" square tube posts.	4.0	6,675.90	\$ 26,703.60
TELE-KIT (12', No Sleeve) 2" Telespar® sign post kit - 14 gauge c/w base and corner bolt kit	8.0	109.40	\$ 875.20
[RA4RHIPB] RA-4R (High Intensity, White, Branded) 60 x 75 cm RA-4R Crosswalk Sign (Right) c/w 3M 1160i anti-graffiti laminate	8.0	59.95	\$ 479.60
[RA4LHIPB] RA-4L (High Intensity, White, Branded) 60 x 75 cm RA-4L Crosswalk Sign (Left) c/w 3M 1160i anti-graffiti laminate	8.0	59.95	\$ 479.60
[ANTITHEFTRIVET] ATR 3/8" x 1" Anti-theft rivet with nylon washer	32.0	1.50	\$ 48.00

Untaxed Amount	\$ 28,586.00
HST on \$ 28,586.00	\$ 4,002.03
Total	\$ 32,588.03

Payment terms: 30 Days

Project Name: CROSSWALK LIGHTS

Project # 25-10-A

Department: Roads

Unit: Town

Asset Class Streetlights & crosswalks

Type of Asset: New

Reason: Health & Safety

Expected Useful Life: 25 years

Project Description:

Install high visibility crosswalk lights at four locations: (1) Main St. at corner of Bridge St., (2) Main St. at corner of Taylor Dr., (3) School St. between high school and Home Hardware, and (4) Commercial St. across from North St.

Need for Project:

Main Street (Highway 1) runs through the Town and is a source of high traffic. The need for improved crosswalk safety was a key recommendation in the Master Transportation Plan, arising from community surveys and Town Hall consultations. The above locations are: (1) near high school, Tim Hortons, convenience store, downtown core, (2) near hospital, motel, car dealership, (3) near high school and downtown core, (4) near long-term care and daycare facilities

Project Funding:

CCBF (gas tax) grant funds

Carry-over Project

n/a

Additional Operating Expense

n/a

Annual Operating Impact:	Total up to	Budgeted for	Total up to	New Spending						Project Total
	3/31/2025	2025/26	3/31/2026	2026/27	2027/28	2028/29	2029/30	2030/31	Total	
Operating Expenses	-	-	-	-	-	-	-	-	-	-
Interest expense	-	-	-	-	-	-	-	-	-	-
Depreciation expense	-	-	-	1,198	1,198	1,198	1,198	1,198	5,990	5,990
Loan principal	-	-	-	-	-	-	-	-	-	-
Total Operating Impact	-	-	-	1,198	1,198	1,198	1,198	1,198	5,990	5,990
Capital Budget:	3/31/2025	2025/26	3/31/2026	2026/27	2027/28	2028/29	2029/30	2030/31	Total	Project Total
Capital cost	-	-	-	29,948	-	-	-	-	29,948	29,948
Funding:										
Operating	-	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-
Drawdown Reserves	-	-	-	29,948	-	-	-	-	29,948	29,948
Long-term debt	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total funding	-	-	-	29,948	-	-	-	-	29,948	29,948

Project Name: CROSSWALK LIGHTS

Project # 25-10

Department: Roads

Unit: Town

Asset Class Streetlights & crosswalks

Type of Asset: New

Reason: Health & Safety

Expected Useful Life: 25 years

Project Description:

Install high visibility crosswalk lights at six locations: (1) Main St. at corner of Bridge St., (2) Main St. at corner of Taylor Dr., (3) School St. at corner of Main St., (4&5) two at the intersection of King St. and Marshall St., and (6) Commercial St. across from North St.

Need for Project:

Main Street (Highway 1) runs through the Town and is a source of high traffic. The need for improved crosswalk safety was a key recommendation in the Master Transportation Plan, arising from community surveys and town hall consultations. The above locations are: (1) near high school, Tim Hortons, convenience store, downtown core, (2) near hospital, motel, car dealership, (3) near high school and downtown core, (4 &5) near elementary school, (6) near long-term care and daycare facilities

Project Funding:

CCBF (gas tax) grant funds

Carry-over Project

n/a

**Additional
Operating Expense**

n/a

Annual Operating Impact:	Total up to	Budgeted for	Total up to	New Spending						Project Total
	3/31/2025	2025/26	3/31/2026	2026/27	2027/28	2028/29	2029/30	2030/31	Total	
Operating Expenses	-	-	-	-	-	-	-	-	-	-
Interest expense	-	-	-	-	-	-	-	-	-	-
Depreciation expense	-	-	-	2,939	2,939	2,939	2,939	2,939	14,697	14,697
Loan principal	-	-	-	-	-	-	-	-	-	-
Total Operating Impact	-	-	-	2,939	2,939	2,939	2,939	2,939	14,697	14,697
Capital Budget:	3/31/2025	2025/26	3/31/2026	2026/27	2027/28	2028/29	2029/30	2030/31	Total	Project Total
Capital cost	-	-	-	73,487	-	-	-	-	73,487	73,487
Funding:										
Operating	-	-	-	-	-	-	-	-	-	-
Grants	-	-	-	48,501	-	-	-	-	48,501	48,501
Drawdown Reserves	-	-	-	24,985	-	-	-	-	24,985	24,985
Long-term debt	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total funding	-	-	-	73,487	-	-	-	-	73,487	73,487

REQUEST FOR DECISION
Fire Protection Area Rate
RFD#: 053-2026



To: Town Council
From: Ashley Crocker, CAO and Leah Profitt, Director of Finance
Date: July 20, 2026
Subject: Fire Protection Area Rate for 2026-2027

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- NS UARB approved rates and regulations effective September 12, 2025, Schedule B, Item 2 Public Fire Protection Rate (Matter# M12131)
- Calculation of Fire Protection Charge for 2026/27
- Calculation of Fire Protection Area Rate for 2026/27

Legislation

- *Municipal Government Act* Section 80, Fire Protection Rate

Recommendation

That Council set the 2026/27 Fire Protection Area Rate at \$0.1429 cents per hundred dollars of assessment to recover the Town's share of the estimated fire protection (hydrant) charges of \$313,288.

That Council set the 2026/27 Fire Protection Charge to the County of Annapolis at \$27,242 to recover the County's share of the total fire protection (hydrant) charge.

Background

The Town introduced a Fire Protection Rate (Hydrant Rate) in 2019 to cover the costs of the hydrant system maintained by the Water Utility for all assessable property, which includes taxable and exempt assessments, except for property assessed to His Majesty in the Right of the Province.

The amount the Water Utility recovers from the Town differs each year based on the rate study. In September 2025, the Town approved an updated water rate study. In the approved Rates and Regulations, Schedule B on page 39 pertains to the Fire Protection rate for the 2026-2027 fiscal year. Paragraph 2 states: "The Town of Middleton and the County of Annapolis shall pay annually in proportion

REQUEST FOR DECISION
Fire Protection Area Rate
RFD#: 053-2026



to the number of hydrants serving each municipality as of April 1, 2026 to the water Utility for the fire protection on or before September 30, 2026 the sum of \$340,530.” The Water Utility has 100 total hydrants, with 92 hydrants in town, and 8 in the County of Annapolis. The Town’s share of the total is \$313,288 and the County’s share is \$27,242.

For 2027-2028, Schedule C sets out the fire protection amount that must be paid to the water utility, which will be different from the 2026-2027 amount. Schedule C also outlines how to calculate the fire protection charge in subsequent years, if no new rate study is approved.

Financial Implications

The 2026/27 budget included the correct amount of \$313,288 for the Town’s share of fire protection, at a rate of \$0.1441 cents per hundred dollars of assessment. This rate was calculated using the 2026 Assessment Roll figures published in early 2026. Property Valuation Services Corporation (PVSC) issues updates to the assessment roll on a quarterly basis, which reflect any appeals that have been successful with the Regulatory and Appeals Board, as well as any roll amendments (new builds, demolitions, or changes in ownership that trigger a loss of the capped assessment). Staff have updated the rate calculation using PVSC’s updated assessment values and determined that to generate the required \$340,530, the rate must be set at \$0.1429 cents per hundred dollars of assessment. If council approves, this new rate will be reflected on the final tax bills that will be issued in September. There is no impact on either the Town General or the Water Operating budgets previously approved by Council.

Strategic Plan/Operating Plan Alignment

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

**REQUEST FOR DECISION
Fire Protection Area Rate
RFD#: 053-2026**



Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: July 20, 2026

SCHEDULE "B"
MIDDLETON WATER UTILITY
SCHEDULE OF RATES FOR WATER AND WATER SERVICES

(Effective for water supplied on and after 1 April 2026)

RATES

The rates set out below are the rates approved by the Board for water and water services when payment is made within 30 days from the date rendered as shown on the bill.

When payment is made after 30 days from the date rendered as shown on the bill, the rates will include interest charges of 1.5 % per month, or part thereof.

Each bill shall show the amount payable within 30 days from the date rendered as shown on the bill.

In this Schedule, the word "Utility" means the Middleton Water Utility of the Town of Middleton.

1. **RATES:**

(a) <u>Base Charges</u>		<u>Quarterly</u>
Unmetered (based on 30 c.m. per quarter)		152.42
Size of Meter		
5/8"		93.64
3/4"		136.60
1"		222.52
1.5"		437.31
2"		695.05
3"		1,382.38
4"		2,155.63
6"		4,303.53
8"		7,740.17
(b)		
Consumption Rate (per cubic metre)		
Consumption Rate	\$ 1.96	per cubic metre

(c) **Minimum Bill**

The minimum bill shall be the Base Charge.

2. PUBLIC FIRE PROTECTION RATE

The Town of Middleton and the County of Annapolis shall pay annually in proportion to the number of hydrants serving each municipality as of April 1, 2026 to the water Utility for fire protection on or before September 30, 2026 the sum of \$340,530.

3. RATES FOR SPRINKLER SERVICE

Each building having a sprinkler system installed shall pay annually for the service as follows:

Each building serviced by a sprinkler service pipe of 6" or less in diameter	\$250.00
Each building serviced by a sprinkler service pipe of 8" or more in diameter	\$300.00

4. WATER FOR BUILDINGS OR WORKS UNDER CONSTRUCTION

The Utility may furnish water to any person requiring a supply thereof for the construction of a building or other works. This person shall deposit with the Utility such sum as may be determined by the Utility as is sufficient to defray the cost of making the necessary connection to any water service or main together with the cost of the meter to be installed to measure the water consumed. Upon completion of the work and the return of the meter to the Utility, a refund will be made after deducting the cost, if any, of repairing the water service box, the meter and of testing the same and payment of the base and connection charges and the consumption rates in respect to such installation.

5. PRIVATE CONNECTION HYDRANT RATES

Per hydrant per year \$250.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for supplying water for any purpose, excepting those of the Fire Department for fire use, the Utility may grant a permit containing such terms and conditions as it may provide, including arrangements regarding supervision of the opening and closing of the hydrant, and a service charge for commercial consumers of \$60.00 for connection and disconnection and a consumption charge for the amount of water used, as estimated by the water Utility, at meter consumption rates.

7. CHARGES FOR RE-ESTABLISHING WATER SERVICE

When water service has been suspended for any violation of the Rules and Regulations of the Utility, such water service shall not be re-established until a reconnection charge of \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$200.00.

B

8. CONNECTION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred.

9. DISCONNECTION FEE

Whenever a customer, requests for the water be turned off from any premises for an extended period of time, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$200.00 shall apply.

10. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$200.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations except for water service repairs requested by the Utility. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

11. DISHONoured PAYMENTS

The Utility shall charge a \$25.00 administration fee plus any additional bank charges for cheques or pre-authorized payments that have been dishonoured by the Customer's bank or other financial institution.

12. CHARGE FOR MISSED APPOINTMENT BY CUSTOMERS

Where an appointment has been made by a customer to have a water service hooked up or a meter inspected, or water turned on to a property, or other visits to the property for the inception or maintenance of water service to the property, and the customer fails to keep the appointment or the plumbing is not completed to allow for installation of a water meter and the Utility's staff have to return to the property, there may be a charge of \$35.00 for each visit if, in the judgment of the Utility, it is required.

EXHIBIT B
PUBLIC FIRE PROTECTION CHARGE FORMULA 2026/27

<u>EXPENSE CATEGORY</u>	% of Prior Year OPERATING EXPENSE	2026/27 Rate Study Budgeted EXPENSE	HYDRANT CHARGE
Source of Supply	10.0%	51,683	5,168
Power & Pumping	10.0%	69,556	6,956
Treatment	10.0%	84,198	8,420
Trans. & Distribution	44.3%	274,107	121,412
Collection, Admin. and General	10.0%	266,808	26,681
Depreciation	44.3%	227,120	100,600
Taxes	44.3%	48,352	21,417
Return on Rate Base	44.3%	112,603	49,876
		1,134,427	<u>340,530</u> <- ties to rate study

Minimum Rate per 2025 Schedule B UARB approval 340,530
Page 39 on rate study

	# of Hydrants		Cost per hydrant
TOWN	92	\$ <u>340,530</u>	
COUNTY	<u>8</u>	100	\$ 3,405.30
	100		

		<u>Hydrant Charge</u>	
TOWN	92	3,405.30	313,287.60
COUNTY	8	3,405.30	<u>27,242.40</u>
			340,530.00

**TOWN OF MIDDLETON
FIRE PROTECTION (HYDRANT) AREA RATE
2026-27**

	ASSESSMENT	GL #	REVENUE 3/31/27
RESIDENTIAL TAXABLE	\$ 139,422,700		\$ 199,236
Appeals included above	\$ -	01-110-111-1008	
Amendments included above	\$ -		
COMMERCIAL TAXABLE	\$ 23,875,800	01-110-111-1007	\$ 34,119
Appeals included above	\$ -		
less: water utility	\$ (905,300)		
less: seasonal	\$ (555,000)		
less: special legislation	\$ (5,229,700)		
SPECIAL LEGISLATION	\$ 5,229,700		\$ 7,473
SEASONAL TOURIST PROPERTY	\$ 555,000		\$ 793
RESOURCE TAXABLE	\$ 286,900		\$ 410
RESIDENTIAL EXEMPT	\$ 306,700		\$ 438
COMMERCIAL EXEMPT	\$ 55,675,100		\$ 79,560
RESOURCE EXEMPT	\$ 368,900		\$ 527
RESOURCE FARM EXEMPT	\$ 218,300		\$ 312
RESOURCE FOREST	\$ 54,400		\$ 78
	<u>\$ 219,303,500</u>		<u>\$ 322,946</u>
REQUIRED REVENUE FROM AREA RATES	<u>\$ 313,288</u>		
AREA RATE	\$ 0.001429		

REQUEST FOR DECISION
AVRL Funding Increase Request
RFD#: 054-2026



To: Town Council
From: Ashley Crocker, CAO
Date: July 20, 2026
Subject: Annapolis Valley Regional Library (AVRL) Funding Increase Request for 2026-2027

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- RFD 015-2026 AVRL Budget Request
- June 1st, 11th, and 29th AVRL Letters to the Town of Middleton
- July 17, 2026 Updated Budget Request from the AVRL

Legislation

- *Libraries Act*

Recommendation

That Council approve a one-time increase of \$6,150 to the Town of Middleton's 2026-2027 operating contribution to the Annapolis Valley Regional Library Board, for a total municipal contribution of \$18,450 for the 2026-2027 fiscal year.

Background

The Annapolis Valley Regional Library (AVRL) submitted a 2026-2027 operating budget request to all participating municipal units on January 5, 2026. The request was for municipalities to increase their annual operating contribution by 50% for 2026-2027 for a total of \$351,450. Under the provincially legislated funding model, the Town of Middleton contributes \$12,300 annually toward the operation of the Annapolis Valley Regional Library. The January 2026 request represented a 50% increase, bringing the Town's requested contribution to \$18,450, an increase of \$6,150.

At its February 17, 2026 meeting, Council approved the following motion:

260217.08 It was moved and seconded that Council approve a \$1,600 funding increase for the Annapolis Valley Regional Library Board for 2026-2027 only, which is consistent with the

REQUEST FOR DECISION
AVRL Funding Increase Request
RFD#: 054-2026



traditional municipal share under the current cost-sharing model, subject to provincial confirmation of their share. **Motion carried.**

Council therefore approved only the amount representing the traditional municipal increase under the existing cost-sharing formula, rather than the full 50% increase requested by the Library Board.

Since that time, circumstances have changed significantly. On June 1, 2026, the AVRL announced that the Middleton Library would close effective July 20, 2026. At a special meeting held on July 13, 2026, the AVRL Board approved the use of more than 50% of its remaining reserve funds to extend operations at the five affected branches until September 30, 2026.

On July 17, 2026, the Town received an updated funding request from the AVRL Board seeking the same 50% municipal funding increase that had originally been requested in January.

The AVRL Board advises that, if all municipal funding partners approve the requested increases, library service throughout the region could continue until March 31, 2027. If the requested municipal funding is not received, the planned branch closures will proceed during the current fiscal year. Council's February motion reflected the Town's willingness to fund its traditional municipal share under the legislated cost-sharing model, contingent upon the Province maintaining its share of the funding formula. On July 9, 2026, the Province publicly announced that no additional funding would be provided for libraries during the current fiscal year.¹

As a result, participating municipalities are now being asked to determine whether they wish to contribute additional funding in the absence of additional provincial support. This places the responsibility for determining whether regional library services continue largely with the municipal funding partners. The Library Board has requested that participating municipalities reconsider their earlier funding decisions in light of the Province's decision not to provide additional funding and the Board's use of reserve funds to temporarily maintain service. Council's decision will determine whether the Town wishes to provide the additional municipal funding requested, recognizing that continued library operations also depend on funding decisions made by the other participating municipal units.

Financial Implications

The Town's annual contribution to the AVRL is \$12,300. The Library Board is requesting an increase of \$6,150 for 2026-2027, for a total contribution of \$18,450. Council previously approved an additional \$1,600 in the 2026-2027 operating budget. Approving the full request would therefore require an additional \$4,550 beyond the amount currently budgeted. Staff are confident that this additional cost can be accommodated through savings anticipated within the communications and events planning budget.

¹ <https://www.saltwire.com/nova-scotia/annapolis-valley/no-additional-provincial-money-coming-to-prevent-annapolis-valley-library-closures-ritcey>

REQUEST FOR DECISION
AVRL Funding Increase Request
RFD#: 054-2026



Strategic Plan/Operating Plan Alignment

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

Alternatives

1) **Option 1 – Defer or Decline the Increase**

Defer or decline the request pending confirmation of provincial funding or confirmation of other municipal funding.

Community Engagement/Communication

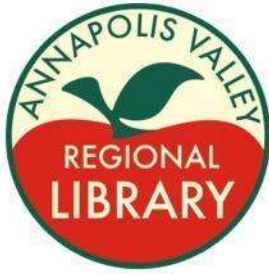
N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: July 20, 2026



Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

Mayor Gail Smith
Town of Middleton
P.O. Box 340
131 Commercial Street
Middleton NS
B0S 1P0

July 17, 2026

Dear Mayor Smith,

I am writing on behalf of the Annapolis Valley Regional Library Board to respectfully resubmit the AVRL Board's request for additional operational funding for the 2026-27 fiscal year.

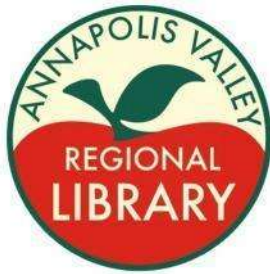
Since 2009, AVRL's budget has increased by 10% while the Bank of Canada estimates that inflation has increased by 43% during that same time period. Since 2015, AVRL has implemented significant cost-savings measures including reducing the permanent staff body by 25%, and eliminating programs, services, and partnerships.

2026-27 marked the year that status quo service at the branches became unsustainable, and the AVRL Board made the difficult decision to close five branches effective July 19, 2026.

In response to requests for more time to find a sustainable funding solution, the AVRL Board has agreed to use over 50% of its remaining reserve funds in the amount of \$88,000 to fund the continued operation of these branches until September 30th. We hope that this will offer all of our funding partners the time to consider supporting the continuation of comprehensive library service in the Annapolis Valley Region.

Since the Library Board's last meeting on July 13th, 2026, the Village of Lawrencetown has indicated that it wishes to withdraw from a service partnership with the AVRL.

Pending a full funding commitment from all funding partner municipalities, the remaining ten branches would be able to remain open until March 31, 2027. Without this full commitment, branches closures will need to go ahead in this fiscal year.



Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

Below is the chart of additional funds requested and granted to date, with the final column representing the updated amount respectfully requested by the AVRL Board. Municipalities are asked to respond by September 10, 2026.

Municipality	Amount Requested	Amount Granted	Updated Request Amount
Annapolis County	\$65,350	\$16,991	\$48,359
Annapolis Royal	\$1,700	\$1,700	n/a
Berwick	\$6,500	\$4,350	\$2,150
County of Kings	\$165,800	\$82,900	\$82,900
Kentville	\$21,400	\$21,400	n/a
Middleton	\$6,150	\$1,600*	\$6,150
West Hants	\$67,200	\$67,200**	\$67,200
Wolfville	\$15,150	\$3,939	\$11,211
Totals	\$351,450	\$200,080	\$217,970

* subject to matching contribution from the Province of Nova Scotia.

**subject to service levels remaining status quo in West Hants.

The AVRL Board thanks the Town of Middleton for its commitment to date for the 2026-27 year. The Board notes that if the Town wishes to make a contribution to the AVRL above and beyond the original request, that such an amount would be gratefully received.

AVRL recognizes that library branches are used extensively by residents across the Region and in this very difficult time, we are asking the municipalities to support the AVRL and its service to the community as a whole. AVRL is likewise committed to working with the Province of Nova Scotia and all funding partner municipalities to identify sustainable funding solutions.

Thank you for your ongoing support of our libraries and the communities we serve. Please do not hesitate to reach out with any questions.

Sincerely,

Janet Ness, Chair

Annapolis Valley Regional Library Board

REQUEST FOR DECISION
AVRL Budget Request
RFD#: 015-2026



To: COTW and Town Council
From: Ashley Crocker, CAO
Date: February 2, 2026 and February 17, 2026
Subject: Annapolis Valley Regional Library (AVRL) Budget Request for 2026-2027

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- 2026-2027 AVRL Budget Request

Legislation

- *Libraries Act*

Recommendation

That Council approve a \$1,600 funding increase which is consistent with the traditional municipal share under the current cost-sharing model, subject to provincial confirmation of their share.

Background

The Annapolis Valley Regional Library (AVRL) is a provincially recognized regional library system established under the Nova Scotia *Libraries Act*. AVRL provides public library services to residents within its service area and is governed by an independent Library Board responsible for setting the annual operating budget and overseeing library operations.

Funding for AVRL is provided through a provincially legislated cost-sharing model involving the Province of Nova Scotia, participating municipal units, and the Library Board. Under this model, the Province establishes an approved operating funding level for the regional library system each year, which is then funded based on a prescribed sharing ratio.

For regional library systems such as AVRL, the approved operating budget is typically funded as follows:

- approximately 70–71% by the Province of Nova Scotia;
- approximately 26% collectively by the participating municipal units; and
- approximately 3% by the Library Board.

REQUEST FOR DECISION
AVRL Budget Request
RFD#: 015-2026



The total municipal share is apportioned among the participating municipalities based on population within the AVRL service area, with each municipal unit contributing its proportional share of the overall municipal requirement. Municipal councils do not approve the AVRL operating budget directly; however, they are responsible for funding their calculated share as determined through the legislated cost-sharing arrangement.

Discussion:

The current funding request from AVRL reflects an increase to its approved operating budget. The Province has not indicated a corresponding increase to its share of funding for the current budget year. Given this, the current ask is that the full budget increase be considered by the municipal partners.

While the cost-sharing framework is intended to distribute increases proportionally between the Province and municipalities, a provincial funding freeze could shift a greater share of operating costs to municipal units. In this circumstance, the request represents more than a routine application of the funding formula and requires Council to consider whether it wishes to assume a higher proportion of library operating costs than is typically contemplated under the model.

Municipal units have limited ability to influence the AVRL operating budget or the provincial sharing ratio. Council's options are therefore focused on how, and to what extent, the Town responds to the requisition under these circumstances.

Risks if Council Approves the Full Funding Increase Without Provincial Contribution:

- **Cost-Shifting:** Municipalities bear a disproportionate share of library operating costs, which are normally shared with the Province.
- **Precedent:** Approval may create an expectation that municipalities will fund future increases in the absence of provincial support.
- **Budget Impact:** Absorbing the increase could strain the Town's budget, affecting other services or requiring higher taxes/reserves.
- **Equity Between Municipalities:** Uneven participation could create tensions within the regional library partnership.
- **Reduced Leverage with Province:** Filling the gap may reduce pressure on the Province to adjust its funding or sharing ratio.
- **Service Escalation:** Funding increases without provincial support could encourage growth that is unsustainable long-term.

REQUEST FOR DECISION
AVRL Budget Request
RFD#: 015-2026



Financial Implications

The Annapolis Valley Regional Library is asking for a 50% increase from its municipal partners. The Town of Middleton has paid \$12,300 per year for its contribution to the library funding model. For 2026-2027, the AVRL is asking for \$18,450 from the Town of Middleton – an additional **\$6,150**.

The financial impact will depend on Council's chosen option. Approval of the recommended option would result in an increase to the Town's 2026-2027 draft budget of **\$1,600**.

Strategic Plan/Operating Plan Alignment

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

Alternatives

1) Option 1 – Approve the Full Increase

Approve the requested funding increase of \$6,150, acknowledging that the municipal share exceeds the traditional cost-sharing proportion and that the province may not provide funding.

2) Option 2 – Approve the Increase on a One-Time Basis

Approve the increase as a one-time or interim measure, with direction that staff and the AVRL Board continue discussions with the Province regarding equitable cost-sharing.

3) Option 3 – Defer or Decline the Increase

Defer or decline the request pending confirmation of provincial funding or further information from AVRL regarding alternative funding options.

REQUEST FOR DECISION
AVRL Budget Request
RFD#: 015-2026



Community Engagement/Communication

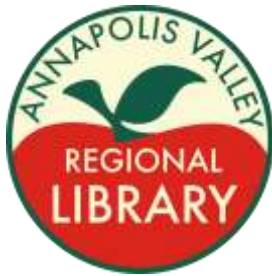
N/A

CAO Comments

The CAO supports the recommendation of staff.

CAO Initials: AC

Target Decision Date: February 17, 2026



2026-27 Budget Request

To: The Town of Annapolis Royal
The County of Annapolis
The Town of Middleton
The Town of Berwick
The County of Kings
The Town of Kentville
The Town of Wolfville
West Hants Regional Municipality

From: Julia Merritt, Chief Executive Officer, Annapolis Valley Regional Library

Date: January 5, 2026

Re: 2026-27 Operating Budget Request

The AVRL respectfully submits this budget request for consideration and decision.

Background

At its September 18, 2025 meeting, the Annapolis Valley Regional Library Board passed the following motion:

WHEREAS the Library Funding Formula has expired as of March 31, 2025, and;
WHEREAS the AVRL has made significant cost-savings measures, and;
WHEREAS the AVRL is facing severe budgetary pressure that could lead to major loss of service, and;
WHEREAS it is the hope of the AVRL that both Provincial and Municipal orders of government will increase their financial commitments to retain library service in their communities;
BE IT RESOLVED THAT the AVRL Board request the funding municipalities to increase their annual operating contribution by 50% for the 2026-27 fiscal year.

This report outlines the AVRL's current financial situation and request for additional funding in the 2026-27 fiscal year.

Library Funding Formula and Municipalities

The Provincial Library Funding Formula expired on March 31, 2025.

In 2024, the municipalities were provided notice by the Province that the Library Funding Formula was under review and that changes to their contributions could be forthcoming. No further requests or requirements for additional funds have been sent.

The Library Funding Formula represents the minimum level of financial contribution that a contracting municipality must provide to its regional library board. A municipality has the option to provide more funding to its regional library board.

Prior to 2025, several regional library systems regularly received additional funding: Eastern Counties, Halifax, and Pictou-Antigonish.

In the 2024-25 or the 2025-26 fiscal years, additional regional libraries have asked for and received supplementary funding, including: Cumberland, Pictou-Antigonish, and Western Counties.

AVRL has not previously asked its funding municipalities for additional contributions.

Current Funding Formula and Risks to Service

Since 2009, AVRL's budget has increased by 10% while the Bank of Canada estimates that inflation has increased by 43% during that same time period.

In order to mitigate the ongoing budget limitations, AVRL has implemented the following cost-savings measures:

- 2015-2024, reduction of 25% of the total permanent staff body
- Elimination of the bookmobile service in 2021
- As of 2024, 50% reduction in programming and the elimination of partnerships

The AVRL's 2025-26 budget represents a deficit position that will be funded by operational reserves. Without additional funding support, the Library Board will need to make significant reductions in service in 2026.

AVRL's 2026-27 Budget Overview

This budget represents an interim position for the AVRL prior to the beginning of the fiscal year, pending more information regarding the Provincial Library Funding Formula, Provincial "Bridge" funding, or additional contributions from funding municipalities.

AVRL is on track to realize the full amount of its budgeted deficit in 2025-26. This will deplete the operational reserve fund by approximately \$250,000 and leave roughly \$400,000 available to use in 2026-27.

The attached budget represents an interim deficit of \$528,280.

Changes from 2025-26

1. All wage rates adjusted for the rates negotiated in the 2025-2028 Collective Bargaining Agreement; staff list adjusted for changes made during that time. All benefits categories have been updated to include current data (CPP, EI, etc).
2. Collections budget held at existing levels to prioritize this core service.
3. Loss of Provincial Same Page postage grant; in 2024-25 this was over \$14,000 in revenue.
4. Reduction to Payroll Processing Fees line; AVRL has re-developed in-house competencies to perform the payroll function and has cancelled the contract for managed payroll services.
5. All other lines adjusted to reflect changes to actual expenses, or held at 2025-26 levels where possible.

Remaining to Include

1. Any changes to the Library funding formula.
2. Any additional Bridge/Emergency funding amounts.
3. Any additional contributions from the municipal units.

Expenses are expected to remain as estimated unless service levels change.

2026-27 Budget Request

Below is a chart outlining the requested increase to each municipality's contribution to AVRL for 2026-26, representing a total increase of \$351,450. This amount would allow the AVRL to continue to provide service at the current level for one full additional year (2026-27) prior to making additional service reductions. If a reduced amount is provided, in combination with potential future Bridge funding from the Province, this could still provide significant or full relief for the 2026-27 year.

Municipality	2020-2025 Contribution	2026-27 Contribution
Annapolis County	\$130,700	\$196,050
Kings County	\$331,600	\$497,400
West Hants County	\$134,400	\$201,600
Annapolis Royal	\$3,400	\$5,100
Middleton	\$12,300	\$18,450
Berwick	\$17,400	\$26,100
Kentville	\$42,800	\$64,200
Wolfville	\$30,300	\$45,450
Total Contributions:	\$702,900	\$1,054,350

Annapolis Valley Regional Library (AVRL)

Budget Overview

Overview - Budget compare: F2027 vs F2026

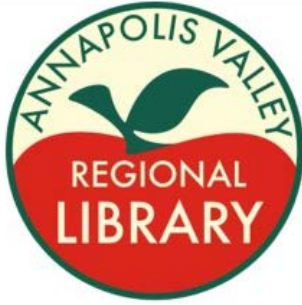
	Fiscal 2026/2027	Fiscal 2025/2026
INCOME		
4020 Revenue - Province	1,919,600.00	2,115,800.00
4030 Revenue - Municipal	-	-
4031 Annapolis County	130,700.00	130,700.00
4032 Annapolis Royal	3,400.00	3,400.00
4033 Berwick	17,400.00	17,400.00
4034 Kentville	42,800.00	42,800.00
4035 Kings County	331,600.00	331,600.00
4036 Middleton	12,300.00	12,300.00
4037 West Hants	134,400.00	134,400.00
4039 Wolfville	30,300.00	30,300.00
Total 4030 Revenue - Municipal	702,900.00	702,900.00
4105 Revenue - Printing	27,000.00	27,000.00
4700 Revenue - Deferred Write down		48,155.00
4702 Revenue - Donations	8,000.00	8,000.00
4703 Revenue - Grants	98,000.00	
4800 HST Rebate (OLD)	50,000.00	50,000.00
4901 Revenue - Interest	20,000.00	40,000.00
Total Income	2,825,500.00	2,991,855.00
COST OF GOODS SOLD		
5000 COS - Books, Periodicals & related costs	340,000.00	340,000.00
5020 Equipment Purchases	5,500.00	5,500.00
5025 Furniture Purchases	3,000.00	3,000.00
5026 Capital Purchases - Other	\$ -	\$ 54,155.00
Total Cost of Goods Sold	348,500.00	402,655.00
EXPENSES		
6005 Advertising & Promotion		6,000.00
6010 Bank Charges	2,500.00	2,500.00
6015 Communication & Internet Expenses	5,500.00	5,500.00
6025 HST Rebate - Books (OLD)	50,000.00	45,000.00
6040 Insurance	19,000.00	19,000.00
6050 Miscellaneous Expenses		500.00
6055 Office Expenses	35,000.00	35,000.00
6060 Postage	30,000.00	30,000.00
6065 Professional Fees	80,000.00	80,000.00
6200 Program Costs	-	11,000.00
6201 Advertising & Marketing	\$ 6,000.00	
6209 Supplies	11,000.00	
Total 6200 Program Costs	17,000.00	-
6300 Rent	70,550.00	69,507.00
6350 Service Contracts	-	-

Annapolis Valley Regional Library (AVRL)

Budget Overview

Overview - Budget compare: F2027 vs F2026

	Fiscal 2026/2027	Fiscal 2025/2026
6351 Alliance	\$ 63,155.00	\$ 62,795.00
6352 Photocopying	35,000.00	35,000.00
Total 6350 Service Contracts	98,155.00	97,795.00
6400 Salaries & Wages	\$ 2,520,625.00	\$ 2,360,695.00
6406 Payroll Service Chrg	12,000.00	28,000.00
Total 6400 Salaries & Wages	2,532,625.00	2,388,695.00
6600 Vehicle Expenses	22,000.00	22,000.00
6650 Board Expenses	1,700.00	1,700.00
6700 Staff Expenses	40,000.00	40,000.00
6455 Staff Training/Conferences	\$ 750.00	\$ 750.00
6703 Misc	\$ 500.00	
Total 6700 Staff Expenses	\$ 41,250.00	\$ 40,750.00
Total Expenses	\$ 3,005,280.00	\$ 2,854,947.00
OTHER INCOME		
PROFIT	\$ (528,280.00)	\$ (265,747.00)



Annapolis Valley Regional Library
P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0
Phone 1-866-922-0229
www.valleylibrary.ca email: administration@valleylibrary.ca

Mayor Gail Smith
Town of Middleton
P.O.Box 340
131 Commercial Street
Middleton NS
B0S 1P0
Sent via email: % acrocker@town.middleton.ns.ca

June 1, 2026

Dear Mayor Smith,

On behalf of the Annapolis Valley Regional Library (AVRL) Board, I am writing to inform you that due to the lack of sustainable operating funding, the AVRL is no longer able to maintain its present level of service.

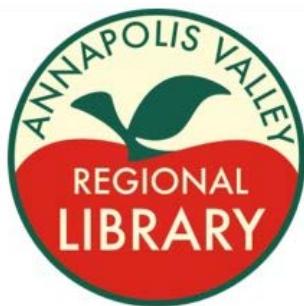
The AVRL Board sincerely appreciates the Town of Middleton's commitment to increasing its funding contribution for 2026-27. The AVRL is deeply grateful for this demonstration of commitment to library service, a commitment shared by all eight funding partner municipalities.

In 2026-27, the AVRL faced a preliminary deficit of \$625,000 including wage adjustments.

The municipal contributions, taken together with additional internal reductions, have reduced the AVRL's 2026-27 deficit to \$322,600. However, without sustainable increases in funding to the Provincial Library Funding Formula, and without Provincial Bridge funding in 2026-27, this support is not enough to prevent significant impacts on communities across the region.

The Bank of Canada's Inflation Calculator shows that the cost of goods has increased by 43% since 2009. At the same time, AVRL's sustainable funding has only increased by 10%.

Despite these reductions in staffing and services, library usage is up. Borrowing (circulation) has increased by 40% since 2009 and free public internet access has increased 20% in the last 2 years alone. These statistics only paint part of the picture. Our communities rely on us for more than books. We are where people go for support, connection, and practical help. We provide access to reliable and accurate information, staff who can help you navigate questions, provide entertainment, lifelong learning opportunities, early literacy development, and a welcoming



Annapolis Valley Regional Library

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Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

space for all members of the community. Libraries are community hubs that are in high demand and we want to be able to provide the services that our communities are asking of us.

Over the past two decades, the AVRL has undertaken the following mitigation strategies:

1. Reduced the total permanent staffing complement by 25%;
2. Reduced programming and services, including partnerships with government;
3. Purchased books and software through consortia; and
4. Used previously-accumulated surplus.

These measures have delayed but ultimately could not prevent the service reductions and branch closures now required to align AVRL operations with available funding.

Effective July 20, 2026, the following 5 AVRL branches will close:

1. Hantsport
2. Kentville
3. Lawrencetown
4. Middleton
5. Port Williams

We recognize that this will be deeply upsetting to residents of the Town of Middleton and to all those who rely on the library as a vital community resource.

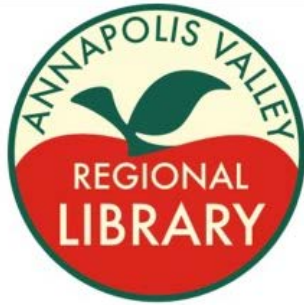
We respectfully request that AVRL be permitted to continue to access the Middleton Branch building for the foreseeable future, in order to work through the process of consolidating collections, technology, and furnishings.

While this branch closure represents a significant change for the community, the AVRL Board remains committed to ongoing discussions with the Town of Middleton about future opportunities to support library access and service delivery within the region.

Next Steps

In order to complete the process of restructuring, and to support our staff through this initial transition, all AVRL locations will be closed from June 1 - 14, 2026.

Regular service at all locations will resume as of Monday, June 15, 2026 until the effective closure date of July 20th. On July 20th, the remaining 6 library branch locations will reopen with new, standardized hours. The remaining locations will be:



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1. Windsor
2. Wolfville
3. Berwick
4. Kingston
5. Bridgetown
6. Annapolis Royal

These decisions were made to ensure AVRL can continue providing sustainable public library service across the region while maintaining equitable access, stable operations, and a balanced budget for the years ahead. The Board remains committed to preserving access to library collections and core public services for as many communities as possible.

Although deeply distressing, these unprecedented branch closures and service reductions were preventable. Nova Scotia's public libraries have been engaged in ongoing discussions with the Department of Communities, Culture, Tourism and Heritage (CCTH) for years, including through the 2024 Library Funding Formula Review, which provided updated and fully costed funding recommendations.

The AVRL Board recognizes how important local libraries are to the communities they serve, and the impact this will have on communities in rural Nova Scotia where there is a critical need to support literacy, learning, digital access, and community connection. The Board deeply regrets that these measures are now necessary.

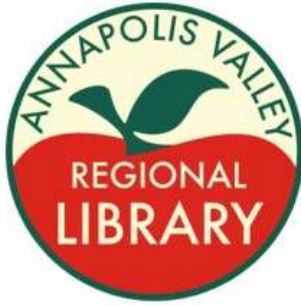
We remain deeply grateful for the continued partnership and support of the Town of Middleton, and we look forward to ongoing discussions about how library service can continue to evolve and serve communities across the region in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Janet Ness".

Janet Ness, Chair
Annapolis Valley Regional Library Board

CC: Ashley Crocker, Chief Administrative Officer
Jill Cox, AVRL Board Member



Annapolis Valley Regional Library

P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0

Phone 1-866-922-0229

www.valleylibrary.ca email: administration@valleylibrary.ca

Ashley Crocker, Chief Administrative Officer
Town of Middleton
P.O.Box 340
131 Commercial Street
Middleton NS
B0S 1P0
Sent via email: % acrocker@town.middleton.ns.ca

June 11, 2026

Dear Ms. Crocker,

Following up from our letter of June 1st, we are writing to confirm that the final date of public service at Middleton Branch will be Saturday, July 18, 2026.

I am also writing to request some practical details on the conclusion of service.

Removal of Materials

The Library Board owns the books, computers, and some miscellaneous small equipment. The Board recognizes that the Town of Middleton was responsible for purchasing the shelving and the major furniture such as the circulation desk.

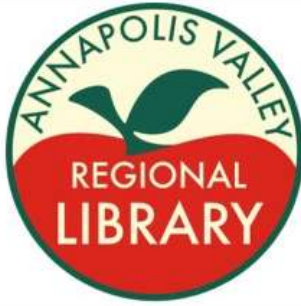
The Library Board intends to consolidate the physical collections at its Administration Office and remaining branches. In the interim period, the AVRL wishes to provide fulsome library service to residents until Saturday, July 18th. This would mean leaving all of the library's collections on site until after the closure date.

We respectfully request that we be permitted until September 30th, 2026 to remove the books and other Library-owned items from the building. However, we understand that there are other factors at play and can arrange to prioritize the earlier removal of these items.

Could you please confirm by Friday, June 26th the final date that is agreeable for the Library to remove its collections?

Purchasing Shelving

The AVRL is interested in purchasing some of the shelving that exists in the Middleton Branch. If the Town of Middleton wishes to sell any of the remaining shelving to AVRL, please indicate this in your reply.



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2026-27 Billing

Due to the timing of the additional request made to partner municipalities in January 2026, the AVRL has not yet submitted an invoice for 2026-27.

The AVRL will forward the prorated bill for April 1, 2026 – July 18, 2026. No further bills will be forwarded after this invoice.

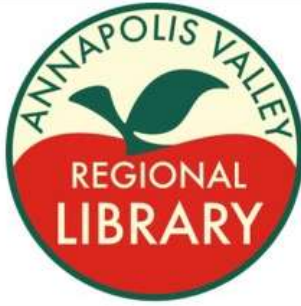
Middleton – We recognize that this is deeply upsetting to residents of Middleton and to all those who rely on the library as a vital community resource. Although the loss of the Middleton Branch is unprecedented, AVRL thanks the Town for its continued commitment to working with the AVRL to provide service. AVRL looks forward to continuing to work together in the future to ensure stable and high-quality service in Middleton.

For additional information and recent updates, please see www.valleylibrary.ca/news/service_changes

Sincerely,

A handwritten signature in black ink, appearing to read "Janet Ness".

Janet Ness, Chair
Annapolis Valley Regional Library Board



Annapolis Valley Regional Library

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Ashley Crocker, Chief Administrative Officer
Town of Middleton
P.O.Box 340
131 Commercial Street
Middleton NS B0S 1P0
Sent via email: % acrocker@town.middleton.ns.ca

June 29, 2026

Dear Ms. Crocker,

Following up from your email of June 23rd, I am writing with further details regarding the bequest made to the Annapolis Valley Regional Library for the Middleton Branch.

Mr. David Arthur Ritchie, grew up in Middleton. He died in 2023. In 2024 the AVRL was notified that it was the beneficiary of \$86,905.43 from his estate. Mr. Ritchie's will stipulated that the funds were to be used for the Rosa M. Harvey Branch in Middleton, for the purpose of purchasing books. He has also left some funds to the Friends of the Middleton Library, although AVRL is not privy to the details of that gift.

On receipt of the bequest, the AVRL Board pooled the funds with other bequests in order to invest them for growth and future use. None of the funds have been spent to date, and have generated some interest since they were invested two years ago.

With respect to the use of the funds now that the AVRL Board has regrettably needed to make the decision to end service at the Middleton Branch: the Board continues to hold these funds in trust, and as previously stated, the Board is willing to explore options to work together for future library service. It is possible that these funds could be accessed to assist in that project, although in this case a legal opinion might be advisable given the deviation in use from their original purpose.

If you have further questions, please reach out.

Sincerely,

A handwritten signature in black ink, appearing to read "Julia Merritt".

Julia Merritt, CEO

REQUEST FOR DECISION
Tidal Transit Authority Temporary
Borrowing Resolution
RFD#: 055-2026



To: COTW and Town Council
From: Ashley Crocker, CAO
Date: July 20, 2026
Subject: Tidal Transit Authority Temporary Borrowing Resolution

Guiding Principles for Decision-Making

Accountability Transparency Diversity Sustainability Engaged Informed

References/Attachments

- Loan guarantee resolution
- Temporary borrowing resolution approved by Valley Regional Services Board on July 15, 2026
- Schedule B listing the capital projects approved

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, four hundred twenty-one thousand, two hundred and seventy-five dollars (\$421,275) representing three-point six percent (3.60%) of the total of eleven million six hundred ninety-seven thousand four hundred and fifteen dollars (\$11,697,415) to be borrowed by Tidal Transit Authority for the capital projects detailed in Schedule B.

Background

As per Tidal Transit Authority's approved 2026-2027 capital budget and the supplementary capital budget, staff require approval to execute a twenty-four-month Temporary Borrowing Resolution in the amount of \$11,697,415 representing the multi-year Investing in Canada Infrastructure (ICIP) Phase 2 capital projects to be undertaken by Tidal Transit.

The Valley Regional Services Board originally approved a 2026-2027 capital budget of \$2,722,833 of which \$1,254,021 was designated as part of the ICIP Phase 2 project (the remaining \$10,443,394 to be spent in future years). The updated ICIP Phase 2 spending in the supplementary budget is \$941,708 this

REQUEST FOR DECISION
Tidal Transit Authority Temporary
Borrowing Resolution
RFD#: 055-2026



fiscal year.

The federal and provincial governments have collectively committed to fund 73.3% of these costs and the municipal government partners will need to fund the remaining portion. Due to new Rural Transit Solutions Fund (RTSF) funding and the updated cost of purchasing buses, a new 2026-2027 supplemental budget was approved at the July 15, 2026, Valley Regional Services Board of Directors meeting. The supplemental budget shifts the ICIP Phase 2 capital spending both between fiscal years and subprojects, such as the previously unknown 5% deposit for the purchase of six hybrid buses. Both the supplementary budget and the approved budget assume that all capital reserves will be depleted before requiring debenture financing via the Nova Scotia Department of Finance and Treasury Board.

Since the external subsidies will not be received until after the reserve funds are spent, TTA may require short-term financing this fiscal year. In future fiscal years TTA will require debenture funding but only for a portion of the 26.7% that is municipal government funded.

To be eligible to participate in debenture financing for the projects outlined in Schedule B, the following steps need to be completed:

1. Approval by the board by a board motion (complete)
2. Approval by all 7 owner's councils to guarantee their portion of the debentures
3. Approval by the Nova Scotia Department & Treasury Board

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 Regional Services 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 Tidal Transit Authority loan. Tidal Transit Authority plans to borrow to fund their capital expenditures as outlined in the attached Schedule B.

Financial Implications

The Town would be required to honor the guarantee if Tidal Transit Authority 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 Tidal Transit that provide the funding for the loan repayment among other expenditures.

REQUEST FOR DECISION
Tidal Transit Authority Temporary
Borrowing Resolution
RFD#: 055-2026



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: July 20, 2026

**TIDAL TRANSIT AUTHORITY
MUNICIPAL PARTNER GUARANTEE RESOLUTION
COUNCIL OF**

Guarantee Share Amount: \$ _____ Purpose: _____

WHEREAS the Tidal Transit Authority (hereinafter referred to as the Authority) was incorporated on April 1, 1999 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

TIDAL TRANSIT AUTHORITY
TEMPORARY BORROWING RESOLUTION

Amount: \$ 11,697,415

Capital Projects: Detailed in Schedule "B"

WHEREAS the Tidal Transit Authority (hereinafter referred to as the Authority) was incorporated on April 1, 1999 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Municipality of the District of Digby, the Municipality of the County of Annapolis, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the specific amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the seven municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing has been approved by the Minister of Municipal Affairs has the approved the proposed guarantees;

BE IT THEREFORE RESOLVED

THAT under the authority of the intermunicipal services agreement entered into under Section 60 of the *Municipal Government Act*, and subject to the approval of the Minister of Municipal Affairs, the Authority borrow a sum or sums not to exceed
eleven million six hundred ninety seven thousand four hundred fifteen Dollars
(\$ 11,697,415) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the Authority of an amount as the Authority deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed
eleven million six hundred ninety seven thousand four hundred fifteen Dollars
(\$ 11,697,415) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

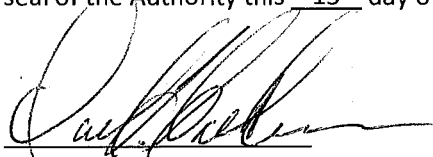
THAT the sum be borrowed for a period not exceeding Twenty Four (24) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

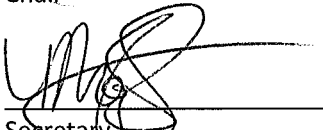
THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Tidal Transit Authority held on the day of _____, 2026. 15 July _____

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 15 day of July, 2026.


Chair


Secretary

TIDAL TRANSIT

AUTHORITY TEMPORARY BORROWING RESOLUTION

Amount: \$ 11,697,415

Capital Projects: Detailed in Schedule "B"

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	40.3%	4,713,821
Municipality of the County of Annapolis	19.83%	2,319,777
Town of Kentville	13.82%	1,616,323
Town of Wolfville	10.38%	1,214,166
Town of Berwick	4.12%	482,380
Town of Middleton	3.6%	421,275
Municipality of the District of Digby	7.95%	929,673
Total Capital Requirements for Borrowing Resolution	100	11,697,415.00

TIDAL TRANSIT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ 11,697,415

Capital Projects: Detailed in Schedule "B"

**SCHEDULE "B"
CAPITAL PROJECTS**

		<u>Estimates \$</u>
Heading:		
Item	Purchase of Buses	9,710,937
Item	Bus Software / Hardware & Branding	576,723
Item	2 Service Vehicles	122,609
Item		0
Heading Sub Total:		10,410,269
Heading:		
Item	Building Design / Engineering	156,002
Item	Building Renovation	1,131,144
Item		
Item		
Heading Sub Total:		1,287,146
Heading:		
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Heading Sub Total:		0
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		11,697,415

Management Report

July 20, 2026



COUNCIL'S STRATEGIC INITIATIVES

#	STRATEGIC INITIATIVE	UPDATE
1	Perform an assessment of policing services within the Town of Middleton	• Staff to investigate options for the assessment, considering the new policing standards just announced by the province • Staff met with the Minister of Justice and staff and Council attended Police Advisory Board (PAB) training which gave some insights on how to improve community safety in Middleton • Request to dissolve Joint PAB with Annapolis County was approved by the Minister of Justice • New Town PAB is established and met on May 7th, the PAB also set policing priorities for 2026
2	Explore the construction of a multi-faceted facility for municipal services	• Staff have explored three different grant programs to help fund the new Community Centre Fill Hall • The CCFHC instructed staff to explore a phased approach with JOST and the low bidder. • Received phased approach. Exploring funding options. • Staff to compile information for design/build RFP
3	Create a plan for replacing road and sidewalk infrastructure in priority areas	• Staff have compiled information on roads and assessed and prioritized each road and sidewalk. • Staff have completed a preliminary list of roads and road condition rating. Other indicators for consideration of road priority need to be assessed before a report comes to Council. Consultants may be required for some of this work.
4	Create a plan for upgrading water infrastructure in priority areas	• Staff to compile information on water infrastructure
5	Finish the new reservoir including the decommissioning of the old reservoir	• UARB approved the project on Aug 2/24 • Contract was publicly tendered and awarded to Roscoe Construction on Aug 6/24 • Reservoir tank generated ~\$155K in tariffs at the border – staff working on getting an exemption • Tender has been awarded for old reservoir decommissioning • Reservoir is expected to go online Jul 22nd and then the Booster Station pumps will be switched to the new pumps on Jul 23rd. Critical deficiencies that were identified to be completed before putting the new reservoir online, have been addressed.

Management Report

July 20, 2026



#	STRATEGIC INITIATIVE	UPDATE
6	Create a growth plan that promotes housing and population growth, as well as economic development	• Draft Secondary Plan was completed but not yet approved by Council (in addition to the corresponding MPS/LUB amendments) • Apr 15/25 – PAC held a public hearing • PAC Meeting held on Jan 12/26 with Council recommendation • Jan 19/26 Council meeting, staff directed to work with developer on a different approach • BCP working on increasing density in the Northlands of Town by proposing amendments to the Town’s Municipal Planning Strategy and Land Use Bylaw – this involves a review of the draft Secondary Plan, conducting additional public engagement, and working with Parsons Investments • Developer has submitted a high-level plan and met with planning staff on Apr 13/26 • Developer to submit a Development Agreement application, as suggested by staff
7	Create a communications strategy that enhances public communication and transparency	• New website is now live, staff still need to perform a review of the website and obtain more pictures (this summer) • External Communications Strategy was approved by Council on May 4, 2026 • Workplan presented to Council on May 19th • Communications Strategy snapshot completed May 19th • Cross-training on website maintenance is complete • Review of policies to be updated is underway • Crisis Communication Plan is underway
8	Increase recreational programming and social events to the public	• New Shad Derby (May 2025 and 2026) • New summer events for families and children (July – August 2025) • New Titan Training started in 2025 and continues over the winter at AEES • New Drop-in Open Gym and Judo for AEES students and their families starting in January 2026 • Staff applied for a grant to put on an event called “Seasoned Together” - an intergenerational, nutrition-focused initiative designed to bring older adults and youth together through the joy of cooking, creativity, and shared food. • New SLO-Pitch games happening at Rotary Park

Management Report

July 20, 2026

OPERATIONAL UPDATES

ADMINISTRATION		
Completed	In Progress	Issues
Staffing: • Probationary reviews for staff	Staffing: • Recruitment for new CAO underway	Staffing:
Project Work: • Agreement with Rotary Club to construct a shade structure at the Middleton Pool was executed/signed • Contract for Climate Risk Assessment was executed/signed • The Beat is completed for this quarter and will be mailed with water bills • Summer photos of the Town were taken by a photographer to be used in various mediums. Some new photos on the website have been updated/added. • Festival & Community Event Development grant was awarded to the Town for \$2,000 • Attended two meetings with the DOJ/RCMP on the new billing model	Project Work: • Options for Town Hall – received a draft report from Palmer and Doherty • Operating Plan for 2026-27 • Continue to explore training for staff and Council on Inclusion, Diversity, Equity and Accessibility • Notes from Community Conversations have been completed – a snapshot will be created for the public • Welcome folders/packages for new staff, businesses, committee members, councillors, and residents are in the process of being compiled and necessary copywrite is being written.	Project Work:
Other Items: • Pool security cameras have been installed – investigating internet options	Other Items: • Management team reviewing priorities and policies • Review Brooklyn Road draft agreement	Other Items: • Affordability Study of keeping certain assets and services should be completed

Management Report

July 20, 2026



FINANCE

Completed	In Progress	Issues
• Operating results to end of May 2026 • May 2026 Bank Reconciliation • Pension Annual Information Return was filed before the June 30th deadline • June 2026 Quarterly Water Bills have been mailed out • Monthly tax arrears notices went out on July 6th • Process for collecting deposits for new water accounts has been going well	• June 2026 Bank Reconciliation • Year-end adjustments and finalization of workbooks • Working on updating Finance policies for Tax Sales and Tax Collection Procedures • Review of Finance-related policies to determine which ones require updating or complete removal • Preparation for Tax Sale to be held on Thursday August 20th at 10:00am in Council Chambers • Reviewing appeals for preparation of final tax bills • Fine-tuning job descriptions for finance staff • Preparing for the 2025-2026 year-end audit which has been pushed forward due to time constraints in the Finance Department to get year-end results finalized	

RECREATION and EVENTS

Completed	In Progress	Issues
- Canada Day Parade was a success, with more participants than last year and a great crowd! - Upgrades to Beach Volleyball court have been done, there are also portable lines for the outsides of the court that can be loaned - Washrooms at Rotary Park and Centennial Park are open - The sign at the Wetland Park is up - Exploratory session with MRHS at the Beach Volleyball court was very well attended with two full sessions	- Fitness programs continue. Titan Training will be postponed until September. - Summer Recreation Programs have started. Canoe and Kayak loans are happening and busy on weekends and evenings! - Registration for Century Ride and Heart Run are now open - SLO-Pitch weekly game time has been adjusted to 6:00pm due to heat and availability “Project Forward” has started. Multiple activities have happened. The most successful to date was the dirt bike safety course. This was a great partnership with NSORRA for the crime prevention grant . - Heart of the Valley Family Day is coming quickly. There has been a lot of planning with community partners to make it happen.	- Vandalism and theft continue to be a problem. The parking lot and facilities at Rotary Park continues to be a target. - Low registration continues to impact the delivery of some recreation programs and events, resulting in the postponement of several offerings. Participation challenges are most evident in programs targeting youth and younger adults.

Management Report

July 20, 2026



PLANNING

Completed	In Progress	Issues
6 Building Permits Issued for 2026-2027 YTD	22 properties left to conduct Fire Inspections from 2025	
- Staff received an application to allow 27-33 affordable units on provincially owned land. The proposed development will be accessed from Magee Drive. - Subdivision plans have been approved - PIM was held on Feb 19th - PAC met April 13th - Applicable MPS/LUB amendments for this development: 1st Reading was Apr 20th and the Public Hearing and 2nd Reading was May 19th - Applicable Development Agreement: 1st Reading was May 19th and the Public Hearing and 2nd Reading was Jun 22nd	- The MPS/LUB amendments to enable grouped dwellings were sent to the Minister on Jun 15/26. - Issues were identified with the amendments that were filed on June 18/26. Staff have made the necessary correction, and the updated amendments were sent to the Minister on Jul 17/26 for approval. - Approval of the Development Agreement for the Magee Drive development cannot take place until the above amendments have been approved by the Minister. - Once approval has been obtained, staff will post the notice for the 2-week appeal period.	
- PAC met Jan 12/26 to discuss the Northlands Secondary Planning Strategy. The road network raised concerns from both the PAC and the developer. - PAC and Council discussed options for next steps - Plan submitted by developer & meeting held with staff on Apr 13th	- Staff are working to increase density in the Northlands of Town by proposing amendments to the Town's Municipal Planning Strategy and Land Use Bylaw - Staff recommends that Parsons Investments Ltd. submit an application for a Development Agreement	

Management Report

July 20, 2026



PUBLIC WORKS and PARKS

Completed	In Progress	Issues
<u>General Public Works:</u> • Turned over leaf pile and cleaned up brush dump • Painted and repaired 6 garbage cans • Painted and repaired 4 picnic tables	<u>General Public Works:</u> • Mowing ongoing • Sanding/painting garbage cans • Painting lines and ball fields • Opening Centennial Park washrooms	<u>General Public Works:</u>
<u>Public Works Equipment:</u> • Repaired ride on mower • Safety Inspection on GMC • Repairs on John Deere tractor, belt broke and guard repaired	<u>Public Works Equipment:</u> • Transmission leaking on Ride on Seals arrived last week	<u>Public Works Equipment:</u>
<u>Roads, Streets, Sidewalks:</u> • Finished street sweeping • Repaired catch basin • Patching done on Main Street	<u>Roads, Streets, Sidewalks:</u> • Repairing 3 manholes and 2 catch basins • Patching potholes not yet complete	<u>Roads, Streets, Sidewalks:</u>
<u>Water & Equipment</u> • New Foot Valve installed • New Reservoir is complete • Chlorine Pump and SCADA signed off at new Reservoir • Booster station work commenced • Pumps all had a test run and passed at new Reservoir • Multiple water main breaks occurred and were repaired by staff	<u>Water & Equipment</u> • Deficiency list for new reservoir in progress • Contract signed for decommissioning old reservoir • Commissioning new chlorine pump and fire protection pump at new reservoir • Repairing broken meters • Well cleaning parts ordered	<u>Water & Equipment</u> • Tariff relief not yet received
<u>Wastewater & Equipment</u> • Repaired sewer manhole	<u>Wastewater & Equipment</u> • Cleaned and replaced some UV lights that were damaged by a turtle	<u>Wastewater & Equipment</u>

Management Report

July 20, 2026



FIRE DEPARTMENT

Completed	In Progress	Issues
• Monthly Meeting • Truck Inspections • Assisted with Prom parade • Training on air bag lifting for motor vehicle accidents • Basic hose line deployment • Attended a regional training meeting	• 35-year-old pumper has been removed from service • All equipment being cleaned and serviced and waiting for new pumper/tanker truck to arrive • July 18th BBQ Chicken Fundraiser, Heart of the Valley Festival Family Day	

Incident Summary
From Jun 1 26 to Jun 30 26

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Jun 5 26 19:50:21 26-04592	90 Commercial St, MIDDLETON MVA - No Entrapment	62	0		
Jun 13 26 15:15:55 26-04863	21-5 Gates Ave, MIDDLETON Structure - Commercial	70	0		
Jun 13 26 21:28:39 26-04875	208 Commercial St, MIDDLETON Investigation	26	0		
Jun 17 26 17:38:27 26-04987	333 Main St, MIDDLETON Public assistance	192	0		
Jun 18 26 19:41:36 26-05029	166 Junction Rd, BROOKLYN MVA - Confirmed Entrapment / Unknown	60	0		
Jun 21 26 22:12:26 26-05130	407 Gates Mountain Rd, MOSHERS CORNER MVA - Confirmed Entrapment / Unknown	93	0		
Jun 25 26 06:50:59 26-05229	49 Sunset Cres, MIDDLETON Medical	36	0		
7 incidents for	Middleton	8 hrs 59 mins	0		
		8 hrs 59 mins	0		



**DRAFT Minutes of the Regional Emergency Management Advisory Committee Meeting
Thursday, June 11, 2026, held at the Middleton Town Hall**

PRESENT:

Councillor Sybil Skinner-Robertson (Chair); Councillor Lynn Longmire (Vice-Chair); Councillor Dan Smith; Councillor Lynn Myers; Councillor Brian (Fuzzy) Connell; Deputy Mayor/Councillor Gary Marshall

ALSO PRESENT:

REMC Brian Orde; CAO Rob Frost, County of Annapolis; DEM Sara Ede; Recorder Tina Halliday

REGRETS: CAO Ashley Crocker, Town of Middleton; REMC Alt/Fire Services Coordinator Jennifer Daniels; CAO Sandi Millett-Campbell, Town of Annapolis Royal; Manager of Protective Services Sean Amos, County of Annapolis; Deputy CAO Sarah Kucharski, County of Annapolis

1. Call to Order

Meeting called to order at 6:30pm by Chair

2. Additions/Revisions to Agenda

None

3. Approval of Agenda

Approved as presented

4. Approval of Minutes- April 8, 2026

Approved as presented

5. New Business

a. Annapolis REMO Planning & Preparedness

- Roxy Peterson, Regional Outreach Officer with the Department of Emergency Management came and did a presentation to the planning committee that discussed his position and outreach efforts to date.
- REMO standards have come out so, REMC Brian, is going through the bylaw and IMSA to make necessary changes. This revised document will go to CAO's soon for review and then come to this committee.
- Regional Emergency Readiness Grant funding has been received. Projects are complete. *Project A* for the generator for the backup server and Animal Care Facility has been completed. Generator and tanks have been installed and are full and ready for action. *Project B* for equipment and supplies is in progress. Some supplies have been purchased (owl camera, cell boosters, Wi-Fi routers, projector, Starlink etc.) A few things were more expensive than expected so some projects (like VOIP phones) will have to wait for the next grant, if approved.
- Currently working on ideas to apply for the second-year funding opportunities.



b. Annapolis REMO Training & Exercises

Training

Completed:

- BEM- April 29th- County Staff
- WebEOC- May 14th- County & Towns Staff
- ICS 200- May 27-28, 2026 (full)

Upcoming:

- Emergency Coordination Centre course- June 17 (FULL)
- NS Alerts Training- August 2026
- ICS 300- Fall 2026
- Course for advisory committee and elected officials.

Exercises

REMC & Alternate participating in:

- NS DEM- Nova Delta: Tsunami Emergency Planning- June 9th
- Keji Tabletop Exercise- June 15th
- Flood mapping project has begun for the county

Planning Committee & ECC:

- Tabletop Exercise- ECC Staff (Fall 2026)
- Tabletop Exercise- Flooding: for fire departments and planning partners (Fall 2026)

c. Comfort Centres & Emergency Shelters

- Moschelle Community Hall is interested in becoming a centre, but they have some necessary repairs that need to be completed first.
- West Dalhousie Hall became the county's 21st Comfort Centre and that presentation happened at the Comfort Centre Conference that was held at that hall on May 18th.
- Foresters Hall in Clementsvalle is also interested in becoming a comfort centre.

d. Communications

- Funding received through the emergency grant program enabled the purchase of such things as an owl camera, Wi-fi routers, cell boosters and a second Starlink system.
- Exercise handshake happened on the last Tuesday of the month and allowed testing of the HAMM radios, satellite phones and TMR's.

e. Public Information

- Facebook- up to 4477 (seems to be preferred method of communication)
- X- down to 943
- Alertable- down to 2812 subscribers
- Recent press releases include wildfire and hurricane season, and emergency preparedness week.
- Suggestion made that perhaps some grant funding could be used to help with education for residents through brochure racks in each community hall.



f. Community Outreach

- Foresters Hall wants Brian to come to do a presentation to them in September and Young's Cove Hall would like to reschedule their session that got cancelled last year due to the wildfire.
- Taking bookings for community presentations throughout the year so please promote the REMO Community Outreach Program.

Recent events:

- Community Hall Conference-April 18
- Emergency Preparedness Week 2026- May 2nd. Attended events in Middleton and West Dalhousie
- Community Conversations-
 - May 18th, Foresters Hall, Clementsvale
 - June 10th- Melvern Square Community Hall, Melvern Square

Upcoming events:

- County of Annapolis Community Conversations-
 - June 24th- Lower Granville Hall, Port Royal
- Town of Annapolis Royal Public Engagement- June 22nd
- Annapolis Community Health Centre- Education Day- July 14th

g. 2026 Wildfire Risk Season (March 15 to October 15) Update

The Long Lake wildfire in West Dalhousie is now considered extinguished after the completion of a recent aerial hot spot scanning.

2026 Wildfires:

• Nova Scotia:	80
• Annapolis County:	8
• Current Active Wildfires:	0
• New Wildfires in past 24 hrs:	0
• New Wildfires in past 7 days:	6

Official wildfire season is from March 15- October 15. Official wildfire season is from March 15- October 15. Check Before You Burn, daily at 2:00 PM visit:

<https://novascotia.ca/burnsafe/>

h. 2026 Atlantic Hurricane Season

Predictions for 2026:

- 8-14 named storms
- 3-6 hurricanes
- 1-3 major hurricanes

Hurricane season runs from June 1st to November 30th and predictions are for a slightly below, to near normal, season. REMC will continue to push reminders out for residents.



i. NS DEM Update- Sara Ede

- Held Nova Delta tabletop exercise (TTX). This series of exercises will be put on for events that would be low probability of happening but have a very high impact if they were to happen. This is to try to get municipalities to think outside of their normal scope and to help plan for larger scale events. They act as an education piece and the flood mapping that the county is currently doing will be extremely beneficial in this type of scenario.
- EMC & Fire Services Coordinator event held last week which our Fire Services Coordinator attended and did a brief presentation about lessons learned and key findings after the Long Lake fire. Feedback from that presentation was appreciated.
- Six Sprinkler Protection Units (SPU's) have been strategically placed across the province. Dave Rockwood (Fire Services Coordinator for the province) has done four training sessions so far for volunteer firefighters that had applied and been approved for the training. Approximately 85 people applied for the training and 62 of them were accepted. Had to be willing, and able, to deploy for 7-14 days if necessary. There will be more training sessions.
- Outreach- DNR holds the FireSmart portfolio. They had one coordinator for that, Ken Kox, but he and Keri MacLean have gone in to do the air ops piece and will support the four water bomber planes and bird dog for the season. DEM will help provide support for FireSmart education pieces, when necessary, in their absence.
- Incident Management Team (IMT) capabilities- Currently DNR is the only qualified, position specific team that the province has in Nova Scotia. We had to have members from Ontario come in to relieve those team members during the Long Lake fire. DEM is looking to train some of their members in specific positions so they will be able to offer that relief in the future and building capacity. They have started deploying to Ontario (FIFA & Wildfire and Flooding) to do some shadowing and filling in for them where needed. Great for relationship building for future needs with other provinces. 12 of them will be cycling through this.
- New director in training and exercising and DEM will be building a new team for this. Going through a bit of a revamp. Amy Naugler comes with a very strong adult educational background and is currently accessing the program we have now. They will be doing some hiring as well.
- PCC interviews are complete so they can move to a 24/7 model. There will always be a minimum of two people in place. They will be watching the province 24/7 and will activate to a higher level when necessary.
- Voluntary Vulnerable Persons Registry (VVPR)- Sid Lepage (Opportunities and Social Development) who previously held the homelessness portfolio has come to help design a way for municipalities and/or REMO's to have their own VVPR lists. DEM will give the tools and training and criteria about who meets the criteria to be on the list, but municipalities will be responsible for maintaining them. The lists will need to be updated once or twice a year. This program will likely roll out in the fall.

6. Round Table Discussion

- Deputy Mayor Marshall extended his congratulations to the chair and vice-chair on their re-elections to their positions for another year.



- Councillor Longmire mentioned that DEM has helped Mountain and Meadows develop their new All Hazards Plan, and wonders whom other care homes could reach out to ensure that their plans are sufficient? She feels like quite often there is not enough info/support for them to build capacity and confidence in their plans. She is looking for some guidance.
ACTION ITEM: Sara/Brian will check with Michael Bennett and see where it originated from and if there are templates, training and guidance available to them.
- Sara Ede (DEM) reminded everyone that the Emergency Services Provider Fund application is now open and the deadline is July 31st. This can provide up to \$30,000 for responders to help with the cost of fire, ground search and rescue, hazmat, personal protective and other equipment. Province will give up to 90% of the funding required.

7. Next Meeting

6:30pm, Thursday, September 10th, 2026, at the Town of Annapolis Royal (285 St George St, Annapolis Royal)

8. Adjournment

7:30pm

Sybil Skinner-Robertson, Advisory Committee Chair
(Meeting chair)

Date

Tina Halliday, Administrative Clerk-Corporate Services
(Recording secretary)



VALLEY REGIONAL SERVICES BOARD OF DIRECTORS



Summary based on the June 17, 2026, Valley Regional Services Board Meeting at 10:00am in the Valley Waste-Resource Management Board room with virtual attendance option

TIDAL TRANSIT AUTHORITY



General Manager Updates - Under the leadership of General Manager Meg Hodges, the following items are underway:

Buses & Ridership

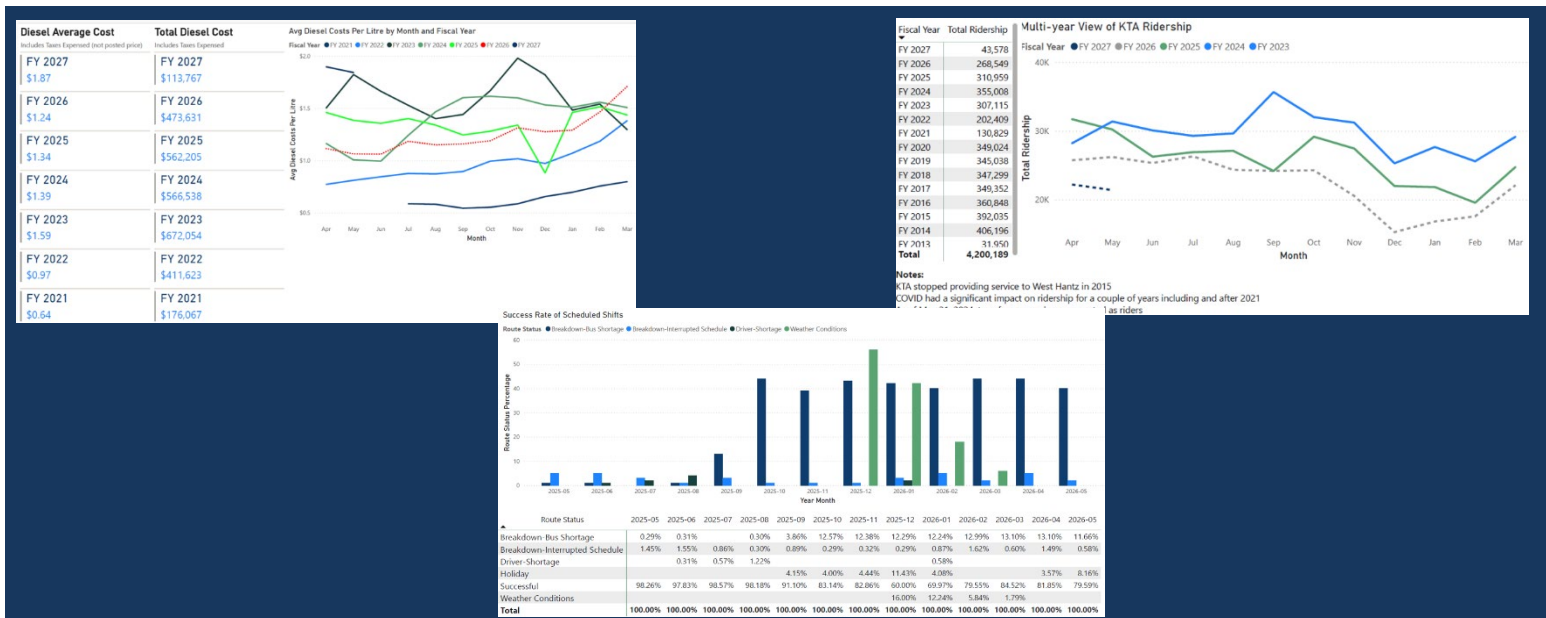
- Greenwood 2 (G2) route remains suspended due to fleet condition.
- Progress continues on used GRT NOVA buses; Bus 76 scheduled for July 2026 service.
- On track to restore 'four in the core' buses and routes with August schedule redesign.
- Ridership continues to rebound following seasonal trends.
- May 2026 had 21,384 riders compared to 26,194 in May 2025.

Fuel & Operations

- Diesel prices remain elevated due to global pressures.
- A minor decrease observed due to federal excise tax reduction.
- Ongoing fuel price monitoring and government collaboration underway.
- Schedule redesign remains a top priority; testing completed with a launch date set for August 4.
- Rewind 89.3 campaign supporting ridership and awareness.
- Two new spare drivers have been hired and training is underway.

Projects & Activities

- The Hybrid bus RFP closed May 14th; pricing updates pending.
- Expression of Interest submitted to LINK NS regarding potential of Inter-Municipal Transit services to HRM.
- Summer Youth Pass promotion underway. \$30 for youth 13-30 in July/August
- Ongoing work: Cornwallis transfer station awaiting permits, cameras, audit is complete, Dalhousie School of Public Planning partnership student project.



VALLEY WASTE - RESOURCE MANAGEMENT



General Manager Updates - Under the leadership of General Manager Andrew Garrett, the following items are underway:

Administration & Regional Coordination

- Policy Review RFQ issued (closing June 24).
- Recruitment is underway for Communications & HR Manager

Capital Projects & Operations

- RFP issued for HHW disposal services.
- Western Transfer facility expansion awarded to Roscoe Construction.
- Western Warehouse construction awarded to RikJak Construction.
- Fleet purchases were completed under budget.
- Groundwater monitoring is ongoing with Province.
- Most vacancies have been filled with noted improvements to operations.



Education, Communication, & Bylaw Enforcement

- Community presentations are ongoing (stewardship, batteries, composting, beach waste).
- Planet Protectors facility tour sessions delivered to schools.
- Native Plant Sale at Acadia University was well attended with 800 people
- Summer farmers' market outreach planned.



BOARD DECISIONS

The Valley Regional Services Board of Directors made the following decisions:

Tidal Transit Authority

- Approved Tidal Transit to purchase 1,300 new bus stop signs and poles with 80% of the costs funded through Rural Transit Solutions fund.
- Approved Tidal Transit to purchase an electric hybrid pick-up truck and a hybrid electric SUV

Valley Waste-Resource Management

- Approved Valley Waste to provide wood waste grinding services to member municipalities and outside municipalities on a 1-year term trial.

Tidal Transit Authority & Valley Waste-Resource Management

- The Board adopted the Audited Financial Statements for the year ending in March 31, 2026 for both organizations.
- The Board appointed Andrew Garrett as the Acting Executive Director of Valley Regional Services for a one-year term

A meeting of the Police Advisory Board (PAB) was held in person on Tuesday, July 14, 2026 starting at 6:00pm.

PRESENT

Chairing the meeting: Janet Davis, Mayor Gail Smith, Councillors Jonathan Archibald and Bernadette Knapp, S/Sgt. Grant Ryland, Cpl. Pascal Boudreau, RCMP; Citizens-at-large, Jo-Ann Hightower, Brenda Ford, and Recording Secretary, Sara Marceau.

Regrets: CAO Ashley Crocker

Also in attendance: Two (2) Citizens

1. CALL TO ORDER

Chair Davis called the meeting to order at 6:02pm.

2. APPROVAL OF THE AGENDA

260714.01 It was moved and seconded to approve the agenda as circulated. **Motion carried.**

3. APPROVAL OF THE MINUTES

3.1. Approval of the Previous Meeting Minutes

May 7, 2026

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

4. RCMP REPORTS

4.1. Quarterly Report for April to July 2026

S/Sgt. Grant Ryland gave a brief overview of the Quarterly Report for April to July 2026.

- Chair Davis inquired whether the increase in mental health-related concerns has contributed to the recent influx of calls.
 - o S/Sgt. Ryland responded that it varies depending on the individual's circumstances. In some cases, the Mobile Crisis Team is involved. He added that each situation is assessed on a case-by-case basis, depending on the person's needs.

- S/Sgt. Ryland said a new Staff Sergeant has been appointed and will be arriving from British Columbia in August.

4.2. Town of Middleton Q2 Statistics

S/Sgt. Ryland gave a brief overview of the Q2 Statistics.

5. **NEW BUSINESS**

5.1. Process for Appointing a DOJ Rep on the Police Advisory Boards (PABs)

- Chair Davis noted that no applications have been received from anyone at the provincial level.
 - o Councillor Knapp stated that she is aware of Dane Berringer's application being brought forward.

ACTION: Staff to follow up on the status of Dane Berringer's application.

5.2. Training for PAB Members

Board members were asked to identify three potential dates for PAB Member Training. The Board agreed to hold the training after a regular PAB meeting in September if possible. The proposed dates are **September 9, September 10 (if September 9 is unavailable), and September 29**. Staff will work with Department of Justice on selecting a date.

6. **ANYTHING BY MEMBERS**

- Councillor Archibald asked whether members of the public who attend meetings are permitted to speak.
 - o Chair Davis replied that there is a limited opportunity for public comment. Individuals wishing to address the Board should submit their comments in advance of the meeting by emailing ea@town.middleton.ns.ca
- Councillor Archibald stated that he appreciated the RCMP update on the recent drug raid but questioned why no public alert was issued regarding the individual with a pellet gun. He asked whether there is a process for determining when an alert should be issued.
 - o S/Sgt. Ryland explained that information shared on Facebook contributed to unnecessary panic and the spread of misinformation. He noted that the incident was contained by the RCMP within

approximately six minutes and it was not considered an active shooter situation. He added that there is a defined process and specific criteria that must be met before a public alert is issued.

- A separate discussion took place regarding the threshold for notifying the Town.
- Chair Davis inquired whether the RCMP always responds to reports of theft.
 - Cpl. Boudreau replied that an in-person response is not necessarily required in every case, depending on the circumstances.

7. NEXT MEETING DATE

The next meeting date will take place in September (9, 10 or 29) and will be determined once training is coordinated with the Department of Justice.

Recording Secretary Marceau from the Town of Middleton facilitated the Swearing in Ceremony as a Commissioner of Oaths.

- Citizen Brenda Ford was sworn in and then signed the Oath of Office.

8. ADJOURNMENT

Chair Davis declared the meeting adjourned at 6:38pm.

CHAIR

RECORDING SECRETARY



VALLEY REGIONAL SERVICES BOARD OF DIRECTORS



Summary based on the July 15, 2026, Valley Regional Services Board Meeting at 2:00 pm in the Valley Waste-Resource Management Board room with virtual attendance option

TIDAL TRANSIT AUTHORITY



General Manager Updates - Under the leadership of General Manager Meg Hodges, the following items are underway:

Buses & Ridership

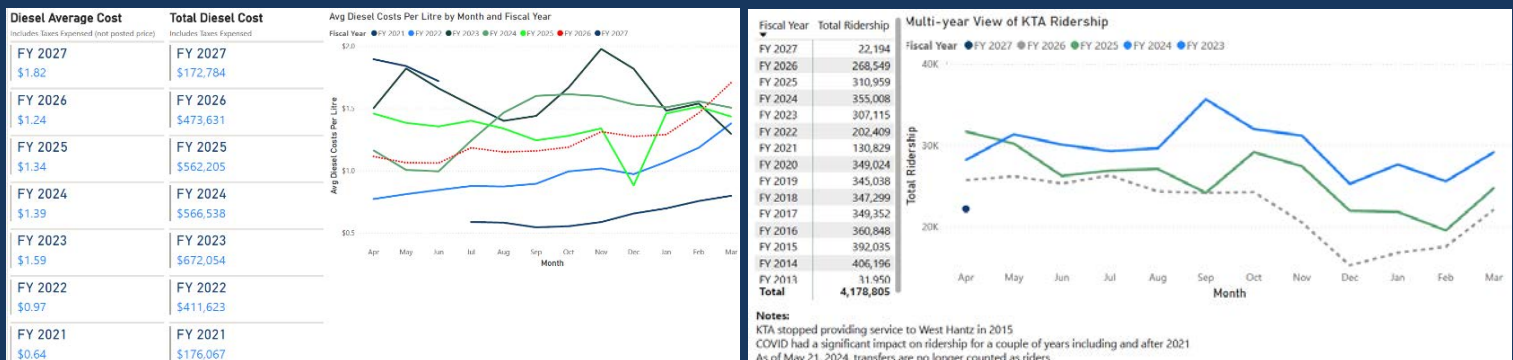
- Staff remain on schedule to reinstate “four in the core” with the launch of the redesigned schedule in August.
- Bus 67 requires an unexpected engine replacement.
- Bus 76 has passed inspection and will be on the road this month.

Fuel & Operations

- The price of Diesel fuel remains high and prices are monitored closely.
- August 4th remains “launch day” for the updated schedule across the system. Staff are working with local radio stations (Rewind 89.3, AVR 97.7, and Magic 94.9) to promote the changes. Advertising campaigns and contests continue in July to raise public awareness.
- Testing of the new schedule has been completed and final edits to print materials are underway.
- The Summer Youth Pass launched on July 1st and has been positively received.
- The new hybrid electric SUV has arrived. The new hybrid electric truck will arrive in the fall.

Projects & Activities

- Ongoing meetings with TripSpark and CBRM about bus tracking software.
- Testing of the new schedule and finalizing new print materials.
- Development and installation of new signage at the New Minas Depot.
- Staff continue to work with Sunset Tides Development to open the new Transfer Station in Cornwallis Park.



VALLEY WASTE - RESOURCE MANAGEMENT



General Manager Updates - Under the leadership of General Manager Andrew Garrett, the following items are underway:

Administration & Regional Coordination

- The Request for Quotations (RFQ) for the Policy Review has closed and was awarded to ATN Strategies.
- Valley Waste has filled the Communications & HR Manager position and welcomes Nyla Frank-Rodgers to the team.
- Circular Materials has requested an extension to the post-collection transfer services agreement and would align the agreement term with the anticipated opening of the new recycling facility in Dartmouth.

Capital Projects & Operations

- Due to a clerical error, the Request for Proposals for Household Hazardous Waste (HHW) disposal services was not awarded as intended. The current contract will be extended for two months to allow time for the RFP process to be completed.
- The new cardboard baler has arrived and is fully operational.
- Expansion of the Eastern Management Centre facility is progressing well and remains on schedule for completion in November.
- Construction of the warehouse at the Western Management Centre is expected to begin in August.
- Construction of the tunnel door, household hazardous waste structure, and tipping floor expansion projects at the Western Management Centre is ongoing.
- Scrap metal will be sold and processed by Dartmouth Metals this summer at a rate of \$335 per tonne.

Education, Communication, & Bylaw Enforcement

- The education team continues to actively engage in the community through:
 - Providing waste management support and guidance to rental property owners
 - Delivering presentations at local summer camps
- Nominations for the Divert NS Mobius Environmental Awards are currently open with a July 31 deadline for individuals, businesses, organizations, or community groups that have demonstrated outstanding waste reduction or environmental leadership. For more information, contact Region 5 Regional Coordinator Andrea Garrett or visit: <https://divertns.ca/mobius-awards>
- Congratulations to Colette Peng of Horton High School, the Valley recipient of the 2026 Divert NS Scholarship. Colette was awarded \$3,500 in recognition of her essay and exceptional environmental advocacy efforts. More information is available at: <https://divertns.ca/2026-scholarship-competition>.

Datacall Results for F2024 & F2025

- Provincial Datacall results were shared for F2024 and F2025. The Valley Region had the lowest disposal rates in landfill and one of the lowest overall costs per capita.
- Mandated by Nova Scotia Environment and Climate Change (NSECC), Datacall reporting is an annual requirement for all waste regions, and municipally and privately owned waste facilities. Reports include tonnage, finance, and population data. Results are used to calculate each solid waste region's share of

provincial Diversion Credit funding based on the amount of waste material diverted from landfill.

Quarterly Tonnage Report

Curbside collection data reflects the transition from special clean-up collections to bi-weekly bulky waste pick-up.

- Overall curbside tonnage decreased, possibly due to increased customer-delivered material volumes at the Management Centres.
- Incoming customer-delivered materials increased by 18%, reflecting higher overall usage of the Management Centres.
- Outgoing material volumes also increased by 18%, driven by higher overall tonnages and the timing of wood processing activities.

BOARD DECISIONS

The Valley Regional Services Board of Directors made the following decisions:

Tidal Transit Authority

- **Approval of the 2026/27 Supplemental Capital Budget and associated Temporary Borrowing Resolution (TBR)**
- **Authorization to execute a pre-approved debenture issuance of up to \$11.7 million, subject to interest rates, to finance approved capital projects**
- **Approval to replace the engine in Bus 67, at a cost of \$80,000**
- **Approval to submit a scope change request under the ICIP Phase 2 program, revising the hybrid-electric bus procurement from seven to six buses**
- **Authorization for the General Manager to enter into a contract with New Flyer Industries for the supply and delivery of six 40-foot hybrid-electric buses, at a value of \$9.35 million**
- **Approval to purchase TripSpark Transit bus tracking technology, with hosting through CBRM Transit, for \$295,000 plus non-refundable HST**



MAYOR'S REPORT

July 2026

During this reporting period, I represented the Town at a number of meetings and community events, continuing to advocate for local priorities, collaborate with regional partners, and engage with residents.

June 16 – Met with MLA David Bowlby to discuss matters related to the local library and ongoing efforts to ensure continued library services for our community.

June 17 – Attended the Valley Regional Services Board meeting, where board business and regional waste management initiatives and transit initiatives were discussed.

June 18 – Participated in Community Conversations with Council, providing an opportunity to hear directly from residents, discuss local priorities, and strengthen community engagement.

June 22 – Attended Council's Public Hearing regarding the Development Agreement application for Magee Drive, where public input was received and considered as part of the planning process.

June 30 – Met with resident Chris Bradley to discuss concerns and perspectives regarding the future of the local library.

July 6 – Attended a meeting held by the Annapolis Valley Regional Library (AVRL) Board to discuss library governance, operations, and regional initiatives.

July 9 – Attended an online Department of Justice session for municipalities covering legislative and governance matters relevant to municipal leadership.

Later that day, participated in a Special Council Meeting to address municipal business requiring Council's consideration, which included appointment of a council member to the AVRL Board.

July 10 – Council met with MLA David Bowlby to continue discussions regarding the library and explore opportunities for collaboration on this important community issue.

July 13 – Attended an emergency meeting of the Annapolis Valley Regional Library Board to address urgent matters affecting library services.

July 14 – Attended the Police Advisory Board meeting to receive updates on policing priorities, community safety initiatives, and ongoing collaboration between the Town and local law enforcement.



July 15 – Attended the Valley Regional Services Board meeting to participate in discussions on regional waste management and transit operations, governance, and ongoing initiatives.

July 16 – Met with the Minister responsible for Housing to discuss the Magee Drive development and housing-related matters impacting the Town.

Also on July 16, attended the Annapolis County Inter-Municipal Working Group meeting to collaborate with neighboring municipalities on regional initiatives and shared priorities.

July 18 – Attended the Heart of the Valley Festival Family Day at Rotary Park, hosted by the town, community organizations and volunteers. I was happy to help at the registration desk and judged the cookie baking competition.

I appreciate the continued opportunity to represent our Town at these meetings and events and look forward to continuing to work collaboratively with Council, residents, community organizations, and our provincial and regional partners on issues that are important to our community.

July 14, 2026

The Honourable David Ritcey
Minister of Communities, Culture, Tourism and Heritage
Province of Nova Scotia
Halifax, NS

Re: Closure of the Middleton Branch of the Annapolis Valley Regional Library and Request for Provincial Clarification

Dear Minister Ritcey,

On behalf of the Council of the Town of Middleton, I am writing to express our profound disappointment with the decision of the Annapolis Valley Regional Library (AVRL) Board to close the Middleton branch.

At its meeting on July 13, 2026, the AVRL Board approved the use of more than 50% of its remaining reserve funds to extend library service at the five branches previously scheduled for closure until September 30, 2026. The Board also resolved to resubmit its original 2026-2027 operational funding request to its municipal funding partners. While Council appreciates that this decision provides temporary relief for our community and creates an opportunity for further discussion, it does not resolve the underlying issue. Without a sustainable funding solution, the future of library service in Middleton and the other affected communities remains uncertain.

For generations, the Middleton library has been much more than a place to borrow books. It has served as a welcoming community gathering place, a centre for lifelong learning, a safe and accessible public space, and an essential resource for children, seniors, families, students, newcomers, and residents who rely on public access to computers, internet, and community programming. The potential loss of this service would represent a significant reduction in quality of life for our residents and would leave Middleton without a public library despite continuing to contribute to the regional library system.

While we recognize that the AVRL Board has cited financial pressures as the reason for considering these closures, we are deeply concerned that the current provincial funding model is no longer sustainable. Library systems across Nova Scotia have raised concerns for several years regarding the adequacy of provincial funding. The fact that the AVRL Board found it necessary to consider closing five library branches and has now had to rely on reserve funds to temporarily maintain service, demonstrates that the existing funding model is no longer meeting the needs of communities.

Council respectfully requests that the Province review the current funding formula for public libraries and consider measures to ensure that communities such as Middleton continue to have reasonable access to library services.

In addition, Council is seeking clarification regarding the Town's obligations under the *Libraries Act*, the *Libraries Act Funding Regulations*, and any other applicable legislation or agreements. Specifically, we request a written response to the following questions:

1. Will the Province commit to reviewing and updating the provincial library funding formula? If yes, by when?
2. What responsibility does the Province have under the *Libraries Act* to ensure residents continue to have reasonable access to public library services when a regional library board closes a branch?
3. What options does the Province see for restoring library services in Middleton?
4. Will the province reconsider the current year funding freeze if the municipalities commit to increasing their contribution?
5. If Middleton no longer has a library branch:
 - a. Is the Town still considered a member of the AVRLE under the *Libraries Act* and does it still retain a board seat?
 - b. Is the Town still required to contribute to the municipal funding share under the *Libraries Act* or any other legislation?
 - c. What happens to the Province's funding allocation?
6. If the Town wished to withdraw from the regional library system, what legislation, regulation, or agreement governs that process? Specifically, is there a requirement to provide twelve months' notice, and if so, where is that requirement established?
7. The Middleton library is used more than just by Middleton residents. If the Town pursued an alternative model for library services outside of AVRLE:
 - a. Would the surrounding area also be considered in the per capita funding?
 - b. What provincial funding programs or supports would be available?
 - c. Would the Province continue providing funding intended to benefit Middleton residents?
 - d. Can any of the Province's approximately 71% funding contribution to regional libraries be accessed to support library services within Middleton?
8. Does the Province believe regional library boards should be required to consult with affected municipalities before making the decision to permanently close a branch?

Council remains committed to working collaboratively with the Province, the AVRL Board, and other funding partners to identify a sustainable, long-term solution that preserves public library service in Middleton. We respectfully request a written response to these questions, as the information will assist Council in understanding its obligations and evaluating future options.

Thank you for your consideration. We look forward to your response and to continuing discussions on this important matter.

Sincerely,



Mayor Gail Smith
Town of Middleton

cc. Middleton Town Council
MLA David Bowlby
Premier Tim Houston
Janet Ness, Chair, Annapolis Valley Regional Library Board