

Committee of the Whole  
APPROVED MINUTES  
October 4, 2023, at 6:00 p.m.

1. <b>Call to Order</b>	Deputy Mayor Tompkins gave the land acknowledgment and called the meeting to order at 6:00 pm.
2. <b>Present</b>	Mayor Boyer, Deputy Mayor Tompkins, Councillor Sanford, Councillor Hafting, Councillor Wear, CAO Millett-Campbell, Recording Secretary Kim Dunning
3. <b>Regrets</b>	
4. <b>Additions to the Agenda</b>	i. Call to Order be moved to the first item on the agenda ii. In-camera Personnel Matter
5. <b>Approval of the Agenda</b>	<b>MOTION #CoW2023-10-04-01</b> It was regularly moved and seconded to approve the agenda with additions. <b>Motion carried.</b>
<b>Edits to the Minutes</b>	
6. <b>Approval of the Minutes</b>	<b>MOTION #CoW2023-10-04-02</b> It was regularly moved and seconded to approve the minutes of September 6, 2023. <b>Motion carried.</b>

7. PRESENTATIONS  
None

7. PUBLIC INPUT  
None

8. NEW BUSINESS:

- i. Request for Decision (RFD) Water Utility (WU) Write Off  
Director of Finance has submitted this request as when this property was sold through the County the final water bill wasn't paid by the renter or owner at the time.

**MOTION #CoW2023-10-04-03**

It was regularly moved and seconded to recommend to Council to write off the Water Utility account 640.02 in the amount of \$320.85. **Motion carried.**

- ii. Request for Decision: Increased Spam  
CAO Millett-Campbell advised the committee that there have been approximately 12-15 spam emails being sent to the email inbox daily. After discussions with Information Technology (IT) there is software that can be purchased to help solve this issue. Recommendation is to wait and include this in

the 2024/25 Budget. Council agreed with this option and is deferred until next budget.

- iii. Annapolis REMO – Emergency Services IMSA for Approval  
CAO advised Council that there have been some changes to the agreement. Flor charts and plans have also been added.

**MOTION #CoW2023-10-04-04**

It was regularly moved and seconded to recommend to Council to approve the revised Annapolis REMO - Intermunicipal Emergency Services Agreement between the Municipality of the County of Annapolis, Town of Annapolis Royal and Town of Middleton. **Motion carried.**

- iv. Provincial Capital Assistance Program  
This is for information only. CAO informed Council that the two grants they applied for were not approved. Recommendation was to reapply next year.
- v. 2023 Holiday Closure  
Town Hall normally closes during the Christmas holiday season, and recommendation is to close from Friday, December 22<sup>nd</sup>, 2023, to Monday, January 2<sup>nd</sup>, 2024, inclusive. The office normally close during this time of the year.

**MOTION #CoW 2023-10-04-05**

It was regularly moved and seconded to recommend to council that Council Town Hall be closed from December 22, 2023, to January 2, 2024 (inclusive) and further, that Town Hall staff use vacation time, unpaid leave, or time in lieu in the equivalent amount of three days. **Motion carried.**

**9. UNFINISHED BUSINESS:**

- i. Strategic Plan Date  
The Committee agreed to October 30<sup>th</sup> from 5pm to 7pm to review the Strategic Plan. Mayor Boyer also suggested a meeting between herself and CAO Millett-Campbell to prepare beforehand.  
**ACTION:** Arrange meeting between Mayor Boyer and CAO Millett Campbell  
**OWNER:** Mayor Boyer / CAO Millett Campbell  
**DATE:** As soon as possible
- ii. Grant Request for Accessible Crosswalk at 112 Prince Albert Road  
CAO advised that funding has been received, but unfortunately, the system will not have the audible part for it, but it can be added on later. The plan is to order the other part now and then order the audible part in next year's budget.

Installation is planned for this year.

**10. CORRESPONDENCE**

- i. Compliment: Pickleball  
A letter from the Pickleball Community thanking the Town was shared during the meeting.
- ii. National Risk Profile Report May 2023  
No comments
- iii. 2023 Season Report: Pool Town  
Councillor Hafting reported at the last Council meeting regarding this and advised the committee that the Town Pool has reported that there haven't been any significant incidents at the pool this summer.

**11. ROUNDTABLE:**

- i. Mayor Boyer  
Included as Appendix 1.
- ii. Deputy Mayor Tompkins  
Attended the Kings Theatre Golf Tournament and advised that it was well attended.
- iii. Councillor Hafting  
Attend the Volunteer Expo and Volunteer Recognition Event at British Town High School. About 35+ community groups and 22 volunteers were recognized for their outstanding commitment and hard work. Great event.
- iv. Councillor Sanford  
Noted that she attended her first REMO meeting, and the next meeting in November will be held in Annapolis Royal.
- v. Councillor Wear  
Noted that he attended his first Regional Library Board meeting and will give a report at next Council meeting. Councillor Wear also noted that he is very happy with the new paving in town.

**MOTION #CoW2023-10-04-06**

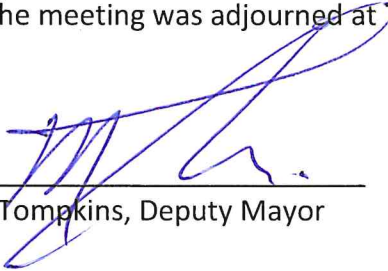
It was regularly moved and seconded to move in camera at 6:30 pm. **Motion carried.**

**MOTION #CoW2023-10-04-07**

It was regularly moved and seconded to move out of camera at 7:08 pm. **Motion carried.**

**12. ADJOURNMENT**

The meeting was adjourned at 7: 08pm.



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Michael Tompkins, Deputy Mayor



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Kim Dunning, Recording Secretary

## Appendix 1

### Mayor's Roundtable Report Oct 2, 2023

- Sep 20 Attended 3<sup>rd</sup> Annapolis County Inter Municipal Working Group meeting. The Town of Middleton is facing issues with respect to the age and condition of its backup water reservoir. The cost to replace it is estimated at over \$6Million. Discussions took place about the benefits of collaboration on individual infrastructure projects that could have an impact on neighbouring municipal units with respect to water distribution.
- Sep 25 Attended REMO meeting at County offices. Changes to the REMO Inter Municipal Agreement will be coming before Council.
- Sep 26 The CAO and I met virtually with Joanne Firth and Dr. Wayne Groszko, Head of the Energy Lab at NSCC in Dartmouth. Dr. Groszko is interested in making a proposal for completing the feasibility study for the Town's small scale community tidal project and gave us a deadline of October 6, 2023. He stated that his proposal would include a substantial in-kind contribution from NSCC's research arm. In the meantime, the Town has been encouraged to pursue an application to the Province's Sustainable Communities Challenge Fund (in addition to the application for 50% FCM funding). The call for a second round of applications for this fund will be announced in the coming weeks.
- Sep 27 Attended EAC meeting.
- Sep 28 The CAO and I travelled to Middleton Soldiers Memorial Hospital to meet with Tanya Nixon and other NS Health representations including Dr. Pugh. It was reported that 94% of emergency visits are for non critical triage cases (levels 3, 4 and 5). We asked about the process for reporting NS Health complaints and compliments. This is the information we were given: **Patient/Family Feedback-** Toll Free: **1-844-884-4177** or Email: [WZpatientrelations@nshealth.ca](mailto:WZpatientrelations@nshealth.ca) **What happens after patient and family feedback is submitted? Click here for more information.** We also requested input into the types of report that would be useful for municipal partners and requested that these be circulated in advance of meetings so that time can be devoted to more discussion.
- Oct 5 Plan to attend a meeting at the Community Health Centre with the CAO.
- Oct 12 Annapolis County Planning - Land-Use – Strategy: A series of public meetings are planned from Oct 3 to Oct 18 at different locations in the County. There is one at the Granville Centre Community Hall on Oct 12 (1-4 pm).

