

**Amherst Town Council
Committee of the Whole
Minutes**

Date: February 22, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor George Baker
Councillor Hal Davidson
Councillor Lisa Emery
Councillor Dale Fawthrop
Councillor Leon Landry

Staff Present Jason MacDonald, Chief Administrative Officer
Dwayne Pike, Police Chief
Greg Jones, Director of Fire Services
Aaron Bourgeois, Director of Operations
Andrew Fisher, Director of Planning & Strategic Initiatives
Kim Jones, Director of Corporate Communications and
Community Well Being / Municipal Clerk
Sarah Wilson, Senior Accountant / Acting Treasurer
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Deputy Clerk

1. Call to Order

Mayor Kogon called the meeting to order at 4:00 p.m.

1.1 Approval of Agenda

Moved By Councillor Emery

Seconded By Deputy Mayor Christie

That the agenda be approved as circulated.

MOTION CARRIED

1.2 Approval of the Consent Agenda

Moved By Councillor Fawthrop

Seconded By Councillor Baker

To approve the consent agenda as circulated.

MOTION CARRIED

1.3 Approval of Minutes - January 17, 2022

The following motion was approved as part of the consent agenda:

Moved By Councillor Fawthrop

Seconded By Councillor Baker

That the minutes of the January 17, 2022 Committee of the Whole meeting be approved as circulated.

MOTION CARRIED

2. Council Direction Requests

2.1 Signing Authority Policy Amendment

Moved By Councillor Emery

Seconded By Deputy Mayor Christie

That Council forward the Town of Amherst Signing Authority Policy # 03400-01 to the February 28, 2022 Council meeting to add the Treasurer for all documents signed under the seal of the Town and for the signing officers of cheques, bank documents, etc.

MOTION CARRIED

2.2 Wellfield Generators

Moved By Councillor Landry

Seconded By Councillor Fawthrop

That Council forward option 3, to purchase 1 new towable diesel fueled generator and upgrade the 4 production wells with VFD's, with an estimated cost of \$190,000 which can be accommodated within the original budget amount (to be carried over) to the February 28, 2022 regular meeting for approval.

MOTION CARRIED

2.3 Grass Maintenance Policy Amendments

The following motion was approved as part of the consent agenda:

Moved By Councillor Fawthrop

Seconded By Councillor Baker

That Council refer approval of the amendments to the Grass Maintenance Policy to the regular meeting of Council on February 28, 2022.

MOTION CARRIED

2.4 Capital Budget Amendments - Water and Fire

Moved By Councillor Davidson

Seconded By Councillor Emery

That Council forward approval of the following changes in the 2021/22 Capital Budget to the February 28, 2022 Council meeting for approval:

- **Change in funding source in the Water Capital budget:**
 1. **Withdraw from the Water Depreciation fund \$632,000 to fund the following water capital projects:**
 1. **\$ 40,000 for Monitoring Wells (carry over)**
 2. **\$240,000 for Wellfield Generator (carry over)**
- **\$177,000 for Spring Street ~ Croft to Church – water main replacement**
- 1. **\$175,000 for a new Dump Truck**
- **Change approved budget amount in the General Capital budget:**
 1. **Increase the budget for Fire Suppression Hose (set # 1) – replacement from \$30,000 to \$52,000.**

MOTION CARRIED

2.5 Amherst Area Heritage Trust

Moved By Councillor Emery

Seconded By Councillor Baker

That staff be directed to write to the Heritage Trust thanking them for their presentation and their work to promote the built heritage of the town, and note the following:

- **Renewal of the town's MPS will result in guiding policies that address Amherst's built heritage assets.**
- **That the Trust is listed as a community stakeholder in the public engagement strategy of the MPS renewal process.**
- **Encourage the Trust and its individual members to participate in the engagement process of the MPS renewal project.**
- **That decisions with respect to the Built Heritage Bylaw, and re-instatement of the Heritage Advisory Committee separate from the Planning Advisory Committee would be made in due course after the new MPS is adopted.**
- **Encourage the Trust to continue to make applications under the Grants to Organizations initiative.**

MOTION CARRIED

3. Information Items

3.1 Memo Water Quality and Broken Mains

Information item; no direction given or action required.

3.2 Budget Timeline Memo

Information item; approved as part of the consent agenda.

3.3 Strategic Priorities Update

Information item; approved as part of the consent agenda.

3.4 Task Report

Information item; approved as part of the consent agenda.

4. Monthly Reports

The following monthly reports were approved as part of the consent agenda:

4.1 Corporate Services

4.2 Operations

4.3 Police Services

4.4 Fire Services

4.5 Planning & Strategic Initiatives

4.6 Community Well Being

5. In Camera

Moved By Deputy Mayor Christie

Seconded By Councillor Baker

That the Committee move to an In Camera session.

MOTION CARRIED

6. Adjournment

Moved By Deputy Mayor Christie

Seconded By Councillor Emery

To adjourn the meeting.

MOTION CARRIED

Kimberlee Jones
Municipal Clerk

David Kogon, MD
Mayor