

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

Date: September 16, 2024
Time: 4:00 pm
Location: Council Chambers, Town Hall

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

Staff Present Jason MacDonald, Chief Administrative Officer
Aaron Bourgeois, Director, Operations
Andrew Fisher, Director, Planning & Strategic Initiatives
Dwayne Pike, Chief, Police Services
Greg Jones, Director, Fire Services
Kim Jones, Director, Corporate Communications and IT
Krista Crossman, Director, HR & Customer Services
Sarah Wilson, Director, Finance
Sharon Bristol, Director, Community Living
Jeff Bacon, Business Development Officer
Denise Smith, Finance Manager
Sean Payne, Corporate Communications Officer
Cindy Brown, Administrative Assistant

1. Call to Order

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

1.1 Territorial Acknowledgement

Mayor Kogon gave the Territorial Acknowledgement.

1.2 Approval of Agenda

Moved By Councillor Emery

Seconded By Councillor Landry

That the agenda be approved as circulated.

MOTION CARRIED

1.3 Approval of the Consent Agenda

Councillor Davidson requested item 3.3 Policy/Bylaw Review Update to be removed from the Consent Agenda.

Moved By Councillor Davidson

Seconded By Councillor Landry

That the Consent Agenda be accepted as amended.

MOTION CARRIED

1.4 Acceptance of Minutes

1.4.1 June 17, 2024

Mayor Kogon called for any errors or omissions in the minutes. There being none, the minutes of the June 17, 2024 regular meeting of the Council were accepted as included in the agenda package.

1.4.2 August 12, 2024

Mayor Kogon called for any errors or omissions in the minutes. There being none, the minutes of the August 12, 2024 Special Council meeting were accepted as included in the agenda package.

1.4.3 September 5, 2024

Mayor Kogon called for any errors or omissions in the minutes. There being none, the minutes of the September 5, 2024 Public Hearing were accepted as included in the agenda package.

2. Council Direction Requests

2.1 Amherst 50+ Club Community Support Grant

Councillor Baker arrives at 4:04 PM.

Moved By Councillor Landry

Seconded By Councillor Emery

That Council award an additional \$5000 to the Amherst 50+ Club in accordance with their original community support grant application request of \$10,000.

The additional grant funds shall be conditionally awarded and subject to the following two conditions:

- 1) The Amherst 50+ Club is unable to obtain full funding for the project through other means.**
- 2) Construction must occur before the end of 2024.**

MOTION CARRIED

2.2 Request for Bocce Court

Moved By Councillor Chambers

Seconded By Councillor Davidson

That Council request staff to prepare a report and recommendation regarding the construction of one or two permanent Bocce courts in Amherst to be included in the upcoming 2025/26 capital budget deliberations.

MOTION CARRIED

2.3 Year End Capital Financing Adjustments

Moved By Councillor Emery

Seconded By Councillor Baker

That Council forward to the September 23, 2024 regular meeting, approval of the following changes to the funding for the 2023/24 Water Capital Budget:

- Approval of the increase of Water Operating capital from revenue from \$40,000 to \$170,000;**

MOTION CARRIED

2.4 2023/24 Year End Operating Reserve Transfer to General Operating - Solid Waste Deficit

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

Moved By Councillor Davidson

Seconded By Councillor Landry

That Council forward to the September 23, 2024 regular meeting, approval of the following transfer from the Operating Reserve to General Operating:

Withdraw from the Operating Reserve – Reserve for Solid Waste of \$599.80 to fund the deficit in the Solid Waste department for the 2023/24 fiscal year.

MOTION CARRIED

2.5 Tax Collection Policy Amendment

Moved By Councillor Landry

Seconded By Deputy Mayor Fawthrop

That Council forward to the September 23, 2024 regular meeting of Council, approval of the proposed amendments to the renamed Revenue Collection Policy # 3800-07.

MOTION CARRIED

2.6 Havelock and Victoria Street Intersection

Moved By Deputy Mayor Fawthrop

Seconded By Councillor Emery

That Council forward to the September 23, 2024 regular meeting of Council to direct staff to remove the traffic signals from the intersection of Victoria Street and LaPlanche Street and install the appropriate signage for an all way (4-way) stop intersection.

MOTION CARRIED 6-1
Councillor Baker NAY vote

Moved By Deputy Mayor Fawthrop

Seconded By Councillor Emery

That Council direct staff to investigate accessibility options for cross walk signals at the intersection of Havelock and Victoria Street.

MOTION CARRIED

2.7 Bell Mobility Lease Public Works Garage

Moved By Councillor Landry

Seconded By Councillor Chambers

That Council forward to the September 23, 2024 regular meeting, the lease agreement between Bell Mobility Inc. and the Town of Amherst for approval and authorize the Mayor and CAO to sign on behalf of the Town.

MOTION CARRIED

- 2.8 Capital Budget Amendment Fire Fighters Association
Moved By Councillor Emery
Seconded By Deputy Mayor Fawthrop**
That Council forward to the September 23, 2024 regular meeting, approval of an amendment to the 2024/25 general capital budget in the amount of up to \$23,000 for the purchase of MSA self contained breathing apparatus cylinders, and \$27,000 for a combination rescue / extrication tool for a mini rescue / extrication cutter, to be funded by the Amherst Fire Fighters Association.

MOTION CARRIED

3. Information Items

- 3.1 Community Support Grant Bridge Adult Service Center**
Sharon Bristol reviewed her memo included in the agenda package. She plans to work with the Executive Director of the Bridge Adult Service Center Director to identify provincial and federal accessibility grants that fund this sort of project.
- 3.2 Strategic Priorities Update**
Information item only; approved as part of the consent agenda.
- 3.3 Policy / Bylaw Review Update**
Councillor Davidson asked for an update on the Regional Emergency Management Bylaw. Jason MacDonald answered that he and Chief Greg Jones have met with the Municipality of Cumberland County several times to develop an updated draft of the plan which has now been completed and will be presented to each Council for adoption later this fall.
- 3.4 CAO Task Report**
Information item only; approved as part of the consent agenda.
- 3.5 Purchase of New Loader**
Aaron Bourgeois discussed the purchase of a new Loader, indicating this item will be brought forward to the next Council meeting on September 23, 2024 for a recommendation.

4. Monthly Reports

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

- 4.1 Business Development
- 4.2 Community Living
- 4.3 Corporate Communications and IT
- 4.4 Cumberland Business Connector
- 4.5 Financial Services
- 4.6 Fire Services
- 4.7 HR and Customer Service
- 4.8 Operations
- 4.9 Planning & Strategic Initiatives
- 4.10 Police Services
- 4.11 Solid Waste Education and Enforcement

5. **Closed Session**
Moved By Deputy Mayor Fawthrop
Seconded By Councillor Baker
That the Committee move to Closed Session.

MOTION CARRIED

6. **Adjournment**
There being no further business, Mayor Kogon adjourned the meeting.

Kim Jones
Director of Corporate Communications and IT

David Kogon, MD
Mayor