Amherst Town Council
Committee of the Whole
Minutes

Date:	**March 17, 2025**
Time:	**4:00 pm**
Location:	**Council Chambers, Town Hall**
Members Present	**Deputy Mayor Hal Davidson** **Councillor Charlie Chambers** **Councillor Nic Furlong** **Councillor Terry McManaman** **Councillor Dwayne Ripley** **Councillor Kathy Wells**
Members Absent	**Mayor Rob Small**
Staff Present	**Jason MacDonald, Chief Administrative Officer** **Aaron Bourgeois, Director, Operations** **Andrew Fisher, Director, Planning & Economic Development** **Dwayne Pike, Chief, Police Services** **Greg Jones, Director, Fire Services** **Krista Crossman, Director, Human Resources** **Sarah Wilson, Director, Finance** **Sharon Bristol, Director, Community Living** **Sean Payne, Corporate Communications Officer** **Jeff Bacon, Business Development Officer** **Natalie LeBlanc, Municipal Clerk** **Cindy Brown, Administrative Assistant**

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1. Call to Order

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

1.1 Territorial Acknowledgement

Deputy Mayor Davidson gave the Territorial Acknowledgement.

1.2 <u>Approval of Agenda</u>

Moved By Councillor McManaman
Seconded By Councillor Furlong
That the agenda be approved as circulated.

MOTION CARRIED

1.3 <u>Approval of the Consent Agenda</u>

Moved By Councillor Furlong
Seconded By Councillor Wells
To approve the consent agenda as included in the agenda package.

MOTION CARRIED

1.4 <u>Acceptance of Minutes</u>

Moved By Councillor Furlong
Seconded By Councillor Wells
To accept the minutes of the February 10, 2025, February 12, 2025, February 18, 2025, February 24, 2025, March 10, 2025 and March 10, 2025 Committee of the Whole meetings as part of the consent agenda.

MOTION CARRIED

2. Council Direction Requests

2.1 <u>Fireworks</u>

Moved By Councillor Ripley
Seconded By Councillor Chambers
That Council forward to the March 24, 2025 regular meeting, approval of $20,000 in the 2025/26 operating budget to include $10,000 for Canada Day fireworks to be held at the Robb Complex and $10,000 for New Years Eve fireworks to be held at the Amherst Stadium.

MOTION CARRIED

2.2 <u>Accessibility, Inclusion, Diversity and Equity (AIDE) Committee Terms of Reference</u>

Moved By Councillor Wells
Seconded By Councillor McManaman
That Council forward to March 24, 2025 regular meeting approval of the new Terms of Reference for the combined Accessibility, Inclusion, Diversity and Equity Advisory Committee, with the addition of "subject to staff capacity" in section 5.4, and further forward the Accessibility Advisory Committee Terms of Reference, the Poverty Reduction Advisory Committee Terms of Reference, and the Inclusion Diversity and Equity Committee Terms of Reference for repeal.

MOTION CARRIED

2.3 <u>Accessibility, Inclusion, Diversity and Equity (AIDE) Strategic Plan</u>

Moved By Councillor Furlong
Seconded By Councillor Chambers
That Council forward to the March 24, 2025 regular meeting, approval of the 2025 Accessibility, Inclusion, Diversity and Equity (AIDE) Strategic Plan, with the addition of E.B Chandler Junior High School to the list of schools.

MOTION CARRIED

2.4 <u>Themed Crosswalks</u>

Moved By Councillor Wells
Seconded By Councillor McManaman
That Council forward to the March 24, 2025 regular meeting approval of the new Themed Crosswalk Policy.

MOTION CARRIED

2.5 <u>Installment Billing Policy</u>
Moved By Councillor Chambers
Seconded By Councillor Furlong
That Council forward to the March 24, 2025 regular meeting approval of the proposed amendments to the Installment Billing Policy #3800-03.

MOTION CARRIED

2.6 <u>PCAP Application for the Waste Water Treatment Plant UV System</u>
Moved By Councillor Chambers
Seconded By Councillor McManaman
That Council forward to the March 24, 2025 regular meeting approval of the Provincial Capital Assistance Program funding application for an ultraviolet disinfection system for the Town's wastewater treatment facility and authorize the CAO to submit the application on behalf of the Town.

MOTION CARRIED

2.7 <u>Annual Performance Review Chief Administrative Officer Policy</u>
The CAO removed himself from the discussion on this item and took a seat in the galley.
Moved By Councillor Chambers
Seconded By Councillor Furlong
That Council forward to the March 24, 2025, regular meeting approval of the amendments to the Annual Performance Review – Chief Administrative Officer policy #10350-25.

MOTION CARRIED

2.8 <u>Industrial Park Land Sales Policy</u>
Moved By Councillor Ripley
Seconded By Councillor McManaman
That Council forward to the March 24, 2025 regular meeting approval of the proposed draft Industrial Park Land Sales Policy and amended Policy 2300-01 Sale of Usable Town Owned Lands.

MOTION CARRIED

2.9 <u>Capital Budget 2025/26 – LiveScan Fingerprinting System Replacement</u>
Moved By Councillor Furlong
Seconded By Councillor Chambers
That Council forward to the March 24, 2025 regular meeting approval of $40,000 in the 2025/2026 capital budget for the purchase of new LiveScan system to replace our current system.

MOTION CARRIED

2.10 <u>Community Support Grants Policy</u>
Moved By Councillor Wells
Seconded By Councillor McManaman
That Council forward to the March 24, 2025 regular meeting the following revisions to section 5(d) of the policy:

Funding for Social Equity Initiatives
For the purposes of this policy, Social Equity Funding" is defined as the annual funding allotment within the Community Support Area Rate, including any reserves for this purpose, to be used for initiatives that specifically target social equity issues. Applications which Council feels meet this definition and for which Council is considering funding from the annual Social Equity Funding allotment or associated reserves set aside for this purpose ~~will~~ may be referred to the respective committees for a recommendation.

MOTION CARRIED

2.11 <u>Artistic Painting of Fire Hydrants</u>
Moved By Councillor Ripley
Seconded By Councillor Wells
That Council not permit the artistic painting of fire hydrants, and that staff communicate this decision with the person who requested it noting the decision was made due to concerns around safety and maintenance of the hydrants.
Against (2): Councillor Furlong, and Councillor McManaman

MOTION CARRIED

3. Information Items
Moved By Councillor Furlong
Seconded By Councillor Wells
That the following information items be approved as part of the consent agenda:
3.1 Strategic Action Plan / By-law and Policy Review
3.2 Sports Hall of Fame
3.3 Safe Senior Scooter Use
3.4 Crosswalk Safety Communication
3.5 Speeding in School Zones
3.6 Willow Street / Townshend Avenue Intersection
3.7 Church Street / Robert Angus Drive Intersection
3.8 Downtown Business Hours of Operation
3.9 Marketing Levy Feasibility
3.10 CAO Task Report

MOTION CARRIED

4. Monthly Reports
Moved By Councillor Furlong
Seconded By Councillor Wells
That the following monthly reports be approved as part of the consent agenda:
4.1 Community Living
4.2 Corporate
4.3 Financial Services
4.4 Fire Services
4.5 Human Resources
4.6 Operations
4.7 Planning & Economic Development
4.8 Police Services

MOTION CARRIED

5. Closed Session
Moved By Councillor Furlong
Seconded By Councillor Wells
That the Committee move to a Closed Session.

MOTION CARRIED

6. Adjournment
There being no further business, Deputy Mayor Davidson adjourned the meeting.

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Natalie LeBlanc
Municipal Clerk

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Hal Davidson
Deputy Mayor