

**TOWN OF AMHERST  
Regular Council Meeting  
Minutes**

**Date:** September 28, 2020  
**Time:** 7:00 pm  
**Location:** Zoom Virtual Meeting

**Members Present** Mayor David Kogon  
 Deputy Mayor Sheila Christie  
 Councillor Vince Byrne  
 Councillor Darrell Jones  
 Councillor Wayne MacKenzie  
 Councillor Terry Rhindress

**Staff Present** Greg Herrett, CAO  
 Jason MacDonald, Deputy CAO Operations  
 Dwayne Pike, Police Chief  
 Greg Jones, Fire Chief  
 Andrew Fisher, Manager of Planning & Strategic Initiatives  
 Tom McCoag, Corporate Communications Officer  
 Kim Jones, Municipal Clerk  
 Natalie LeBlanc, Deputy Clerk

---

Due to the COVID-19 pandemic and the requirement for physical distancing, this was a virtual meeting held via Zoom.

**1. CALL TO ORDER**

Mayor Kogon called the meeting to order at 7:00 p.m.

**2. TERRITORIAL ACKNOWLEDGMENT**

Mayor Kogon gave the Territorial Acknowledgement.

**3. APPROVAL OF AGENDA/MINUTES**

**3.1 Approval of the Agenda**

Moved By Councillor Byrne

Seconded By Councillor Jones

To approve the agenda as circulated.

**Motion Carried**

**3.2 Approval of Minutes**

Moved By Councillor Rhindress

Seconded By Deputy Mayor Christie

To approve the minutes of the June 22, 2020 regular meeting of Council, and the minutes of the June 25, July 10 and August 10, 2020 special meetings of Council as circulated.

**Motion Carried**

**4. REQUESTS FOR DECISION**

**4.1 Year End Transfers**

Moved By Councillor Byrne

Seconded By Councillor Jones

That Council approve of the following transfer from the Operating Reserve to General Operating Fund:

Withdrawal from the Operating Reserve – Reserve for Mandatory Provincial Contribution Area Rate the amount of \$13,137.92 to fund the deficit in the Mandatory Provincial Contribution Area Rate for the 2019/20 fiscal year.

**Motion Carried**

**4.2 Year End Capital Adjustments**

**Moved By Deputy Mayor Christie**

**Seconded By Councillor MacKenzie**

**That Council approve of the following changes to the funding for capital projects for the Water and General Capital Budgets:**

- 1. Approval of the increase of Water Operating Capital from Revenue funding from \$40,000 to \$114,673.80;**
- 2. Approval of the increase of General Operating Capital from Revenue funding from \$491,535 to \$496,030.80;**
- 3. The withdrawal of \$4,000 from the Capital Reserve which represents the Trade-In-Allowance for two thermal imaging cameras against the purchase of three new thermal imaging cameras in the General Capital Fund; and**
- 4. Withdrawal from the Capital Reserve of \$33,857 to fund a portion of the new roof on the Community Credit Union Business Innovation Centre.**

**Motion Carried**

**4.3 Fall Debenture Approval**

**Moved By Councillor Byrne**

**Seconded By Councillor Rhindress**

**That Council approve the Resolution for Pre-Approval of Debenture Issuance in the amount of \$1,044,090 for the long term financing of the water main replacement of Willow Street from Spring to East Pleasant Street, water utility backhoe and Willow Street paving and curb (from Spring to East Pleasant), culvert and sanitary sewer (from Walter Purdy to Oceanview) and authorize the Mayor and CAO to sign the Resolution on behalf of the Town.**

**Motion Carried**

**4.4 W.A. Reid Transfer**

**Moved By Councillor Rhindress**

**Seconded By Councillor Byrne**

**That Council approve the request to transfer the W.A. Reid Trust from the Town of Amherst to the Chignecto-Central Regional School Board and authorize the Mayor and CAO to sign the appropriate documentation to give effect to the transfer.**

**Motion Carried**

**4.5 Acceptance of Audited Financial Statements**

**Moved By Deputy Mayor Christie**

**Seconded By Councillor MacKenzie**

**That Council accept the Audited Consolidated Financial Statements for the Town of Amherst, and the Non Consolidated Financial Statements for the Amherst Water Utility for the fiscal year ending March 31, 2020 which have been audited by the firm Jorgensen Bickerton, as recommended by the Audit Committee.**

**Motion Carried**

**4.6 Tax Financing Policy**

**Moved By Councillor Rhindress**

**Seconded By Deputy Mayor Christie**

**That Council forward the proposed change to the due date of applications for the COVID 19 Property Tax Financing Program Policy from July 31, 2020 to October 31, 2020.**

**Motion Carried**

---

DEPARTMENT: CORPORATE SERVICES

TITLE: COVID-19 Property Tax Financing Program Policy

Minutes reference date: July 10, 2020 May 25, 2020

---

1. This Policy is entitled the "COVID-19 Property Tax Financing Program Policy."
2. **Objective:**  
The Town of Amherst is concerned about the health and safety of residents. The Town of Amherst recognizes that facilitating the payment of property taxes in installments will better allow citizens of Amherst to follow the public health directives endorsed by the Government of Nova Scotia. This Policy responds to that need by establishing a one-time property tax installment payment program (the "Program") for owners of residential and commercial properties negatively affected by the COVID-19 global pandemic.
3. **Authority:**  
Sections 111 and 112 of the *Municipal Government Act* give Council the authority to provide for the payment of taxes by installments.  
Section 113 of the *Municipal Government Act* allows Council to charge interest for non-payment of taxes when due, at a rate determined by policy.
4. **Scope:**
  - 4.1 Residential - The following owners of residential property are eligible to participate in the Program:
    - 4.1.1 An owner of a residential property that is the owner's primary residence, where the owner has experienced financial hardship through a significant reduction in income due to the State of Emergency declared by the Government of Nova Scotia in response to COVID-19, demonstrated through receipt of Provincial or Federal program assistance, or a Record of Employment (ROE) demonstrating layoff from employment after March 1, 2020;
    - 4.1.2 An owner of a residential property where the owner was a registered Tourism Operator with Tourism Nova Scotia for the 2019 tourist season (excluding AirBNBs)
  - 4.2 Commercial - The following owners of commercial property are eligible to participate in the Program:
    - 4.2.1 An owner of a taxable commercial property where the property has a total taxable 2020 property assessment value equal to or less than \$2,000,000 and where the owner's business or building located on the property has experienced financial hardship through loss of sales related to the State of Emergency, demonstrated through the following:
      - 4.2.1.1 For a business that was in operation before March 1, 2019 - that the sum of total sales for March, April and May of 2020 is less than 70% of the sum of total sales for March, April and May of 2019. The owner will be required to provide and certify a schedule of sales by month to support the application.
      - 4.2.1.2 For a business that was established on or after March 1, 2019 – an analysis of all monthly sales from the inception of the business to May 31, 2020 clearly establishing loss of expected sales of 30% or more due to the State of Emergency for the period from March 1, 2020 to May 31, 2020. The analysis may be required to be supported by further documentation such as, but not limited to, cash flow projections prepared the purpose of obtaining financing at the time of establishing the business
    - 4.2.2 An owner of a taxable commercial or resource property who has experienced financial hardship through loss of revenue related to the State of Emergency, regardless of the assessed value, where:
      - 4.2.2.1 The owner of the property is a tourism operator registered under the *Tourist Accommodations Registration Act*;
  - 4.3 Exclusions: Regardless of sections 4.1 and 4.2 of this policy, the following are not eligible to participate in the Program:
    - 4.3.1 Property owners who have not experienced financial hardship through loss of revenue related to the State of Emergency;
    - 4.3.2 Property owners who have received compensation from Business Interruption Insurance as a result of the State of Emergency;

4.3.3 Properties occupied by daycare centres in receipt of federal or provincial funding, or those in receipt of other emergency funding;

4.3.4 Properties used for landfill, pipeline, managed forest, parking, and commercial vacant land;

4.3.5 Properties for which there is an active tax agreement with the Town through legislation or bylaw;

4.3.6 Properties owned by non-profit organizations that are funded by the Town or that are partially exempted from property tax;

4.3.7 All properties managed under payment-in lieu-programs.

#### 4.4 General Requirements

4.4.1 Installments shall be payable by the person, company or other entity assessed for the property for the current fiscal year.

4.4.2 In order for taxes for a property to qualify for the Program, the taxes for the property must not be in arrears at the time of application. For greater clarity, an account is not in arrears if it has a balance of \$0 or less in respect of prior years, or if the property owner has a signed payment arrangement and has fulfilled all obligations under the arrangement to the date of application.

#### 4.5 Application

4.5.1 Property owners wishing to apply to participate in the Program for a property must complete and submit to the Town an application in the form as determined by the Town from time to time.

4.4.3 The application deadline to participate in the Program is October 31, 2020.

### 5. Administration

#### 5.1 Tax Installments

5.1.1 For applications meeting the Program criteria set out above, property tax payments normally due between April 1st, 2020 and September 30<sup>th</sup>, 2020 for approved properties may be paid in installments as follows.

5.1.2 For each property, Program participants will pay tax installments as follows:

5.1.2.1 Payments of \$25 per month for six months, payable on or before the last day of each month, commencing in the month the property tax payment is normally due.

5.1.2.2 Following these six months at \$25 per month, 24 equal monthly payments to amortize the balance of the amount eligible for the Program including interest as set out below. These monthly payments are payable on or before the last day of each month and continue for 24 months.

5.1.4 The rate of interest for the Program will be 1.35% per year.

5.1.5 Interest on amounts owing under the Program will be calculated commencing on the date the property tax payment is normally due and continuing until all installments have been paid.

#### 5.2 Terms of the Program

5.2.1 The Treasurer, or his or her delegate, shall approve qualifying applicants.

5.2.2 Payments under the Program must remain in good standing with the Town throughout the duration of the Program.

5.2.3 Default in payment of an installment when due will result in the following:

5.2.3.1 The balance of outstanding taxes on the applicable property and interest will become immediately due and payable; and

5.2.3.2 The outstanding taxes and interest then owing will become subject to the Town's regular rate of interest for overdue taxes of 12% per annum.

5.2.4 All amounts owing and payable on the property tax account that are not included in the Program, including existing signed payment arrangements, are due on their normal dates and any amounts not paid when due will be subject to the Town's regular rate of interest for overdue taxes of 12% per annum.

5.2.5 Payments received by the Town from a property owner will first be applied to any installments due under the Program, in priority to any other taxes or other amounts owing by the owner to the Town.

### 6. Responsibilities

#### 6.1 Council will:

7.1.1 Monitor the implementation and administration of this policy and make any amendments required for the effective and efficient operation of the Program.

#### 7.2 The Chief Administrative Officer will:

7.2.1 Be responsible for the administration and implementation of this policy and the Program; and

7.2.2 Identify necessary amendments to this policy in consultation with Council and managerial staff and make recommendations accordingly to Council.

**7. General Provisions**

Payments received by mail are deemed to be paid on the date received by the Town.

**4.7 Salary Administration Policy**

**Moved By Councillor Byrne**

**Seconded By Councillor MacKenzie**

**That the following changes to the Town of Amherst Salary Administration Policy be approved by Council:**

- a) **The Canine Control Officer, School Crossing Guards, Ice Marshall range be adjusted to \$13.21-\$15.07 per hour.**
- b) **Jail Guards starting salary is \$ 16.93 per hour**
- c) **Other changes to Other (including students).**
- d) **Changes from Recreation:**
  - 1. **Remove the Director of Recreation and add vacant beside Director category.**
  - 2. **Add the Community Well Being Manager to the Officer Category.**
  - 3. **Move the Horticulturist position to Supervisor Category from Admin/Cust Service**
  - 4. **Change Culture/Marketing/Tourism Coordinator (Term) to Culture, Event and Marketing Coordinator.**
- e) **Changes from Corporate Services titles:**
  - 1. **Change title of Cashier/Receptionist to Customer Service/Accounts Payable Clerk.**
  - 2. **Change title of Water Sewer Billing Clerk to Water/Sewer Billing & Accounting Clerk.**
  - 3. **Remove the Manager of Financial Services February 1, 2018 and replace with Senior Accountant.**
  - 4. **Add the Financial Services Supervisor & Human Resources**
  - 5. **Remove the Admin Clerk Public Works and replace it with Payroll and Administrative Assistant (Public Works)**
- f) **Remove reference to February 1, 2018 after the title of Manager of Land Use Planning and Strategic Initiatives.**

**Motion Carried**

**DEPARTMENT:** ALL DEPARTMENTS

**TITLE:** SALARY ADMINISTRATION POLICY

Minutes	December 12, 2000	November 2, 2004 (See April 26, 2004 Minutes)	November 27, 2006
reference	December 18, 2006	February 26, 2007	July 16, 2008
date	September 29, 2008	March 31, 2008	March 29, 2010
	April 26, 2010	September 28, 2009	January 30, 2012
	May 23, 2012	March 28, 2011	August 2, 2011
	September 23, 2013	November 26, 2012	December 17, 2012
	May 21, 2015	October 28, 2013	December 16, 2013
	May 23, 2017	March 29, 2016	May 25, 2016
	February 26, 2018	June 26, 2017	September 25, 2017
		March 14, 2018	February 28, 2019
			December 18 2017

**PURPOSE:**

To set out the Policy of the Town of Amherst for salary administration for all non- union employees.

**POLICY STATEMENT:**

The Town of Amherst will ensure the fair and equitable compensation of all non- union employees in relation to the duties of their position within the Town.

**OBJECTIVES:**

- 1. To promote salary equity in the Town's non-union sector.
- 2. To establish a framework and procedure to determine categories of compensation for new positions.

**DEFINITION OF TERMS:**

**Salary Grid** shows all the salary scales applicable to positions within the Town. The salary grids are contained in Appendices A, A-1, B, C-1. The salary grid – Appendix C-1 – has eight steps.

**Step Adjustment** – a move from one step, within a given salary range, to another (usually the next step) for individual employees is based on a satisfactory performance evaluation.

**Salary Range** is defined as a range of pay for a category of duties, with a minimum and maximum. The range will be established by Council after considering the recommendation of the CAO.

**Overall Market Review** – A review of the appropriateness of the Job Category Listing (Appendix C) and the Salary Grid (Appendix C-1). The review shall include a survey of the market value of similar positions.

**Performance Evaluation** – A formal evaluation of the employee's job performance. All employees will receive at least one Performance Evaluation in each year of service.

**SALARY GRID:**

An appropriate salary grid for all non-union positions shall be determined by the council:

**New Positions:** Recommendations for placement on the Job Category Listing shall be prepared by the Chief Administrative Officer and forwarded to Council for approval.

Salary ratings for temporary and casual positions shall be determined by the Chief Administrative Officer, in consultation with the departmental Director. Student wage rates shall be set by the CAO in consultation with the Director, with reference to the minimum wage in effect and the individual requirements of the job. Step

adjustments shall be made only when:

- 1) The adjustment can be accommodated within the Salary Account of the appropriate department; and
- 2) A current Performance Evaluation form is on file.

Upon completion of a satisfactory annual evaluation, the employee may be moved to the next step on the salary grid within his or her category. All step movements must be approved by the CAO

An employee in Step 8 in a year in which there is no overall market review shall receive a bonus equal to salary times CPI for the immediately preceding calendar year. This amount will be separate and not added to the base salary.

The CAO may, on the recommendation of the Director, authorize a movement of up to 3 steps in one year to recognize exceptional performance. In normal circumstances employees would move one step each year upon a satisfactory performance evaluation.

**TRAVEL VEHICLE ALLOWANCES:**

The Treasurer and Directors of departments shall receive a monthly vehicle allowance of \$150. Mayor and Council shall receive the same monthly vehicle allowance of \$150 effective November 1, 2008.

The monthly vehicle allowance is for reimbursement for all local travel using one's personal motor vehicle for travel within the boundary of the Town of Amherst. Travel outside the boundary is covered under Policy #03000-01. The monthly vehicle allowance shall be reviewed each year after considering any changes in the cost of operating a motor vehicle.

**LUNCH BREAKS:**

The lunch break period shall be for a one hour period.

**PERFORMANCE EVALUATION:**

Performance appraisals shall be conducted by the Chief Administrative

Officer/Director at the completion of the probation period, and at least annually thereafter recorded on Performance Evaluation forms.

The Chief Administrative Officer/Director shall discuss the employee's performance evaluation in detail with the employee, in accordance with the employee evaluation system and standardized forms.

**SCOPE OF RESPONSIBILITY:**

The Town Council shall:

1. Authorize changes to the policies comprising the program of employee compensation.
2. Review and approve salary categories for all established positions within the Town.
3. Review and consider for approval the recommendations of the CAO in regard to the appropriateness of the salary classifications and ranges from time to time if necessary.

The Chief Administrative Officer shall:

1. Review and recommend changes to policy and procedures as they relate to the employee compensation program.
2. Ensure the maintenance of the salary rating and performance appraisal procedures.
3. Conduct salary rating and performance evaluation procedures relative to Director positions.
4. Monitor salary surveys and make recommendations to Council concerning market conditions as appropriate. The next overall market review shall be completed by January 31, 2019.
5. Grant step and/or merit adjustments to individual employees in accordance with approved policies and procedures and subject to budgeting limitations.
6. Maintain all personnel files and records.

The Director shall:

1. Conduct performance evaluation procedures relative to the positions and employees within their respective departments, and make appropriate recommendations to the Chief Administrative Officer.
2. Make recommendations to the Chief Administrative Officer regarding step adjustments for employees within their departments.

**APPENDIX A**

Town of Amherst      Salary Grid      January 1, 2019

Job Level	Salary Amount	
Mayor	Stipend	\$ 41,178
Deputy Mayor	Stipend	\$ 27,723
Councillor	Stipend	\$ 25,050

**Salary Grid  
Other Non-Union Positions**

**Salary Amounts**

**APPENDIX A-1**

April 1, 2017

Job Level	
Chief of Police	\$ 120,549
Deputy Chief of Police	\$ 113,118

\*\*Effective April 1, 2018 the Chief of Police and Deputy Chief of Police salaries will be calculated on April 1<sup>st</sup> of each year as being 141% and 129% respectively of the first class constable rates.

Job Level	
Incumbent Town Engineer	\$ 90,098

**Town of Amherst  
Hourly Rate Grid - Casual**

**APPENDIX B**

April 1, 2017

Job Title	Hourly Rate				
	Step 1	Step 2	Step 3	Step 4	Step 5
Casual Firefighter	16.93	17.21	17.51	17.81	18.10
Jail Guards	16.93	17.21	17.51	17.81	18.10
<b>Canine Control Officer</b>	<b>13.21</b>	<b>13.65</b>	<b>14.10</b>	<b>14.55</b>	<b>15.07</b>
<b>School Crossing Guards</b>	<b>13.21</b>	<b>13.65</b>	<b>14.10</b>	<b>14.55</b>	<b>15.07</b>
<b>Ice Marshall</b>	<b>13.16</b>	<b>13.57</b>	<b>14.03</b>	<b>14.47</b>	<b>14.99</b>
<b>Other (including students)</b>	<b>Provincial Minimum Wage</b>				

**APPENDIX C JOB CATEGORIES**

Category	Position
Senior Officer	Deputy CAO
	Chief Financial Officer
Director	<b>Vacant</b>
Manager	Fire Chief
	Operations Manager
	<b>Manager of Land Use Planning and Strategic Initiatives</b>
Officer	Business Development Officer
	<b>Community Well-Being Manager</b>
	Building Official
	IT Manager
	Municipal Clerk
	Senior Accountant
Supervisor	Exec Asst/Dispatch Coordinator
	Transportation Foreman
	Facility Manager
	Capital Asset Coordinator/Property Manager
	<b>Horticulturist</b>
	Financial Services Supervisor & Human Resources

0221	
Admin/Cust Serv 4	Fire Inspector
	Deputy Clerk
Admin/Cust Serv 3	GIS Coordinator
	Payroll & Administrative Assistant (Public Works)
	Corporate Communications Officer (CCO)
	Fire Fighter
	Procurement Coordinator
	Revenue Officer
	Customer Service/Accounts Payable Clerk
	Water/Sewer Billing & Accounting Clerk
	IT Coordinator
Admin/Cust Serv 2	
	Active Living Coordinator
	Culture, Events & Marketing Coordinator
	Administrative Assistant – Clerk's Office
Admin/Cust Serv 1	Bylaw Enforcement Officer
	Criminal Records Checks
	Dispatcher

APPENDIX C-1  
April 1, 2017

CATEGORY	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Officer	104,169	105,396	106,623	107,850	109,076	110,303	111,530	112,757
Director	86,092	87,900	89,708	91,516	93,323	95,131	96,939	98,747
Manager	71,162	72,208	73,254	74,300	75,347	76,393	77,439	78,485
Officer	59,295	61,092	62,890	64,687	66,484	68,281	70,079	71,876
Supervisor	52,569	53,998	55,426	56,855	58,283	59,712	61,140	62,569
Admin/Cust Serv 4	51,017	52,311	53,604	54,898	56,191	57,485	58,778	60,072
Admin/Cust Serv 3	42,895	44,626	46,358	48,089	49,820	51,551	53,283	55,014
Admin/Cust Serv 2	39,458	40,443	41,427	42,412	43,396	44,381	45,365	46,350
Admin/Cust Serv 1	36,829	37,698	38,568	39,437	40,306	41,175	42,045	42,914

**4.8 Maple Avenue Property Sale**  
**Moved By Councillor MacKenzie**  
**Seconded By Councillor Jones**

That the property located at the intersection of Maple Street and Victoria Street which is not utilized by the streets or sidewalks in the area, and is further identified on the attached map, be declared surplus by the Town.

**Motion Carried**

**Moved By Councillor MacKenzie**  
**Seconded By Councillor Rhindress**

That the subject property be listed for sale for a 14-day period at a minimum asking price of \$16,000.

**Motion Carried**

**4.9 Additions to the Capital Budget**  
**Moved By Councillor Jones**  
**Seconded By Deputy Mayor Christie**

That Council amend the 2020/21 Capital Budget to include the installation of grass infields at all three fields of the Robb Baseball Complex with a project budget of \$30,000 to be funded through the Gas Tax, and the replacement of the sidewalk on Park Street from Patterson to Mission at a cost of \$15,000 also to be funded through the gas tax.

**Motion Carried**

**4.10 Library Office Lease****Moved By Councillor MacKenzie****Seconded By Councillor Rhindress****That Council approve the attached new lease for the Cumberland Regional Library head office and authorize the Mayor and CAO to sign the document. And further that up to 50% of the costs of the renovations, up to a maximum of \$4,000 be paid by the Cumberland Regional Library.****Motion Carried****4.11 Amherst Youth Town Council Appointments****Moved By Deputy Mayor Christie****Seconded By Councillor Byrne****That the following appointments to the Amherst Youth Town Council be approved by Council:****Reappoint returning members to serve the second year of a two-year term (2020-21):**

- Jenna Stewart            Grade 12 – Town Resident
- Jaya Pardy                Grade 12 – Town Resident
- Rowan Blanch            Grade 9 – County Resident

**Appoint Grade 12 members, who will graduate this year and thus can only serve a one-year term, (2020-21) – all previous members, previous term completed:**

- Rajan Minocha-McKenney Grade 12 -Town resident
- Grace Doncaster        Grade 12 -Town resident
- Dan Osborne            Grade 12 -Town resident
- Braeden Lines            Grade 12 -Town resident
- Jenna Clarke             Grade 12 -County resident

**Appoint previous members to serve a two-year term (2020/22), previous term completed:**

- Olivia Pulsifer            Grade 11 – Town resident

**Appoint new members to serve a two-year term (2020-22):**

- Serah Quinn              Grade 11 -Town resident
- Aurelia Mitchell        Grade 10 -Town resident
- Kennedy Allen            Grade 7 - Town resident

**Motion Carried****4.12 Drover Street****Moved By Councillor Jones****Seconded By Councillor Rhindress****That Council direct staff to respond to the request by indicating that as the large tract of land to the north and east of Drover Street is still undeveloped, Council is not prepared to declare the property in question surplus at this time.****Motion Carried****4.13 October Meeting Dates****Moved By Councillor Rhindress****Seconded By Councillor Jones****That the regular meetings of Committee of the Whole and Council scheduled for October 19 and 26, 2020 respectively, be cancelled by resolution of Council, due to the 2020 municipal election on October 17, 2020.****Motion Carried**

**5. INTERNAL COMMITTEE REPORTS**

- 5.1 Planning Advisory Committee - No Report**
- 5.2 Amherst Board of Police Commissioners - Jones**  
Information item; no direction given or action required.
- 5.3 Audit Committee - Christie**  
Information item; no direction given or action required.
- 5.4 Amherst Youth Town Council - No Report**

**6. EXTERNAL COMMITTEE REPORTS**

- 6.1 Cumberland Public Libraries - MacKenzie**  
Information item; no direction given or action required.
- 6.2 Cumberland YMCA - No Report**
- 6.3 Cumberland Joint Services Management Authority - Byrne**  
Information item; no direction given or action required.
- 6.4 Northern Region Solid Waste Committee - No Report**  
Information item; no direction given or action required.
- 6.5 L. A. Animal Shelter - No Report**
- 6.6 Senior Safety - No Report**
- 6.7 Inter Municipal Tourism - No Report**
- 6.8 Poverty Reduction - No Report**

**7. ADJOURNMENT**

**Moved By Councillor Jones**  
**Seconded By Councillor Rhindress**  
**To adjourn the meeting.**

**Motion Carried**

---

Kimberlee Jones  
Municipal Clerk



---

David Kogon, MD  
Mayor