



**Town of Amherst
Committee of the Whole**

Date: **Monday, May 15, 2017**
Time: **4:00 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. Call to Order - 5 min	
1.1 Approval of Agenda (5522)	
1.2 Approval of Minutes - April 18, 2017 (5518)	1 - 3
2. Council Direction Requests	
2.1 Crosswalks (5636) - Herrett - 10 min	4 - 5
2.2 Electronic Voting (3697) - Kim Jones - 10 min	6 - 15
2.3 Designated Tour Bus Parking (5483) - Herrett - 10 min	16 - 17
2.4 NSPDA Conference Attendance (5513) - Herrett - 10 min	18 - 29
2.5 FCM Spring Flooding Appeal (5616) - Rhindress - 10 min	30 - 32
2.6 Tender - Victoria Street Reconstruction (5634) - MacDonald - 10 min	33 - 34
2.7 Dog Waste Containers (5517) - Blanch - 10 min	35 - 36
3. Information Items	
3.1 Murals (5030) - Schurman - 10 min	37 - 49
4. Monthly Reports - 15 min	
4.1 Corporate Services (5523)	50 - 50
4.2 Operations (5524)	51 - 51
4.3 Police Services (5525)	52 - 53
4.4 Recreation (5526)	54 - 55
4.5 Fire Services (5527)	56 - 56
5. Adjournment	

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

Date: April 18, 2017
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor Jason Blanch
Councillor Vince Byrne
Councillor Darrell Jones
Councillor Wayne MacKenzie

Regrets: Councillor Terry Rhindress

Staff Present Greg Herrett, CAO
Jason MacDonald, Deputy CAO Operations
Ian Naylor, Police Chief
Vince Arbing, Treasurer
Bill Schurman, Director Recreation
Greg Jones, Fire Chief
Rebecca Purdy, Executive Assistant

1. Call to Order

1.1 Approval of Agenda (5226)

**Moved By: Councillor MacKenzie
Seconded By: Deputy Mayor Christie
To approve the agenda**

MOTION CARRIED

1.2 Approval of Minutes (5225)

**Moved By: Councillor Jones
Seconded By: Councillor Blanch
To approve the minutes of the March 20 and March 27, 2017 Committee of the Whole meetings**

MOTION CARRIED

2. In Camera

**Moved By: Councillor Byrne
Seconded By: Councillor MacKenzie
To go In-Camera**

MOTION CARRIED

3. Council Direction Requests

3.1 Policy - Attendance at Conferences (4710)

Moved By: Councillor Blanch

Seconded By: Councillor Byrne

To refer the draft policy on Attendance at Conferences to the April 24, 2017 regular meeting for Council's consideration with a change in language in paragraph 9 to include other conferences than those set out in paragraph 3, and a change in paragraph 11 by adding a 60-day timeline

MOTION CARRIED

3.2 Yorkshire Wind Park - Letter of Support (5204)

Moved By: Councillor Blanch

Seconded By: Councillor MacKenzie

To direct staff to write a response letter in support of ecologically responsible wind development in our region

MOTION CARRIED

3.3 Tender - Station Street Sewer (5237)

Moved By: Councillor Blanch

Seconded By: Councillor Jones

To refer the tender for the Station Street Storm Water Separation project to the April 24, 2017 regular meeting for Council's approval of awarding it to Beale and Inch Construction Limited in the amount of \$1,295,723.80 plus HST

MOTION CARRIED

3.4 Willow Street Sewer Project - PCAP Application (5263)

Moved By: Councillor Jones

Seconded By: Councillor Byrne

To refer the 2017-18 capital budget item of replacing 325 meters of sanitary sewer main, street and curb on Willow Street at a cost of \$488,982 to the April 24, 2017 regular meeting for Council's approval

MOTION CARRIED

4. Information Items

4.1 4th Quarter Report - Procurement (5276)

Vince Arbing presented the report included in the agenda. There were no questions or concerns from Council and no direction given.

4.2 Nova Scotia's Sustainable Transportation Grant Program

Councillor Blanch asked whether staff had taken advantage of the opportunity to apply for this grant; specifically, whether there was any consideration of a car changing station. CAO said that before the deadline we should be in a position to know what the capital budget is going to look like, and we can see if any of the approved capital projects fit within the parameters of the Sustainable Transportation Grant Program.

5. Monthly Reports

5.1 Corporate Services (5231)

Vince Arbing reviewed the Corporate Services report included in the agenda.

5.2 Operations (5230)

Jason MacDonald reviewed the Operations report included in the agenda. He addressed comments and enquiries from Council.

5.3 Police Services (5229)

Chief Naylor reviewed the Police Department report included in the agenda.

5.4 Recreation (5228)

Bill Schurman reviewed the Recreation Department report included in the agenda. He addressed comments and enquiries from Council.

Council requested that Kim Maddison be invited to the meeting next month to be recognized for his contribution (outdoor rink).

Discussion on tourism, business retention. Town Hall and the Four Fathers Library are two locations where tourists can be referred for information. Maritime Mosaic has Amherst products for sale; brochures should be available there as well.

5.5 Fire (5227)

Chief Jones reviewed the Fire Services report included in the agenda.

7. Adjournment

Moved By: Councillor Byrne

Seconded By: Councillor Blanch

To adjourn at 6:00 PM

Gregory D. Herrett, CPA, CA
Town Clerk and CAO

David Kogon, MD
Mayor



COMMITTEE OF THE WHOLE

CDR#

Date: 15 May 2017

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Gregory D. Herrett, CPA, CA – Chief Administrative Officer

DATE: 15 May 2017

SUBJECT: Crosswalks

ORIGIN:

Requests from the public

LEGISLATIVE AUTHORITY:

MGA Section 65: Council may expend money required by the municipality for: (aa) streets, culverts, retaining walls, sidewalks, curbs and gutters.

RECOMMENDATION:

BACKGROUND:

Over the past few months the Town has received what appears to be an unprecedented number of requests for cross walks in various locations around Town. The process has been that when formal request has been received it is reviewed by the traffic authority (Chief of Police) and a determination has been made whether placement is warranted based on current standards.

DISCUSSION:

While dealing with these requests in reactive way addresses concerns as they arise, there has not been a comprehensive review completed of the requirement for crosswalks across all areas of Town in recent memory.

A review such as this which can be completed at the staff level and presented to Council for feedback and approval would address standards and the criteria for placement and the process for dealing with citizen requests. Once completed it could also be subject to some public engagement and feedback. This review would be completed by a cross department task force including police, Public Works, Recreation (Active Transportation lens) and Planning.

I am seeking council's feedback on their appetite for the establishment of such review.

FINANCIAL IMPLICATIONS:

The study would be conducted in-house; no financial implications

COMMUNITY ENGAGEMENT:

Community engagement and feedback from the public could be considered upon completion

ENVIRONMENTAL IMPLICATIONS:

No environmental implications



ALTERNATIVES:

Continue to address each request upon receipt

ATTACHMENTS:

Report prepared by: Gregory D. Herrett, CPA, CA – Chief Administrative Officer

Report and Financial approved by:



COMMITTEE OF THE WHOLE

CDR# 2018006

Date: 15 May 2017

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Kimberlee Jones, Returning Officer

DATE: 15 May 2017

SUBJECT: Alternative Voting Bylaw

ORIGIN:

Direction from Committee of the Whole, November 21, 2016: **That Council direct staff to consult and confer with officials from units where electronic voting was available, review applicable legislation, model by laws, and other available information, and prepare a report and recommendation on the potential use of electronic voting in Amherst. As well, at the January Committee of the Whole meeting Council directed staff to “begin the development of a bylaw authorizing electronic/alternative voting methods for the next municipal election”**

LEGISLATIVE AUTHORITY:

Section 146A of the *Municipal Elections Act* bestows municipal council with the legislative authority to select the method and system of voting. “*Section 146A(1) A council may by by-law authorize voters to vote by mail, electronically or by another voting method.*”

DIRECTION:

Staff are seeking Council’s feedback and direction on the proposed bylaw that would authorize voters to vote through alternative means such as telephone and internet voting in future municipal elections.

BACKGROUND:

During the November 2016 Committee of the Whole meeting, Council requested information on alternative voting for consideration. Following the presentation by staff, Council requested staff to develop an enabling bylaw for consideration.

DISCUSSION:

With an enabling bylaw, Amherst voters will have the option to cast ballots via telephone or internet. Traditional paper ballots can also be made available on Election Day if desired.

FINANCIAL IMPLICATIONS:

Using a combination of traditional paper ballots and alternative voting technology, the costs of an election will increase.



COMMUNITY ENGAGEMENT:

Staff will include an educational component in the voter engagement plan for the 2020 municipal election to ensure that voters are aware that alternative voting will be used and know how to use it.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications with this recommendation

ALTERNATIVES:

- That Council proceeds with approval of the Alternative Voting By-Law
- That Council directs staff to revise the draft by-law

ATTACHMENTS:

Draft Alternative Voting By-Law

Report prepared by: Kimberlee Jones, Returning Officer

Report and Financial approved by:

Town of Amherst
Bylaw Respecting Alternative Voting

BE IT ENACTED by the Council of the Town of Amherst, under the authority of Section 146A of the Municipal Elections Act, R.S., c. 300, s.1. as amended, as follows:

Short Title

- 1) This bylaw shall be known as Bylaw number A-7 and may be cited as the “Alternative Voting Bylaw.”

Interpretation

- 2) In this bylaw:
 - a) “Act” means the Municipal Elections Act, R.S., c. 300, s.1., as amended;
 - b) “advanced poll” means the Tuesday immediately preceding ordinary polling day, and either:
 - i) One other day fixed by the Council by resolution that is either Thursday, the ninth day before ordinary polling day, or Saturday, the seventh day before ordinary polling day; or
 - ii) If Council has delegated its authority to fix a day to the Returning Officer, one other day fixed by the Returning Officer that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day;
 - c) “alternative polling days” means any hours and dates fixed by a resolution of Council for alternative voting;
 - d) “alternative voting” means voting by telephone or via the internet and includes a combination of telephone and internet voting;
 - e) “ballot box” means a computer database in the system where cast internet ballots and telephone ballots are put;
 - f) “candidate” means a person who has been nominated as a candidate pursuant to the Act;
 - g) “Council” means the Council of the Town of Amherst;
 - h) “Education Act” means the *Education Act*, 1995-1996 S.N.S..c.1 as amended;
 - i) “election” means an election held pursuant to the *Act*, including a school board election, a special election and a plebiscite;
 - j) “Election Officer” means an election official under the *Act*;
 - k) “elector” means a person:

- i) Qualified to vote pursuant to the *Act* and the *Education Act*; and
 - ii) Entitled to vote for an election pursuant to section 7 of this bylaw;
- l) “friend voter” means a friend who votes for an elector pursuant to section 9 of this bylaw;
- m) “internet ballot” means an image of a ballot on a computer screen including all the choices available to an elector and the spaces in which an elector marks a vote;
- n) “list of electors” means:
- i) Prior to the list of electors being completed and certified by the Returning Officer pursuant to section 50(a) of the *Act*, the list of electors that has been amended and corrected by the Returning Officer pursuant to subsections 2 and 3 of section 38 of the *Act*, or
 - ii) The list of electors that has been completed and certified by the Returning Officer pursuant to section 50(a) of the *Act*;
- o) “municipality” means the Town of Amherst;
- p) “normal business hours” means the time between 8:30 am and 4:30 pm Monday through to and including Friday;
- q) “ordinary polling day” means the third Saturday in October in a regular election year and in the case of any other election means the Saturday fixed for the election;
- r) “PIN” means the Personal Information Number issued to:
- i) An elector for alternative voting on alternative polling days; or
 - ii) To a System Elections Officer;
- s) “plebiscite” means a plebiscite directed to be held by the Council pursuant to Section 56 of the *Act*;
- t) “procedures and forms” means the procedure and forms established by the Returning Officer pursuant to subsection 145 (a)(4) of the *Act*;
- u) “proxy voter” means an elector who votes by a proxy pursuant to the *Act*;
- v) “regular election year” means 2016 and every fourth year thereafter;
- w) “rejected ballot” means the refusal by an elector to accept a ballot in a race;
- x) “Returning Officer” means a Returning Officer appointed pursuant to the *Act*;
- y) “seal” means to secure the ballot box and prevent internet and telephone ballots from being cast;
- z) “special election” means a special election held pursuant to the *Act*, including a special election for a vacancy on a school board;

- aa) "spoiled ballot" means an internet ballot or telephone ballot that is accepted by the elector that:
 - i) Is not marked for a candidate in a race; or
 - ii) Is marked by an elector indicating a refusal to cast a vote for any candidate in a race;
- bb) "system" means the technology, including software, that:
 - i) Records and counts votes; and
 - ii) Processes and stores the results of alternative voting during alternative polling days;
- cc) "Systems Elections Officer" means:
 - i) A person who maintains, monitors, or audits the system; and
 - ii) A person who has access to the system beyond the access necessary to vote by alternative voting;
- dd) "telephone ballot" means:
 - i) An audio set of instructions which describes the voting choices available to an elector; and
 - ii) The marking of a selection by an elector by depressing the number on a touch tone keypad.

Alternative Voting Permitted

- 3) Subject to the bylaw, alternative voting shall be permitted on alternative polling days.

Notification of Electors

- 4)
 - a) The Returning Officer shall cause notice of alternative polling days to be published in a newspaper circulating in the municipality.
 - b) The notice of alternative polling days shall:
 - i) Identify the alternative polling days for alternative voting; and
 - ii) Inform the elector that telephone voting and internet voting is permitted during alternative polling days.
 - c) The notice may include any other information the Returning Officer deems necessary.

Form of Telephone and Internet Ballots

- 5)
 - a) A telephone and internet ballot shall:
 - i) Identify by the title "Election for Mayor" or "Election for Council" or "Election for School Board Member" as the case may be;
 - ii) Identify the name or names by which they are commonly known of the candidates with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names; and

- iii) Warn the electors to “vote for one candidate only” or “vote for not more than (the number of candidates to be elected) candidates” as the case may be.
- b) No title, honour, decoration or degree shall be included with a candidate(s) name on an internet ballot or telephone ballot.

Oath

- 6) Any oath that is authorized or required shall be made:
 - a) In the form specified by the procedures and forms; or
 - b) If the form is not specified by the procedures and forms, in the form required by the *Act*.

Electors

- 7) No person shall vote by alternative voting unless:
 - a) The person’s name appears on the applicable list of electors; or
 - b) The person is added to the applicable list of electors pursuant to section 36 of the *Act*.

Proxy Voting

- 8) A proxy voter shall not vote for an elector by alternative voting.

Friend Voting

- 9)
 - a) A friend voter shall only vote for an elector by alternative voting if:
 - i) An elector is unable to vote because:
 - (1) The elector is blind;
 - (2) The elector cannot read; or
 - (3) The elector has a physical disability that prevents him or her from voting by alternative voting.
 - ii) The elector and the friend appear, in person, before the Returning Officer or the Deputy Returning Officer and take the prescribed oaths.
 - b) A candidate shall not act as a friend voter unless the elector is a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate.
 - c) The elector shall take an oath in the prescribed form set out in the procedures and forms providing that he or she is incapable of voting without assistance.
 - d) The friend of the elector shall take an oath in the prescribed form set out in the procedures and forms that:
 - i) The friend has not previously acted as a friend for any other elector; and
 - ii) The friend will mark the ballot as requested by the elector; and
 - iii) The friend will keep secret the choice of the elector.
 - e) The Returning Officer shall enter in the poll book:
 - i) The reason why the elector is unable to vote;
 - ii) The name of the friend; and
 - iii) The fact that the oaths were taken.

System Elections Officer

10)

- a) A System Elections Officer shall have access to the system prior to the commencement of alternative voting during advance polling days to verify the count for each candidate is zero.
- b) Notwithstanding the day and time set for alternative voting, alternative voting shall not commence until the counts for each of the candidates is zero.
- c) A Systems Elections Officer shall comply with the procedures and forms established by the Returning Officer pursuant to the subsection 146A(4) of the *Act*.

Voting

11)

- a) The system shall put internet ballots and telephone ballots cast by an elector in the ballot box.
- b) The system shall put spoiled ballots in the ballot box.

Seal

12)

- a) Where alternative voting closes before the close of polls on ordinary polling day, the system shall seal the ballot box until after the close of the poll on ordinary polling day.
- b) The system shall seal the ballot box even where fewer than ten persons from any polling district voted for a candidate during alternative polling days.

List of persons who voted

13) Where alternative voting closes before the close of polls on ordinary polling day, the system shall:

- a) Generate a list of all electors who voted by alternative voting; and
- b) On the applicable list of electors, cause a line to be drawn through the names of all the electors who voted during alternative polling days.

14) A printed and electronic copy of the lists under section 13 shall be delivered to the Returning Officer within 24 hours of the close of alternative voting.

15) Where alternative voting closes at the close of polls on ordinary polling day, the system shall generate a list of all electors who voted by alternative voting.

Counting

16)

- a) At the close of ordinary polling day, the system shall generate a count of the telephone ballots and internet ballots in the ballot box that were cast for each candidate during alternative polling days.

- b) In counting the votes that were cast for each candidate during alternative polling days, the system shall count spoiled ballots and shall not count rejected ballots.

Tallying of Rejected Ballots

- 17) At the close of ordinary polling day, the system shall tally the number of rejected ballots that were cast during alternative polling days and the tally shall be delivered to the Returning Officer.

Recount by system

- 18) In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.
- 19) If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by alternative voting.
- 20)
 - a) If the regenerated count and the initial count do not match, the Returning Officer shall:
 - i) Direct one final count be regenerated by the system of the votes cast by alternative voting; and
 - ii) Attend while the final count is being regenerated.
 - b) The regenerated final count pursuant to subsection (a) shall be the final count of the votes cast by alternative voting.

Recount by Court

- 21)
 - a) For a recount, the judge shall only consider the final count by the system, as determined by section 19 or 20, of the total number of votes that were cast by alternative voting for each candidate.
 - b) The final count by the system, as determined by section 19 or 20, of the total number of votes that were cast by alternative voting for each candidate shall be added to the judge's count of the number of votes for each candidate cast by non alternative voting.

Secrecy

- 22) An Election Officer and System Election Officer shall maintain and aid in maintaining the secrecy of the voting.
- 23) Every person in attendance at a polling station, or at the counting of the votes, shall maintain and aid in maintaining the secrecy of the voting.

Other Methods of Voting

24) If voting via the internet through the unsupervised use of a personal computing device is permitted during an election, voting shall be permitted by some other means on each advance polling day and on ordinary polling day.

Severability

25) If a court of competent jurisdiction should declare any section or part of a section of this bylaw to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the bylaw and it is hereby declared that the remainder of the bylaw shall be valid and shall remain in force.

Prohibitions

26) No person shall:

- a) Use another person's PIN to vote or access the system unless the person is a friend voter;
- b) Take, seize, or deprive an elector of his or her PIN; or
- c) Sell, gift, transfer, assign or purchase a PIN.

27) No person shall:

- a) Interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot;
- b) Interfere or attempt to interfere with alternative voting; or
- c) Attempt to ascertain the name of the candidate for whom an elector is about to vote or has voted.

28) No person shall, at any time, communicate or attempt to communicate any information relating to the candidate for whom an elector has voted.

Offences and Penalty

29)

- a) A person who:
 - i) Violates any provision of this bylaw; or
 - ii) Permits anything to be done in violation of any provision of this bylaw is guilty of an offence.
- b) A person who contravenes subsection a) of this section is guilty of an offence and is liable, on summary conviction, to a penalty of not less than five thousand dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of two years less a day, or both.
- c) In determining a penalty under subsection b), a judge shall take into account:
 - i) The number of votes attempted to be interfered with;
 - ii) The number of votes interfered with; and
 - iii) Any potential interference with the outcome of an election.
- d) Pursuant to section 146A of the *Act*.

- i) The limitation period for the prosecution of an offence under this bylaw is two years from the later of the date of the commission of the offence and the date on which it was discovered that an offence had been committed; and
- ii) The Remission of Penalties Act, 1989, S.N.S. c.397, as amended, does not apply to a pecuniary penalty imposed by this bylaw.

MEMORANDUM

To: Mayor Kogon and Members of Council
From: Gregory D. Herrett, CPA, CA – Chief Administrative Officer
Date: 15 May 2017
Subject: Dedicated Tour Bus Parking

The Town has received a letter signed by a number of downtown business owners to provide designated tour bus parking in the downtown area. A copy of the letter is attached.

The issue has been the subject of discussion at the management level and the following suggestions have been made:

- Havelock Street (across from the Royal Bank)
 - Would need to assess any sightline issues as it is close to an intersection
 - It is a straight run for the driver and close to all amenities. Could provide a nice open green visual welcome mat during the summer with the Town Hall lot to be themed and the park across from it tied in with floral etc.
 - Could be designated for buses June 15 – October 15
- Ratchford Street
 - Ample room to accommodate multiple buses and provide an experience where tour buses would need to drive along Victoria street, turn up Acadia St., turn onto Ratchford and park in front of the CCUBIC and Trinity St. Stephens United Church
 - Might be too narrow as there is parking on both sides of the street
- Behind Dayle's
 - May be a reason to maintain public parking behind Dayle's; will support the functions in that building as well.
- Victoria Street (in front of Kim Maddison's property where the outdoor rink was)
 - These spots are vacant most of the time and the area could be spruced up with a couple of benches, planter boxes
- Parking Lot
 - Behind Town Hall – walk up the 'path' between our building and the church

We don't know how many buses are anticipated each year. We don't know when the buses are coming so we could arrange to uncover any potential signage for reserved parking.

I suggest we invite the authors of the letter – members of the downtown business community – to make a presentation on the matter at the June Committee of the Whole meeting, and am seeking Council's direction to invite them.

April 3, 2017

Mayor David Kogon and Amherst Town Council
Town of Amherst,
98 East Victoria Street,
Amherst, NS,
B4H 1X6

Regarding: Designated location for Tour Bus parking in Downtown Amherst

Dear Mayor Kogon,

We are writing to introduce the concept of dedicated Tour Bus parking provision in Downtown Amherst along with such support systems as may be required to accommodate and enhance tour/tourist group experience during Tour Bus stop-over in Amherst.

Providing a dedicated location for tour busses to stopover in downtown Amherst will enhance local business efforts to attract new trade and also show our support for Tour Operators in the region. Having a dedicated point for bus parking allows for safe and convenient off/on-loading of bus passengers. Tour Operators, Drivers and Tour guides all will appreciate this feature and therefore are more likely to make return trips to our Town. Also, having a dedicated location for Tour bus stopover provides opportunity to directly show-case Amherst points of interest and service by means of an information kiosk presentation, right as visitors get off the bus.

Over the past few years a new generation of local entrepreneurs have dedicated themselves to remodelling and repurposing downtown commercial buildings to start new or grow existing business. There have also been investments made in Public Buildings, business buildings as well as our wonderful Church buildings in the downtown area. The Town of Amherst has supported this privately funded revitalization activity with enhancements to the streetscape along Victoria and Church Streets as well as with Victoria Park. We submit to Council that an investment by Town of Amherst in providing a designated location for Tour Bus parking in the downtown area will support increased tourist traffic to Amherst and therefore add value to those recent investments.

Please know we appreciate your consideration on this item and are open to opportunity to make brief presentation to Council on the Tour Bus parking concept. Contact person for this initiative is Don MacLean; cell # = 902,669,2882, e-mail = don.maclea@ymail.com

Sincerely

Don MacLean *Don MacLean*

Cheryl LeBlanc

George Douglas

Donna MacLean *Donna MacLean*

Elizabeth Smith-McCrossin *Elizabeth Smith-McCrossin*

Deanne Fitzpatrick *Deanne Fitzpatrick*

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Gregory D. Herrett, CPA, CA – Chief Administrative Officer

DATE: 15 May 2017

SUBJECT: Conference Attendance – NSPDA Conference

ORIGIN:

Annual conference of the Nova Scotia Planning Directors Association,

LEGISLATIVE AUTHORITY:

Policy 10350-26 Council Conference Attendance and Professional Development

RECOMMENDATION:

That Council authorize Councillor Jason Blanch to attend the NSPDA conference in Halifax, May 17 – 19, 2017.

BACKGROUND:

Paragraph 3 of Policy 10350-26, which was approved by Council on April 24, 2017, states:

3. *To ensure adequate representation and appropriate opportunities for Mayor and members of Council to attend, the following maximum numbers will apply:*
 - d. *NSPDA conference – two of the three members of Council on the Planning Advisory Committee*

Further, paragraph 9 states:

9. *Members of Council wishing to attend other conferences or workshops, including but not limited to those permitted in paragraph 3, will submit the request to the CAO who, together with the Mayor, will determine the appropriateness of the request and recommend approval, or not, to Council who shall make the final decision.*

DISCUSSION:

The NSPDA Conference is being held May 17 – 19 in Halifax. A copy of the conference program is attached. According to the policy, two of the three council members on the Planning Advisory Committee (PAC) are permitted to attend. The three council members on PAC are Deputy Mayor Christie, Councillor MacKenzie, and Councillor Rhindress. One of these three, Councillor Rhindress, is going. Though not on the PAC, Councillor Blanch has expressed an interest in attending the NSPDA conference. (He is not attending the UNSM spring workshop, nor the FCM conference this year.) In accordance with paragraph 9 of the policy, Council shall make the final decision on his request. Councillor Blanch's registration for this conference will not exceed the limit set out in paragraph 3.(d) of the policy (two members), and would be in accordance with paragraph 9.



FINANCIAL IMPLICATIONS:

The cost of attending this conference is estimated to be \$845 per person which includes registration of \$230, accommodations of \$365 and a potential travel claim of \$250. The 2017-18 budget for travel and conferences adequately addresses this.

COMMUNITY ENGAGEMENT:

Expenses of each member of Council are made available to the community by being posted on the Town's website. Community members have the opportunity to engage directly with members of Council to discuss these expenses.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications anticipated.

ALTERNATIVES:

1. Authorize Councillor Blanch to attend the NSAPD Conference
2. Reject the request

ATTACHMENTS:

NSPDA Conference Program

Policy 10350-26 Council Conference Attendance and Professional Development

Report prepared by:

Report and Financial approved by:



TAKE IT to the STREETS

CHANGING THE RULES
So That Everyone Has Room To Move



NOVA SCOTIA PLANNING DIRECTORS ASSOCIATION
LICENSED PROFESSIONAL PLANNERS ASSOCIATION OF NOVA SCOTIA

2017 CONFERENCE

MAY 17-19 | HALIFAX, NS | LORD NELSON HOTEL | 1515 SOUTH PARK STREET

WELCOME

TAKE IT TO THE STREETS: *Changing the Rules so Everyone has Room to Move*

Streets are the basic building blocks of our villages, towns, cities and rural areas. They serve many purposes and many users. Join us to talk about how to make great streets for everyone. Topics include: placemaking and street design, sharing streets among many users, safety, and public health.

Topics include: connection to place, affordable housing, mental health, recreation, age-friendly, downtown revitalization, coastal access, green spaces, food security and energy.

Tara Maguire, MCIP, LPP
President, Nova Scotia Planning Directors Association

Nathan Rogers, MCIP, LPP
President, Licensed Professional Planners Association of Nova Scotia



Gary Toth

Gary is the Senior Director of Project for Public Spaces. He worked for three decades as an engineer with the New Jersey Department of Transportation. He has extensive knowledge of street design, and is a leading expert on creating great streets. Since joining Project for Public Spaces in 2007, he has worked with dozens of communities to create safer and healthier streets based on sound engineering principles. A popular presenter and facilitator, Gary has hosted hundreds of workshops and community meetings

Canadian Institute of Planners/Atlantic Planners Institute Continuous Professional Learning Units (LUs) indicated in the program by the following notation: **1.5**

Some events require fees. In addition to the regular conference registration fee, these are indicated in the program by the following symbol: **\$**

DETAILED CONFERENCE PROGRAM

WEDNESDAY, MAY 17

REGISTRATION DESK

1:00 - 6:00 pm | **Georgian Lounge**

The Registration Desk will be open in the Regency Ballroom, located just off the lobby.

WORKSHOPS

Workshop with John Lewis

1:30 - 4:00 pm | **Room HB4, Dalhousie**

Join Dr. John Lewis for a look at how people with impairments experience our community's public spaces and also learn how to assess and design infrastructure better suited to their needs. Drawing on academic and professional consulting work with urban and rural communities in southern Ontario, workshop participants will explore through active discussion and exercises:

- Concepts that are relevant to accessible public space design – e.g. environmental press, social construction of impairment, inclusive design, etc.
- Changing perceptions and requirements of public space throughout the life course.
- Complementary design frameworks and strategies that exist beyond accessible planning and design.

The workshop will be held at Dalhousie's Sexton Campus in Room HB4, Ralph M. Medjuck Building at 5410 Spring Garden Road. **\$20 3.0**

Planning 101

4:30 - 6:00 pm | **Admiral Room**

This workshop is designed for Planning Advisory Committee Members and Elected Officials and will go over some of the planning tools, legislation, and key concepts that guide the planning and development of our communities. **1.5**

WINE & CHEESE RECEPTION

6:00 - 7:30 pm | **Room HB4, Dalhousie**

Conference attendees are invited to attend a wine and cheese reception hosted by the Graduate Planning Students Society. The reception will be held at Dalhousie's Sexton Campus in Room HB4, Ralph M. Medjuck Building at 5410 Spring Garden Road.

DINNER ON YOUR OWN

HOSPITALITY SUITE

7:00 - 11:00 pm | **Third Floor**

THURSDAY, MAY 18

CONTINENTAL BREAKFAST

7:00 - 9:00 am | Georgian Lounge

REGISTRATION DESK

8:00 am - 6:00 pm | Georgian Lounge

The Registration Desk will be open in the Regency Ballroom, located just off the lobby.

WELCOME & OPENING REMARKS

9:00 - 9:15 am | Regency Ballroom

Keith Irving, MLA Kings South
Sam Austin, HRM Councillor

KEYNOTE ADDRESS: STREETS AS PLACES

9:15 - 10:15 am | Regency Ballroom

Gary Toth, Senior Director
Project for Public Spaces

For decades, we've been building transportation through communities, instead of building communities through transportation. Gary's keynote is about building communities through smarter transportation choices. His approach balances community needs for great spaces to live, work, play and relax with the equally important need to move people within our communities. Re-thinking our streets as places, instead of just asphalt for movement, helps build safer, greener and happier communities - and provides people with more travel choices. Join Gary to learn about the building blocks for great streets and great places. **(1.0)**

REFRESHMENT BREAK

10:15 - 10:45 am | Georgian Lounge

PANEL: BUILDING GREAT STREETS

10:45 am - 12:00 pm | Regency Ballroom

Audrey Muir, CBCL
Elizabeth Pugh, Transportation & Infrastructure Renewal
Neil Lovitt, Turner Drake & Partners
Jessica McDonald, Town of Bridgewater

Our panel will respond to the Keynote Address. There will be a chance to continue the discussion about what we want our streets and communities to look like. **(1.0)**

LUNCHEON

12:00 - 1:30 pm | Imperial Ballroom

Speaker TBA

Description to Follow.

(0.5)

THURSDAY, MAY 18 *continued*

CONCURRENT SESSIONS 1

a) Switch: Open Streets

Frank Palermo, Dalhousie University

For several years, Switch: Open Street Sundays has encouraged people to enjoy Halifax in a new way by walking, biking and moving safely using on-street routes. Switch is about opening streets to a variety of travel options while remaining permeable to vehicles and there are no new infrastructure costs because it relies on existing streets. **(0.75)**

1:30 - 2:15 pm | Regency Ballroom

b) Designing Public Spaces for the Blind

Johanna Stork & Milena Khazanavicius, Canadian Institute for the Blind

This presentation explores best practices associated with designing public spaces that are easily navigable by everyone, with a focus on blind or partially sighted people. **(0.75)**

1:30 - 2:15 pm | Admiral Room

c) Engagement on the Street: Design Consultation Where the Impact Is

Jacob Ritchie, HRM Urban Design Program Mgr.
Bill Campbell, Chair Walk n' Roll Halifax
Kat Kitching, Former PAC Member

While the right of way is a fascinating place: the private development that frames it has a considerable impact on how all users of the right of way are impacted. By sharing our lessons learned and providing access to tools we hope that other municipalities may adopt this "take it to the streets" approach to consultation and break out of the church halls! **(1.5)**

1:30 - 3:00 pm | Britannia Room

CONCURRENT SESSIONS 2

a) Implementing a Complete Streets Approach

Mark Nener, Halifax Regional Municipality
Ali Shaver, Nova Scotia Health Authority
Tanya Davis, Halifax Regional Municipality

The development of Halifax's Integrated Mobility Plan (IMP) has led to renewed efforts to embed a Complete Streets approach in the municipality's street design, construction and maintenance programs. It has become clear to the team that Complete Streets is very much an approach, and not a program or project or a particular type of street cross section. It is a new lens that must be applied in a consistent way to all projects. **(0.75)**

2:15 - 3:00 pm | Regency Ballroom

THURSDAY, MAY 18 *continued*

- b) **How to Write a Pedestrian Safety Policy**
Saira Shah, Masters of Planning Student
Dalhousie University

Commercial developers do not typically consider pedestrians in the design of parking lots and commercial driveways even though, at some point, everyone is a pedestrian on their way to the store. This presentation explores best practices in developing policies and guidelines for parking lots **0.75**
2:15 - 3:00 pm | [Admiral Room](#)

REFRESHMENT BREAK

3:00 - 3:30 pm | [Georgian Lounge](#)

CONCURRENT SESSIONS 3

- a) **It's Not Just a City Issue - Active Transportation for Rural and Small Town Nova Scotia**
Steve Rafferty, County of Kings
Gord Tate, Municipality of the District of Chester

People often have an idyllic image of small town or rural life, and would think that rural communities would be a cyclist's or walker's paradise. In many cases, nothing could be further from the truth. Roads without paved shoulders, poorly maintained roads, and downtowns designed for cars, not people, can make cycling or walking in small towns and rural communities a risky proposition. **0.75**
3:30 - 4:15 | [Regency Ballroom](#)

- b) **Planning for the MacDonald Bridge Bikeway**
David MacIsaac, Halifax Regional Municipality

Although in place since the late 1990s, the MacDonald Bridge Bikeway has not served to promote cycling due to problematic access conditions on both sides of the bridge. In 2016-17 Halifax implemented a comprehensive planning process to increase accessibility for all. This presentation will provide an overview of this planning process, the recommended options, and the lessons learned along the way. **0.75**
3:30 - 4:15 | [Admiral Room](#)

- c) **Physical Activity Citizens Survey**
Elaine Shelton

Local physical activity surveys investigate preferred types of physical activity, common challenges, opportunities and elements of active transportation. They can inform the development or refresh local physical activity strategies. **0.75**
3:30 - 4:15 | [Admiral Room](#)

THURSDAY, MAY 18 *continued*

CONCURRENT SESSIONS 4

- a) **Collisions? Freight and Planning in the Healthy, Livable Community**
Clarence Woudsma, University of Waterloo

The evolution of the freight/logistics industry is identified as a major element of globalization and our modern consumer oriented society. The goal of this presentation is to explore the subsequent tensions or "collisions" that exist between the "goods" and the "bads" associated with the freight activity that shares the streets in our communities. **0.75**
4:15 - 5:00 | [Regency Ballroom](#)

- b) **CBRM Sustainable Transportation Social Marketing Campaign**
Rick McCready, Cape Breton Regional Municipality

In 2013 CBRM, with funding support from the Province of Nova Scotia, retained the services of IndEco Consulting of Toronto to prepare a report on the potential health benefits that could be achieved if levels of participation in active transportation (AT) in the CBRM could be increased. In response a social marketing strategy for alternate forms of transportation was created. The presentation will explore the development of the social marketing strategy and the lessons learned. **0.75**
4:15 - 5:00 | [Admiral Room](#)

- c) **Rural Roads: Working With Private Roads and the Provincial Government**
Jesse Hulsman, Municipality of East Hants

Rural areas have different needs than cities and towns. Join us to talk about some pressing issues in rural municipalities. How do we regulate private roads, and what standards do they need? How do we work with provincial departments? How do we provide sidewalks to encourage walking, and infrastructure for cyclists? **0.75**
4:15 - 5:00 | [Britannia Room](#)

DINNER ON YOUR OWN

MARITIME KITCHEN PARTY

7:00 - 11:00 pm | [Georgian Lounge](#)

Please join for a good old fashioned Maritime Kitchen party. Local musician Daniel Burke will perform for the party – please bring your instrument and be prepared to sing and play along. No experience necessary – just a willingness to have fun and enjoy some Maritime hospitality with your colleagues.

FRIDAY, MAY 19

CONTINENTAL BREAKFAST

7:00 - 9:00 am | Georgian Lounge

REGISTRATION DESK

8:00 am - 12:00 pm | Georgian Lounge

The Registration Desk will be open in the Regency Ballroom, located just off the lobby.

LPPANS ANNUAL GENERAL MEETING

7:30 - 8:30 am | Regency Ballroom

Annual General Meeting of the Licensed Professional Planners Association of Nova Scotia. **(1.0)**

CONCURRENT SESSIONS 5

a) Engineering Regulations and Road Design *Jeff Ward & Mike Connors, WSP Canada*

There is some belief within the planning community that engineers and maintenance personnel, emergency services and transit planners tend to dictate how roads are designed. Somehow, they conspire to dictate that roads must be built to favor cars. This two-part presentation uses examples from the Netherlands and HRM to show that there is more to it than that. **(0.75)**

9:00 - 9:45 am | Regency Ballroom

b) Valuing the Public Realm: Building the Case for Retooling Streets

Neil Lovitt & Alex Baird Allen, Turner Drake & Partners Ltd.

While the automobile initially faced an uphill battle in its bid to find a place in the right-of-way, their presence in our streets today has undoubtedly shaped how streets are designed today. In this presentation we will review the economic case for thinking about streets beyond traffic flow, and highlight new analytical tools that are being used to help build the case for new types of infrastructure and investment in the right-of-way. **(0.75)**

9:00 - 9:45 am | Admiral Room

c) From Ox Cart Highway to National Historic Site: Stories of Planning along the Victoria Trail of Smoky Lake County, AB

Jane Dauphinee & Brad MacDonald, Municipal Planning Services

The Victoria District is a Canadian National Historic Site located along the North Saskatchewan River near Smoky Lake, AB. The primary means for residents and visitors to experience the history and the landscape is by traveling local roads – namely, the Victoria Trail. Our presentation will explore our firm's experience developing a plan from the view of a traveler of the Victoria Trail. **(0.75)**

9:00 - 9:45 am | Britannia Room

FRIDAY, MAY 19 *continued*

CONCURRENT SESSIONS 6

a) Developing Municipal Active Transportation and Health Indicators Reports

Ali Shaver, Nova Scotia Health Authority

Most municipalities lack basic information on Active Transportation - leading to difficulty in justifying projects and measuring progress. This presentation will focus on the development of an Active Transit Indicators report for the Halifax Regional Municipality. **(0.75)**

9:45 - 10:30 am | Regency Ballroom

b) Community Transit Working Group in CBRM

Rick McCready, CBRM

Eric Leviten Reid, New Dawn Enterprises

This presentation seeks to share the experiences of the Community Transit Working Group in CBRM in their efforts to provide improved transit within 5 urban and 2 rural communities across CBRM. **(0.75)**

9:45 - 10:30 am | Admiral Room

c) Update to the Geometric Design Guide for Canadian Roads - What's New?

Geoff Millen, Manager, MMM Group/WSP

This presentation will provide an overview of the changes to geometric design elements and processes resulting from the recent update to the Transportation Association of Canada's Geometric Design Guide for Canadian Roads. **(0.75)**

9:45 - 10:30 am | Britannia Room

REFRESHMENT BREAK

10:30 - 11:00 am | Regency Ballroom

CLOSING KEYNOTE: Of Ubers and Tubers, The Future of Transportation in Nova Scotia

11:00 am - 12:00 pm | Imperial Ballroom

Clarence Woudsma, University of Waterloo

The dizzying pace and scope of technological evolution presents a fascinating future for our communities. In this closing keynote address, our speaker will take us through the inventory of major transportation disruptions coming and explore with us their potential impacts and opportunities for our communities. **(1.0)**

CONFERENCE WRAP-UP & PRIZE DRAW

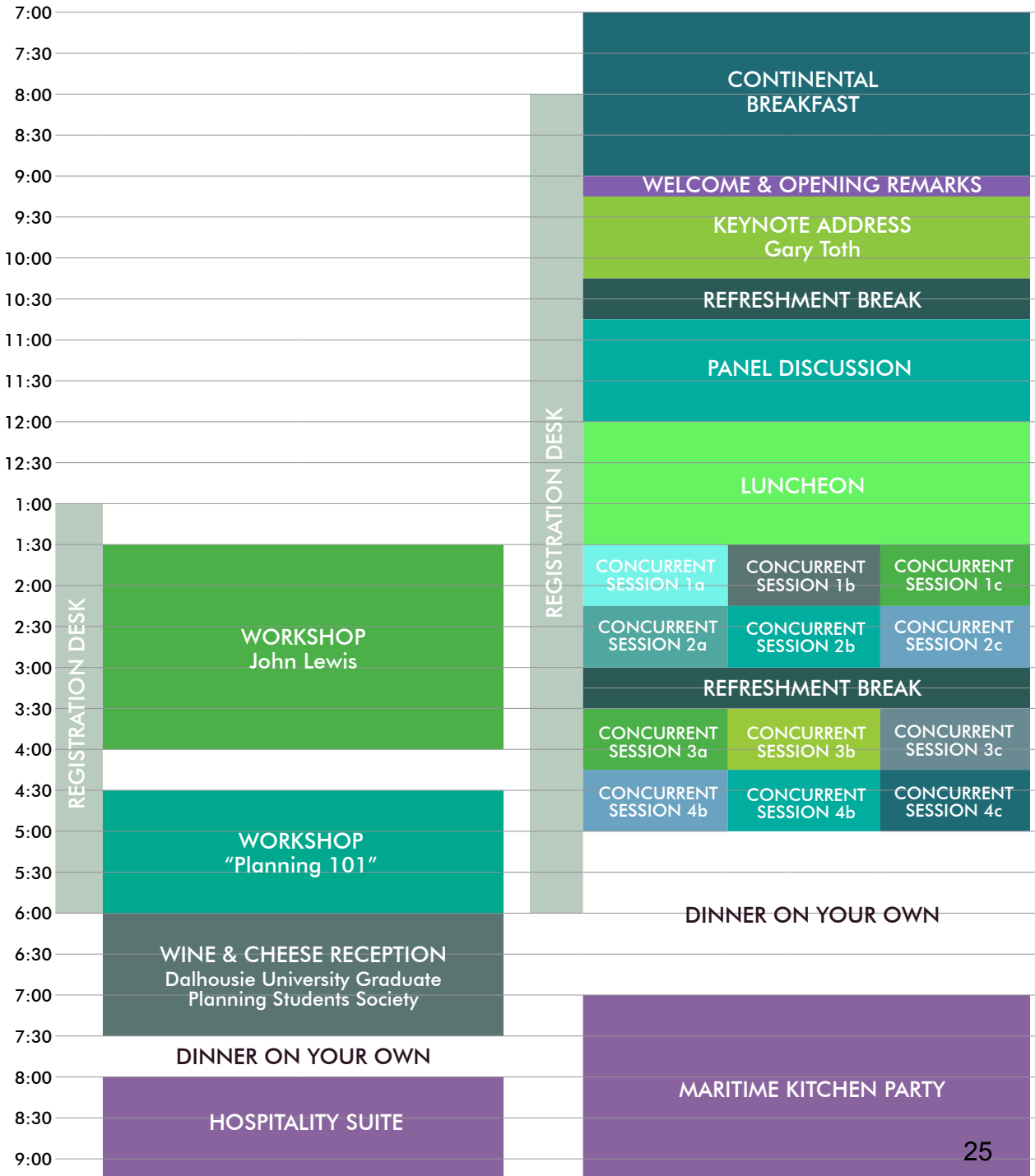
12:00 - 12:15 pm | Imperial Ballroom

A recap of the main conference themes followed by a prize draw for a night's stay at the Lord Nelson Hotel's Premier Suite, complete with a bottle of wine and continental breakfast for two. Conference attendees must be present to be eligible for the draw.

CONFERENCE PROGRAM AT A GLANCE

WEDNESDAY, MAY 17

THURSDAY, MAY 18



FRIDAY, MAY 19

REGISTRATION DESK	CONTINENTAL BREAKFAST		LPPANS ANNUAL GENERAL MEETING
	CONCURRENT SESSION 5a	CONCURRENT SESSION 5b	CONCURRENT SESSION 5c
	CONCURRENT SESSION 6a	CONCURRENT SESSION 6b	CONCURRENT SESSION 6c
	REFRESHMENT BREAK		
	CLOSING KEYNOTE Clarence Woudsma		
	CONFERENCE WRAP UP & PRIZE DRAW		



PRIZE DRAW!

Win a Night at the Lord Nelson

Conference attendees will be automatically entered into a draw to win a night's stay at the Lord Nelson Hotel's Premier Suite, complete with a bottle of wine and continental breakfast for two. The draw will take place at the Conference Wrap-up at 12:00 pm on Friday. The winner must be present when the draw is made.

TAKE IT TO THE STREETS | NSPDA/LPPANS 2017 Mail-In Registration Form
(visit www.lppans.ca to register on-line)



Name	Telephone
Organization	Fax
Position	E-mail
Street Address/PO Box	Province
Community	Postal Code
<p>REGISTRATION FEES (Check One)</p> <p><input type="checkbox"/> \$230 per person (Conference Only)</p> <p><input type="checkbox"/> \$50 per student (Conference Only)</p>	
<p>WORKSHOPS</p> <p><input type="checkbox"/> Planning 101</p> <p><input type="checkbox"/> Workshop with John Lewis (\$20)</p>	
<p>Cheques and money orders only. Please make payable to THE NOVA SCOTIA PLANNING DIRECTORS ASSOCIATION</p> <p>Forward Payment and Registration Form to:</p> <p>Crawford Macpherson, Conference Registrar Municipality of the County of Colchester, 1 Church Street, Truro, NS, B2N 3Z5 Phone: (902) 897-3170 Fax: (902) 843-4061 Email: cmacpherson@colchester.ca</p>	

Major Sponsor



Sponsors



Who Should Attend?

This conference is intended for anyone interested in shaping our communities, in particular planners, municipal councillors, planning advisory committee members, engineers, citizen groups, and municipal staff involved in community development, planning, and sustainability initiatives.

Where?

Lord Nelson Hotel, 1515 South Park Street, Halifax, Nova Scotia. Please book your room early. When making your reservation please mention you will be attending the Planning Directors Conference. For reservations call (902) 423-6331.

Mail-In Registration

To register for this conference, please complete the registration form attached to this brochure or download a form from the www.nspda.ca website and return in to the address shown along with the registration fee.

On-Line Registration

We are pleased to offer on-line registration and payment this year. Please visit www.lppans.ca to register on-line.



For More Information visit:
www.nspda.ca or www.lppans.ca

DEPARTMENT: COUNCIL

TITLE: COUNCIL CONFERENCE ATTENDANCE AND PROFESSIONAL DEVELOPMENT

Minutes reference date: 24 April 2017

PURPOSE:

To set out policy and guidelines for effective professional development for the Mayor and members of Council to ensure proper representation at national and provincial conferences and to allow a fair and equitable schedule for participation at these conferences by the members of Council, including the Mayor.

POLICY STATEMENT:

1. Staff will prepare a list of known conferences and professional development opportunities for Council, including locations, in December for the following year. Typically, this would include Federation of Canadian Municipalities (FCM) annual conference, Union of Nova Scotia Municipalities (UNSM) spring workshop, UNSM fall conference, Nova Scotia Planning Directors Association (NSPDA) conference, the Canadian Association of Police Governance (CAPG) conference, and the joint conference of the Nova Scotia Chiefs of Police Association (NSCPA) and Nova Scotia Association of Police Governance (NSAPG).
2. Members of Council will submit requests to attend conferences by January 15th of each year. Staff will use the submissions to develop a draft annual conference / training plan for Council and advise Council of the existing professional development budget allotment.
3. To ensure adequate representation and appropriate opportunities for Mayor and members of Council to attend, the following maximum numbers will apply:
 - a. UNSM spring workshop –three members of Council;
 - b. UNSM fall conference – all members of Council;
 - c. FCM annual conference – three members of Council
 - d. NSPDA conference – two of the three members of Council on the Planning Advisory Committee
 - e. CAPG national conference – one member of the Amherst Board of Police Commissioners, not necessarily a Council member
 - f. NSCPA/NSAPG fall conference – all three members of Council on the Amherst Board of Police Commissioners
4. In cases where more members of Council wish to attend an event than is permitted as per paragraph 3 above, Council shall determine which members will be authorized to attend.

COUNCIL CONFERENCE ATTENDANCE AND PROFESSIONAL DEVELOPMENT

5. All members of Council will be permitted to attend the UNSM Spring Workshop when it is in the Cumberland Region.
6. All members of Council will be permitted to attend the FCM Annual Conference when it is held in the Maritime Provinces.
7. Each member of Council will be provided the opportunity to attend at least one FCM conference or conference other than those listed in paragraph 3 during their four-year term as long as the content of the conference supports the strategic direction of Council, and attendance has been approved by Council.
8. The Mayor may attend one conference other than those listed in paragraph 3 per year.
9. Members of Council wishing to attend other conferences or workshops, including but not limited to those permitted in paragraph 3, will submit the request to the CAO who, together with the Mayor, will determine the appropriateness of the request and recommend approval, or not, to Council who shall make the final decision.
10. Where budget allows, the Town will support members of Council interested in participating in the UNSM / AMA Leadership Education Modules.
11. For all members of Council attending a conference or workshop on behalf of the Town of Amherst, a brief written report describing the purpose and results achieved must be submitted to Council for information within 60 days of the date of the conference or workshop.

MEMORANDUM

To: Mayor Kogon and Members of Council

From: Councillor Terry Rhindress

Date: May 15, 2017

Subject: FCM Spring Flooding Appeal

Attached is a notice from FCM asking municipalities to consider making a donation to support the Canadian Red Cross in helping communities deal with spring flooding.

I would like the Town of Amherst to make a donation of \$500 to this fund.



Spring Flooding Appeal

Dear members,

Over the past few days, we've watched our colleagues in communities in Quebec, Eastern Ontario, New Brunswick and British Columbia deal with relentless spring flooding. We've seen rising waters damage homes, overwhelm neighbourhoods and upend lives.

FCM and Canada's municipal sector want to express support for our colleagues in the flood-affected areas. Municipalities are on the front lines of extreme weather. When the worst hits, we need to be there for one another — just like we have in the past.

The Canadian Red Cross is already at work in impacted communities, and has set up a fund to help. We're asking municipalities to consider [making a donation](#) to support these critical efforts.

In moments like these, we're reminded of why it's so important for all orders of government to work together. FCM will continue to work with our federal partners to ensure municipalities have sufficient financial support in a disaster. And we continue to stand in solidarity with municipal leaders, local first responders and residents working tirelessly to protect our communities.

Sincerely,

Clark Somerville
FCM President

Find us: [f](#) [in](#) [t](#) [v](#)



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COMMITTEE OF THE WHOLE

CDR# 2017008

Date: May 15, 2017

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Jason MacDonald, Deputy CAO

DATE: May 15, 2017

SUBJECT: Victoria Street Reconstruction Tender Award

ORIGIN:

The Town has received funding from the Clean Water and Wastewater Fund (CWWF) in the amount of \$2,200,000 to re-construct Victoria Street from Rupert Street to Marshview Drive. This work includes replacing the existing water, sanitary sewer and storm sewer lines as well as replacing the sidewalks, curbs and driving surface.

LEGISLATIVE AUTHORITY:

Municipal Government Act Section 65: The council may expend money required by the municipality for (aa) streets, culverts, retaining walls, sidewalks, curbs and gutters; (ak) wastewater facilities and stormwater systems; (al) water systems.

RECOMMENDATION:

That the award of the tender for the Victoria Street reconstruction project to Cumberland Paving and Contracting at their total unit price bid amount of \$2,642,422.00 plus HST be referred to the May 22, 2017 regular meeting for Council’s approval. And furthermore that staff be directed to negotiate a reduction in the amount of work to be completed, based on the unit prices submitted, to reflect the actual budgeted amount of \$2,200,000 including HST as well as project design and supervision services.

BACKGROUND:

In late summer of 2016 the Town was notified that our Clean Water and Waste Water Fund (CWWF) application for the \$2,200,000 Victoria Street reconstruction project was approved. Since that time we have hired consultants to develop the final design and tender documents. Tenders were issued and closed on March 31, 2017, with five bids being received:

Cumberland Paving and Contracting	\$2,642,422.00 plus HST
Beale and Inch Construction Ltd.	\$2,789,499.40 plus HST
Birch Hill Construction Ltd.	\$2,922,214.57 plus HST
Dexter Construction Co. Ltd.	\$3,786,717.00 plus HST
Atlantic Road Construction & Paving Limited	\$4,787,790.00 plus HST



DISCUSSION:

Our consultants have reviewed the submissions for compliance and are recommending that the tender be awarded to the low compliant bidder, Cumberland Paving and Contracting. The contractor has personnel designated to work on the project with experience working on similar projects. The Town as well as our consultant have worked with Cumberland Paving and Contracting successfully on other projects.

FINANCIAL IMPLICATIONS:

Funding for this project is included in the proposed capital budget as carry over items of \$1,467,000 in the General Capital Budget and \$733,000 in the Water Capital Budget.

The total budget for this project is \$2,200,000 (75% funded by CWWF) which includes \$80,000 for engineering design and supervision services. In order to stay within the approved budget for this project staff are recommending reducing the total scope of work to be completed.

Based on the unit prices submitted by Cumberland Paving and Contracting, our engineering consultants have estimated that replacement of the entire infrastructure from Rupert Street to approximately civic address 250 East Victoria can be accomplished within the approved budget. Their estimated price to complete the work to 250 East Victoria is \$2,088,356.93 (including HST, Design and Supervision fees). This will leave a small contingency of approximately \$112,000.

COMMUNITY ENGAGEMENT:

Some community engagement has already taken place with residents of the area during the design phase of the project. Additional engagement, including a public meeting, will take place prior to major construction commencing on site.

ENVIRONMENTAL IMPLICATIONS:

Replacement of the existing 100 year old infrastructure will reduce water loss due to line breaks and reduce the amount of storm water entering the sanitary sewer system. Existing asphalt will be recycled and used for trails, parking lots or other such projects.

ALTERNATIVES:

1. Do not award the tender to Cumberland Paving and Contracting, change the scope of the project, and re-tender.
2. Borrow an additional \$635,676.21 and complete the entire project (approximately \$220,000 of this amount would be in the Water Utility)

ATTACHMENTS:

N/A

Report prepared by: Jason MacDonald, Deputy CAO

Report and Financial approved by:

MEMORANDUM

To: Mayor Kogon and Members of Council
From: Councillor Jason Blanch
Date: May 15, 2017
Subject: Garbage Cans for Dog Waste Collection

I have asked the CAO to add the topic of putting more garbage cans for collection of dog waste around town, outside of the downtown area, to the Committee of the Whole agenda. I have been contacted by a citizen who expressed a need for people who are walking dogs in our community. I would like to know what the cost would be and what locations would be appropriate.

Perhaps Recreation could be involved and promote a dog walking circuit, i.e. a 2 km, 5 km and 10 km route.

MOTION:

That staff be directed to prepare a report on appropriate locations for dog waste receptacles with associated costs, to be presented to Committee of the Whole at the June 19, 2017 meeting.



Walk Way Refuse / Recycling Bins & Dog Bag Dispenser

Inventronics Limited, a Canadian corporation, was founded in 1970, in Brandon, Manitoba, as a custom designer and manufacturer of metal enclosures. For nearly forty years, we have excelled in providing outsourced custom enclosure services for some of the best-known names in the telecommunications and electronics industries. Our products are primarily in service throughout North America but it is not uncommon to find Inventronics enclosures in International infrastructures.

Products Available

1. Single Refuse Bin
2. Single Recycling Bin
3. Single Dog Bag Dispenser
4. Refuse / Dog Dispenser Combo
5. Refuse / Recycling Bin Combo
6. Refuse / Recycling / Dog Dispenser Combo

Specifications

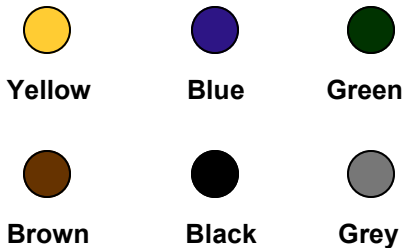
Refuse Bins:

- 14ga CRS Weld Assembly
- Polyester Powder Paint

Dog Bag Dispensers:

- 14ga Galvanized Assembly
- Keyed / 1/4 turn latch
- Polyester Powder Paint

Color Options



Direct Shipping Available
No Minimum Order Quantities

Inventronics Limited

Contact Information
 Dan O'Greysik

1420 Van Horne Ave East
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Phone: 1-888-235-7862
 204-728-2001
 Fax: 204-726-0807
www.inventronics.com

MEMORANDUM

TO: Mayor Kogon and Members of Council
FROM: Bill Schurman, Director of Recreation
DATE: 15 May 2017
SUBJECT: Murals

The Amherst Mural Project was part of a downtown Amherst beautification initiative under the direction of the former Downtown Amherst Revitalization Society (DARS) with several supporting partners including the Cumberland Regional Development Authority, the Province of Nova Scotia, the Town of Amherst, Municipality of the County of Cumberland and other private and community sector partners.

We have reached out to the originators of said initiative, as well as other municipalities with mural projects and are still awaiting more detail into their respective mural projects. To date the city of Moncton shared with us that their murals were installed by an outside art collaborative group called *l'art ici svp*, who are the coordinators of the Inspire Festival in Moncton and that they provide a 3-year insurance policy that they will take care of any tagging or other types of damage to the artwork if it should occur. They also note that during installation of wall murals, they use high quality gripper that is breathable and penetrates the wall by roughly 1 centimeter allowing for wall drainage. The town of Truro also shared that the majority of their murals were created under the old BIDC organization that has since ceased existence several years ago, any maintenance for these would have been arranged by them, but Doug MacKenzie – Director of Parks, Recreation & Culture doesn't think that any maintenance was done on the old BIDC murals.

Recommendation:

- Develop a Mural Restoration Project for preservation of the existing murals.
- Inquiry into restoration of individual pieces by their respective artists regarding the projected costs for restoration and preservation.

Artists:

- Jennifer Morris
- Daren White
- Susan Tooke
- Lesley Ann Johnson

1) Cumberland Craft Association 25th Anniversary



This mural can be found on the backside of the building at 141 Victoria St. It was completed in 1998 by Lesley Ann Johnson. It is painted on a wood surface and attached to the building. It is showing its age, with 2 noticeable small holes near the bottom and several areas where the paint has worn off.

2) Dayle's Department Store



Located at the back of Dayle's Department store, off of Ratchford St. This mural was painted in 2009 by Daren White on a wood surface which is attached to the building. It is in great condition.

3) North Nova Scotia Highlanders



Located at 10 Havelock Street, painted by Jennifer Morris in 2005. This mural is painted directly on the side of the building and is now in a state of decline, with noticeable areas of peeling paint as seen in the above picture. The condition is fair but due to its content and location should be high priority.

4) Great Amherst Mystery



Located at the back of the building on the corner of LaPlanche & Victoria St. this mural was painted directly on the building by Susan Tooke & Richard Rudnicki in 2007. This mural has noticeable peeling in several areas.

5) Building the Aboiteau



Located at 55 Victoria, painted in 1997 by Sarah Ennals. This mural is in good shape with some slight fading and discolouration.

6) Mansour's Mural



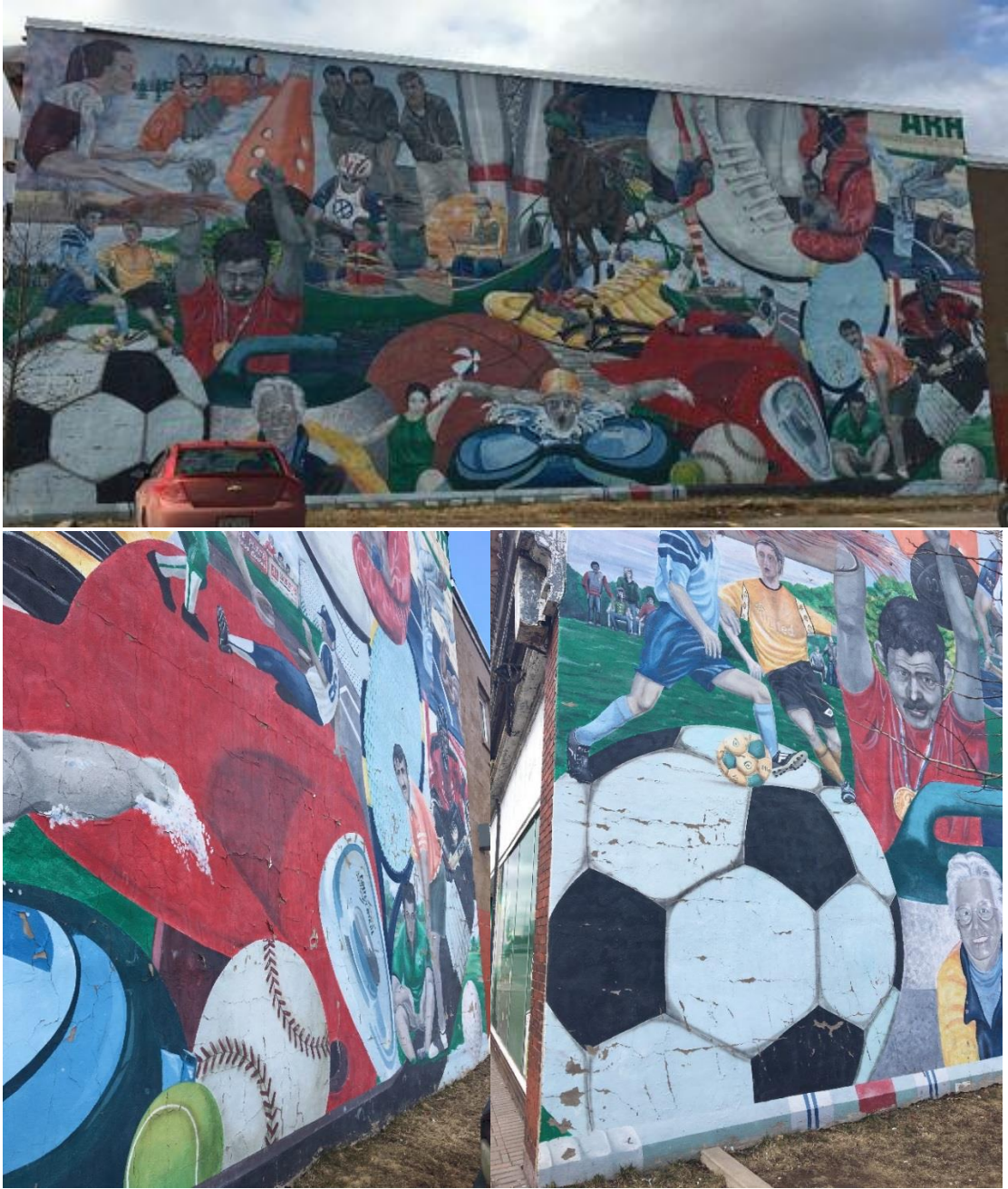
Located at 24 Church painted directly on the Mansour's building. This mural was painted by Lesley Ann Johnson in 1997. Some fading and discolouration has taken place, otherwise the mural is in good condition.

7) Music Mural



Located on the back corner of the Service Canada building at 26 Prince Arthur Street, although it is best viewed from Princess St. This mural was painted by Bruce Rickett & Susan Tooke in 1998 and is beginning to show its age with some areas peeling as well as the base of the painting being removed by the deterioration of the building itself.

8) Amherst in Action



Located on the side of 50 Church St. painted in 2005 by Daren White this mural is beginning to peel in several areas. It is in fair condition.

9) Women's Mural



Located at 26 Prince Arthur St. this mural was painted directly on the side of the building by Susan Tooke in 2002. It is beginning to peel in several areas, most noticeably along the bottom of the building and directly under windows. It is in fair condition.

10) The History of Transportation



Located on the backside of 2 Spring St.- Home Hardware building this mural was painted directly on the building by Jennifer Morris in 1997. It is beginning to peel in some areas but is overall in good condition.

11) Hockey Heritage



Located within the Amherst Stadium at 185 Church St., this mural painted by Jennifer Morris in 2000. This mural is in great condition.

Great Condition:

Hockey Heritage (2000)

Dayle's Department Store (2009)

Good Condition:

Building the Aboiteau (1997)

Mansour's Mural (1997)

The History of Transportation (1997)

Music Mural (1998)

Fair Condition:

Women's Mural (2002)

North Nova Scotia Highlanders* (2005)

Amherst in Action (2005)

Great Amherst Mystery (2007)

Poor Condition:

Cumberland Craft Association 25th Anniversary (1998)

*The North Nova Scotia Highlanders mural is a prominent mural within the town dedicating respect and paying homage to the 486 men who lost their lives in the second world war and features various events involving the North Novas. While the state of the condition is not as poor as some other murals, the nature of this mural places it as the top priority amongst the others.

Monthly Report

Corporate Services

May 2017

FINANCIAL – Council and staff continue to review and discuss the 2017/18 operating and capital budgets, with the goal being to have them approved in May 2017. With our fiscal year ending March 31, 2017 staff are now busy getting ready for the year-end audit.

TAXATION – The 2017 interim property tax bills were mailed in April with a due date of May 31, 2017. Information was included on how to get your property tax and/or water/sewer bills online. Approximately 260 Statements will be sent during May to customers with prior year taxes outstanding.

TAX SALE – We currently have three properties going to our Tax Sale. The Tax Sale is scheduled for Tuesday, May 16, 2017 at 10:00 am in Council Chambers.

ASSESSMENT APPEALS - As of May 1, 2017 there were 116 tax payers appealing their assessment for a total assessment value being appealed of \$49,359,500.

	Number of Tax Accounts Appealed	Total Assessment Value Being Appealed	Appeals Completed as of May 1, 2017	Appeals Withdrawn as of May 1, 2017	Appeals Successful as of May 1, 2017	Loss of Assessment Value	Amount of Revenue Reduction	Nova Scotia Assessment Appeal Tribunal Status
Residential	90	26,283,400	2	1	2	\$33,900	\$553	
Commercial	26	23,076,100						
TOTAL	116	\$49,359,500	2	1	2	\$33,900	\$553	0

WATER/SEWER COLLECTIONS – Water meter reads were completed in April and bills have been mailed with a June 30th due date. Included on the back of the bill was Canada 150 Upcoming Events, as well as an information insert regarding the Special Collection happening May 30 to June 2, 2017. Attention is now being focused on issues arising from the meter reads, such as making appointments for meter repairs. With this quarter only we give water/sewer customers an extra month to pay because the interim property tax bills are due May 31, 2017. Council made this decision several years ago as they did not want both the water/sewer bills and the interim property tax bills due at the same time.

PROCUREMENT – Staff continues to complete existing 2016/17 Capital projects, as well as begin processes for the annual spring procurements for 2017/18. Stats for April procurement are as follows:

	<u>Released</u>	<u>Closed</u>	<u>Awarded by Council</u>	<u>Awarded by Staff</u>
RFQ	1	1	1	2
RFP	0	0	0	0
Tender	3	3	0	0
Other	0	0	0	0
March Totals	4	4	1	2

The new Canadian Free Trade Agreement (CFTA) was released to the public on April 7, 2017. As of July 1, 2017 this Agreement will replace the Agreement on Internal Trade (AIT). Staff are reviewing the Agreement to determine what effects, if any, this will have on the Town's Procurement Policy, or how procurement is processed in general in Nova Scotia.

Monthly Report

Operations

May 2017

Staff have been busy readying the street and sidewalk equipment for spring use, completing repairs to broken signs and setting out benches in the downtown. The street sweeper was out in April cleaning streets, with parking lots and sidewalks to be swept in May.

Water crews responded to two water main breaks in April, one on the Smith Road in Nappan and the other on Anson Avenue in the Industrial Park. When time permitted the water crews continued to work on the capital project for well blow-offs in each of our well chambers at the Wellfield.

The sewer Leadhand was helped by water staff to do regular sewer maintenance such as lift station cleanings, the bi-weekly sampling and twice weekly cleaning at the Treatment plant. Two homes had sewer blockages in their laterals but any problems were proven to be on the private portions of the laterals, which we performed videos on following the plumbers' clearing of the blockages.

The mechanic has been doing number of repairs on Fire Department vehicles this month. He has also been readying Parks vehicles and doing regular safety inspections. Plows have been removed from nearly all our equipment in order to prepare to start lawn repairs, line painting and early urgent water and sewer work.

The tender for the Station Street Storm Water Separation project was awarded in April with work scheduled to start on May 22.

The Annual Water Report and Annual Sewage Treatment Plant Report required by Department of Environment were completed in April and filed with their offices.

During April, seven building permits were issued with a total value of \$711,000. With the Building Inspector / Development Officer position still vacant, the Business Development Officer and the County Building Inspection Service with help from their Assistants continue to maintain service.

Planning staff continue to collaborate with the Recreation Department by supporting the trail society, review of the Active Transportation Plan, as well as the implementation of the Recreation Master Plan. Staff also continue to provide services to the Town of Oxford.

A meeting of the North Tyndal Wellfield Advisory Committee was held on April 25th. The final draft of the updated North Tyndal Wellfield Groundwater Management and Protection Strategy was introduced to the Committee. There were several questions from the Committee, staff are preparing answers for the next meeting which has been scheduled for May 24th at 5:00pm.

Monthly Departmental Report

Amherst Police Department

May 15, 2017

PROFESSIONAL DEVELOPMENT

Outlaw Motorcycle Gangs (OMG) Workshop.

Sgt Brian Gairns attended a two day workshop on OMG. The recent increase in outlaw motorcycle gang activity in Atlantic Canada has made OMGs an intelligence and enforcement priority for law enforcement across the region. Their presence, and the criminal activity associated to their members, is a threat to public safety and has a significant impact on public confidence. As members of the law enforcement community, we must have a coordinated approach to ensure that, in partnership, we can effectively and efficiently combat outlaw motorcycle gangs and other organized crime. The workshop provided information on outlaw motorcycle gang culture and how law enforcement partners can work together to combat OMGs.

NSCPA Spring Conference

Chief Naylor and D/Chief Pike attended the one day spring conference of the NS Chiefs in Truro. D/Minister of Justice Karen Hudson was one of the guest speakers. She advised the DOJ will be conducting two audits this year, Major Crime Investigations and Sexual Assault Investigations. The major crime audit conducted the audit of APD in March and we are awaiting the results. She also provided an update on the review of the Additional Officers Program (AOP). APD currently has three positions funded by the AOP. The review is focused on efficiencies and effectiveness; how and where resources should be deployed. The hope to have initial results of the review available in late June. DOJ is engaged in ongoing discussions at the Federal level on the impacts of the pending legislation to legalize marijuana. The legalization of marijuana will have an impact on policing, and there will be costs associated with them, i.e. training of police to detect impaired drivers, oral screening devices and training.

OPERATIONAL STATS – April 2017

Occurrences: 384	Criminal Code Charges: 66
Impaired by Alcohol: 2	CDSA: 2
Impaired by Drug: 0	Traffic Written Warnings: 28
Traffic Tickets: 26	LCA: 3
Vehicle Checks: 190	Bike Patrol Hours: 0
Foot Patrol Hours: 88h 24m	

SCEU

CC Search Warrants Executed: 0	CDSA Warrants Executed: 0
Other Search Warrant Executed: 2	CC charges laid: 3
CDSA charges laid: 0	Street Value of Drugs Seized: \$
Cash Seized: \$0	Other property Seized: \$

FOCUSED ENFORCEMENT

The focused traffic enforcement for April was Speeding. 13 tickets and 11 written warnings were issued. The focused enforcement for May is intersection offences, i.e. stop signs,

AUDIT – UNFOUNDED SEXUAL ASSAULTS

The audit of the department's unfounded sexual assaults has been completed and a presentation on the results and recommendations was provided to the ABPC. Some minor changes are being made to the report based on feedback and suggestions from the ABPC. We will be inviting community stakeholders to a presentation on the audit and will be extending an invitation to members of Council. The results of the audit will be released to the media at this meeting.

CRIME PREVENTION OFFICER/YOUTH & SCHOOL RESOURCE OFFICER

Sexual Assault Awareness Month

April was Sexual Assault Awareness Month. Csts. Wood and Harrison participated in a kickoff event in Springhill. APD conducted a checkpoint where information was handed out to approximately 500 motorists to raise awareness of this issue. As well one for the "Police Beat" newspaper articles in the Amherst News was on Sexual Awareness Month.

DREAMS TAKE FLIGHT

Dreams Take Flight is a national volunteer charitable organization dedicated to providing the trip of a lifetime to medically, mentally, physically, socially or emotionally challenged children age 6 – 12. With the aid of Air Canada, other national and local organizations and businesses, money is raised to make the dream a reality in Vancouver, Edmonton, Calgary, Winnipeg, Toronto, Ottawa, Montreal and Halifax. Every year children are selected by local volunteers based on the programs criteria and put on a plane bound for Orlando, Florida to spend the day at Magic Kingdom.

Cst. Jason Galloway became aware of the program in 2015. He is the officer who developed our Cops4Kids program. He recognized there were children who had participated in the Cops4Kids program that were eligible to participate in the Dreams Take Flight Program. He was successful in having the department participate in the program. A total of seven children from Amherst have been referred to the program in the past two years.

This year four children were selected and Cst. Galloway volunteered to be a chaperone. The children were driven to the Halifax Airport by Cst. Michelle Harrison in an Amherst PD vehicle. They arrived at the airport at 2:00 a.m. Each child was outfitted in brand new adidas, Nike, Reebok or New Balance sneakers and given new clothes for the day, which included a pair of shorts, t-shirt and hat. They met their chaperones (chaperones assigned are from a different location than the children) and were introduced to the doctor and nurses accompanying the group to Florida.

By 5:00 am they boarded a Boeing 767 donated by Air Canada on a direct flight to Orlando. The flight was filled with Disney songs and movies. Many of the children have never been on an airplane before so the flight itself was an adventure for them.

When the flight landed in Orlando they were met by a contingent of police cars and fire trucks on the tarmac. They boarded Disney Magic busses and were brought to the gates of Magic Kingdom.

Each chaperone was provided with a \$350 meal card to feed themselves and the four children assigned to them. They were also given a "genie" pass that essentially gave them priority seating on any ride allowing them to go to the head of the line at every ride or show.

At 7:30 pm everyone met at the flag pole on "Main Street USA" and boarded the tram to take them back to the busses. They cleared Canadian customs right on the Tarmac and boarded the plane for home. In every seat was a Dreams Take Flight blanket and pillow and each child was given a new Mickey Mouse hoodie to snuggle into.

When they arrived in Halifax they were given a gift bag that consisted of more Disney goodies like pins and pens, a new backpack/book bag and also a novel. They were then turned over to their parents after approx 28 hours of non stop entertainment.

POLICE WEEK 2017

Police Week 2017 is from Monday May 15th – 21st. We are hosting the Police Week display at the Amherst Centre Mall again this year. We invite you to drop by and visit the displays of APD and our community partners.

Monthly Departmental Report
Recreation / Culture / Programming / Communications
May 15, 2017

Marketing & Communications

The month included event coordination, daily communications and preparing marketing collateral for the upcoming tourism season. Various media releases were distributed based on Town news and events were promoted and executed, such as Earth Day, 100th anniversary of Vimy Ridge, Law Week and two excellent performances at Trinity St-Stephen's United Church by Mount Allison Choral Society and Symphony Nova Scotia . A community support grant was awarded to the Amherst Aerials Gymnastics Club and results of April's Regular Council meeting were communicated as well as the monthly coordination of the national anthem singer and AYTC representatives. Remarks and a presentation was developed with the County of Cumberland for the Chamber AGM followed by promotion, preparing remarks, venue set-up, nominee bios and photo taking for the Volunteer and Athletic Recognition Ceremonies. Amherst attended a Fundy Connect Meeting in early April and organized collateral, booth set-up and resources for the annual Home Show. Preliminary brochures for Amherst's dining guide, quarterly newsletter and Community Credit Union Business Innovation Centre were developed, and Recreation documents were drafted in regard to the 2017/18 Budget, as well as department presentations for Council. Promotion of the 2016/17 No Fee Ice Pilot Project Evaluation survey was ongoing as well as restocking inventory for Town and Council Chambers.

Active Living/Healthy Community

Organized the Volunteer Appreciation Reception and the Athletic Achievers Ceremony where over 100 recipients were recognized by Mayor and Council. Attended a preliminary planning meeting for National Aboriginal Day celebrations, Bike week planning meeting and meeting with Charlie Rhindress regarding the Great Amherst Mystery Project. Assisted with summer student job interviews and began work on summer family first program. Coordinated an Amherst Cumberland Multisport meeting and took part in the planning and setting up of the Town of Amherst Booth for the Cumberland County Home & Garden Show.

Horticulturist

Earth Day was a big part of April in the horticulture world. Planning and preparations for this event along with collaborative efforts between the Town, the Great Nova Scotia Pick Me Up, Cumberland Landfill Facility and Miller Waste made our Earth Day event at the Stadium a success. More than 30 people volunteered to help tidy up the town, as well as take advantage of the compost donated by the Cumberland Landfill Facility. The horticulturist was actively involved in Summer Student interviews as well as in training and overseeing summer student's efforts to enhance Town beautification. Horticulture was involved with the planning and setting up of the Town of Amherst booth for the Cumberland County Home & Garden Show.

Facilities

Amherst Recreation Facilities were well in use the month of April. The Stadium hosted two Maritime Hockey League Playoff games. The Stadium also hosted two Atlantic Hockey Group Tournaments. Through the no fee youth ice pilot project, 117 hours of ice were used. The Stadium hosted a ringette event that attracted teams from the Maritimes. CCMHA hosted the "3 on 3" hockey program and the Atlantic Hockey Group Novice Penguins and Atom Penguins used ice time.

The ice was taken out during the weekend of April 22 to prepare for the Cumberland County Home and Garden Show which took place April 28, 29 and 30.

Stadium ice was used for a total of 166 hours which included 42 hours of family first no fee public skating, 25 hours for the Amherst Skating Club and 32 hours for CCMHA under the no fee youth ice pilot project. The evaluation model of the Youth Ice Pilot Project is currently under way. The walking track was available for 305 hours at no charge to users. The Stadium's public skates, ongoing promotions, maintenance and flexible walking track hours are in support of Amherst's Physical Activity Strategy. The goal of being the most active healthy community in the province is communicated daily. Maintenance staff also started outdoor green space cleanup with the focus on picking up litter and preparing properties for spring use.

Business Development

Business Development continues to provide ongoing guidance and advice to existing and potential commercial development prospects, which include the promotion of Amherst as an attractive place to locate, expand, and invest. This also includes the provision of general location and specific site analysis, as well as, providing referrals to other service providers in the area. With the Building Inspection/Development Officer position currently vacant, Business Development has had to play a larger role in property development approvals and coordinate with the County Building Inspections Department. In addition, specific ongoing projects include the train station transfer, the Net-Zero/Smart-Grid Energy project, and the Commercial Assessment Phase-In Bylaw.

Staff continue to meet with regional stakeholders including: ACOA, CBDC, CANSA, NSCC, Cumberland County, Chambers of Commerce, and the Business Connector to share information, ideas, and look for ways to collaborate. Review of the 2014 Shared CED Strategy with Cumberland County counterparts is ongoing with a view to update the document and take stock of action items that are complete, ongoing, and yet to be completed. Staff introduced the strategy to the regional stakeholders with the intention of identifying areas of the strategy where stakeholders may play a role. At the last stakeholders meeting there was general consensus that the shared presentation by the Mayor and the Warden at the Chamber of Commerce AGM sent a positive message that improving the overall prosperity of the region is best addressed by the municipalities working together.

Monthly Report

Fire Department

May 15, 2017

Responses

Town of Amherst – 8 events

- 1 Rescue from a height
- 1 Medical assist
- 1 Wildland fire
- 5 Air quality check

Contract area (District 2) – 9 events

- 2 Motor vehicle accidents
- 1 Fire alarm system activations
- 2 Medical assist
- 4 Wildland fire

Fire inspections:

8 fire inspections were completed during this period.

Professional development:

On April 8th and 9th the Fire Chief attended the Fire Service Association of Nova Scotia conference in Truro. The theme of this conference was “Dealing with Special Needs and Unique Situations”. Some of the topics during this conference included the following:

Halifax Regional Fire Department	Presented on how to best deal with displaced animals during major emergency events.
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NS Department of Natural Resources	Presented an update on their wildland resource reporting system and rates for the 2017 season.
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NS Office of the Fire Marshal	Fire Marshal Fred Jeffers presented on the adoption of the 2015 National Fire Code of Canada by the Province of Nova Scotia. This will take place on May 1 st , 2017.
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NS Public Safety and Field Communications	Presented an update on the trunk mobile radio system (TMR2), upcoming software changes, and the addition of interoperability with resources in New Brunswick and Prince Edward Island.
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Autism Nova Scotia	Presented a session called “Autism and First Responders, Fire Fighters as a Focus”. This provided great insight as to how to best handle individuals with autism at emergency scenes.
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Critical Incident Stress Management Nova Scotia	Presented an update on the current challenges that face emergency services in our province today and communicated what their current operational goals are.
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