



**Town of Amherst
Committee of the Whole**

Date: **Monday, February 26, 2018**
Time: **4:00 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. Call to Order	
1.1 Approval of Agenda	
2. In Camera	
2.1 Approval of In Camera Agenda	
2.2 MGA 22(2)(f) Litigation	
2.3 MGA 22(2)(A) Municipal Property	
2.4 MGA 22(2)(e) Contract Negotiations	
2.5 MGA 22(2)(e) - Contract Negotiations	
2.6 MGA 22(2)(c) - Personnel	
3. Council Direction Requests	
3.1 Community Support Grants (7210)- HERRETT - To be distributed	
3.2 Adhoc Tourism Strategic Planning Committee Terms of Reference	1 - 4
3.3 General Accounts Receivable Write-offs	5 - 7
4. Information Items	
4.1 Mandatory Use of Helmets - Amherst Stadium - SCHURMAN	8 - 9
4.2 Smart Grid / Smart Community Pilot Project Feasibility Study (4023) - FISHER	10 - 10
4.3 Urban Mayors Meeting - Mayor Kogon Verbal Update	
5. Monthly Reports	
5.1 Corporate Services	11 - 11

5.2	Operations	12 - 12
5.3	Police Services	13 - 14
5.4	Recreation	15 - 18
5.5	Fire Services	19 - 19

6. Adjournment

MEMORANDUM

TO: Mayor Kogon and Members of Council
FROM: Gregory D. Herrett, CPA, CA
Chief Administrative Officer
DATE: February 26, 2018
SUBJECT: Adhoc Tourism Committee Terms of Reference

The purpose of this memo is as a follow up to the appointment of Councillor Jones to the Adhoc Tourism Committee that was discussed at the most recent Joint Council meeting.

Late last week, BDO Rebecca Taylor and I met with Steve Ferguson of the Municipality of the County of Cumberland to discuss tourism and to discuss the work of the proposed committee. Attached is the proposed terms of reference for the committee.

It is recommended that Council forward this terms of reference to the February 26, 2018 meeting of Council for approval and that the Council approval be communicated to the Councils of the Town of Oxford and the Municipality of the County of Cumberland.

Tourism Strategic Planning Committee Terms of Reference

Objective and Term

The objective of the Tourism Committee is to develop a Tourism Strategy that will maximize the value of tourism to the economy of the Cumberland Region.

It is expected that the Committee will exist for 8-12 months. The work of the Committee will be complete when all three Councils adopt the plan.

Process

The Committee will generally follow the process set out in the in the document “A Guide to Community Tourism Planning in Nova Scotia” which was created by “The Economic Planning Group of Canada,” in collaboration with the Province of Nova Scotia. This document can be found at the web-site below:

https://tourismns.ca/sites/default/files/201701/final_a_guide_to_community_tourism_planning_in_nova_scotia_nov_2013.pdf

Committee Composition

The membership of the Committee will be as follows:

Voting:

- 2 Council members from the Municipality of Cumberland
- 1 Council member from the Town of Amherst
- 1 Council member from the Town of Oxford
- 1 representative from the Nova Scotia Indigenous Tourism Enterprise Network (NSITEN)
- 1 representative from Fédération acadienne de la nouvelle-ecosse (FANE)
- 6 tourism industry representatives

Non-Voting:

- 1 staff member from each municipality
- Tourism Nova Scotia (TNS) representative

The Municipality of Cumberland will provide a recording secretary. Other staff members from each municipal unit may be asked to attend meetings to assist the Committee as required.

Committee Member Selection Process

Tourism Committee members will be selected as follows:

- Municipal Councils will each select their own representatives.
- Staff members will be appointed by the CAO of each municipality.
- Applications for industry representatives will be solicited using radio, newspaper, and municipal websites. Interested citizens will be invited to submit a letter of interest and experience.
- The staff and Council members appointed to the Committee will review the applications and select 6 industry representatives.
- NSITEN, FANE and TNS will each be asked to appoint a representative.

Functioning of the Committee

The Committee will elect a Chair and Vice Chair from amongst its members.

A quorum consists of a majority of the members of the Committee. It is anticipated that decisions of the Committee will be made by consensus.

The Tourism Development Officer for the Municipality of Cumberland will be the primary staff resource for the project and will tend to the following:

- Coordinate meetings and workshops.
- Prepare for meetings which will include; creating agendas, conducting research, and gathering information to prepare reports for the Committee and for Councils.
- Manage documents.
- Communication.
- Arrange for meeting space and all necessary materials.
- Arrange for special presentations and guest speakers.
- Create the text for the Tourism Plan.

Location of the Meetings

The Committee meetings will normally be held at the Municipality of Cumberland office in Upper Nappan, however, there may be meetings at other locations.

Frequency of Meetings

It is expected the Committee will schedule regular monthly meetings, or meet at the call of the Chair.

Meetings will be held during normal business hours, however, special workshops and meetings may be held on weekends or evenings.

DRAFT



COMMITTEE OF THE WHOLE

CDR# 2018065

Date: February 20, 2018

TO: Mayor Kogon and Members of Council
SUBMITTED BY: Vince Arbing, CPA, CA, Director of Finance
DATE: February 20, 2018
SUBJECT: Write-off Uncollectable Accounts Receivable

ORIGIN: Staff's analysis of aged accounts receivable listing

LEGISLATIVE AUTHORITY: Tax Collection Policy #03800-01

RECOMMENDATION: That the write-off of uncollectable accounts in the amount of \$4,217.36 be referred to the February 26, 2018 regular meeting of Council for approval.

BACKGROUND: Staff have identified the attached listing of accounts as being uncollectable. All reasonable collection efforts have been exhausted. The last time any accounts were written off was in 2014.

DISCUSSION: Staff wants old accounts that are uncollectable to be taken off of the books so staff can concentration on the accounts that are collectable. This is an established process used in sound financial planning for reconciliation of accounts.

FINANCIAL IMPLICATIONS: These accounts have been allowed for in our valuation allowance and therefore will not affect the bottom line.

COMMUNITY ENGAGEMENT: No community engagement contemplated at this time.

ENVIRONMENTAL IMPLICATIONS: None

ALTERNATIVES: Do not write off accounts and direct staff to continue with their collection efforts.

ATTACHMENTS: List of uncollectable accounts.

Report prepared by: Vince Arbing, CPA, CA, Director of Finance

Report and Financial approved by:



Town of Amherst

List of Uncollectable Accounts Receivable

January 31, 2018

Water Write-offs - \$3,129.08

All of these account went into receivership/bankruptcy and therefore cannot be legally collected. Water charges are not a lien on the property. Sewer charges are and the sewer portion was transferred to the property tax account and subsequently paid. The good news is these properties (with the exception of Coop Atlantic) have new owners with new water accounts and are up to date with payments. Coop Atlantic property is in the hands of the Business Development Bank of Canada with a new water account and are also up to date with payments. The Ana Nova properties (commonly referred to as the Dickey Street apartments) are now being renovated and will receive a new life.

	NAME	ADDRESS	INTEREST	2016/17	2015/16	TOTAL
1.	Novana Investment Group Inc.	7 Dusker Way	7.43		80.64	88.07
2.	Co-op Atlantic	9 Lawrence Street		7.30		7.30
3.	Co-op Atlantic	17 Lawrence Street		514.35		514.35
4.	Ana Nova Realty Group	80 Rupert Street	18.17	503.50		421.67
5.	Ana Nova Realty Group	15 Donald Avenue	15.96	354.83		370.79
6.	Ana Nova Realty Group	21 Dickey Street	42.70	948.20		990.90
7.	Ana Nova Realty Group	15 Dickey Street	10.93	243.09		254.02
8.	Ana Nova Realty Group	10 Dickey Street	7.83	474.15		481.98
			TOTAL			3,129.08

Business Occupancy Taxes from 2009 - \$643.00

Back in 2009/10 when the Business Occupancy tax was phased out, we had approximately \$88,500 outstanding on several accounts. By working with the owners and entering into payment arrangements everything was paid off except one account – Nibs New and Used Furniture and Appliances owned by Kevin Nelson. Business Occupancy Tax is not a lien on the property and therefore it is hard to collect. When the Business Occupancy Tax was phased out, Nibs outstanding balance was \$2,079.89. From 2010 to 2016, Nibs paid \$2,220 while \$832 was added to the account in interest charges. The balance outstanding as of January 31, 2018 is \$643. This account was placed with the Provincial Collection Agency a couple of years ago. Only one payment of \$50 was paid in June 2017. The Collection Agency has basically given up and the account is technically statue barred. One way to look at this is that he paid the original outstanding balance of \$2,079.89 plus some interest. We are only writing off interest of \$643.

Miscellaneous Tax Accounts - \$445.28

	NAME	ADDRESS	INTEREST	2016/17	2015/16	2014/15	TOTAL
1.	Chris Myers	Parrsboro	16.24		140.30	140.30	156.54
2.	Amanda Roberts	27 Foundry Street				70.00	70.00
3.	McCully Market & Things	115 E. Victoria St	12.76		100.00		112.76
4.	Dennis Dufault	46 Prince Arthur St	1.98		48.75		50.73
5.	Pet's Unlimited	142 S. Albion St	5.25		50.00		55.25
			TOTAL				445.28

1. Chris Myers – 1 hour ice rental in 2015. Not a regular user, from Parrsboro. Apparently there was a mix up and half of the guys left the stadium thinking it was cancelled. Refusing to pay.
2. Amanda Roberts – ticket for trip to Crystal Palace in 2014 as part of the Town's Recreation Summer Program. Unable to collect.
3. McCully Market & Things – Blueberry Harvest Festival sponsorship 2015. Out of Business now so unable to collect.
4. Dennis Dufault – From 2015. Amherst Police charges for a personal criminal records check. Dufault was living in Amherst then moved to Halifax. Unable to get address or phone number. We did have an email address for him and sent him the statement by email on December 15, 2015 and February 18, 2016 with no response. Unable to collect.
5. Pet's Unlimited – Amherst Police Charges for a 3rd consecutive false alarm response. Out of Business now so unable to collect. Relates back to 2015.

MEMORANDUM

TO: Mayor Kogon and Members of Council

FROM: Bill Schurman, Director of Recreation

DATE: February 14, 2018

SUBJECT: Mandatory Use of Helmets

Currently all public skating at the Stadium is subject to the attached guidelines. Recreation staff are assigned to monitor public skating and to insure public skating guidelines are respected.

Public skating guidelines are to be posted on all Stadium bulletin boards as well as all dressing rooms used for public skating.

Recently, during the updating of the Physical Activity Strategy, discussions were held with the Province (Communities, Sport & Recreation) on the need to seek support to purchase CSA helmets. These helmets could be loaned to those attending public skating who do not have a helmet or who may not be able to afford a helmet. We are pleased that we have now received notification from the province that support is forthcoming to allow for the purchase of 20-25 helmets. Once received, these helmets will be made available for all public skating.

While the use of CSA helmets are strongly suggested now for all public skating, we would plan to present a public skating helmet policy for Council to review in April, with the suggestion should Council agree, to have CSA helmets mandatory for at least youth by August of 2018.



Town of Amherst Public Skating Guidelines

These guidelines reflect the Town of Amherst's commitment to providing and maintaining a healthy and safe environment for all its employees, residents, visitors and stakeholders.

All participants in public skating programs must respect the following code of conduct.

- Children 8 years & under must be supervised and accompanied by a guardian 14 years or older.
- Skaters should be in constant flow during public skating and skate in the same direction as all skaters.
- Food or drink on the ice surface or in the player's bench seating area is not permitted.
- Horseplay/Games are not permitted.
- Skating backwards is not permitted.
- Erratic/excessive speed skating is not permitted
- Sticks, pucks, balls or other items which may interfere with the safety of any skater while on the ice surface are not permitted.
- Sitting on the boards is not permitted.
- All participants must be wearing skates while on the ice surface.
- Use of CSA approved helmets designed for ice skating are "Strongly" recommended.
- Use of approved skating aids will be permitted on the ice during applicable general public skating programs.
- Excluding helmets, hockey equipment is not permitted.
- Wheelchairs are permitted on the ice surface once the wheels have been cleaned.
- Persons accompanying those in wheelchairs on ice sledges must wear skates.
- Recreation Department staff are to be respected, and are responsible for enforcement of guidelines at all times.
- Ice resurfacing will be at the discretion of Recreation department staff, based on use, participant numbers, ice conditions and safety considerations. In general the ice will be flooded every 60 minutes. No person will be permitted on the ice during resurfacing.
- At the sound of the buzzer, all skaters must exit the ice surface.

Enjoy your experience Public Skating is provided free of charge by the Town of Amherst, through its physical activity strategy. More information call 902-667-6500 or amherstrecreation@amherst.ca

MEMORANDUM

To: Mayor Kogon and Members of Amherst Town Council
From: Andrew Fisher, Manager of Planning & Strategic Initiatives
Date: February 26, 2018
Subject: Update: Net-Zero / Smart Grid Feasibility Study & NS Power Project Application

The purpose of this memo is to provide a status update on the above noted study.

A rewrite of the study commenced in December 2017, and has been divided into three separate sections or reports: 1) Net Zero Energy Assessment, 2) Smart Grid Application Assessment, and 3) Load Shedding Assessment. Drafts of the first two reports have been reviewed by the team, and final drafts were due last Friday February 23rd. A team review meeting of the third section was also scheduled for the 23rd. It is anticipated that a final report will be complete by early-mid March, with a presentation for Council in March or April.

Running in parallel with the creation of this report has been the development of an application by Nova Scotia Power to Natural Resources Canada under the Smart Grid Energy Demonstration and Deployment program. This is a \$100 million fund intended for utility-led projects that demonstrate smart grid technologies and system deployment. The project will be evaluated on the following outcomes:

1. GHG emission reductions
2. Economic and social benefits
3. Improved asset utilization and increased efficiency
4. Increased grid reliability and resiliency
5. Increased system flexibility and renewable energy penetration
6. Maintained cyber security

Information being developed in the Net-Zero / Smart Grid Feasibility Study is being fed directly into the NRCAN Smart Grid application. The NRCAN fund deadline is March 4th. The details and costing of the NS Power project and the town's role are currently being defined. At a high level, the project would involve implementing efficiency retrofits in the stadium, sewage treatment plant, fire hall, library, and the LED Roadway Lighting facility. Installation of solar, battery storage, and control systems would also be undertaken. The project would also involve installation of 5 smart chargers, and would offer incentives for the town and private citizens/companies to own electric vehicles.

The approach by staff has been to express the town's interest in being a partner in this project; however, we have repeatedly explained the town's budgeting process and limitations. Staff have also made clear that any changes to or installations within town-owned facilities will need to be fully vetted and approved by Council. At this point in time, NS Power intends to list the town's contribution as in-kind, with the details to be sorted out in due course. As such, the Town has not committed itself to anything concrete at this point in time.

At staff's request, NS Power representatives have agreed to make a presentation to Council to explain the project, which is likely to take place in March.

Monthly Report

Corporate Services

February 2018

FINANCIAL - The 2018/19 budget process continues with the Treasurer and CAO making necessary adjustments and revisions. The goal is to begin budget discussions with Council in late February / early March 2018.

INSURANCE SERVICES – The Request for Proposals closed on January 26, 2018 with 3 proposals being received. The evaluation will be done by staff with a recommendation to Council in March for an effective date of April 1, 2018.

2018 TAX SALE BY TENDER - 3 properties are being advertised for Tax Sale by Tender with a closing date of March 6, 2018 at 11:00 a.m. The properties include 3 Fullerton Street, 26 Park Street and 23 ½ West Pleasant Street, all properties that did not sell at the Tax Sale on December 12, 2017. Council has approved these properties for Tax Sale by Tender.

2018 SPRING TAX SALE – 11 Final Tax Sale notices were sent on February 5 with a response date no later than February 23, 2018. Those who don't respond will be sent to our solicitor on February 26 for title search. The Tax Sale date will be Thursday, May 22, 2018 at 10:00a.m. in Council Chambers.

2018 ASSESSMENT APPEALS - Assessments were mailed out mid-January by PVCS. The appeal deadline was February 15, 2018 at midnight.

WATER/SEWER COLLECTIONS – Water bills have been sent with a due date of February 28, 2018. Bills have also been prepared and sent to our flat water customers as well as any miscellaneous accounts that were not read during the mass meter reads (for example, broken meters). Follow-ups are being made with those customers who made payment arrangements during the last disconnection round.

PROCUREMENT – Procurement continues to work with departments preparing the balance of the capital budget procurement items, along with the annual procurements for winter operations. Work is ongoing for those contracts due to expire March 31, 2018, and work has begun for recurring capital and operational projects.

The ongoing review continues of vendors for “good standing” status for WCB, liability insurance and where appropriate, Nova Scotia Construction Association.

Procurement stats for the month of January are as follows:

	<u>Released</u>	<u>Closed</u>	<u>Awarded by Council</u>	<u>Awarded by Staff</u>
RFQ	3	3	0	2
RFP	3	5	1	2
Tender	1	0	0	0
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Totals	7	8	1	4

Monthly Report

Operations

February 2018

There were a total of six snow plowing events in January, with three downtown clean-ups taking place. A total of 193 hours of street plowing was completed, and the sidewalks were plowed a total of 170 hours. 62 hours were also spent maintaining the outdoor rink.

The Water crews have been busy performing daily maintenance, weekly testing and repairs as well as a number of new meter installations and repairs. Monitoring and upkeep of the chlorine building and well field has also been on-going. Throughout the water reservoir replacement project, water crews have been aiding the contractor with the installation of various apparatus at the reservoir site as well as the four new pressure reducing valve locations. There were also 5 water main breaks during the month requiring the Water crew's attention. In addition, Water crews aid in all aspects of snow and ice removal during and after snow events.

The Sewer crew spent a lot of time in January performing repairs and maintenance on our lift stations caused by the large amount of rain and snow melting we have had. One of the pumps at the Racetrack Road lift station was required to be removed and sent away to get repaired. With the freeze / thaw events taking place, catch basins had to be cleared of snow and ice in advance of warmer weather and rain to ensure that the storm water could flow away. In addition, Sewer crews also aid in all aspects of snow and ice removal during and after snow events.

The Reservoir Replacement project continues to proceed with a projected construction completion date of March 2nd, with commissioning to occur in the last two weeks of March. Currently all of the PRV chambers have been installed and the two new reservoirs are under construction. February will see the completion of the mechanical work in the various PRV chambers and the completion of the two reservoir structures. Right now it is expected that we will meet the CWWF deadline of March 2018. A public information session was held on February 6th to provide information on the project.

A total of five building permits were issued during the month of January with a total value of \$237,000. There were no new dangerous or unsightly files opened. Two files were closed, bringing the total number of files ongoing to three.

Planning staff are facilitating a land use bylaw amendment dealing with signage in the downtown core area district that will come for Council's considering in February. Staff also continue to play a central role in all development and permitting as the new Building Inspector continues to get up to speed. Planning & Development services continue to be provided for the Town of Oxford. Strategic projects include an update of the draft Active Transportation Plan. Planning staff also have a lead role in business development activities such as the train station transfer, the Net-Zero/Smart-Grid Energy study, and the Commercial Phase-in Bylaw.

Monthly Departmental Report

Police Department

FEBRUARY 2018

PROFESSIONAL DEVELOPMENT

Trauma Informed Practice and Response – Avalon Sexual Assault Centre: On January 12th, D/Chief Dwayne Pike, S/Sgt Scott White, Sgt David Lepper, Cst Michelle Harrison and Cst Tom Wood attended training hosted by Avalon Sexual Assault Centre. The 5 hour training session provided an introduction to the various aspects of trauma and sexualized violence including the neuro-biology of trauma, trauma informed practice and response, working with marginalized populations and the programs and services provided by Avalon. The training provided reflects the change in approach when dealing with victims who are exposed to trauma and understanding the effects that trauma has on victims.

Drug Investigative Technique Course – Canadian Police College: From Jan 22-Feb 2nd, Constable Aaron Graham, currently assigned to the Cumberland Street Crime Unit, attended a 10 day course at the Canadian Police College on Drug Investigations. This course covered topics which covered the natural progression of a drug investigation, including warrants, source handling, surveillance and searches. The cost of the course was covered by the Nova Scotia Department of Justice as a result of collaboration with the NSCPA Drug Committee. Constable Graham was one of 7 candidates in the province selected to attend.

PERSONNEL

Resignation of part time dispatcher. Daniel Beaton, our part time dispatcher, has resigned. As part time dispatch, Daniel covered sickness, vacations and other shortages. Charlie Munro, our newest part time officer, had expressed an interest in working dispatch shifts and has been added to the roster for dispatch training and shift coverage.

OPERATIONAL STATS

January 2018

Occurrences: 371	Criminal Code Charges: 39
Impaired by Alcohol: 0	CDSA: 0
Impaired by Drug: 1	Traffic Written Warnings: 20
Traffic Tickets: 31	LCA: 1
Vehicle Checks: 121	Bike Patrol Hours: 0
Foot Patrol Hours: 55h 18m	

SCEU

CC Search Warrants Executed: 2	CDSA Warrants Executed: 4
CC charges laid: 16	CDSA charges laid: 14
Street Value of Seized Drugs: \$71,095	Total Cash seized: \$1425
Value of other property: \$7430	Firearms seized: 1
Other weapons Seized: 4	

On January 9th, 2018 an adult male was arrested for trafficking methamphetamine and a search warrant was executed at his residence on Prince Arthur Street. 514 methamphetamine tablets, 89 grams of methamphetamine powder, 77 grams of marijuana bud, a cocaine press, various prescription pills, 2 axes, a replica handgun, 3 digital weigh scales, dime bags, \$160.00 Canadian currency and a cellular phone was seized.

On January 9th, 2018, an adult male was arrested for possession for the purpose of trafficking. 3.5 grams of cocaine was seized from the accused upon search incidental to arrest. A search warrant was executed at the residence of the accused on Edgewood Avenue, where one mature marihuana plant with 17 clones, 4.53 lbs of prepackaged cannabis marihuana bud, 351 methamphetamine tablets, 13.5 grams of cocaine, baking soda, 78 new dime bags for drug packaging and a digital weigh scale were seized.

On January 22nd, 2018, Cumberland SCEU executed a search warrant at a Collingwood residence. An adult male was arrested for trafficking. Three (3) ounces of a substance believed to be crystal methamphetamine, a small quantity of cannabis marihuana, digital weigh scales, an unsafely secured .303 rifle, ammunition were seized.

Focused Enforcement

The focused enforcement initiative for January was intersection safety. This included stop signs, traffic lights, crosswalks and other intersection related issues. A total was of 42 patrols totalling 38 hours and 48 minutes was completed and resulted in 15 SOTs related to intersections and 2 SOTs for other offences. 3 written warnings and a verbal warning were issued for other offenses.

Monthly Report

Recreation / Culture / Programming / Communications

February 2018

Culture, Tourism Marketing Coordinator

African Heritage Month banners were designed, produced, and installed in the downtown core on Victoria Street.

Most of January was spent working with local businesses and organizations to book events for the 4th Annual Amherst Winter Carnival. Connections were made between organizations that led to interesting collaborations, like the partnership between Dogs to Divas and the L.A. Animal Shelter to host a doggie social event at the off-leash dog park. This event will be taking place on Sunday, February 18 from 1:00 – 3:00. Another great collaboration brings together Live Bait Theatre and Birkinshaw's Tea Room & Coffee House, one of Amherst's newest businesses. Cacao Chocolate will be using Winter Carnival to officially launch their new business, with a Chocolate and Wine Pairing event on Saturday, February 17.

Our culture, tourism and marketing coordinator created a social media video tutorial to show organizations and businesses some tips for promoting their events on Facebook. Facebook events created by community organizations and businesses are being added to the Recreation Department Facebook events list and shared with relevant Facebook groups throughout the region. This will increase awareness of events, and draw more people in from surrounding communities.

We have also started a weekly "This week in Arts & Culture" post on Facebook, highlighting one event for each day in the forthcoming week. This post is shared on the Amherst Recreation Department page, as well as several relevant Facebook groups, including:

LOCAL EVENTS {Springhill, NS & area} – 1,297 members

Let's Move Cumberland – 404 members

Celebrating Cumberland! (NS) – 549 members

Oxford NS (new) News and Musings – 811 members

Amherst NS Community & Area Discussions – 306 members

Sackville Bulletin Board – 211 members

Events in Nova Scotia – 7,372 members

Social media activity continued to increase in January, with a notable increase in engagement compared to the previous month.

Facebook activity is measured in four key ways: impressions, reach, engagement, and likes.

- Impressions are counted every time someone views content associated with a Page.
- Reach refers to the number of people who have seen any content associated with a Page.
- Engagement describes the number of people who liked or clicked on Page content.

Facebook insights (January 2018)	Town of Amherst	CCCUBIC	Amherst Recreation Dept.	Amherst Stadium
Likes (total lifetime)	3,636 (+2.4%)	78 (+2.5%)	3,400 (+1.6%)	728 (+1.7%)
Average 28 day impressions	478,989 (+5.1%)	1,053 (-17.6%)	483,260 (+69%)	46,254 (-11.1%)
Average 28 day reach (unique users)	64,811 (+38%)	528 (+141%)	31,454 (-50%)	14,065 (-18.3%)
Average 28 day engagement (unique users)	29,988 (+166%)	22 (+100%)	20,599 (+213%)	1,106 (-13.9%)

Twitter insights (January 2018)	Town of Amherst	
Number of tweets created	263	(+25%)
Tweet impressions	67,500	(+41.2%)
Profile visits	1,417	(+17.8%)
Mentions	104	(+30%)
Total followers	1,067	(+1%)
New followers this month	11	

Instagram insights (January 2018)	Town of Amherst
Total followers (71% women, 29% men)	357 (+5%)
Engagement – total likes on posts	964 (+74.5%)

Active Living/Healthy Community

The Learn 2 Lead series of workshops in Cumberland County schedule is completed. We are offering a series of workshops, open to the public, designed to give additional training to leaders in our community from February to June 2018. Learn 2 Lead Brochures and posters have been delivered to over 275 community groups in Cumberland County. The Active Living Coordinator coordinated the active living schedule for the 4th Annual Winter Carnival through the YMCA, Maggie's Place, the Four Father's Library, and other community organizations. The After the Bell program started on January 8th, offering free skating, shinny hockey, shinny ringette, and snow shoeing 4 days a week. Ringette equipment was purchased with program funding for participants to use each week. The snowshoes from our equipment lending program have been popular being signed out from the stadium, the library and the YMCA when weather permits. The multisport program has completed the Tae Kwon Do sessions and are onto the 6th sport in the program, swimming. Volunteer nominations were received from the community and selections were brought forward for the provincial volunteer awards in Halifax. We are still accepting nominations for the Amherst Volunteer reception and are currently seeking Athletic provincial award achievers.

Horticulture/Green Spaces

In January, we welcomed over 50 attendees to the Atlantic Canada Forest Health Workshop held at the Community Credit Union Business Innovation Center Tuesday, January 16th to Thursday, January 18th. Several attendees from municipal, provincial, and federal government agencies came together in Amherst to discuss pests, issues, and the health of our forests.

With the 2018 growing season quickly upon us, research and development into the annual hanging basket and bedding plant RFPs has resulted in the upcoming release for welcoming bids by local businesses to help beautify the streets the Amherst. Additional RFPs will soon be circulated for improvements to the parks and greenspaces throughout town to create more usable public spaces.

Continual daily monitoring throughout our parks, as well as our streets has helped to ensure tidy public spaces. Staff have dealt with hazardous trees, and any other issues that have been present throughout the month of January.

We will soon be starting to publicly recruit members for a “Communities in Bloom” committee. The purpose of this committee will be to encourage greening through environmental, natural heritage conservation, and horticultural actions. By having citizens join in on the movement of improving greenspaces, beautification and sustainability throughout the town, it will help to create ownership and hopefully encourage residents as well to take pride in the place they call home. By fostering civic pride, it will not only help to promote active community involvement but will also help to address issues as seen by residents. By using the platforms of the National Communities-in-Bloom program: tidiness, environmental action, heritage conservation, urban forestry, landscape, and floral displays as a means of encouraging community volunteerism, pride and the active participation in the ongoing development of a healthy & beautiful Amherst.

Facilities

Parks and Green Spaces

All parks have been winterized but remain in operation. The Dickey Park washroom remains open daily for citizens from 9:00am to 6:00pm. Parks and trails are still accessible but weather may cause some issue. Parks that have swing sets in them are still in full operation.

Amherst Stadium

The Amherst Stadium had a busy month. CCMHA used 64.5 hours compared to 80.75 hours used in January 2017. Amherst Figure Skating used 55.5 hours, in compared to 40 hours in January 2017. Total program skating hours for January was 88 hours, compared to 75.75 hours in 2017. The ice was used for a total of 298.25 hours, compared to 281 hours used in January 2017. Ongoing maintenance and cleanliness is a high priority at the Amherst Stadium.

“A” Place To Play

The outdoor skating surface is open at our downtown location. It is equipped with bleachers, benches and a porta pottie. We have various signs throughout the facility to promote healthy/active living. The facility is open daily until 10:00pm weather permitting.

Robb Complex

The Off Leash Dog Park is open daily from 7:00am to 10:00pm. This facility is equipped with garbage cans, waste receptacle, a porta pottie, shelter, benches and a holding area.

We would like to thank all departments for their continued support, helping us do what we can do. "A" great effort by all.

Business Development

Business Development continues to provide guidance and advice to existing and potential commercial development prospects, which includes 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. While the Building Inspection/Development Officer position gets up to speed, Business Development continues to play a central role in property development approvals and coordination with the County Building Inspections Department. In addition, specific ongoing projects include the train station transfer, the Net-Zero/Smart-Grid Energy project, the Commercial Assessment Phase-In Bylaw, and updates to the draft Active Transportation Plan. Staff continue to meet regional stakeholders to share information, ideas, and look for ways to collaborate. A new Business Development Officer is scheduled to start in the role at the end of February.

Monthly Report

Fire Department

February 2018

Responses

Town of Amherst – 13 events

- 1 Smoke alarm activations
- 3 Monitored alarm activations
- 4 Air quality check
- 1 Power lines on fire/arcng
- 1 Smell of smoke
- 1 Motor vehicle accident
- 1 Sprinkler failure

Contract area (District 2) – 9 events

- 5 Monitored alarm activations
- 1 Air quality check
- 1 Smoke alarm activations
- 2 Motor vehicle accident

Fire inspections

8 complete fire inspections were completed during this period. Also during this period there were numerous files opened.

Professional development

Twenty-five members successfully completed their first aid, CPR and AED courses. Over the next two months, members of the department will be taking part in elevator rescue training, administration of naloxone training and a confined space train the trainer course.

Personnel

During this period one new volunteer firefighter joined the department (Kashia Jaggi). Also, volunteer firefighter Stephen Landry accepted a full-time position as a fire fighter with the Town of Amherst.

Capital projects

Nine new sets of structural firefighting gear were received from the supplier and put into service. Presently, we are in the process of reviewing proposals for the replacement of VHF radios (hazardous materials operations).

Upcoming events

Members of the Amherst Fire Fighters Association will be holding their Annual Burn Treatment Curling Bonspiel on February 23rd and 24th at the Amherst Curling Club.