



**Town of Amherst  
Committee of the Whole**

Date: **Monday, January 27, 2020**  
Time: **4:00 pm**  
Location: **Council Chambers, Town Hall**

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#### **4. Adjournment**

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# MEMO

**TO:** Mayor Kogon and Members of Council

**FROM:** Kimberlee Jones, Municipal Clerk

**DATE:** January 27, 2020

**RE: Request to Present to Council**

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Staff have been contacted by Sonia Smith on behalf of the Home Warming Program requesting to make a presentation to Council. A copy of the request is attached.

In accordance with Policy 10350-24 Proceedings of Council Policy, I am seeking Council's direction on whether it may be interested in such a presentation. Should Council have an interest I will proceed to arrange for a presentation.

**From:** Sonia Smith  
**Sent:** December 13, 2019 7:41 AM  
**To:** [gherrett@amherst.ca](mailto:gherrett@amherst.ca)  
**Cc:** [dkogon@amherst.ca](mailto:dkogon@amherst.ca)  
**Subject:** Home Warming

Good morning Gentlemen,

I wanted to take this opportunity to e-introduce myself to you, I am the Lead Outreach Specialist for the Home Warming Program.

The Home Warming Program is a fantastic program for low-income homeowners and thanks to being fully funded by the Province of Nova Scotia and Nova Scotia Power, it is 100 % free to all qualified home owners in the province.

The qualifying factors for participation in the program are home ownership and fitting into our LICO-based net-income brackets.

1. 1 person in the home - \$22,324 or less per year
2. 2-4 people in the home - \$41,481
3. 5+ people in the home - \$59,076

We service all heating types (electric, oil, wood, coal, natural gas, etc.) and on average, people who go through the program can see an annual savings of up to 20-30% off their annual heating bills.

Based on our stats, there are many people in your region who could benefit greatly from this FREE program but have not yet applied, so I am wondering if there might be an opportunity to provide a presentation and materials to your Council at your meeting of the whole in the New Year on Monday January 20<sup>th</sup> at 4pm, or on Monday February 17<sup>th</sup>?

I look forward to hearing back from you,

Thank you & kindest regards,



Sonia Smith – [ssmith@clean.ns.ca](mailto:ssmith@clean.ns.ca) | Cell: 902.818.1926

Specialist – Lead Outreach, Home

Warming | [www.clean.ns.ca](http://www.clean.ns.ca) | [www.homewarming.ca](http://www.homewarming.ca) | [www.energyassist.ca](http://www.energyassist.ca)



***We can all be comfortable in our home.....Winter and Summer!***

We offer no-charge energy assessments and home upgrades to income-qualified homeowners. Know someone we can help? Tell them about HomeWarming.ca

# MEMORANDUM

**To:** Mayor and Council  
**From:** Jason MacDonald, Deputy CAO  
**Date:** January 23, 2020  
**Subject:** Dickey Park Improvements

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In a memo dated January 20, 2020 Councillor Jones indicates that he will be asking Council to direct staff to look into improvements to Dickey Park, specifically:

1. A larger Splash Pad;
2. Additional picnic tables with overhead cover;
3. Installation of a wading pool;
4. Assignment of a park counsellor.

The CAO has asked that I provide comments with respect to Councillor Jones' memo.

The only improvement to Dickey Park mentioned in the Recreation Master Plan is the installation of lights for the new sports field at an estimated cost of \$250,000. Staff have not as of yet begun to plan for these lights.

Items 1-3 above are all capital in nature. Developing a plan for an addition to the splash pad would require consultation with industry representatives. At a minimum it would involve an expansion of the concrete pad and underground plumbing as well as additional water features. Construction of such would require closing the existing pad for a significant portion of the summer season. Of note is the fact that the Lions Club are currently planning for the installation of a new splash pad in Lions Park this year.

Additional picnic tables with overhead cover are an item that can be purchased 'off the shelf'. Staff would pour a concrete base and assemble the structure. An estimated cost of such a facility is \$3,000 each.

A wading pool would likely best be installed on the north east end of the park, close to the splash pad. This would require that the existing trail and lights be moved closer to the sports field. The cost of a wading pool is not known at this time, but would surely be much greater than \$100,000. There would be additional operational costs for this infrastructure, including the possibility of summer staffing.

Should Council be interested in pursuing any of the above improvements, direction to staff should be given to:

1. Develop a tentative project outline;
2. Develop a cost estimate;
3. Research potential non-Town funding sources.

The assignment of a park counsellor is an operational issue. It would involve either the transfer of existing resources (summer staff) from another area or the hiring of additional summer staff.

## MEMORANDUM

**To:** Mayor Kogan and Members of Council

**From:** Councillor Jones

**Date:** January 20, 2020

**Subject:** Dickey Park Improvements

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During the summer of 2019 I received a number of suggestions on how Dickey Park could be more family accessible. 1. A larger splash pad, 2. Install more picnic tables with overhead cover, 3. Install a wading pool, some parents have stated that some young children don't like the water falling on their heads at the splash pad but like to play in standing water. There is a general feeling that the park should be assigned a park counsellor to plan and execute a physical activities program on a daily basis which would attract more users. The aim is to get the young children outside and to be more physically active. Whereby promoting an active, healthy Amherst. #seewhyweloveit.

**Motion: that council direct staff to find funding for these upgrades to the park to make it more accommodating and accessible to families who use these facilities, for a more active and healthy lifestyle.**



## COMMITTEE OF THE WHOLE

CDR# 2019094

Date: December 16, 2019

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**TO:** Mayor Kogon and Members of Council

**SUBMITTED BY:** Shelley Rector, CFO

**DATE:** December 16, 2019

**SUBJECT:** Capital Budget Short List

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**ORIGIN:** The annual capital budget and the budget debrief with Council in June.

**LEGISLATIVE AUTHORITY:** Section 65 of the Municipal Government Act and the Town of Amherst Procurement Policy (37000-01).

**RECOMMENDATION:** That Council refer approval of the attached list of Capital Projects to a Special Meeting of Council to take place the second week of January, 2020.

**BACKGROUND:** In order to ensure the best value for the Town in procuring capital projects, the timelines for approval for the Town's budget have been adjusted to allow for earlier approval of Council. The attached list of projects is for the following:

1. All of the water capital projects. There is sufficient capital from revenue and borrowing capacity in the Water Utility to fund these projects as surpluses have been used to reduce borrowing in the last two calendar years.
2. Two solar from community projects which Council directed staff to submit bids for. These will be funded from borrowings and are anticipated to result in positive cash flow for the Town over the life of the projects.
3. One large multi-category project which requires both water and general capital expenditures to complete. Funding for this project is from gas tax.
4. Various Capital Paving projects which are funded by gas tax.
5. Two storm/sanitary sewer projects which will be completed by town crews with materials funded by gas tax.
6. Two gravel trails and one sidewalk project that are part of the Town's active transportation plan and will be funded by gas tax.
7. Two sidewalk upgrades that will be funded by gas tax.

**DISCUSSION:** Council has been provided with a binder containing supporting information for all capital projects including the above noted projects. These projects are recommended based on passer ratings for streets and sidewalks as well as the need for repairs or upgrades to water and sewer infrastructure. In addition, the funding for these projects comes from either long-term borrowing or gas tax and therefore do not require Council to have reviewed the proposed operating budget.

Early approval of these projects is anticipated to improve the procurement process and result in earlier completion of major capital projects.



The additional capital projects will be presented to Council in mid-January.

**FINANCIAL IMPLICATIONS:** It is anticipated that earlier procurement of these capital projects will result in financial savings for the Town.

The total capital request for the Water Utility is \$713,000 with \$40,000 being funded from Capital from Revenue (approved by the UARB) and \$673,000 funded from debt.

The total capital request for General is \$1,510,951 with \$15,000 being funded from capital from revenue for sewer, \$1,128,000 from gas tax and \$367,951 from debt (for the community for solar projects).

**COMMUNITY ENGAGEMENT:** The community was engaged in the creation of the Active Transportation Plan and information on the capital budget will be shared via media releases and social media.

**ENVIRONMENTAL IMPLICATIONS:** Projects related to active transportation will increase active living for residents, allow for increased ease for bicyclers and may results in decreases in carbon emissions.

**SOCIAL JUSTICE IMPLICATIONS:** Increasing our active transportation routes results in more opportunity for everyone to become more active.

**ALTERNATIVES:**

1. Refer these budget items to the December 16, 2019 Council meeting or approval.
2. Delay approval of these items to a later meeting of Council.

**ATTACHMENTS:**

1. A listing of these projects including planned funding sources.
2. RFDs for the various capital projects.
3. Scopes for procurement of the projects.
4. PASER ratings for streets and sidewalks by name and by PASER ratings.

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Report prepared by: Shelley Rector, CPA. CMA - CFO  
Report and Financial approved by:

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21 (Early Short List)		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>WATER</b>									
Albion Street ~ Croft to Queen - water main replacement		433,000					433,000		
Wellfield Generator		240,000					240,000		
New Truck - 4x4 - 4 Door 1/2 Ton replace 2011 1/2 Ton Service Truck		40,000	40,000				-		
<b>WATER TOTAL</b>		<b>713,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>673,000</b>	<b>-</b>	<b>-</b>
<b>GENERAL CAPITAL</b>									
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>									
<b>BUILDINGS / LAND</b>									
Solar for Community Buildings - Fire Hall		183,414							183,414
Solar for Community Buildings - Police Station		184,537							184,537
Subtotal		<b>367,951</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>367,951</b>
<b>LARGE MULTI - CATEGORY PROJECTS</b>									
Albion Street ~ Croft to Queen - Paverize and Pave		250,000	-	-	-	250,000	-	-	-

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21 (Early Short List)		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>STREETS</b>									
Academy Street ~ Queen to Spring (pulverize and pave)		60,000				60,000			
West Pleasant Street - Subway - asphalt and storm sewer upgrades		40,000				40,000			
Clifton (Pulverize and Pave)		30,000				30,000			
Pinehurst (Overlay)		15,000				15,000			
Edgewood (Overlay)		30,000				30,000			
Chamberlain ~ CNR to Newton (Overlay)		25,000				25,000			
Tupper ~ Northern Town Boundary to TIR Office Driveway (Overlay)		100,000				100,000			
Fleming - Curb and Pave - requires work on other streets		155,000				155,000			
Senator (Overlay)		18,000				18,000			
Smith (Overlay)		30,000				30,000			
Mission (Overlay)		50,000				50,000			
Clifford ~ Rupert to Clearance (Overlay)		20,000				20,000			
Agnew ~ Rupert to Clarence (O)		25,000				25,000			
Centennial (overlay)		20,000				20,000			
Acadia ~ Agnew to Prince Arthur (Overlay)		25,000				25,000			
Townsvew (overlay)		20,000				20,000			
Subtotal		<b>663,000</b>	-	-	-	<b>663,000</b>	-	-	-
RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay									
<b>STORM / SANITARY SEWER</b>									
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew)		50,000			15,000				
Academy Street ~ Spring to Queen - replace corrugated storm sewer (Town Crew)		10,000				10,000			
Subtotal		<b>60,000</b>	-	-	<b>15,000</b>	<b>45,000</b>	-	-	-

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21 (Early Short List)		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>SIDEWALKS</b>									
Academy Street ~ Spring to Queen (Town Crew)		10,000				10,000			
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew)		10,000				10,000			
Upper Church Street ~ Robert Angus to Town Boundary - sidewalk (Active Transportation Plan) (Town Crew)		50,000				50,000			
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew)		50,000				50,000			
Hickman Street ~ West Pleasant to Park (Town Crew)		50,000				50,000			
Subtotal		<u>170,000</u>	-	-	-	<u>170,000</u>	-	-	-
<b>GENERAL TOTAL</b>		<b>1,510,951</b>	-	-	<b>15,000</b>	<b>1,128,000</b>	-	-	<b>367,951</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>		<b>2,223,951</b>	<b>40,000</b>	-	<b>15,000</b>	<b>1,128,000</b>	<b>673,000</b>	-	<b>367,951</b>

Capital Budget 2020-2021 New Project List (Items Highlighted in Blue are December Short List Items)

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>WATER</b>									
Albion Street ~ Croft to Queen - water main replacement		433,000					433,000		
Wellfield Generator		240,000					240,000		
New Truck - 4x4 - 4 Door 1/2 Ton replace 2011 1/2 Ton Service Truck		40,000	40,000				-		
<b>WATER TOTAL</b>		<b>713,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>673,000</b>	<b>-</b>	<b>-</b>
<b>GENERAL CAPITAL</b>									
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>									
<b>EQUIPMENT</b>									
Asphalt Hot Patcher		60,000		60,000					
New Truck One Tonne 4x4 - 4 Door- replace 2006 Ford 1 Ton Service Truck		50,000		50,000					
<b>Subtotal</b>		<b>110,000</b>	<b>-</b>	<b>110,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>BUILDINGS / LAND</b>									
Town Hall - Server / network storage - replacement		23,000		23,000					
Police Dept - Server / network storage - replacement		23,000		23,000					
Fire Station Bldg Repairs - installation of card access system		48,000		48,000					
Works Garage - Security Doors		15,000		15,000					
Town Hall Council Chamber Upgrades		30,000		30,000					
Works Garage - New Security Gates		5,000		5,000					
Solar for Community Buildings - Fire Hall		183,414							183,414
Solar for Community Buildings - Police Station		184,537							184,537
<b>Subtotal</b>		<b>511,951</b>	<b>-</b>	<b>144,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>367,951</b>
<b>LARGE MULTI - CATEGORY PROJECTS</b>									
Albion Street ~ Croft to Queen - Puvetize and Pave		250,000					250,000		

Capital Budget 2020-2021 New Project List (Items Highlighted in Blue are December Short List Items)

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Edgewood (Overlay)		30,000				30,000			
Chamberlain ~ CNR to Newton (Overlay)		25,000				25,000			
Upper ~ Northern Town Boundary to TIR Office Driveway (Overlay)		100,000				100,000			
Flemming - Curb and Pave - requires work on other streets		155,000				155,000			
Senator (Overlay)		18,000				18,000			
Smith (Overlay)		30,000				30,000			
Mission (Overlay)		50,000				50,000			
Clifford ~ Rupert to Clearance (Overlay)		20,000				20,000			
Agnew ~ Rupert to Clarence (O)		25,000				25,000			
Centennial (overlay)		20,000				20,000			
Acadia ~ Agnew to Prince Arthur (Overlay)		25,000				25,000			
Townsvlew (overlay)		20,000				20,000			
Subtotal		663,000	-	-	-	663,000	-	-	-
RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay									
<b>STORM / SANITARY SEWER</b>									
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew)		50,000			15,000				
Academy Street ~ Spring to Queen - replace corrugated storm sewer (Town Crew)		10,000				10,000			
Subtotal		60,000	-	-	15,000	45,000	-	-	-

Capital Budget 2020-2021 New Project List (Items Highlighted in Blue are December Short List Items)

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>SIDEWALKS</b>									
Academy Street ~ Spring to Queen (Town Crew)		10,000				10,000			
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew)		10,000				10,000			
Upper Church Street ~ Robert Angus to Town Boundary - sidewalk (Active Transportation Plan) (Town Crew)		50,000				50,000			
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew)		50,000				50,000			
Hickman Street ~ West Pleasant to Park (Town Crew)		50,000				50,000			
Subtotal		170,000	-	-	-	170,000	-	-	-
<b>FIRE DEPARTMENT</b>									
Replacement structural firefighting bunker gear (6-9 sets)		20,000		20,000					
Replacement - Self Contained Breathing Apparatus (SCBA) (Qty 8) (HAZMAT OPS)		72,000		72,000					
Subtotal		92,000	-	92,000					
<b>POLICE DEPARTMENT</b>									
SCEU Vehicle		45,000		45,000					
Ballistic Helmets - Carbine		10,000		10,000					
In Car Video - WatchGuard x 2		18,000		18,000					
Subtotal		73,000	-	73,000					

Capital Budget 2020-2021 New Project List (Items Highlighted in Blue are December Short List Items)

Capital Budget		Sources of Financing							
YEAR 1 - 2020/21		Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	Internal Borrowing
Projects									
<b>RECREATION</b>									
Purchase Outdoor Skating Rink (Victoria street)		65,000						65,000	
Self Watering Hanging Baskets		22,500		22,500					
Former Tennis Courts - Resurface for Multi Use Recreation Facility		25,000		25,000					-
Vehicle -Electric Car/SUV plus Charging Station (Replace for Ranger) 35,000 less 10K in rebates		25,000		25,000					
Sprinkler System Back Flow Preventor		5,000		5,000					
Christie Park - Replace Foot Bridge		12,500		12,500					
Decorative Lighting Phase #3-R#4		30,000		30,000					
Stadium - Ice Compressor Motor Repair		8,000		8,000					
Robbs - Dugout Protective Fence		8,000		8,000					
Robbs - Batting Cage		20,000		20,000					
		<u>221,000</u>		<u>156,000</u>				<u>65,000</u>	
	Subtotal								
	<b>GENERAL TOTAL</b>	<b>2,150,951</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>1,128,000</b>	<b>-</b>	<b>65,000</b>	<b>367,951</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>									
		<b>2,863,951</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>1,128,000</b>	<b>673,000</b>	<b>65,000</b>	<b>367,951</b>

= Projects highlighted in blue are December short list items.



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 5, 2019

**SUBJECT:** **Albion Street Water Main Replacement Croft to Queen**

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**ORIGIN:** Asset Management Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 - Council may expend money required by the municipality for streets, Procurement Policy.

**RECOMMENDATION:** That \$433,000 be allocated in the 2020/21 general capital budget to replace 396 meters of water main on Albion Street between Croft Street and Queen Street. As replacement of the main requires a wide trench for safety reason, a third of the street would be replaced as well.

**BACKGROUND:** The generally accepted life span of a main is about 70 years. Over time tuberculation of the cast iron main decreases the capacity of the main to carry water, deterioration of the exterior due to corrosion causes weak spots in the main which leads to main breaks. It is accepted by the Nova Scotia Utility Review Board that water main in excess of 70 years old are good candidates for replacement. The main on Albion between Croft Street and Queen is 113 years old.

Replacement of the water main would improve water flow and quality. It would also reduce the likely hood of water main breaks in the area, reducing further damage to the street.

**DISCUSSION:** Replacement of the water main would improve water flow and quality. It would also reduce the likely hood of water main breaks in the area, reducing further damage to the street. Once the main has been tested and put back into service the street will be pulverized, reshaped and paved with new asphalt.

**FINANCIAL IMPLICATIONS:** \$433,000 to be included in the 2020/21 general capital budget.

**COMMUNITY ENGAGEMENT:** Prior to construction work taking place a public notification program will be undertaken.

**ENVIRONMENTAL IMPLICATIONS:** Replacing the water main will reduce the likelihood of future water leaks.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.



**ALTERNATIVES:**

As an alternative the main replacement could be postponed for another year.

**ATTACHMENTS:**

None

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Report prepared by: Ben Pitman, P. Eng., Town Engineer

Report and Financial approved by: Jason MacDonald, Deputy CAO, Operations



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** October 17, 2019

**SUBJECT:** **Wellfield Generator**

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**ORIGIN:** During storm events that cause a power outage Operations crews are required to set up our 30 year old generator in the wellfield to operate the water supply pumps.

**LEGISLATIVE AUTHORITY:** MGA Section 65 – Council may expend money required by the municipality for: (av) Water Utility ; Procurement Policy

**RECOMMENDATION:** That \$240,000 be allocated in the 2020/21 water capital budget to design and purchase a new permanent generator / battery for the North Tyndal Wellfield to operate the water supply automatically during a power outage.

**BACKGROUND:** Prior to major storm events Town crews move our existing large portable generator to the Wellfield in anticipation of a power outage. The generator originally came from the Highland View Hospital when it operated on East Pleasant Street. The generator is well over 30 years old, and it should be replaced with a new permanent generator that will automatically activate when the grid power fails.

**DISCUSSION:** Although the existing generator worked during the last power outage, it is over thirty years old and needs to be moved to the wellfield each time there is a potential power outage. Staff recommends that the generator be replaced with a new permanent propane generator (or battery) located at the wellfield to allow for a backup power supply should NSPI grid power fail. A new permanent generator would be propane fueled by propane. A propane fueled generator would avoid groundwater contamination in case of a leak. This will free up town crews to undertake other duties in the event of a major storm.

**FINANCIAL IMPLICATIONS:** \$ 240,000 to be included in the 2020/21 water capital budget.

**COMMUNITY ENGAGEMENT:** Prior to procurement a public notification program would be undertaken.

**ENVIRONMENTAL IMPLICATIONS:** Replacing the existing generator with a propane fueled generator would reduce the potential for groundwater contamination.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.



**ALTERNATIVES:**

1. Continue using the existing aging generator
2. Defer the replacement of the generator to some future year

**ATTACHMENTS:**

None

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Report prepared by: Ben Pitman, P. Eng., Town Engineer

Report and Financial approved by: Jason MacDonald, Deputy CAO, Operations



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 04, 2019

**SUBJECT:** **Purchase a new ½ Ton 4x4 Service Truck – Water Department**

---

**ORIGIN:** 2020/21 Capital Budget Item

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy.

**RECOMMENDATION:** That \$40,000 be allocated in the 2020/21 water capital budget to replace the 2006 ½ ton 4x4 service truck in the Water Department.

**BACKGROUND:** The 2006 ½ ton 4x4 service truck has reached the end of its useful life and should be taken out of service. Repair costs over the past 4 years were \$8200 and the current odometer reading is 109,126 km. The vehicle replacement plan indicates that this truck should have been replaced in 2013.

**DISCUSSION:** Replacing this truck will enable the Town to continue to provide safe and reliable vehicles for our employees to carry out their duties.

**FINANCIAL IMPLICATIONS:** \$40,000 to be included in the 2020/21 water capital budget.

**COMMUNITY ENGAGEMENT:** No community engagement is anticipated as a result of this purchase.

**ENVIRONMENTAL IMPLICATIONS:** The replacement of the 2006 truck should result in some emission reductions due to efficiency improvements in vehicles over the last 13 years.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the purchase of a new service truck.

**ALTERNATIVES:** Do not approve the replacement of the ½ ton service truck at this time.

**ATTACHMENTS:** None

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Report prepared by: Jason MacDonald, Deputy CAO

Report and Financial approved by:





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 04, 2019

**SUBJECT:** **Purchase a New Trailer Mounted Asphalt Recycler & Hot Box**

---

**ORIGIN:** Vehicle Replacement Plan

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy.

**RECOMMENDATION:** That \$60,000 be allocated in the 2020/21 general capital budget to replace the 2010 Falcon trailer mounted asphalt recycler & hot box.

**BACKGROUND:** The 2010 Falcon trailer mounted asphalt recycler & hot box is reaching the end of its useful service life and should be replaced. Repair costs over the past 4 years were \$6,397. The vehicle replacement plan indicates that this unit should be replaced in 2020.

**DISCUSSION:** Replacing the asphalt recycler will enable the Town to continue to provide safe and reliable equipment for our employees to carry out their duties. It will improve operational efficiencies by replacing an aging unit with a new model reducing the likelihood of mechanical failure. The asphalt recycler / hot box gives the Town the ability to produce recycled hot mix asphalt year-round.

**FINANCIAL IMPLICATIONS:** \$60,000 to be included in the 2020/21 general capital budget.

**COMMUNITY ENGAGEMENT:** No community engagement is anticipated as a result of this purchase.

**ENVIRONMENTAL IMPLICATIONS:** The replacement of the 2010 asphalt recycler & hot box could possibly result in some emission reductions due to efficiency improvements in diesel burners over the last 10 years.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the purchase of a new trailer mounted asphalt recycler & hot box.

**ALTERNATIVES:** Do not approve the replacement of the asphalt recycler & hot box at this time.

**ATTACHMENTS:** None  
Report prepared by: Jason MacDonald, Deputy CAO





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 04, 2019

**SUBJECT:** **Purchase a New One Ton Service Truck – Sewer Department**

---

**ORIGIN:** Vehicle Replacement Plan

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy.

**RECOMMENDATION:** That \$50,000 be allocated in the 2020/21 general capital budget to replace the 2011 one ton service truck in the Sewer Department.

**BACKGROUND:** The 2011 one ton service truck has reached the end of its useful life and should be taken out of service. Repair costs over the past 4 years were \$2,937 and the current odometer reading is 91,288 km. The vehicle replacement plan indicates that this truck should be replaced in 2018.

**DISCUSSION:** Replacing this truck will enable the Town to continue to provide safe and reliable vehicles for our employees to carry out their duties.

**FINANCIAL IMPLICATIONS:** \$50,000 to be included in the 2020/21 general capital budget.

**COMMUNITY ENGAGEMENT:** No community engagement is anticipated as a result of this purchase.

**ENVIRONMENTAL IMPLICATIONS:** The replacement of the 2011 truck should result in some emission reductions due to efficiency improvements in vehicles over the last 8 years.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the purchase of a new service truck.

**ALTERNATIVES:** Do not approve the replacement of the one ton service truck at this time.

**ATTACHMENTS:** None

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Report prepared by: Jason MacDonald, Deputy CAO

Report and Financial approved by:





## COMMITTEE OF THE WHOLE

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Stan Hembrough, Manager of Information Services

**DATE:** November 15, 2019

**SUBJECT:** **Town Hall Server-Network Storage**

---

**ORIGIN:** 2020/21 General Capital Budget Item.

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$23,000 be allocated in the 2020/21 capital budget to purchase two new storage devices for Town Hall.

**BACKGROUND:** The current Town Hall storage device is end of sale, has limited support and has a failed drive that cannot be replaced. If one more drive fails, the unit will stop functioning and there will be no place to store backups of the Town Hall servers.

**DISCUSSION:** Purchasing two new storage devices will allow for a reliable server storage, backup storage for Town Hall servers and offsite storage for the Amherst Police Department servers. There will be approximately 20 servers and appliances stored on these devices. Purchasing the storage devices will also enable the Town to backup and archive it's Office 365 environment at no additional operating costs.

**FINANCIAL IMPLICATIONS:** \$23,000 to be included in the 2020/21 General Capital Budget.

**COMMUNITY ENGAGEMENT:** No community engagement has been contemplated as this time.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the purchase of a storage device

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the purchase of a storage device

**ALTERNATIVES:** 1. Do not approve purchase of the storage device with the increased risk of backup data loss failure. To purchase a new storage device could take days to weeks to receive and install.

**ATTACHMENTS:** None

Report prepared by: Stan Hembrough, Manager of Information Services





## COMMITTEE OF THE WHOLE

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Stan Hembrough, Manager of Information Services

**DATE:** November 15, 2019

**SUBJECT:** **Amherst Police Department Server-Network Storage**

---

**ORIGIN:** 2020/21 General Capital Budget Item.

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$23,000 be allocated in the 2020/21 capital budget to purchase two new storage devices for the Amherst Police Department.

**BACKGROUND:** The current APD (Amherst Police Department) storage devices are end of sale or end of support.

**DISCUSSION:** Purchasing two new storage devices will allow for a reliable server storage, backup storage for APD servers and offsite storage for the Town Hall servers. There will be approximately 20 servers and appliances stored on these devices.

**FINANCIAL IMPLICATIONS:** \$23,000 to be included in the 2020/21 General Capital Budget.

**COMMUNITY ENGAGEMENT:** No community engagement has been contemplated as this time.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the purchase of a storage device

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the purchase of a storage device

**ALTERNATIVES:** 1. Do not approve purchase of the storage device with the increased risk of backup data loss failure. To purchase a new storage device could take days to weeks to receive and install.

**ATTACHMENTS:**

None

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Report prepared by: Stan Hembrough, Manager of Information Services

Report and Financial approved by:





## AMHERST TOWN COUNCIL

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Greg Jones, Fire Chief

**DATE:** November 8, 2019

**SUBJECT:** Installation of a card access system – Amherst Fire Station

---

**ORIGIN:** 2020 - 2021 Capital Budget request

**LEGISLATIVE AUTHORITY:** 37000-01 Procurement Policy

**RECOMMENDATION:** That Council approve a 2020 - 2021 capital expenditure of \$48,000 to install a new card access system at the Amherst Fire Station.

**BACKGROUND:** Presently, the Amherst Fire Department has fifty-five active members who require keys to access areas of the building, particular after hours. This has created an issue where we have numerous keys in circulation.

**DISCUSSION:** This request focuses on providing controlled access to areas within the Amherst Fire Station, by providing the ability to grant and remove access of individuals to areas of the building as required. The installation of a card access system will increase the control of building access.

**FINANCIAL IMPLICATIONS:** \$48,000 will procure a system that will control up to 30 access points.

**COMMUNITY ENGAGEMENT:** The tendering process will be used to procure this product, as per our Procurement Policy.

**ENVIRONMENTAL IMPLICATIONS:** The expenditure request will reduce the need to continue the process of producing access keys

**SOCIAL JUSTICE IMPLICATIONS:** The installation of the card access system will not have or promote a social justice implication within the community.

**ALTERNATIVES:**

1. Reduce approval value.
2. Reject capital request

**ATTACHMENTS:** No attachments

Report prepared by: Greg Jones, Fire Chief  
Report and Financial approved by:





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Works Garage – Security Doors**

---

**ORIGIN:** 2019/20 Capital Budget Item

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$15,000 be allocated in the 2020/21 capital budget for the supply of metal security doors for exterior entrances at the Public Works Garage.

**BACKGROUND:** The existing doors / door frames at the public works garage are constructed of wood, open inwards, do not contain panic bars for quick opening during an emergency, and contain only residential style handle locks.

**DISCUSSION:** Given the valuable contents of the public works garage, the instillation of higher security metal doors would be very beneficial in improving the overall security for the facility. The instillation of doors with panic bars will ensure the doors can be easily opened in the case of an emergency; the new doors would open outwards to further assist egress. The current doors open inwards and require the turning of the handle; this setup could prove problematic in the case of an emergency where visibility is limited.

**FINANCIAL IMPLICATIONS:** \$15,000 to be included in the 2020/21 capital budget. The new doors and frames will be installed by the Operations Crews.

**COMMUNITY ENGAGEMENT:** Not required for this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager  
Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 6, 2019

**SUBJECT:** Council Chamber Upgrade

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**ORIGIN:** Attendance at Province of Nova Scotia Accessibility Workshop.

**LEGISLATIVE AUTHORITY:** MGA Section 65 – Council may expend money required by the municipality for: building maintenance; Procurement Policy

**RECOMMENDATION:** That \$30,000 be allocated in the General Capital Budget to allow for accessibility and technological improvements to Council Chambers.

**BACKGROUND:** Bill 59 – also known as the Nova Scotia Accessibility Act was passed in April 2017. The aim of the Act is to make NS barrier free by 2030. The Act will require all municipal units to create an accessibility committee to review and recommend accessibility improvements to all Town facilities and infrastructure.

**DISCUSSION:** Our current Council chambers is not fully accessible should a member of Council or a committee require barrier free access. It is socially responsible to make the necessary improvement PRIOR to such a situation. In addition, some technological upgrades to the facility are also required.

**FINANCIAL IMPLICATIONS:** \$ 30,000 be included in the general capital budget

**COMMUNITY ENGAGEMENT:** No community engagement is required to make the necessary upgrades.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to making the necessary upgrades.

**SOCIAL JUSTICE IMPLICAITONS:** The recommendation is intended to make the council chambers accessible to all members of the public, regardless of physical abilities or impairments.



**ALTERNATIVES:** Defer the upgrades to year two of the Capital budget.

**ATTACHMENTS:**

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Report prepared by: Ben Pitman, P. Eng., Town Engineer

Report and Financial approved by: Jason MacDonald, Deputy CAO, Operations



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Works Garage – Security Gates**

---

**ORIGIN:** 2019/20 Capital Budget Item

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$5,000 be allocated in the 2020/21 capital budget for the supply and replacement of metal security gates for the compound at the Public Works Garage.

**BACKGROUND:** There are presently four gates (two gates per opening) that are intended to be used to secure the rear compound. Both sets of gates are in very poor condition and in fact one set of gates have been partially removed resulting in unfettered access to our storage compound. The current gates, when both in place, are locked using a chain and padlock.

**DISCUSSION:** A significant quantity of materials and vehicles are stored in the rear compound. Without the ability to adequately secure the compound there is no way to control the passage of unauthorized individuals into the area, specifically after hours when staff are not on site. The installation of two new gates, with an improved locking setup, will increase the overall security of the facility and limit unauthorized access into the area.

**FINANCIAL IMPLICATIONS:** \$5,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Not required for this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to this decision.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





**AMHERST TOWN COUNCIL**

**RFD#**

**Date: 20191216**

**TO:** Mayor Kogon and Members of Council

**SUBMITTED BY:** Andrew Fisher, Manager of Planning & Strategic Priorities

**DATE:** December 16, 2019

**SUBJECT:** Solar for Community Buildings – **Fire Hall** PV solar installation

**ORIGIN:** On April 23, 2019 Council passed the following motion:

*That Amherst Town Council direct staff to apply for the Solar for Community Buildings Program for the 2019 application cycle.*

**LEGISLATIVE AUTHORITY:** Municipal Government Act (MGA), section 65A(a) “the municipality may only spend money for municipal purposes If the expenditure is included in the municipality’s...capital budget.”.

**RECOMMENDATION:** That Council include the costs of Solar Photovoltaic (PV) Project Development, Installation, and Commissioning in the amount of \$183,414, plus applicable taxes, NSPI connection fees of approximately \$9,000, and a structural engineer’s fees of approximately \$2,000 in the capital budget for 2020-21.

**BACKGROUND:** In September 2019, the Clean Foundation and the NS Department of Energy awarded the Town’s bid to install a solar PV system on the Fire Hall and Police Department and sell electricity to NSPI through a 20-year Power Purchase Agreement. The Alternative Resource Energy Authority (AREA) in partnership with Thermo Dynamics Ltd. (TDL) developed the bid for the town, as well as, bids submitted by other municipal units including the Cumberland Energy Authority, Municipality of the District of Argyle, the Town of Yarmouth, and others. Under the agreement TDL is responsible for the design, installation, and commissioning of the system in conjunction with NSPI. The Town does not pay the full contract price until NSPI confirms that the system has achieved operation under the Power Purchase Agreement.

The total AC power output of the system will be 48 kW, and cover approximately 61% of the building surface. The attached Profit Projections are based on the details provided in the chart below. These projections take into account operating and maintenance costs, and include an estimated \$5,000 in connection cost, subject to NSPI’s requirements that are site specific. \$6,000 is also included for removal of the system, as well as, a 3% contingency (\$5,195).

Total AC Power output	48 KW
Estimated 20-year Output	1,531,742 kWh
Total Project Cost	\$183,414 + tax
Bid Price	21.8 cents/kWh



Total 20-yr revenue	\$333,154
Total Operational Costs	\$275,166
Total Net Profit over 20-years	\$57,988
Margin	17.4%

These projections do not include consideration for a roof structure analysis to be performed by a structural engineer. Staff have estimated \$2,000 based on the Stadium roof assessment completed in 2019. Should the engineer's report identify significant alterations to the roof structure necessary to support the solar PV system, an estimated cost will be brought to Council for consideration.

This arrangement qualifies for alternative procurement as AREA offered the ability to submit bids at no up-front cost to the Town. Furthermore, AREA completed an RFP process and selected TDL as a solar PV system provider based their experience, expected costs, and ability to carry the risk and cost until the commercial operation is approved for multiple projects simultaneously. The combined purchase volume of multiple projects allows for premium equipment at a lower cost. Staff are not aware of any other entity that provide this type of arrangement.

Regarding warranties, the panels and racking have a 25-year warranty, and installation warranties of 2-years. The warranty period varies amongst different components within the system, but its generally 1-2 years. AREA have advised that typically with solar PV systems, any problems as likely to emerge within the first 2 years.

**DISCUSSION:** The Solar for Community Buildings program is a unique opportunity to produce and sell green energy at a profit. The program is not only a solid financial investment but is a way to show leadership in emission reduction and addressing climate change.

**FINANCIAL IMPLICATIONS:** Capital costs of \$183,414 (plus applicable tax), and approximately \$2,000 in additional engineering costs to evaluate the stadium roof structure.

**COMMUNITY ENGAGEMENT:** While to-date, no public engagement has been part of this initiative, there may be future educational and promotional opportunities upon installation of the system.

**ENVIRONMENTAL IMPLICATIONS:** Adoption of renewable energy reduces GHG emissions.

**SOCIAL JUSTICE IMPLICATIONS:** The revenue generated by this project offsets the energy costs incurred by the town, which indirectly provides more money to provide services to the public.

**ALTERNATIVES:**

- 1) Do not participate in the program.
- 2) Direct staff to select a solar PV system installer through the regular procurement process.

3) Direct staff to provide more information.

**ATTACHMENTS:**

1) Profit Projections Chart

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Report prepared by: A. Fisher  
Report and Financial approved by:



**AMHERST TOWN COUNCIL**

**RFD#**

**Date: 20191216**

**TO:** Mayor Kogon and Members of Council  
**SUBMITTED BY:** Andrew Fisher, Manager of Planning & Strategic Priorities  
**DATE:** December 16, 2019  
**SUBJECT:** Solar for Community Buildings – **Police Station** PV solar installation

**ORIGIN:** On April 23, 2019 Council passed the following motion:

*That Amherst Town Council direct staff to apply for the Solar for Community Buildings Program for the 2019 application cycle.*

**LEGISLATIVE AUTHORITY:** Municipal Government Act (MGA), section 65A(a) “the municipality may only spend money for municipal purposes If the expenditure is included in the municipality’s...capital budget.”.

**RECOMMENDATION:** That Council include the costs of Solar Photovoltaic (PV) Project for the Police Station including the development, Installation, and commissioning in the amount of \$184,537, plus applicable taxes, NSPI connection fees of approximately \$9,000, and a structural engineer’s fees of approximately \$2,000 in the capital budget for 2020-21.

**BACKGROUND:** In September 2019, the Clean Foundation and the NS Department of Energy awarded the Town’s bid to install a solar PV system on the Fire Hall and Police Department and sell electricity to NSPI through a 20-year Power Purchase Agreement. The Alternative Resource Energy Authority (AREA) in partnership with Thermo Dynamics Ltd. (TDL) developed the bid for the town, as well as, bids submitted by other municipal units including the Cumberland Energy Authority, Municipality of the District of Argyle, the Town of Yarmouth, and others. Under the agreement TDL is responsible for the design, installation, and commissioning of the system in conjunction with NSPI. The Town does not pay the full contract price until NSPI confirms that the system has achieved operation under the Power Purchase Agreement.

The total AC power output of the system will be 48 kW, and cover approximately 64% of the building surface. The attached Profit Projections are based on the details provided in the chart below. These projections take into account operating and maintenance costs, and include an estimated \$5,000 in connection cost, subject to NSPI’s requirements that are site specific. \$4,158 is also included for removal of the system, as well as, a 3% contingency (\$5,228).



Total AC Power output	48 KW
Estimated 20-year Output	1,517,583 kWh
Total Project Cost	\$184,537 + tax
Bid Price	22.1 cents/kWh
Total 20-yr revenue	\$335,386
Total 20-yr Operational Costs	\$276,803
Total 20-yr Net Profit	\$58,582
Margin	17.5%

These projections do not include consideration for a roof structure analysis to be performed by a structural engineer. Staff have estimated \$2,000 based on the Stadium roof assessment completed in 2019. Should the engineer's report identify significant alterations to the roof structure necessary to support the solar PV system, an estimated cost will be brought to Council for consideration.

This arrangement qualifies for alternative procurement as AREA offered the ability to submit bids at no up-front cost to the Town. Furthermore, AREA completed an RFP process and selected TDL as a solar PV system provider based their experience, expected costs, and ability to carry the risk and cost until the commercial operation is approved for multiple projects simultaneously. The combined purchase volume of multiple projects allows for premium equipment at a lower cost. Staff are not aware of any other entity that provide this type of arrangement.

Regarding warranties, the panels and racking have a 25-year warranty, and installation warranties of 2-years. The warranty period varies amongst different components within the system, but its generally 1-2 years. AREA have advised that typically with solar PV systems, any problems as likely to emerge within the first 2 years.

**DISCUSSION:** The Solar for Community Buildings program is a unique opportunity to produce and sell green energy at a profit. The program is not only a solid financial investment but is a way to show leadership in emission reduction and addressing climate change.

**FINANCIAL IMPLICATIONS:** Capital costs of \$184,537 (plus applicable tax), and approximately \$2,000 in additional engineering costs to evaluate the stadium roof structure.

**COMMUNITY ENGAGEMENT:** While to-date, no public engagement has been part of this initiative, there may be future educational and promotional opportunities upon installation of the system.

**ENVIRONMENTAL IMPLICATIONS:** Adoption of renewable energy reduces GHG emissions.

**SOCIAL JUSTICE IMPLICATIONS:** The revenue generated by this project offsets the energy costs incurred by the town, which indirectly provides more money to provide services to the public.

**ALTERNATIVES:**

- 1) Do not participate in the program.
- 2) Direct staff to select a solar PV system installer through the regular procurement process.
- 3) Direct staff to provide more information.

**ATTACHMENTS:**

- 1) Profit Projections Chart

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Report prepared by: A. Fisher  
Report and Financial approved by:



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** January 12, 2017

**SUBJECT:** **Albion Street Infrastructure Renewal Croft to Queen**

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**ORIGIN:** Asset Management Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 - Council may expend money required by the municipality for streets, Procurement Policy.

**RECOMMENDATION:** That \$250,000 be allocated in the 2020/21 general capital budget to replace 396 meters of Albion Street between Croft Street and Queen Street.

**BACKGROUND:** The current PASAR rating of Albion Street between Croft and Queen is 6 out of a possible 10 which indicates resurfacing is required. As the water main is also required to be replaced it makes sense to carry out both of these projects at the same time.

**DISCUSSION:** Once the main has been installed and put back into service the street will be pulverized, reshaped and paved with new asphalt. The existing sanitary sewer main in the street was replaced in 1990 and remains in good condition, as is the existing concrete storm sewer system.

**FINANCIAL IMPLICATIONS:** \$250,000 to be included in the 2020/21 general capital budget.

**COMMUNITY ENGAGEMENT:** Prior to construction work taking place a public notification program will be undertaken.

**ENVIRONMENTAL IMPLICATIONS:** Replacing the street will have very little impact to the environment.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.

**ALTERNATIVES:** An alternative to replacing the entire street would be to replace the water main and approximately 1/3 of the street. This would leave the remaining street in less than optimal condition, with new asphalt on 1/3 of the street and the old rough asphalt on the remaining 2/3rds of the street.

**ATTACHMENTS:** None  
Report prepared by: Ben Pitman  
Report and Financial approved by: Jason MacDonald, Deputy CAO





**REQUEST FOR DECISION**

**RFD#**

**Date:**

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Academy St – Queen to Spring: Storm Sewer, Sidewalk, Resurfacing**

**ORIGIN:** Asset Management Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 - Council may expend money required by the municipality for streets, Procurement Policy.

**RECOMMENDATION:** That \$80,000 be allocated in the 2020/21 capital budget to carry out the following work on Acamemy Street between Spring and Queen:

Item	Price	Note
Pulverize and pave	\$60,000	If approved, the resurfacing will be included in the capital paving contract.
Replace corrugated storm sewer	\$10,000	If approved, work to be completed by Town crews.
Replace sidewalk	\$10,000	If approved, work to be completed by Town crews.

**BACKGROUND:** The corrugated storm sewer has deteriorated and has caused the surrounding subgrade to begin to fail. The sidewalk and road surface in this area are in poor condition.

**DISCUSSION:** Due to the poor condition of the storm sewer in this area, it would not be economical to resurface the roadway without replacing the corrugated storm sewer. The sidewalk on the south side of the street is in poor condition, and given the high volume of pedestrian traffic to the elementary school, the replacement of the sidewalk has been identified as a high priority.

**FINANCIAL IMPLICATIONS:** \$80,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents/ businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.



**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations



## REQUEST FOR DECISION

RFD#

Date:

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Capital Paving 2020/21**

**ORIGIN:** PASER Street Rating System; Asset Management Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 - Council may expend money required by the municipality for streets, Procurement Policy.

**RECOMMENDATION:** That \$603,000 be allocated in the 2020/21 capital budget to upgrade the following streets / roadways:

Street	Description of Work	Budget	Priority
West Pleasant – “Subway”	Storm sewer upgrades, Mill and Pave	\$40,000	Highest
Clifton	Pulverize and Pave	\$30,000	Highest
Pinehurst	Overlay	\$15,000	Highest
Edgewood	Overlay	\$30,000	Highest
Chamberlain – CNR to Newton	Overlay	\$25,000	Highest
Tupper – Northern Town Boundary to TIR Office Driveway	Overlay	\$100,000	Highest
Flemming	Curb and Pave	\$155,000	Highest
Centennial	Overlay	\$20,000	Medium
Acadia – Agnew to Prince Arthur	Overlay	\$25,000	Medium
Townsvie	Overlay	\$20,000	Medium
Senator	Overlay	\$18,000	Lower
Smith	Overlay	\$30,000	Lower
Clifford – Rupert to Clarence	Overlay	\$20,000	Lower
Agnew – Rupert to Clarence	Overlay	\$25,000	Lower
Mission	Overlay	\$50,000	Lower

**BACKGROUND:** The Town uses the PASER system to rate every arterial street annually and all other streets bi-annually. The rating generated in the PASER system indicates the recommended intervention. Generally the best street - those rated 7-8-9-10 require little or no intervention. Streets rated 4-5-6 require an overlay, plan and pave or pulverization. Streets rated 1-2-3 generally require complete rebuilding of the subgrade and asphalt.

**DISCUSSION:** Once the streets are rated within the PASER system, those requiring intervention are then reviewed for underground infrastructure issues. Whenever possible,



streets with the lowest ratings that also require water and / or sewer upgrades are continually patched until a complete reconstruction can take place. Resurfacing of such a street has proven to be an efficient use of our limited resources.

**FINANCIAL IMPLICATIONS:** \$603,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents / businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the resurfacing of Town streets.

**ALTERNATIVES:**

1. Defer lower priority items to year 2 of the capital budget.

**ATTACHMENTS:** West Pleasant Underpass Asphalt Repair

---

Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations

# MEMORANDUM

**To:** Jason MacDonald  
**From:** Ben Pitman, P.Eng., Town Engineer  
**Date:** November 1, 2019  
**Subject:** West Pleasant Underpass Asphalt Repair

---

Jason

You asked me to provide an estimate for the cost to repair the asphalt under the CNR underpass, including a metal grate to collect water on either side of CNR underpass.

The two grates will be installed on West Pleasant on either side of the CNR mainline to catch storm water flowing on the street surface towards low point under the CNR underpass. Water from the grate will be directed into existing storm sewer. This will reduce water flowing in to the sanitary sewer main.

The asphalt will be planed to a depth of 50mm and reinstalled.

The cost of this project will be approximately \$ 40,000 and should be included in the asphalt paving program to achieve the best price.

Ben Pitman, Town Engineer



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 5, 2019

**SUBJECT:** Willow Street Trail East to Abbey

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**ORIGIN:** Active Transportation Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 – Council may expend money required by the municipality for: Sewer Work; Procurement Policy

**RECOMMENDATION:** That \$50,000 be allocated in the General Capital Budget to allow public works to purchase material to extend the sanitary sewer main along Dickey Brook from Willow Street to Abbey Road, and to further that \$50,000 be allocated to build a trail on top of the sanitary sewer main to connect the Abbey Road area and Willow Street for a total project cost of \$100,000.

**BACKGROUND:** The Municipal Planning Strategy contains policy aimed at establishing a trail along Dickey Brook in the proposed location. During the subdivision process for the adjacent residential development land along the brook was acquired for this purpose.

A number of years ago a sewer main was extended along the brook from Willow Street to service a building located at the bottom of Boylston. At that time the trail system was constructed on top of the sanitary sewer main however has since grown in as there was no public connection at the other end. This sanitary sewer main will be extended another 400 meters to the east to allow for the development of more lands to the east of Fleming Street. The trail will be extended as well and will connect to Abbey Road.

**DISCUSSION:** Work for this trail will be provided by the Public Works Department. The budget amount for this project is materials only for the extension of the 300 mm sanitary sewer main, manholes and the creation of a trail constructed on the top of the trench for the sanitary sewer main. The new sewer main will allow for the future development of the vacant lands to the north and south of the brook.

**FINANCIAL IMPLICATIONS:** \$ 100,000 be included in the general capital budget

**COMMUNITY ENGAGEMENT:** Prior to procurement a public notification program would be



undertaken.

**ENVIRONMENTAL IMPLICATIONS:** As Public Works crews will be working within 10 meters of the brook special precautions will need to in place to reduce the environmental impact of the work.

**SOCIAL JUSTICE IMPLICAITONS:** The new trail will result in improved access to schools and services for residents of this area. Opening new land for development can lead to improved housing options for all residents.

**ALTERNATIVES:** This sanitary sewer route will allow for new land development and the sanitary sewer to flow by gravity. Other routes are possible but would require pumping of the sanitary sewage through lift stations which are expensive to maintain and operate.

**ATTACHMENTS:** None

---

Report prepared by: Ben Pitman, P. Eng., Town Engineer

Report and Financial approved by: Jason MacDonald, Deputy CAO, Operations



**REQUEST FOR DECISION**

**RFD#**

**Date:**

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Academy St – Queen to Spring: Storm Sewer, Sidewalk, Resurfacing**

**ORIGIN:** Asset Management Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 - Council may expend money required by the municipality for streets, Procurement Policy.

**RECOMMENDATION:** That \$80,000 be allocated in the 2020/21 capital budget to carry out the following work on Acamemy Street between Spring and Queen:

Item	Price	Note
Pulverize and pave	\$60,000	If approved, the resurfacing will be included in the capital paving contract.
Replace corrugated storm sewer	\$10,000	If approved, work to be completed by Town crews.
Replace sidewalk	\$10,000	If approved, work to be completed by Town crews.

**BACKGROUND:** The corrugated storm sewer has deteriorated and has caused the surrounding subgrade to begin to fail. The sidewalk and road surface in this area are in poor condition.

**DISCUSSION:** Due to the poor condition of the storm sewer in this area, it would not be economical to resurface the roadway without replacing the corrugated storm sewer. The sidewalk on the south side of the street is in poor condition, and given the high volume of pedestrian traffic to the elementary school, the replacement of the sidewalk has been identified as a high priority.

**FINANCIAL IMPLICATIONS:** \$80,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents/ businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICAITONS:** There are no social justice implications to this decision.



**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Dickey Brook Gravel Trail – Donald to Charles**

---

**ORIGIN:** Active Transportation Plan

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$10,000 be allocated in the 2020/21 capital budget for the construction of a gravel trail along Dickey Brook from Donald Avenue to Charles Street.

**BACKGROUND:** The instillation of a gravel trail along Dickey Brook from Donald Ave to Charles St is included in the active transportation plan.

**DISCUSSION:** The construction of this trail would be completed by Town crews. The budget of \$10,000 represents the cost of materials required to complete this project. Completion of this project will further extend the Town of Amherst trail network.

**FINANCIAL IMPLICATIONS:** \$10,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents / businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICAITONS:** Improved active transportation and recreational opportunities for all Town residents.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council  
**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer  
**DATE:** November 4, 2019  
**SUBJECT:** **Church St Sidewalk – Robert Angus Drive to Town Boundary**

---

**ORIGIN:** 2019/20 Capital Budget Item

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$50,000 be allocated in the 2020/21 capital budget to facilitate the construction of a concrete sidewalk on Church Street from Robert Angus Drive to Brentwood Estates.

**BACKGROUND:** The instillation of a concrete sidewalk along Church St from Robert Angus Drive to the Town boundary is included in the Active Transportation Plan.

**DISCUSSION:** The construction of this sidewalk would be completed by Town crews. The budget of \$50,000 represents the cost of materials required to complete this project. Upon completion, this sidewalk would facilitate safer passage for pedestrians in the area.

**FINANCIAL IMPLICATIONS:** \$50,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents / businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** Storm sewer will be channelled to the adjacent ditch via sluice boxes.

**SOCIAL JUSTICE IMPLICAITONS:** The project will result in increase pedestrian safety in the area which will improve access to services for residents of Brentwood Estates.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogan and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** December 16, 2019

**SUBJECT:** Willow Street Trail East to Abbey

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**ORIGIN:** Active Transportation Plan

**LEGISLATIVE AUTHORITY:** MGA Section 65 and 65A. Town of Amherst Procurement Policy.

**RECOMMENDATION:** That \$50,000 be allocated in the General Capital Budget to allow public works to purchase material to extend the sanitary sewer main along Dickey Brook from Willow street to Abbey Road, and further that \$50,000 be allocated to build a trail on top of the sanitary sewer main to connect the Abbey Road area and Willow Street for a total project cost of \$100,000.

**BACKGROUND:** The Municipal Planning Strategy contains policy aimed at establishing a trail along Dickey Brook in the proposed location. During the subdivision process for the adjacent residential development land along the brook was acquired for this purpose.

A number of years ago a sewer main was extended along the brook from Willow Street to service a building located at the bottom of Boylston. At that time the trail system was constructed on top of the sanitary sewer main however has since grown in as there was no public connection at the other end. This sanitary sewer main will be extended another 400 meters to the east to allow for the development of more lands to the east of Fleming Street. The trail will be extended as well and will connect to Abbey Road.

**DISCUSSION:** Work for this trail will be provided by the Public Works Department. The budget amount for this project is materials only for the extension of the sanitary sewer main, manholes and the creation of a trail constructed on the top of the sanitary sewer main. The new sewer main will allow for the future development of the vacant lands to the north and south of the brook.

**FINANCIAL IMPLICATIONS:** \$ 100,000 be included in the general capital budget. This project will be funded by gas tax.

**COMMUNITY ENGAGEMENT:** Prior to procurement a public notification program would be undertaken. The adjacent land owner will be notified.



**ENVIRONMENTAL IMPLICATIONS:** As Public Works crews will be working within 10 meters of the brook special precautions will need to in place to reduce the environmental impact of the work. A permit will be required from the Department of Environment.

**SOCIAL JUSTICE IMPLICAITONS:** The new trail will result in improved access to schools and services for residents of this area. Opening new land for development can lead to improved housing options for all residents.

**ALTERNATIVES:** This sanitary sewer route will allow for new land development and the sanitary sewer to flow by gravity. Other routes are possible but would require pumping of the sanitary sewage through lift stations which are expensive to maintain and operate.

**ATTACHMENTS:** None

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Report prepared by: Ben Pitman, P. Eng., Town Engineer

Report and Financial approved by: Jason MacDonald, Deputy CAO, Operations



## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Hickman Street Sidewalk – West Pleasant to Park**

---

**ORIGIN:** 2019/20 Capital Budget Item

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$50,000 be allocated in the 2020/21 capital budget to facilitate the construction of a concrete sidewalk on Hickman Street from West Pleasant to Park.

**BACKGROUND:** The existing sidewalk on east side of Hickman St from West Pleasant to Park has deteriorated and requires replacement. This sidewalk is the lowest rated sidewalk in our sidewalk inventory.

**DISCUSSION:** The replacement of this sidewalk would be completed by Town crews. The budget of \$50,000 represents the cost of materials required to complete this project. Upon completion, this sidewalk would facilitate safer passage for pedestrians in the area.

**FINANCIAL IMPLICATIONS:** \$50,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** Notices would be issued to all residents / businesses affected by this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to this decision.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





## AMHERST TOWN COUNCIL

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Greg Jones, Fire Chief

**DATE:** November 8, 2019

**SUBJECT:** Replacement of structural firefighting protective gear (Bunker gear)

---

**ORIGIN:**  
2019 - 2020 Capital Budget request

**LEGISLATIVE AUTHORITY:**  
37000-01 Procurement Policy

**RECOMMENDATION:**  
That Council approve a 2020 - 2021 capital expenditure of \$20,000 to replace structural firefighting protective gear (Bunker Gear).

**BACKGROUND:**  
Firefighter structural protective gear is used to ensure that our firefighters have the required equipment to perform fire suppression activities during various types of emergency operations.

**DISCUSSION:**  
This request focuses on ensuring that our firefighters continue to conduct emergency operations with effective structural firefighting protective ensembles. The Amherst Fire Department has fifty-five active members who attend operational training and respond to emergency requests, who require protective gear to perform their duties. Presently, the Amherst Fire Department has 15 sets of structural firefighting gear, that has surpassed its operational expectancy; in relation to the industry standard and in most cases no longer meets the minimum structural firefighting standard. Most of this gear in question was purchased between 1990 and 2000.

**FINANCIAL IMPLICATIONS:**  
\$20,000 will procure approximately 6 - 9 sets of structural firefighting protective gear.

**COMMUNITY ENGAGEMENT:**  
The tendering process will be used to procure this product, as per our Procurement Policy.

**ENVIRONMENTAL IMPLICATIONS:**  
The replaced structural firefighting bunker gear will be removed from service, washed and stored. This equipment will be used by our educational programs.

**SOCIAL JUSTICE IMPLICATIONS:**  
The replacement of structural firefighting protective gear will not have or promote a social justice implication within the community.



**ALTERNATIVES:**

1. Reduce approval value.
2. Reject capital request

**ATTACHMENTS:**

No attachments

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Report prepared by: Greg Jones, Fire Chief

Report and Financial approved by:



## REQUEST FOR DECISION

RFD#

Date:

---

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Greg Jones, Fire Chief

**DATE:** November 8, 2019

**SUBJECT:** Replacement of Self-contained breathing apparatus (SCBA)

---

**ORIGIN:**  
2020 - 2021 Capital Budget request

**LEGISLATIVE AUTHORITY:**  
37000-01 Procurement Policy

**RECOMMENDATION:**  
That Council approve a 2020 / 2021 capital expenditure of \$72,000 to replace up to 8 sets of Self-contained breathing apparatus (SCBA).

**BACKGROUND:**  
Self-contained breathing apparatus is used to ensure the safety of firefighters during various types of emergency operations. The Amherst Fire Department has fifty-four active members attend operational training and respond to emergency requests, who require Self-contained breathing apparatus to ensure their safety while performing their duties.

**DISCUSSION:**  
This request focuses on ensuring that our firefighters continue to conduct emergency operations with up to date Self-contained breathing apparatus. Presently, the Amherst Fire Department has 32 Self-contained breathing apparatus units. Over the next few years some of these unit will expire and will no longer be able to be retested to meet the breathing air standard.

**FINANCIAL IMPLICATIONS:**  
\$72,000 will procure approximately eight (8) complete self-contained breathing apparatus units.

**COMMUNITY ENGAGEMENT:**  
The tendering process will be used to procure this product, as per our Procurement Policy.

**ENVIRONMENTAL IMPLICATIONS:**  
The procurement of new self-contained breathing apparatus will not provide environmental implications; but will improve operational capabilities.

**SOCIAL JUSTICE IMPLICATIONS:**  
The installation of the new lighting fixtures will not have or promote a social justice implication within the community.

**ALTERNATIVES:**



1. Reduce the approval value
2. Reject capital request

**ATTACHMENTS:**  
No attachments

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Report prepared by: Greg Jones, Fire Chief

Report and Financial approved by:





## AMHERST TOWN COUNCIL

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Dwayne Pike – Chief of Police

**DATE:**

**SUBJECT:** Capital Budget 2020/2021 – Vehicle – Integrated Street Crime Unit

---

**ORIGIN:** 2020/2021 Capital Budget

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy  
MGA, Section 65 Power to expend money;

**RECOMMENDATION:** That council approve \$45,000 in the 2020/2021 capital budget for the purchase of a vehicle for the Cumberland Integrated Street Crime Unit.

**BACKGROUND:** The current SCEU vehicle supplied by the Amherst Police Department for the Cumberland Integrated Street Crime unit is over 12 years old. It is a 2007 Honda Accord and is overdue for replacement. It was originally scheduled to be replaced over 3 years ago, but the Additional Officer Program was being reviewed and its replacement was delayed as a result. The review is now complete.

**DISCUSSION:** The Cumberland Street Crime Unit is comprised of 2 members from the Amherst Police Department and 3 members of the Cumberland RCMP. The current vehicle supplied by the Amherst Police Department was purchased in 2007 when the unit was initially formed. The vehicle currently has 203783 kms (October 22<sup>nd</sup>) of use and over the last few years has required more frequent repairs. The unit uses these vehicles on a regular basis for surveillance activities and other police related duties and as result, must be equipped with emergency equipment, i.e. Lights and siren.

As the unit is a plainclothes unit, who conduct surveillance and gather information on criminal targets, preference will be given to a vehicle that is common in the community.

The amount requested includes the cost of a new vehicle, removal of equipment from the current vehicle and installation of equipment in the new vehicle.

**FINANCIAL IMPLICATIONS:** \$45,000 from the 2020/2021 Capital Budget.

**COMMUNITY ENGAGEMENT:** NA



**ENVIRONMENTAL IMPLICATIONS:** None to our knowledge.

**SOCIAL JUSTICE IMPLICATIONS:** None to our knowledge

**ALTERNATIVES:** Do not purchase a new vehicle. Continue to use current vehicle.

**ATTACHMENTS:** NIL.

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Report prepared by: Dwayne Pike, Chief of Police  
Report and Financial approved by:



## AMHERST TOWN COUNCIL

RFD#

Date:

---

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Dwayne Pike – Chief of Police

**DATE:**

**SUBJECT:** Capital Budget 2020/2021 – Ballistic Helmets

---

**ORIGIN:** 2020/2021 Capital Budget. Occupational Health and Safety. Officer Safety

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy, MGA, Section 65 Power to expend money;

**RECOMMENDATION:** That council approve \$10,000 in the 2020/2021 capital budget for the purchase of 15 Ballistic Helmets for our carbine users.

**BACKGROUND:** Officers have certified to use department's carbine rifles. The best practices adopted by police agencies across Canada are to provide specialized protective equipment for carbine operators. The department currently does not have this equipment with the exception of 8 sets of Hard Body Armour used to protect members against higher powered firearms.

**DISCUSSION:** The Department currently owns 5 carbine rifles which are in use. Up to 15 of our members are certified carbine operators and can respond to incidents involving higher threat levels, and therefore, can be exposed to, and targeted by, offenders armed with weapons of higher ballistic capabilities. Additional protective gear is required to provide enhanced protection against the higher threat levels. The standard protective gear issued by Canadian Police agencies consists of a ballistic vest, designed to go over the officer's body armour, and a ballistic helmet, both of which, provide enhanced protection. The ballistic vests, which were purchased a few years ago, can be adjusted to fit most officers, therefore only one set of body armour is required for each of the 5 Carbines. Helmets are not as easily fitted and require major adjustments to ensure a proper and safe fit. As a result, ballistic helmets should be issued to the individual carbine operator.

**FINANCIAL IMPLICATIONS:** \$10,000 from the 2020/2021 Capital Budget.

**COMMUNITY ENGAGEMENT:** NA

**ENVIRONMENTAL IMPLICATIONS:** None to our knowledge.



**SOCIAL JUSTICE IMPLICATIONS:** None to our knowledge

**ALTERNATIVES:** Do not purchase Ballistic Helmets.

**ATTACHMENTS:** NIL.

---

Report prepared by: Dwayne Pike, Chief of Police  
Report and Financial approved by:



## AMHERST TOWN COUNCIL

RFD#

Date:

---

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Dwayne Pike – Chief of Police

**DATE:**

**SUBJECT:** Capital Budget 2020/2021 – In Car Video System x 2

---

**ORIGIN:** 2020/2021 Capital Budget

**LEGISLATIVE AUTHORITY:** Town of Amherst Procurement Policy  
MGA, Section 65 Power to expend money;

**RECOMMENDATION:** That council approve \$18,000 in the 2020/2021 capital budget for the purchase of two (2) WatchGuard In-Car Video systems for our patrol vehicles.

**BACKGROUND:** In 2019 the Police Department went to a new in-car video system supplied by WatchGuard. The newer systems were included in the capital purchase of our last three vehicle purchases. For the 2020/2021 Capital Budget, we are not replacing any patrol vehicles, but 2 of our patrol vehicles are still using the older in-car video systems which has reached end-of-life and have had repair issues.

**DISCUSSION:** Since 2006, the Amherst Police Department has been using in-car video systems in our marked police vehicles. Video is required to capture audio and video during traffic stops and arrests and provides footage both inside and outside of the vehicle. The recordings have been proven to be valuable in both criminal and civil proceedings. The units we purchased in 2006 have reached end of life and we have been experiencing performance and technical issues. We cannot get replacement parts and service for these is problematic. We have since purchased new in car video systems from Watch Guard for our newest vehicles. While there are no patrol vehicles included in the 2020/2021 Police Capital Budget, there is a requirement to replace the 2 existing older units in Car 2 and Car 3.

The amount requested includes the cost of the two (2) units, removal of the old in-car video systems and installation of the new units into two (2) patrol vehicles.

**FINANCIAL IMPLICATIONS:** \$18,000 from the 2020/2021 Capital Budget.

**COMMUNITY ENGAGEMENT:** NA



**ENVIRONMENTAL IMPLICATIONS:** None to our knowledge.

**SOCIAL JUSTICE IMPLICATIONS:** None to our knowledge

**ALTERNATIVES:** Do not purchase the new systems, continue to use current system and attempt to find solutions for replacement parts and servicing.

**ATTACHMENTS:** NIL.

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Report prepared by: Dwayne Pike, Chief of Police  
Report and Financial approved by:



## REQUEST FOR DECISION

RFD#

Date: Nov. 6, 2019

---

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Corey Crocker, Facility Coordinator

**DATE:** Nov. 6, 2019

**SUBJECT:** Purchase Outdoor Skating Rink

---

**ORIGIN:** Request from the property owner for the Town to purchase the property.

**LEGISLATIVE AUTHORITY:** MGA, Section 65 ( ag ) Power to expend money states: "The council may expend money required by the municipality for ... playgrounds, trails, including trails developed, operated or maintained pursuant to an agreement made under clause 59(c), bicycle paths, swimming pools, ice arenas and other recreational facilities;

**RECOMMENDATION:** That \$65,000 be allocated in the 2020/2021 capital budget for purchase of the outdoor skating rink property (Victoria Street).

**BACKGROUND:** We are currently leasing the property that contains the downtown outdoor skating rink from Dr. Kim Maddison. Dr. Maddison has asked that we purchase the property, and he has reduced his price for the Town from \$98,000 to \$65,000. The property is equipped with a parking lot and power supply. This property has potential to have year round recreational activities including an outdoor market or other events. Should the property be needed for a larger commercial development in the future the Town can consider selling it at that time.

**FINANCIAL IMPLICATIONS:** \$65,000 allocated to the 2020/2021 capital budget

**COMMUNITY ENGAGEMENT:** Should Council decide to purchase the property an engagement plan can be established to decide on other potential uses.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the purchase of this property.

**SOCIAL JUSTICE IMPLICATIONS:** Creating a year round recreational space for residents to be active.

**ALTERNATIVES:** Do not purchase this property and request that the Town continue to be able to lease it.

**ATTACHMENTS:** N/A

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Report prepared by: Bill Schurman, Director of Recreation

Report and Financial approved by: \_\_\_\_\_  
98 Victoria Street East, P.O. Box 516, Amherst, Nova Scotia, Canada B4H 4A1 Phone: (902) 667-3352 Fax: (902) 667-3356

[www.amherst.ca](http://www.amherst.ca)





## REQUEST FOR DECISION

RFD#

Date: 7 November 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Chelsea Baird

**DATE:** 7 November 2019

**SUBJECT:** Self Watering Hanging Baskets

---

**ORIGIN:** Recreation Master Plan

**LEGISLATIVE AUTHORITY:** MGA, Section 65 ( ah ) Power to expend money states: “The council may expend money required by the municipality for... public grounds, squares, halls, museums, parks, tourist information centres and community centres;”

**RECOMMENDATION:** That \$22,500 be allocated in the 2020-21 capital budget for the replacement of current wire hanging baskets with more efficient and environmentally sustainable self watering hanging baskets.

**BACKGROUND:** The Recreation Department is seeking \$22,500 for the replacement of the current 18” wire hanging baskets. Replacement of the current baskets with a more environmentally sustainable hanging basket which contains a water reservoir and allows for the plants to uptake water as needed, will result in a reduction of maintenance requirements, conserve water resources and reduce their overall environmental impact while not sacrificing their aesthetical contribution to the town’s downtown core.

**FINANCIAL IMPLICATIONS:** Include \$22,500 in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** No community engagement if required for the installation of the self watering hanging baskets.

**ENVIRONMENTAL IMPLICATIONS:** Self watering hanging baskets will reduce the demand of a valuable natural resource and will also lead to cutting our current fuel emissions which presently occurs as a result of daily watering. This will help us to lower our carbon footprint as a whole.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the installation of self watering hanging baskets.

**ALTERNATIVES:**

1. Defer the purchase to year two of the capital budget.



2. Phase in the replacements over the course of 2 years

**ATTACHMENTS:** See Planter Cost Comparison document

---

Report prepared by: Chelsea Baird, Town Horticulturist

Report and Financial approved by:



Say "YES" to Saving Money!

Equinox Self-Watering Planters  
 "Make the wise choice"



Yearly cost comparison - based on 30 baskets\*

18" Wire Baskets		18" Equinox Self-Watering Planters	
<b>Year #1</b>	<b>Year #2</b>	<b>Year #1</b>	<b>Year #2</b>
Basket . . . . . \$750.	Labour . . . . . \$2,200.	Basket . . . . . \$3,690.	Labour . . . . . \$808.
Labour . . . . . \$2,200.	Fuel . . . . . \$150.	Labour . . . . . \$808.	Fuel . . . . . \$56.
Fuel . . . . . \$150.	Water . . . . . \$675.	Fuel . . . . . \$56.	Water . . . . . \$225.
Water . . . . . \$675.		Water . . . . . \$225.	
Total Cost in 2 Years - \$6,800.		Total Cost in 2 Years - \$5,868.	
TOTAL ESTIMATED SAVINGS After 2 years of usage - <b>\$932.</b>			
<b>Year #3</b>	<b>Year #4</b>	<b>Year #3</b>	<b>Year #4</b>
Labour . . . . . \$2,200.	Labour . . . . . \$2,200.	Labour . . . . . \$808.	Labour . . . . . \$808.
Fuel . . . . . \$150.	Fuel . . . . . \$150.	Fuel . . . . . \$56.	Fuel . . . . . \$56.
Water . . . . . \$675.	Water . . . . . \$675.	Water . . . . . \$225.	Water . . . . . \$225.
	Liners (30) . . . \$375.		
Total Cost in 4 Years - \$13,225.		Total Cost in 4 Years - \$8,046.	
TOTAL ESTIMATED SAVINGS After 4 years of usage - <b>\$5,179.</b>			
Total Cost in 10 Years - \$31,750.		Total Cost in 10 Years - \$14,580.	
TOTAL ESTIMATED SAVINGS After 10 years of usage - <b>\$17,170.</b> That's an average annual savings of <b>\$1,717.</b> per year.**			

Contact us today - It's time for an expert!



\*\*Using either Equinox's 24" or 18" Deep Bowl self-watering planters, estimated annual savings after 10 years would increase to **\$2,150.** per year.



Toll Free: 1-800-563-3352 (U.S.A.)  
 Toll Free: 1-800-665-7487 (Canada)  
 Fax: (204) 694-7133  
 E-mail: info@eqnx.biz

\*Wire basket costs provided by a municipality in Manitoba.  
 \*\*Self-watering basket costs based on watering 3x per week instead of daily.

www.desertplanters.com





## REQUEST FOR DECISION

RFD#

Date: Nov. 6, 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Corey Crocker, Facility Coordinator

**DATE:** Nov. 6, 2019

**SUBJECT:** Resurface Church Street Tennis Courts

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**ORIGIN:** Recreation Master Plan

**LEGISLATIVE AUTHORITY:** MGA, Section 65 ( ag ) Power to expend money states: "The council may expend money required by the municipality for ... playgrounds, trails, including trails developed, operated or maintained pursuant to an agreement made under clause 59(c), bicycle paths, swimming pools, ice arenas and other recreational facilities;

**RECOMMENDATION:** That \$25,000 be allocated in the 2020/2021 capital budget for resurfacing the existing tennis court with pavement.

**BACKGROUND:** The current surface is uneven and not safe for users. Due to lack of maintenance the surface has cracked and heaved causing the surface to be a hazard. Resurfacing the area would allow for more recreational opportunities beyond playing tennis such as pickle ball and road hockey.

**FINANCIAL IMPLICATIONS:** \$25,000 allocated to the 2020/2021 capital budget

**COMMUNITY ENGAGEMENT:** Significant community engagement was undertaken during the development of the Recreation Master Plan.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the resurfacing of the recreation area.

**SOCIAL JUSTICE IMPLICATIONS:** Creating a safe play environment for youth, adults and seniors to be active and have fun.

**ALTERNATIVES:** Defer the project for another year.

**ATTACHMENTS:** N/A

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Report prepared by: Bill Schurman, Director of Recreation  
Report and Financial approved by:





## Amherst Town Council

RFD#

Date: Jan 22, 2020

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**TO:** Mayor Kogon and Members of Amherst Town Council  
**SUBMITTED BY:** Shelley Rector, Chief Financial Officer  
**DATE:** January 22, 2020  
**SUBJECT:** *Vehicle Replacement*

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**ORIGIN:** Vehicle Replacement Plan.

**LEGISLATIVE AUTHORITY:** MGA, Section 65 (z) Power to expend money states: *“The council may expend money required by the municipality for...acquisition of equipment, materials, vehicles, machinery, apparatus, implements and plant for a municipal purpose;”*

**RECOMMENDATION:** That \$25,000 be allocated in the 2019/20 Capital budget for replacing the Ford Ranger with a Battery Electric Vehicle (BEV) or a Plug-in Hybrid Vehicle (PHEV) for the Community Wellbeing Department. The BEV/PHEV will also be used to lead parades and at events. Additional funding will be sought through grant opportunities, such as the Electric Vehicles for Municipalities Program. Funds will also be used for the purchase of an electric vehicle charging station.

**BACKGROUND:** The Town’s Infrastructure Study included a recommended vehicle replacement schedule. Included in that schedule is replacement of Unit 104, the Ford Ranger.

**FINANCIAL IMPLICATIONS:** Include \$25,000 in the 2020/2021 Capital budget for replacement of the Unit 104 Ford Ranger.

**COMMUNITY ENGAGEMENT:** No community engagement is required for the replacement of this vehicle.

**ENVIRONMENTAL IMPLICATIONS:** By purchasing an electric vehicle, the Town is demonstrating its commitment to reducing its carbon footprint and pollution impact in order to help preserve our natural environment.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to this vehicle replacement.

**ALTERNATIVES:**

**ATTACHMENTS:**

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Report prepared by: Shelley Rector, Chief Financial Officer  
Report and Financial approved by:





## REQUEST FOR DECISION

RFD#

Date:

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy Chief Administrative Officer

**DATE:** November 4, 2019

**SUBJECT:** **Sprinkler Backflow Preventor**

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**ORIGIN:** National Building Code Requirement

**LEGISLATIVE AUTHORITY:** Procurement Policy.

**RECOMMENDATION:** That \$5,000 be allocated in the 2020/21 capital budget for the supply and instillation of backflow preventor on the sprinkler system at the Stadium.

**BACKGROUND:** The sprinkler system presently does not include a backflow preventor, which could potentially allow contaminated water to enter the municipal system should a failure occur.

**DISCUSSION:** During the annual inspection of the sprinkler system, it was recognized that the stadium sprinkler system does not have a backflow preventor. The current Building Code requires that all sprinkler systems be equipped with a backflow preventor. The instillation of this unit will have no effect on the operation of the sprinkler system, and simply serves to safeguard the municipal water supply serving the system.

**FINANCIAL IMPLICATIONS:** \$5,000 to be included in the 2020/21 capital budget.

**COMMUNITY ENGAGEMENT:** No community engagement is required for the installation of the backflow preventor.

**ENVIRONMENTAL IMPLICATIONS:** There are no expected environmental implications to the installation of the backflow preventor.

**ALTERNATIVES:**

1. Defer the project to year 2 of the capital budget.

**ATTACHMENTS:** None

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Report prepared by: Andrew Bickle, Capital Asset Coordinator / Property Manager

Report and Financial approved by: Jason MacDonald, Deputy CAO - Operations





**REQUEST FOR DECISION**

**RFD#**

**Date: Nov. 6, 2019**

**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Jason MacDonald, Deputy CAO

**DATE:** Nov. 6, 2019

**SUBJECT:** **Replace Footbridge Christie Park**

**ORIGIN:** Continued deterioration of the existing footbridge

**LEGISLATIVE AUTHORITY:** MGA, Section 65 (ag) Power to expend money states: "The council may expend money required by the municipality for ... playgrounds, trails, including trails developed, operated or maintained pursuant to an agreement made under clause 59(c), bicycle paths, swimming pools, ice arenas and other recreational facilities;

**RECOMMENDATION:** That \$12,500 be allocated in the 2020/2021 capital budget for the replacement of the footbridge at Christie Park.

**BACKGROUND:** The current footbridge at Christie Park is in excess of 20 years old and is in need of replacement. Furthermore, the current setup is not accessible to those with mobility challenges. Replacing the structure with a new, longer bridge connecting the top of the bank on both sides of the brook will solve both the safety and mobility issues.

**FINANCIAL IMPLICATIONS:** \$12,500 allocated to the 2020/2021 capital budget for materials. The bridge will be installed by Operations Crews.

**COMMUNITY ENGAGEMENT:** No community engagement is required for replacement of the bridge.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the replacement of the bridge.

**SOCIAL JUSTICE IMPLICATIONS:** Replacing the bridge with a new, longer span from the top of the bank on both sides of the brook will remove the need for stairs on both sides and make the bridge more accessible to all users.

**ALTERNATIVES:** Do not replace the bridge and remove the existing one, resulting in limited access to this part of the park.

**ATTACHMENTS:** N/A

Report prepared by: Bill Schurman, Director of Recreation  
Report and Financial approved by:





## AMHERST TOWN COUNCIL

RFD#

Date: 8 November 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council

**SUBMITTED BY:** Chelsea Baird, Town Horticulturist

**DATE:** 8 November 2019

**SUBJECT:** Decorative Lighting

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**ORIGIN:** Recreation Master Plan

**LEGISLATIVE AUTHORITY:** MGA, Section 65 (ah) Power to expend money states: *“The council may expend money required by the municipality for...public grounds, squares, halls museums, parks, tourist information centers, and community centers.”*

**RECOMMENDATION:** That \$30,000 be allocated in the 2020-21 capital budget for decorative lighting. The current request is to begin Phase 3 and replace 20 downtown bell silhouettes on the power poles within the downtown and add enhancements to street light posts along Victoria St.

**BACKGROUND:** Over the past 3 years, we have made progressive changes to better our decorative lighting inventory through more environmentally sustainable LED lighting. We have continued to enhance our downtown and South Albion business district to create a more welcoming experience for all and make key areas of the town more appealing to residents and tourists alike.

Investments over the past couple of years have included a decorative lighting revamp to Victoria Square as well as the replacement of snowflakes along South Albion and Albion streets.

**FINANCIAL IMPLICATIONS:** \$30,000 in the 2020-21 capital budget.

**SOCIAL JUSTICE IMPLICATIONS:** Creating a welcoming environment for all to enjoy regardless of social identity.

**COMMUNITY ENGAGEMENT:** A considerable amount of community engagement was undertaken in producing the Recreation Master Plan. The response to the improvements over the past 3 years speaks volumes as to the impact such changes have had on the community.



**ENVIRONMENTAL IMPLICATIONS:** Changing over all incandescent lights in our current decorative lighting inventory to LED lights will imply less energy demand and help to lower our overall carbon footprint.

**ALTERNATIVES:**

**ATTACHMENTS:**

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Report prepared by Chelsea Baird, Town Horticulturist  
Report and Financial approved by:



## Amherst Town Council

RFD#

Date: Nov. 6, 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council  
**SUBMITTED BY:** Corey Crocker, Facility Coordinator  
**DATE:** Nov. 6, 2019  
**SUBJECT:** *Compressor Motor Refurbishment*

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**ORIGIN:** Recreation Master Plan

**LEGISLATIVE AUTHORITY:** MGA, Section 65 (ah) Power to expend money states: *“The council may expend money required by the municipality for...public grounds, squares, halls museums, parks, tourist information centers, and community centers.”*

**RECOMMENDATION:** That \$8,000 be allocated in the 2020/2021 capital budget for Compressor Motor Refurbishment.

**BACKGROUND:** The Recreation Master Plan references maintaining equipment in facilities. The current motor in our compressor has not been repaired for 8 years. In order to ensure compressors work efficiently a refurbishment is necessary.

**FINANCIAL IMPLICATIONS:** Include \$8,000 in the 2020/2021 Capital budget for refurbishment of the ice plant compressor motor.

**COMMUNITY ENGAGEMENT:** No community engagement is required for this project.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications to the repair of the compressor motors.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the repair of the compressor motors.

**ALTERNATIVES:** Delay the work for an additional year.

**ATTACHMENTS:**

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Report prepared by: Corey Crocker, Facility Coordinator  
Report and Financial approved by:





## Amherst Town Council

RFD#

Date: Nov. 6, 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council  
**SUBMITTED BY:** Corey Crocker, Facility Coordinator  
**DATE:** Nov. 6, 2019  
**SUBJECT:** Robb Complex – Dugout Fencing

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**ORIGIN:** Recreation Master Plan

**LEGISLATIVE AUTHORITY:** MGA, Section 65 ( ag ) Power to expend money states: “The council may expend money required by the municipality for ... playgrounds, trails, including trails developed, operated or maintained pursuant to an agreement made under clause 59(c), bicycle paths, swimming pools, ice arenas and other recreational facilities;

**RECOMMENDATION:** That \$8,000 be allocated in the 2020/2021 Capital budget for installing protective fencing on the Cecil Small and Dwight Jones Field Dugouts.

**BACKGROUND:** Currently there is no protective fencing in front of the dugouts which causes a safety concern for user’s as foul balls can easily enter the dugout and potentially injure players.

**FINANCIAL IMPLICATIONS:** That \$8,000 be allocated in the 2020/2021 Capital budget

**COMMUNITY ENGAGEMENT:** Significant community engagement was undertaken during the development of the Recreation Master Plan.

**ENVIRONMENTAL IMPLICATIONS:**

**SOCIAL JUSTICE IMPLICATIONS:** Protective fencing in front of dugout would create a safe environment for user’s playing on that field.

**ALTERNATIVES:**

**ATTACHMENTS:**

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Report prepared by: Corey Crocker, Facility Coordinator  
Report and Financial approved by:





## Amherst Town Council

RFD#

Date: Nov. 6, 2019

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**TO:** Mayor Kogon and Members of Amherst Town Council  
**SUBMITTED BY:** Corey Crocker, Facility Coordinator  
**DATE:** November 6, 2019  
**SUBJECT:** ***Batting Cage***

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**ORIGIN:** Request from Intermediate Baseball Team.

**LEGISLATIVE AUTHORITY:** 37000-01 Procurement Policy and the MGA, Section 65 (z) Power to expend money states: *"The council may expend money required by the municipality for...acquisition of equipment, materials, vehicles, machinery, apparatus, implements and plant for a municipal purpose"*.

**RECOMMENDATION:** That \$20,000 is allocated in the 2020/2021 Capital Budget for constructing and installing a batting cage at Robb Complex.

**BACKGROUND:** Local intermediate baseball team made a request to council to construct and install a batting cage at Robb Complex. Currently there is no batting cage at Robb Complex. Other user groups at Robb Complex can benefit from a batting cage if approved. Most of the youth baseball teams in Nova Scotia have access to a batting cage in their local area.

**FINANCIAL IMPLICATIONS:** Include \$20,000 in the 2020/2021 Capital budget for constructing and installing a batting cage at Robb Complex.

**COMMUNITY ENGAGEMENT:** No community engagement has been contemplated as this time.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** User's will have the ability to improve their technical skills in hitting for baseball and also allow user's to be more physical active.

**ALTERNATIVES:**

1. Defer the purchase for another year.
2. Deny the request from user group.

**ATTACHMENTS:** N/A

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Report prepared by: Corey Crocker, Facility Coordinator  
Report and Financial approved by:



# MEMORANDUM

**To:** Mayor Kogon and Members of Amherst Town Council  
**From:** Shelley G. Rector CPA, CMA - CFO  
**Date:** January 23, 2020  
**Subject:** Carry Over Capital Projects

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Carry over projects are projects Council already approved in the 2019-20 capital budget. As such, approval of carry over projects is simply housekeeping to allow the approved expenditure to be completed in the next fiscal year and to allocate the funds to a reserve or defer borrowing as applicable until completed.

The final list of carry over projects will be brought to Council for approval as a part of the final approval of the Capital Budget.

Capital Budget YEAR 2 - 2021/22		Sources of Financing					
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
Spring Street ~ Croft to Church - water main replacement	156,000					156,000	
Central Avenue - water main replacement	186,000	15,000				171,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>367,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>327,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Backhoe - sewer	160,000						160,000
Mobile Visitor Information Centre - vehicle and travel trailer	80,000						80,000
New Trackless Snow Blower	160,000						160,000
Subtotal	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>
<b>BUILDINGS / LAND</b>							
Fire Dept - Server - replacement	17,000		17,000				
Works Garage - Overhead Doors	40,000		40,000				
Works Garage - Electrical Entrance	15,000		15,000				
5 Rachford Basement Renovations	75,000						75,000
Library Door Replacement	25,000						25,000
Front Office Renovation	29,250		29,250				
Works Garage - Column Base Reconstruction	15,000						15,000
Subtotal	<b>216,250</b>	<b>-</b>	<b>116,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
Central Avenue - street paving, sanitary sewer, curb, storm sewer (corrugated)	210,000			15,000	195,000		
Spring Street ~ Croft to Church - street paving, sanitary sewer, curb, storm sewer	150,000				150,000		
Westminster Avenue - street (CM) and storm sewer (corrugated)	250,000						250,000
Croft Street ~ Beacon to East Pleasant - street (CM) and storm sewer (corrugated)	165,000						165,000
Boylston Avenue ~ Milford to Elmwood - street (CM) and storm sewer (corrugated)	200,000						200,000
Subtotal	<b>975,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>345,000</b>	<b>-</b>	<b>615,000</b>
<b>STREETS</b>							
Tupper Blvd ~ (TIR Office Driveway to Chandler Road) (overlay)	100,000				100,000		
Summit Avenue ~ (overlay)	80,000				80,000		
Haliburton Street ~ (CM)	50,000				50,000		
Townshend Avenue ~ (Church to Academy) overlay	15,000				15,000		
Fire Station Parking Lot Culvert (Over Dickey Brook)	200,000				100,000		100,000
Subtotal	<b>445,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>345,000</b>	<b>-</b>	<b>100,000</b>
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
<b>FIRE DEPARTMENT</b>							
Fire Station Bldg Repairs - replace all interior & exterior lights	40,000		40,000				
Fire Station Bldg Repairs - Insulate hot water heating supply and return piping	8,000		8,000				
Structural firefighting bunker gear - replacement (6-9 sets)	20,000		20,000				
Fire Truck - replace Ladder 4 - Aerial device	1,400,000						1,400,000
Fire Station Bldg Repairs - Repave the parking lots	75,000						75,000
Breathing air refilling stations - replacement (Station unit)	26,000		26,000				
Subtotal	<b>1,569,000</b>	<b>-</b>	<b>94,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,475,000</b>
<b>POLICE DEPARTMENT</b>							
Smart Board - Community Room	27,000		27,000				
Patrol Vehicle #2	60,000		60,000				
Patrol Vehicle #3	60,000		60,000				
Ballistic Plates - Carbine - 15 sets	21,000		21,000				
Subtotal	<b>168,000</b>	<b>-</b>	<b>168,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RECREATION</b>							
Street Furniture *	20,000		20,000				
Beacon Street Park - Sponge Surface Replacement	20,000		20,000				
Robbs - Replace Roof	7,500		7,500				
Rotary Park - Play Equipment Replacement	20,000		20,000				
Robbs Lighting - Dwight Jones	115,000		20,500				94,500
Zamboni	250,000						250,000
Synthetic Ice	125,000						125,000
Small Off-leash Dog Area	12,250		12,250				
Zero Turn (Bagger)	6,500		6,500				
Playground Equipment - Beacon	20,000		20,000				
Playground Equipment - Dickey	20,000		20,000				
1/2 Ton Truck - replace Ranger #2	35,000		35,000				
Front End Flail (Trackless)	15,000		15,000				
Robb Lighting - Cecil Small	115,000						115,000
Subtotal	<b>781,250</b>	<b>-</b>	<b>196,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>584,500</b>
<b>GENERAL TOTAL</b>	<b>4,554,500</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>690,000</b>	<b>-</b>	<b>3,274,500</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>	<b>4,921,500</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>690,000</b>	<b>327,000</b>	<b>3,274,500</b>

Capital Budget YEAR 3 - 2022/23		Sources of Financing					
Projects	Estimated Gross Cost with non- recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
Queen Street ~ Church to Albion - water main replacement	271,000	15,000				256,000	
Dale Street - water main replacement	135,000					135,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>431,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>391,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Loader	218,750						218,750
New street Sweeper	325,000						325,000
New Service Truck	50,000		50,000				
Subtotal	<b>593,750</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>543,750</b>
<b>BUILDINGS / LAND</b>							
Town Hall - Server - replacment	17,000		17,000				
Town Hall - New Roof	75,000						75,000
General Conference/Meeting Room Upgrades	10,000		10,000				
Works Garage - Airhandling / Ventilation / Cooling	50,000		50,000				
Subtotal	<b>152,000</b>	<b>-</b>	<b>77,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
Queen Street ~ Church to Albion - street, sanitary sewer, curb	270,000			15,000	255,000		
Dale Street - street, sanitary sewer, curb	220,000				220,000		
Wellington Street - street (CM) and storm sewer (corrugated)	230,000						230,000
Dundonald Street - street (CM) and storm sewer (corrugated)	125,000				55,000		70,000
Subtotal	<b>845,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>530,000</b>	<b>-</b>	<b>300,000</b>
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
<b>SIDEWALKS</b>							
Queen Street ~ Church to Albion	55,000				55,000		
Church Street ~ Beacon to East Pleasant - Sidewalk (Active Transportation Plan)	75,000				75,000		
Subtotal	<b>130,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>130,000</b>	<b>-</b>	<b>-</b>
<b>FIRE DEPARTMENT</b>							
Replacement structural firefighting bunker gear (6-9 sets)	20,000		20,000				
Fire Station Bldg Repairs - Replace the Nederman exhaust fan	7,500		7,500				
Fire Station Bldg Repairs - install Nox & CO exhaust system for apparatus bay	6,000		6,000				
Fire Station Bldg Repairs - Basement entrance stairwell repair moisture infiltration	50,000		50,000				
Fire Station Bldg Repairs - install exhaust ventilation in washroom, oil/dielectric storage	20,000		20,000				
water damage	70,000		70,000				
Fire Station Bldg Repairs - Replacement of exterior windows	80,000		49,500				30,500
Fire Station Bldg Repairs - replace generator and supply tank	140,000						140,000
Fire Station Bldg Repairs - Replace all building electrical wiring	200,000						200,000
Subtotal	<b>593,500</b>	<b>-</b>	<b>223,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>370,500</b>
<b>POLICE DEPARTMENT</b>							
Patrol Vehicle #1	60,000		60,000				
Dispatch Console and Software	100,000		100,000				
Subtotal	<b>160,000</b>	<b>-</b>	<b>160,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RECREATION</b>							
1/2 Ton Replace 1/2 Ton Ford	35,000		35,000				
Park / Green Space Furniture	20,000		20,000				
Outdoor Portable Seating	10,000		10,000				
Skate Park Roof	150,000						150,000
Dickey Brook Restoration	100,000						100,000
Subtotal	<b>315,000</b>	<b>-</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
<b>GENERAL TOTAL</b>	<b>2,789,250</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>1,539,250</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>	<b>3,220,250</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>391,000</b>	<b>1,539,250</b>

Capital Budget YEAR 4 - 2023/24		Sources of Financing					
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
Beacon Street - water main replacement	215,000	15,000				200,000	
Victoria Street (CNR to Hickman) (Water Main Replacement)	600,000					600,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>840,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>800,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Dump Truck	160,000		73,000				87,000
New Service Truck	50,000		50,000				
Subtotal	<b>210,000</b>	<b>-</b>	<b>123,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>87,000</b>
<b>BUILDINGS / LAND</b>							
Town Hall - Server - replacement	17,000		17,000				
5 Ratchford Street - Upper Level Roof	50,000						50,000
Subtotal	<b>67,000</b>	<b>-</b>	<b>17,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
Victoria Street (CNR to Hickman) Street, Storm, Sanitary, Curb Sidewalk	1,900,000						1,900,000
Beacon Street - street, sanitary sewer, storm sewer, curb	225,000			15,000	210,000		
Subtotal	<b>2,125,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>210,000</b>	<b>-</b>	<b>1,900,000</b>
<b>STREETS</b>							
Various Paving	430,000	-	-	-	430,000	-	-
<b>SIDEWALKS</b>							
LaPlanche Street ~ east side Victoria to Lawrence	70,000	-	-	-	20,000	-	50,000
<b>FIRE DEPARTMENT</b>							
Replacement structural firefighting bunker gear (6-9 sets)	20,000		20,000				
Fire Station Bldg Repairs - Replace roof membrane - main building	95,000						95,000
Fire Station Bldg Repairs - Replace the mortar in all joints	20,000						20,000
Fire Station Bldg Repairs - Replace mechanical roof support curb & add add'l roof drains	40,000						40,000
New Truck - replace unit 8 - Tanker - water shuttle	375,000						375,000
Subtotal	<b>550,000</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>530,000</b>
<b>POLICE DEPARTMENT</b>							
Patrol Vehicle # 6	60,000		60,000				
Body Armour 17 Units	35,000		35,000				
Subtotal	<b>95,000</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RECREATION</b>							
Stadium Infrastructure Study	25,000		25,000				
Trail Lighting	100,000		100,000				
Zero Turn Replacement	15,000		15,000				
Robb Fencing (2 Fields)	60,000		60,000				
Dickey Brook Restoration	100,000		100,000				
Park / Green Space Furniture	20,000		20,000				
Subtotal	<b>320,000</b>	<b>-</b>	<b>320,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GENERAL TOTAL</b>	<b>3,867,000</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>2,617,000</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>	<b>4,707,000</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>800,000</b>	<b>2,617,000</b>

Capital Budget YEAR 5 - 2024/25		Sources of Financing					
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
York Street ~ Park to Highfield - water main replacement	130,000					130,000	
New Service Truck	50,000	15,000				35,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>205,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>165,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Trackless Snow Blower	156,250	-	156,250	-	-	-	-
<b>BUILDINGS / LAND</b>							
Police Dept - Server - replacement	17,000	-	17,000	-	-	-	-
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
York Street ~ Park to Highfield - street, sanitary sewer, storm sewer, curb	148,000			15,000	133,000		
Cornwall Avenue - street (CM) and storm sewer (corrugated)	225,000				225,000		
Minto Street - street (CM) and storm sewer (corrugated)	145,000				145,000		
Subtotal	518,000	-	-	15,000	503,000	-	-
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
<b>STREETS</b>							
Various Paving	350,000	-	-	-	-	-	350,000
<b>SIDEWALKS</b>							
Havelock Street ~ Prince Arthur to Spring	157,000	-	-	-	157,000	-	-
<b>FIRE DEPARTMENT</b>							
Replacement of VHF / Digital Radios	70,000		70,000				
Replacement structural firefighting bunker gear (6-9 sets)	20,000		20,000				-
Replacement Wildland coveralls (Qty 50-55)	26,000		26,000				
Subtotal	116,000	-	116,000	-	-	-	-
<b>POLICE DEPARTMENT</b>							
Patrol Vehicle #5 - SUV 4WD	75,000		75,000				
Crime Prevention Vehicle	40,000		40,000				
Ballistic Helmets x 15	9,750		9,750				
Subtotal	124,750	-	124,750	-	-	-	-
<b>RECREATION</b>							
LED Sign - Stadium	30,000		30,000				
Dickey Brook Restoration	100,000		26,000				74,000
Stadium Building Infrastructure	75,000						75,000
Front end Flail (Trackless)	15,000		15,000				
Victoria Square Lighting	50,000						50,000
Playground Equipment Upgrades	75,000						75,000
1 Ton Dump Truck Replacement	50,000		50,000				
Robbs Fencing (one field)	40,000		40,000				
Subtotal	435,000	-	161,000	-	-	-	274,000
<b>GENERAL TOTAL</b>	<b>1,874,000</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>624,000</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>	<b>2,079,000</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>165,000</b>	<b>624,000</b>

Capital Budget YEAR 6 - 2025/26		Sources of Financing					
Projects	Estimated Gross Cost with non- recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
North Adelaide Street - water main replacement	240,000	15,000				225,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>265,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>225,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Service Truck - sewer	45,000	-	30,000	15,000	-	-	-
<b>BUILDINGS / LAND</b>							
Fire Dept - Server - replacement	17,000		17,000				
Town Hall - Server / network storage - replacement	23,000		23,000				
Police Dept - Server / network storage - replacement	23,000		23,000				
Subtotal	63,000	-	63,000	-	-	-	-
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
North Adelaide Street - street, sanitary sewer, storm sewer, curb	350,000	-	-	-	350,000	-	-
<b>STREETS</b>							
Various Paving	600,000	-	-	-	285,000	-	315,000
<b>STORM SEWER</b>							
Various corrugated storm sewer replacement	150,000	-	24,000	-	-	-	126,000
<b>SIDEWALKS</b>							
North Adelaide	25,000	-	-	-	25,000	-	-
<b>FIRE DEPARTMENT</b>							
No capital projects at this time.	-	-	-	-	-	-	-
<b>POLICE DEPARTMENT</b>							
Patrol Vehicle #2	60,000		60,000				
Patrol Vehicle #3	60,000		60,000				
APD Server	26,000		26,000				
Subtotal	146,000	-	146,000	-	-	-	-
<b>RECREATION</b>							
Dickey Brook Restoration	100,000		100,000				
Stadium Building Infrastructure	100,000		100,000				
Robb Lighting - Baseball	125,000		125,000				
Park / Green Space Furniture	20,000		20,000				
Zero Turn Replacement	30,000		30,000				
Subtotal	375,000	-	375,000	-	-	-	-
<b>GENERAL TOTAL</b>	<b>1,754,000</b>	<b>-</b>	<b>638,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>441,000</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>							
	<b>2,019,000</b>	<b>40,000</b>	<b>638,000</b>	<b>15,000</b>	<b>660,000</b>	<b>225,000</b>	<b>441,000</b>

<b>Capital Budget</b>		<b>Sources of Financing</b>						
<b>YEAR 7 - 2026/27</b>								
<b>Projects</b>	<b>Estimated Gross Cost with non-recoverable HST included</b>	<b>Water Operating</b>	<b>General Operating</b>	<b>Sewer Operating</b>	<b>Gas Tax</b>	<b>Long Term Debt - Water</b>	<b>Long Term Debt - General</b>	
<b>WATER</b>								
Russell Street - water main replacement	350,000	15,000				335,000		
Fire Hydrant Replacement	12,500	12,500						
Water Meter Replacement	12,500	12,500						
<b>WATER TOTAL</b>	<b>375,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>335,000</b>	<b>-</b>	
<b>GENERAL CAPITAL</b>								
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>								
<b>EQUIPMENT</b>								
New Loader	218,000	-	218,000	-	-	-	-	
<b>LARGE MULTI - CATEGORY PROJECTS</b>								
Russell Street - street, sanitary sewer, storm sewer, curb	375,000	-	-	15,000	360,000	-	-	
<b>STREETS</b>								
Various Paving	500,000	-	-	-	300,000	-	200,000	
<b>STORM SEWER</b>								
Various corrugated storm sewer replacement	150,000	-	-	-	-	-	150,000	
<b>SIDEWALKS</b>								
Clarence Street ~ Belmont to Spring	40,000	-	40,000	-	-	-	-	
<b>FIRE DEPARTMENT</b>								
Replacement - Fire fighter voice pagers (60 units)	45,000	-	45,000	-	-	-	-	
<b>POLICE DEPARTMENT</b>								
Patrol Vehicle #1	60,000		60,000					
Ballistic Plates - 15 sets	21,000		21,000					
Subtotal	81,000	-	81,000	-	-	-	-	
<b>RECREATION</b>								
Dickey Brook Restoration	100,000						100,000	
Tennis Court Lighting	50,000		50,000					
Park / Green Space Furniture	20,000		20,000					
Entrance Signage	150,000						150,000	
1 Ton Dump Truck Replacment	50,000		50,000					
Stadium Infrastructure	100,000		71,000				29,000	
Subtotal	470,000	-	191,000	-	-	-	279,000	
<b>GENERAL TOTAL</b>	<b>1,879,000</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>629,000</b>	
<b>GRAND TOTAL WATER &amp; GENERAL</b>		<b>2,254,000</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>335,000</b>	<b>629,000</b>

Capital Budget YEAR 8 - 2027/28		Sources of Financing						
Projects	Estimated Gross Cost with non- recoverable HST included	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General	
<b>WATER</b>								
Lamy Street - water main replacement	310,000					310,000		
Service Truck	50,000	15,000				35,000		
Fire Hydrant Replacement	12,500	12,500						
Water Meter Replacement	12,500	12,500						
<b>WATER TOTAL</b>	<b>385,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>345,000</b>	<b>-</b>	
<b>GENERAL CAPITAL</b>								
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>								
<b>EQUIPMENT</b>								
Service Truck	50,000		50,000					
Trackless Snowblower	160,000		160,000					
Subtotal	210,000	-	210,000	-	-	-	-	
<b>BUILDINGS / LAND</b>								
Town Hall - Server - replacement	17,000	-	17,000	-	-	-	-	
<b>LARGE MULTI - CATEGORY PROJECTS</b>								
Lamy Street - sanitary sewer, storm sewer, street and curbs	600,000	-	-	15,000	585,000	-	-	
<b>STREETS</b>								
Various paving	350,000	-	-	-	75,000	-	275,000	
<b>SIDEWALKS</b>								
Various sidewalk replacements	150,000	-	-	-	-	-	150,000	
<b>FIRE DEPARTMENT</b>								
No capital projects at this time	-	-	-	-	-	-	-	
<b>POLICE DEPARTMENT</b>								
Patrol Vehicle #6	50,000		50,000					
Body Armour 17 units	35,000		35,000					
Subtotal	85,000	-	85,000	-	-	-	-	
<b>RECREATION</b>								
Stadium Building Infrastructure	100,000		100,000					
Dickey Brook Restoration	100,000		100,000					
Playground Equipment Upgrades	25,000		25,000					
Splash Pad Replacement	150,000		28,000				122,000	
Trail Development	10,000		10,000					
Subtotal	385,000	-	263,000	-	-	-	122,000	
<b>GENERAL TOTAL</b>	<b>1,797,000</b>	<b>-</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>-</b>	<b>547,000</b>	
<b>GRAND TOTAL WATER &amp; GENERAL</b>		<b>2,182,000</b>	<b>40,000</b>	<b>575,000</b>	<b>15,000</b>	<b>660,000</b>	<b>345,000</b>	<b>547,000</b>

<b>Capital Budget</b>		<b>Sources of Financing</b>						
<b>YEAR 9 - 2028/29</b>								
<b>Projects</b>	<b>Estimated Gross Cost with non-recoverable HST included</b>	<b>Water Operating</b>	<b>General Operating</b>	<b>Sewer Operating</b>	<b>Gas Tax</b>	<b>Long Term Debt - Water</b>	<b>Long Term Debt - General</b>	
<b>WATER</b>								
Clifford Street (Church to Havelock Street) undersized water main replacemtn	75,000					75,000		
Belmont Street (Church to Havelock) water main replacement	75,000					75,000		
New Service Truck	45,000					45,000		
Replacement of Backhoe	200,000	40,000				160,000		
<b>WATER TOTAL</b>	<b>395,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>355,000</b>	<b>-</b>	
<b>GENERAL CAPITAL</b>								
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>								
<b>EQUIPMENT</b>								
New Service Truck	45,000		45,000					
General Conference Meeting Room Upgrades	10,000		10,000					
Total	55,000	-	55,000	-	-	-	-	
<b>BUILDINGS / LAND</b>								
Town Hall - Server - replacement	17,000	-	17,000	-	-	-	-	
<b>LARGE MULTI - CATEGORY PROJECTS</b>								
Replacement of Pleasant Street Culvert at Albion	450,000	-	-	-	450,000	-	-	
<b>STREETS</b>								
Miscellaneous Paving	375,000	-	103,000	-	210,000	-	62,000	
<b>FIRE DEPARTMENT</b>								
No capital projects at this time	-	-	-	-	-	-	-	
<b>POLICE DEPARTMENT</b>								
SCEU vehicle	45,000		45,000					
DNA Dryer	15,000		15,000					
Subtotal	60,000	-	60,000	-	-	-	-	
<b>RECREATION</b>								
Stadium Building Infrastructure	100,000		100,000					
Beacon Street Washroom	100,000		100,000					
Dickey Brook Restoration	100,000		100,000					
Victoria Square Gazebo	40,000		40,000					
Subtotal	340,000	-	340,000	-	-	-	-	
<b>GENERAL TOTAL</b>	<b>1,297,000</b>	<b>-</b>	<b>575,000</b>	<b>-</b>	<b>660,000</b>	<b>-</b>	<b>62,000</b>	
<b>GRAND TOTAL WATER &amp; GENERAL</b>		<b>1,692,000</b>	<b>40,000</b>	<b>575,000</b>	<b>-</b>	<b>660,000</b>	<b>355,000</b>	<b>62,000</b>

Capital Budget YEAR 10 - 2029/30		Sources of Financing					
Projects	Estimated Gross Cost with non- recoverable HST <u>Included</u>	Water Operating	General Operating	Sewer Operating	Gas Tax	Long Term Debt - Water	Long Term Debt - General
<b>WATER</b>							
Hickman Main Replacement	1,000,000	15,000				985,000	
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
<b>WATER TOTAL</b>	<b>1,025,000</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>985,000</b>	<b>-</b>
<b>GENERAL CAPITAL</b>							
<b>OPERATIONS (TRANSPORTATION &amp; PUBLIC WORKS)</b>							
<b>EQUIPMENT</b>							
New Dump Truck	160,000	-	160,000	-	-	-	-
<b>BUILDINGS / LAND</b>							
Police Dept - Server - replacement	17,000	-	17,000	-	-	-	-
<b>LARGE MULTI - CATEGORY PROJECTS</b>							
Hickman Street ~ Sanitary, Storm, Street, Curb	1,400,000	-	278,000	-	160,000	-	962,000
<b>STREETS</b>							
Various Paving	500,000	-	-	-	500,000	-	-
<b>FIRE DEPARTMENT</b>							
No capital projects at this time.	-	-	-	-	-	-	-
<b>POLICE DEPARTMENT</b>							
Police Vehicle #2	60,000		60,000				
Police Vehicle #3	60,000		60,000				
Subtotal	120,000	-	120,000	-	-	-	-
<b>RECREATION</b>							
No capital projects at this time.	-						
Subtotal	-	-	-	-	-	-	-
<b>GENERAL TOTAL</b>	<b>2,197,000</b>	<b>-</b>	<b>575,000</b>	<b>-</b>	<b>660,000</b>	<b>-</b>	<b>962,000</b>
<b>GRAND TOTAL WATER &amp; GENERAL</b>	<b>3,222,000</b>	<b>40,000</b>	<b>575,000</b>	<b>-</b>	<b>660,000</b>	<b>985,000</b>	<b>962,000</b>

# MEMORANDUM

**To:** Mayor Kogon and Members of Amherst Town Council

**From:** Jason MacDonald, MCIP, Deputy CAO

**Date:** January 22, 2020

**Subject:** 2020/21 Capital Budget vs Vehicle Replacement Plan

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When determining the replacement of vehicles and equipment many criteria are evaluated. Our Vehicle Replacement Plan is used to track all vehicles and related equipment owned by the Town of Amherst. This Plan tracks the age, usage, and condition of the various assets and is intended to work as a guide to determine when replacement is required. When the anticipated replacement year approaches, the equipment is assessed to determine its current condition, repairs required, and its importance within the organization. Equipment with high importance and poor condition (ie Service Truck, Loader, Backhoe) would be recommended for replacement.

In order to be economically prudent, we do not recommend replacing every vehicle that meets the replacement criteria in the Plan. Each year, the highest priority vehicles / equipment are replaced. Other high priority equipment is typically deferred to the next budget year, and is repaired as required to allow for its continued operation as long as possible. Furthermore, the vehicle replacement plan is updated regularly to factor in unforeseen condition changes such as collisions, and mechanical failure. Occasionally, equipment that may meet replacement criteria in the plan is assessed and is determined to be in good enough condition to be utilized for another year, or more.

There are also many cases where a vehicle no longer suitable for its current usage, or has passed a usage milestone set by a department. In these situations, the vehicles can be replaced, with the original vehicle repurposed in another department. This process ensures that the Town receives maximum usage from all equipment.

Unit	Year	Description	Colour	Dept.	Work Order No.	Equip. Serial Number	Year	Purchase Price	Maintenance Costs	Km	Hr	Age of Unit	Replacement Factor (Mileage)	Condition	Remaining of Overdue	Year 1 2020/21	Year 2 2021/22	Year 3 2022/23	Year 4 2023/24	Year 5 2024/25	Year 6 2025/26	Year 7 2026/27	Year 8 2027/28	Year 9 2028/29	Year 10 2029/30	
mobile 30	2019	Red Ram 3500 Cab Chassis	White	Engineering	100002466	1FAUJG5B6E1A1114	2020	\$19,331	\$3,558	80,338		9	10	Poor	-1	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
File-1	2018	Chrysler Pentastar Plumber	Red	File	10002505	6A3767603A000300	2020		\$53	54,800		84	100	Poor	16											
File-2	2005	Trailer for Parade Truck	Black	File	10002510	1XAC2012151070588	2020	\$0	\$0			15	0	Very Good	-15	\$5,000										
File-3	2008	Trailer for Parade Truck	Black	File	10002511	1XNE167081026666	2020	\$25,000	\$42			12	0	Fair	-12											
File-4	2007	Spigart Plumber V44M2 422	Red	File	10002503	45FH12037056968	2020	\$330,000	\$9,008			25	25	Fair	12											
File-1	1991	Shuttle Fire	Red	File	10002507	457B115303004792	2020	\$5,700	\$8,700			26	25	Fair	24											
File-2	1991	Shuttle Fire	Red	File	10002507	457B115303004792	2020	\$5,700	\$8,700			26	25	Fair	24											
File-3	1991	Shuttle Fire	Red	File	10002507	457B115303004792	2020	\$5,700	\$8,700			26	25	Fair	24											
File-4	1991	Shuttle Fire	Red	File	10002507	457B115303004792	2020	\$5,700	\$8,700			26	25	Fair	24											
File-5	2011	International Aerial Fire	Red	File	10002513	1FVACRBS4B4Y1315	2020	\$10,973	\$2,455			25	20	Excellent	11	\$875,000									\$50,000	
File-101	2018	Dozer Dump	White	File	10003384	1FVACRBS4B4Y1315	2020	\$41,186	\$107	12,321		408	9	Excellent	9											
File-102	2018	Dozer Dump	White	File	10003384	1FVACRBS4B4Y1315	2020	\$41,186	\$107	12,321		408	9	Excellent	9											
File-103	2018	Dozer Dump	White	File	10003384	1FVACRBS4B4Y1315	2020	\$41,186	\$107	12,321		408	9	Excellent	9											
File-7	2016	Ford F350 4x4 Crew Cab SRW	White	File	10003502	1FVACRBS4B4Y1315	2020	\$65,744	\$665	7,000		10	10	Excellent	9	\$65,744										
File-8	1998	Ford Trailer	Blue	File	10002502	1FVACRBS4B4Y1315	2020	\$27,000	\$77	9,835		17	10	Replace	3	\$375,000										
120	2010	Ford Focus Blvd. Imp. Car	White	Imp	10001995	1FAPKSNZ42V23251	2020	\$12,761	\$2,903	73,342		10	10	Very Good	TOTAL	\$65,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
1	2008	Honda Accord (SECU)	Black	Police	10001364	1HGCP36726A026268	2020	\$25,000	\$2,158	20,483		12	10	Replace	-2	\$45,000										
8	2014	Toyota Camry (Imp)	White	Police	10002462	2C3CD2AG6E1205946	2020	\$29,000	\$1,701	23,259		6	20,000	Fair	-1	\$54,750									\$45,000	
1	2014	Toyota Camry (Imp)	White	Police	10002462	2C3CD2AG6E1205946	2020	\$29,000	\$1,701	23,259		6	20,000	Fair	-1	\$54,750										\$45,000
5	2018	Ford Crown Victoria 44 Crew Cab	Black	Police	10003450		2020	\$67,059				1	20,000	Excellent	-1	\$67,059									\$60,000	
2	2017	Ford F150	White	Police	10003532	1FAHP3K4H5G17863	2020	\$37,000	\$1,472	73,335		3	20,000	Very Good	3	\$60,000									\$60,000	
3	2018	Ford F150	White	Police	10002466	1FAHP3K4H5G17863	2020	\$37,000	\$1,472	73,335		3	20,000	Very Good	3	\$60,000									\$60,000	
4	2015	Chrysler 200 (MCU)	White	Police	10003301	1C3CCAG1R7R26829	2020	\$25,000	\$1,951	48,902		5	10	Very Good	5	\$60,000									\$60,000	
5	2013	Dodge Journey	White	Police	10002480	5C4PPCAB5D1847844	2020	\$22,000	\$6,260	44,163		7	20,000	Very Good	1	\$65,000									\$60,000	
9	2010	Ford Ramper	White	Police	10001904	1FTRRF5A9A0A9443	2020	\$27,423	\$7,201	67,126		10	8	Very Good	-2	\$39,000	\$168,000	\$60,000	\$40,000	\$120,000	\$60,000	\$60,000	\$45,000	\$45,000	\$120,000	
2001	2001	Scout Utility Trailer	Black	Recreation	10001935	268750101107058	2020	\$5,000	\$2,072			18	15	Poor	-3	\$5,000										
101	2001	Scout Utility Trailer	Black	Recreation	10001935	268750101107058	2020	\$5,000	\$2,072			18	15	Poor	-3	\$5,000										
102	2001	Scout Utility Trailer	Black	Recreation	10001935	268750101107058	2020	\$5,000	\$2,072			18	15	Poor	-3	\$5,000										
103	2013	Ford 150 Pickup	White	Recreation	10002441	1FTNE1G1DKE18325	2020	\$27,400	\$4,241	68,826		7	10	Very Good	3	\$32,421									\$60,000	
104	2009	Ford Ranger Pickup	White	Recreation	10001841	1FTR4E2P8A11851	2020	\$20,553	\$3,526	50,869		11	10	Fair	-1	\$50,000										
105	2011	Ford Crown V6 (Jumbo)	White	Recreation	10001602	2FABP7B8B4T16281	2020	\$29,000	\$4,331	21,699		9	10	Poor	1											
106	2008	Olds Cutaway (Jumbo)	Black	Recreation	10001743	3G1FEG1461831881	2020	\$17,000	\$4,500	9,279		13	10	Poor	2											
107	2010	Kia Niro	Black	Recreation	10001880	31433	2020	\$17,450	\$1,506	16,500		10	10	Very Good	0	\$10,000	\$20,000									
108	2010	Kia Niro	Black	Recreation	10001880	31433	2020	\$17,450	\$1,506	16,500		10	10	Very Good	0	\$10,000	\$20,000									
109	2018	Kubota L3650	Orange	Recreation	10003203	43621	2020	\$50,000	\$296	634		2	10	Excellent	8										\$37,000	
110	2005	440 Zamboni	Blue	Recreation	10001440	440-7918	2020	\$92,000	\$26,938	5925		15	15	Poor	0	\$250,000										
111	2015	Ford F350 Super Duty	White	Recreation	10001981	1FTR4E2P8A11851	2020	\$60,533	\$2,455	7,704		9	10	Fair	0	\$38,000										
112	2015	Ford F350 Super Duty	White	Recreation	10002887	1FTR4E2P8A11851	2020	\$60,533	\$2,455	7,704		9	10	Fair	0	\$38,000										
113	2015	Ford F350 Super Duty	White	Recreation	10002887	1FTR4E2P8A11851	2020	\$60,533	\$2,455	7,704		9	10	Fair	0	\$38,000										
114	2015	Kubota ZD331LP Zero Turn Mower	Orange	Recreation	10003203	43621	2020	\$40,755	\$1,502	27,778		5	10	Excellent	5										\$80,000	
115	2009	Ford Escape SUV	White	Recreation	10002501	1FMCU9G38KC4477	2020	\$25,448	\$4,646	8,073		11	10	Very Good	8	\$35,000	\$25,000	\$45,000	\$25,000	\$60,000	\$20,000	\$150,000	\$19,000	\$40,000	\$40,000	
mobile 11	2010	Freightliner Dump Truck	Red	Sewer	10001816	2FZACHAK5AM7111	2020	\$75,600	\$92,421	92,675		16	12	Replace	TOTAL	\$60,657	\$25,000	\$45,000	\$25,000	\$60,000	\$20,000	\$150,000	\$19,000	\$40,000	\$40,000	
mobile 28	2015	John Deere 410L	Yellow	Sewer	10002685	1T041DLXKFZ71891	2020	\$125,000	\$5,754	2632		5	5	Very Good	0	\$150,000									\$150,000	
mobile 38	1975	Sewer Roadfin Trailer	Yellow	Sewer	none	0	2020	\$7,000	\$0			45	20	Replace	-25										\$500,000	
mobile 39	2014	John 11 Jump Trailer	Yellow	Sewer	10002483	1FTR4E2P8A11851	2020	\$27,433	\$3,446	6,814		46	20	Very Good	-26	\$50,000									\$48,000	
mobile 7	2012	Ford F250 Super Duty	White	Sewer	10002483	1FTR4E2P8A11851	2020	\$27,433	\$3,446	6,814		46	20	Very Good	-26	\$50,000									\$48,000	
mobile 11	2010	Freightliner Dump Truck	Red	Streets	10001816	2FZACHAK5AM7111	2020	\$75,600	\$92,421	92,675		16	12	Replace	TOTAL	\$60,657	\$25,000	\$45,000	\$25,000	\$60,000	\$20,000	\$150,000	\$19,000	\$40,000	\$40,000	
mobile 16	2014	John Deere M1022S Sweeper	White	Streets	10004001	49HAA8V25N82872	2020	\$16,100	\$1,837	9,184		16	20	Replace	4	\$50,000									\$150,000	
mobile 17	2010	John Deere L654K	Yellow	Streets	10001817	DV54K4Z62888	2020	\$130,000	\$69,052	5595		13	15	Poor	5	\$260,000									\$160,000	
mobile 19	2010	Case 4300 Loader	Yellow	Streets	10001851	1YR02762	2020	\$130,000	\$69,052	5595		13	15	Poor	5	\$260,000									\$160,000	
mobile 2	2017	Case 4300 Loader	Yellow	Streets	10003382	1GCVKCE0H2727113	2020	\$29,388	\$184	35,900		3	7	Excellent	4	\$40,000									\$25,000	
mobile 5	2018	Case 4300 Loader	Yellow	Streets	10003384	1GCVKCE0H2727113	2020	\$29,388	\$184	35,900		3	7	Excellent	4	\$40,000									\$25,000	
mobile 24	2006	Ford F150 Super Duty	White	Streets	10000599	1FTR4E2P8A11851	2020	\$52,000	\$17,485	10,862		14	7	Replace	-7	\$40,000									\$50,000	
mobile 25	2006																									

Unit	Year	Description	Colour	Dept.	Work Order No.	Equip. Serial Number	Year	Purchase Price	Maintenance Costs	Km	Hr	Age of Unit	Replacement Factor (Years/hrs)	Condition	Remaining or Overdue	Year 1 2020/21	Year 2 2021/22	Year 3 2022/23	Year 4 2023/24	Year 5 2024/25	Year 6 2025/26	Year 7 2026/27	Year 8 2027/28	Year 9 2028/29	Year 10 2029/30					
mobile 43	2010	Falcon Asphalt Recycling Trailer	Yellow	Streets	1000/2007	1FDP1425AM33906	2020	\$35,400	\$18,138		200	10	10	Fair	0	\$80,000														
mobile 44	2018	Multiquip asphalt roller	Yellow	Streets	none	271914	2020	\$35,400	\$0		500	12	15	Very Good	3															
mobile 22	2019	Dodge Ram 3500 4x4	White	Streets	1000/3607	3C5BRFG5BK686030	2020	\$49,506	\$0	400	1	1	7	Excellent	6						\$50,000									
mobile 46	2017	Lexus LX570	Yellow	Streets	1000/3683	15050505	2020	\$49,900	\$7,859	22374	132	3	20	Excellent	17															
mobile 47	2017	Lexus LX570	Yellow	Streets	1000/3683	15050505	2020	\$49,900	\$7,859	22374	132	3	20	Excellent	17															
mobile 3	2007	Cher SLV CK10903 4x4	White	Streets	1000/1481	1FEBK14C97269120	2020	\$23,768	\$14,215	107311		13	10	Poor	-3	\$40,000														
mobile 5	2014	GM 3500	White	Streets	1000/2435	1G53CZG1E1F198465	2020	\$29,932	\$7,708	69720		6	7	Very Good	1	\$50,000														
mobile 1	2015	Cher Striker for 650 cab	White	Water	1000/2609	1G5NKE6957418347	2020	\$53,337	\$2,211	41659		5	7	Excellent	1	\$40,000														
mobile 14	2013	International 5 ton dump	White	Water	1000/2371	1HTM1A2684486158	2020	\$150,000	\$8,420	20153		7	12	Very Good	5															
mobile 15	2015	Freightliner Dump Truck	White	Water	1000/2480	1FVAG5D73FHG8271	2020	\$109,520	\$3,834	44422		5	12	Very Good	7															
mobile 16	2003	Caterpillar Loader - 1726G	Yellow	Water	1000/0970	CA1178670RT09890	2020	\$140,000	\$133,102		6520	17	15	Replace	-2	\$250,000														
mobile 22	2019	John Deere 352X Tractor	Yellow	Water	1000/3308	1C83C3APF0287189	2020	\$151,108	\$0		407	1	5	Excellent	4															
mobile 23	2019	John Deere 352X Tractor	Yellow	Water	1000/3308	1C83C3APF0287189	2020	\$151,108	\$0		407	1	5	Excellent	4															
mobile 3	2019	Dodge Ram 3500 4x4	White	Water	1000/5509	3C5BRFG5BK686030	2020	\$49,506	\$0	916		1	7	Excellent	6															
mobile 32	2011	Aliaa Copco Art Comp.	Yellow	Water	1000/2003	40P-03676	2020	\$12,500	\$0	67435	23	9	25	Excellent	16															
mobile 4	2015	Cher 3500 series pickup	White	Water	1000/2982	1G55C7G526Z18352	2020	\$37,663	\$3,443	67435		5	7	Very Good	2															
mobile 45	2014	Frevo Brand Trailer-Solar Tech	Orange	Water	1000/2684	280US117FES132470	2020	\$4,995	\$0			6	15	Excellent	2															
<b>TOTAL</b>																<b>\$1,176,935</b>	<b>\$1,478,000</b>	<b>\$1,723,000</b>	<b>\$1,120,000</b>	<b>\$552,000</b>	<b>\$259,000</b>	<b>\$359,000</b>	<b>\$169,000</b>	<b>\$165,000</b>	<b>\$169,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Capital Assets - Existing Vehicle Inventory									
Unit	Year	Description	Colour	Position/Use	Dept.	Equip. Serial Number	Purchase Price	Condition	
ENG10	2011	Ford Expedition	White	Capital Asset Coordinator	Engineering	1FMJU1G53BEF44901		Poor	
AFD20	1936	Chevrolet (Antique) Pumper	Red	Fire Truck	Fire	6151405623			
AFD1	2007	Spartan Pumper-VA41M2142	Red	Fire Truck	Fire	4S7HT2D937C05968	\$330,000	Fair	
AFD11	2018	Spartan Fire	Red	Fire Truck	Fire	0			
AFD2	1991	Spartan Fire	Red	Fire Truck	Fire	4S7BT9S03NC004792			
AFD4	1995	International Aerial Fire	Red	Fire Truck	Fire	1HTSDADRSSH226226			
AFD5	2011	Freightliner M2106 Crew Cab	Red	Fire Truck	Fire	1FVACYBS4BHAY1315			
AFD101	2018	Dodge Durango	White	Fire Truck	Fire	1C4RDJF5JC346728	\$44,186	Excellent	
AFD6	2012	Freightliner emergency response	Red	Fire Truck	Fire	1FVACYBS3CHBJ8064			
AFD7	2019	Ford F350 4x4 - Crew Cab SRW	White	Fire Truck	Fire	1FT8W3B60KEE48278	\$65,744	Excellent	
AFD102	2003	Fire Dept. Ford 1/2 ton Truck (surplus)	Red	Fire Truck	Fire	1FTRW08643KC67696	\$27,000	Replace	
AFD8	1998	Ford Tanker	Red	Fire Truck	Fire	1FDYF80E5WVA19114			
PLAN120	2010	Ford Focus Bldg. Insp. Car	White	Building Inspection Car	Insp	1FAHP3EN2AW235251	\$15,761	Very Good	
APD8	2008	Honda Accord (SCEU)	Black	Under Cover	Police	1HGCP367X8A802528	\$25,000	Replace	
APD1	2019	Ford Taurus	Black	Police Car	Police	1FAHP2MK9KG116903	\$54,720	Excellent	
APD5	2019	Ford Chev Silverado 4x4 Crew Cab	Black	Police Truck	Police	1GCUYAEF8KZ3054866	\$62,099	Excellent	
APD2	2017	Ford Taurus	White	Police Car	Police	1FAHP2MK4HG117983	\$37,000	Very Good	
APD3	2018	Ford Taurus	White	Police Car	Police	1FAHPMKXEG162230	\$37,000	Very Good	
APD4	2015	Chrysler 200 (MCU)	White	Major Crime	Police	1C3CCCAG1FN736639	\$25,000	Very Good	
APD6	2015	Ford Taurus	White	Police Car	Police	1FAHP2MK4FG144579	\$25,000	Fair	
APD7	2013	Dodge Journey	White	Community Police	Police	3C4PDCAB5DT647944	\$22,000	Very Good	
APD9	2010	Ford Ranger	White	By-Law Truck	Police	1FTLR4FE3APA09443	\$22,423	Very Good	
REC102	2017	Chev 4x4 doublecab	White	Horticulture	Recreation	1GCVKNEC7HZ320326	\$33,513	Excellent	
REC116	2020	Chev 4x4 doublecab	White	Events Truck	Recreation	1GCRYAEF9LZ137506	\$35,336	Excellent	
REC117	2019	Dodge 3500 1 Ton Dump	White	Dump Truck	Recreation	3C7WRSJ1KG648547	\$55,231	Excellent	
REC103	2013	Ford 150 Pickup	White	Service Truck	Recreation	1FTNF1CF0DKE13625	\$27,000	Very Good	
REC104	2009	Ford Ranger Pickup	White	Service Truck	Recreation	1FTYR44E29PA13651	\$20,533	Fair	
REC107	2007	Massey 1528 Ferguson Tractor	Red	Tractor	Recreation	JRA52911	\$19,000	Fair	
REC108	2010	Kubota ZD326P Zero Turn Mower	Orange	Mower Zero Turn	Recreation	31433	\$12,450	Very Good	
REC109	2018	Kubota L3560	Orange	Tractor	Recreation	43521	\$30,000	Excellent	
REC110	2005	440 Zamboni	Blue	Zamboni	Recreation	440-7918	\$82,000	Poor	
REC111	2002	Kubota ZD21 Zero Turn Mower	Orange	Mower Zero Turn	Recreation	Model Z D21	\$12,000	Poor	
REC112	2010	Ford Ranger Pickup	White	Service Truck	Recreation	1FTKR4EE6APA09451	\$20,533	Fair	
REC113	2015	Ford F350 dual wheel dump	White	Dump Truck	Recreation	1FDRF3G65FEC06066	\$40,755	Excellent	
REC114	2018	Kubota ZD331LP Zero turn mower	Orange	Mower Zero Turn	Recreation	43521	\$16,621	Excellent	

Unit	Year	Description	Colour	Position/Use	Dept.	Equip.Serial Number	Purchase Price	Condition
REC115	2009	Ford Escape SUV	White	Events Truck	Recreation	1FMCU93G39KC44477	\$25,448	Very Good
PW 13	2004	Sterling Acterra 5 Ton dump	Red	Dump Truck	Sewer	2FZACHAK54AMT7711	\$75,600	Replace
PW 28	2015	John Deere 410L	Yellow	Backhoe	Sewer	1T0410LXKFF278991	\$125,000	Very Good
PW 6	2015	Ford 1 Ton Truck	White	Service Truck	Sewer	1FT8X3A69FEB16568	\$27,433	Very Good
PW 7	2012	Ford F250	White	Service Truck	Sewer	1FTBF2A62CEA35023	\$29,112	Fair
PW 11	2010	Freightliner Dump Truck	White	Dump Truck	Streets	1FVAC3BSXADAS4156	\$114,535	Poor
PW 16	2004	Elgin Whirlwind MV1022S Sweeper	White	Street Sweeper	Streets	49HAADBVT25D99872	\$161,000	Replace
PW 17	2010	John Deere Loader 544K	Yellow	Loader	Streets	DW544KZ626880	\$160,000	Very Good
PW 19	2007	Caterpillar 930G Loader	Yellow	Loader	Streets	TWR02752	\$133,000	Poor
PW 2	2017	Chev Silverado 1/2 ton 4x4 doublecab	White	Service Truck	Streets	1GCVKNEC0HZ127113	\$29,368	Excellent
PW 23	2007	Trackless Plow	Yellow	Trackless	Streets	MT5T-3561	\$104,485	Fair
PW 24	2006	Ford 1/2 Ton Truck 4x4	White	Service Truck	Streets	1FTRF14W06NA00554	\$32,000	Poor
PW 26	2018	Trackless Plow	Yellow	Trackless	Streets	MT71188	\$20,000	Excellent
PW 31	2012	Trackless Plow	Yellow	Trackless	Streets	MT61415	\$98,000	Very Good
PW 29	2019	Dodge Ram 3500 4x4	White	Service Truck	Streets	3C63R3GJ8KG688080	\$49,506	Excellent
PW 5	2015	Ford Dual 1 Ton dump	White	Service Truck	Streets	1FDRF3G60FEA54679	\$45,763	Very Good
PW 8	2007	Chev SLV CK10903 4x4	White	Service Truck	Streets	1GCEK14C97Z568120	\$25,768	Poor
PW 9	2014	GM 3500	White	Service Truck	Streets	1GC3CZCG1EF136465	\$29,932	Very Good
PW 1	2015	Chev Silverado 4x4 Reg. cab	White	Service Truck	Water	1GCNKPEC0FZ418347	\$33,337	Excellent
PW 14	2013	International 5 Ton dump	White	Dump Truck	Water	1HTWLAZR6DH436158	\$150,000	Very Good
PW 15	2015	Freightliner Dump Truck	White	Dump Truck	Water	1FVAG5DT3FHGJ8271	\$109,500	Very Good
PW 18	2003	Caterpillar Loader - IT28G	Yellow	Loader	Water	CAT1T28GVDBT00690	\$149,000	Replace
PW 22	2019	JCB 3CX Backhoe	Yellow	Backhoe	Water	JCB3CXAPEK2823169	\$150,168	Excellent
PW33	2012	Ford 250 Ton Truck	White	Service Truck	Water	1FTBF2A69CEA30868	\$29,500	Fair
PW 3	2019	Dodge Ram 3500 4x4	White	Service Truck	Water	3C63R3GJ5K6880020	\$49,506	Excellent
PW 4	2015	Chev 3500 series pickup	White	Service Truck	Water	1GC5CYCG2GZ118352	\$34,663	Very Good
<b>Surplus</b>								
	2014	Dodge Charger (surplus)	White	Stored at Works Garage	Police	2C3CDXAG9EH205846	\$28,000	Fair

# MEMORANDUM

**To:** Mayor Kogon and Members of Amherst Town Council  
**From:** Ben Pitman, P.Eng., Town Engineer  
**Date:** January 21, 2020  
**Subject:** Selection of Capital Projects for 10 Year Capital Budget

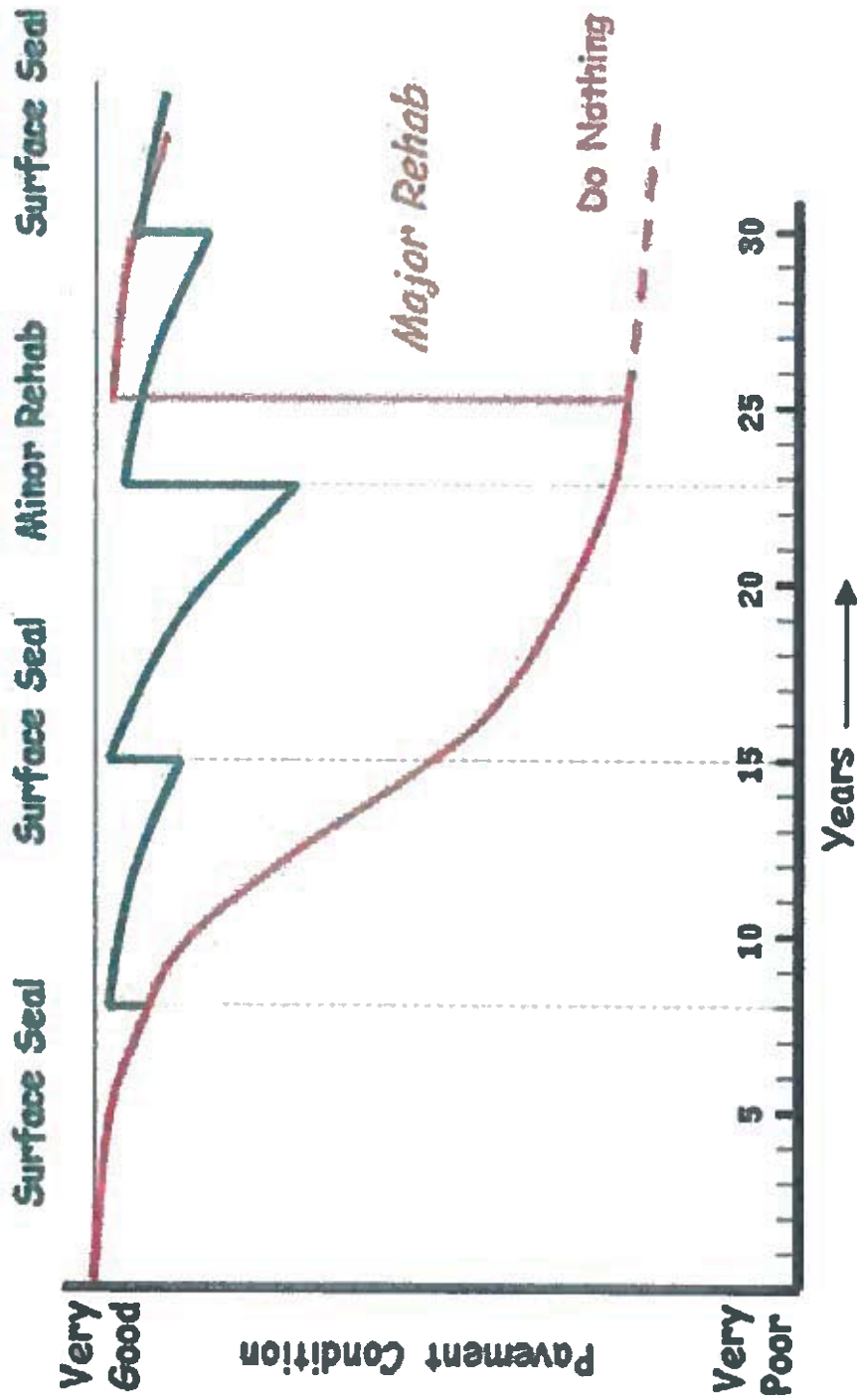
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There are a number of factors that go into recommending or not recommending a paving project for the ten-year capital budget after the PASER rating is completed:

- Water and Sewer mains should be less than 75 years old: The expected life cycle of ductile iron main or a clay pipe is 75 years. It would not be efficient to repave a street and shortly thereafter have to replace a water or sewer main.
- Similar to the reasons above, ideally, we don't carry out a paving project on streets that have corrugated steel pipe (CSP) for a storm sewer. This pipe was installed in the 70's and 80's has been found to be in need of replacement.
- We may want to schedule the replacement of a sidewalk to coincide with a street reconstruction project if such a larger project is scheduled.
- Finally, there is a substantial amount of infrastructure that should be replaced every year, however in order to be fiscally responsible not all projects are recommended.

Ben Pitman, P.Eng. Town Engineer

*Pavement Management with  
"Good Roads Cost Less"  
Preservation Strategies*



**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Abbey	Road	Elmwood	Penny	9
Abbey	Road	Victoria	Elmwood	10
Abbey	Road	Penny	Spring	9
Abbey	Road	Spring	Forest Glenn	10
Abbey	Road	Forest Glenn	Ridgewood	8
Abbott	Street	Douglas	Albion	8
Abbott	Street	Station	Douglas	8
Academy	Street	Queen	Spring	7
Academy	Street	Dickey	Queen	7
Academy	Street	Wellington	Dickey	6
Academy	Street	Senator	Wellington	7
Academy	Street	Townshend	Senator	7
Academy	Street	Pleasant	Townshend	7
Acadia	Street	Victoria	Ratchford	8
Acadia	Street	Ratchford	Prince Arthur	8
Acadia	Street	Prince Arthur	Agnew	5
Admore	Avenue	Albion	End	7
Agnew	Street	Willow	Taplin	9
Agnew	Street	Taplin	Regent	9
Agnew	Street	Regent	Rupert	7
Agnew	Street	Rupert	Clarence	6
Agnew	Street	Clarence	Melrose	6
Agnew	Street	Melrose	Acadia	8
Agnew	Street	Acadia	Havelock	4
Albion	Street	Croft	Church	6
Albion	Street	Fullerton	Croft	6
Albion	Street	Abbott	Fullerton	6
Albion	Street	Spring	Abbott	6
Albion	Street	Queen	Spring	6
Albion	Street	Pleasant	Queen	7
Allison	Avenue	Elmwood	Milford	6
Allison	Avenue	Milford	Spring	6
Alma	Street	Park	York	9
Anson	Avenue	Liberty	Hickman	6
Anson	Avenue	Cordova	Liberty	6
Anson	Avenue	Cornwall	Cordova	6
Anson	Avenue	Parkwood	Cornwall	8
Anson	Avenue	Woodlawn	Parkwood	8
Anson	Avenue	Woodlawn Island	n/a	8
Anson	Avenue	Chandler	Woodlawn	8
Anson	Avenue	McCully	Chandler	7
Anson	Avenue	Tantramar Court	McCully	7
Anson	Avenue	Tantramar Court	Tantramar Crescent	7
Arlington	Avenue	Victoria	End	4
Ash	Street	Newton	End	6
Bayview	Drive	Cornwall	End	0
Bayview	Drive	Bayview	End	0

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Beacon	Street	Croft	Church	6
Beacon	Street	Stanley	Croft	6
Beacon	Street	Chignecto	Stanley	6
Beacon	Street	Pleasant	Chignecto	6
Belliveau	Avenue	Poplar	Ottawa	9
Belliveau	Avenue	Ottawa	Winston	9
Belmont	Street	Melrose	Clarence	7
Belmont	Street	Havelock	Melrose	7
Belmont	Street	Church	Havelock	7
Birch	Court	Woodlawn	End	0
Blois	Street	Robie	End	0
Boylston	Avenue	Elmwood	Milford	6
Boylston	Avenue	Milford	Spring	9
Brentwood	Estates	Church	End	0
Brentwood	Estates	Brentwood	End	0
Brown	Street	Walter Purdy	Mosher	9
Brownell	Avenue	Eddy	North Adelaide	6
Cambridge	Court	Pinehurst	End	8
Casper	Court	Webster	End	9
Cedar	Drive	Church	End	0
Centennial	Court	Townshend	Cul-de-sac	6
Central	Avenue	Pleasant	Myrtle	5
Central	Avenue	Myrtle	End	5
Chamberlain	Street	Newton	South Albion	7
Chamberlain	Street	CNR	Newton	6
Chandler	Road	Tupper	Anson	5
Charles	Street	Spring	Dunlap	9
Charles	Street	Dunlap	Dickey	9
Charles	Street	Dickey	Senior	7
Charles	Street	Senior	Rogers	7
Charles	Street	Rogers	Townshend	7
Charles	Street	Townshend	Townshend	7
Charles	Street	Townshend	East Pleasant	8
Chignecto	Street	Pleasant	Beacon	8
Christie	Street	Poplar	Pleasant	6
Church	Street	Victoria	King	9
Church	Street	King	Electric	9
Church	Street	Electric	Princess	9
Church	Street	Princess	Prince Arthur	9
Church	Street	Prince Arthur	Albion	9
Church	Street	Albion	Robie	8
Church	Street	Robie	Belmont	8
Church	Street	Belmont	Clifford	8
Church	Street	Clifford	Spring	8
Church	Street	Spring	Queen	8
Church	Street	Queen	Dickey	8
Church	Street	Dickey	Beacon	8

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Church	Street	Beacon	Summer	7
Church	Street	Summer	Wellington	7
Church	Street	Wellington	Senator	7
Church	Street	Senator	Townshend	7
Church	Street	Townshend	Pleasant	7
Church	Street	Pleasant	Longleah	7
Church	Street	Longleah	Gladstone	7
Church	Street	Gladstone	Robert Angus	7
Church	Street	Robert Angus	Brentwood	6
Church	Street	Brentwood	Cedar	6
Church	Street	Cedar	Town Boundary	6
Clarence	Street	Prince Arthur	Agnew	8
Clarence	Street	Agnew	Robie	9
Clarence	Street	Robie	Belmont	6
Clarence	Street	Belmont	Clifford	6
Clarence	Street	Clifford	Spring	7
Clifford	Street	Rupert	Regent	9
Clifford	Street	Clarence	Rupert	5
Clifford	Street	Melrose	Clarence	6
Clifford	Street	Havelock	Melrose	7
Clifford	Street	Church	Havelock	6
Clifton	Lane	Derby	Mallard	4
Clinton	Street	South Albion	End	5
Coates	Street	Milford	Spring	6
Colin	Court	Liberty	End	8
Copp	Avenue	FounDrivey	Redland	6
Copp	Avenue	Redland	Rambler	6
Copp	Avenue	Rambler	Erncliffe	5
Copp	Avenue	Erncliffe	Pearl	6
Copp	Avenue	Pearl	Copp Lane	6
Copp	Lane	Copp	End	8
Copp	Avenue	Copp Lane	Victoria	6
Cordova	Street	Cornwall	Anson	8
Cordova	Street	Cornwall	End	8
Cornwall	Avenue	Cornwall St	Mission	5
Cornwall	Street	Hickman	Cornwall Ave	7
Cornwall	Street	Cornwall	Victor	8
Cornwall	Street	Victor	Cordova	7
Cornwall	Street	Cordova	Pender	7
Cornwall	Street	Pender	Anson	7
Cornwall	Street	Anson	Parkwood	7
Cornwall	Street	Parkwood	Bayview	7
Cornwall	Street	Bayview	Kent	7
Cornwall	Street	Kent	Town Boundary	7
Cornwall	Avenue	Mission	Park	6
Costin	Drive	South Albion	End	0
Crescent	Avenue	Fullerton	Church	5

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Crescent	Avenue	Maple	Fullerton	6
Crescent	Avenue	Douglas	Maple	4
Crescent	Avenue	Station	Douglas	6
Croft	Street	Albion	Spring	8
Croft	Street	Spring	Queen	7
Croft	Street	Queen	Beacon	7
Croft	Street	Beacon	Summer	5
Croft	Street	Summer	Wellington	5
Cumberland Ridge	Street	West Victoria	End	8
Dale	Street	North Adelaide	Herbert	6
Dale	Street	Herbert	Eddy	6
Dale	Street	Eddy	LaPlanche	5
Davison	Street	Spring	Queen	5
Davison	Street	Queen	Dickey brook	5
Derby	Street	Victoria	End	9
Derby	Street	Derby	Mallard	10
Dickey	Street	Donald	Rupert	7
Dickey	Street	Rupert	Charles	9
Dickey	Street	Charles	Academy	9
Dickey	Street	Academy	Church	7
Donald	Avenue	Spring	Dickey	9
Donald	Avenue	Dickey	Ralston	9
Donald	Avenue	Ralston	Rhodes	9
Donald	Avenue	Rhodes	Walter Purdy	9
Donald	Avenue	Walter Purdy	Townshend	9
Douglas	Avenue	Crescent	Abbott	8
Duke	Street	Park	York	8
Dundonald	Street	Hickman	End	6
Dunlap	Street	Rupert	Charles	9
Durley	Street	Lamy	End	9
Dusker	Way	Rupert	End	0
East Pleasant	Street	Veno	Willow	7
East Pleasant	Street	Charles	Veno	7
East Pleasant	Street	Academy	Charles	9
East Pleasant	Street	Church	Academy	9
East Pleasant	Street	Gould	Church	10
East Pleasant	Street	Croft	Gould	10
East Pleasant	Street	Stanley	Croft	8
East Pleasant	Street	Chignecto	Stanley	8
East Pleasant	Street	Fillmore	Chignecto	8
East Pleasant	Street	Beacon	Christie	8
East Pleasant	Street	Christie	Fillmore	8
East Pleasant	Street	Albion	Beacon	8
East Victoria	Street	Marshview	Town Boundary	7
East Victoria	Street	Derby	Marshview	7
East Victoria	Street	Freeman	Derby	8
East Victoria	Street	Abbey	Freeman	8

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
East Victoria	Street	Willow	Abbey	9
East Victoria	Street	Lamy	Willow	8
East Victoria	Street	Regent	Lamy	8
East Victoria	Street	Rupert	Regent	8
East Victoria	Street	Adelaide	Rupert	8
East Victoria	Street	Herbert	Adelaide	8
East Victoria	Street	Acadia	Herbert	8
East Victoria	Street	Eddy	Acadia	8
East Victoria	Street	Havelock	Eddy	8
East Victoria	Street	Church	Havelock	8
East Victoria	Street	Lawrence	Church	7
East Victoria	Street	Maple	Lawrence	7
East Victoria	Street	Station	Maple	7
Eddy	Street	Brownell	Palmer	10
Eddy	Street	Palmer	Dale	10
Eddy	Street	Dale	Victoria	10
Eddy	Street	Brownell	End	10
Edgewood	Avenue	Albion	End	5
Electric	Street	Maple	Church	8
Elmwood	Drive	Abbey	Fletcher	8
Elmwood	Drive	Fletcher	Franklyn	7
Elmwood	Drive	Franklyn	Norman	7
Elmwood	Drive	Boylston	Willow	7
Elmwood	Drive	Willow	Allison	7
Elmwood	Drive	Allison	Westminister	7
Elmwood	Drive	Westminister	Regent	7
Elmwood	Drive	Norman	Boylston	7
Erncliffe	Street	Sackville	Copp	5
Erncliffe	Street	Lawrence	Sackville	5
Fairview	Avenue	Ottawa	Poplar	9
Fairview	Avenue	Winston	Ottawa	9
Fernwood	Drive	Rosewood	Rosewood	7
Fernwood	Local	Rosewood	End	5
Fillmore	Street	Poplar	Pleasant	8
Fleming	Avenue	Paradise	Webster	9
Fletcher	Drive	Elmwood	Milford	9
Fletcher	Drive	Milford	Spring	8
Forest Glen	Court	Abbey	End	8
Foundry	Street	Sackville	Copp	5
Foundry	Street	Copp	End	4
Franklyn	Street	Elmwood	Milford	4
Franklyn	Street	Milford	Spring	5
Freeman	Street	Victoria	End	9
Fullerton	Street	Crescent	Albion	7
Gallagher	Street	Brown	Willow	9
Garden	Court	Abbey	End	6
Gerard	Avenue	victoria	End	6

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Gladstone	Avenue	Church	End	9
Gladstone	Street	Pleasant	Wellington	9
Haliburton	Street	Victoria	Lennox	6
Hamlet	Court	Woodlawn	End	0
Harding	Avenue	Lamy	North Adelaide	7
Havelock	Street	Victoria	Ratchford	8
Havelock	Street	Ratchford	King	8
Havelock	Street	King	Princess	8
Havelock	Street	Princess	Prince Arthur	8
Havelock	Street	Prince Arthur	Agnew	7
Havelock	Street	Agnew	Robie	6
Havelock	Street	Robie	Belmont	7
Havelock	Street	Belmont	Clifford	6
Havelock	Street	Clifford	Spring	6
Herbert	Street	Victoria	Dale	10
Heron	Drive	Derby	Mallard	9
Hickman	Street	Victoria	Anson	6
Hickman	Street	Anson	Mill	6
Hickman	Street	Mill	Pleasant	6
Hickman	Street	Pleasant	Dundonald	6
Hickman	Street	Dundonald	Minto	6
Hickman	Street	Minto	Cornwall	6
Hickman	Street	Cornwall	Mission	7
Hickman	Street	Mission	Park	7
Hickman	Street	Park	Chamberlain	7
Highfield	Street	Park	York	9
Hill	Street	Mission	West Pleasant	6
Industrial Park	Drive	Rosewood	Tantramar Crescent	7
Industrial Park	Drive	Race Track Road	Rosewood	7
Industrial Park	Drive	South Albion	Race Track Road	7
Kay	Street	Redland	End	6
Kent	Drive	West Victoria	Cornwall	0
Kimberly	Court	Fernwood	Y	8
Kimberly	Court	Y	East End	5
Kimberly	Court	Y	West End	9
King	Street	Church	Havelock	9
Lamy	Street	Summit	End	7
Lamy	Street	Harding	Summit	7
Lamy	Street	Durley	Harding	7
Lamy	Street	Victoria	Durley	6
Lansdowne	Local	West Victoria	End	0
LaPlanche	Street	Lawrence	Lower LaPlanche	7
LaPlanche	Street	Palmer	Lawrence	7
LaPlanche	Street	Dale	Palmer	7
LaPlanche	Street	Victoria	Dale	7
LaPlanche	Street	Lower Laplanche	Town Boundary	7
Lawrence	Street	LaPlanche	Erncliffe	9

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Lawrence	Street	Ernccliffe	Victoria	9
Lennox	Avenue	Terrace	Haliburton	9
Lennox	Avenue	Haliburton	Westland	6
Liberty	Lane	Colin Ct	Victoria	8
Liberty	Lane	Anson	Colin Ct	7
Longleah	Court	Church	End	9
Lord Amherst	Drive	Albion	Cul-de-sac	9
Lorne	Crescent	Costin	Lorne	0
Lorne	Crescent	Costin	Costin	0
Lower LaPlanche	Street	LaPlanche	End	7
Lusby	Street	Victoria	End	5
Mallard	Drive	Heron	End	9
Mallard	Street	Heron	Derby	9
Maltby	Drive	Park	End	8
Maple	Avenue	Victoria	Electric	6
Maple	Avenue	Electric	Prince Arthur	6
Maple	Avenue	Prince Arthur	Crescent	6
Marshview	Drive	Victoria	End	7
Matthews	Crescent	East Pleasant	End	9
McCully	Street	Anson	Park	6
Meadow	Street	Russell	End	7
Melrose	Street	Agnew	Robie	5
Melrose	Street	Robie	Belmont	9
Melrose	Street	Belmont	Clifford	9
Melrose	Street	Clifford	Spring	9
Milford	Street	Fletcher	Coates	6
Milford	Street	Coates	Franklyn	6
Milford	Street	Franklyn	Boylston	9
Milford	Street	Boylston	Willow	9
Milford	Street	Willow	Allison	5
Mill	Street	Victoria	Mill	9
Mill	Street	Mill	PLeasant	9
Mill	Avenue	Hickman	Mill	8
Mill	Street	Hickman	Mill	9
Minto	Street	Hickman	End	6
Mission	Street	York	Hill	5
Mission	Street	Hill	Snowden	5
Mission	Street	Snowden	Hickman	5
Mission	Street	Hickman	Cornwall	5
Mosher	Street	Walter Purdy	Brown	9
Motor	Avenue	North Adelaide	End	8
Myrtle	Street	Central	Fairview	9
Newton	Avenue	Silver	South Albion	9
Newton	Avenue	Ash	Silver	9
Newton	Avenue	Chamberlain	Ash	6
Norman	Street	Willow	Elmwood	9
North Adelaide	Street	Motor	Summit	4

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
North Adelaide	Street	Summit	Dale	4
North Adelaide	Street	Dale	Harding	4
North Adelaide	Street	Harding	Victoria	4
Oceanview	Drive	Willow	End	9
Oceanview	Drive	Willow	End	9
Ottawa	Avenue	Belliveau	Albion	7
Palmer	Street	Eddy	LaPlanche	6
Paradise	Avenue	Sandstone	Fleming	9
Paradise	Avenue	Webster	Sandstone	9
Paradise	Avenue	Fleming	Paradise	9
Park	Street	Duke	West Pleasant	7
Park	Street	Alma	Duke	7
Park	Street	Highfield	Alma	7
Park	Street	Patterson	Highfield	7
Park	Street	Mission	Patterson	7
Park	Street	Hickman	Mission	6
Park	Street	Cornwall	Hickman	6
Park	Street	McCully	Cornwall	6
Parkwood	Street	Cornwall	Anson	0
Patterson	Street	Park	Park	6
Pearl	Place	Copp	End	3
Pender	Street	Cornwall	Cordova	4
Penny	Lane	Abbey	Cul-de-sac	7
Pinehurst	Street	Rosewood	End	5
Pinehurst	Avenue	Rosewood	Sherwood	7
Pinehurst	Avenue	Sherwood	End	9
Pinehurst	Street	5 Pinehurst	Cambridge	8
Poplar	Street	Fairview	Central	8
Poplar	Street	Belliveau	Fairview	8
Poplar	Street	Fillmore	Belliveau	8
Poplar	Street	Christie	Fillmore	8
Poplar	Street	Albion	Christie	8
Prince Arthur	Street	Rupert	Clarence	6
Prince Arthur	Street	Clarence	South Adelaide	6
Prince Arthur	Street	South Adelaide	Acadia	7
Prince Arthur	Street	Acadia	Havelock	6
Prince Arthur	Street	Havelock	Church	7
Prince Arthur	Street	Church	Maple	5
Prince Arthur	Street	Maple	Station	6
Princess	Street	Church	Havelock	9
Queen	Street	Academy	Davison	6
Queen	Street	Davison	Church	7
Queen	Street	Church	Croft	6
Queen	Street	Croft	Albion	5
Queen	Street	Albion	End	6
Race Track	Road	Ind Park Drive	Town Boundary	4
Ralston	Place	Donald	cul-de-sac	9

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Rambler	Street	Sackville	Copp	8
Ratchford	Street	Havelock	Acadia	7
Redland	Avenue	Copp	Kay	8
Redland	Avenue	Kay	Russell	8
Regent	Street	Victoria	Agnew	6
Regent	Street	Agnew	Elmwood	6
Regent	Street	Elmwood	Clifford	7
Regent	Street	Clifford	Spring	7
Rhodes	Avenue	Donald	Rupert	9
Ridgewood	Court	Abbey	End	9
Robert Angus	Drive	Church	Willow	8
Robert Angus	Drive	Church	South Albion	9
Robie	Street	Clarence	Rupert	5
Robie	Street	Melrose	Clarence	5
Robie	Street	Melrose	Melrose	6
Robie	Street	Havelock	Melrose	6
Robie	Street	Blois	Havelock	8
Robie	Street	Church	Blois	8
Rogers	Avenue	Rupert	Rupert	8
Rogers	Avenue	Rupert	Charles	6
Rosewood	Drive	Anson	Pinehurst	9
Rosewood	Drive	Pinehurst	Kimberly	7
Rosewood	Drive	Kimberly	Fernwood	6
Rosewood	Drive	Fernwood	Pinehurst	6
Rosewood	Drive	Pinehurst	Fernwood	7
Rupert	Street	Victoria	Prince Arthur	7
Rupert	Street	Prince Arthur	Agnew	7
Rupert	Street	Agnew	Robie	7
Rupert	Street	Robie	Clifford	7
Rupert	Street	Clifford	Spring	7
Rupert	Street	Spring	Dunlap	6
Rupert	Street	Dunlap	Dickey	5
Rupert	Street	Dickey	Rhodes	8
Rupert	Street	Rhodes	Rogers	9
Rupert	Street	Rogers	Rogers	9
Russell	Street	Meadow	Victoria	3
Russell	Road	Foundry	End	8
Russell	Street	Redland	Meadow	4
Sackville	Road	Rambler	Foundry	0
Sackville	Road	Erncliffe	Rambler	3
Sandstone	Drive	Paradise	Paradise	9
Senator	Avenue	Church	Academy	4
Senior	Street	Charles	Academy	9
Sherwood	Court	Pinehurst	End	7
Silver	Street	Newton	End	4
Smith	Street	Victoria	End	5
Snowden	Avenue	Mission	End	7

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
South Adelaide	Street	Victoria	Prince Arthur	8
South Albion	Street	Poplar	South Albion	8
South Albion	Street	Ottawa	Poplar	8
South Albion	Street	Newton	Ottawa	8
South Albion	Street	Chamberlain	Newton	8
South Albion	Street	Winston	Chamberlain	8
South Albion	Street	Clinton	Winston	8
South Albion	Street	Costin	Clinton	8
South Albion	Street	Robert Angus	Costin	8
South Albion	Street	Lord Amherst	Robert Angus	7
South Albion	Street	Lord Amehrst	HWY On Ramps	8
South Albion	Street	Poplar	Pleasant	8
Spence	Court	Ottawa	End	0
Spring	Street	Fletcher	Abbey	9
Spring	Street	Coates	Fletcher	9
Spring	Street	Franklyn	Coates	9
Spring	Street	Boylston	Franklyn	9
Spring	Street	Willow	Boylston	9
Spring	Street	Allison	Willow	7
Spring	Street	Westminster	Allison	7
Spring	Street	Donald	Westminster	7
Spring	Street	Regent	Donald	8
Spring	Street	Rupert	Regent	8
Spring	Street	Clarence	Rupert	8
Spring	Street	Charles	Clarence	8
Spring	Street	Melrose	Charles	7
Spring	Street	Havelock	Melrose	7
Spring	Street	Academy	Havelock	7
Spring	Street	Davison	Academy	7
Spring	Street	Church	Davison	7
Spring	Street	Croft	Church	6
Spring	Street	Albion	Croft	7
Spring	Street	Station	Albion	6
Stanley	Street	Pleasant	Beacon	7
Station	Street	Victoria	Prince Arthur	7
Station	Street	Prince Arthur	Crescent	6
Station	Street	Crescent	Abbott	7
Station	Street	Abbott	Spring ext	7
Summer	Street	Church	Croft	8
Summit	Avenue	Lamy	North Adelaide	6
Tantramar	Court	Anson	End	3
Tantramar	Crescent	Tupper	Pure Energy	10
Tantramar	Crescent	Pure Energy	Civic #23	9
Tantramar	Crescent	Civic #23	Civic #13	9
Tantramar	Crescent	Civic #13	Anson	9
Taplin	Drive	Agnew	End	10
Terrace	Street	Victoria	Lennox	5

**PASER RATINGS STREETS - SORTED BY STREET NAME**

Street	Type	From	To	2019 Paser Rating
Townshend	Avenue	Centennial	Willow	7
Townshend	Avenue	Donald	Centennial	7
Townshend	Avenue	Donald	Charles	8
Townshend	Avenue	Academy	Charles	6
Townshend	Avenue	Church	Academy	6
Townsvew	Court	Townshend	cul-de-sac	6
Tupper	Boulevard	Town Boundary	Tantramar	5
Tupper	Boulevard	Tantramar	Chandler	5
Veno	Avenue	Pleasant	End	5
Victor	Avenue	Cornwall	End	4
Walter Purdy	Avenue	Willow	Donald	9
Webster	Street	Willow	Paradise	9
Webster	Street	Fleming	Casper	8
Wellington	Street	Church	Gould	6
Wellington	Street	Gould	Croft	6
Wellington	Street	Church	Academy	6
West Pleasant	Street	Park	Albion	8
West Pleasant	Street	Mill	Park	8
West Pleasant	Street	Hill	Mill	8
West Pleasant	Street	Hickman	Hill	8
West Victoria	Street	Landsdowne	Station	9
West Victoria	Street	Copp	Landsdowne	9
West Victoria	Street	Gerard	Copp	7
West Victoria	Street	Arlington	Gerard	6
West Victoria	Street	Lusby	Arlington	8
West Victoria	Street	Russel	Lusby	6
West Victoria	Street	Smith	Russel	6
West Victoria	Street	Mill	Smith	6
West Victoria	Street	Haliburton	Mill	6
West Victoria	Street	Terrace	Haliburton	6
West Victoria	Street	Hickman	Terrace	6
West Victoria	Street	Liberty Lane	Hickman	8
West Victoria	Street	Kent	Liberty	9
West Victoria	Street	Town boundary	Kent	9
Westminister	Avenue	Spring	Elmwood	6
Willow	Court	Willow	Cul-de-sac	7
Willow	Court	Willow	End	7
Willow	Street	Willow Court	Victoria	8
Willow	Street	Norman	Willow Court	8
Willow	Street	Agnew	Norman	8
Willow	Street	Elmwood	Agnew	7
Willow	Street	Milford	Elmwood	7
Willow	Street	Spring	Milford	8
Willow	Street	Spring Intersection	n/a	7
Willow	Street	Spring	Webster	10
Willow	Street	Webster	Walter Purdy	10
Willow	Street	Townshend	Walter Purdy	10

PASER RATINGS STREETS - SORTED BY STREET NAME				
Street	Type	From	To	2019 Paser Rating
Willow	Street	Oceanview	Townshend	10
Willow	Street	Oceanview	Pleasant	10
Winston	Avenue	Albion	Fairview	6
Winston	Avenue	Winston	Fairview	9
Woodlawn	Drive	Anson	End	0
Woodlawn	Drive	Anson	Woodlawn	0
York	Street	West Pleasant	Duke	6
York	Street	Duke	Alma	6
York	Street	Alma	Highfield	6
York	Street	Highfield	Park	5

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Bayview	Drive	Cornwall	End	0
Bayview	Drive	Bayview	End	0
Birch	Court	Woodlawn	End	0
Blois	Street	Robie	End	0
Brentwood	Estates	Church	End	0
Brentwood	Estates	Brentwood	End	0
Cedar	Drive	Church	End	0
Costin	Drive	South Albion	End	0
Dusker	Way	Rupert	End	0
Hamlet	Court	Woodlawn	End	0
Kent	Drive	West Victoria	Cornwall	0
Lansdowne	Local	West Victoria	End	0
Lorne	Crescent	Costin	Lorne	0
Lorne	Crescent	Costin	Costin	0
Parkwood	Street	Cornwall	Anson	0
Sackville	Road	Rambler	Foundry	0
Spence	Court	Ottawa	End	0
Woodlawn	Drive	Anson	End	0
Woodlawn	Drive	Anson	Woodlawn	0
Pearl	Place	Copp	End	3
Russell	Street	Meadow	Victoria	3
Sackville	Road	Erncliffe	Rambler	3
Tantramar	Court	Anson	End	3
Agnew	Street	Acadia	Havelock	4
Arlington	Avenue	Victoria	End	4
Clifton	Lane	Derby	Mallard	4
Crescent	Avenue	Douglas	Maple	4
Foundry	Street	Copp	End	4
Franklyn	Street	Elmwood	Milford	4
North Adelaide	Street	Motor	Summit	4
North Adelaide	Street	Summit	Dale	4
North Adelaide	Street	Dale	Harding	4
North Adelaide	Street	Harding	Victoria	4
Pender	Street	Cornwall	Cordova	4
Race Track	Road	Ind Park Drive	Town Boundary	4
Russell	Street	Redland	Meadow	4
Senator	Avenue	Church	Academy	4
Silver	Street	Newton	End	4
Victor	Avenue	Cornwall	End	4
Acadia	Street	Prince Arthur	Agnew	5
Central	Avenue	Pleasant	Myrtle	5
Central	Avenue	Myrtle	End	5
Chandler	Road	Tupper	Anson	5
Clifford	Street	Clarence	Rupert	5
Clinton	Street	South Albion	End	5
Copp	Avenue	Rambler	Erncliffe	5
Cornwall	Avenue	Cornwall St	Mission	5

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Crescent	Avenue	Fullerton	Church	5
Croft	Street	Beacon	Summer	5
Croft	Street	Summer	Wellington	5
Dale	Street	Eddy	LaPlanche	5
Davison	Street	Spring	Queen	5
Davison	Street	Queen	Dickey brook	5
Edgewood	Avenue	Albion	End	5
Erncliffe	Street	Sackville	Copp	5
Erncliffe	Street	Lawrence	Sackville	5
Fernwood	Local	Rosewood	End	5
Foundry	Street	Sackville	Copp	5
Franklyn	Street	Milford	Spring	5
Kimberly	Court	Y	East End	5
Lusby	Street	Victoria	End	5
Melrose	Street	Agnew	Robie	5
Milford	Street	Willow	Allison	5
Mission	Street	York	Hill	5
Mission	Street	Hill	Snowden	5
Mission	Street	Snowden	Hickman	5
Mission	Street	Hickman	Cornwall	5
Pinehurst	Street	Rosewood	End	5
Prince Arthur	Street	Church	Maple	5
Queen	Street	Croft	Albion	5
Robie	Street	Clarence	Rupert	5
Robie	Street	Melrose	Clarence	5
Rupert	Street	Dunlap	Dickey	5
Smith	Street	Victoria	End	5
Terrace	Street	Victoria	Lennox	5
Tupper	Boulevard	Town Boundary	Tantramar	5
Tupper	Boulevard	Tantramar	Chandler	5
Veno	Avenue	Pleasant	End	5
York	Street	Highfield	Park	5
Academy	Street	Wellington	Dickey	6
Agnew	Street	Rupert	Clarence	6
Agnew	Street	Clarence	Melrose	6
Albion	Street	Croft	Church	6
Albion	Street	Fullerton	Croft	6
Albion	Street	Abbott	Fullerton	6
Albion	Street	Spring	Abbott	6
Albion	Street	Queen	Spring	6
Allison	Avenue	Elmwood	Milford	6
Allison	Avenue	Milford	Spring	6
Anson	Avenue	Liberty	Hickman	6
Anson	Avenue	Cordova	Liberty	6
Anson	Avenue	Cornwall	Cordova	6
Ash	Street	Newton	End	6
Beacon	Street	Croft	Church	6

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Beacon	Street	Stanley	Croft	6
Beacon	Street	Chignecto	Stanley	6
Beacon	Street	Pleasant	Chignecto	6
Boylston	Avenue	Elmwood	Milford	6
Brownell	Avenue	Eddy	North Adelaide	6
Centennial	Court	Townshend	Cul-de-sac	6
Chamberlain	Street	CNR	Newton	6
Christie	Street	Poplar	Pleasant	6
Church	Street	Robert Angus	Brentwood	6
Church	Street	Brentwood	Cedar	6
Church	Street	Cedar	Town Boundary	6
Clarence	Street	Robie	Belmont	6
Clarence	Street	Belmont	Clifford	6
Clifford	Street	Melrose	Clarence	6
Clifford	Street	Church	Havelock	6
Coates	Street	Milford	Spring	6
Copp	Avenue	FounDrivey	Redland	6
Copp	Avenue	Redland	Rambler	6
Copp	Avenue	Erncliffe	Pearl	6
Copp	Avenue	Pearl	Copp Lane	6
Copp	Avenue	Copp Lane	Victoria	6
Cornwall	Avenue	Mission	Park	6
Crescent	Avenue	Maple	Fullerton	6
Crescent	Avenue	Station	Douglas	6
Dale	Street	North Adelaide	Herbert	6
Dale	Street	Herbert	Eddy	6
Dundonald	Street	Hickman	End	6
Garden	Court	Abbey	End	6
Gerard	Avenue	victoria	End	6
Haliburton	Street	Victoria	Lennox	6
Havelock	Street	Agnew	Robie	6
Havelock	Street	Belmont	Clifford	6
Havelock	Street	Clifford	Spring	6
Hickman	Street	Victoria	Anson	6
Hickman	Street	Anson	Mill	6
Hickman	Street	Mill	Pleasant	6
Hickman	Street	Pleasant	Dundonald	6
Hickman	Street	Dundonald	Minto	6
Hickman	Street	Minto	Cornwall	6
Hill	Street	Mission	West Pleasant	6
Kay	Street	Redland	End	6
Lamy	Street	Victoria	Durley	6
Lennox	Avenue	Haliburton	Westland	6
Maple	Avenue	Victoria	Electric	6
Maple	Avenue	Electric	Prince Arthur	6
Maple	Avenue	Prince Arthur	Crescent	6
McCully	Street	Anson	Park	6

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Milford	Street	Fletcher	Coates	6
Milford	Street	Coates	Franklyn	6
Minto	Street	Hickman	End	6
Newton	Avenue	Chamberlain	Ash	6
Palmer	Street	Eddy	LaPlanche	6
Park	Street	Hickman	Mission	6
Park	Street	Cornwall	Hickman	6
Park	Street	McCully	Cornwall	6
Patterson	Street	Park	Park	6
Prince Arthur	Street	Rupert	Clarence	6
Prince Arthur	Street	Clarence	South Adelaide	6
Prince Arthur	Street	Acadia	Havelock	6
Prince Arthur	Street	Maple	Station	6
Queen	Street	Academy	Davison	6
Queen	Street	Church	Croft	6
Queen	Street	Albion	End	6
Regent	Street	Victoria	Agnew	6
Regent	Street	Agnew	Elmwood	6
Robie	Street	Melrose	Melrose	6
Robie	Street	Havelock	Melrose	6
Rogers	Avenue	Rupert	Charles	6
Rosewood	Drive	Kimberly	Fernwood	6
Rosewood	Drive	Fernwood	Pinehurst	6
Rupert	Street	Spring	Dunlap	6
Spring	Street	Croft	Church	6
Spring	Street	Station	Albion	6
Station	Street	Prince Arthur	Crescent	6
Summit	Avenue	Lamy	North Adelaide	6
Townshend	Avenue	Academy	Charles	6
Townshend	Avenue	Church	Academy	6
Townsvew	Court	Townshend	cul-de-sac	6
Wellington	Street	Church	Gould	6
Wellington	Street	Gould	Croft	6
Wellington	Street	Church	Academy	6
West Victoria	Street	Arlington	Gerard	6
West Victoria	Street	Russel	Lusby	6
West Victoria	Street	Smith	Russel	6
West Victoria	Street	Mill	Smith	6
West Victoria	Street	Haliburton	Mill	6
West Victoria	Street	Terrace	Haliburton	6
West Victoria	Street	Hickman	Terrace	6
Westminister	Avenue	Spring	Elmwood	6
Winston	Avenue	Albion	Fairview	6
York	Street	West Pleasant	Duke	6
York	Street	Duke	Alma	6
York	Street	Alma	Highfield	6
Academy	Street	Queen	Spring	7

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Academy	Street	Dickey	Queen	7
Academy	Street	Senator	Wellington	7
Academy	Street	Townshend	Senator	7
Academy	Street	Pleasant	Townshend	7
Admore	Avenue	Albion	End	7
Agnew	Street	Regent	Rupert	7
Albion	Street	Pleasant	Queen	7
Anson	Avenue	McCully	Chandler	7
Anson	Avenue	Tantramar Court	McCully	7
Anson	Avenue	Tantramar Court	Tantramar Crescent	7
Belmont	Street	Melrose	Clarence	7
Belmont	Street	Havelock	Melrose	7
Belmont	Street	Church	Havelock	7
Chamberlain	Street	Newton	South Albion	7
Charles	Street	Dickey	Senior	7
Charles	Street	Senior	Rogers	7
Charles	Street	Rogers	Townshend	7
Charles	Street	Townshend	Townshend	7
Church	Street	Beacon	Summer	7
Church	Street	Summer	Wellington	7
Church	Street	Wellington	Senator	7
Church	Street	Senator	Townshend	7
Church	Street	Townshend	Pleasant	7
Church	Street	Pleasant	Longleah	7
Church	Street	Longleah	Gladstone	7
Church	Street	Gladstone	Robert Angus	7
Clarence	Street	Clifford	Spring	7
Clifford	Street	Havelock	Melrose	7
Cornwall	Street	Hickman	Cornwall Ave	7
Cornwall	Street	Victor	Cordova	7
Cornwall	Street	Cordova	Pender	7
Cornwall	Street	Pender	Anson	7
Cornwall	Street	Anson	Parkwood	7
Cornwall	Street	Parkwood	Bayview	7
Cornwall	Street	Bayview	Kent	7
Cornwall	Street	Kent	Town Boundary	7
Croft	Street	Spring	Queen	7
Croft	Street	Queen	Beacon	7
Dickey	Street	Donald	Rupert	7
Dickey	Street	Academy	Church	7
East Pleasant	Street	Veno	Willow	7
East Pleasant	Street	Charles	Veno	7
East Victoria	Street	Marshview	Town Boundary	7
East Victoria	Street	Derby	Marshview	7
East Victoria	Street	Lawrence	Church	7
East Victoria	Street	Maple	Lawrence	7
East Victoria	Street	Station	Maple	7

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Elmwood	Drive	Fletcher	Franklyn	7
Elmwood	Drive	Franklyn	Norman	7
Elmwood	Drive	Boylston	Willow	7
Elmwood	Drive	Willow	Allison	7
Elmwood	Drive	Allison	Westminister	7
Elmwood	Drive	Westminister	Regent	7
Elmwood	Drive	Norman	Boylston	7
Fernwood	Drive	Rosewood	Rosewood	7
Fullerton	Street	Crescent	Albion	7
Harding	Avenue	Lamy	North Adelaide	7
Havelock	Street	Prince Arthur	Agnew	7
Havelock	Street	Robie	Belmont	7
Hickman	Street	Cornwall	Mission	7
Hickman	Street	Mission	Park	7
Hickman	Street	Park	Chamberlain	7
Industrial Park	Drive	Rosewood	Tantramar Crescent	7
Industrial Park	Drive	Race Track Road	Rosewood	7
Industrial Park	Drive	South Albion	Race Track Road	7
Lamy	Street	Summit	End	7
Lamy	Street	Harding	Summit	7
Lamy	Street	Durley	Harding	7
LaPlanche	Street	Lawrence	Lower LaPlanche	7
LaPlanche	Street	Palmer	Lawrence	7
LaPlanche	Street	Dale	Palmer	7
LaPlanche	Street	Victoria	Dale	7
LaPlanche	Street	Lower Laplanche	Town Boundary	7
Liberty	Lane	Anson	Colin Ct	7
Lower LaPlanche	Street	LaPlanche	End	7
Marshview	Drive	Victoria	End	7
Meadow	Street	Russell	End	7
Ottawa	Avenue	Belliveau	Albion	7
Park	Street	Duke	West Pleasant	7
Park	Street	Alma	Duke	7
Park	Street	Highfield	Alma	7
Park	Street	Patterson	Highfield	7
Park	Street	Mission	Patterson	7
Penny	Lane	Abbey	Cul-de-sac	7
Pinehurst	Avenue	Rosewood	Sherwood	7
Prince Arthur	Street	South Adelaide	Acadia	7
Prince Arthur	Street	Havelock	Church	7
Queen	Street	Davison	Church	7
Ratchford	Street	Havelock	Acadia	7
Regent	Street	Elmwood	Clifford	7
Regent	Street	Clifford	Spring	7
Rosewood	Drive	Pinehurst	Kimberly	7
Rosewood	Drive	Pinehurst	Fernwood	7
Rupert	Street	Victoria	Prince Arthur	7

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Rupert	Street	Prince Arthur	Agnew	7
Rupert	Street	Agnew	Robie	7
Rupert	Street	Robie	Clifford	7
Rupert	Street	Clifford	Spring	7
Sherwood	Court	Pinehurst	End	7
Snowden	Avenue	Mission	End	7
South Albion	Street	Lord Amherst	Robert Angus	7
Spring	Street	Allison	Willow	7
Spring	Street	Westminster	Allison	7
Spring	Street	Donald	Westminster	7
Spring	Street	Melrose	Charles	7
Spring	Street	Havelock	Melrose	7
Spring	Street	Academy	Havelock	7
Spring	Street	Davison	Academy	7
Spring	Street	Church	Davison	7
Spring	Street	Albion	Croft	7
Stanley	Street	Pleasant	Beacon	7
Station	Street	Victoria	Prince Arthur	7
Station	Street	Crescent	Abbott	7
Station	Street	Abbott	Spring ext	7
Townshend	Avenue	Centennial	Willow	7
Townshend	Avenue	Donald	Centennial	7
West Victoria	Street	Gerard	Copp	7
Willow	Court	Willow	Cul-de-sac	7
Willow	Court	Willow	End	7
Willow	Street	Elmwood	Agnew	7
Willow	Street	Milford	Elmwood	7
Willow	Street	Spring Intersection	n/a	7
Abbey	Road	Forest Glenn	Ridgewood	8
Abbott	Street	Douglas	Albion	8
Abbott	Street	Station	Douglas	8
Acadia	Street	Victoria	Ratchford	8
Acadia	Street	Ratchford	Prince Arthur	8
Agnew	Street	Melrose	Acadia	8
Anson	Avenue	Parkwood	Cornwall	8
Anson	Avenue	Woodlawn	Parkwood	8
Anson	Avenue	Woodlawn Island	n/a	8
Anson	Avenue	Chandler	Woodlawn	8
Cambridge	Court	Pinehurst	End	8
Charles	Street	Townshend	East Pleasant	8
Chignecto	Street	Pleasant	Beacon	8
Church	Street	Albion	Robie	8
Church	Street	Robie	Belmont	8
Church	Street	Belmont	Clifford	8
Church	Street	Clifford	Spring	8
Church	Street	Spring	Queen	8
Church	Street	Queen	Dickey	8

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Church	Street	Dickey	Beacon	8
Clarence	Street	Prince Arthur	Agnew	8
Colin	Court	Liberty	End	8
Copp	Lane	Copp	End	8
Cordova	Street	Cornwall	Anson	8
Cordova	Street	Cornwall	End	8
Cornwall	Street	Cornwall	Victor	8
Croft	Street	Albion	Spring	8
Cumberland Ridge	Street	West Victoria	End	8
Douglas	Avenue	Crescent	Abbott	8
Duke	Street	Park	York	8
East Pleasant	Street	Stanley	Croft	8
East Pleasant	Street	Chignecto	Stanley	8
East Pleasant	Street	Fillmore	Chignecto	8
East Pleasant	Street	Beacon	Christie	8
East Pleasant	Street	Christie	Fillmore	8
East Pleasant	Street	Albion	Beacon	8
East Victoria	Street	Freeman	Derby	8
East Victoria	Street	Abbey	Freeman	8
East Victoria	Street	Lamy	Willow	8
East Victoria	Street	Regent	Lamy	8
East Victoria	Street	Rupert	Regent	8
East Victoria	Street	Adelaide	Rupert	8
East Victoria	Street	Herbert	Adelaide	8
East Victoria	Street	Acadia	Herbert	8
East Victoria	Street	Eddy	Acadia	8
East Victoria	Street	Havelock	Eddy	8
East Victoria	Street	Church	Havelock	8
Electric	Street	Maple	Church	8
Elmwood	Drive	Abbey	Fletcher	8
Fillmore	Street	Poplar	Pleasant	8
Fletcher	Drive	Milford	Spring	8
Forest Glen	Court	Abbey	End	8
Havelock	Street	Victoria	Ratchford	8
Havelock	Street	Ratchford	King	8
Havelock	Street	King	Princess	8
Havelock	Street	Princess	Prince Arthur	8
Kimberly	Court	Fernwood	Y	8
Liberty	Lane	Colin Ct	Victoria	8
Maltby	Drive	Park	End	8
Mill	Avenue	Hickman	Mill	8
Motor	Avenue	North Adelaide	End	8
Pinehurst	Street	5 Pinehurst	Cambridge	8
Poplar	Street	Fairview	Central	8
Poplar	Street	Belliveau	Fairview	8
Poplar	Street	Fillmore	Belliveau	8
Poplar	Street	Christie	Fillmore	8

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Poplar	Street	Albion	Christie	8
Rambler	Street	Sackville	Copp	8
Redland	Avenue	Copp	Kay	8
Redland	Avenue	Kay	Russell	8
Robert Angus	Drive	Church	Willow	8
Robie	Street	Blois	Havelock	8
Robie	Street	Church	Blois	8
Rogers	Avenue	Rupert	Rupert	8
Rupert	Street	Dickey	Rhodes	8
Russell	Road	Foundry	End	8
South Adelaide	Street	Victoria	Prince Arthur	8
South Albion	Street	Poplar	South Albion	8
South Albion	Street	Ottawa	Poplar	8
South Albion	Street	Newton	Ottawa	8
South Albion	Street	Chamberlain	Newton	8
South Albion	Street	Winston	Chamberlain	8
South Albion	Street	Clinton	Winston	8
South Albion	Street	Costin	Clinton	8
South Albion	Street	Robert Angus	Costin	8
South Albion	Street	Lord Amehrst	HWY On Ramps	8
South Albion	Street	Poplar	Pleasant	8
Spring	Street	Regent	Donald	8
Spring	Street	Rupert	Regent	8
Spring	Street	Clarence	Rupert	8
Spring	Street	Charles	Clarence	8
Summer	Street	Church	Croft	8
Townshend	Avenue	Donald	Charles	8
Webster	Street	Fleming	Casper	8
West Pleasant	Street	Park	Albion	8
West Pleasant	Street	Mill	Park	8
West Pleasant	Street	Hill	Mill	8
West Pleasant	Street	Hickman	Hill	8
West Victoria	Street	Lusby	Arlington	8
West Victoria	Street	Liberty Lane	Hickman	8
Willow	Street	Willow Court	Victoria	8
Willow	Street	Norman	Willow Court	8
Willow	Street	Agnew	Norman	8
Willow	Street	Spring	Milford	8
Abbey	Road	Elmwood	Penny	9
Abbey	Road	Penny	Spring	9
Agnew	Street	Willow	Taplin	9
Agnew	Street	Taplin	Regent	9
Alma	Street	Park	York	9
Belliveau	Avenue	Poplar	Ottawa	9
Belliveau	Avenue	Ottawa	Winston	9
Boylston	Avenue	Milford	Spring	9
Brown	Street	Walter Purdy	Mosher	9

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Casper	Court	Webster	End	9
Charles	Street	Spring	Dunlap	9
Charles	Street	Dunlap	Dickey	9
Church	Street	Victoria	King	9
Church	Street	King	Electric	9
Church	Street	Electric	Princess	9
Church	Street	Princess	Prince Arthur	9
Church	Street	Prince Arthur	Albion	9
Clarence	Street	Agnew	Robie	9
Clifford	Street	Rupert	Regent	9
Derby	Street	Victoria	End	9
Dickey	Street	Rupert	Charles	9
Dickey	Street	Charles	Academy	9
Donald	Avenue	Spring	Dickey	9
Donald	Avenue	Dickey	Ralston	9
Donald	Avenue	Ralston	Rhodes	9
Donald	Avenue	Rhodes	Walter Purdy	9
Donald	Avenue	Walter Purdy	Townshend	9
Dunlap	Street	Rupert	Charles	9
Durley	Street	Lamy	End	9
East Pleasant	Street	Academy	Charles	9
East Pleasant	Street	Church	Academy	9
East Victoria	Street	Willow	Abbey	9
Fairview	Avenue	Ottawa	Poplar	9
Fairview	Avenue	Winston	Ottawa	9
Fleming	Avenue	Paradise	Webster	9
Fletcher	Drive	Elmwood	Milford	9
Freeman	Street	Victoria	End	9
Gallagher	Street	Brown	Willow	9
Gladstone	Avenue	Church	End	9
Gladstone	Street	Pleasant	Wellington	9
Heron	Drive	Derby	Mallard	9
Highfield	Street	Park	York	9
Kimberly	Court	Y	West End	9
King	Street	Church	Havelock	9
Lawrence	Street	LaPlanche	Erncliffe	9
Lawrence	Street	Erncliffe	Victoria	9
Lennox	Avenue	Terrace	Haliburton	9
Longleah	Court	Church	End	9
Lord Amherst	Drive	Albion	Cul-de-sac	9
Mallard	Drive	Heron	End	9
Mallard	Street	Heron	Derby	9
Matthews	Crescent	East Pleasant	End	9
Melrose	Street	Robie	Belmont	9
Melrose	Street	Belmont	Clifford	9
Melrose	Street	Clifford	Spring	9
Milford	Street	Franklyn	Boylston	9

**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

Street	Type	From	To	2019 Paser Rating
Milford	Street	Boylston	Willow	9
Mill	Street	Victoria	Mill	9
Mill	Street	Mill	PLeasant	9
Mill	Street	Hickman	Mill	9
Mosher	Street	Walter Purdy	Brown	9
Myrtle	Street	Central	Fairview	9
Newton	Avenue	Silver	South Albion	9
Newton	Avenue	Ash	Silver	9
Norman	Street	Willow	Elmwood	9
Oceanview	Drive	Willow	End	9
Oceanview	Drive	Willow	End	9
Paradise	Avenue	Sandstone	Fleming	9
Paradise	Avenue	Webster	Sandstone	9
Paradise	Avenue	Fleming	Paradise	9
Pinehurst	Avenue	Sherwood	End	9
Princess	Street	Church	Havelock	9
Ralston	Place	Donald	cul-de-sac	9
Rhodes	Avenue	Donald	Rupert	9
Ridgewood	Court	Abbey	End	9
Robert Angus	Drive	Church	South Albion	9
Rosewood	Drive	Anson	Pinehurst	9
Rupert	Street	Rhodes	Rogers	9
Rupert	Street	Rogers	Rogers	9
Sandstone	Drive	Paradise	Paradise	9
Senior	Street	Charles	Academy	9
Spring	Street	Fletcher	Abbey	9
Spring	Street	Coates	Fletcher	9
Spring	Street	Franklyn	Coates	9
Spring	Street	Boylston	Franklyn	9
Spring	Street	Willow	Boylston	9
Tantramar	Crescent	Pure Energy	Civic #23	9
Tantramar	Crescent	Civic #23	Civic #13	9
Tantramar	Crescent	Civic #13	Anson	9
Walter Purdy	Avenue	Willow	Donald	9
Webster	Street	Willow	Paradise	9
West Victoria	Street	Landsdowne	Station	9
West Victoria	Street	Copp	Landsdowne	9
West Victoria	Street	Kent	Liberty	9
West Victoria	Street	Town boundary	Kent	9
Winston	Avenue	Winston	Fairview	9
Abbey	Road	Victoria	Elmwood	10
Abbey	Road	Spring	Forest Glenn	10
Derby	Street	Derby	Mallard	10
East Pleasant	Street	Gould	Church	10
East Pleasant	Street	Croft	Gould	10
Eddy	Street	Brownell	Palmer	10
Eddy	Street	Palmer	Dale	10

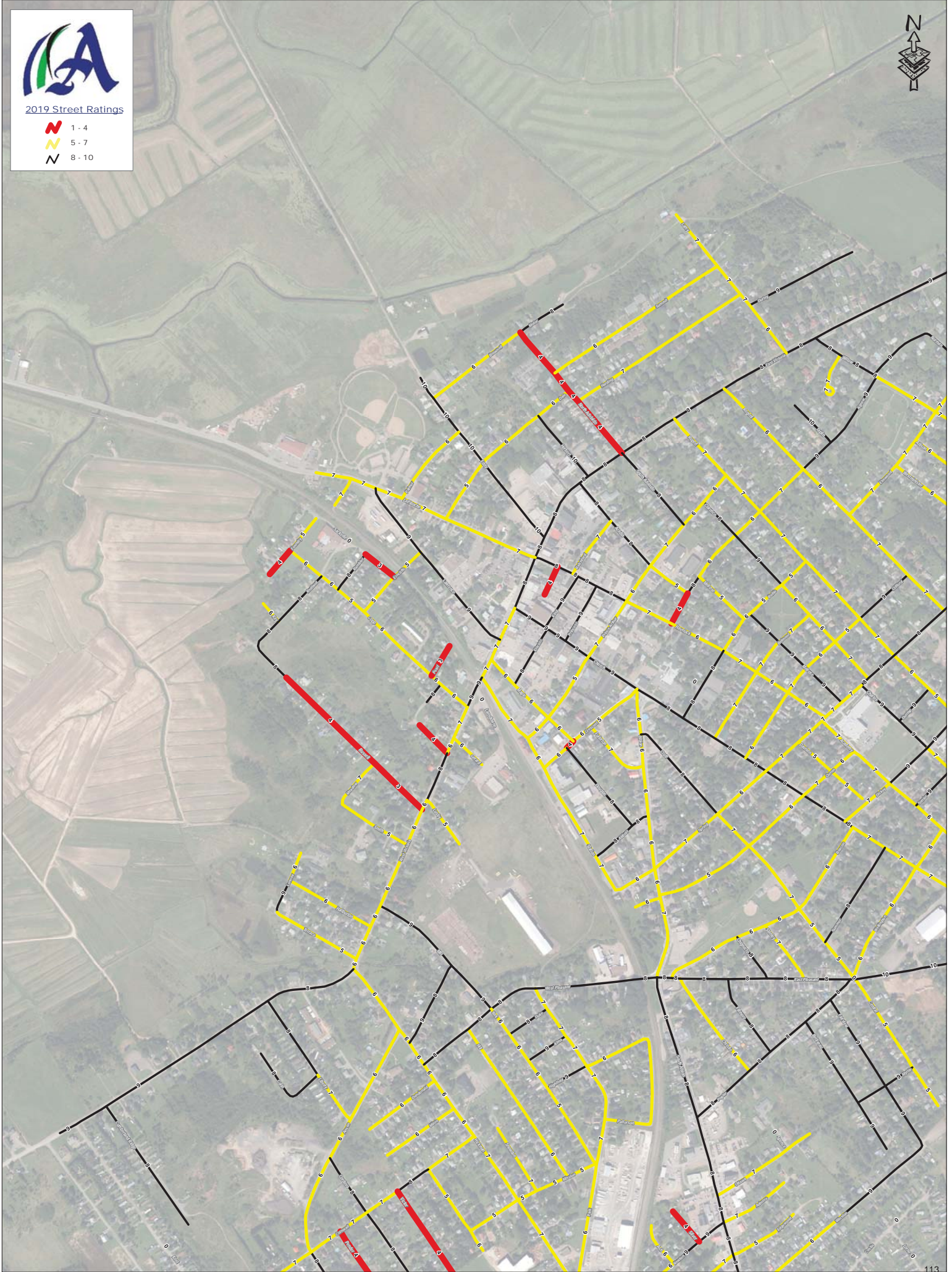
**PASER RATING STREETS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>2019 Paser Rating</b>
Eddy	Street	Dale	Victoria	10
Eddy	Street	Brownell	End	10
Herbert	Street	Victoria	Dale	10
Tantramar	Crescent	Tupper	Pure Energy	10
Taplin	Drive	Agnew	End	10
Willow	Street	Spring	Webster	10
Willow	Street	Webster	Walter Purdy	10
Willow	Street	Townshend	Walter Purdy	10
Willow	Street	Oceanview	Townshend	10
Willow	Street	Oceanview	Pleasant	10



2019 Street Ratings

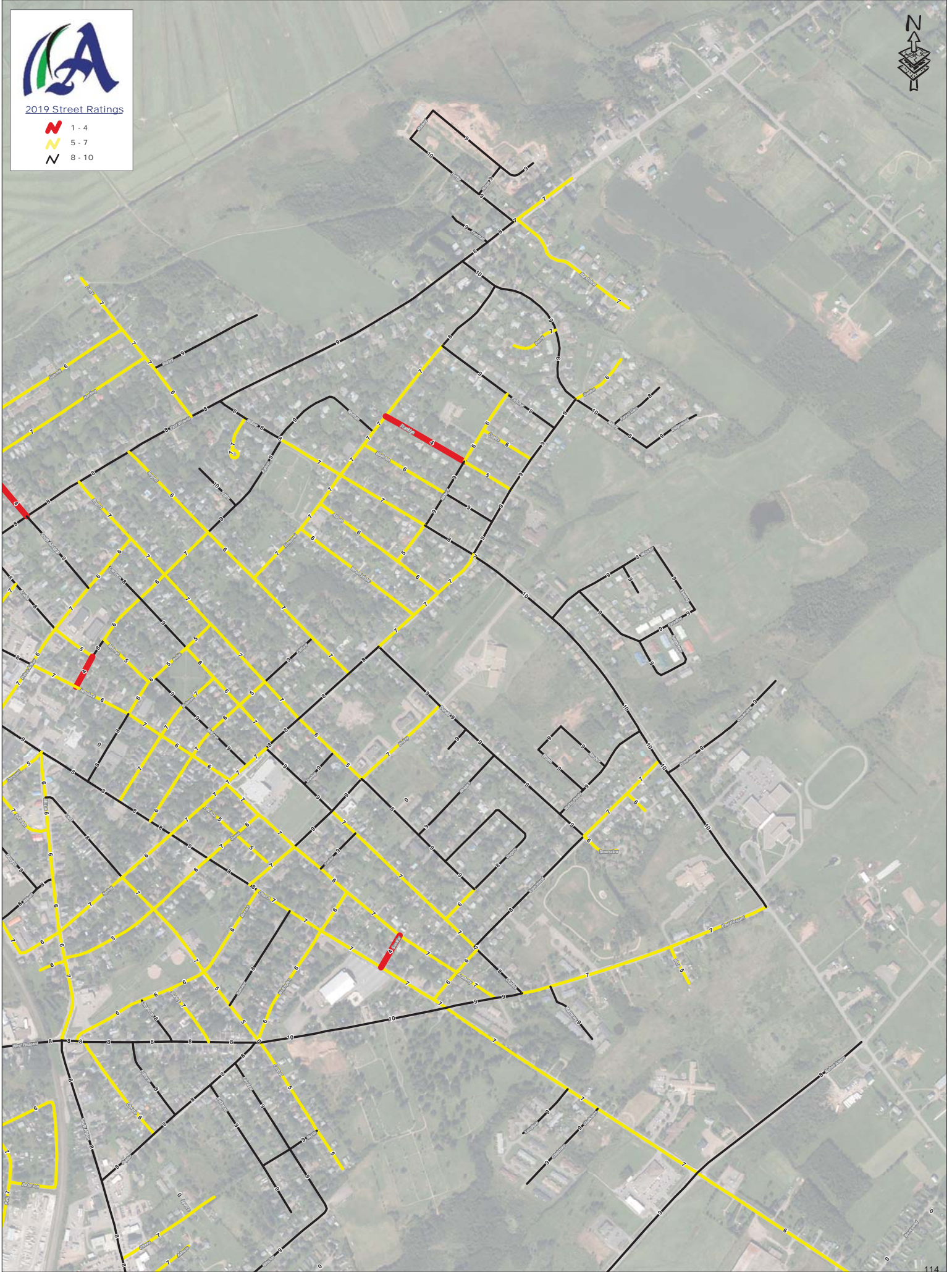
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2019 Street Ratings

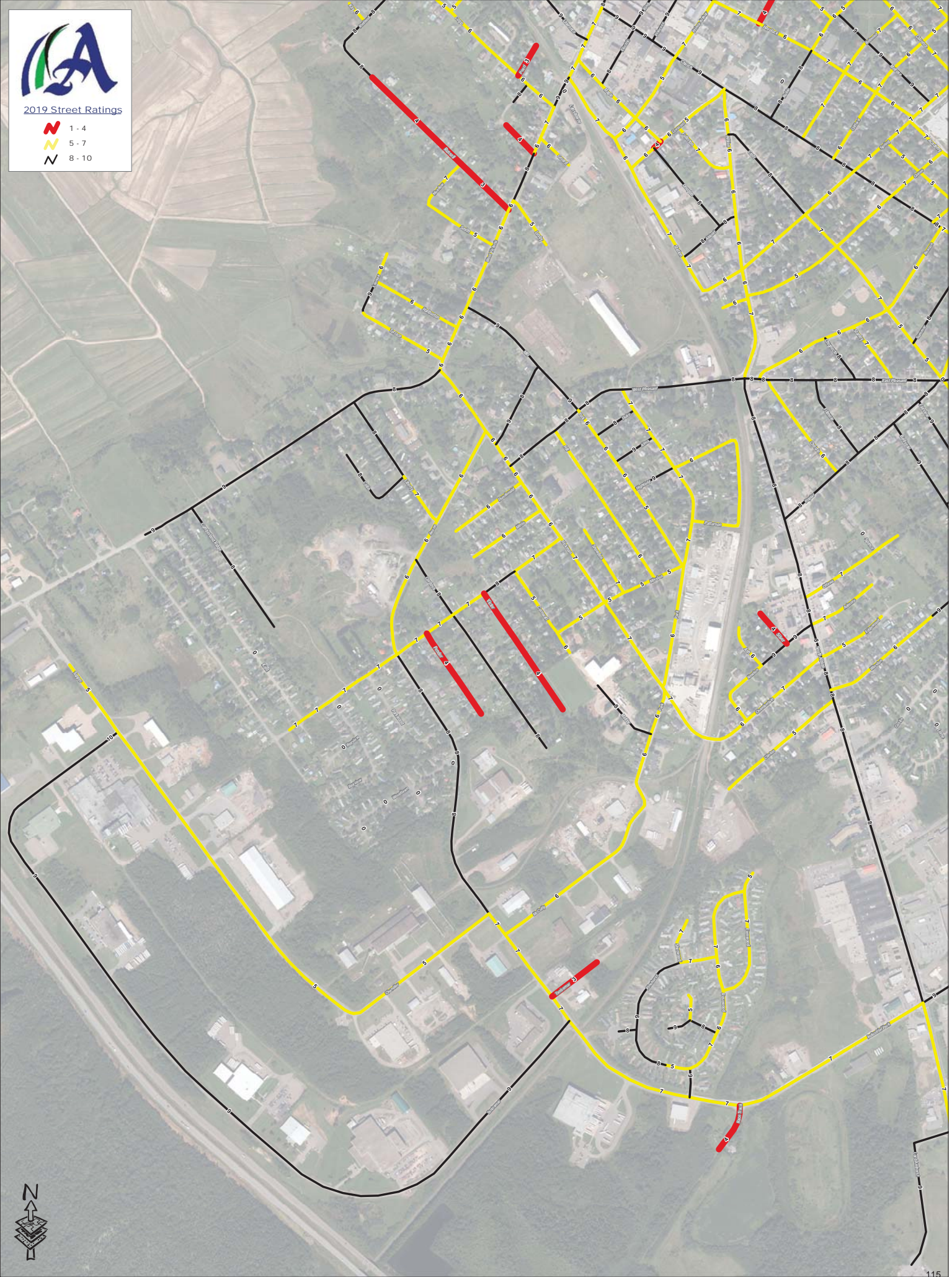
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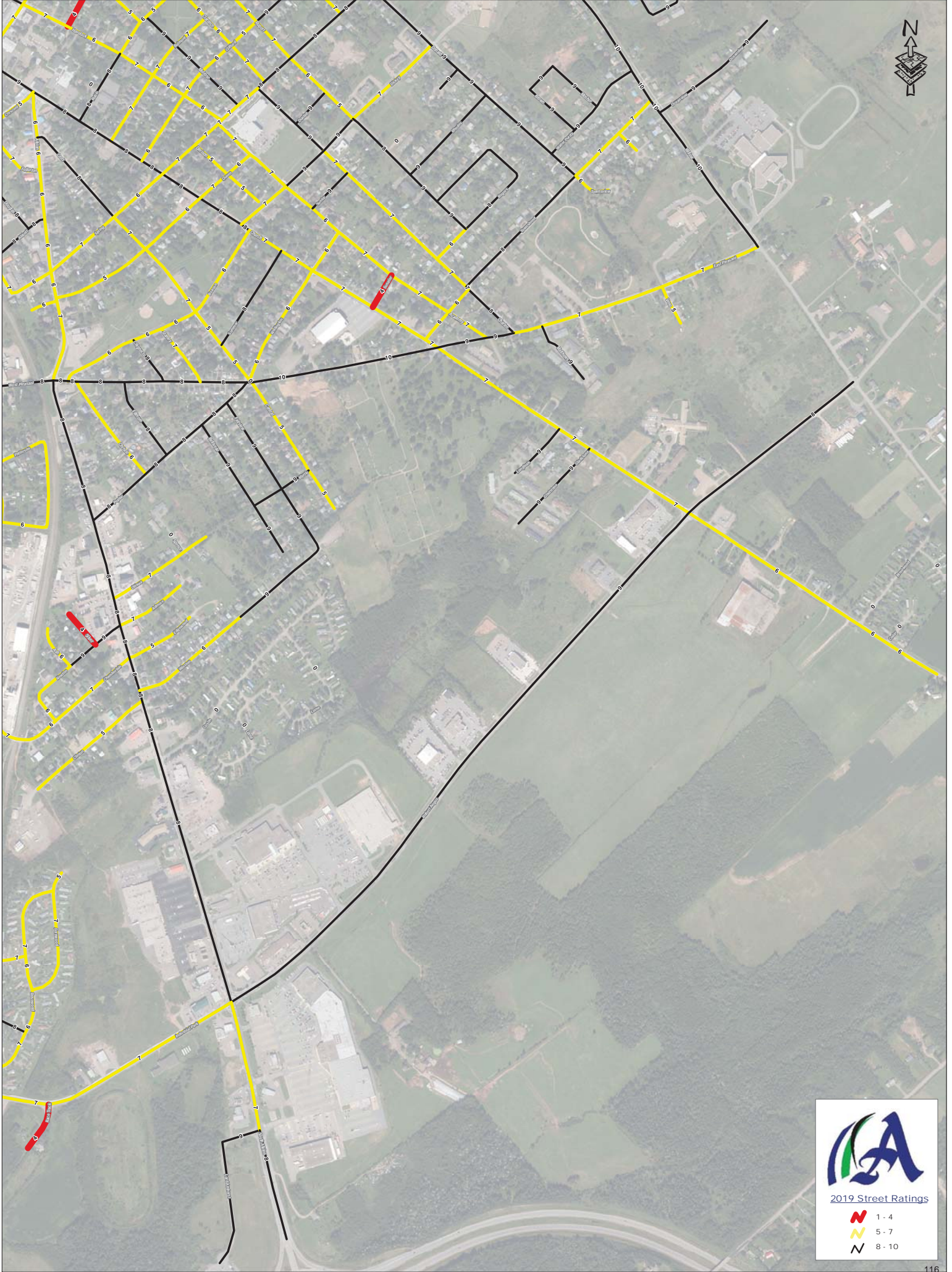




2019 Street Ratings

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2019 Street Ratings

	1 - 4
	5 - 7
	8 - 10

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

Street	From	To	2019 Rating
Academy	Spring	Queen	1
Academy	Dickey	Senior	2
Academy	42 Academy	Senior	2
Academy	Spring	Queen	3
Academy	Spring	Queen	1
Acadia	Parking Lot	Ratchford	3
Acadia	Ratchford	Prince Arthur	3
Acadia	East Victoria	Prince Arthur	3
Agnew	Havelock	Acadia	3
Agnew	Acadia	Clarence	3
Agnew	Clarence	Rupert	3
Agnew	Rupert	Regent	3
Albion	Pleasant	Queen	3
Albion	Queen	Spring	3
Albion	Spring	Croft	3
Albion	Croft	Church	3
Albion	5 Albion	Fullerton	3
Albion	Crescent	Church	3
Albion	1 Albion	Crescent	3
Albion	Station	Queen Ext	3
Anson	Parkwood	Cornwall	3
Anson	Parkwood	Woodlawn	3
Beacon	Stanley	Croft	1
Beacon	Chignecto	Stanley	2
Beacon	East Pleasant	Chignecto	2
Beacon	Croft	Church	1
Chamberlain	Newton	Albion	3
Charles	East Pleasant	Townshend	3
Charles	Townshend	Rogers	3
Charles	Rogers	Dickey	2
Charles	Dickey	Dunlap	3
Charles	Spring	Dunlap	3
Church	East Victoria	King	3
Church	King	Princess	3
Church	East Victoria	Prince Arthur	3
Church	Townshend	East Pleasant	3
Church	Townshend	Senator	3
Church	Senator	Wellington	3
Church	258 Church	East Pleasant	2
Church	121 Church	Spring	2
Church	101 Church	Spring	2
Church	Clifford	Spring	2
Church	Belmont	Spring	2
Church	Beacon	Queen	2
Church	Queen	Spring	2

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

Street	From	To	2019 Rating
Church	Wellington	Dickey	3
Church	Spring	Belmont	3
Church	Prince Arthur	Robie	3
Church	Crescent	Prince Arthur	3
Church	Crescent	Prince Arthur	3
Church	Crescent	Prince Arthur	3
Church	258 Church	Robert Angus	3
Church	85 Church	Albion	3
Church	121 Church	Queen	3
Church	Queen	Beacon	3
Clarence	Clifford	Belmont	3
Clarence	Clifford	Spring	3
Clifton	Havelock	End	2
Copp	West Victoria	Copp	3
Copp	Copp	Redland	3
Copp	Redland	Foundry	3
Cornwall	Hickman	Cordova	2
Cornwall	Cordova	Anson	2
Cornwall	Kent	Anson	2
Cornwall	Cornwall	End	3
Crescent	Church	Maple	3
Crescent	Station	Maple	3
Croft	49 Croft	East Pleasant	2
Croft	Spring	Albion	3
Croft	49 Croft	Beacon	3
Dale	Laplanche	Eddy	3
Dickey	Charles	Rupert	2
Dickey	Rupert	Donald	2
Dickey	15 Dickey	Donald	2
Dickey	Charles	Rupert	3
Dickey	Church	Academy	2
Dickey	Academy	Charles	2
Dickey	15 Dickey	Rupert	2
Donald	5 Donald	Dickey	1
Donald	Spring	Dickey	3
Donald	Walter Purdy	Dickey	3
Donald	Townshend	Walter Purdy	2
East Pleasant	Willow	Charles	3
East Pleasant	Charles	Academy	3
East Pleasant	Academy	Church	3
East Pleasant	Stanley	Croft	3
East Pleasant	Chignecto	Stanley	3
East Pleasant	Beacon	Chignecto	3
East Pleasant	Central	Church	3
East Victoria	Marshview	End	3

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

Street	From	To	2019 Rating
East Victoria	Abbey	Marshview	3
East Victoria	Willow	Abbey	3
East Victoria	Willow	Lamy	3
East Victoria	Regent	Willow	3
East Victoria	Lamy	North Adelaide	3
East Victoria	Rupert	Regent	3
East Victoria	South Adelaide	Rupert	2
East Victoria	Herbert	North Adelaide	2
East Victoria	Acadia	South Adelaide	2
East Victoria	Herbert	Eddy	3
East Victoria	Eddy	Laplanche	3
East Victoria	Laplanche	Lawrence	3
East Victoria	Church	Havelock	3
East Victoria	Havelock	Acadia	3
East Victoria	Church	Maple	3
East Victoria	Maple	Station	3
East Victoria	Train Tracks	Lawrence	3
Eddy	Dale	East Victoria	3
Eddy	Brownell	Palmer	3
Eddy	Palmer	Dale	3
Electric	Church	Parking Lot	3
Electric	Maple	Parking Lot	3
Electric	Maple	Parking Lot	3
Electric	Parking Lot	Parking Lot	3
Electric	Parking Lot	Parking Lot	3
Electric	14 Electric	Parking Lot	3
Electric	Parking Lot	Church	3
Havelock	East Victoria	Ratchford	3
Havelock	Ratchford	Prince Arthur	3
Havelock	King	East Victoria	3
Havelock	Princess	King	3
Havelock	Prince Arthur	Princess	3
Havelock	Prince Arthur	Robie	2
Havelock	Clifford	Spring	2
Havelock	Belmont	Clifford	2
Havelock	Robie	Belmont	3
Havelock	Agnew	Robie	2
Herbert	East Victoria	End	3
Hickman	West Victoria	Anson	3
Hickman	Mill	West Pleasant	3
Hickman	Mission	West Pleasant	1
Hickman	Mission	Park	2
Hickman	Dundonald	Anson	3
Hickman	Minto	Dundonald	3
Hickman	Mission	Minto	3

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Hickman	Cornwall	Mission	3
Hickman	Park	Mission	3
Industrial Park	Pinehurst	South Albion	3
King	Havelock	Church	3
King	Havelock	Church	3
Laplanche	East Victoria	Dale	3
Laplanche	Dale	Palmer	2
Laplanche	Palmer	End	3
Laplanche	Lawrence	East Victoria	3
Lawrence	End	Lawrence	2
Lawrence	End	East Victoria	2
Lawrence	2 Lawrence	East Victoria	2
Lusby	West Victoria	End	2
Maltby	Park	End	3
Maple	East Victoria	Electric	3
Mill	West Victoria	Mill	3
Mill	Mill	West Pleasant	3
Mission	Hickman	Park	2
North Adelaide	East Victoria	Harding	2
North Adelaide	Dale	Civic #20	3
North Adelaide	Civic #10	Dale	3
Palmer	Laplanche	End	1
Park	Pleasant	Patterson	3
Park	Patterson	Patterson	2
Park	Patterson	End	1
Park	Hickman	Maltby	3
Poplar	South Albion	Belliveau	3
Poplar	Belliveau	Fairview	3
Poplar	Fairview	Central	3
Prince Arthur	Rupert	South Adelaide	3
Prince Arthur	Acadia	Havelock	2
Prince Arthur	Havelock	Church	2
Prince Arthur	Church	Havelock	3
Prince Arthur	South Adelaide	Acadia	3
Prince Arthur	Church	Maple	1
Prince Arthur	Church	Maple	3
Prince Arthur	Station	Maple	3
Princess	Havelock	Church	3
Queen	Croft	Albion	2
Queen	Church	Croft	2
Queen	Davison	Church	3
Queen	Academy	Davison	3
Ratchford	Acadia	Havelock	3
Ratchford	Acadia	Havelock	3
Regent	Agnew	Elmwood	3

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

Street	From	To	2019 Rating
Robert Angus	158 Robert Angus	South Albion	3
Robert Angus	158 Robert Angus	Church	3
Robert Angus	Church	Civic #182	3
Robie	Church	Havelock	3
Rupert	East Victoria	Prince Arthur	2
Rupert	Prince Arthur	Agnew	2
Rupert	Agnew	Robie	3
Rupert	Robie	Clifford	3
Rupert	Clifford	Spring	3
Rupert	Rogers	Rogers	2
Rupert	Rhodes	Rogers	3
Rupert	Dickey	Rhodes	2
Rupert	76 Rupert	Dickey	2
Rupert	Spring	Dunlap	2
Russell	Meadow	West Victoria	2
Russell	West Victoria	End	2
South Albion	Robert Angus	Costin	3
South Albion	Costin	Winston	3
South Albion	Winston	Edgewood	3
South Albion	Admore	Edgewood	2
South Albion	Admore	Ottawa	3
South Albion	Ottawa	Poplar	3
South Albion	Poplar	East Pleasant	2
South Albion	103 South Albion	Industrial Park	2
South Albion	103 South Albion	Clinton	3
South Albion	Chamberlain	Clinton	2
Spring	Charles	Rupert	3
Spring	Rupert	Donald	3
Spring	Donald	Willow	3
Spring	Willow	Boylston	3
Spring	Boylston	Franklyn	3
Spring	Franklyn	Coates	3
Spring	Coates	Fletcher	3
Spring	Fletcher	Abbey	3
Spring	Albion	Croft	2
Spring	Croft	Albion	2
Spring	Church	Croft	2
Spring	Croft	Church	2
Spring	Willow	Davison	2
Spring	Davison	Academy	2
Spring	Academy	Charles	3
Townshend	Townsvie	Centennial	3
Townshend	Centennial	Willow	3
Townshend	Charles	Townsvie	3
Wellington	Croft	Church	2

**RATINGS FOR SIDEWALKS - SORTED BY STREET NAME**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Wellington	Church	Academy	3
West Pleasant	Mill	CNR	2
West Pleasant	Mill	Hickman	3
West Pleasant	West Pleasant	End	3
West Victoria	Terrace	End	2
West Victoria	CNR	Copp	3
West Victoria	Copp	Arlington	3
West Victoria	Arlington	Russell	3
West Victoria	Gerard	CNR	2
West Victoria	Lusby	Gerard	2
West Victoria	Mill	Lusby	2
West Victoria	Russell	Smith	3
West Victoria	Smith	Haliburton	3
West Victoria	Haliburton	Terrace	3
West Victoria	Hickman	Mill	2
Willow	Pathway	Spring	2
Willow	Milford	Spring	3
Willow	Elmwood	Milford	3
Willow	Agnew	Elmwood	3
Willow	Willow Court	Agnew	3
Willow	Willow Court	East Victoria	3
Willow	Spring	Webster	3
Willow	140 Willow	Webster	3
Willow	Oceanview	East Pleasant	2
Willow	140 Willow	Oceanview	3

**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Academy	Spring	Queen	1
Academy	Spring	Queen	1
Beacon	Stanley	Croft	1
Beacon	Croft	Church	1
Donald	5 Donald	Dickey	1
Hickman	Mission	West Pleasant	1
Palmer	Laplanche	End	1
Park	Patterson	End	1
Prince Arthur	Church	Maple	1
Academy	Dickey	Senior	2
Academy	42 Academy	Senior	2
Beacon	Chignecto	Stanley	2
Beacon	East Pleasant	Chignecto	2
Charles	Rogers	Dickey	2
Church	258 Church	East Pleasant	2
Church	121 Church	Spring	2
Church	101 Church	Spring	2
Church	Clifford	Spring	2
Church	Belmont	Spring	2
Church	Beacon	Queen	2
Church	Queen	Spring	2
Clifton	Havelock	End	2
Cornwall	Hickman	Cordova	2
Cornwall	Cordova	Anson	2
Cornwall	Kent	Anson	2
Croft	49 Croft	East Pleasant	2
Dickey	Charles	Rupert	2
Dickey	Rupert	Donald	2
Dickey	15 Dickey	Donald	2
Dickey	Church	Academy	2
Dickey	Academy	Charles	2
Dickey	15 Dickey	Rupert	2
Donald	Townshend	Walter Purdy	2
East Victoria	South Adelaide	Rupert	2
East Victoria	Herbert	North Adelaide	2
East Victoria	Acadia	South Adelaide	2
Havelock	Prince Arthur	Robie	2
Havelock	Clifford	Spring	2
Havelock	Belmont	Clifford	2
Havelock	Agnew	Robie	2
Hickman	Mission	Park	2
Laplanche	Dale	Palmer	2
Lawrence	End	Lawrence	2
Lawrence	End	East Victoria	2
Lawrence	2 Lawrence	East Victoria	2

**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Lusby	West Victoria	End	2
Mission	Hickman	Park	2
North Adelaide	East Victoria	Harding	2
Park	Patterson	Patterson	2
Prince Arthur	Acadia	Havelock	2
Prince Arthur	Havelock	Church	2
Queen	Croft	Albion	2
Queen	Church	Croft	2
Rupert	East Victoria	Prince Arthur	2
Rupert	Prince Arthur	Agnew	2
Rupert	Rogers	Rogers	2
Rupert	Dickey	Rhodes	2
Rupert	76 Rupert	Dickey	2
Rupert	Spring	Dunlap	2
Russell	Meadow	West Victoria	2
Russell	West Victoria	End	2
South Albion	Admore	Edgewood	2
South Albion	Poplar	East Pleasant	2
South Albion	103 South Albion	Industrial Park	2
South Albion	Chamberlain	Clinton	2
Spring	Albion	Croft	2
Spring	Croft	Albion	2
Spring	Church	Croft	2
Spring	Croft	Church	2
Spring	Willow	Davison	2
Spring	Davison	Academy	2
Wellington	Croft	Church	2
West Pleasant	Mill	CNR	2
West Victoria	Terrace	End	2
West Victoria	Gerard	CNR	2
West Victoria	Lusby	Gerard	2
West Victoria	Mill	Lusby	2
West Victoria	Hickman	Mill	2
Willow	Pathway	Spring	2
Willow	Oceanview	East Pleasant	2
Academy	Spring	Queen	3
Acadia	Parking Lot	Ratchford	3
Acadia	Ratchford	Prince Arthur	3
Acadia	East Victoria	Prince Arthur	3
Agnew	Havelock	Acadia	3
Agnew	Acadia	Clarence	3
Agnew	Clarence	Rupert	3
Agnew	Rupert	Regent	3
Albion	Pleasant	Queen	3
Albion	Queen	Spring	3

**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Albion	Spring	Croft	3
Albion	Croft	Church	3
Albion	5 Albion	Fullerton	3
Albion	Crescent	Church	3
Albion	1 Albion	Crescent	3
Albion	Station	Queen Ext	3
Anson	Parkwood	Cornwall	3
Anson	Parkwood	Woodlawn	3
Chamberlain	Newton	Albion	3
Charles	East Pleasant	Townshend	3
Charles	Townshend	Rogers	3
Charles	Dickey	Dunlap	3
Charles	Spring	Dunlap	3
Church	East Victoria	King	3
Church	King	Princess	3
Church	East Victoria	Prince Arthur	3
Church	Townshend	East Pleasant	3
Church	Townshend	Senator	3
Church	Senator	Wellington	3
Church	Wellington	Dickey	3
Church	Spring	Belmont	3
Church	Prince Arthur	Robie	3
Church	Crescent	Prince Arthur	3
Church	Crescent	Prince Arthur	3
Church	Crescent	Prince Arthur	3
Church	258 Church	Robert Angus	3
Church	85 Church	Albion	3
Church	121 Church	Queen	3
Church	Queen	Beacon	3
Clarence	Clifford	Belmont	3
Clarence	Clifford	Spring	3
Copp	West Victoria	Copp	3
Copp	Copp	Redland	3
Copp	Redland	Foundry	3
Cornwall	Cornwall	End	3
Crescent	Church	Maple	3
Crescent	Station	Maple	3
Croft	Spring	Albion	3
Croft	49 Croft	Beacon	3
Dale	Laplanche	Eddy	3
Dickey	Charles	Rupert	3
Donald	Spring	Dickey	3
Donald	Walter Purdy	Dickey	3
East Pleasant	Willow	Charles	3
East Pleasant	Charles	Academy	3

**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

Street	From	To	2019 Rating
East Pleasant	Academy	Church	3
East Pleasant	Stanley	Croft	3
East Pleasant	Chignecto	Stanley	3
East Pleasant	Beacon	Chignecto	3
East Pleasant	Central	Church	3
East Victoria	Marshview	End	3
East Victoria	Abbey	Marshview	3
East Victoria	Willow	Abbey	3
East Victoria	Willow	Lamy	3
East Victoria	Regent	Willow	3
East Victoria	Lamy	North Adelaide	3
East Victoria	Rupert	Regent	3
East Victoria	Herbert	Eddy	3
East Victoria	Eddy	Laplanche	3
East Victoria	Laplanche	Lawrence	3
East Victoria	Church	Havelock	3
East Victoria	Havelock	Acadia	3
East Victoria	Church	Maple	3
East Victoria	Maple	Station	3
East Victoria	Train Tracks	Lawrence	3
Eddy	Dale	East Victoria	3
Eddy	Brownell	Palmer	3
Eddy	Palmer	Dale	3
Electric	Church	Parking Lot	3
Electric	Maple	Parking Lot	3
Electric	Maple	Parking Lot	3
Electric	Parking Lot	Parking Lot	3
Electric	Parking Lot	Parking Lot	3
Electric	14 Electric	Parking Lot	3
Electric	Parking Lot	Church	3
Havelock	East Victoria	Ratchford	3
Havelock	Ratchford	Prince Arthur	3
Havelock	King	East Victoria	3
Havelock	Princess	King	3
Havelock	Prince Arthur	Princess	3
Havelock	Robie	Belmont	3
Herbert	East Victoria	End	3
Hickman	West Victoria	Anson	3
Hickman	Mill	West Pleasant	3
Hickman	Dundonald	Anson	3
Hickman	Minto	Dundonald	3
Hickman	Mission	Minto	3
Hickman	Cornwall	Mission	3
Hickman	Park	Mission	3
Industrial Park	Pinehurst	South Albion	3

**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
King	Havelock	Church	3
King	Havelock	Church	3
Laplanche	East Victoria	Dale	3
Laplanche	Palmer	End	3
Laplanche	Lawrence	East Victoria	3
Maltby	Park	End	3
Maple	East Victoria	Electric	3
Mill	West Victoria	Mill	3
Mill	Mill	West Pleasant	3
North Adelaide	Dale	Civic #20	3
North Adelaide	Civic #10	Dale	3
Park	Pleasant	Patterson	3
Park	Hickman	Maltby	3
Poplar	South Albion	Belliveau	3
Poplar	Belliveau	Fairview	3
Poplar	Fairview	Central	3
Prince Arthur	Rupert	South Adelaide	3
Prince Arthur	Church	Havelock	3
Prince Arthur	South Adelaide	Acadia	3
Prince Arthur	Church	Maple	3
Prince Arthur	Station	Maple	3
Princess	Havelock	Church	3
Queen	Davison	Church	3
Queen	Academy	Davison	3
Ratchford	Acadia	Havelock	3
Ratchford	Acadia	Havelock	3
Regent	Agnew	Elmwood	3
Robert Angus	158 Robert Angus	South Albion	3
Robert Angus	158 Robert Angus	Church	3
Robert Angus	Church	Civic #182	3
Robie	Church	Havelock	3
Rupert	Agnew	Robie	3
Rupert	Robie	Clifford	3
Rupert	Clifford	Spring	3
Rupert	Rhodes	Rogers	3
South Albion	Robert Angus	Costin	3
South Albion	Costin	Winston	3
South Albion	Winston	Edgewood	3
South Albion	Admore	Ottawa	3
South Albion	Ottawa	Poplar	3
South Albion	103 South Albion	Clinton	3
Spring	Charles	Rupert	3
Spring	Rupert	Donald	3
Spring	Donald	Willow	3
Spring	Willow	Boylston	3

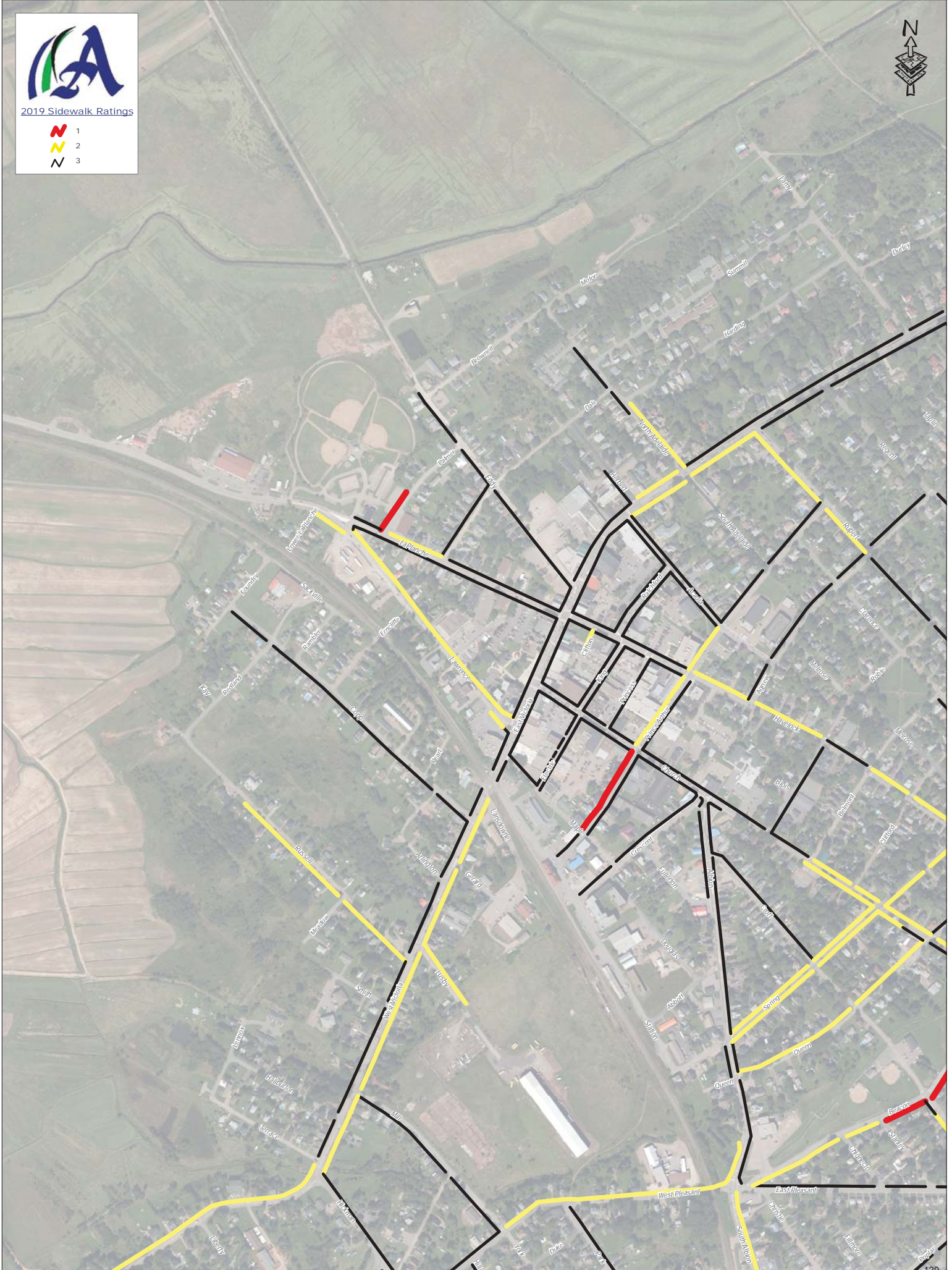
**RATINGS SIDEWALKS - SORTED LOWEST TO HIGHEST**

<b>Street</b>	<b>From</b>	<b>To</b>	<b>2019 Rating</b>
Spring	Boylston	Franklyn	3
Spring	Franklyn	Coates	3
Spring	Coates	Fletcher	3
Spring	Fletcher	Abbey	3
Spring	Academy	Charles	3
Townshend	Townsvie	Centennial	3
Townshend	Centennial	Willow	3
Townshend	Charles	Townsvie	3
Wellington	Church	Academy	3
West Pleasant	Mill	Hickman	3
West Pleasant	West Pleasant	End	3
West Victoria	CNR	Copp	3
West Victoria	Copp	Arlington	3
West Victoria	Arlington	Russell	3
West Victoria	Russell	Smith	3
West Victoria	Smith	Haliburton	3
West Victoria	Haliburton	Terrace	3
Willow	Milford	Spring	3
Willow	Elmwood	Milford	3
Willow	Agnew	Elmwood	3
Willow	Willow Court	Agnew	3
Willow	Willow Court	East Victoria	3
Willow	Spring	Webster	3
Willow	140 Willow	Webster	3
Willow	140 Willow	Oceanview	3



2019 Sidewalk Ratings

-  1
-  2
-  3





2019 Sidewalk Ratings

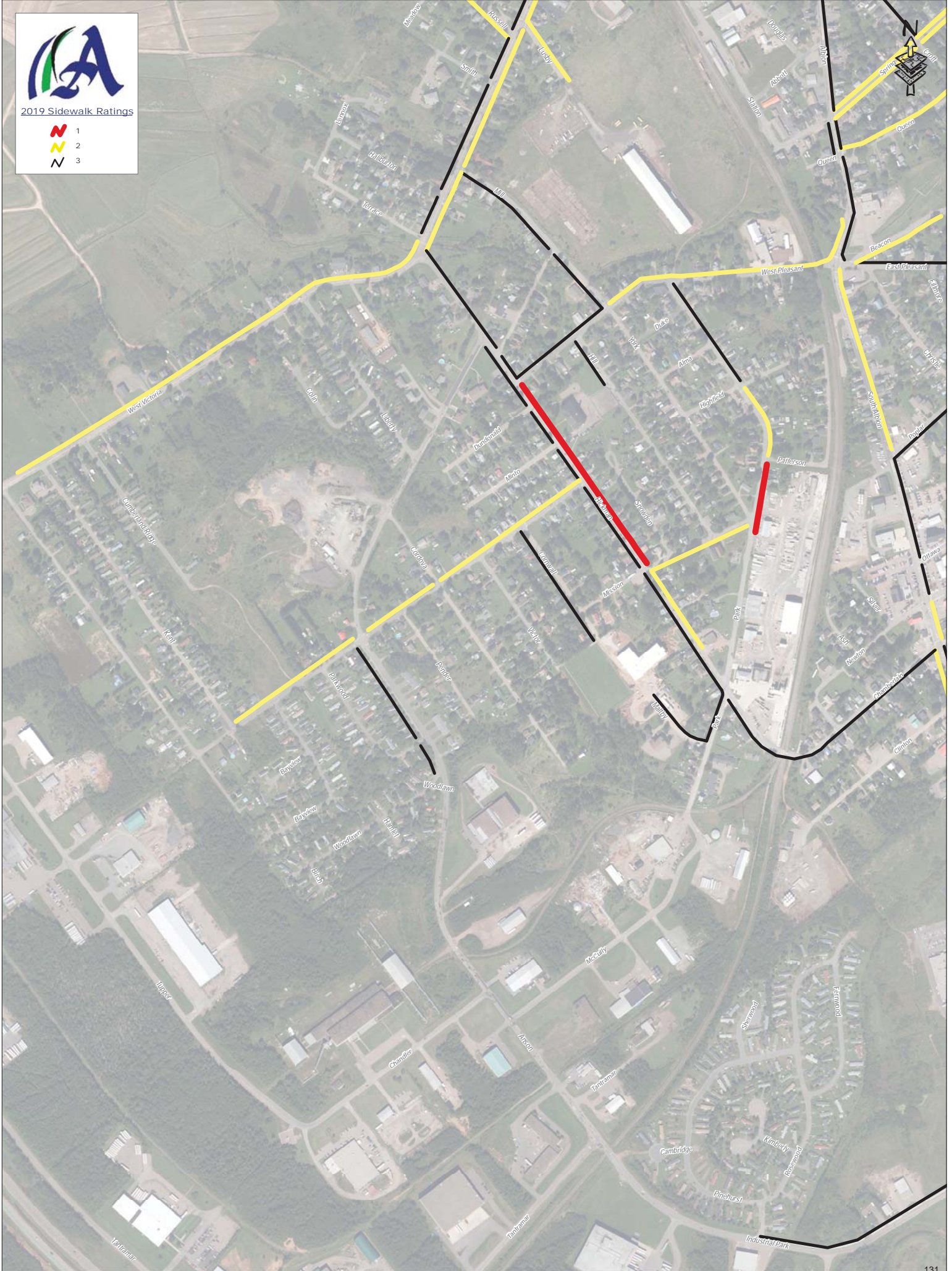
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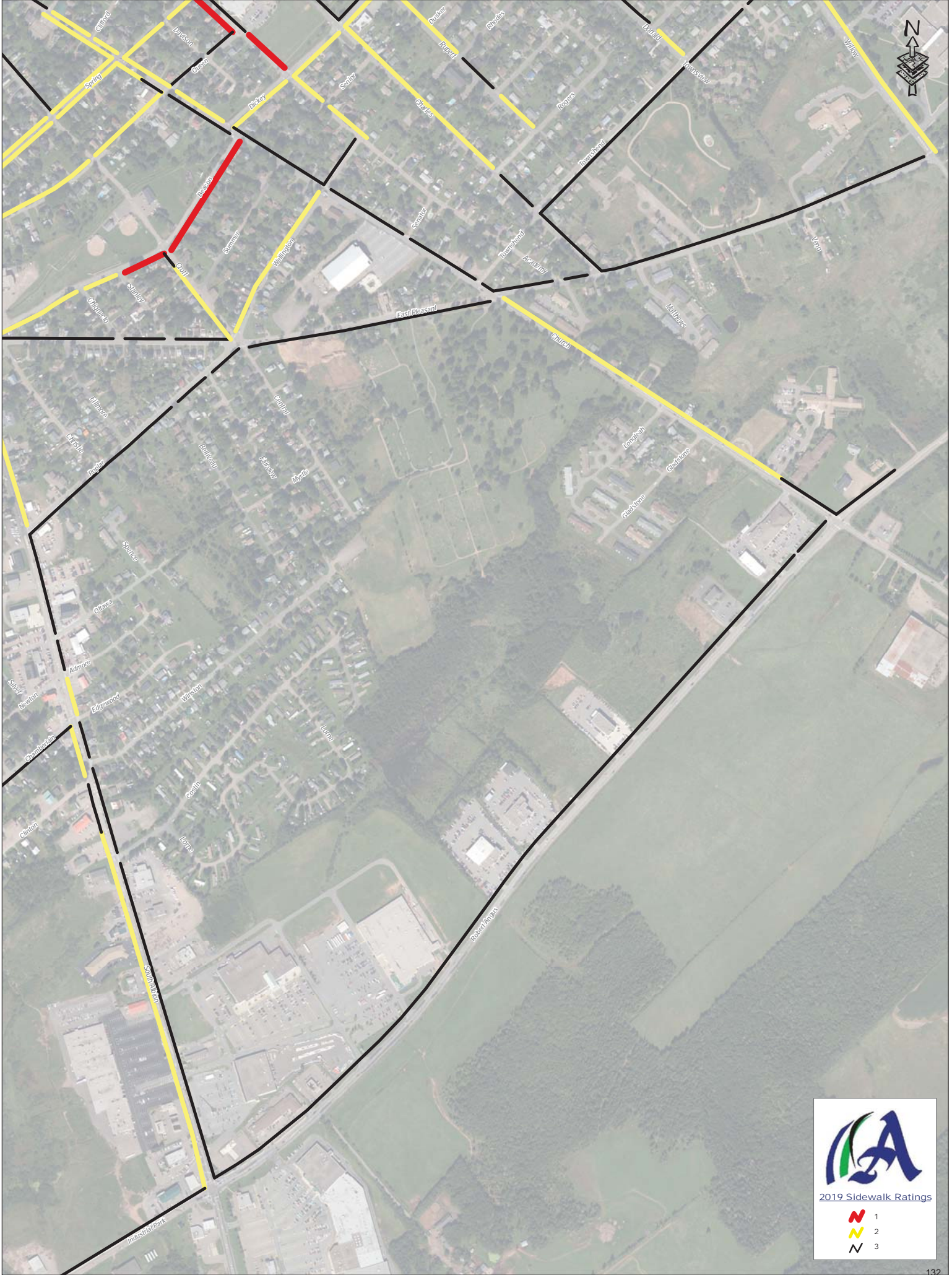




2019 Sidewalk Ratings

-  1
-  2
-  3





2019 Sidewalk Ratings

-  1
-  2
-  3

**Town of Amherst Operating Reserve Balances**

	Final Audited Balance 31-Mar-19	Proposed 2019/20 Transactions		Proposed Final Balance 31-Mar-20	Proposed 2020/21 Transactions		Proposed Balance 31-Mar-21
		Additions	Withdrawals		Additions	Withdrawals	
<b>OPERATING RESERVE</b>							
Reserve Sewer	\$ 133,891			\$ 133,891			\$ 133,891
Reserve for Police Proceeds of Crime	1,627			1,627			1,627
Reserve Festival & Events Proceeds	9,732			9,732			9,732
Reserve Strategic Priorities	25,000			25,000			25,000
Reserve Stabilization	1,485,233	190,994		1,676,227	177,000		1,853,227
	Additions to stabilization reserve per budget						
Reserve Green Bin Replacement	206,416		9,745	196,671			196,671
Reserve Economic Development	92,725			34,965			27,593
	19/20 Operating - Strategic - Land grubbing Industrial Park (NSPI)		20,000				
	19/20 Operating - Purchase of 20 new trial LED Streetlights		15,643				
	19/20 & 20/21 Operating - Cumb Regional Tourism Strategy Funding		22,117			7,372	
Reserve Poverty Fund (from 0.25% increase to DTT rate)	25,370	50,000		25,370	50,000		25,370
	Operating budget transfer 0.25% increase from DTT rate						
	Operating budget - fund Poverty initiatives per Council		50,000		50,000		
Reserve Mandatory Provincial Contribution Area Rate	21,281			21,281			21,281
Reserve Election	66,000			66,000			-
	20/21 Operating - Election expenses						
Reserve Fund Equity - Unrestricted	951,565			786,065			526,065
	19/20 Operating - Strategic - Community Energy Strategy		25,000				
	19/20 Operating - Summer student to assist with Service Capacity Review		10,000				
	19/20 Operating - Robbs crusher dust for ball fields		10,000				
	19/20 Operating - Ice rental fees waived for youth under 18		60,000			60,000	
	19/20 Capital - Police - Server and VMWare		26,000				
	19/20 Capital - Police - Fiber Communications between APD & Town Hall		34,500				
	Climate /Community Energy Strategy - Onsite Energy Manager (\$100k/year for 2 years)					200,000	
<b>Total Operating Reserve Balance</b>	<b>\$ 3,018,840</b>	<b>\$ 240,994</b>	<b>\$ 283,005</b>	<b>\$ 2,976,829</b>	<b>\$ 227,000</b>	<b>\$ 383,372</b>	<b>\$ 2,820,457</b>

Last updated - January 21, 2020

= 2019/20 Operating Budget projects funded from Operating Reserve  
 = 2019/20 Capital Budget projects funded from Operating Reserve  
 = 2020/21 Operating Budget projects funded from Operating Reserve

**Town of Amherst Capital Reserve Balances**

	Final Audited Balance 31-Mar-19	Proposed 2019/20 Transactions		Proposed Final Balance 31-Mar-20	Proposed 2020/21 Transactions		Proposed Balance 31-Mar-21	Proposed 2021/22 Transactions		Proposed Balance 31-Mar-22
		Additions	Withdrawals		Additions	Withdrawals		Additions	Withdrawals	
<b>CAPITAL RESERVE</b>										
Reserve Gas Tax	\$ 299,138	676,731		\$ 502,300	660,000		\$ 41,300	660,000		\$ 12,300
Gas tax monies received		710,074			-			1,000		
Gas tax top up funds (one time allocation)		10,000			7,000			690,000		
Interest earned on Gas tax monies		1,193,643			1,128,000					
Source financing for Capital										

Reserve Sewer Purposes (Aboiteau)	431,879		431,879		431,879					
Reserve Land Dedication	1,840		1,840		1,840					
Reserve Capital Carryover Items	663,103	627,703		35,400			35,400			
Capital projects completed										
Reserve Town Sale	74,980		74,980		74,980					
Reserve Fund Equity - Unrestricted	308,773		308,773		308,773					

**Total Capital Reserve Balance**      \$ 1,779,713    \$ 1,396,805    \$ 1,821,346    \$ 1,355,172    \$ 667,000    \$ 1,128,000    \$ 894,172

Last updated - January 21, 2020

**Reserve Capital Carryover Items - Detail**

	Final Audited Balance 31-Mar-19	Proposed 2019/20 Transactions		Proposed Balance 31-Mar-20	Proposed 2020/21 Transactions		Proposed Balance 31-Mar-21	Proposed 2021/22 Transactions		Proposed Balance 31-Mar-22
		Additions	Adjustments		Withdrawals	Additions		Withdrawals		
West Highlands Gym Enhancement, Bleachers & Score Clock	35,400			35,400			35,400			35,400
Via Rail Station - new furnace	7,000			7,000			-			-
Recreation - Dickey Park - Field Development - goal posts & nets	47,203			47,203			-			-
Library Heating Issues	100,000			100,000			-			-
Net Zero Energy	50,000			50,000			-			-
Police - Patrol Vehicle # 5 SUV 4x4	75,000			75,000			-			-
Police - TMR2 Radio System	50,000			50,000			-			-
Police - Body Armour 17 units	35,000			35,000			-			-
Police - Patrol Vehicle # 1	49,000			49,000			-			-
Police - Cell Blocks - Acoustic Panels and Mics	12,000			12,000			-			-
Racetrack Road - Pump Station Upgrades (Surcharge Tank)	50,000			50,000			-			-
Fire Station Bldg Repairs - Repair floor and wall finishes in south entrance	7,000			7,000			-			-
Fire Station Bldg Repairs - Replace the two main exterior entrances	18,000			18,000			-			-
Fire - new heavy duty truck - replace unit # 7	80,000			80,000			-			-
West Highland (Lions) Park Development - phase 2 washrooms, etc	12,500			12,500			-			-
Murals - restoration/repair	10,000			10,000			-			-
Christie Park - repairing bricks & steps	15,000			15,000			-			-
Robb's Lighting	10,000			10,000			-			-
	663,103			627,703			35,400			35,400

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**DEPARTMENT:** CORPORATE SERVICES

**TITLE:** **DEBT MANAGEMENT POLICY**

Minutes reference date: January 22, 2007 1<sup>st</sup> Revision date:

2<sup>nd</sup> Revision date:

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## **PURPOSE**

The purpose of the Debt Management Policy is to outline the management methods for long-term borrowings and debt repayment.

## **POLICY STATEMENT**

The Town will confine long-term borrowing to capital investments or projects that cannot be financed from current revenues. The Town will not use long-term debt to finance current operating expenditures. Considerations will be made before borrowing funds as to the level of existing debt and the impact on current and future operating budgets.

When the Town finances capital projects through the issuance of debentures, it will pay back the debentures within a period not to exceed the expected useful life of the project. Total annual payments of principal and interest for long term borrowings will not exceed 15% percent of the Town's total annual own source generated operating revenue. Where possible, the Town may use special assessment or revenues instead of long term borrowings.

The Town will maintain a debt repayment schedule outlining debt principal and interest outstanding for each year.

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**DEPARTMENT: All Town Departments**

**TITLE: Budget Management Policy**

Minutes reference date: November 27, 2017 February 25, 2019 October 28, 2019

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**Policy Statement:**

1. The Town of Amherst (hereinafter referred to as “the Town”) strives for a high level of public confidence in its budgeting process and recognizes that the resulting tax burden has an impact on the overall financial burden of the taxpayers of the Town. Copies of the proposed Capital and Operating Budgets will be posted on the website using the existing system for Council meetings. These meetings will be live streamed for the public. Once decisions are completed, a final copy will be posted on the website.
2. Public accountability is rooted in the belief that the public has the right to know and the right to be provided with reliable financial information. It is this sharing of information that opens the dialogue between citizens and elected representatives.

**Policy Objectives:**

3. The Town is committed to:
  - a) Preparing budgets in a fair, open, consistent, and transparent manner to establish the confidence of the taxpayer and other stakeholders;
  - b) Complying with the *Municipal Government Act* and other applicable laws or policies and resolutions of Council;
  - c) Promoting strategic business planning;
  - d) Ensuring Town operations function in an efficient and effective manner;
  - e) Being accountable for budget decisions.

**Definitions:**

4. For the purpose of this policy, the following definitions are provided:
  - a) Operating Budget: Budget document containing operating costs for day to day operations, transfers to other governments and agencies, transfers to reserves, and other fiscal expenditures; this document, as presented to and approved by Council, is used to calculate the tax rates, user fees and other charges;
  - b) Capital Budget: Budget document containing the capital plan for the current and future years; outlines the source of funding for each project and anticipated spending. The first-year projects and major projects for year two will be approved by Council, with subsequent years approved in principle only;

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- c) Uniform Assessment (UA): An amount calculated by the Province of Nova Scotia which is calculated as the sum of all taxable assessments plus the capitalized value of all grants or payments received in lieu of taxes;
  - d) General Tax Rate: This rate covers all operating costs, other than those costs covered by the area rates for Mandatory Provincial Contribution and Community Support. These costs include all municipal services such as fire, police, public works, recreation, economic development and administrative costs, less the revenue generated from such things as services provided to other local governments, sale of services, equalization, conditional grants, etc.
  - e) Uniform Charges:
    - a. Solid Waste Management Uniform Charge: This uniform charge is levied on each dwelling unit within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units. The Solid Waste Management Uniform Charge is set by Council resolution.
    - b. Wastewater Treatment Facility Uniform Charge: Offsets expenses for sewer services for those who are not charged a sewer base charge. It is a uniform charge for unmetered mobile homes within a land leased.
  - f) Sewer Charges: rates charges for sewer services provided by the Town. Sewer charges are set pursuant to the Sanitary Sewer Rates By-law (D019).
  - g) User fees: charge for use of Town facilities or services are set by the User Fee Policy (03470-03).
  - h) Water: the water rates are set pursuant to an Order of the Nova Scotia Utility and Review Board (NSUARB). Operating and capital budgets are approved annually by Council and submitted to the NSUARB.
  - i) Mandatory Provincial Contribution Rate includes the cost of:
    - i. Education – The Town is required (as are all municipalities) to provide funding to the Regional School Board under the *Education Act*. This mandatory education contribution is determined by taking the Town's Uniform Assessment figure and multiplying by the education rate as set by the Province of Nova Scotia.
    - ii. Property Valuation Services Corporation (PVSC - Assessment) – The Town is required (as are all municipalities) to provide funding to pay a share of the cost of operating the provincial assessment system. The Town pays a portion of the total PVSC costs, based on the Town's share of Uniform Assessment and the Town's share of assessment accounts across the province.
    - iii. Correction Services – the Town is required (as are all municipalities) to make a mandatory contribution to the Province to fund the cost of operations of the provincial correctional facilities for all of Nova Scotia. This includes youth and adult correctional facilities. The contribution is set by the Province of Nova Scotia and is based on the Town's share of Uniform Assessment (50%) and the Town's dwelling units (50%).

- iv. Housing – The Cobequid Housing Authority administers and manages 262 (2017) public non-profit housing units for seniors and families on low incomes within the Town. The Town is required to fund a portion of the prior year deficit of the Cobequid Housing Authority annually.
  - v. Regional Library – The Nova Scotia Department of Communities, Culture and Heritage sets the annual contribution requirements for regional libraries from the regional municipal units. In Amherst the Cumberland Public Library costs are shared on a percentage basis between the Town of Amherst, the Municipality of the County of Cumberland and the Town of Oxford. This amount excludes the costs associated with the operation and maintenance of the building which is paid for by the Town of Amherst.
- j) Community Support Area Rate includes:
- i. Community Support Grants Policy - all costs that are covered in Policy 72000-08
  - ii. Tax Exemption Bylaw – All costs that are covered by Bylaw B-1
  - iii. Tax Reduction Policy - All costs that are covered by Policy 03800-02
  - iv. Community Events – The Community Events covers costs for such things as the Town’s holiday events (Christmas light up, New Year’s Eve, Music in the Park, etc.), festivals and other events.
  - v. Youth Free Ice Time – the costs for providing aims to increase participation, physical activity and affordability in youth programs such as figures skating, minor hockey and public skating by reducing barriers through reduced registration and user fees.
  - vi. Cumberland YMCA – The Town contributes \$100,000 annually to the Cumberland YMCA to aid in the financial viability of the Cumberland YMCA.

**Application:**

- 5. This policy applies to budget activities of all departments of the Town effective (*date approved by Council*).
- 6. This policy applies to budgeting by the Town for Operating and Capital funds, including budgets for the Town of Amherst Water Utility.
- 7. The CAO will ensure budgeting practices are consistent with the *Municipal Government Act* and all other relevant provincial statutes.
- 8. The CAO will ensure a procedure is in place to guide Town staff in the budget process.

**Governance and the Budget Process:**

- 9. The Town of Amherst is governed by Town Council and operates under the Council/Chief Administrative Officer (CAO) system. As outlined in the *Nova Scotia Municipal Government Act*, it is the responsibility of the CAO to provide advice to Council and to administer the operations of the Town in accordance with the policies and programs approved by Council.

10. The fiscal year of the Town is April 1 to March 31. The annual budgeting process is preceded by a planning process that identifies priority initiatives for the upcoming fiscal year, based on the strategic directions previously established by Council.
11. Municipalities in Nova Scotia are not permitted to accumulate deficits. Municipal debt, with few exceptions is permitted only for the acquisition of capital assets which the municipality defines as acquisitions of tangible capital assets greater than \$5,000 with an estimated useful life in excess of one year.
12. On an annual basis, costs are established for programs and initiatives and are reflected in the Operating and Capital budgets. Tax rates are calculated to generate the revenue required to fund the various programs and services. These rates are determined in conjunction with the annual assessments of properties in the Town, as established annually through the Assessment Roll generated by the Nova Scotia Property Valuation Services Corporation (PVSC).

### **Calculation of Rates**

13. Each of the Residential and Commercial rates has three components, which are listed below and defined in Section 4. All rates in this section are expressed as per \$100 of assessment. The calculation to determine each one is:
  - a) Mandatory Provincial Contribution Area Rate  
The sum of the costs of Education, Property Valuation Services Corporation Assessment, Corrections Services, Housing and Regional Library, divided by the sum of all the taxable property assessment values as provided by PVSC, including grants in lieu.
  - b) The Community Support Area Rate  
The sum of the costs of Community Support Grants Policy, Tax Exemption Bylaw, Tax Reduction Policy, Community Events, and the Cumberland YMCA divided by the sum of all the taxable property assessment values as provided by PVSC, including grants in lieu.
  - c) General Tax Rate
    1. Residential – total operating expenditure budget (excluding solid waste and sewage) less the revenue generated by the area rates for the Mandatory Provincial Contribution and Community Support, as well as other non-tax revenue (i.e.: own source revenue, equalization, etc.) divided by the taxable residential and resource property assessment values as provided by PVSC .
    2. Commercial – Total operating expenditure budget (excluding solid waste and sewage) less the revenue generated by the area rates for the Mandatory Provincial Contribution and Community Support, as well as other non-tax revenue (i.e.: own source revenue, equalization, etc.) divided by the Commercial taxable property assessment values as provided by PVSC, including grants in lieu.
14. To meet the objective of preparing budgets in a fair, open, consistent, and transparent manner, budget documents for each of the rates outlined in section 4 will be prepared and included as part of the Council package for the months approval is being requested. Budget meetings will be live streamed on the Town's website.

**Council Approval**

15. Council will consider setting:

- a) The Mandatory Provincial Contribution Area Rate by no later than the end of February of each year based on the available information from the Province at that time, and will communicate it to the public through social media;
- b) The Community Support Area Rate and the General Tax Rate will be approved in the months following the setting of the Mandatory Provincial Contribution Rate with the goal of having all rates set before April 1.

Resolutions of Council are required to approve the rates and the operating and capital budgets.

**Authority of CAO:**

16. The Chief Administrative Officer (CAO) of the Town has authority to manage the Town within approved budgets, under this policy, and in compliance with any other Council policy or resolution in effect.
17. The CAO is responsible for ensuring compliance with this policy. The CAO may delegate his/her authority to spend approved budgets to any employee of the Town. All Town staff to whom the CAO delegates authority to make expenditures within approved budgets shall comply with all applicable bylaws, policies or resolutions of Council, the *Public Procurement Act*, Trade Agreements, and with any other restriction imposed by law.
18. In any given year there may be operating budget overruns that are unpredictable and unavoidable. Examples of such overruns include increases in amounts paid for Mandatory Provincial Contribution (Education, Regional Library, Housing, etc.) as well as expenditures for services that are dependent on forces that are uncontrollable by staff (snow management impacted by weather conditions, EMO situations, decisions of Council for action but with no dollar value approved in the budget, etc.). Such cost overruns may be approved by the CAO without prior approval of Council but must be reported to Council as per section 23 of this policy.
19. The CAO has additional authority to exceed the operating budget provided that the Town is still within the overall budget. The CAO has authority to expend these funds for any purpose that the Town has authority to spend but cannot use the funds to create new programs or services that are material in amount or that may be seen to commit the Town to material funding beyond the current fiscal year.
20. The CAO may authorize expenditures in excess of the capital budget on approved capital items or projects as outlined in the Procurement Policy, 03700-01 Section 9. Such authorization will be reported to Council as per section 23 of this policy.
21. The CAO may authorize expenditure of capital funds where the expenditure will be financed by an outside party (i.e. a developer, other level of government, agency, etc.) and where the expenditure is consistent with a prior action of Council (development approval, bylaw, policy, resolution, etc.). The CAO shall not have the authority to approve overages under this section if it stems from a significant change in scope subsequent to the award of the contract.

22. In an emergency situation the CAO is authorized to make reasonable and informed procurement decisions (Operating and Capital) which are determined by him/her to be necessary, as outlined in the Procurement Policy, 03700-01 Section 9. Authorizations for such expenditures are considered to be over and above the other authorities given under this policy to exceed approved budget amounts; these must be reported to Council as per Section 23 of this policy.

**Reporting :**

23. The CAO is responsible for timely reporting to Council on the Capital and Operating budget variances and general / emergency related over-expenditure approvals; this will be done in conjunction with the Quarterly Financial Reporting to the Audit Committee. However, over-expenditures approved by the CAO that exceed \$50,000 will be reported to Council at the earliest opportunity. Interim reporting may also be done at the discretion of the CAO.

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DEPARTMENT: ALL DEPARTMENTS

TITLE: CAPITAL INVESTMENT PLAN (CIP) FRAMEWORK / BUDGET POLICY

Minutes reference date: 12 December 2006

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**PURPOSE:**

The Town of Amherst is developing a Capital Investment Plan (CIP) to strategically plan for future capital projects and to meet the requirements of the Federal Gas Tax Transfer Agreement with the Province of Nova Scotia. The CIP serves as a rational method of determining the most cost effective expenditure of capital dollars based on priority ranking and financial feasibility.

**POLICY:**

**Organizational Responsibility**

The Treasurer or designate will lead the CIP project, with the support of the Capital Investment Plan Committee. The committee will comprise of a representative from each department. The coordinator will be responsible for leading the CIP project, which will include:

- Developing the related CIP policies; and
- Determining the Town's financial viability.

The Committee will assist the coordinator with these tasks, as well as making the final recommendations surrounding the capital projects and their rank. The committee will be involved with:

- Proposing new capital projects;
- Selecting the capital projects for the CIP;
- Ranking the projects; and
- Assisting the coordinator wherever possible.

**Time Frame**

The CIP has a four to six week time frame with the first year serving as the Town's capital budget while the remaining years serve as planning years. The CIP will be reviewed annually and with each review, new projects may be added to the CIP to meet current and future changes within the Town. The new projects will be ranked against the same criteria as the existing projects.

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**DEPARTMENT:** ALL DEPARTMENTS

**TITLE:** CAPITAL INVESTMENT PLAN (CIP) FRAMEWORK / BUDGET POLICY

Minutes reference date: 12 December 2006

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### Categories

Through the CIP a replacement schedule will be developed and followed. The Town will maintain all of its assets at a level adequate to protect the Town's capital investment and to minimize future replacement costs.

Town infrastructure will be rated in categories as follows:

Streets & Curbs	Storm Mains
Sidewalks	Equipment and Vehicles
Water Mains	Buildings
Sanitary Mains	Land

In each category the elements deemed to be in greatest need of replacement from the CIP are selected based on individual ranking procedures.

### Ranking

The Town of Amherst may consider the following criteria when ranking CIP projects:

Health and Safety Impacts	Uncertainty of Risk
Quality of Life	Inter-Municipal Effects
Environmental Impacts	Relationship to Other Projects
Aesthetic and Social Impacts	Economic Development Impacts
Distribution Effects	Project Feasibility
Impact of Deferral	

The criteria areas will be given various ranking numbers according to the Town's current strategic goals. The criteria will be updated and revised to meet the Town's new goals and priorities as necessary.

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**DEPARTMENT:** ALL DEPARTMENTS**TITLE:** CAPITAL INVESTMENT PLAN (CIP) FRAMEWORK / BUDGET POLICYMinutes reference date: 12 December 2006

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**Budgeting**

A Request for Decision (RFD) is prepared for each capital item requesting approval in the capital budget with consideration given not only to the ranking of the elements within their respective databases but also to such factors as:

1. Corporate goals / objectives
2. Regulatory requirement
3. Reduction of potential liability
4. Cost benefit
5. Maintenance of basic level of service

The RFD will identify the estimated costs and potential funding sources for each capital project request before it is submitted to Council. With this information the Town will determine the least costly financing method for all new projects.

**Financing**

Once the projects have been ranked and selected, the CIP will help outline how the Town will finance the selected projects. In order to do so, the following considerations may be made:

- Percentage of the annual budget allotted to the current and future projects
- Fiscal and budget impacts
  - Determine the total capital costs.
  - Determine the impact on the operating budget.
  - Determine the impact on the tax base, tax rate, and user fees.
  - Determine any available funding that can be directed towards the project.

Council may take these components under consideration when deciding how the projects will be financed, and over how many years they may be financed.

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**DEPARTMENT:** OPERATIONAL SERVICES

**TITLE:** **SIDEWALK INSPECTION AND MAINTENANCE POLICY**

Minutes reference date: 27 June 2006

Page: 023

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## **PURPOSE**

The purpose of this policy is:

- To provide direction to staff involved in the maintenance of the Town of Amherst's public sidewalks;
- To provide a system for sidewalk inspection to effectively assess and document maintenance priorities; and
- To maximize public safety while maintaining fiscal responsibility.

## **POLICY**

### 1. Sidewalk Inspection

A complete town wide sidewalk survey will be performed annually. An inventory of all sidewalks will be maintained by the Town's Operational Services Department which will include a history of inspections and maintenance information.

### 2. Replacement and Repair

Upon completion of the initial sidewalk survey, the Operations Manager or Transportation Foreman will establish a replacement and repair schedule. The sidewalk replacement and repair schedule will prioritize the sidewalks identified as needing to be replaced or repaired in the initial sidewalk survey. The amount of replacement and repair work to be completed will be governed by the availability of funds in the current operating budget and the availability of work crews.

Any sidewalk maintenance or replacement will be prioritized based on the estimated amount of pedestrian traffic and public safety.

DEPARTMENT: OPERATIONAL SERVICES

TITLE: SIDEWALK INSPECTION AND MAINTENANCE PROCEDURE

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**PROCEDURE**

A separate sidewalk inspection sheet shall be filled out for each street and will include as a minimum:

- Street Name
- Date Inspected
- Inspector's Name
- Sidewalk Surface Material (asphalt / concrete)
- Deficiency (heave or settlement, cracks, holes, scaling, obstacles)
- Measurement of Deficiency (depth of hole, width of cracks)
- Civic Number of deficiency

The following table shows the criteria used for assessing potential sidewalk hazards and the priority rating to be used for repair work.

PRIORITY	HAZARD OR DEFECT				
	Horizontal Cracks	Vertical Heave or Settlement	Holes	Scaling	Obstacles
3	<2.5 cm	<2.5cm	<2.5cm	<1.25 cm	<1.25 cm
2	2.5-5 cm	2.5-5 cm	2.5-5 cm	1.25-2.5 cm	1.25-2.5 cm
1	>5 cm	>5 cm	>5 cm	>2.5 cm	>2.5 cm
Notes:					
<ul style="list-style-type: none"> <li>• 2.5 cm = 1 inch</li> <li>• Obstacles include items set in the sidewalk such as but not limited to water valves, stand pipes, manholes, junction boxes, etc.</li> </ul>					

When scheduling sidewalk replacement or repair priorities the following factors will be taken into consideration:

- Public safety;
- History of prior accidents or complaints;
- The nature and severity of the condition needing replacement or repair ;
- Sidewalk location and amount of pedestrian traffic (school zones, seniors complexes, nursing homes);
- The Town's budget for replacement or repair of sidewalks; and
- Availability of employees and equipment.



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**DEPARTMENT:** OPERATIONAL SERVICES

**TITLE:** **STREET INSPECTION AND MAINTENANCE POLICY**

Minutes reference date: 27 June 2005

Page: 023

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## **PURPOSE**

The purpose of this policy is:

- To provide direction to staff involved in the inspection and maintenance of the Town of Amherst's public streets.
- To provide a system for street inspection to effectively assess and document maintenance priorities; and
- To maximize public safety while maintaining fiscal responsibility.

## **POLICY**

Complete Town-wide street inspections will be performed and completed as outlined below. An inventory of all streets will be maintained by the Town's Operational Services Department which will include a history of inspections and maintenance information.

### 1. Road Surface Inspection

The condition of the road surface, including the curb, shoulder and median will be inspected on a routine basis using the following schedule:

- Arterial streets shall be inspected once a month from May 1 to December 1;
- Collector streets shall be inspected once every two months from May 1 to December 1;
- Local streets shall be inspected twice annually.
- Between December 1 and May 1 all streets will be inspected at the discretion of the Operations Manager or Transportation Foreman depending on public concerns, availability of work crews, and other public works priorities.

### 2. Street & Traffic Signs Inspection

The condition of street signs and traffic signs will be inspected twice annually, in the spring and again in the fall.

An inspection for tree branches and other obstructions interfering with the visibility of signs will be carried out and completed at the earliest date possible after the new spring foliage has appeared.

### 3. Pavement Marking Inspection

Pavement markings will be inspected by October 1<sup>st</sup> each year to allow secondary pavement markings to be completed as necessary.

## **STREET MAINTENANCE**

Upon completion of the inspections, the Operations Manager or Transportation Foreman will update the maintenance and repair schedule. The amount of work to be completed will be governed by the availability of funds in the current operating budget and the availability of work crews.

DEPARTMENT: OPERATIONAL SERVICESTITLE: STREET INSPECTION AND MAINTENANCE PROCEDURE

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**PROCEDURE**1. Road Surface

A separate street inspection sheet shall be filled out for each street and will include as a minimum:

- Street Name
- Street Classification
- Date Inspected
- Inspector's Name
- Deficiency (potholes, cracks, low service cuts, spills, damaged curb, debris)
- Priority rating of deficiency, if applicable
- Civic Number of deficiency

The following criteria will be used for assessing road surface hazards and the priority rating to be used for scheduling repair work:

- Potholes will be deemed as needing repair if both of the following criteria are exceeded :

PRIORITY	POTHOLES	
	Surface Area	Depth
3	<600 cm <sup>2</sup>	<2.5cm
2	600 - 900 cm <sup>2</sup>	2.5-5 cm
1	>900 cm <sup>2</sup>	>5 cm
Notes: 2.5 cm = 1 inch		

- Cracks will be deemed as needing repair if both of the following criteria are exceeded:

PRIORITY	CRACKS	
	Width	Depth
3	<2.5 cm	<2.5cm
2	2.5 - 5 cm	2.5 - 5 cm
1	> 5 cm	>5 cm
Notes: 2.5 cm = 1 inch		

Horizontal and transverse cracks in the road surface can create serious hazards for bicycle and roller blade traffic.

Service cuts shall be deemed in need of repair if the following criteria are exceeded:

PRIORITY	SERVICE CUTS	
	Depth (paved)	Depth (unpaved)
3	< 5 cm	<2.5cm
2	5 – 7.5 cm	2.5 - 5 cm
1	> 7.5 cm	>5 cm
Notes: 2.5 cm = 1 inch		

Any spilled substance on the surface of the road discovered during an inspection will be immediately brought to the attention of the Operations Manager or Transportation Foreman. It will be a priority to clean up spills the same day as they are reported as they may pose a serious accident risk or environmental hazard.

Damaged curbs shall be noted on the inspection forms. Apart from the required general information on the inspection sheet, the material (concrete / asphalt) and length should be noted for any damaged curbs. Curbs the inspector believes to have been damaged as a result of work by private contractors should be reported to the Operations Manager or Transportation Foreman to be investigated.

Debris in the median or on the shoulder shall be noted on the inspection forms. Items on road surface which, in the opinion of the inspector may be hazardous to motorists will be scheduled for cleanup.

## 2. Street & Traffic Signs

Street & traffic sign inspection sheets shall be filled out for each street and will include as a minimum:

- Street Name or Street Intersection
- Date Inspected
- Inspector's Name
- Deficiency (faded, dirty, broken, broken or cracked post, leaning post)
- Priority rating of deficiency if applicable
- Civic Number of deficiency

The following criteria will be used for assessing street and traffic signs and the priority rating to be used for scheduling maintenance work.

Priority 1 will include:

- Traffic signs which have faded to less than 60% of their original condition,
- Traffic sign posts which are broken, rotten, or severely cracked.; and
- Downed traffic signs

Priority 2 will include:

- Traffic signs that have accumulated dirt and dust; and
- Traffic sign posts which are leaning.

Priority 3 will include;

- Street name signs that are missing or in disrepair; and
- Traffic sign posts that need to be painted.

As part of the sign inspection process, all temporary emergency stop signs shall be inspected to ensure the padlocks, hinges, and brackets used to keep the signs open are in good working condition. The inspection will be documented and any signs in need of repair shall be reported to the Operations Manager or Transportation Foreman.

### 3. Pavement Markings

Pavement markings will be completed twice a year. The initial painting will be completed by June 30 of each year where possible. The order of priority for pavement marking will be:

- Crosswalks in school zones, and areas with high pedestrian traffic;
- Stop lines in school zones, and high traffic areas;
- Crosswalks, stop lines, directional arrows, and lane lines in downtown core and Albion Street;
- Remainder of crosswalks, stop lines, directional arrows, lane lines, and medians;
- Parking spaces on town streets; and
- When required the Amherst Stadium and YMCA parking lots will be painted once all other pavement markings have been completed.

Secondary pavement marking is to be completed by November 1 of each year where possible and will follow the same order of priority listed above. Lane lines and centre line markings will not be painting in the secondary marking unless deemed necessary by the Operations manager or transportation Foreman.

Pavement marking required due to paving, patching, or other work being done to the streets will be scheduled to be completed no more than 2 weeks after the work is finished, weather permitting.

When scheduling street maintenance work priorities the following factors will be taken into consideration:

- Public Safety
- History of prior accidents or complaints
- The nature and severity of any deficiency
- The Town's budget for street maintenance
- Availability of employees and equipment

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**DEPARTMENT:**    OPERATIONS

**TITLE:**            **Street Rating System**

Minutes reference date:    27 October 2014

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**PURPOSE:**

To establish a rating system to properly manage capital investment in Town owned street assets.

**POLICY STATEMENT:**

The Town will utilize the PASER system to rate Town streets for capital investment purposes.

Each segment of every street will be rated according to the criteria contained within the PASER system on the following schedule:

- Arterial Streets        Every 12 months
- Collector Streets     Every 12 months
- Local Streets         Every 24 months

All information collected will be maintained within the Town`s geographic information system.

The information collected will be used to guide staff and Council in preparing and maintaining a capital investment plan.

# PASER Asphalt Roads Manual

RATING  
**10**



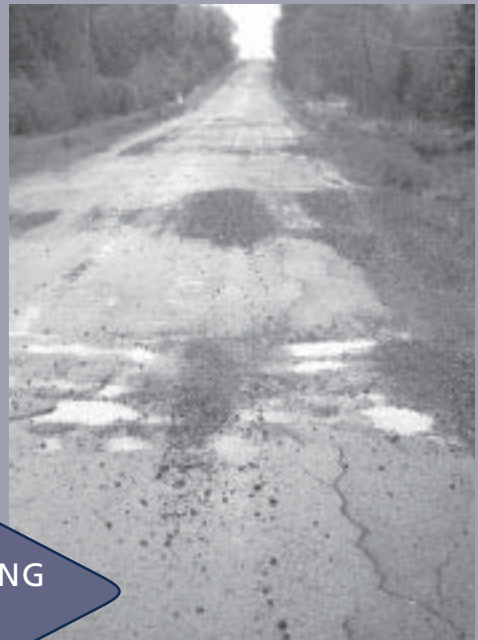
RATING  
**7**



RATING  
**4**



RATING  
**1**



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This manual is intended to assist local officials in understanding and rating the surface condition of asphalt pavement. It describes types of defects and provides a simple system to visually rate pavement condition. The rating procedure can be used as condition data for the Wisconsin DOT local road inventory and as part of a computerized pavement management system like PASERWARE.

The PASER system described here and in other T.I.C. publications is based in part on a roadway management system originally developed by Phil Scherer, transportation planner, Northwest Wisconsin Regional Planning Commission.

Produced by the T.I.C. with support from the Federal Highway Administration, the Wisconsin Department of Transportation, and the University of Wisconsin-Extension. The T.I.C., part of the nationwide Local Technical Assistance Program (LTAP), is a Center of the College of Engineering, Department of Engineering Professional Development, University of Wisconsin–Madison.

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Printed on recycled paper.

*Pavement Surface Evaluation and Rating*

# PASER Manual

## Asphalt Roads

Donald Walker, T.I.C. Director, *author*  
Lynn Entine, Entine & Associates, *editor*  
Susan Kummer, Artifax, *designer*

## *Pavement Surface Evaluation and Rating*

# Asphalt PASER Manual

A local highway agency's major goal is to use public funds to provide a comfortable, safe and economical road surface—no simple task. It requires balancing priorities and making difficult decisions in order to manage pavements. Local rural and small city pavements are often managed informally, based on the staff's judgment and experience. While this process is both important and functional, using a slightly more formalized technique can make it easier to manage pavements effectively.

Experience has shown that there are three especially useful steps in managing local roads:

1. Inventory all local roads and streets.
2. Periodically evaluate the condition of all pavements.
3. Use the condition evaluations to set priorities for projects and select alternative treatments.

A comprehensive pavement management system involves collecting data and assessing several road characteristics: roughness (ride), surface distress (condition), surface skid characteristics, and structure (pavement strength and deflection). Planners can combine this condition data with economic analysis to develop short-range and long-range plans for a variety of budget levels. However, many local agencies lack the resources for such a full-scale system.

Since surface condition is the most vital element in any pavement management system, local agencies can use the simplified rating system presented in this *Asphalt PASER Manual* to evaluate their roads. The PASER ratings combined with other inventory data (width, length, shoulder, pavement type, etc.) from the WisDOT local roads inventory (WISLR) can be very helpful in planning future budgets and priorities.

WISLR inventory information and PASER ratings can be used in a computerized pavement management system, PASERWARE, developed by the T.I.C and WisDOT. Local officials can use PASERWARE to evaluate whether their annual road budgets are adequate to maintain or improve current road conditions and to select the most cost-effective strategies and priorities for annual projects.

PASER Manuals for gravel, concrete, and other road surfaces, with compatible rating systems are also available (page 29). Together they make a comprehensive condition rating method for all road types. PASER ratings are accepted for WISLR condition data.

## *Asphalt pavement distress*

PASER uses visual inspection to evaluate pavement surface conditions. The key to a useful evaluation is identifying different types of pavement distress and linking them to a cause. Understanding the cause for current conditions is extremely important in selecting an appropriate maintenance or rehabilitation technique.

There are four major categories of common asphalt pavement surface distress:

### **Surface defects**

Raveling, flushing, polishing.

### **Surface deformation**

Rutting, distortion—rippling and shoving, settling, frost heave.

### **Cracks**

Transverse, reflection, slippage, longitudinal, block, and alligator cracks.

### **Patches and potholes**

Deterioration has two general causes: environmental due to weathering and aging, and structural caused by repeated traffic loadings.

Obviously, most pavement deterioration results from both environmental and structural causes. However, it is important to try to distinguish between the two in order to select the most effective rehabilitation techniques.

The rate at which pavement deteriorates depends on its environment, traffic loading conditions, original construction quality, and interim maintenance procedures. Poor quality materials or poor construction procedures can significantly reduce the life of a pavement. As a result, two pavements constructed at the same time may have significantly different lives, or certain portions of a pavement may deteriorate more rapidly than others. On the other hand, timely and effective maintenance can extend a pavement's life. Crack sealing and seal coating can reduce the effect of moisture in aging of asphalt pavement.

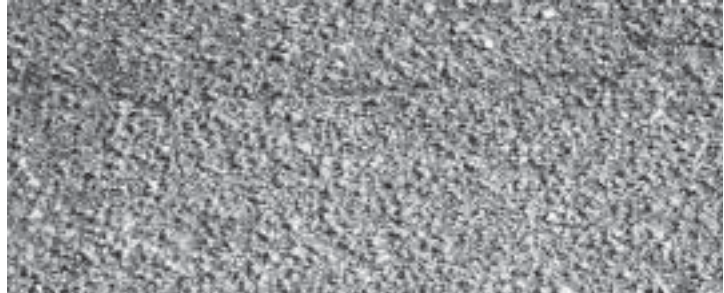
With all of these variables, it is easy to see why pavements deteriorate at various rates and why we find them in various stages of disrepair. Recognizing defects and understanding their causes helps us rate pavement condition and select cost-effective repairs. The pavement defects shown on the following pages provide a background for this process.

Periodic inspection is necessary to provide current and useful evaluation data. It is recommended that PASER ratings be updated every two years, and an annual update is even better.

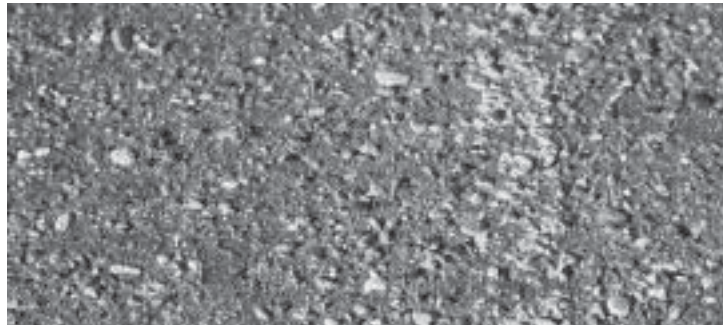
**SURFACE DEFECTS**

**Raveling**

Raveling is progressive loss of pavement material from the surface downward, caused by: stripping of the bituminous film from the aggregate, asphalt hardening due to aging, poor compaction especially in cold weather construction, or insufficient asphalt content. Slight to moderate raveling has loss of fines. Severe raveling has loss of coarse aggregate. Raveling in the wheelpaths can be accelerated by traffic. Protect pavement surfaces from the environment with a sealcoat or a thin overlay if additional strength is required.



◀ Slight raveling. Small aggregate particles have worn away exposing tops of large aggregate.



◀ Moderate to severe raveling. Erosion further exposes large aggregate.



◀ Severe raveling and loss of surface material.

**Flushing**

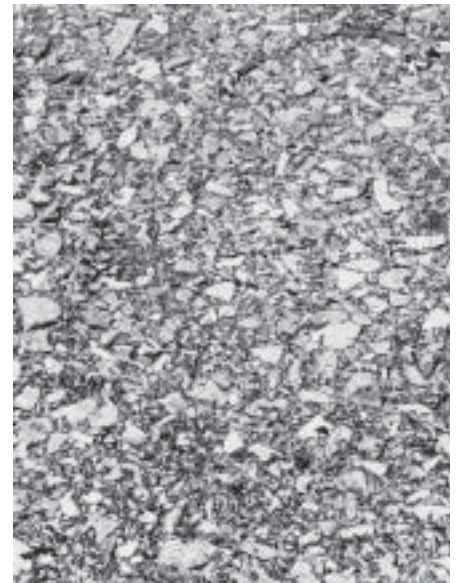
Flushing is excess asphalt on the surface caused by a poor initial asphalt mix design or by paving or sealcoating over a flushed surface. Repair by blotting with sand or by overlaying with properly designed asphalt mix.

**Polishing**

Polishing is a smooth slippery surface caused by traffic wearing off sharp edges of aggregates. Repair with sealcoat or thin bituminous overlay using skid-resistant aggregate.

Polished, worn aggregate needs repair. ▼

▶ Flushing. Dark patches show where asphalt has worked to surface.



## SURFACE DEFORMATION

### *Rutting*

Rutting is displacement of material, creating channels in wheelpaths. It is caused by traffic compaction or displacement of unstable material. Severe rutting (over 2") may be caused by base or subgrade consolidation. Repair minor rutting with overlays. Severe rutting requires milling the old surface or reconstructing the roadbed before resurfacing.

◀  
Even slight rutting is evident after a rain.



◀  
Severe rutting over 2" caused by poor mix design.



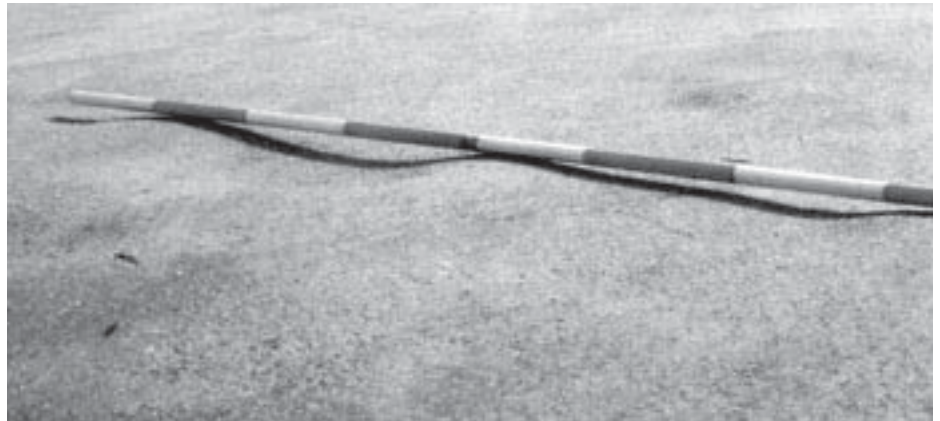
◀  
Severe rutting caused by poor base or subgrade.

### Distortion

Shoving or rippling is surfacing material displaced crossways to the direction of traffic. It can develop into washboarding when the asphalt mixture is unstable because of poor quality aggregate or improper mix design. Repair by milling smooth and overlaying with stable asphalt mix.

Other pavement distortions may be caused by settling, frost heave, etc. Patching may provide temporary repair. Permanent correction usually involves removal of unsuitable subgrade material and reconstruction.

▼ Heavy traffic has shoved pavement into washboard ripples and bumps.



► Severe settling from utility trench.



► Frost heave damage from spring break-up.

▼ Widely spaced, well-sealed cracks.



## CRACKS

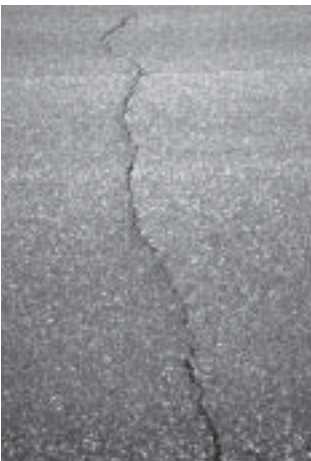
### *Transverse cracks*

A crack at approximately right angles to the center line is a transverse crack. They are often regularly spaced. The cause is movement due to temperature changes and hardening of the asphalt with aging.

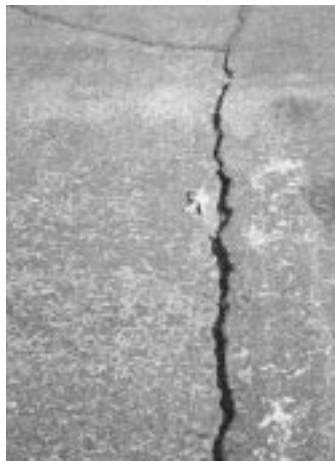
Transverse cracks will initially be widely spaced (over 50'). Additional cracking will occur with aging until they are closely spaced (within several feet). These usually begin as hairline or very narrow cracks; with aging they widen. If not properly sealed and maintained, secondary or multiple cracks develop parallel to the initial crack. The crack edges can further deteriorate by raveling and eroding the adjacent pavement.

Prevent water intrusion and damage by sealing cracks which are more than 1/4" wide.

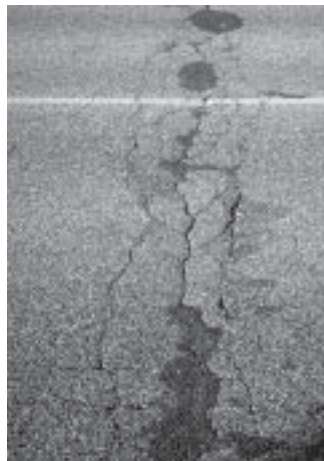
◀ Sealed cracks, a few feet apart.



▲ Tight cracks less than 1/4" in width.



▲ Open crack – 1/2" or more in width.



▲ Water enters unsealed cracks softening pavement and causing secondary cracks.



▲ Pavement ravels and erodes along open cracks causing deterioration.

### *Reflection cracks*

Cracks in overlays reflect the crack pattern in the pavement underneath. They are difficult to prevent and correct. Thick overlays or reconstruction is usually required.

►  
**Concrete joints reflected through bituminous overlay.**



### *Slippage cracks*

Crescent or rounded cracks in the direction of traffic, caused by slippage between an overlay and an underlying pavement. Slippage is most likely to occur at intersections where traffic is stopping and starting. Repair by removing the top surface and resurfacing using a tack coat.

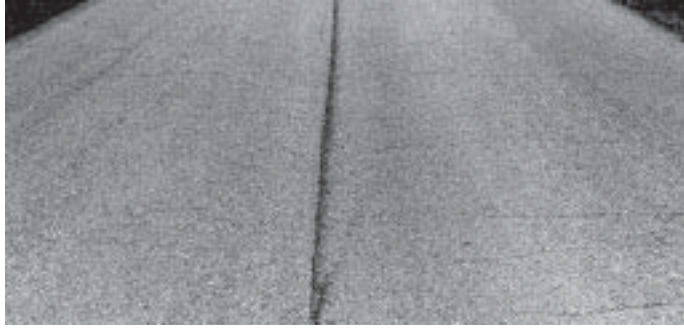
►  
**Crescent-shaped cracks characteristic of slippage.**



►  
**Loss of bond between pavement layers allows traffic to break loose pieces of surface.**



Centerline crack (still tight). ▶



Edge cracking from weakened subbase and traffic loads. ▼



### Longitudinal cracks

Cracks running in the direction of traffic are longitudinal cracks. Center line or lane cracks are caused by inadequate bonding during construction or reflect cracks in underlying pavement. Longitudinal cracks in the wheel path indicate fatigue failure from heavy vehicle loads. Cracks within one foot of the edge are caused by insufficient shoulder support, poor drainage, or frost action. Cracks usually start as hairline or vary narrow and widen and erode with age. Without crack filling, they can ravel, develop multiple cracks, and become wide enough to require patching.

Filling and sealing cracks will reduce moisture penetration and prevent further subgrade weakening. Multiple longitudinal cracks in the wheel path or pavement edge indicate a need for strengthening with an overlay or reconstruction.

▶  
First stage of wheelpath cracking caused by heavy traffic loads.



Load-related cracks in wheel path plus centerline cracking. ▼



Multiple open cracks at center line, wheelpaths and lane center. ▼



### Block cracks

Block cracking is interconnected cracks forming large blocks. Cracks usually intersect at nearly right angles. Blocks may range from one foot to approximately 10' or more across. The closer spacing indicates more advanced aging caused by shrinking and hardening of the asphalt over time. Repair with sealcoating during early stages to reduce weathering of the asphalt. Overlay or reconstruction required in the advanced stages.

▶  
**Large blocks, approximately 10' across.**



▶  
**Intermediate-size block cracking, 1'-5' across with open cracks.**



▲ **Extensive block cracking in an irregular pattern.**

▶  
**Severe block cracking – 1' or smaller blocks. Tight cracks with no raveling.**



## *Alligator cracks*

Interconnected cracks forming small pieces ranging in size from about 1" to 6". This is caused by failure of the surfacing due to traffic loading (fatigue) and very often also due to inadequate base or subgrade support. Repair by excavating localized areas and replacing base and surface. Large areas require reconstruction. Improvements in drainage may often be required.

◀  
**Alligator crack pattern. Tight cracks and one patch.**

◀  
**Characteristic "chicken wire" crack pattern shows smaller pavement pieces and patching.**

◀  
**Open raveled alligator cracking with settlement along lane edge most likely due to very soft subgrade.**

## PATCHES AND POTHOLES

### Patches

Original surface repaired with new asphalt patch material. This indicates a pavement defect or utility excavation which has been repaired. Patches with cracking, settlement or distortions indicate underlying causes still remain. Recycling or reconstruction are required when extensive patching shows distress.

►  
**Typical repair of utility excavation. Patch in fair to good condition.**



►  
**Edge wedging. Pavement edges strengthened with wedges of asphalt. Patch is in very good condition.**



►  
**Extensive patching in very poor condition.**

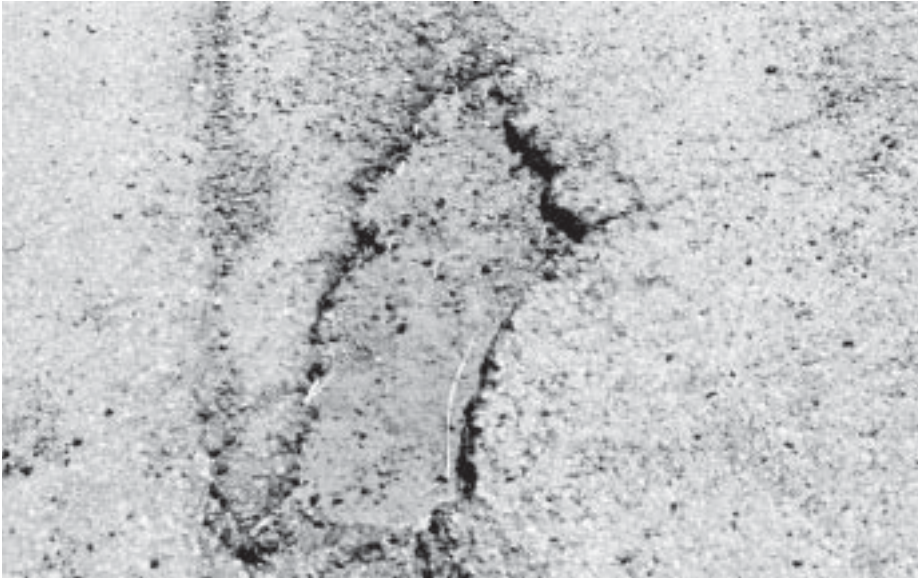


## *Potholes*

Holes and loss of pavement material caused by traffic loading, fatigue and inadequate strength. Often combined with poor drainage. Repair by excavating or rebuilding localized potholes. Reconstruction required for extensive defects.



**Small pothole where top course has broken away.**



**Multiple potholes show pavement failure, probably due to poor subgrade soils, frost heave, and bad drainage.**



**Large, isolated pothole, extends through base. Note adjacent alligator cracks which commonly deteriorate into potholes.**



# Rating pavement surface condition

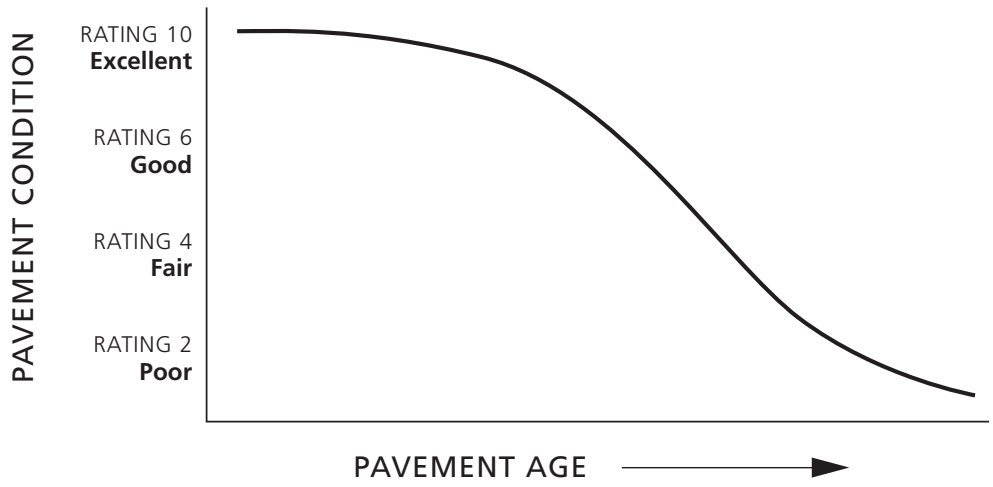
With an understanding of surface distress, you can evaluate and rate asphalt pavement surfaces. The rating scale ranges from **10–excellent** condition to **1–failed**. Most pavements will deteriorate through the phases listed in the rating scale. The time it takes to go from excellent condition (10) to complete failure (1) depends largely on the quality of the original construction and the amount of heavy traffic loading.

Once significant deterioration begins, it is common to see pavement decline rapidly. This is usually due to a combination of loading and the effects of additional moisture. As a pavement ages and additional cracking develops, more moisture can enter the pavement and accelerate the rate of deterioration.

Look at the photographs in this section to become familiar with the descriptions of the individual rating categories. To evaluate an individual pavement segment, first determine its general condition. Is it relatively new,

toward the top end of the scale? In very poor condition and at the bottom of the scale? Or somewhere in between? Next, think generally about the appropriate maintenance method. Use the rating categories outlined below.

Finally, review the individual pavement distress and select the appropriate surface rating. Individual pavements will **not** have all of the types of distress listed for any particular rating. They may have only one or two types.



In addition to indicating the surface condition of a road, a given rating also includes a recommendation for needed maintenance or repair. This feature of the rating system facilitates its use and enhances its value as a tool in ongoing road maintenance.

### RATINGS ARE RELATED TO NEEDED MAINTENANCE OR REPAIR

<b>Rating 9 &amp; 10</b>	No maintenance required
<b>Rating 8</b>	Little or no maintenance
<b>Rating 7</b>	Routine maintenance, cracksealing and minor patching
<b>Rating 5 &amp; 6</b>	Preservative treatments (sealcoating)
<b>Rating 3 &amp; 4</b>	Structural improvement and leveling (overlay or recycling)
<b>Rating 1 &amp; 2</b>	Reconstruction

## Rating system

Surface rating	Visible distress*	General condition/ treatment measures
<b>10</b> Excellent	None.	New construction.
<b>9</b> Excellent	None.	Recent overlay. Like new.
<b>8</b> Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
<b>7</b> Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
<b>6</b> Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4"–1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
<b>5</b> Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
<b>4</b> Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
<b>3</b> Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
<b>2</b> Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep) Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
<b>1</b> Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

\* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.

**RATING 10 & 9**

**EXCELLENT —  
No maintenance required**

Newly constructed or recently overlaid roads are in excellent condition and require no maintenance.

▶  
**RATING 10**  
New construction.



▶  
**RATING 9**  
Recent overlay,  
rural.



▶  
**RATING 9**  
Recent overlay,  
urban.





**RATING 8**

**VERY GOOD —  
Little or no maintenance required**

This category includes roads which have been recently sealcoated or overlaid with new cold mix. It also includes recently constructed or overlaid roads which may show longitudinal or transverse cracks. All cracks are tight or sealed.

◀ **Recent  
chip seal.**



◀ **Recent  
slurry seal.**

▼ **Widely spaced,  
sealed cracks.**



▲ **New cold mix surface.**



## RATING 7

**GOOD —**

**Routine sealing recommended**

Roads show first signs of aging, and they may have very slight raveling. Any longitudinal cracks are along paving joint. Transverse cracks may be approximately 10' or more apart. All cracks are 1/4" or less, with little or no crack erosion. Few if any patches, all in very good condition. Maintain a crack sealing program.

►  
**Tight and sealed  
transverse and  
longitudinal cracks.  
Maintain crack  
sealing program.**



►  
**Tight and sealed  
transverse and  
longitudinal cracks.**



►  
**Transverse cracks  
about 10' or more  
apart. Maintain crack  
sealing program.**





**RATING 6**

**GOOD —**  
**Consider preservative treatment**

Roads are in sound structural condition but show definite signs of aging. Seal-coating could extend their useful life. There may be slight surface raveling. Transverse cracks can be frequent, less than 10' apart. Cracks may be 1/4–1/2" and sealed or open. Pavement is generally sound adjacent to cracks. First signs of block cracking may be evident. May have slight or moderate bleeding or polishing. Patches are in good condition.

◀ **Slight surface raveling with tight cracks, less than 10' apart.**

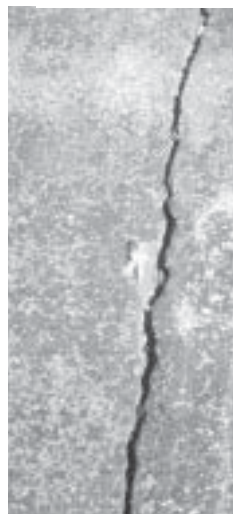
◀ **Transverse cracking less than 10' apart; cracks well-sealed.**



▼ **Large blocks, early signs of raveling and block cracking.**

▼ **Open crack, 1/2" wide; adjoining pavement sound.**

▼ **Moderate flushing.**



**RATING 5**

**FAIR —  
Preservative maintenance  
treatment required**

Roads are still in good structural condition but clearly need sealcoating or overlay. They may have moderate to severe surface raveling with significant loss of aggregate. First signs of longitudinal cracks near the edge. First signs of raveling along cracks. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Any patches or edge wedges are in good condition.

▼ Block cracking with open cracks.



► Moderate to severe raveling in wheel paths.



▼ Severe flushing.



▲ Wedges and patches extensive but in good condition.

Severe raveling with  
▼ extreme loss of aggregate.



Load cracking and slight  
▼ rutting in wheel path.



**RATING 4**

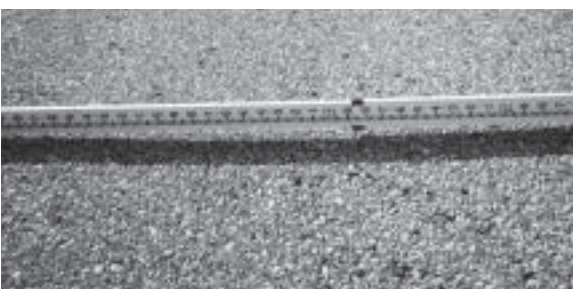
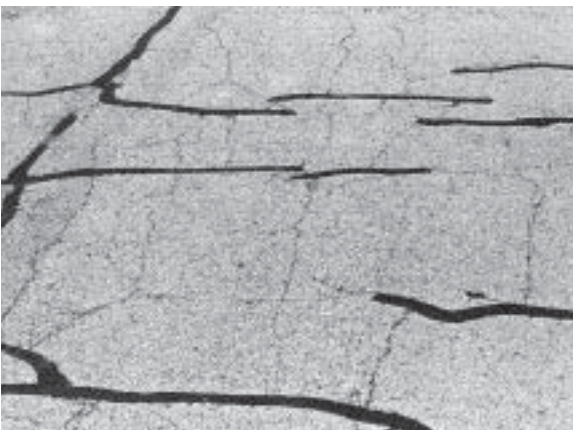
**FAIR —**  
**Structural improvement required**

Roads show first signs of needing strengthening by overlay. They have very severe surface raveling which should no longer be sealed. First longitudinal cracking in wheel path. Many transverse cracks and some may be raveling slightly. Over 50% of the surface may have block cracking. Patches are in fair condition. They may have rutting less than 1/2" deep or slight distortion.



◀ **Longitudinal cracking; early load-related distress in wheel path. Strengthening needed.**

▼ **Slight rutting; patch in good condition.**



▼ **Extensive block cracking. Blocks tight and sound.**  
◀ **Slight rutting in wheel path.**

### RATING 3

**POOR—**

**Structural improvement required**

Roads must be strengthened with a structural overlay (2" or more). Will benefit from milling and very likely will require pavement patching and repair beforehand. Cracking will likely be extensive. Raveling and erosion in cracks may be common. Surface may have severe block cracking and show first signs of alligator cracking. Patches are in fair to poor condition. There is moderate distortion or rutting (1-2") and occasional potholes.

► **Many wide and raveled cracks indicate need for milling and overlay.**



► **2" ruts need mill and overlay.**



► **Open and raveled block cracks.**



**RATING 3**

**POOR** — (continued)

**Structural improvement required**

◀ **Alligator cracking.**  
Edge needs repair  
and drainage needs  
improvement prior  
to rehabilitation.

▼ **Distortion with patches**  
in poor condition. Repair  
and overlay.



**RATING 2**

**VERY POOR—  
Reconstruction required**

Roads are severely deteriorated and need reconstruction. Surface pulverization and additional base may be cost-effective. These roads have more than 25% alligator cracking, severe distortion or rutting, as well as potholes or extensive patches in poor condition.



►  
**Extensive alligator cracking. Pulverize and rebuild.**



▲ **Patches in poor condition, wheelpath rutting. Pulverize, strengthen and reconstruct.**



▲ **Severe rutting. Strengthen base and reconstruct.**



►  
**Severe frost damage. Reconstruct.**



**RATING 1**

**FAILED —  
Reconstruction required**

Roads have failed, showing severe distress and extensive loss of surface integrity.

◀  
**Potholes from frost damage. Reconstruct.**



◀  
**Potholes and severe alligator cracking. Failed pavement. Reconstruct.**



◀  
**Extensive loss of surface. Rebuild.**

## Practical advice on rating roads

### Inventory and field inspection

Most agencies routinely observe roadway conditions as a part of their normal work and travel. However, an actual inspection means looking at the entire roadway system as a whole and preparing a written summary of conditions. This inspection has many benefits over casual observations. It can be helpful to compare segments, and ratings decisions are likely to be more consistent because the roadway system is considered as a whole within a relatively short time.

An inspection also encourages a review of specific conditions important in roadway maintenance, such as drainage, adequate strength, and safety.

A simple written inventory is useful in making decisions where other people are involved. You do not have to trust your memory, and you can usually answer questions in more detail. Having a written record and objective information also improves your credibility with the public.

Finally, a written inventory is very useful in documenting changing roadway conditions. Without records over several years it is impossible to know if road conditions are improving, holding their own, or declining.

Annual budgets and long range planning are best done when based on actual needs as documented with a written inventory.

The Wisconsin DOT local road inventory (WISLR) is a valuable resource for managing your local roads. Adding PASER surface condition ratings is an important improvement.

### Averaging and comparing sections

For evaluation, divide the local road system into individual segments which are similar in construction and condition. Rural segments may vary from

1/2 mile to a mile long, while sections in urban areas will likely be 1-4 blocks long or more. If you are starting with the WISLR Inventory, the segments have already been established. You may want to review them for consistent road conditions.

Obviously, no roadway segment is entirely consistent. Also, surfaces in one section will not have all of the types of distress listed for any particular rating. They may have only one or two types. Therefore, some averaging is necessary.

The objective is to rate the condition that represents the majority of the roadway. Small or isolated conditions should not influence the rating. It is useful to note these special conditions on the inventory form so this information can be used in planning specific improvement projects. For example, some spot repairs may be required.

Occasionally surface conditions vary significantly within a segment. For example, short sections of good condition may be followed by sections of poor surface conditions. In these cases, it is best to rate the segment according to the worst conditions and note the variation on the form.

The overall purpose of condition rating is to be able to compare each

segment relative to all the other segments in your roadway system. On completion you should be able to look at any two pavement segments and find that the better surface has a higher rating.

Within a given rating, say 6, not all pavements will be exactly the same. However, they should all be considered to be in better condition than those with lower ratings, say 5. Sometimes it is helpful in rating a difficult segment to compare it to other previously rated segments. For example, if it is better than one you rated 5 and worse than a typical 7, then a rating of 6 is appropriate. Having all pavement segments rated in the proper relative order is most important and useful.

### Assessing drainage conditions

Moisture and poor pavement drainage are significant factors in pavement deterioration. Some assessment of drainage conditions during pavement rating is highly recommended. While you should review drainage in detail at the project level, at this stage simply include an overview drainage evaluation at the same time as you evaluate surface condition.



**Urban drainage.**  
**RATING:**  
**Excellent**

Good rural ditch and driveway culvert. Culvert end needs cleaning.

RATING: Good



Consider both pavement surface drainage and lateral drainage (ditches or storm sewers). Pavement should be able to quickly shed water off the surface into the lateral ditches. Ditches should be large and deep enough to drain the pavement and remove the surface water efficiently into adjacent waterways.

Look at the roadway crown and check for low surface areas that permit ponding. Paved surfaces should have approximately a 2% cross slope or crown across the roadway. This will provide approximately 3" of fall on a 12' traffic lane. Shoulders should have a greater slope to improve surface drainage.

A pavement's ability to carry heavy traffic loads depends on both the pavement materials (asphalt surfacing and granular base) and the strength of the underlying soils. Most soils lose strength when they are very wet. Therefore, it is important to provide drainage to the top layer of the subgrade supporting the pavement structure.

In rural areas, drainage is provided most economically by open ditches that allow soil moisture to drain laterally. As a rule of thumb, the bottom of the ditch ought to be at least one foot below the base course of the pavement in order to drain the soils. This means that minimum ditch depth should be about 2' below the center of the pavement. Deeper ditches, of course, are required to accommodate roadway culverts and maintain the flow line to adjacent drainage channels or streams.

You should also check culverts and storm drain systems. Storm drainage systems that are silted in, have a large accumulation of debris, or are in poor structural condition will also degrade pavement performance.

The T.I.C. publication, *Drainage Manual: Local Road Assessment and Improvement*, describes the elements of drainage systems, depicts them in detailed photographs, and explains how to rate their condition. Copies are available from the Transportation Information Center.

High shoulder and no ditch lead to pavement damage. Needs major ditch improvement for a short distance.

RATING: Fair



No drainage leads to failed pavement.

RATING: Poor



### **Planning annual maintenance and repair budgets**

We have found that relating a normal maintenance or rehabilitation procedure to the surface rating scheme helps local officials use the rating system. However, an individual surface rating should not automatically dictate the final maintenance or rehabilitation technique.

You should consider future traffic projections, original construction, and

pavement strength since these may dictate a more comprehensive rehabilitation than the rating suggests. On the other hand, it may be appropriate under special conditions to do nothing and let the pavement fully deteriorate, then rebuild when funds are available.

### **Summary**

Using local road funds most efficiently requires good planning and accurate identification of appropriate rehabili-

tation projects. Assessing roadway conditions is an essential first step in this process. This asphalt pavement surface condition rating procedure has proved effective in improving decision making and using highway funds more efficiently. It can be used directly by local officials and staff. It may be combined with additional testing and data collection in a more comprehensive pavement management system.



TOWN OF AMHERST  
**AMHERST RECREATION  
MASTER PLAN REPORT**  
October 31, 2016



Stantec Consulting Ltd.

102-40 Highfield Park Drive  
Dartmouth NS B3A 0A3

TO PROTECT THE HEALTH OF  
OUR PLAYERS AND AUDIENCES  
PLEASE DON'T USE TOBACCO  
PRODUCTS IN THIS PROPERTY

**Amherst Recreation Master  
Plan  
FINAL REPORT**

Final report summarizing research and analysis completed in support of recommendations constituting the Recreation Master Plan for the Town of Amherst.



Prepared for:  
Town of Amherst

Prepared by:  
Stantec Consulting Ltd.

October 31, 2016

## Executive Summary

### Introduction

Effective planning for recreation service delivery requires a good understanding of existing facilities and services. To ensure a structured review of Amherst's recreation needs, Stantec conducted this study in three phases outlined in our proposal of June 19, 2015:

- **Phase 1 – Situation Assessment** resulted in the Situation Assessment Report summarizing demographic and recreation trends in the town in relation to current recreation facility provisions.
- **Phase 2 – Public Engagement** in which Stantec conducted a public meeting in the town and carried out a community survey leading to preparation of a Capital Cost Implication Report in which we assessed the financial implications of improvements required to address the needs identified through staff, stakeholder, and public consultation.
- **Phase 3 – Master Plan Delivery** during which Stantec integrated the outputs of the first and second phases with further analysis in Phase 3 to create this Recreation Master Plan. Work has included development of recommendations and a related action plan to address the future recreation services provision in the town.

### Demography and Recreation in Amherst

Amherst residents are well aware that the town's population, although stable, is aging. Amherst's older population appears to be one factor in lower levels of recreation participation in the community relative to Nova Scotia and Canada as a whole. Youth participation in recreation, on the other hand, appears to be higher than provincial and national norms.

Facilities do not appear to place any significant limits on participation. A survey conducted in the Town of Amherst by Ispos Reid in 2010 found general satisfaction with recreation opportunities in the town as did the recent telephone survey of town residents conducted on behalf of Stantec for this study. Both surveys found that walking is by far the leading recreation activity in Amherst. The Stantec survey further established that the most heavily used recreation facilities in the community are those that are used by walkers, most notably the Amherst Stadium Walking Track, the Dickey Park Track, the town's trails system, and its sidewalks. These facilities attract significant numbers of adult users. While there are also many younger residents who walk, youth are much more likely to participate in competitive team activities and are the primary users of the indoor facilities such as the Y pool and the Amherst Stadium ice surface.

Projections of future activity levels and demand for specific recreation activities created by applying participation rates obtained by Statistics Canada and Ispos Reid applied to Stantec's detailed projections of population by age and sex cohorts suggest relatively little change in the number of residents considered active or in the activities that are likely to attract the most participants. While the declining number of

young people will negatively impact activity levels, it appears likely that their decline will be countered by an ongoing trend to increased interest in recreation among older age groups. Overall, calculations suggest that residents considered moderately active or active will increase modestly. Walking and informal recreation activities favoured by older residents are expected to remain the predominant forms of recreation in the town. Team sports in which youth tend to be heavily involved appear likely to decline, although it may be argued that today's young people are more likely to continue their involvement particularly if facilities and programs are "freed up" as demand for youth programs declines.

### Consultation in Amherst

A range of past studies has addressed recreation related issues in Amherst and helped to inform Stantec's consultation of the Amherst community. They include the 2004 Recreation Master Plan, the 2010 Physical Activity Strategy, an AT Plan prepared by Town staff, a study to assess the feasibility of a multi-use artificial turf sport field. The planning firm Ekistics prepared a study assessing the rehabilitation of Dickey Brook within the town and an action plan to revitalize the downtown that both have important implications for the development of parks and trails in the community. Finally, separate studies have been completed that assess the needs of youth and seniors in Amherst. The 2013 Future Visions for Youth report recommended the development of a youth centre.

A Framework Setting Workshop was held with key stakeholders in Amherst on November 5, 2015. The group included Town staff involved in and/or influenced by recreation services, including a member of the Amherst Police Force; a representative of the Y; and representatives of local community groups. Discussion emphasized improving and more effectively allocating the recreation resources available in Amherst.

A Public Workshop hosted by Stantec at the NSCC in Amherst on Tuesday, December 2, 2015, attracted roughly 50 town residents and recreation stakeholders and several Town Councillors. Participants were encouraged to work together in roundtable discussions to identify needed recreation facility and trails improvements, and recreation programming needs. Participants expressed concerns with facility maintenance, aging infrastructure, and program and service needs throughout the community (e.g., lack of meeting space). For the most part recreation needs identified were small scale, although some participants suggested that a multi-purpose community centre similar to the recently completed Rath Eastlink Centre in Truro would be desirable.

### Recreation Services and Facilities in Amherst

The Director of Recreation currently oversees the Town's Physical Activity Coordinator, an Administrative Assistant, and seven operations staff. The Department has also had a Marketing Coordinator through a series of term positions.

In 2014-2015 Amherst spent nearly \$2 million on recreation operations and budgetted a similar amount for 2015-2016. Comparison of Amherst's recreation expenditures from 2011 through 2013 to the expenditures by 29 other Nova Scotia towns found Amherst ranked 15<sup>th</sup>. Revenues generated from sale of recreation services over the same period, Amherst ranked 23<sup>rd</sup>. With a few exceptions, Nova Scotia towns recover a modest portion of recreation costs through sale of services.

Stantec inspected 21 recreation facilities in Amherst identified by Recreation Department staff including all of the Town's recreation properties as well as facilities such as the Y that are owned by other organizations but which are important community assets. Consulting team members characterized all facilities they visited as Fair to Good. They identified no facilities as Excellent but neither were any considered to be Poor. As requested by Town Recreation staff, Stantec prepared a list of capital improvements needed to ensure facilities remain operational and do not deteriorate further. Stantec has estimated High Priority investments at \$205,000 and Medium Priority upgrades at \$209,000.

### Action Plan

Stantec's Action Plan emphasizes the completion and enhancement of the Town's trails network within the context of a renewed commitment to maintenance of the Town's overall parks and open space system. Recreation buildings are in good condition and meet established community needs. While some stakeholders are interested in an all season sport field complex and/or a multi-purpose community centre, the feasibility of such projects requires the involvement of the County of Cumberland and, perhaps, the Town of Oxford. The primary short-term building need is a dedicated youth centre.

The Action Plan has been developed within a Framework for Recreation in Amherst modeled on the Framework for Recreation in Canada 2015. The Town Framework establishes five Principles of Operation: Prudent Management, Cost-effective (service development and delivery), Engaged (operations), Quality (management and service delivery), and Collaboration. These principles relate to five respective goals as follows: Community Enhancement, Targeted Delivery, Community Involvement, Professional Management, and Partnership Building.

To address current needs, Stantec recommends the hiring of a dedicated Facilities Coordinator to oversee operation staff as well as commitment to an ongoing Communications/ Events Coordinator. At the operational level, Stantec recommends the hiring of a horticulturalist/arborist and assessment of the current deployment of Amherst Stadium staff to maintenance of parks and open spaces. Additional training of some operational staff is also recommended to help them to better handle outdoor maintenance responsibilities. Alternatively, these staff might be assigned to roles with the Public Works Department during the summer period to facilitate engagement by the Town of outdoor workers to work with the horticulturalist/arborist to ensure effective upgrading and maintenance of the Town's outdoor facilities.

The Recreation Department has incorporated Stantec's recommended expenditures in their proposed Recommended expenditures derived from Stantec' estimates of required upgrades, projects identified and costed above, as well as projects identified in consultation with Recreation Department staff are consolidated in the proposed Ten-year Capital Budget in **Appendix C**. The capital budget proposes expenditures averaging just over \$330,000 per year over its first five years. It includes an annual allocation of \$12,500 for trails development.

The costs of implementing the Dickey Brook Rehabilitation Plan, which complements the recommendations of this Master Plan for trails upgrades, are the major components of the second five-years of the budget. The first five years of the Ekistics implementation plan for brook rehabilitation, which includes wayfinding and walkway improvements, has a total price tag close to \$1 million, suggesting an

annual investment of \$200,000, allocated to years 6 through 10. In year 6 the capital budget is estimated at \$327,000 of which the investment in Dickey Brook will constitute 61.2% of the proposed expenditure. Through the balance of the budget period to year 10, total annual expenditures are estimated at \$277,500 of which brook rehabilitation accounts for 72.1%.