



Town of Amherst  
Committee of the Whole  
Agenda

Date: **Monday, September 16, 2024**  
Time: **4:00 pm**  
Location: **Council Chambers, Town Hall**

Pages

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<b>1.</b>	<b>Call to Order</b>	
1.1	<b>Territorial Acknowledgement</b>	
	“I would like to acknowledge that our gathering today is taking place in (MEEG-MA-GEE), the traditional, unceded and ancestral territory of the Mi’kmaw people. I would also like to acknowledge that Nova Scotia has another unique people. These are the Indigenous Blacks of Nova Scotia whose legacy and contributions date back over 400 years predating confederation of this land. We are all treaty people.”	
1.2	<b>Approval of Agenda</b>	
1.3	<b>Approval of the Consent Agenda</b>	1 - 1
1.4	<b>Acceptance of Minutes</b>	
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3.	<b>Information Items</b>	
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4.8	Operations	138 - 139
4.9	Planning & Strategic Initiatives	140 - 145
4.10	Police Services	146 - 149
4.11	Solid Waste Education and Enforcement	150 - 150
5.	<b>Closed Session</b>	
5.1	Approval of Closed Session Agenda	
5.2	Acceptance of Closed Session Minutes	

5.2.1 June 17, 2024

5.2.2 August 12, 2024

5.3 MGA 22(2)(e) - contract negotiations

5.4 MGA 22(2)(e) - contract negotiations

5.5 MGA 22(2)(e) - contract negotiations

5.6 MGA 22(2)(e) - contract negotiations

6. Adjournment

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Town of Amherst  
Committee of the Whole  
Monday, September 16, 2024

**Consent Agenda**

**MOTION:**

**That Council approve the following items as part of the consent agenda:**

- 1.4 Acceptance of Minutes**
- 2.4 2023/24 Year End Operating Reserve Transfer to General Operating – Solid Waste Deficit**
- 3.2 Strategic Priorities Update**
- 3.3 Policy / Bylaw Review Update**
- 3.4 CAO Task Report**
- 4.1 Business Development Monthly Report**
- 4.2 Community Living Monthly Report**
- 4.3 Corporate Communications and IT Monthly Report**
- 4.4 Cumberland Business Connector Monthly Report**
- 4.5 Financial Services Monthly Report**
- 4.6 Fire Services Monthly Report**
- 4.7 Human Resources Monthly Report**
- 4.8 Operations Monthly Report**
- 4.9 Planning and Strategic Initiatives Monthly Report**
- 4.10 Police Services Monthly Report**
- 4.11 Solid Waste Education and Enforcement Monthly Report**

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

**Date:** June 17, 2024  
**Time:** 4:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Mayor David Kogon  
Deputy Mayor Dale Fawthrop  
Councillor Charlie Chambers  
Councillor George Baker  
Councillor Leon Landry  
Councillor Lisa Emery

**Members Absent** Councillor Hal Davidson

**Staff Present** Jason MacDonald, Chief Administrative Officer  
Aaron Bourgeois, Director, Operations  
Andrew Fisher, Director, Planning & Strategic Initiatives  
Dwayne Pike, Chief, Police Services  
Greg Jones, Director, Fire Services  
Kim Jones, Director, Corporate Communications  
Krista Crossman, Director, HR & Customer Services  
Sarah Wilson, Director, Finance  
Sharon Bristol, Director, Community Living  
Sean Payne, Corporate Communications Officer  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant  
Corey Crocker, Recreation Supervisor, Facility Coordinator

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**1. Call to Order**

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

**1.1 Territorial Acknowledgement**

Mayor Kogon gave the Territorial Acknowledgement.

**1.2 Approval of Agenda**

Moved By Deputy Mayor Fawthrop

Seconded By Councillor Emery

That the agenda be approved as circulated.

**MOTION CARRIED**

**1.3 Approval of the Consent Agenda**

Moved By Councillor Landry

Seconded By Councillor Chambers

To approve the consent agenda as circulated.

**MOTION CARRIED**

**1.4 Acceptance of Minutes**

**1.4.1 May 21, 2024**

The minutes of the May 21, 2024 Committee of the Whole meeting were accepted as included in the agenda package as part of the consent agenda.

**1.4.2 June 11, 2024**

The minutes of the June 11, 2024 Committee of the Whole meeting were accepted as included in the agenda package as part of the consent agenda.

**2. Council Direction Requests**

**2.1 Vacation / Holiday Non-Union Employees Policy**

Councillor Baker arrived at 4:05 p.m.

**Moved By Councillor Emery**

**Seconded By Councillor Landry**

**That Council forward to the June 24, 2024 regular meeting of Council, approval of the amended Vacation/Holiday Non-Union Employees Policy.**

**MOTION CARRIED**

**2.2 Water Utility Capital Budget Amendment**

The following motion was approved as part of the consent agenda:

**Moved By Councillor Landry**

**Seconded By Councillor Chambers**

**That Council forward to the June 24, 2024 regular meeting the addition of \$275,000 to the Water Capital budget for potential land purchases to be funded by the Nova Scotia Environment and Climate Change grant.**

**MOTION CARRIED**

**3. Information Items**

**3.1 Mobility Strategy**

Information item only; approved as part of the consent agenda.

**3.2 Policy and By-Law Review Update**

Information item only; approved as part of the consent agenda.

**3.3 Strategic Planning Update**

Information item only; approved as part of the consent agenda.

**3.4 Dangerous and Unightly Premises Semi-Annual Report**

Information item only; approved as part of the consent agenda.

**3.5 Appointment of Members of Council to External Boards, Committees and Commissions**

**Moved By Councillor Landry**

**Seconded By Councillor Emery**

**That Council forward to the June 24, 2024 regular meeting, approval of the amendments to the Appointments of Members of Council to External Boards, Committees and Commissions.**

**MOTION CARRIED**

**3.6 CAO Task Report**

Information item only; approved as part of the consent agenda.

**3.7 Allison Avenue**

**Moved By Councillor Emery**

**Seconded By Councillor Landry**

**That staff respond to Ron Patterson's letter indicating that Council passed a motion to direct staff to continue with the current plan to place asphalt overlay along the entire section of Allison Avenue from Elmwood Drive to Spring Street as approved in the 2024/25 capital budget.**

**MOTION CARRIED**

**4. Monthly Reports**

The following monthly reports were approved as part of the consent agenda:

- 4.1 Business Development
- 4.2 Community Living
- 4.3 Corporate Communications and IT
- 4.4 Cumberland Business Connector
- 4.5 Financial Services
- 4.6 Fire Services
- 4.7 HR and Customer Service
- 4.8 Operations
- 4.9 Planning & Strategic Initiatives
- 4.10 Police Services
- 4.11 Solid Waste Education and Enforcement

**5. Closed Session**

**Moved By Councillor Landry**

**Seconded By Deputy Mayor Fawthrop**

**That the Committee move into a Closed Session.**

**MOTION CARRIED**

**6. Adjournment**

There being no further business, Mayor Kogon adjourned the meeting.

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Natalie LeBlanc  
Municipal Clerk

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David Kogon, MD  
Mayor

**Amherst Town Council  
Special Meeting  
Minutes**

Date: August 12, 2024  
Time: 12:00 pm  
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon  
Deputy Mayor Dale Fawthrop  
Councillor Charlie Chambers  
Councillor George Baker  
Councillor Hal Davidson  
Councillor Leon Landry  
Councillor Lisa Emery

Staff Present Jason MacDonald, Chief Administrative Officer  
Aaron Bourgeois, Director, Operations  
Andrew Fisher, Director, Planning & Strategic Initiatives  
Dwayne Pike, Chief, Police Services  
Greg Jones, Director, Fire Services  
Krista Crossman, Director, HR & Customer Services  
Sarah Wilson, Director, Finance  
Torben Laux, Planner/GIS  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant

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**1. CALL TO ORDER**

Mayor Kogon called the Special Council meeting to order.

**1.1 TERRITORIAL ACKNOWLEDGMENT**

Mayor Kogon gave the Territorial Acknowledgement.

**2. REQUEST FOR DECISION**

**2.1 Dr. & Mrs. H.E. Christie Community Foundation Donation**

Councillor Emery declared a conflict of interest.

**Moved By Councillor Chambers**

**Seconded By Councillor Baker**

**That Council approve the request to receive a donation of \$500 from the Dr. & Mrs. H.E. Christie Community Foundation to fund a corresponding grant of \$500 to the Fibre Arts Society of Nova Scotia.**

**Motion Carried**

**2.2 Community Support Grants**

Councillor Emery declared a conflict of interest with the Community Support Grant application from the Multi-Cultural Association of Cumberland.

**Moved By Deputy Mayor Fawthrop**

**Seconded By Councillor Chambers**

**That Council approve funding in the amount of \$2,500 under the Community Support Grants Policy and Social Equity fund as follows:**

**Multi-Cultural Association of Cumberland- \$2,500 (Social Equity) Welcoming week celebrations.**

**Motion Carried**

**Moved By Deputy Mayor Fawthrop**

**Seconded By Councillor Emery**

**That Council approve funding in the amount of \$15,000 under the Community Support Grants Policy and Social Equity fund as follows:**

**Fundy Winds- \$3,500 to finish the existing Acadian Trail (Community Support Grant)**

**Bridge Adult Service Centre- \$1,500 to construct accessible picnic tables for the clients of the Centre (Social Equity)**

**Amherst Little League- \$10,000 per year for three years to launch their capital campaign for field improvements (Community Support Grant).**

**Motion Carried**

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That Council direct the CAO to contact the Bridge Adult Service Centre to obtain further information regarding their application for a Community Support Grant to install a new concrete walking track, new concrete wheelchair ramps and an asphalt paint walking track onto existing asphalt, and bring a recommendation back to Council.**

**Motion Carried**

**2.3 9 LaPlanche Street Development Agreement First Reading**

**Moved By Councillor Landry**

**Seconded By Councillor Davidson**

**That Council give First Reading of the development agreement for 9 LaPlanche Street and schedule a public hearing for Thursday, September 5, 2024 at 12:00 noon in Council Chambers.**

**Motion Carried**

**2.4 96 Church Street Heritage Deregistration**

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That Council make no decision at this time.**

**Motion Carried 6-1**

**Councillor Baker NAY vote**

**2.5 Capital Budget Amendment Asphalt Recycler**

**Moved By Councillor Emery**

**Seconded By Deputy Mayor Fawthrop**

**That Council amend the 2024/25 general capital budget in the amount of \$125,250 and the 2024/25 water utility capital budget in the amount of \$41,750 for the purchase of an asphalt recycler.**

**Motion Carried**

**2.6 Capital Budget Amendment Utility Trailer**

**Moved By Councillor Baker**

**Seconded By Councillor Emery**

**That Council amend the 2024/25 general capital budget in the amount of \$8,250 for the purchase of a replacement utility trailer to be funded from the Capital Reserve.**

**Motion Carried**

3. **Closed Session**  
**Moved By Councillor Davidson**  
**Seconded By Councillor Emery**  
**To go into closed session.**

**Motion Carried**

4. **Adjournment**  
There being no further business Mayor Kogon adjourned the meeting.

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Natalie LeBlanc  
Municipal Clerk

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David Kogon, MD  
Mayor

**Town of Amherst  
Public Hearing  
Minutes**

**Date:** September 5, 2024  
**Time:** 12:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Mayor David Kogon  
Deputy Mayor Dale Fawthrop  
Councillor Charlie Chambers  
Councillor George Baker  
Councillor Hal Davidson  
Councillor Leon Landry

**Members Absent** Councillor Lisa Emery

**Staff Present** Jason MacDonald, Chief Administrative Officer  
Andrew Fisher, Director, Planning & Strategic Initiatives  
Sean Payne, Corporate Communications Officer  
Marc Buske, Building Official  
Torben Laux, Planner/GIS  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant

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**1. CALL TO ORDER**

Mayor Kogon called the meeting to order.

**2. TERRITORIAL ACKNOWLEDGMENT**

Mayor Kogon gave the Territorial Acknowledgement.

**3. 9 LaPlanche Street Development Agreement Application**

**3.1 Staff Report**

Torben Laux presented the application for a Development Agreement to create 6 units on the upper floors within the building located at 9 LaPlanche Street (PIDs 25022872, 25022922 and 25005828).

**3.2 Council Questions / Comments**

Councillor Baker asked if there would be enough room for the proposed six units. Torben Laux explained that upper two floors will have three units each. Councillor Fawthrop asked if the applicant owned the parking lot next to the building, and if there will be an emergency exit at the back. Torben Laux answered that they do own the lot next door, and that they do plan to create a rear entrance/exit.

**3.3 Public Questions / Comments**

Ondrej Saar described the previous fire exit system that used to be in the building and how there are a few options for an exit in the back of the building.

**4. Adjournment**

There being nothing further, Mayor Kogon adjourned the Public Hearing and advised that this application will be brought forward for second reading of Council on September 23, 2024.

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Natalie LeBlanc  
Municipal Clerk

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David Kogon, MD  
Mayor

# MEMORANDUM

To: Mayor Kogon and Members of Amherst Town Council

From: Councillor Leon Landry

Date: September 16, 2024

Subject: Amherst 50+ Club Community Support Grant

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The Amherst 50+ Club is having difficulty raising the capital required to repave their parking lot. They have had a significant fundraiser fall through and they are having a hard time accessing other support. The Club had applied for a \$10,000 community support grant and Council awarded \$5,000 on the recommendation from staff. I ask that Council reconsider that contribution and award the full amount as originally requested by the Club.

## **Motion**

**I move that Council award an additional \$5000 to the Amherst 50+ Club in accordance with their original community support grant application request of \$10,000.**

# MEMORANDUM

To: Mayor Kogon and Members of Amherst Town Council  
From: Councillor Charlie Chambers  
Date: September 16, 2024  
Subject: Bocce Courts

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I have recently been asked if the Town would be willing to consider the construction of one or two Bocce courts in Amherst.

Therefore, I would like to make the following motion:

**I move that Council request staff to prepare a report and recommendation regarding the construction of one or two permanent Bocce courts in Amherst to be included in the upcoming 2025/26 capital budget deliberations.**

September 8, 2024

To: Town of Amherst Recreation Department, Mayor and Council

My name is Mike LeBlanc, and I have been a coach for Special Olympics for the past 20 years. The last several years I have been coaching Bocce Ball at the Provincial level. I have also been a referee at the National level.

I am asking the town to build two permanent Bocce courts for the Special Olympic Athletes to practice at least twice per week during the spring and summer months. We would set up dedicated times for practice and the courts could be used by anyone, at any other time.

Bocce is a fast-growing sport all around the world and can be played by people of all ages and abilities/disabilities. I can envision leagues being formed and senior homes bringing their residents to the courts for outdoor activities.

Although we have never played Bocce with boards in the past, Special Olympics are now moving to this way of play. This coming summer is a qualifying year for Nationals, and Nationals will be played using boards. The Provincial games will be using firm inflatable boards. This would be costly and very time consuming to set up at each practice and not very practical.

My proposal would be for the first courts to be built on the Rotary Park on Willow Street. I believe in the future we would see courts being built in other parts of the town, like Dickey Park and other areas. Special Olympics currently uses the Rotary Park for Bocce and our Track Team, which does running, relay, shotput, long jump and javelin.

The courts would need to be 12 feet wide and 60 feet long on a level surface. The surface can be made of several materials, but short grass is the normal surface for us. But with boards, it would be difficult to mow and keep maintained for a playable level. My recommendation would be an astroturf that would mimic grass. The advantage of this is that it would be a consistent playing surface, easy to clean and low maintenance. I recommend the courts be built side by side with enough walking distance between them. You would also want an area for fans to set up chairs to watch the action.

I do not believe the cost to build these would be out of reach for the town. The astroturf should be less than \$2000 per court based on Amazon. The town may have other sources to get this at a reduced cost. The boards/walls are not very large so this should not be a big expense. The boards should be a minimum of 3.5 inches to a maximum of 6 inches in height. The surface would need to be leveled before the courts are built.

There is numerous information and videos on the internet relating to this sport and many leagues around North America. I think this is an opportunity for Amherst to be a leader in promoting this sport in all of Nova Scotia and would be great to get people of all ages outdoors and active.

A Bocce Ball set can be purchased as low as \$50, with a very good set at \$90. I would anticipate that players would bring their own sets to the courts. In the future the town may be able to have sets available for players to use on a sign out or rental basis. I can also see the YMCA getting involved in this sport and making it part of their programs.

I can be available to meet with council to answer questions or give a better explanation if necessary. I am also willing to work with the recreation department and the YMCA to have a few training sessions for the public. To come to the courts, learn the game and give it a try. I also should mention that Special Olympics will play this sport rain or shine.

I have attached additional information on the courts. I have posted on Facebook that I was interested in the town building these to see if the public was interested, and I have been given a lot of positive feedback with many people interested in trying and playing this sport.

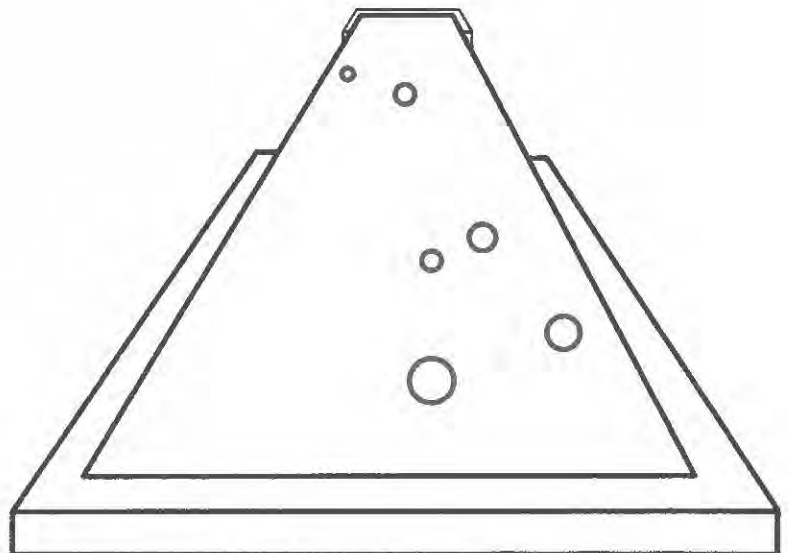
Thank you for allowing me the time to present this to council and I hope to be hearing from someone in the near future. To possibly have these playable by the Spring of 2025 would be a dream come true.

Thank you,  
Mike LeBlanc  
32 Westminster Ave,  
Amherst, NS B4H 3V2  
902-694-0999

# SECTION C - Court and Equipment

## C.1 Court

- I. The court is an area 3.66 meters (12 feet) wide by 18.29 meters (60 feet) long.
- II. The court surface may be composed of stone dust, dirt, clay, grass or artificial surface, provided there is no permanent or temporary obstruction in the court that would interfere with the straight line delivery of a ball from any direction. These obstructions do not include variations in grade, consistency or terrain.
- III. The court walls are the side and the end walls of the court and may be composed of any rigid material. The end walls should be at least 160 millimeters (6.3 inches). The end walls should be made of a rigid material such as wood or Plexiglas. The side walls must be at least 80 millimeters (3.15 inches). The side or end walls may be utilized during play for bank shots or rebound shots.
- IV. Backyard bocce courts are acceptable and commonly used in Canada. Walls with chalk lines are acceptable. If lines cannot be drawn, imaginary lines need to be identified.
- V. Lines measuring 50 millimeters (2 inches) in width should be marked on all courts for the following:
  - a. Foul line for pointing or shooting (hitting) 3.05 meters (10 ft line) from the backboards.
  - b. Half-court marker — minimum distance pallina is played at the start of the frame. During the course of play, the position of the pallina may change as a result of normal play; however, the pallina may never come to rest on or closer than the half-court marker, 9.15-meter (30 feet) line, or the frame is considered dead.
  - c. The 3.05-meters (10 ft) and 9.15-meter (30 feet) lines should be permanently drawn from sideboard to sideboard







## COMMITTEE OF THE WHOLE

CDR# 2024076

Date: September 16, 2024

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

**SUBMITTED BY:** Sarah Wilson, Director of Finance

**DATE:** September 16, 2024

**SUBJECT:** Year End Adjustment to 2023/24 Water Capital Budget Funding

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**ORIGIN:** Budget Management Policy 03450-04.

**LEGISLATIVE AUTHORITY:** MGA section 65.

**RECOMMENDATION:** That Council forward to the September 23, 2024 regular meeting, approval of the following changes to the funding for the 2023/24 Water Capital Budget:

- Approval of the increase of Water Operating capital from revenue from \$40,000 to \$170,000;

**BACKGROUND:** The Water Operating budget had a surplus for the March 31, 2024 year end. During the 2017/18 audit, it was recommended that Council formally approve any changes to how Capital Projects are funded. The recommendation is basically a year-end housekeeping item that we are bringing forward to Council per the audit recommendation and to ensure awareness.

**DISCUSSION:**

1. Water Operating – Capital from Revenue increase from \$40,000 to \$170,000.

Prior to the increase of \$130,000 in capital from revenue, the surplus in the water operating fund was \$134,494. In keeping with the Town's philosophy of paying for capital projects in cash whenever possible, staff are recommending that capital from revenue be increased from \$40,000 to \$170,000. In prior years when capital from revenue was increased it was offset with a decrease in long term debt. In the 2023/24 water capital budget there were no projects funded by long term debt, so the additional \$130,000 capital from revenue reduced the amount of funding from the Water Depreciation fund. This will allow the Water Depreciation fund the ability to fund future projects.

**FINANCIAL IMPLICATIONS:** The funding of the capital projects from additional capital from revenue reduces the surplus in the water utility but it leaves more funds in the Water Depreciation fund for future year projects.

**COMMUNITY ENGAGEMENT:** Any community engagement would be through social media and through the publishing of our Financial Statements once approved.



**ENVIRONMENTAL IMPLICATIONS:** None

**SOCIAL JUSTICE IMPLICATIONS:** None

**ALTERNATIVES:**

1. Leave the funding source in the Water Capital budget as Water Depreciation Funds per the original Capital Budget.

**ATTACHMENTS:** None

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Report prepared by: Sarah Wilson, Director of Finance

Report and Financial approved by:



**COMMITTEE OF THE WHOLE**

**CDR# 2024077**

**Date: September 16, 2024**

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

**SUBMITTED BY:** Sarah Wilson, Director of Finance

**DATE:** September 16, 2024

**SUBJECT:** **2023/24 Year End Operating Reserve Transfer to General Operating**

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**ORIGIN:** Budget Management Policy 03450-04.

**LEGISLATIVE AUTHORITY:** MGA section 65.

**RECOMMENDATION:** That Council forward to the September 23, 2024 regular meeting, approval of the following transfer from the Operating Reserve to General Operating:

- Withdraw from the Operating Reserve – Reserve for Solid Waste of \$599.80 to fund the deficit in the Solid Waste department for the 2023/24 fiscal year.

**BACKGROUND:** At the end of a fiscal year if there are surplus funds in the Solid Waste department it is transferred to a special reserve within the Operating Reserve called Reserve Solid Waste/Green Bin Replacement. Likewise, if there is a deficit in the fund, a request is made of Council to withdraw from the reserve to fund the deficit.

**DISCUSSION:** The tipping fees, materials and operational equipment for solid waste were under budget and the collection contract was over budget that resulted in the overall deficit totaling \$599.80 in the Solid Waste department.

The Solid Waste/Green Bin Replacement reserve within the Operating Reserve had a balance at March 31, 2024 of \$127,354. With this request to withdraw of \$599.80 it leaves a revised balance at March 31, 2024 of \$126,754.

**FINANCIAL IMPLICATIONS:** In order to have the Solid Waste budget not affect the general rate, it is important to fund this deficit from the funds that have been put into the Operating Reserve for this very purpose.

**COMMUNITY ENGAGEMENT:** Any community engagement would be through social media and through the publishing of our Financial Statements once approved.

**ENVIRONMENTAL IMPLICATIONS:** None

**SOCIAL JUSTICE IMPLICATIONS:** None



**ALTERNATIVES:**

1. Do not use the Solid Waste/Green Bin Replacement funds in the Operating Reserve and reduce the General Operating surplus at year end.

**ATTACHMENTS:** None

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Report prepared by: Sarah Wilson, Director of Finance  
Report and Financial approved by:



## COMMITTEE OF THE WHOLE

CDR# 2024081

Date: September 16, 2024

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

**SUBMITTED BY:** Sarah Wilson, Director of Finance

**DATE:** September 16, 2024

**SUBJECT:** Policy Review – Tax Collection Policy

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**ORIGIN:** Policy Review.

**LEGISLATIVE AUTHORITY:** Town of Amherst Tax Collection Policy, # 3800-01.

**RECOMMENDATION:** That Council forward to the September 23, 2024 regular meeting of Council, approval of the proposed amendments to the renamed Revenue Collection Policy # 3800-07.

**BACKGROUND:** This policy was originally adopted and approved in February 2003 with amendments in December 2005 and April 2009. The Tax Collection Policy sets out the guidelines for the collection of outstanding taxes due to the Town of Amherst.

**DISCUSSION:** As part of the policy review, this policy has been reviewed and a copy of the marked up revised version is attached. The text highlighted in red is new wording and the text that is struck out is proposed to be removed. The following changes are being recommended:

- Renaming of the policy from Tax Collection Policy to Revenue Collection Policy.
- Creation of new policy statement and revision of policy purpose.
- Updating of wording to be more clear and concise throughout the policy.
- Removal of redundant wording such as old position titles, references to sections of the MGA that are no longer correct.
- Renumbering of some sections to correct flow of document and group similar sections together.
- Removal of tax certificate cost and reference User Fee Policy # 03470-03 instead.
- Clarify interest charge on all Town overdue accounts. Added more context so that interest does not have to be included in the tax rate resolutions during budget approval each year. Currently interest is charged as simple interest (interest on the tax bill only) on tax accounts and compound interest (interest on total balance outstanding including prior interest) on miscellaneous and water/sewer accounts. There are no current Town policies that indicate the interest method for miscellaneous and water/sewer accounts, therefore it has been changed to simple interest so that all Town accounts are charged interest in the same manner and now reflected in a policy.
- Added new section Miscellaneous Account Adjustment / Write Offs totaling \$250 or less. To be clear this section relates to miscellaneous accounts only and does not include taxes or water/sewer accounts. This will allow the Treasurer to recommend to the CAO to adjust miscellaneous account balances after staff have exhausted all efforts.



- Added new section Miscellaneous Account Interest – Other Governmental Agencies. This new section will allow the Treasurer to recommend to the CAO to remove interest charges for other governmental agencies where payment may be late but ultimately paid in a reasonable amount of time.

**FINANCIAL IMPLICATIONS:** The financial implications would relate to the interest being charged on miscellaneous and water/sewer receivables changing from compound to simple interest calculations. This will result in less interest revenue for miscellaneous and water/sewer receivables but not significant.

**COMMUNITY ENGAGEMENT:** No community engagement required.

**ENVIRONMENTAL IMPLICATIONS:** No environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** Ensures fair treatment of all citizens with the collection of their tax accounts by following rules set forth in the MGA regarding tax sales.

**ALTERNATIVES:**

1. Do not accept the recommended changes and keep policy as is.
2. Make additional changes to the policy.

**ATTACHMENTS:** Revenue Collection Policy, # 3800-01 with changes noted in red. Tax Collection Policy, # 3800-01 from April 2009.

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Report prepared by: Sarah Wilson, Director of Finance    Report and Financial approved by:

**TITLE: TAX REVENUE COLLECTION POLICY**  
**SECTION: FINANCE**  
**POLICY NO: 03800-01**

**APPROVAL DATE:** \_\_\_\_\_

**CAO Signature:** \_\_\_\_\_

## POLICY STATEMENT

To establish a policy for effective and efficient collection of tax and other accounts receivable.

### PURPOSE:

To set out policy and guidelines for the collection of all outstanding taxes due to the Town of Amherst in accordance with the provisions of the *Municipal Government Act, S.N.S., 1998, c.18, Part VI, "Tax Collection"*.

The purpose of the Revenue Collection Policy is to:

1. Ensure municipal tax revenues are collected in a timely and effective manner;
2. Ensure that all taxpayers are treated fairly and equitably; and,
3. Provide staff with guidance for informed and sustainable decision making, consistent with organizational values of excellence and fiscal responsibility.

## 1. BILLINGS, NOTICES AND REMINDERS

1. Under the adoption of a resolution by Council each year, interim tax bills may be issued. **The town will issue an interim tax bill each year.** They are to be calculated in accordance with the Town's Instalment Billing Policy, #03800-03.
2. Following the setting of the tax rate, final tax bills shall be issued, due no earlier than 30 days from the date of issue.
3. ~~At Council's discretion and following the setting of the tax rate, tax bills may be issued once during the year.~~
4. Statements of account shall be issued periodically throughout the year for all amounts due. ~~and shall contain either of the following headings:~~
  - (a) ~~Reminder – Overdue Account~~
  - (b) ~~Tax Sale Warning~~
5. Discretion is exercised by the person fulfilling the duties of Tax Collector **Revenue Officer**, who may suppress the dispatch of notice on certain accounts because of special circumstances or smallness of balance. ~~As a general rule, however, all procedures will be followed right up to an actual Tax Sale if the arrears are \$100 or more. (With this first notice of intended sale, there is some benefit in mailing notices to property owners owing less than \$100 in an endeavour to induce payment to clear accounts.)~~

**TITLE: TAX REVENUE COLLECTION POLICY**  
**SECTION: FINANCE**  
**POLICY NO: 03800-01**

**2. COLLECTION LIMIT**

If the amount of taxes, including interest, is below one hundred dollars (\$100.00), then, in accordance with Section 134(4)(b) of the *Municipal Government Act*, the property shall **may** not be put up for tax sale.

**3. PRELIMINARY TAX SALE NOTICE**

The time period for payment of overdue taxes to be set forth in the preliminary notice described in Section 138 of the *Municipal Government Act* shall be ~~extended from 14 days to 21 days~~ **between 14 and 21 days**.

**4. FEE FOR EXECUTION OF WARRANT**

~~The person executing a warrant is entitled to be reimbursed in the amount of 30% of the total collected.~~

**In the event that services of an outside agency are used, staff are authorized to pay the fee charged by that agency for execution of the warrant.**

**5. FEE FOR ISSUING OF TAX DEEDS**

Deeds for property purchased at tax sales shall be prepared and registered by the Town Solicitor and it shall be the responsibility of the purchaser to refund the Town for the full cost of having the deed prepared and registered, in accordance with Section 155 of the *Municipal Government Act*.

**6. SURVEYS FOR PROPERTIES TO BE SOLD AT TAX SALE**

Included in the documentation of the tax sale file shall be the PID number and map showing the location of the property and its boundaries, and any buildings that appear on the property. This policy shall permit the Treasurer, if he or she deems it necessary, to engage a survey firm to perform work on a property which may include a survey of the property which has been sold or will be sold at tax sale. In exercising this discretion, the Treasurer shall take into account the work to be performed by a survey firm in relation to the overall benefit to the Town and all of the circumstances of the particular case.

**7. TAX CERTIFICATES**

The fee for a Tax Certificate shall be **set out in the User Fee Policy # 03470-03**. ~~the sum of Fifty Dollars (\$50.00) for each certificate. There shall be only one certificate for each property.~~

**TITLE: TAX REVENUE COLLECTION POLICY**  
**SECTION: FINANCE**  
**POLICY NO: 03800-01**

**8. INTEREST ON ALL TOWN OVERDUE ACCOUNTS**

Simple interest at the rate of one percent (1%) per month, **twelve percent (12%) per annum**, shall be added to each account for which taxes **or charges** have not been paid in full by the due date.

**9. INTEREST ON OVERPAYMENTS/APPEALS**

Where an overpayment of taxes has been made, or where an assessment appeal is pending, the Town shall pay interest on the excess taxes paid at the rate of 0% per annum from the date of overpayment.

(For greater clarity, Section 114(1) of the *Municipal Government Act* states: “**Taxes on property may be collected or recovered even if the assessment of the property is under appeal.**”

**10. TAX ARREARS PAYMENT ARRANGEMENTS**

The Town of Amherst hereby delegates to the Treasurer **or a person whom the Treasurer delegates**, the power to enter into tax arrears payment agreement with the taxpayer, pursuant to Section 134(4)(3) **(e)** of the *Municipal Government Act*. ~~Such payments shall be made in accordance with the Tax Collection Procedures adopted by Council.~~

**11. MISCELLANEOUS ACCOUNT ADJUSTMENTS/WRITE OFFS**

**Principal and interest amounts totalling \$250 or less can be written off for miscellaneous accounts (excluding taxes, water and sewer) receivable at the discretion of the CAO upon recommendation from the Treasurer after 120 days.**

**No account will be considered for write off unless:**

- 1. All reasonable efforts have been exhausted by staff in its collection.**
- 2. The internal and external costs to pursue collection of an account would reasonably be expected to exceed the amounts to be successfully collected.**
- 3. Where a customer has been discharged from their responsibilities under bankruptcy**
- 4. Where the customer cannot be located, despite reasonable efforts to do so.**

**12. MISCELLANEOUS ACCOUNT INTEREST – OTHER GOVERNMENTAL AGENCIES**

**Any miscellaneous receivable interest charges may be reversed for other municipalities and federal or provincial government agencies, where payment may be late but ultimately paid in a reasonable amount of time at the discretion of the CAO upon recommendation from the Treasurer.**

**TITLE: TAX REVENUE COLLECTION POLICY**  
**SECTION: FINANCE**  
**POLICY NO: 03800-01**

**13. OTHER**

All other tax collection activities shall be performed in accordance with the **Guide to Part VI of the Municipal Government Act – Tax collection**, prepared by Service Nova Scotia and Municipal Relations, as amended from time to time.

**14. REPEAL**

All existing tax collection and tax sale policies and procedures and amendments thereto are hereby repealed and this policy substituted therefore.

Title/Role	Responsibilities
Director of Finance	Ensure policy content is relevant and accurate. Ensure policy is being followed by staff.
Employees	Notify their manager of changes to be considered in the policy or if the policy becomes out of date or obsolete. Ensure policy is being followed.

For Administrative Use Only:

**VERSION LOG**

Amendment Description	Policy Owner	Approved By	Approval Date
Policy review – update wording, clarify interest calculations and add miscellaneous account adjustments	Manager of Financial Services	Council	

Minutes Reference Dates: 24 February 2003; 19 December 2005; 6 April 2009

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**DEPARTMENT:** CORPORATE SERVICES

**TITLE:** **TAX COLLECTION POLICY**

Minutes reference date: 24 February 2003

1<sup>st</sup> Revision date: 19 December 2005

2<sup>nd</sup> Revision date: 6 April 2009

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**PURPOSE:**

To set out policy and guidelines for the collection of all outstanding taxes due to the Town of Amherst in accordance with the provisions of the *Municipal Government Act, S.N.S., 1998, c.18, Part VI, "Tax Collection"*.

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DEPARTMENT: CORPORATE SERVICES

TITLE: TAX COLLECTION POLICY

Minutes reference date: 24 February 2003

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DEPARTMENT: CORPORATE SERVICES

TITLE: TAX COLLECTION POLICY

Minutes reference date: 24 February 2003

1<sup>st</sup> Revision date: 19 December 2005

2<sup>nd</sup> Revision date: 6 April 2009

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**11. OTHER**

All other tax collection activities shall be performed in accordance with the *Guide to Part VI of the Municipal Government Act – Tax collection*, prepared by Service Nova Scotia and Municipal Relations, as amended from time to time.

**12. REPEAL**

All existing tax collection and tax sale policies and procedures and amendments thereto are hereby repealed and this policy substituted therefore.

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

**SUBMITTED BY:** Aaron Bourgeois, Director of Operations

**DATE:** September 16, 2024

**SUBJECT:** Victoria Street and LaPlanche Street Traffic Signals

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**ORIGIN:** Motor vehicle accident in June that damaged the traffic signals making them inoperable and subsequent traffic signal warrant analysis.

**LEGISLATIVE AUTHORITY:** MGA 47 (2) The council may exercise any of its powers and duties by resolution unless a policy or a by-law is required by an enactment.

**RECOMMENDATION:** That Council direct staff to remove the traffic signals from the intersection of Victoria Street and LaPlanche Street and install the appropriate signage for an all way (4-way) stop intersection.

**BACKGROUND:** Following a motor vehicle accident at the Victoria Street and LaPlanche Street intersection, the existing traffic signals had to be deactivated, and it has been operating as an all-way stop since that time.

Similar to when the traffic signals at the intersection of Church Street and Albion Street were damaged in 2010, staff hired a consultant to complete a traffic signal warrant analysis for the intersection of Victoria / LaPlanche and Victoria / Church. The analysis was completed using the methodology provided by the Transportation Association of Canada (TAC) to determine if traffic signal control is warranted.

Staff completed the vehicle and pedestrian counts for the consultant on June 26 and June 27 collecting data for a six-hour period at each intersection. To capture the peak traffic volumes the counts were collected at;

- Morning 7:00am to 9:00am
- Mid-Day 11:30am to 1:30pm
- Afternoon 4:00pm to 6:00pm

The purpose of the study was to determine if traffic signals are needed at these intersections.

**DISCUSSION:** Using the traffic data collected, and using a “growth rate” of 1% per year for 5 years to account for increased vehicle and pedestrian demand in the future, the traffic volumes used for analysis are representative of estimated 2029 conditions.

The results of the warrant analysis suggest traffic signals are not needed at either intersection.



Staff observations of the Victoria / LaPlanche intersection agree with the study that an all stop intersection does not cause any considerable traffic delay.

As suggested, if the traffic signals were to be removed staff would install new sign posts with signage as show below;



and "Stop Sign Ahead" signage in advance of the intersection.





## COMMITTEE OF THE WHOLE

CDR# 2024079

Date: September 16, 2024

The consultant does recommend further intersection analysis to look at the curb alignment and lane configuration to ensure maximum intersection level of service and safety for vehicles and pedestrians. This could be included in next years capital budget.

Staff are not recommending removing the traffic signals from the intersection of Church and Victoria Street at this time.

**FINANCIAL IMPLICATIONS:** The cost for labor and materials to reinstate the damaged traffic signals is approximately \$50,000. A detailed estimate has been sent to the truck drivers insurance company for review, we expect they will apply a depreciation factor (based on age) to the damaged lights and poles and will be offering a settlement in the range of \$35,000 which would leave the Town responsible for about \$15,000 in expenses.

If the signals are removed and replaced with stop signs, this work would be in the range of \$3,000.

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

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

**COMMUNITY ENGAGEMENT:** Should the traffic signals be removed, staff will prepare a media release and social media posts to inform the public of the change.

**ALTERNATIVES:** Do not remove the traffic signals and direct staff to complete the required repairs.

**ATTACHMENTS:** None

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Report prepared by:

Report and Financial approved by:



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

**SUBMITTED BY:** Aaron Bourgeois, Director of Operations

**DATE:** September 16, 2024

**SUBJECT:** **Bell Mobility Tower Site Lease Renewal**

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**ORIGIN:** Pending expiration of the existing Lease between the Town and Bell Mobility Inc. (formerly MT&T Mobility Incorporated)

**LEGISLATIVE AUTHORITY:** Municipal Government Act (MGA), Section 51 concerning the sale or lease of municipal property.

**RECOMMENDATION:** That Council forward to the September 23, 2024 regular meeting, the lease agreement between Bell Mobility Inc. and the Town of Amherst for approval and authorize the Mayor and CAO to sign on behalf of the Town.

**BACKGROUND:** Bell Mobility leases a parcel of land for a cellular communication tower that includes an access easement (as shown in the proposed lease agreement) at the Public Works Garage located at 14 McCully Street.

As the current 20-year lease will expire on April 30, 2025 and as Bell wishes to renew the lease, they contacted the CAO in June to negotiate the terms for a new lease.

**DISCUSSION:** The terms and conditions of the current and proposed leases will remain unchanged for the most part. Minor changes in the proposed lease include:

- An initial 5-year term with 3 options to extend for 5 years each, current lease is 20-years.
- Proposed lease requires 30 days notice to terminate the lease, current lease requires 3 months notice.

It is also important to note that Public Works does not currently have a need or use for the property occupied by the cellular tower.

**FINANCIAL IMPLICATIONS:** The Town is currently receiving \$5,154.57 +HST in annual rent from Bell Mobility. The proposed lease includes a 7.5% increase in the base rent for year one and then annual increases of 2% for all subsequent years. Bell will also pay an additional \$2,000 +HST annual payment to the Town as they sublet Tower space to Rogers Mobility.





**COMMITTEE OF THE WHOLE**

**CDR# 2024078**

**Date: September 16, 2024**

Beginning May 1, 2025 annual rent will be \$7,541.16 +HST. Year 20 would see the annual rent increase \$10,072.42 +HST.

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

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

**COMMUNITY ENGAGEMENT:** There is no community engagement contemplated at this time.

**ALTERNATIVES:**

1. Direct staff to negotiate changes to the lease;
2. Do not enter into the lease agreement with Bell Mobility

**ATTACHMENTS:**

1. Proposed lease agreement
2. Current lease agreement

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Report prepared by:

Report and Financial approved by:



WIRELESS TELECOMMUNICATIONS LEASE – TOWER

THIS LEASE made this \_\_\_\_ day of \_\_\_\_\_, 2024.

**IN CONSIDERATION** of the sum of Two Dollars (\$2.00) now paid by each party hereto to the other and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the Landlord and the Tenant covenant and agree as follows:

**1. DEMISE.** The Landlord, who is the party signing this Lease as Landlord, is the registered owner of the property municipally known as McCully Street, Amherst, Nova Scotia, which is more particularly described in Schedule "A" attached (the "Property"), and leases to the Tenant any portion of the Property outlined in heavy black ink on the plan(s) attached as Schedule "B" (the "Leased Premises"), for the Tenant's, its agents', employees', contractors', assignee's and sublessee's exclusive use as described under this Lease, in consideration of the rents, covenants and agreements set out under this Lease.

**2. USE.** The Tenant is permitted to install, connect, attach, use, operate, repair, reconfigure, supplement, replace and maintain on the Leased Premises a telecommunication tower, equipment shelter(s), cabinets, poles, pedestals, concrete foundations, all necessary cabling, wiring, fibre optic wiring, hydro-electric wiring, telephone wiring, antennas, antenna mounts and any other related equipment or attachments (collectively, the "Equipment") for the provision of wireless telecommunication services. The Landlord covenants and agrees that the Tenant shall have the further right to use and maintain the existing access road to the Leased Premises, which access road forms part of the Leased Premises as set out in Schedule "B" to this Lease.

The Tenant shall be permitted, during construction, installation, reconfiguration, attachment and replacement of the Equipment, to occupy an area outside the Leased Premises for such purposes, and, if necessary, such area shall be repaired at the Tenant's expense to the reasonable satisfaction of the Landlord.

**3. TERM.** The term of this Lease (the "Term") shall be for five (5) years, commencing on May 1, 2025 (the "Commencement Date"), and expiring on that date which is five (5) years following the Commencement Date, unless the Term is extended in accordance with Section 5 of this Lease.

**4. RENT.** During the Term, the Tenant shall pay to the Landlord rent as set forth in Schedule "C" attached (the "Rent"), plus any Sales Taxes (as defined in this Section) which it is required to pay by law. The Landlord confirms that its HST (as defined in this Section) number is 108124694 RT0001, and acknowledges and agrees that notwithstanding the forgoing or anything else contained in this Lease, the Tenant's obligation to pay to the Landlord any goods and services tax or harmonized sales tax in addition to Rent is conditional upon such HST number being valid and correct. "Sales Taxes" means all goods and services, business transfer, multi-stage sales, sales, use, consumption, harmonized, value-added or other similar taxes imposed by any federal, provincial or municipal government upon the Landlord or the Tenant in respect of this Lease, or the amounts payable by the Tenant hereunder or the goods and services provided by the Landlord hereunder including, without limitation, the rental of the Leased Premises and the provision of administrative services to the Tenant hereunder and includes, without limitation, the goods and services tax, the Quebec sales tax, and any harmonized sales tax ("HST").

The Landlord and the Tenant agree that all amounts owed by the Tenant to the Landlord pursuant to this Lease shall be paid by electronic funds transfers ("EFT"). Upon request by the Tenant, the Landlord agrees to provide the Tenant with all necessary information in order to effect an EFT to the Landlord.

**5. OPTION TO EXTEND.** The Landlord grants and agrees that the Term of this Lease may be extended by three (3) successive five (5) year terms (each of such terms being referred to as an "Extended Term") on the same terms and conditions except for the Rent, which shall be the pre-negotiated Rent set out in Schedule "C" to this Lease. Unless the Tenant provides the Landlord with written notice of its intention not to extend this Lease at least sixty (60) days prior to the expiration of the Term or the then current Extended Term, as the case may be, this Lease shall automatically extend for an Extended Term.

**6. ADDITIONAL TAXES.** The Tenant shall reimburse the Landlord for any new taxes, rates, fees or assessments of every description which may be charged or imposed, during the Term or Extended Term (if applicable), by a governmental authority (collectively, the "Taxes") in respect of the privileges granted under this Lease provided that: (a) it can be demonstrated that such Taxes have been assessed as a direct result of the Tenant's use of the Leased Premises or the presence of the Equipment at the Leased Premises; and (b) the Landlord delivers to the Tenant prompt written notice of the imposition of such Taxes (together with copies of all bills, invoices or statements relating to such Taxes) (the "Taxes Notice"), which Taxes Notice shall be delivered to the Tenant no later than thirty

(30) days following the date the Landlord receives notification from any governmental authority advising of any Taxes. If the Landlord fails to deliver the Taxes Notice within such thirty (30) day period, the Tenant shall have no obligation or liability to pay any of the Taxes set out in such Taxes Notice and the Landlord shall be solely responsible for the payment of all such Taxes. The Tenant shall have the right, at the Tenant's sole cost and expense, to contest the Taxes charged or imposed which the Tenant is responsible for paying under this Lease. In the event the Tenant intends to contest the Taxes charged or imposed which the Tenant is responsible for paying under this Lease, the Landlord shall, at the Tenant's sole cost and expense: (i) cooperate with the Tenant; and (ii) execute such documentation as required by the Tenant, in the Tenant's reasonable opinion; to enable the Tenant to contest such Taxes.

**7. ELECTRICITY.** The Tenant shall have the right at any time and at its own cost and expense, to connect to and draw power from the Landlord's electrical power supply. The Tenant shall be responsible for its electrical connection costs and for the electrical consumption used on the Leased Premises. The costs of any electricity consumption associated with the operation of the Equipment shall be allocated in accordance with a separate meter installed on the Property, with direct invoices being sent to the Tenant from the local electrical company.

**8. ACCESS.** The Landlord grants to the Tenant, its agents, employees and contractors, unrestricted and direct access to the Property and the Leased Premises, 24 hours a day, 7 days a week at no additional cost to the Tenant ("24/7 Access"). The Landlord acknowledges that 24/7 Access is critical to the Tenant and its business operation.

To the extent applicable, the Landlord shall provide the Tenant with three (3) copies of any access cards, key fobs and keys required to access the Property and Leased Premises, at no cost to the Tenant. The Landlord agrees that the Tenant may install a lock box at a location on the Property for the purposes of securing at least one (1) set of access devices. For clarification purposes, the Landlord shall permit the Tenant, its agents, employees and contractors unrestricted and direct access to the Property and Leased Premises, in advance of any construction and/or installation of the Equipment, for the purpose of inspecting and satisfying itself, at its own expense, as to condition of the Property taking into consideration the intended use of the Leased Premises, provided the Tenant makes good, at the Tenant's cost and expense, any damage caused by any tests or inspections, reasonable wear and tear excepted.

**9. TENANT'S WORK.**

(a) The Landlord agrees that the Equipment shall not become fixtures of the Lease but shall be and remain the property of the Tenant and the Tenant shall have the right to remove the Equipment from the Leased Premises at any time from time to time by the Tenant during the Term or any Extended Term (if applicable), provided the Tenant makes good, at the Tenant's cost and expense, any damage caused by such removal, reasonable wear and tear excepted.

(b) The Tenant may make any alterations and/or improvements to the Equipment or the Leased Premises during the Term or any Extended Term (if applicable) without requiring the Landlord's consent ("Alterations"). Alterations may include, but are not limited to, the expansion, reconfiguration or replacement of the existing telecommunication tower, the expansion, reconfiguration or replacement of existing, or the addition of new, equipment shelter(s), cabinets, antennas, antenna mounts, apparatus, fixtures, cabling, wiring, fibre optic wiring, hydro-electric wiring, telephone wiring, attachments or any other Equipment required by the Tenant, provided the Tenant makes good, at the Tenant's cost and expense, any damage caused by the Alterations, reasonable wear and tear excepted. In the event that any Alteration to the Equipment or the Leased Premises materially moves the location(s) of the Equipment in the Leased Premises (including any material update to the location of cabling, wiring, fibre optic wiring, hydro-electric wiring, telephone wiring) or materially changes the type of Equipment in the Leased Premises, the plan(s) set out in Schedule "B" may be substituted with new plans delivered by the Tenant to the Landlord (the "New Plans"), and the New Plans shall be deemed to form part of this Lease.

**10. TERMINATION.** Notwithstanding any other provisions of this Lease, the Tenant shall have the right, in its sole discretion, at any time during the Term or any Extended Term (if applicable), to terminate this Lease by giving thirty (30) days prior written notice to the Landlord, however, the Tenant shall comply with the obligations regarding restoration in Section 11 of this Lease. In the event of such termination, the Landlord shall refund pro-rata the portion of the Rent (plus any Sales Taxes), if any, accruing due after the date of termination and the parties shall be released from any further obligations with respect to any matter under this Lease.

**11. RESTORATION.** Upon expiration or early termination of this Lease, the Tenant shall remove the Equipment from the Leased Premises

within a reasonable time, and the Tenant shall make good, at the Tenant's cost and expense, any damage caused by such removal, reasonable wear and tear excepted (the "Restoration Obligations"). Notwithstanding the Restoration Obligations or anything else contained in this Lease, to the extent applicable, the Tenant shall not be required to remove any cabling, wiring, fibre optic wiring, hydro-electric wiring, telephone wiring, conduits, or concrete foundations.

**12. INSURANCE AND INDEMNITY.** The Tenant shall, during the Term and any Extended Term (if applicable), keep in full force and effect a policy of insurance with respect to its use and occupancy of the Leased Premises and the Property, in which the limit of Comprehensive General Liability insurance shall not be less than two million dollars (\$2,000,000.00) per occurrence and an annual aggregate limit of not less than two million dollars (\$2,000,000.00) for products and completed operations. The required insurance limit may be composed of any combination of primary and excess (umbrella) insurance policies.

The Tenant agrees to indemnify the Landlord for any claims or damages caused by the negligence or wilful misconduct of the Tenant, its agents, employees, contractors or those whom it is responsible in law, except for any claim, damage, loss, injury or death which results from the acts or omissions of the Landlord, its employees, agents, contractors or those whom it is responsible in law. In no event will the Tenant be liable for or indemnify and save harmless the Landlord from and against any indirect, special, incidental or consequential damages, including loss of revenue, loss of profits, loss of business opportunity or loss of use of any facilities or property, even if advised of the possibility of such damages.

**13. ENVIRONMENTAL.** The Landlord warrants, to the best of its knowledge, that the Leased Premises does not contain any toxic or hazardous substances or materials including, without limitation, asbestos, urea formaldehyde, PCBs or any other contaminants as defined in the *Environmental Protection Act*, (Ontario), or the equivalent Act in the province within which the Property is located (the "Contaminants"). If Contaminants that are not in compliance with Laws ("Contaminants Not In Compliance") are discovered on the Leased Premises by the Tenant during the Term or any Extended Term (if applicable), the Landlord shall remove such Contaminants Not In Compliance, at its expense, and indemnify and hold the Tenant harmless from any liability arising from the presence such Contaminants Not In Compliance on the Leased Premises.

**14. INTERFERENCE.** The Landlord shall not cause interference or permit others to interfere with or impair the quality of the telecommunications services being rendered by the Tenant from the Property ("Interference"). The Landlord shall ensure that prior to any third party telecommunication provider installing telecommunications equipment on the Property, subsequent to the installation of the Equipment, that such third party telecommunication provider shall co-ordinate its installation with the Tenant according to the Tenant's standard collocation procedures and conditions, to ensure there is no Interference and to ensure that the Tenant's quiet enjoyment of the Leased Premises is protected.

**15. ASSIGNMENT.** The Tenant shall be permitted to assign, sublet or license the whole or any part of this Lease, the Equipment or Leased Premises and rights of access without the consent of the Landlord to any assignee, sublessee or licensee. The Landlord shall not be permitted to assign or transfer this Lease in any manner whatsoever, without the prior written consent of the Tenant to any such assignment or transfer (which prior written consent may be unreasonably withheld by the Tenant), except that the Landlord may assign or transfer this Lease without the prior written consent of the Tenant, if such assignment or transfer is a result of a sale of the Property and the purchaser of the Property agrees to assume all of the Landlord's rights and obligations under this Lease. The Tenant shall not have any obligation to direct or otherwise pay Rent to any party other than the Landlord, unless such party is an assignee of the Landlord as permitted by this Section.

**16. GENERAL.**

- (a) The Landlord covenants with the Tenant for quiet enjoyment of the Leased Premises without any interruption or disturbance from the Landlord, provided the Tenant has not been in default of any obligation under this Lease beyond any applicable cure periods provided in this Lease or at law.
- (b) The Landlord, at the Tenant's expense, shall co-operate with the Tenant in obtaining all necessary consents from any governmental authorities having jurisdiction with respect to the installation, operation or maintenance of the Equipment and will execute all necessary consents or authorizations.
- (c) The Tenant shall use of the Property pursuant to this Lease, and the Landlord shall maintain the Property, in compliance and conformity with the requirements of all applicable Laws. "Laws" means every statute, law, by-law, regulation, ordinance, requirement, codes and order from time to time or at any time in force during the Term and any Extended Term (if applicable) affecting in any way the Property or its condition, maintenance, use or occupation, as any of the foregoing may be interpreted and applied from time to time by courts or other tribunals of competent jurisdiction.
- (d) If the Tenant overholds the Leased Premises beyond the Term or any Extended Term (if applicable), the Tenant may continue such

overholding as a tenancy from month to month, upon the same terms and conditions as contained in the Lease.

- (e) The Tenant is entitled to register a notice of this Lease on title to the Property in order to show its interest under this Lease and, to the extent not already provided under this Lease, the Landlord shall provide the Tenant with a legal description of the Property for such registration. Upon the request of the Tenant, the Landlord agrees to obtain from any purchaser or mortgagee a non-disturbance agreement to respect and continue in full force and effect, all the terms and conditions of this Lease.
- (f) Any notice to be given under the terms of this Lease shall be in writing and shall be sufficiently given if delivered personally or by courier to the party for whom it is intended, sent by facsimile to the party for whom it is intended, or, if mailed, postage prepaid, by registered mail addressed to the party for whom it is intended. The facsimile numbers and the addresses for notice are set forth for each party below.

In the case of the Landlord to:

Town of Amherst  
**98 Victoria Street East**  
Amherst, Nova Scotia  
B4H 1X6

Attention: Chief Administrative Officer  
Facsimile: 902-667-5409

In the case of the Tenant to:

**BELL MOBILITY INC.**  
1 Carrefour Alexander-Graham-Bell  
Building B – 3  
Verdun, Quebec  
H3E 3B3

Attention: Real Estate Services  
Email: [bmresi@bell.ca](mailto:bmresi@bell.ca)  
Telephone: 1-800-707-6485

Either party to this Lease may change its address for notices or facsimile number by notice to the other party in accordance with the provisions of this Section. Any notice delivered personally, by courier or registered mail shall be deemed to have been given and received on the day it is so delivered at such address, provided that if such day is not a business day such notice or other communication shall be deemed to have been given and received on the next following business day. Any notice sent by facsimile, shall be deemed to have been given upon the date receipt by facsimile is confirmed, provided, however, if receipt is confirmed after 5:00 p.m. or on a Saturday, Sunday or statutory holiday, such notice shall be deemed to have been given on the next business day.

- (g) Without limiting the generality of Section 16(f) herein, and not constituting formal notice or acting as a substitute to any formal notice required pursuant to the terms of this Lease, Bell Mobility's Landlord Relations Specialists may be reached by the Landlord during business hours for questions or concerns related to this Lease at 1-800-667-5263 (for Central Region & Western Region), 1-800-707-6485 (for Eastern Region and Atlantic Region) or at [bmresi@bell.ca](mailto:bmresi@bell.ca). Furthermore, without limiting the generality of Section 16(f) herein, and not constituting formal notice or acting as a substitute to any formal notice required pursuant to the terms of this Lease, Bell Mobility's network operations control centre can be reached by the Landlord 24 hours a day at 1-866-670-6622 to report power outages, hazardous conditions or emergencies at the Property.

Without limiting the generality of Section 16(f) herein, and not constituting formal notice or acting as a substitute to any formal notice required pursuant to the terms of this Lease, the Landlord can be reached by the Tenant 24 hours a day for questions or concerns related to this Lease at 902-667-3352 or [info@amherst.ca](mailto:info@amherst.ca).

- (h) The Landlord represents and warrants to and in favour of the Tenant that:
  - (i) neither the entering into nor the delivery of this Lease nor the completion by the Landlord or the Tenant of the transactions contemplated under this Lease will conflict with or constitute a default under or result in a violation of, or require a consent of anyone under any agreement to which the Landlord is a party or by which the Landlord or the Leased Premises or Property is bound; and
  - (ii) the Landlord has the good right, full power and absolute authority to enter into this Lease and grant this Lease and all of the rights hereunder to the Tenant.

The Landlord shall indemnify the Tenant with respect to all claims, actions, damages, liabilities and expenses in the connection with any breach of the representations or warranties in this Subsection, and the Landlord agrees to be liable for and to pay all costs, claims, damages

and expenses to the Tenant associated with any breach of the representations or warranties in this Subsection.

- (i) If a matrimonial home is located on the Property, Landlord’s spouse hereby consents to this Lease.
- (j) This Lease shall be binding upon and shall enure to the benefit of the Landlord and the Tenant and their respective heirs, executors, administrators, successors, assigns and subsequent purchasers.
- (k) Except for the obligation to make payments or advance funds when due hereunder, which may not be claimed as force majeure by any party, the obligations of the parties shall be suspended to the extent and for the period that performance is prevented by any cause, whether foreseeable or unforeseeable, beyond its reasonable control, including, without limitation: (i) labour disputes (however arising and whether or not employee demands are reasonable or within the power of the party to grant); (ii) acts of God; (iii) laws, regulations, orders, proclamations, instructions or requests of any government or governmental entity; (iv) judgments or orders of any court; (v) inability to obtain on reasonably acceptable terms, or unreasonable delays in obtaining, any public or private license, permit or other authorization; (vi) acts of war or conditions arising out of or attributable to war, whether declared or undeclared; (vii) riots, acts of terrorism, civil strife, insurrection or rebellion; (viii) fire, explosion, earthquake, storm, flood, sink holes, drought or other adverse weather condition; (ix) delay of failure by suppliers or transporters of materials, parts, supplies, services or equipment or by contractors’ or subcontractors’ shortage of, or inability to obtain, labour, transportation, materials, machinery, equipment, supplies, utilities or services; (x) accidents; (xi) power failure; (xii) breakdown of equipment, machinery or facilities; (xiii) actions by native rights groups, environmental groups or other similar special interest groups; or (xiv) any other cause, whether similar or dissimilar to the foregoing that is beyond the reasonable control of the affected party. The time for performance of all obligations hereunder (except for the obligation to make payments or to provide funds when due) shall be extended for a period equivalent to any period(s) of force majeure, as described above. A party that claims force majeure shall promptly notify the other party and shall: (a) take all reasonable steps to remove or remedy the cause of the prevention or delay insofar as the party claiming force majeure is reasonably able to do so and as soon as reasonably possible; and (b) use commercially reasonable efforts to mitigate any effect which an occurrence of an event of force majeure might have on the performance of such party’s obligations under this Lease.
- (l) The terms of this Lease and all information issued, disclosed or developed in connection with this Lease are to be held in strict confidence between the Landlord and the Tenant. The Landlord, its agents and employees agree not to use, reproduce or divulge the same to third parties unless it is with the prior written consent of the Tenant and to take all reasonable precautions for protection of such information from disclosure.

Furthermore, the Landlord shall not be permitted to mandate or engage the services of a third party save for an Authorized Representative, for the purposes of any negotiation whatsoever regarding the present Lease or the Leased Premises (including, without limitation, the payable rent for any renewal or extension period), without obtaining the prior written consent of the Tenant to any such mandate (which prior written consent may be withheld by the Tenant at its sole discretion). For greater certainty, only the Landlord, its officers, a duly licensed broker or a duly licensed attorney at law (collectively, the “Authorized Representatives”) may negotiate terms or conditions regarding the present Lease with the Tenant.

- (m) This Lease contains the entire agreement between the parties with respect to the Leased Premises and there are no prior representations, either oral or written, between them other than those set forth in this Lease. This Lease supersedes and revokes all previous negotiations, arrangements, options to lease, representations and information conveyed, whether oral or written, between the Landlord and the Tenant. The Landlord acknowledges and agrees that it has not relied upon any statement, representation, agreement or warranty except such as are expressly set out in this Lease.
- (n) The invalidity or unenforceability of any provision of this Lease shall not affect the validity or enforceability of any other provision, but shall be deemed to be severable.
- (o) This Lease shall be governed by and construed in accordance with the laws of Canada and the Province within which the Property is located.
- (p) The Landlord and the Tenant acknowledge and agree that Schedules “A”, “B” and “C” as attached shall form part of this Lease.

**IN WITNESS WHEREOF** the parties have duly executed this Lease as of the date on the first page of this Lease.

**TOWN OF AMHERST (Landlord)**

Per: \_\_\_\_\_  
Name:  
Title:

Per: \_\_\_\_\_  
Name:  
Title:

I/We have authority to bind the corporation.

**BELL MOBILITY INC. (Tenant)**

Per: \_\_\_\_\_  
Name: Chantal Desjardins  
Title: Senior Manager, Real Estate Services

I have authority to bind the corporation.

SCHEDULE "A"

LEGAL DESCRIPTION OF PROPERTY

Engineering Code: J0665  
Municipality: Amherst  
Province: Nova Scotia

Legal Description:

Parcel Identifier: PID 25024639

All that lot of land situate at Amherst, in the County of Cumberland, Province of Nova Scotia, shown as **Lot AMH** on plan entitled "Plan of Survey Showing Lot AMH (Leased) and Access Easement Over Lands of The Town of Amherst" and dated March 30, 2005 by E.C. Keen, N.S.L.S., the said lot of land being more particularly bounded and described as follows:

BEGINNING at a survey marker set at the west corner of the lot of land herein described. Said survey marker being distant 289.153 meters on a bearing of 65 degrees 49 minutes 30 seconds from Nova Scotia Co-ordinate Monument #24021;

THENCE 31 degrees 08 minutes 00 seconds a distance of 24.000 meters along lands of the Town of Amherst to a survey marker;

THENCE 121 degrees 08 minutes 00 seconds a distance of 24.000 meters along said lands of the Town of Amherst to a survey marker;

THENCE 211 degrees 08 minutes 00 seconds a distance of 33.121 meters along said lands of the Town of Amherst to a survey marker;

THENCE 321 degrees 56 minutes 30 seconds a distance of 25.675 meters along said lands of the Town of Amherst to the point of beginning.

Said lot of land containing 538.430 square meters and being a portion of lands conveyed to the Town of Amherst by deed recorded at the Registry of Deeds, for the County of Cumberland in Book 420, Page 837.

All bearings referable to Grid North, Nova Scotia Co-ordinate System, Zone 5, Central Meridian 64 degrees 30 minutes West, 1979 adjustment.

All that area of land situate at Amherst, in the County of Cumberland, Province of Nova Scotia, shown as Access Easement on plan entitled "Plan of Survey Showing Lot AMH (Leased) and Access Easement Over Lands of The Town of Amherst" and dated March 30, 2005 by E.C. Keen, N.S.L.S. the said area of land being more particularly bounded and described as follows:

BEGINNING at a point on the western boundary of McCully Street at the eastern corner of lands of the Town of Amherst;

THENCE 296 degrees 50 minutes 45 seconds a distance of 15.415 meters along said lands of the Town of Amherst to a point;

THENCE northerly and westerly an arc distance of 11.987 meters along said lands of the Town of Amherst following a curve to the left, having a radius of 10.400 meters to a point. Said curve having a chord distance of 11.334 meters and bearing of 264 degrees 59 minutes 42 seconds;

THENCE 231 degrees 58 minutes 22 seconds a distance of 13.380 meters along said lands of the Town of Amherst to a point;

THENCE westerly an arc distance of 23.594 meters along said lands of the Town of Amherst following a curve to the right, having a radius of 18.463 meters to a point. Said curve having a chord distance of 22.021 meters and bearing of 268 degrees 24 minutes 47 seconds;

THENCE 304 degrees 53 minutes 54 seconds a distance of 53.325 meters along said lands of the Town of Amherst to a point;

THENCE 31 degrees 08 minutes 00 seconds a distance of 6.109 meters along Lot AMH to a point;

THENCE 124 degrees 53 minutes 54 seconds a distance of 53.719 meters along aforesaid lands of the Town of Amherst to a point;

SCHEDULE "A" CONTINUED

THENCE easterly an arc distance of 15.818 meters along said lands of the Town of Amherst following a curve to the left, having a radius of 12.367 meters to a point. Said curve having a chord distance of 14.762 meters and bearing of 268 degrees 24 minutes 29 seconds;

THENCE 51 degrees 58 minutes 22 seconds a distance of 13.390 meters along said lands of the Town of Amherst to a point;

THENCE easterly an arc distance of 19.013 meters along said lands of the Town of Amherst following a curve to the right, having a radius of 16.496 meters to a point. Said curve having a chord distance of 17.978 meters and bearing of 84 degrees 59 minutes 33 seconds;

THENCE 116 degrees 50 minutes 45 seconds a distance of 18.157 meters along said lands of the Town of Amherst to a point;

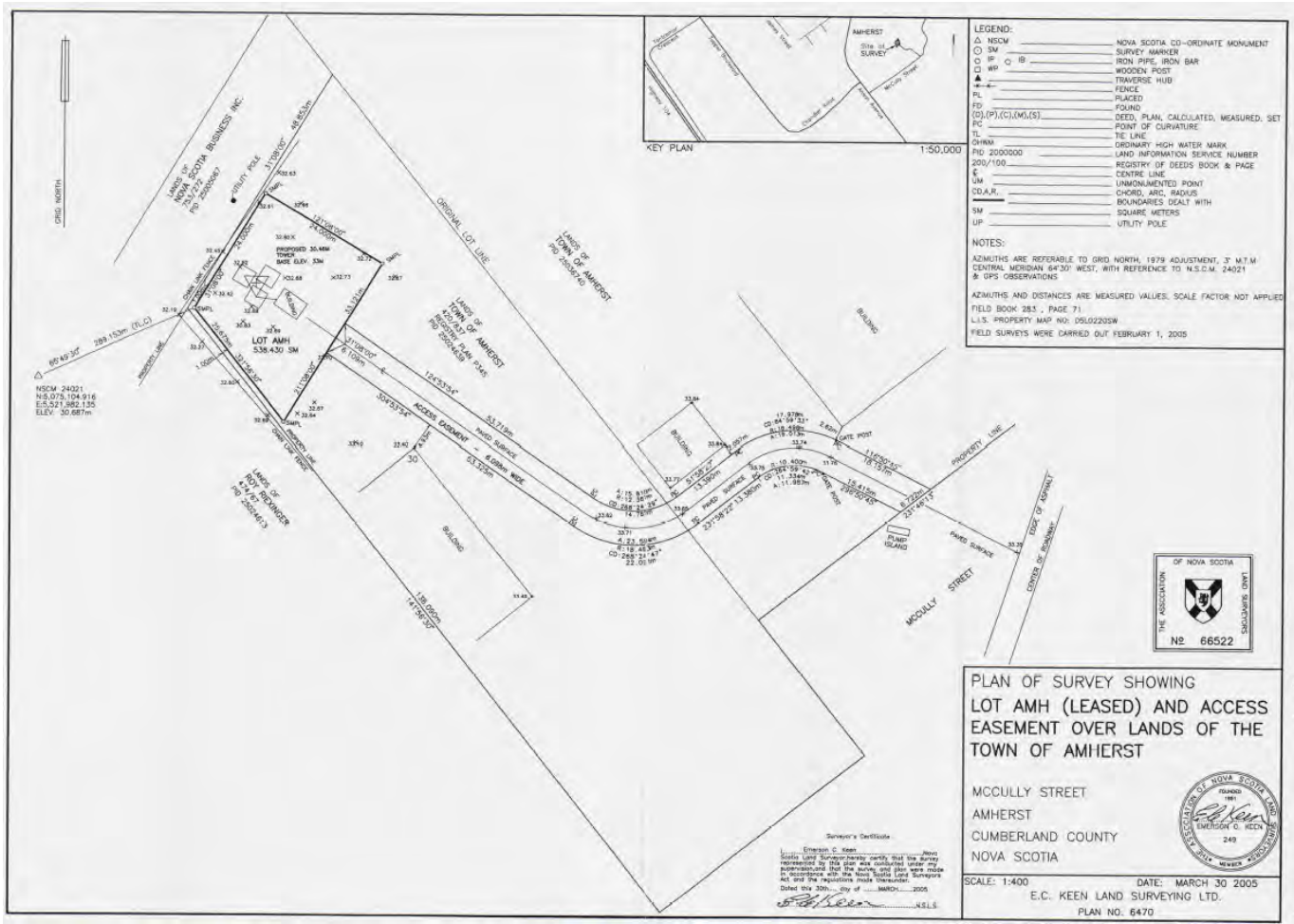
THENCE 231 degrees 46 minutes 13 seconds a distance of 6.722 meters along aforesaid McCully Street to the point of beginning.

All bearings referable to Grid North, Nova Scotia Co-ordinate System, Zone 5, Central Meridian 64 degrees 30 minutes West, 1979 adjustment.

\* subject to municipal setbacks

SCHEDULE "B"

PLAN(S) OF LEASED PREMISES



\* subject to municipal setbacks

**SCHEDULE "C"**

**RENT FOR TERM**

1. During the period of the Term commencing on the Commencement Date and ending on that date which is five (5) years following the Commencement Date, Rent shall be Five Thousand, Four Hundred Forty-one Dollars and Sixteen Cents (\$5,541.16) (exclusive of any Sales Taxes which the Tenant is required to pay by law), per year, payable annually, in advance, by the Tenant to the Landlord.
2. Commencing on the first anniversary of the Commencement Date and on each anniversary thereafter during the Term, the Rent shall increase annually by two percent (2%) of the previous year's Rent, payable annually, in advance, by the Tenant to the Landlord.

**RENT FOR EXTENDED TERMS**

3. On each anniversary thereafter during any Extended Term thereof, if applicable, the Rent shall increase annually by two percent (2%) of the previous year's Rent, payable annually, in advance, by the Tenant to the Landlord.

**ADDITIONAL RENT FOR THIRD PARTY CARRIERS**

4. The Tenant has the right to sublease or license the whole or any part of the Equipment or Leased Premises and rights of access to any existing sub-lessee or licensee, in consideration of an additional annual rent for each sub-lessee or licensee, save and except for corporate affiliates, in the amount of Two Thousand Dollars (\$2,000.00) payable to the Landlord annually on the first day of the month following installation of the Sublessee's equipment and to be pro-rated for the balance of the lease year in which installation occurs. Thereafter, the Additional Rent shall be terminated on the last day of the month during which the Sublessee's equipment is removed and all prepaid Additional Rent shall be adjusted to the date of termination. Such Additional Rent shall be subject to the same annual increase as the Rent.
5. Additionally, should the Tenant sublease or license the whole or any part of the Equipment or Leased Premises, and rights of access, to any other sub-lessee or licensee, the Tenant shall commence paying, for each additional sub-lessee or licensee save and except for corporate affiliates, an additional annual rent in the amount of Two Thousand Dollars (\$2,000.00) payable to the Landlord annually on the first day of the month following installation of the Sublessee's equipment and to be pro-rated for the balance of the lease year in which installation occurs. Thereafter, the Additional Rent shall be terminated on the last day of the month during which the Sublessee's equipment is removed and all prepaid Additional Rent shall be adjusted to the date of termination. Such Additional Rent shall be subject to the same annual increase as the Rent.

THIS LEASE made this 25<sup>th</sup> day of April, 2005, effective as of May 1, 2005.

BETWEEN:

TOWN OF AMHERST, a body corporate,  
(hereinafter called the "Lessor")

OF THE ONE PART

- and -

MT&T MOBILITY INCORPORATED, a body corporate, with  
head office at Dartmouth, in the County of Halifax, Province of  
Nova Scotia,  
(hereinafter called the "Lessee")

OF THE OTHER PART

**WITNESSETH THAT:**

1. In this Lease,
  - (a) The "Lessor's Lands" means the lands of the Lessor situate at McCully Street, Amherst, Cumberland County, Province of Nova Scotia, more particularly described in the instrument recorded at the Registry of Deeds for the County of Cumberland in Book 420 at Page 837 (PID No. 25024639);
  - (b) "Demised Premises" means the lot of land forming part of the Lessor's lands known as Lot AHM, McCully Street, Amherst, County of Cumberland, Nova Scotia, and more particularly described in Schedule "A" to this Lease and depicted on that Plan of Survey appended as Schedule "C" to this Lease;
  - (c) "Lessor" means Town of Amherst, a body corporate,
  - (d) "Lessee" means MT&T Mobility Incorporated, a body corporate, its successors, assigns, servants, agents, licensees, workmen, contractors and guests;
  - (e) "Right-of-Way" means the full right, liberty and privilege for the Lessee to pass and repass at all times hereafter by day or by night with or without vehicles of any description for all purposes connected with the use and enjoyment of the Demised Premises over and along the right-of-way more particularly described in Schedule "B" to this Lease and depicted on that Plan of Survey appended as Schedule "C" to this Lease for the purpose of maintaining and using same to gain access to and egress from the Demised Premises together with the right to lay down, install, construct, maintain, inspect, alter, replace, repair and reconstruct a roadway and its appurtenances within the Right-of-Way.

**DEMISE**

2. In consideration of the rents hereby reserved and the covenants herein contained, the Lessor hereby grants to the Lessee the Right-of-Way and leases to the Lessee the Demised Premises, together, for a term of twenty (20) years beginning May 1, 2005 and ending April 30, 2025, for the following purposes:

- (a) the accessing, construction, operation and maintaining of a telecommunications tower and related equipment as the Lessee may from time to time install over, upon, across and under the Demised Premises (the "Transmission Facility");
- (b) the construction, operation and maintenance of a utility pole line for electrical power and telecommunications consisting of poles and cable lines together with all necessary attendant anchors, guys, wires, braces and appurtenances as the Lessee may from time to time install over, upon, across and under the Demised Premises and the Right-of-Way;
- (c) the right to lay down, install, construct, maintain and reconstruct a roadway and its appurtenances within the Demised Premises and the Right-of-Way;
- (d) to make any changes to the Transmission Facility;
- (e) generally to do all acts necessary and incidental to the exercise of the rights and privileges granted herein.

### **RENT**

3. The Lessee shall pay to the Lessor as rent the sum of Four Thousand Dollars (\$4,000.00) per year together with exigible Harmonized Sales Tax, payable yearly in advance from the date upon which the lease term commences.

Rent will be adjusted between the parties effective on every fifth (5th) anniversary of the commencement of the term; to wit, May 1, 2010; May 1, 2015; May 1, 2020.

The rent shall be adjusted upward (but not downward) in an amount proportionate to the increase, if any, in the value of the Demised Premises exclusive of the tower and related equipment and improvements installed by the Lessee, as established by the "Consumer Price Index" published by Statistics Canada.

### **LESSOR'S COVENANTS**

4. The Lessor covenants with the Lessee as follows:

- (a) The Lessor has good and marketable title to the Demised Premises and to the Right-of-Way and full and absolute right to lease the Demised Premises and to grant the Right-of-Way and so long as the Lessee is not in default of any of the terms of this Lease, the Lessee shall have quiet possession of the Demised Premises and use of the Right-of-Way.
- (b) The Lessor will pay all property taxes assessed against the Demised Premises; provided however, if the Lessor's Lands are subject to increased property taxes by virtue of this Lease or the Lessee's occupancy of the Demised Premises, the Lessee shall reimburse the Lessor for any such increase in property taxes.
- (c) The Lessee may terminate this Agreement upon three (3) months' written notice given by the Lessee to the Lessor, provided however any rent paid in advance to the Lessor shall not be refundable to the Lessee.
- (d) The Lessor shall provide for uninterrupted access through any gates that are now or may be installed on the Lessor's lands or the Right-of-Way so as to ensure uninterrupted access by the Lessee to the Demised Premises.
- (e) The Lessee may authorize other telecommunications carriers to share the use of the Demised Premises and to exercise the easement rights hereby granted within the Right-of-Way.

## LESSEE'S COVENANTS

5. The Lessee covenants with the Lessor as follows:
- (a) The Lessee will pay all taxes assessed against the occupancy of the Demised Premises by the Lessee, in respect of any property of the Lessee situate thereon.
  - (b) The Lessee shall indemnify and save harmless the Lessor from and against all or any actions, claims or demands that may be lawfully brought against the Lessor by reason of anything done by the Lessee, its agents or contractors or anything placed on the Demised Premises by the Lessee, its agents or contractors.
  - (c) Upon expiry or earlier termination of this Lease, and within six months thereafter, except insofar as the Lessee's ability to perform or observe this covenant arises from force majeure, the Lessee shall remove from the Demised Premises the Transmission Facility, in which case the Lessee will leave the Demised Premises in restored condition. "Force Majeure" means any act of God; inevitable accident; fire; walk-out, strike or other labour dispute; riot or civil commotion; political controversy; act of public enemies; law enactment, regulation, rule, order or act of government or governmental instrumentality (whether federal, provincial, local, foreign or other); failure of technical difficulties; or other cause of a similar or different nature beyond the Lessee's control.
  - (d) The Lessee will promptly discharge any Mechanics' Liens filed against the Demised Premises with respect to work done for the benefit of or at the request of the Lessee, provided that the Lessee may in good faith contest any lien in a court or tribunal having jurisdiction and, further provided that the entry into this Lease by the Lessor shall not constitute a consent by the Lessor under the *Builders' Lien Act*, R.S.N.S., 1989, c. 277 in respect of Section 8(2) of the Act.
  - (e) The Lessee will make good any damage to the Lessor's Lands resulting from installation of and subsequent maintenance to the Transmission Facility and related equipment.
  - (f) The Lessee will, in its occupancy of the Demised Premises, comply with all laws, regulations and rulings of any government or governmental organization having lawful jurisdiction.

## FORFEITURE AND RE-ENTRY

6. If the Lessee should be in default of any of the terms of this Lease and if the Lessee should fail to cure such default within thirty (30) days after the Lessor gives the Lessee written notice of such default or if the Lessee shall become bankrupt or make a general assignment for the benefit of its creditors, then the Lessor may enter upon the Demised Premises and every part thereof and thence forth this Lease shall be void; provided, however, if the default by the Lessee can only be cured by the performance of labour or the furnishing of materials and if such labour cannot easily be completed or such materials reasonably obtained and utilized within thirty (30) days, such default shall not be deemed to continue if the Lessee proceeds promptly with such work as may be necessary to cure the default and continues diligently to complete the same. The Lessee shall thereupon remove all its fixtures in accordance with Article 5 of this Lease.

## ARBITRATION

7. Any unresolvable disputes between the parties arising out of this Lease shall be resolved by arbitration between the parties by reference to a single arbitrator subject to the provisions of the *Commercial Arbitration Act* of Nova Scotia.

## NOTICES

8. Any notice in writing which either party may give to the other with regard to any matter or thing in this Lease may be validly given by mailing the same by prepaid registered post addressed, if intended for the Lessor, to:

Town of Amherst  
5 Ratchford Street  
PO Box 516  
Amherst NS B4A 4A1

**Attention: Town Clerk**

and, if intended for the Lessee, to:

MT&T Mobility Incorporated  
238 Brownlow Avenue, Suite 202  
Burnside Industrial Park  
Dartmouth, NS B3B 1Y4

**Attention: Secretary/Treasurer**

## INTERFERENCE AND DEGRADATION OF SIGNALS

9. The Lessor and the Lessee covenant as follows:

- (a) No part of the Lessor's Lands shall be used or occupied by any person, firm or corporation which carries on the business of transmitting or sending or receiving telecommunications signals without first meeting the requirements and prior written approval of the Lessee's engineer, which approval shall not be unreasonably withheld;
- (b) The Lessor and the Lessee will cooperate with each other and any and all other proposed lessees of the Lessor's Lands (or portion thereof) in testing or carrying out any modification that may be necessary to ensure proper functioning of the Transmission Facility but should interference develop at any time between the signals of the Lessee and that of the Lessor and its lessees, the Lessor and the Lessee shall cooperate in the determination of the cause of such interference. The Lessor or its lessee shall take immediate steps to eliminate the interference at its own expense. Where considerations of costs or engineering simplicity indicate that a modification of apparatus owned or operated by the Lessor or its lessee or the Lessee will provide the most expedient solution to any interference problem, such modification shall be made, notwithstanding that such apparatus may not be the direct cause of the interference; always provided that any such modification will not adversely affect the operation or performance of the Transmission Facility and that the cost thereof be borne by the Lessor or its lessee.

This covenant shall enure to the benefit of the Lessee's leasehold interest pursuant to this Lease any renewal or extension thereof, and it is the intention of the Lessor and the Lessee that the burden of this covenant shall run with and bind the Lessor's Lands during the Term of this Lease and any renewal or extension thereof.

If during the Term of this Lease or any renewal or extension thereof, the Lessor shall sell or part with possession of all or any part of the Lessor's Lands, the conveyance or other instrument for such purpose shall expressly incorporate by reference this covenant enuring to the benefit of the Lessee and to the benefit of the Demised Premises. The Lessor, in contracting with any other party who seeks to use the Lessor's Lands shall exact from such party substantially the same covenant as is contained in this paragraph, which covenant





**AFFIDAVIT AS TO SPOUSAL STATUS**


**C A N A D A  
PROVINCE OF NOVA SCOTIA  
COUNTY OF CUMBERLAND**

**AFFIDAVIT OF STATUS**

I, J. Childs, of Amherst, in the County of Cumberland, Province of Nova Scotia, make oath and say as follows:

1. **THAT** I am the clerk of the Town of Amherst (the "Company") and as such have a personal knowledge of the matters herein deposed to.
2. **THAT** the Company is not now nor will it be on the date of delivery of the foregoing and attached Indenture, a non-resident of Canada within the meaning of the Income Tax Act (Canada).
3. **THAT** the ownership of a share or an interest in a share of the Company does not entitle the owner of such share or interest in such share to occupy a dwelling owned by the Company.

SWORN TO at )  
 in the County of Cumberland, )  
 Province of Nova Scotia, )  
 this 25<sup>th</sup> day of April )  
 2005, before me, )  
Sarah Wilson )  
 A Commissioner of Oaths for the )  
 Supreme Court of Nova Scotia )



**SARAH WILSON**  
**A Commissioner of the**  
**Supreme Court of Nova Scotia**

SCHEDULE "A"

All that lot of land situate at Amherst, in the County of Cumberland, Province of Nova Scotia, shown as Lot AMH on plan entitled "Plan of Survey Showing Lot AMH (Leased) and Access Easement Over Lands of The Town of Amherst" and dated March 30, 2005 by E.C. Keen, N.S.L.S., the said lot of land being more particularly bounded and described as follows:

BEGINNING at a survey marker set at the west corner of the lot of land herein described. Said survey marker being distant 289.153 meters on a bearing of 65 degrees 49 minutes 30 seconds from Nova Scotia Co-ordinate Monument #24021;

THENCE 31 degrees 08 minutes 00 seconds a distance of 24.000 meters along lands of the Town of Amherst to a survey marker;

THENCE 121 degrees 08 minutes 00 seconds a distance of 24.000 meters along said lands of the Town of Amherst to a survey marker;

THENCE 211 degrees 08 minutes 00 seconds a distance of 33.121 meters along said lands of the Town of Amherst to a survey marker;

THENCE 321 degrees 56 minutes 30 seconds a distance of 25.675 meters along said lands of the Town of Amherst to the point of beginning.

Said lot of land containing 538.430 square meters and being a portion of lands conveyed to the Town of Amherst by deed recorded at the Registry of Deeds, for the County of Cumberland in Book 420, Page 837.

All bearings referable to Grid North, Nova Scotia Co-ordinate System, Zone 5, Central Meridian 64 degrees 30 minutes West, 1979 adjustment.

## SCHEDULE "B"

All that area of land situate at Amherst, in the County of Cumberland, Province of Nova Scotia, shown as Access Easement on plan entitled "Plan of Survey Showing Lot AMH (Leased) and Access Easement Over Lands of The Town of Amherst" and dated March 30, 2005 by E.C. Keen, N.S.L.S. the said area of land being more particularly bounded and described as follows:

BEGINNING at a point on the western boundary of McCully Street at the eastern corner of lands of the Town of Amherst;

THENCE 296 degrees 50 minutes 45 seconds a distance of 15.415 meters along said lands of the Town of Amherst to a point;

THENCE northerly and westerly an arc distance of 11.987 meters along said lands of the Town of Amherst following a curve to the left, having a radius of 10.400 meters to a point. Said curve having a chord distance of 11.334 meters and bearing of 264 degrees 59 minutes 42 seconds;

THENCE 231 degrees 58 minutes 22 seconds a distance of 13.380 meters along said lands of the Town of Amherst to a point;

THENCE westerly an arc distance of 23.594 meters along said lands of the Town of Amherst following a curve to the right, having a radius of 18.463 meters to a point. Said curve having a chord distance of 22.021 meters and bearing of 268 degrees 24 minutes 47 seconds;

THENCE 304 degrees 53 minutes 54 seconds a distance of 53.325 meters along said lands of the Town of Amherst to a point;

THENCE 31 degrees 08 minutes 00 seconds a distance of 6.109 meters along Lot AMH to a point;

THENCE 124 degrees 53 minutes 54 seconds a distance of 53.719 meters along aforesaid lands of the Town of Amherst to a point;

THENCE easterly an arc distance of 15.818 meters along said lands of the Town of Amherst following a curve to the left, having a radius of 12.367 meters to a point. Said curve having a chord distance of 14.762 meters and bearing of 268 degrees 24 minutes 29 seconds;

THENCE 51 degrees 58 minutes 22 seconds a distance of 13.390 meters along said lands of the Town of Amherst to a point;

THENCE easterly an arc distance of 19.013 meters along said lands of the Town of Amherst following a curve to the right, having a radius of 16.496 meters to a point. Said curve having a chord distance of 17.978 meters and bearing of 84 degrees 59 minutes 33 seconds;

THENCE 116 degrees 50 minutes 45 seconds a distance of 18.157 meters along said lands of the Town of Amherst to a point;

THENCE 231 degrees 46 minutes 13 seconds a distance of 6.722 meters along aforesaid McCully Street to the point of beginning.

All bearings referable to Grid North, Nova Scotia Co-ordinate System, Zone 5, Central Meridian 64 degrees 30 minutes West, 1979 adjustment.

BETWEEN:

**TOWN OF AMHERST**

(hereinafter called the "Lessor")

OF THE ONE PART

- and -

**MT&T MOBILITY INCORPORATED**, a body corporate,

(hereinafter called the "Lessee")

OF THE OTHER PART

---

**L E A S E**

---

Brian A. Tabor

**Cox Hanson O'Reilly Matheson**

1100 - Purdy's Wharf Tower I

PO Box 2380 Stn Central RPO

Halifax NS B3J 3E5

CANADA  
PROVINCE OF NOVA SCOTIA  
COUNTY OF HALIFAX

ON THIS 9<sup>th</sup> day of May, 2005 before me, the subscriber personally came and appeared, Pat Shrum, a subscribing witness to the foregoing Indenture, who, having been by me duly sworn, made oath and said that MT&T Mobility Incorporated, one of the Parties thereto, caused the same to be executed on its behalf and its corporate seal to be thereunto affixed by its proper officer(s) in her presence.



A Commissioner of Oaths for the  
Supreme Court of Nova Scotia

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

**SUBMITTED BY:** Greg Jones, Director of Fire Services

**DATE:** September 16, 2024

**SUBJECT:** Capital Budget Amendment

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**ORIGIN:** A request from the Amherst Fire Fighters Association to Chief Jones

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

**RECOMMENDATION:** That Council forward to the September 23, 2024 regular meeting, approval of an amendment to the 2024/25 general capital budget in the amount of up to \$23,000 for the purchase of MSA self contained breathing apparatus cylinders, and \$27,000 for a combination rescue / extrication tool for a mini rescue / extrication cutter, to be funded by the Amherst Fire Fighters Association.

**BACKGROUND:** The Amherst Fire Fighters Association would like to purchase equipment to support the operation of the Amherst Fire Department, which includes MSA breathing apparatus cylinders, a combination rescue / extrication tool and a mini rescue / extrication cutter.

**DISCUSSION:** The request from the Amherst Fire Fighters Association would see the procurement of the following items:

Mine Safety Appliances (MSA) Air Cylinders

The purchase of MSA self contained breathing apparatus cylinders up to the value of \$23,000, that will be used to support the operations of the fire department. This MSA Self Contained Breathing Apparatus (SCBA) cylinders will be used as spares to support air management needs. In addition, these will replace spare cylinders that failed 3<sup>rd</sup> party inspection and have met the end of their life before the expected end of life date. Further, only approved MSA SCBA cylinders can be used with the current MSA G1 self contained breathing apparatus that the fire department has in operation.

Combination Tool and Mini Cutter (Rescue / Extrication Tools)

The purchase of a combination rescue / extrication tool and a mini rescue / extrication cutter up to the amount of \$27,000 to support the operations of the fire department. These will be a new tool for the fire department to use; however, they operate with the same concept as regular extrication tools but are more versatile than the larger style extrication tools.





**COMMITTEE OF THE WHOLE**

**RFD# 2024080**

**Date: September 16, 2024**

**FINANCIAL IMPLICATIONS:** Combination rescue / extrication tool, Mini rescue / extrication cutter and the MSA cylinders to support the use of MSA G1 Self contained breathing apparatus (SCBA) will be funded by the Amherst Fire Fighters Association up to \$50,000.

**SOCIAL JUSTICE IMPLICATIONS:** There is no social justice implications associated with the purchase of this equipment.

**ENVIRONMENTAL IMPLICATIONS:** This equipment will be used to support the operation of the Amherst Fire Department and will not present any environmental implications.

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

**ALTERNATIVES:** Do not approve the purchase as requested at this time.

**ATTACHMENTS:** No attachments

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Report prepared by: Greg Jones, Director of Fire Services  
Report and Financial approved by:



# MEMORANDUM

TO: Mayor Kogon and Members of Council  
FROM: Sharon Bristol, Director, Community Living  
DATE: September 16, 2024  
SUBJECT: Bridge Adult Service Centre Community Support Grant

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At the August 12, 2024 special meeting of Council, Council reviewed a request for a Community Support Grant from the Bridge Adult Service Center. In the RFD a recommendation was made by staff to fund the accessible picnic tables for \$1,500.00 which was approved by Council.

Also included in the application was a request for \$12,650.00 that would see a new concrete walking track established around the building to be utilized by clients and staff to increase exercise and provide an accessible safe outdoor space. Staff did not recommend funding of this portion at this time.

What was unclear in the RFD was the reasoning behind not recommending the walking track and as the Director was not present at the meeting this was not clear. The Director was not recommending the grant at this time for two reasons:

- 1) The Community Support Grant Fund and Social Equity was rapidly depleting and it is unsure how many asks would yet to be received as we still have 7 months until year end; and
- 2) Staff was intending to work with the Executive Director of the Bridge Adult Service Centre to identify provincial and federal accessibility grants that fund this sort of project.

At the meeting the following motion was made:

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That Council direct the CAO to contact the Bridge Adult Service Centre to obtain further information regarding their application for a Community Support Grant to install a new concrete walking track, new concrete wheelchair ramps and an asphalt paint walking track onto existing asphalt, and bring a recommendation back to Council.**

**Motion Carried**

Staff have reached out to the Bridge Adult Service Centre and will be meeting with them this month to discuss options. A full report will be brought back to Council with a recommendation once this meeting is held.

# MEMO

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

**FROM:** Andrew Fisher, Director of Planning & Strategic Initiatives

**DATE:** September 17, 2024

**RE:** **Strategic Priorities Update**

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The following provides an update on the 2024 Project-based Strategic Priorities listed below that were adopted by Council in January. Updates to Ongoing Core Priorities are provided to the Committee within other reports.

<b>Project-based Priorities</b>	
Community Centre	Municipal Planning Strategy Renewal
Mobility Strategy	Supply of Suitable Affordable Housing
<b>Ongoing Core Priorities</b>	
Community Vibrancy	Drugs and Addiction
Social Needs	Community Collaboration
Economic Development	

## 2024 Strategic Priority

### Title: **Community Centre Feasibility Study**

Project Goal: Construction and operation of a financially feasible modern multi-purpose complex that includes an environmentally friendly, safe and inclusive facility that meets the needs of our citizens and partners by promoting community pride, healthy active lifestyles, and vibrancy that reflects community values and heritage.

Responsible Department: Planning and Strategic Initiatives

Current Status: The final report was presented to In-Camera Council in October. Council gave direction to meet with potential partners and land owners of the favoured location. These discussions are ongoing.

1. The preferred site owners require a non-disclosure agreement to allow staff to view a pro forma for the property. Staff have been requesting updates on the status of the NDA and were recently advised by the preferred site owners that an NDA will be ready shortly. Once signed, staff have an opportunity to analyse the property value.
2. Staff have learned that one of the properties of the preferred location has been sold despite the town showing interest in the property.
3. Staff have met with representatives from Indigenous and Northern Affairs. We asked for advice on how to ensure that the local Mi'kmaq culture is represented and included in the facility. We also spoke about potential partnerships including the Assembly of Atlantic Mi'kmaq Chiefs. They were very appreciative and receptive and agreed to put us in contact with relevant officials.
4. Staff met with a representative with the YMCA who remain engaged.

### Future Actions:

1. Meet with potential stakeholders particularly Cumberland County (Ongoing)
2. Develop a high-level funding needs / costs impact document  
**This document will be presented to Council as part of the strategic priorities session to take place in late November – early December.**
3. Meet with additional equity deserving users / stakeholders
4. Determine uses / users included
5. Decision on 'moving forward'
6. Develop plan for implementation

2024 Strategic Priority

Title: **Municipal Planning Strategy (MPS) Review**

Project Goal: A new MPS that provides a policy framework to guide future decisions on the physical, environmental, economic, social, and cultural development of the town.

Responsible Department: Planning and Strategic Initiatives

Current Status: Drafts of the MPS & LUB have been reviewed by the PAC. Staff are working on revisions to the drafts that will be provided to the consultant.

Future Actions:

~~1. Focused draft to PAC.  
Due Date: April~~

~~2. Further review of draft document at PAC  
Due Date: May~~

3. PAC Recommendation  
Due Date: December

4. First Reading by Council  
Due Date: January

5. Public Hearing  
Due Date: February

6. Second Reading  
Due Date: March

2024 Strategic Priority

Title: **Mobility Strategy**

Project Goal: Establishment of a mobility strategy for the town including: Active Transportation improvements; Transit Study; Physical Activity opportunities.

Responsible Departments: Community Wellbeing, Planning and Strategic Initiatives, Operations

Current Status: A suite of Active Transportation and physical activity infrastructure upgrades were included in the 2024/25 Capital Budget. A discussion paper that outlined considerations for a transit system was presented to Council in January. A draft Active Living Strategy is in the final stages and will be presented to Council. Staff have created a Mobility Strategy working group to consider next steps and develop a work plan for Council's consideration.

Discussion:

Future Actions:

1. A suite of AT and physical activity infrastructure improvements were included in the Capital Budget.

Due Date: ~~2024/25 projects to be determined with approval of the Capital Budget.~~ Work to be completed this construction season.

- ~~2. Strategy Working Group Established~~

~~Due Date: April~~

3. Create a Strategy Framework and project work plan

Due Date: A rough draft of the framework and work plan is complete. Upon further refinement the draft will be presented to Council at the strategic priorities' review session in late November – early December.



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
<b>Jan-23</b>				
	03400-01	SIGNING AUTHORITY POLICY (210-12)	FINANCE	updated january council
	03400-02	BANKING (211-2)	FINANCE	updated january council
	C 02	DISCHARGE OF FIREARMS BYLAW	POLICE	Reviewed at January COW - No changes
	D 01	SNOW REMOVAL BYLAW	OPERATIONS	Reviewed at January COW - No changes
<b>Feb-23</b>				
	03800-05	COVID-19 PROPERTY TAX FINANCING PROGRAM POLICY	FINANCE	repealed Feb 2023
	10350-23	DOWNTOWN BUSINESS ADVISORY COMMITTEE	PLANNING	repealed feb 2023
	10350-22	COMMUNITY ARTS COUNCIL COMMITTEE	COMMUNITY LIVING	repealed Feb 2023
	72000-08	COMMUNITY SUPPORT GRANTS	COMMUNITY LIVING	updated Feb 2023
<b>Mar-23</b>				
	D 02	LOCAL IMPROVEMENT BYLAW	OPERATIONS	Former repealed, new version given 1st reading March 2023
	D 03	WASTEWATER DISCHARGE BYLAW CONSOLIDATION	OPERATIONS	First reading March 2023
	P 09	COMMERCIAL DEVELOPMENT SUPPORT BYLAW	PLANNING	reviewed, no change recommended March COW 2023
	C 10	MOBILE VENDORS ON STREETS AND SIDEWALKS	POLICE	First reading March 2023
	04000-05	OVERTIME - NON-UNION EMPLOYEES (211-21)	CUSTOMER SERVICE/HR	updated March 2023
	10350-14	REQUESTS FOR FLAG RAISINGS & PROCLAMATIONS (210-24)	CLERK / COMMUNICATIONS	updated March 2023
	10350-24	PROCEEDINGS OF COUNCIL	CLERK / COMMUNICATIONS	referred to April 2023
	317400-05	NORTH TYNDAL WELLFIELD ADVISORY COMMITTEE POLICY	PLANNING	updated March 2023
	03700-01	PROCUREMENT POLICY	CLERK / COMMUNICATIONS	updated March 2023
	66000-01	PLANNING ADVISORY COMMITTEE (210-23)	PLANNING	updated March 2023
	04530-01	SALARY ADMINISTRATION (211-27)	CUSTOMER SERVICE/HR	updated March 2023
	3000-10	Inventory of Non Capital Equipment Policy - (New)	Finance	approved March 2023
<b>Apr-23</b>				
	01130-01	TOWN CREST (210)02)	CLERK / COMMUNICATIONS	amended April 2023
	01130-02	PURCHASE AND USE OF BOTTLED WATER	CLERK	amended April 2023
	03800-02	TAX REDUCTION POLICY (110-02)	CUSTOMER SERVICE/HR	updated to Customer Service/HR from Finance. Policy was included in the Operating Budget presentation, no changes recommended.
	03800-04	TAX EXEMPTION POLICY	CUSTOMER SERVICE/HR	updated to Customer Service/HR from Finance
	D 21	MAINTENANCE OF GRASS	OPERATIONS	
	72300-01	BALLFIELD USER POLICY (270-01)	OPERATIONS	deferred to May 2023
	03470-03	USER FEES	FINANCE	updated to Finance from Customer Service/HR
<b>May-23</b>				
	C 09	C TAXI BYLAW	POLICE	given 1st reading at May 2023
	C07	FIRES AND BURNING OF MATERIALS BYLAW	FIRE	given 1st reading at May 2023
	C08	REGIONAL EMERGENCY MANAGEMENT BYLAW	FIRE	postponed to a later date pending consultation
	03000-07	EXPENSE REIMBURSEMENT POLICY	FINANCE	amended at May 2023 Council
	72300-01	BALLFIELD USER POLICY (270-01)	OPERATIONS	repealed May 2023 Council



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
		Territorial Acknowledgement Policy (NEW)	CLERK	approved May 2023 Council
	10350-26	COUNCIL CONFERENCE ATTENDANCE AND PROFESSIONAL DEVELOPMENT	CLERK	amended at May 2023 Council
	D 21	Maintenance of Grass Bylaw	Operations	Given 2nd reading at May 2023 Council
<b>Jun-23</b>				
	P 04	MINIMUM STANDARDS FOR RESIDENTIAL OCCUPANCIES	PLANNING	memo presented to COW, bring back in Fall for revisions
	31600-01	CULVERT POLICY (230-02)	OPERATIONS	No changes recommended
	31600-08	STREET BREAKING POLICY (230-10)	OPERATIONS	Amended June 2023
		Street Banner Policy	COMMUNITY LIVING	amended June 2023
<b>Sep-23</b>				
	10350-21	AMHERST YOUTH TOWN COUNCIL	COMMUNITY LIVING	Amended Sept 2023
	C 10	MOBILE VENDORS ON STREETS AND SIDEWALKS	POLICE	memo presented to COW from Andrew Fisher
	04530-01	SALARY ADMINISTRATION (211-27)	CUSTOMER SERVICE/HR	Amended Sept 2023
<b>Oct-23</b>				
	72000-08	COMMUNITY SUPPORT GRANTS	COMMUNITY LIVING	Amended Oct 2023
	31800-01	SOLID WASTE SPECIAL CONDITIONS	OPERATIONS	repealed October 2023
	C 04	COMPANION ANIMAL BYLAW	POLICE	received first reading in October 2023
<b>Nov-23</b>				
	10350-31	INCLUSION, DIVERSITY AND EQUITY COMMITTEE TERMS OF REFERENCE POLICY	COMMUNITY LIVING	amended Nov 2023
	10350-21	AMHERST YOUTH TOWN COUNCIL	COMMUNITY LIVING	amendments approved Nov 2023
	C 04	COMPANION ANIMAL BYLAW	POLICE	received 2nd reading in Nov 2023
<b>Dec-23</b>				
	66000-04	PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM POLICY	PLANNING	recommended no change
	10350-29	POVERTY ADVISORY COMMITTEE TERMS OF REFERENCE POLICY	COMMUNITY LIVING	Amended
	04500-06	SUBSTANCE USE POLICY	CUSTOMER SERVICE/HR	forwarded to January
	P 06	TRANSIENT AUTOMOBILE VENDORS	PLANNING	recommended no change
<b>Jan-24</b>				
		Noise bylaw	POLICE	recommend to not proceed
		USER FEE POLICY	CLERK	amended



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
Feb-24	64000-03	TREE ADVISORY COMMITTEE	OPERATIONS	repealed Feb 2024
	10350-08	APPOINTMENTS OF CITIZENS TO BOARDS (210-11)	CLERK / COMMUNICATIONS	repealed Feb 2024
	NEW	EMPLOYMENT EQUITY POLICY	CUSTOMER SERVICE/HR	Approved Feb 2024
Mar-24				
	64000-01	TREE PLANTING ON TOWN OWNED LANDS (270-02)	OPERATIONS	
	31600-10	STREET INSPECTION AND MAINTENANCE (230-13)	OPERATIONS	
	31600-11	SIDEWALK INSPECTION AND MAINTENANCE (230-14)	OPERATIONS	
Apr-24	10350-28	APPOINTMENTS OF MEMBERS OF COUNCIL TO EXTERNAL BOARDS, COMMITTEES & COMMISSIONS	Clerk	
	<a href="#">10359 24</a>	Proceedings of Council Policy	Clerk	
	10350 32	Council committees Policy	Clerk	
	4000 10	Vacation Holiday Policy Non Union employees	HR	
	4000 11	Maternity Parental and Adoption Leave policy	HR	
May-24	C 12	SMOKE FREE RECREATIONAL PLACES BYLAW	OPERATIONS	
	72300-10	ICE HELMET POLICY	OPERATIONS	
	04000-10	VACATION/HOLIDAY - NON-UNION EMPLOYEES (211-31)	CUSTOMER SERVICE/HR	
Jun-24	04000-10	VACATION/HOLIDAY - NON-UNION EMPLOYEES (211-31)	CUSTOMER SERVICE/HR	amended June 2024
	10350-28	APPOINTMENTS OF MEMBERS OF COUNCIL TO EXTERNAL BOARDS, COMMITTEES & COMMISSIONS	Clerk	amended June 2024
		AUXILLIARY POLICY BYLAW	POLICE	given 2nd reading
Sep-24				
	03800-01	TAX COLLECTION POLICY (110-01)	CUSTOMER SERVICE/HR	
Oct 2024 -NONE				
Nov-24		new council orientation		
Dec-24				



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
	04000-09	EMPLOYEE/FAMILY ASSISTANCE (211-30)	CUSTOMER SERVICE/HR	
	31600-12	SEWER INSTALLATION (240-02)	OPERATIONS	
	31600-24	STREET RATING SYSTEM	OPERATIONS	
	10350-27	JOINT COUNCILS TERMS OF REFERENCE POLICY	OPERATIONS	
<b>Jan-25</b>				
	04000-01	RECOGNITION OF EMPLOYEES (210-15)	CUSTOMER SERVICE/HR	
	04000-02	SUGGESTION AWARDS (211-16)	CUSTOMER SERVICE/HR	
	10350-01	RECOGNITION OF SERVICE OF BOARDS (210-01)	CLERK / COMMUNICATIONS	
	66400-01	HERITAGE ADVISORY COMMITTEE	PLANNING	per policy, the January following an election
	03000-07	EXPENSE REIMBURSEMENT POLICY	FINANCE	
<b>Feb-25</b>				
	02300-03	SALE/DISPOSAL OF SURPLUS EQUIPMENT (211-19)	CUSTOMER SERVICE/HR	
	D 06	BUILDING BY LAW	PLANNING	
	10350-05	INQUIRIES FROM COUNCIL (210-07)	CLERK / COMMUNICATIONS	
	03000-04	ROUNDING OF CASH TRANSACTIONS	CUSTOMER SERVICE/HR	
	04500-03	SCENT REDUCTION POLICY	CUSTOMER SERVICE/HR	
<b>Mar-25</b>				
	31600-15	SANITARY SEWER SERVICE TO COUNTY RESIDENTS (240-05)	OPERATIONS	
	31600-16	BUILDING SERVICE CONNECTIONS (240-06)	OPERATIONS	
	03000-03`	FUND RAISING	FINANCE	
	10350-10	RECOGNITION OF RETIRING MEMBERS OF COUNCIL (210-14)	CLERK / COMMUNICATIONS	
	04000-03	STAFF TRAINING (211-06)	CUSTOMER SERVICE/HR	
	04000-04	INQUIRIES REGARDING EMPLOYEES (211-16)	CUSTOMER SERVICE/HR	
	04000-07	HIRING POLICY (211-23)	CUSTOMER SERVICE/HR	
<b>Apr-25</b>				
	72300-08	SIGN RENTAL - STADIUM (273-07)	OPERATIONS	
	72300-09	ICE ALLOCATION POLICY	OPERATIONS	
	31700-04	NORTH TYNDAL LAND ACQUISTION (241-06)	PLANNING	
	02000-01	USE OF FACILITIES - DOMINION PUBLIC BUILDING	CLERK / COMMUNICATIONS	
	04500-02	VIOLENCE IN THE WORKPLACE POLICY	FIRE	
	66000-02	POLICY FOR MPS, LUB, SUBDIVISION BYLAW AND DA AGREEMENT ADOPTION AND ADMENDMENT	PLANNING	
<b>May-25</b>				
	31600-09	PAVING NEW RESIDENTIAL SUBDIVISION STREETS (230-11)	OPERATIONS	
	03000-08	HOSPITALITY EXPENSE POLICY	FINANCE	



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
	68300-02	NEW FIRE STATION, ALBION STREET (221-02)	FIRE	
	10350-20	CODE OF CONDUCT OF ELECTED MUNICIPAL OFFICIALS	CLERK / COMMUNICATIONS	
	04000-12	PERSONNEL POLICY & CODE OF ETHICS	CUSTOMER SERVICE/HR	
<b>Jun-25</b>				
	05000-02	INFORMATION/COMMUNICATION/TECHNOLOGY USAGE POLICY	CLERK / COMMUNICATIONS	
	04500-04	SMOKE FREE WORKPLACE POLICY	CUSTOMER SERVICE/HR	
	10350-25	ANNUAL PERFORMANCE REVIEW - CAO	CUSTOMER SERVICE/HR	
	66000-03	POLICY FOR PUBLIC PARTICIPATION AND NOTIFICATION	PLANNING	
	C 03	LOITERING BYLAW	POLICE	
	02000-03	NAMING PUBLIC LANDS AND TOWN OWNED FACILITIES	CLERK / COMMUNICATIONS	
	01000-01	MEDIA POLICY (210-19)	COMMUNICATIONS	
	10350-30	ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE POLICY	COMMUNITY LIVING	
<b>Sep-25</b>	66150-01	DANGEROUS OR UNSIGHTLY PREMISES POLICY (210-21)	PLANNING	
	04000-14	PERSONAL LEAVE OF ABSENCE POLICY	CUSTOMER SERVICE/HR	
<b>Oct-25</b>				
	31600-17	SURPLUS FILL	OPERATIONS	
	72000-04	ARTS & CULTURE POLICY (211-38)	COMMUNITY LIVING	
	A 07	ALTERNATIVE VOTING BYLAW 2018	CLERK	
	04000-08	ATTENDANCE ADMINISTRATION (211-24)	CUSTOMER SERVICE/HR	
<b>Nov-25</b>				
	64000-04	ADOPT-A-GARDEN	OPERATIONS	
	10350-15	WRITTEN SUBMISSION TO COUNCIL (210-25)	CLERK / COMMUNICATIONS	
	66580-01	NEW SUBDIVISION STREETS - FINAL SUBDIVISION APPROVAL PRIOR TO STREET PAVING	PLANNING	
	D 22	ENCROACHMENT ON PUBLIC STREETS	OPERATIONS	
	04530-02	EMPLOYEE COMPUTER PURCHASED POLICY (211-29)	CUSTOMER SERVICE/HR	
	P 05	VACANT BUILDING BY LAW	PLANNING	
	04500-01	Safety Policy (211-25)	FIRE	
	01700-01	REPORTING ACCIDENTS (211-03)	FIRE	
	03000-05	AUDIT COMMITTEE TERMS OF REFERENCE POLICY	FINANCE	
	31600-18	SIDEWALK / CURB CONSTRUCTION POLICY	OPERATIONS	
<b>Dec-25</b>				
	03450-03	DEBT MANAGEMENT POLICY (211-37)	FINANCE	



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
	P 08	LEASED LAND COMMUNITY BYLAW	PLANNING	
	B 02-1	DEED TRANSFER TAX BYLAW	FINANCE	
	04000-06	RENUMERATION FOR ACTING POSITIONS (211-22)	CUSTOMER SERVICE/HR	
Jan-26				
	31000-01	STANDARD SPECIFICATIONS FOR MUNICIPAL SERVICES (230-01)	OPERATIONS	
	10350-17	MEMBERSHIP ON NATIONAL BOARDS AND COMMITTEES (211-32)	CLERK / COMMUNICATIONS	
	10350-18	MEMBERSHIP IN CLUBS, SOCIETIES AND ASSOCIATIONS (211-33)	CLERK / COMMUNICATIONS	
	P 07	SUBDIVISION BYLAW	PLANNING	
Feb-26				
	04000-11	MATERNITY, PATERNAL AND ADOPTION LEAVE POLICY (20071126)	CUSTOMER SERVICE/HR	
	P 03	CIVIC ADDRESS BY LAW	PLANNING	
	31600-02	STREET LIGHT POLICY (230-04)	OPERATIONS	
	72000-01	RECOGNITION OF ATHLETIC ACHIEVERS (210-22)	COMMUNITY LIVING	
Mar-26				
	72300-05	SALE OF BEER/LIQUOR - ROBB PARK (272-01)	OPERATIONS	
	72300-07	BEER GARDEN POLICY - STADIUM (273-05)	OPERATIONS	
		PACE BYLAW	FINANCE	
	66150-02	ENFORCEMENT POLICY AND SUMMARY OFFENCE TICKETS (211-28)	POLICE	
Apr-26				
	31400-01	VEHICULAR IDLING CONTROL POLICY (211-35)	OPERATIONS	
	10350-04	REPORTS TO COUNCIL (210-06)	CLERK / COMMUNICATIONS	
	68300-03	JUNIOR FIREFIGHTER PROGRAM	FIRE	
	A 05	HERITAGE PROPERTIES	PLANNING	
	D 19	SANITARY SEWER RATES	FINANCE	
May-26	C 01	BY LAW RESPECTING THE AMHERST BOARD OF POLICE COMMISSIONERS	POLICE	
	05000-01	RECORDS MANAGEMENT (211-26)	CLERK / COMMUNICATIONS	
	10350-19	SCHOLARSHIP AND BUSARY POLICY (NEW)	CLERK / COMMUNICATIONS	
	02300-01	SALE OF USABLE TOWN OWNED LAND (211-07)	PLANNING	
	02300-02	SALE OF NON-USABLE TOWN OWNED LAND (211-08)	PLANNING	
	68500-01	FEMALE POLICE CONSTABLE AND EXPENSE (220-01)	POLICE	



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
<b>Jun-26</b>	68300-01	PERMANENT FIREFIGHTERS (221-01)	FIRE	
	68300-05	RESPECTING THE MANAGEMENT OF THE VOLUNTEER COMPONENT OF THE AMHERST FIRE DEPARTMENT	FIRE	
	03600-01	INVESTMENT POLICY	FINANCE	
	31700-03	COMMERCIAL WATER SERVICE (241-05)	OPERATIONS	
	10350-11	GIFTS, CARDS, FLOWERS	CLERK/COMM	
				Year 4
<b>Sep-26</b>	C 11	ALARM BYLAW INTRUSION ROBBERY AND FIRE ALARM SYSTEMS	POLICE	
	31600-14	COMMERCIAL SEWER SERVICE (240-04)	OPERATIONS	
	05000-04	ROUTINE ACCESS POLICY	CLERK / COMMUNICATIONS	
	03800-03	INSTALLMENT BILLING POLICY (110-03)	CUSTOMER SERVICE/HR	
	72200-01	R. H. SMITH BEQUEST LIBRARY (274-01)	COMMUNITY LIVING	
<b>Oct-26</b>	31600-25	SNOW AND ICE MANAGEMENT	OPERATIONS	
	D 20	SOLID WASTE BYLAW	OPERATIONS	
	03450-01	CAPITAL BUDGETING (211-14)	FINANCE	
<b>Nov-26</b>	31600-13	CATCH BASINS AND LATERALS (240-03)	OPERATIONS	
	03450-02	CAPITAL INVESTMENT PLAN (CIP) FRAMEWORK/BUDGET POLICY (211-	FINANCE	
	03450-04	BUDGET MANAGEMENT POLICY	FINANCE	
<b>Dec-26</b>	68300-04	FIRE INSPECTION POLICY	FIRE	
	31600-23	STREET NAMING POLICY	PLANNING	
	68000-03	TRAFFIC AUTHORITY	POLICE	
	31600-26	STREET RENAMING COPP LANE TO ERNIE LANE POLICY	PLANNING	
<b>Remain as is</b>	D 10	CLOSING PUBLIC STREET BY LAW	PLANNING	
	D 11	CLOSING OF PORTION OF SENATOR AVENUE BY LAW	PLANNING	
	D 12	CLOSING OF PORTION OF PENDER STREET BY LAW	PLANNING	
	D 13	CLOSING OF PORTION OF CORDOVA STREET BY LAW	PLANNING	
	D 14	CLOSING OF PORTION OF CORDOVA STREET BY LAW	PLANNING	
	D 15	CLOSING OF PORTION OF PENDER STREET BY LAW	PLANNING	



**TOWN OF AMHERST  
BYLAW LISTING**

DEADLINE	BYLAW/POLICY NO.	BYLAW / POLICY	ASSIGNED TO	NOTES
	D 16	RECORDED RESOLUTION UNSIGHTLY PREMISES ADMINISTRATOR	PLANNING	
	D 17	RECORDED RESOLUTION UNSIGHTLY PREMISES COMMITTEE	PLANNING	
	D 18	RECORDED RESOLUTION INTEREST RATE ON UNSIGHTLY PREMISES CLEAN UP ACCOUNTS	PLANNING	
	P 01	MUNICIPAL PLANNING STRATEGY CONSOLIDATED WITH AMENDMENTS TO 202003	PLANNING	
	P 02	LAND USE BYLAW CONSOLIDATION MARCH 2020 B	PLANNING	
	31600-19	FRANKLYN STREET EXTENSION - STREET CLOSURE POLICY	OPERATIONS	
	31600-20	GOULD STREET - STREET CLOSURE POLICY	OPERATIONS	
	31600-21	PORTION OF CORNWALL AVENUE CLOSURE	OPERATIONS	
	31600-22	BOYLSTON AVENUE EXTENSION CLOSURE	OPERATIONS	
	B 01	BYLAW TO REPEAL THE TOWN OF AMHERST TAX EXEMPTION BYLAW	FINANCE	

# CAO Task Report

## September 2024

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### Task Updates:

<p><b>Task: Northern Region Report - GFL request to present</b> This will be scheduled for a future Joint Councils meeting. Status: Ongoing</p>
<p><b>Task: MAP Request to Present</b> This will be scheduled for a future Joint Councils meeting. Status: Ongoing</p>
<p><b>Task: Appointment of Members of Council to External Boards, Committees and Commissions</b> Policy approved at the June Council meeting. Status: Completed</p>
<p><b>Task: Cumberland Acadian Society</b> Bill Casey indicated that he would provide a draft letter of support. Letter has now been sent. Status: Completed</p>

# MEMO

To: Mayor Kogon and Members of Council  
From: Aaron Bourgeois, Director of Operations  
Date: September 19, 2024  
Re: Capital Budget Item - Loader

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The 2024/25 capital budget includes \$275,000 for the purchase of a new Loader. We have recently received pricing from 2 vendors via the Canoe Procurement Program.

1. Toromont CAT - \$466,159.46
2. Brandt Tractor (John Deere) - \$329,022.33

*\*\* Quoted price is inclusive of non-recoverable HST and includes a trade in of our 2007 CAT930 Loader.*

I have not yet completed a detailed review of the proposals; however, it appears the proposed equipment from Brandt Tractor will meet the specifications requested.

Assuming there are no issues encountered during the evaluation, this item will be on the agenda for the September 23, 2024 Council meeting. It will require a motion to award the purchase and to amend the capital budget to include an additional \$55,000 from reserves to finance the purchase.

# Monthly Report

## Business Development

### September 2024

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The ACOA Destination Market Readiness Program is underway, led by the consultant firm Bannikin. They are performing a series of research projects, engagement sessions, and a public survey to analyze the Cumberland Region's tourism assets. A tourism-focused digital presence analysis of the region will also be completed. The project will result in a final report with recommendations on whether or not to implement a regional marketing levy, along with considerations for its management and strategic marketing activities for the near term.

Organized through Tourism Nova Scotia's 2024 Digital Marketing Program, a Digital Marketing campaign for Amherst is underway. Using our social media channels, advertisements made up from content developed during the 2023 Emerging Destinations Program are being shared with potential travelers in the key market of Eastern Canada. Following the links in their social media feeds, interested visitors are directed to Amherst's newly revised community page on novascotia.com. The advertising content will change as the campaign continues into the fall, ending in October.

The media production firm, hired through the Content Marketing Program, visited Amherst for a day in August to do a summer shoot. The production crew collected images and video content capturing many areas of the Town. The media firm will return to collect Fall content during Esther Fest in October. Planning for Esther Fest is underway with the announcement of the series of events from October 18<sup>th</sup> to 30<sup>th</sup>. The day for the media visit is to be determined.

The August visit by the media firm was planned to coincide with the Amherst Downtown Business Association's final Family Night Market. There were a series of five markets planned over the summer but two were cancelled due to weather. However, each market event-built momentum and participation from residents and the final event was a great success, captured by the production crew.

The Business Development Officer attended a three-day experiential tourism workshop in July that provided training on how to support tourism-based businesses to expand their offerings by adding experiences. As a part of the curriculum and to practice this training, a local workshop is scheduled for September 25<sup>th</sup> at the CCUBIC. In collaboration with the Municipality of Cumberland's Economic Development Officer, local tourism entities will be invited to learn how they can expand their business by adding additional experiences for their guests.

The Town has agreed to enter into a two-year NS Nature Agreement with the NS Department of Environment and Climate Change. As an active partner, the Town will continue to pursue opportunities to purchase appropriate properties within or around the North Tyndal Wellfield to protect the area and expand the wildlife corridor.

Four New Billboards have been installed at the Gateway Park on Trunk 2 near the NS Visitors Information Center. As part of the park's revitalization, these new signs were designed using the "explorecumberland" brand including a new design to promote the Town of Amherst. A six-panel Kiosk has been installed which will describe local details for each billboard's area and include an additional GeoPark description panel and Indigenous welcome panel. A draft design for a Business Way Finding sign is complete, which will be placed at the exit to the park.

Conceptual designs for a new Industrial Park Welcome Sign are complete and under review. The new sign is to replace the old off-highway sign along Tantramar Crescent. Its design is to showcase the park to travelers on the trans-Canada highway. The clean-up of bushes along Tantramar Crescent to help showcase the park is still pending.

The Town has been approved for the 2024/2025 Beautification and Streetscaping funding from the Department of Municipal Affairs and Housing. The approved funding is to continue the Gritty to Pretty Program for business façade improvements and the purchase of decorative lighting and waste receptacle for the Town. The release of the Gritty to Pretty program is pending until changes to the administration of the program are finalized.

The application to the NS Sustainable Communities Challenge Fund for an LED Streetlighting pilot project was declined. Town staff will continue to work with LED Roadway Lighting when new funding opportunities are released.

A New Business Recognition certificate was presented to The Dog Pound. They received a certificate from members of Council and their business will be promoted on the Town's social media page.

The Business Development Officer, in collaboration with staff from the Cumberland Business Connector and Municipality of Cumberland, has been working with Invest NS to develop a regional Factsheet for the Northern Region of Nova Scotia. This document will summarize our regional amenities across various sectors such as technology and manufacturing. The Factsheet will be used to attract international and domestic investors to our area.

Members of the Mind Your Business Workshops committee met to plan the events for Small Business Week in October. During the week of October 21 to 25, there will be three Human Resource Management Workshops across Cumberland County, and small business expert, David Barnett will be presenting, "Creating a Business People Want to Buy". The Cumberland Chamber of Commerce will also be hosting its Business Awards Gala at the Northumberland Links Golf Club. Like last year, the Town will be sponsoring the Community Support and Services Award for an Amherst business that demonstrates leadership and active involvement in the community.

A celebration of Mansour's Menswear's 100-year anniversary will be held on September 27<sup>th</sup>. Mayor and Town Council have been invited to present a plaque at 10:00 am during the cake cutting ceremony to commemorate that day.

NS Works is planning a small-scale Job Fair on Wednesday, Oct 9<sup>th</sup> from 12:00 pm to 2:00 pm. Located at the Amherst Lion's Den, the fair will focus on local manufacturing companies and their available employment opportunities.

CBDC, in partnership with the NS Department of Labour Skills and Immigration, is offering a series of Workplace Education Initiative Training programs for local businesses. The first 40-hour training program, "Communication Skills for Leaders", started in September and is fully subscribed, which prompted the CBDC to offer a second cohort.

# Monthly Report Community Living September 2024

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## Marketing/Community Well-being

### June

#### Community Well-being Manager

Accessibility Foundations Community of Practice meetings - June 4, July 4, Aug 13

Anti- Racism Community of Support – Aug 21

The Fundamentals of Digital Accessibility – June 7

The Design Needs of People who experience sensory processing disorder- June 14

Design Intervention: Creating Accessible Workplaces- June 21

#### **Extended Training sent Internally to Staff**

1. Social Media Accessibility Workshop Handout to Communications.
2. Emergency Preparedness for Persons with Disabilities and Older Adults to Communications and Fire Chief.
3. CNIB Clear Print Guidelines for Accessibility to Communications.
4. Fundamentals of Digital Accessibility to Communications.
5. Nova Ramp Up: An Interim Effort to Improve Accessibility of Storefront Businesses in Rural Nova Scotia to Business Development.
6. Accessibility Lunch & Learn opportunity Come to Work Program to Human Resources.

#### Fill in for Navigator

Preparing and coding invoices, helped with purchasing marketing materials as well as putting together welcome packages and logistics with various events and activities held throughout the summer.

#### **Partnered Events**

Collaboration and partnership with community groups on events throughout the summer, maintaining facility request forms, working internally to coordinate needs for events. Examples: arranging chairs, tables, sound, marketing materials and promotion.

Gutsy Walk – June 2

Autism Walk – June 8

Relay for Life – June 8

Pride Events – June 10-15<sup>th</sup> – Flag Raising, Pride Parade

Mawioimi – Indigenous Peoples Day – June 14

Cumberland Car Show – June 23

Kick off to Summer Event – June 27

Revealing Chignecto Display – Design Banner – Coordinate logistics with Parks Canada, Promotion.

## **July**

### **Partnered Events**

Collaboration and partnership with community groups on events throughout the summer, maintaining facility request forms, working internally to coordinate needs for events. Examples: arranging chairs/tables/ sound, marketing materials and promotion.

Family Night – July 4, July 18, – two events cancelled due to weather

Heartland Tour – July 10

Esther Fest Meeting – July 11

**Canada Day** was coordinated and hosted at the Amherst Stadium on Monday, July 1<sup>st</sup>.

This included booking vendors, entertainment, speakers, establishing and maintaining budget, designing and distributing of promotional materials, developing marketing strategy, as well as organizing staff and volunteers involved. Worked internally with our department in several meetings to coordinate the event as well as with community partners. The event had an exceptional turnout, with many positive comments and feedback from the community.

Approximately 800-1000 people in attendance throughout the day.

## **August**

### **Partnered Events**

Collaboration and partnership with community groups on events throughout the summer, maintaining facility request forms, working internally to coordinate needs for events. Examples: arranging chairs/tables/ sound, marketing materials and promotion.

Family Night – Aug 1, 15, 29

Emancipation Day Flag Raising – Aug 1

Emancipation Day Events – Aug 3

Acadian Day – Aug 8

Overdose Awareness Day – Aug 30

No. 2 Construction Battalion Event – Partnered with CANSA & the Legion Branch in coordinating events for Emancipation Day: -Bi-weekly meetings. marketing materials, logistics, catering, promotion.

Worked with Business Development and the Municipality of Cumberland on new Signage & Kiosk design, as well as Nova Social Media campaign.

Worked with Business Development on updating marketing materials – Industrial Park Brochure, Dining Guide, Shopping Guide, Relocation Guide, Amherst Placemat/Map. – All materials updated and distributed throughout the summer.

Maintained Community Calendar, What's Up Amherst, website updates, social media posting.

Water & Tax bill advertising design.

## **Marketing/Tourism and Events**

- Multisport and Multi sport banquet
  - Made a social media video with the summer students
  - Pride Day flag raising and pride event
  - Border Town Biker Bash
  - Safety meetings with Corey
  - Seniors walks
  - Primary kids tour of Town Hall
  - Canada Day planning, marketing and event day
  - Heartland Tour event and marketing
  - No. 2 Construction Battalion, planning, marketing, event day, acting as play assistant
  - Family Nights, Chignecto Exhibit
  - Acadian Day
  - Acting as Day Camp Leader
  - Overdose Awareness event
  - Carnival of the arts
  - Police recruitment video
  - Esther Fest
  - Community Calendar, Social media etc
  - Swag for Amherst
  - Swag for Cumberland
  - Forming the Cumberland Bags
- 

## **Community Navigator**

### **Retention and Appreciation**

- Physician retention BBQ
- Preparing swag for the Dal recruitment event in September

### **Active Living Coordinator**

#### **May**

- Police Week (Springhill & Amherst)
- Job Fair / Bike Rodeo
- Ahead Conference
- Community Wide Yard Sale & Equipment Swap
- Student Orientation - CUBIC
- Safer Spaces Training Dr Carson Marion & Community
- Adult Rec Volleyball

## June

- Mawiomi Indigenous Event
- Pride Parade
- Kick Off To Summer Partnered Event
- Adult Rec Volleyball

## July

- **Summer Programming** : Creative Campers/Summer Olympics/Scientific Safari/Holiday Week / Splish Splash
- Tennis
- Canada Day
- Biker Bash
- Family Night
- PIYO & Yoga in the Park
- Beach Day at Heather's Beach

## August

- **Summer Programming** : Adventure/Hero's/Splish Splash
- Tennis & Tennis NS Tournament
- Emancipation Day
- Acadian Day
- Family Night
- Physicians Pool Party

## Director's Report

- Director's weekly staff meetings
- Meeting with Biker Bash Committee and Truckology group
- Meetings with Community Partners APD re: strategic plan
- Meetings on No. 2 Construction Battalion
- Meeting with Community Directors
- Attendance at Town and community events

## Task Updates:

Task: Community Support Grant Update: Staff meeting with BASC Executive Director to discuss funding options Status: In progress
Task: Sidewalk And Curb Construction Update: Staff will include this on agenda of next Accessibility Advisory Committee meeting Status: In progress
Task: Provide Copy of Food Summit Report to Council Updated: included in this report

# Pugwash Food Security Summit Notes

**Introductions:**

<p>Mariana Nardy - YREACH - Newcomers Support Worker in Pugwash/Oxford</p> <ul style="list-style-type: none"> <li>- Strong connection with topic:</li> <li>- Works with Newcomers to assist with food bank access</li> <li>- Most clients struggling with bills, many don't have vehicles</li> <li>- Challenges with finding culturally appropriate foods</li> </ul>	<p>Mariana – YReach – many newcomers are accessing the food banks</p> <ul style="list-style-type: none"> <li>- Many newcomers find it difficult to find food that is culturally appropriate. Some is available in Amherst but not all have access to transportation.</li> <li>- Fruits and vegetables very important to most and especially difficult in the winter</li> <li>- Has a background in food security and education – it is a passion</li> <li>- Gap – the quality of food we are eating there is lots of processed food should be labeled “food products”</li> <li>- There is an epidemic of many chronic diseases such as diabetes</li> <li>- Need to think of education for good nutrition</li> <li>- I have “bad English but good at growing food, and preparing food”</li> <li>- Hoping to have more time to volunteer this year</li> </ul>
<p>Jordan Mulligan - Strawberry Moon Farm</p> <ul style="list-style-type: none"> <li>-Small scale farmer, sells at Pugwash Farmers Market</li> <li>-Feels production isn't enough to support need/want seen at Farmers Market.</li> <li>-Feels Farmers Market could use more produce farmers</li> </ul>	<p>Small farmer (strawberry farm) can't grow enough produce for the market</p>
<p>Helen Reade - Oxford Frozen Foods, HR Manager</p> <ul style="list-style-type: none"> <li>• One of the founding members of the Oxford food bank</li> <li>• Shared quote from Feed NS article by Nick Jenner             <ul style="list-style-type: none"> <li>o "Time for province to stop relying on charities and volunteers"</li> </ul> </li> <li>• Dot from Food Bank added: first time seeing Nick emotional, could see stress</li> </ul>	<p>Helen Reid – Oxford Food Bank - founded in 2000 Nick Jennery ED Feed NS quote “food insecurity is a political choice” Dot added she has never seen Nick Jennery so emotional there are over 140 food banks in NS and they can't keep up with the demand. Time the province stopped relying on charities and volunteers to do the work.</p> <p><a href="#">Nova Scotia needs to stop relying on charities to fix food insecurity: Feed N.S. head   SaltWire</a> (Nick Jennery quote)</p>

<p>Jessy Wysmyk - Wysmykal Farm, co-owner</p> <ul style="list-style-type: none"> <li>-Sells produce in Pugwash, Amherst, Sackville NB, and online store</li> <li>-Also provides produce directly to Maggie's Place to distribute</li> <li>-Involved with Eat Local Cumberland's early days</li> <li>-Invites customers to donate, which allows for subsidizing produce</li> <li>-Deals with 5 families directly for receiving subsidized produce</li> <li>-Other families are connected directly through Maggie's Place</li> <li>-Hasn't noticed an increase in the program, however acknowledges that there may be a communication issue in reaching others that need the support.</li> <li>-Current awareness of program is through word of mouth.</li> </ul>	<p>Jessie Wysmykal Farms – some customers give donations to help subsidize produce for others. Several years ago it was a bigger project with community partners and more farms involved Sue Morin Ecology Action Centre led the program. Maggie's Place, Amherst Food bank and the Y helped with distribution.</p>
<p>Rikki Rene - Schools Plus</p> <ul style="list-style-type: none"> <li>-Works at PDHS and ARHS once per week</li> <li>-Facilitates pantry, has added clothing too</li> <li>-Connects family and students to resources in community, including Food Banks and Maggie's Place often</li> <li>-Does a lot of grant writing for financial support (Schools Plus budget was out in Oct, next budget Apr 1)</li> <li>-Offers food literacy programs (budgeting, etc)</li> <li>-Takes students to Co-op and purchase foods</li> <li>-Acknowledged there is a breakfast program at PDHS and that free lunches would be ideal but are not currently a reality.</li> </ul>	<p>RikkiRene SchoolsPlus Pugwash District High School 4 days a week and one day a week at Amherst Regional High. They connect families and students with resources in the community. Their programming includes</p> <ul style="list-style-type: none"> <li>- A lot of food literacy</li> <li>- Low cost cooking</li> <li>- Trips to the store and farmers market - talk about eating local</li> <li>- They have a pantry on site includes food and clothes</li> <li>- Don't offer free lunches but in the SchoolsPlus room with RikkiRene is there she keeps some food on site. If RikkiRene is not in some of the teachers will hand out coupons for free lunches but not sustainable. They don't have the budget for free lunches or the volunteers.</li> <li>- 2 or 3 days a week they offer a low cost lunch \$2 or \$3</li> <li>- Breakfast program is busy and "peanut butter on a stick" is a big hit.</li> <li>- There are no vegan options</li> <li>- Biggest barriers</li> </ul>

<ul style="list-style-type: none"> <li>-Able to get lunch special down to \$2-3/special twice per week</li> <li>-Developed wellness centre, offering free lunch there for students who need to access</li> <li>-Biggest barrier - purchase contracts with Armstrong - expensive</li> </ul>	<ul style="list-style-type: none"> <li>- Requirement to purchase through approved vendor, Armstrong. Much more expensive than they can source locally</li> <li>- Food has to meet a minimum nutritional content and it is cost prohibitive</li> <li>- We all know “food in bellies is best”</li> </ul>
<p>Students from PDHS:</p> <ul style="list-style-type: none"> <li>-Support Rikki Rene</li> <li>-Report that there are a lot of students at school that don’t have food every day</li> <li>-Teachers have slips that can be given students who need free lunch but this is only available when the Schools Plus room is open</li> <li>-Noticed breakfast program has a greater uptake</li> <li>-One ask: Free lunch has meat - so doesn't accommodate dietary restrictions</li> </ul>	
<p>Brenna Koneczny - Vista Bella Orchard and Malagash Cidery</p> <ul style="list-style-type: none"> <li>- Produces 100 000lbs of fruit that is direct to market</li> <li>- Does U-picking and supplies Pugwash Coop</li> <li>- Does a lot of donating as well <ul style="list-style-type: none"> <li>- probably more so than selling in winter</li> </ul> </li> <li>- Does not make living off of it.</li> <li>- Also social worker in community</li> <li>- Barrier: with folks with terminal diagnoses, can't get through disruptions to income</li> <li>- Raises transportation issues to accessing food supports</li> <li>- A lot of programs geared towards the sick patients and not their families as well.</li> <li>- Barriers to accessing programs due to criteria needs through hospital foundation</li> </ul>	<p>Brenna- Orchard owner and social worker working with palliative patients</p> <ul style="list-style-type: none"> <li>o Many boards lack diversity and can be difficult to work with. It is important to bring different perspectives. (e.g.) during COVID people couldn’t meet and many boards were slow to warm up to virtual formats like Zoom, maybe students would have been quicker to work with other formats. Also diversity could encourage more alternative ideas and communication</li> <li>o Need networking opportunities to encourage people to show up</li> </ul>

<p>Jenn - Municipal Councilor</p> <ul style="list-style-type: none"> <li>• Developed school garden/greenhouse at the elementary school in Pugwash</li> <li>• Connecting recreation to food security. Change narrative - ie: community gardens -fit in rec world</li> <li>• Infrastructure: water, sewer, parks ('in' for food security - grow veg at Library for example)</li> </ul>	<p>Jenn- has volunteered in the schools. Developed the school garden including a green house that was lost in Fiona. There are still apple trees and grape vines being used</p> <ul style="list-style-type: none"> <li>- Councilor</li> <li>- Priority is recreation in Pugwash and would like to broaden what many think is the definition of recreation. Recreation relative to food security</li> <li>- Bring food into areas that it doesn't exist</li> <li>- An artist by trade makes her different from most on council "government seems to be built for people with lots of time and money" We need more people with different backgrounds to bring new ideas and have a positive influence to bring change. More voices at the table</li> </ul>
<p>Communities in Bloom:</p> <ul style="list-style-type: none"> <li>-Involvement in Food Security small</li> <li>- Promote edible gardens</li> <li>- Surplus foods can go to Food Bank</li> <li>- Some members volunteer at Food Bank and Farmers Market</li> <li>- Involved in community Christmas dinner</li> </ul>	<p>Maureen Chair of Communities in Bloom. They have encouraged excess zucchini to be sent to the food bank, they run the Community Christmas Dinner, and several of their members are vendors at the Farmers' Market</p>
<p>Mary Purdy - Pugwash Farmers' Market Co-operative</p> <ul style="list-style-type: none"> <li>-Background in food - culinary food</li> <li>-Worked at ECL as director of food services</li> <li>-Board member of Pugwash Farmers Market</li> <li>-Zero waste economy committee - want circular food system, incorporate food rescue (keep edible food out of waste bins). Being able to store food properly through winter</li> <li>-Asking if schools and ECL be supported by local farmers?</li> </ul>	<p>Mary Purdy -Pugwash Farmers' Market board member</p> <ul style="list-style-type: none"> <li>▪ she ran the Wellness Tent on a volunteer basis- shared a broad range of information about food, recipes, gardening etc.</li> <li>▪ Last year started working with 0 waste circular economy committee</li> <li>▪ Hoping to invite food rescue programs and need infrastructure to succeed in storing food properly in the winter.</li> </ul>
<p>Marsha Amanova - Pugwash Farmers' Market Co-operative</p> <ul style="list-style-type: none"> <li>- Manager of Pugwash Farmers Market (just coming into second year)</li> </ul>	<p>Marsha – Pugwash Farmers' Market</p> <ul style="list-style-type: none"> <li>- A nonprofit – answers to the board, to the vendors and to community</li> <li>- Nourish coupons program one of her favourites</li> </ul>

<ul style="list-style-type: none"> <li>- Work for board of directors and vendors</li> <li>- Nourishing communities program - infusion of money into our community. Need to communicate better about the program</li> <li>- Sell market bucks to community so there is not stigma for those that are using ones received as a donation</li> <li>- In Springhill - cash or market bucks only - can use credit card to purchase market bucks</li> <li>- Looking for opportunities to partner with others. Not as well networked in community so struggling to get connected with folks who need the support</li> <li>- As outdoor market, struggle with infrastructure. People demanding prepared food and there are barriers with having only outdoor space.</li> </ul>	<ul style="list-style-type: none"> <li>- Food Bank clients benefit with food and vendors benefit through support “people buying from each other is a beautiful thing to see”</li> <li>- Looking for more opportunities to partner with others</li> <li>- Can’t keep relying on charity</li> <li>- Need to communicate better about how Nourish works</li> <li>- Less stigma (Springhill vendors don’t accept plastic which encourages many to buy market bucks)</li> <li>- Need money from government to keep it happening</li> <li>- “communication is huge” need to get the information out</li> <li>- Barriers to meeting food safety requirements for prepared food</li> <li>- “Thank you for the opportunity to connect”</li> </ul>
<p>Catherine Bussiere (?)</p> <ul style="list-style-type: none"> <li>• Self-employed</li> <li>• Used to be on Cumberland Food Action Network, now Eat Local Cumberland</li> <li>• Did videos on Eat Local - about Food Security</li> <li>• Wild Edible - not seeing folks doing, need to go into woods and get that knowledge</li> <li>• Stop spraying Cumberland County</li> </ul>	<p>Catherine Bussiere (sp) photographer, videographer &amp; chef not affiliated to any nonprofits has worked with Cumberland Food Action Network developing videos</p> <ul style="list-style-type: none"> <li>▪ Passion for wild food – finding mushrooms in the woods becomes so much more important</li> <li>▪ Spraying – Don’t Spray Cumberland County – Facebook</li> </ul>
<p>Silvana Castillo - La Finquita Seeds</p> <ul style="list-style-type: none"> <li>• Farm in North Wallace</li> <li>• Seed saver</li> <li>• Biodynamic practitioner</li> <li>• Key for good health = eating food that has vitality. Need to pay attention to the soil</li> <li>• The seed is the first link for agriculture, in climate change important we raise our own seeds</li> </ul>	<p>Silvana (sp) – North Wallace – a seed saver – small seed business</p> <ul style="list-style-type: none"> <li>▪ Key for good health is eating food with vitality and to have food with vitality you have to take care of the soil</li> <li>▪ Most of our food is imported - Consider how secure the food chain is. (e.g.) if the border closes or we loose the isthmus</li> </ul>

<p>The GMO seeds not good for climate change because you can't breed them - you always have to buy the seed</p>	<ul style="list-style-type: none"> <li>▪ If we raise our own seeds they have been climatized to our area- you know they work. More self sufficient to raise our own seeds.</li> </ul>
<p>Angela &amp; Terri - Sunset</p> <ul style="list-style-type: none"> <li>• Angela - Dietitian at Sunset and Lodge, also works as personal trainer and fitness instructor <ul style="list-style-type: none"> <li>o Gets clients ready for transition into community</li> <li>o Does food literacy work</li> </ul> </li> <li>• Also do wellness clinics for staff and clients <ul style="list-style-type: none"> <li>o Budget friendly meals that are cooked onsite</li> <li>o Seasonal produce</li> <li>o Food safety, batch cooking</li> <li>o Usually have grocery cards at wellness clinics, but thinking now that they should do market bucks</li> </ul> </li> <li>• Food committee monthly - look at what meals to bring to menus that will help reduce waste and increase nutrients <ul style="list-style-type: none"> <li>• Do free lunches once per week for staff</li> <li>• Doing food exchange for staff</li> <li>• Waste management program - any meals leftover pack up and made accessible for staff</li> <li>• Gardening and green house programs and integrate into menu at sunset</li> </ul> </li> </ul>	<p>Angela – Sunset and Cumberland Lodge</p> <ul style="list-style-type: none"> <li>▪ Works with clients to get ready for transition into their community</li> <li>▪ Search grocery flyers / scan prices</li> <li>▪ Encourage seasonal produce</li> <li>▪ Cooking classes</li> <li>▪ One on one conversations</li> <li>▪ They are up against a lot of issues</li> <li>▪ Wellness clinics</li> <li>▪ Budget friendly meals</li> <li>▪ Share recipes and tasting</li> <li>▪ Batch cooking</li> </ul> <ul style="list-style-type: none"> <li>o Staff <ul style="list-style-type: none"> <li>▪ Free lunches once a week</li> <li>▪ Leftovers packaged and put in fridge for staff (helps reduce wait and food security for staff)</li> </ul> </li> <li>o Personal trainer in the community <ul style="list-style-type: none"> <li>▪ After a Saturday class its typical for a group of 20 women to walk over to the Farmers’ Market.</li> </ul> </li> </ul> <p>Terri -Sunset Director</p> <ul style="list-style-type: none"> <li>▪ They have cut back on waste and set up initiatives to save food</li> </ul>
<p>Dot Pal - Open Hamper Food Bank</p> <ul style="list-style-type: none"> <li>• Now have two commercial fridges and freezers and a cold room <ul style="list-style-type: none"> <li>o So a lot of the waste the was happening is now reduced</li> </ul> </li> <li>• Only open on Wednesday, once per week <ul style="list-style-type: none"> <li>o Also run programs</li> <li>o Have delivery system - deliver to 21 families currently</li> </ul> </li> </ul>	<p>Dot Manager Open Hamper Food Bank Pugwash</p> <ul style="list-style-type: none"> <li>▪ Now located in Crossroads</li> <li>▪ Have 2 commercial fridges, 2 commercial freezer and a cold room</li> <li>▪ The new appliances have helped them reduce waste</li> <li>▪ They deliver to 21 clients and that is about the maximum for the volunteers and resources</li> </ul>

<p>o Can only deliver with as many volunteers as they have</p> <ul style="list-style-type: none"> <li>• Have 79 families who regularly access the food bank</li> <li>• Have sharing kitchen - share recipes with clients and volunteers come in and cook meals (starting again in a week)</li> <li>• Had a garden but fell apart during Pandemic (Community members were going in and picking themselves)</li> <li>• What's missing: get order from Feed NS every other Tuesday. Feed NS can no longer keep up with needs, so running short on second Wed</li> <li>• Funding that comes from community is what stocks the dry goods shelves</li> <li>• Seeing a higher need</li> <li>• Biggest thing is funding and getting volunteers</li> <li>• Connected with Empowering Beyond Barriers - everyone gets coats</li> </ul>	<p>available. Volunteers can claim mileage on income tax</p> <ul style="list-style-type: none"> <li>▪ They serve 79 clients in total</li> <li>▪ Operate a sharing kitchen to teach cooking and sample recipes hoping it will be back up and running soon</li> <li>▪ Community garden not running in recent years but hoping it will be up and running this year</li> <li>▪ They have one green house lost the other in Fiona</li> <li>▪ Have had to cut back from serving weekly to twice a month</li> <li>▪ We have a “tremendous community” it is community donations that stocks all of their dry goods</li> <li>▪ Volunteers not a problem biggest problem is funding</li> </ul>
	<p>Kate- Maggie’s Place C2FN (or something 😊 ) and Canadian Prenatal Nutrition Program CPNP</p> <ul style="list-style-type: none"> <li>o Supplies \$25 gift cards per month for additional nutrition during pregnancy</li> <li>o Prenatal vitamins</li> <li>o Education and advocacy around breast feeding</li> <li>o Breast pump loans</li> <li>o Breast feeding is the ultimate food security yet uptake is not what it should be for a variety of different reasons</li> </ul>
	<p>Lucy 3<sup>rd</sup> year Mount A research student</p> <ul style="list-style-type: none"> <li>- Worked with Councillor Mitton in Sackville looking for benefits and resources for people in need</li> </ul>

	<ul style="list-style-type: none"> <li>- It is difficult to trust government and meetings like this help because “everyone cares” so many inspiring stories about the work happening</li> <li>- Nice to hear other perspectives</li> <li>- Students from Mount A:</li> <li>- “everyone goes to Amherst to buy food” most shop at Walmart or Giant Tiger, they know they shouldn’t support the big stores but have to feed themselves.</li> <li>- There is a food bank on the campus</li> <li>- The university has farmland but they haven’t started using the land yet</li> </ul>
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## Amherst Food Security Summit Notes

### Introductions:

Charlotte Ross - Amherst Food Assistance Network (food bank)

- Barriers: Trying to meet needs (ie: specialized food to meet special diet needs/restrictions - purees, etc)
- Strength: Community, those who support through partnership, generous community members
- Also part of Feed NS - could not run food bank without them

Alan Baldock - Amherst Food Assistance Network (food bank)

- Strength: Amherst Food Assistance Network Board and support from community
- Barrier: Need funding to support space that is large enough to store food appropriately (minimize waste, etc)
  - "Need facility to meet today's needs, not what the needs were 10 years ago"

Erika Cassie Stone - In the Works - A Social Enterprise Network

- Role: Provide programs/employment opportunities for young people struggling with addiction
  - Co-chair of board of directors
- Strength: location - accessible, close to resources
- Barrier: location, because so accessible, hard to keep pantry stocked, but also not reaching those who are not accessible to it.

Shirley Leblanc - Holy Family Catholic

- "Much of work doesn't centre around food, because we already have a good food bank"
- Role: Help with those who have challenges getting to food bank, help with rent, power, medication, etc
- Barrier: difficult to help folks outside of Amherst area, and getting more and more calls for those outside the area. Used to visit people in their homes, but stopped over COVID and supporting via phone instead

Shirley Ann Porter - Holy Family Catholic

- Co-chair
- Strength: Can address more folks over phone vs visiting folks in their homes

Janet Rose - Alder Meadow Farm

- Role: Food stand here in Amherst, and one in Pugwash
- Barrier: finding people to work and control of the weather
- Strength: do best to donate extras

Doris Walton + Dorothy Chase + Volunteer - After the School Bell Program

- Role: Doris - Coordinator for program
  - Started in 2017 with 25 children, today 160 children and still growing
  - Backpack program for the weekends, confidential process
  - Program expanding to include clothing due to requests through schools for children in need
  - Support 9 schools - from Pugwash up and Advocate up - deliver food bags every week to those schools

Deputy Mayor of Amherst

- Population in lifetime has tripled, that is the issue we are having today
- Food issues not as visible in past (such as those within schools)
- Only in the last few years, municipality has started using money to help support housing and food security
  - Supporting cornerstone, supporting local food agencies

Darlene Turnbull - VON

- Role: Deliver frozen meals throughout Cumberland
  - >6000 frozen meals, 40 hot meals per day
- Strengths: volunteers
- Barriers: funding (not government funded so rely on grants)

John Moore - VON - Meals on Wheels

- Barrier: frozen meals, limited access to variety to meet dietary needs (minced, puree, lactose intolerant, etc)
- Strength: 5 months ago at 3500 meals, now at 6000 meals capacity

Hal Davidson - Councilor with TOA

- Role: Chairs Inclusion, Diversity, Equity committee
  - Working jointly with PRAC and Accessibility committee
- Barrier: lack of collaboration among organization
- Strength: is seeing those come together today

Merrill Murray - Amherst Farmers Market

- Role: President of Amherst Farmer's Market
  - Support meal offerings (bfast/dinner/supper)
  - Also president of 50+ Club
- Strength: Built connections to give remainder of food after events (within 50+ club) to homeless

Richard - VP of 50+ Club

Vicki Weaver - Southeast Regional Service Commission

- Here to complete Audit on homeless

Elisabeth Smith McCrossin - NS Provincial Government

- Role: RN, Local MLA for Cumberland North
- Barriers: supply chain: in rural NS transportation costs a lot of money. Challenges with accessing local suppliers.
  - Past experiences showed that local companies wouldn't come past Masstown, often food comes from NB. Believes improving local food is key.
- Strengths: Community

Cory Hunter - In the Works

- Role: Manager
  - Also on Inclusion, Diversity, Equity committee
- Strengths: New, growing, adding in extra services like peer lead group that has elements of food
  - Adopt pantry onto property
  - Great collab with YMCA as rents office space from them

LJ - Poverty Reduction Advisory Committee member

- Moved to Amherst in March 2023, from Manitoba for 6 years

Samantha MacDonald - NS Works - School Liaison

- Role: Work with students to help with career development and find employment
  - Food security can present as a barrier in this

Victoria - NS Works - School Liaison

- Role: Support youth with career decisions
- Strength: collaborates with Schools Plus to offer cooking classes at schools, also in supporting bfast/lunch programs open to everyone

Lynne Walton - Teacher

- Role: Previous councilor in municipality
- Feedback:
  - Need to push government to get a Guaranteed Basic Income
  - Hold provincial and federal governments accountable

Melissa Johnstone - Here as citizen

- Recently joined PRAC and CHB and wants to be stronger in that role
- Understand some barriers such as income, wants to learn from everyone, experts
- Sees strength in numbers
  - "community will take care of this"

Ashley - ED of CHSA (aka "the Hub")

- Also new appointee to PRAC
- Barrier: served over 14,000 meals since may (20people/meal, 60 people/day)
  - Currently operating in 2 temporary locations

- Only funded for 8500 meals - and do all of these meals without a kitchen
  - Use instapot, crock pot, has one fridge
- Only place in county that serves 3 meals/day, barrier free. Don't need to meet any criteria.
- Noticing that there are people coming in everyday who are housed to come in and eat
- Have 6-12 stay overnight, but see 20+ for meals during day (these additional people are homed, but struggling to put food on the table)
- Strength: Rely on staff

#### Leon Landry - Councilor TOA

- Roles: Chair PRAC, Supports CHHSA, also on Accessibility and Inclusion committee
- Barrier: geography of region - makes difficult for transportation of food, can also contribute to silos
  - Also differences in available funding between urban vs rural (ie: HRM has easier time getting funding streams)
  - Need more equitable supports for youth (youth underserved, youth homelessness prevalent here).
    - There is a service gap for youth that needs addressed
- Strength: conversation opportunities like this, PRAC identified Food Security as pillar.
  - Within the Municipality, Strength = staff

#### Discussion Questions:

##### 1. **What is food sovereignty and how can we support residents in this way?**

- Victoria provided definition
- Highway blockages - can't get food (so therefore don't have food sovereignty)
- Need to be able to grow and produce our own food, so that we do not need to rely on others
- Control over where food is coming from
- Means having knowledge to do it ourselves
- Community gardening - input and control for what we grow and what we have access to - provides connections to community. If one person has it, everyone has it.
- Give a person a fish, you feed them for a day, teach them to fish and they can feed themselves for life
- Community gardens are a way to support, supporting local farmers
- Rich getting richer, poor getting poorer.
- If producing certain amounts of milk, need licensing that costs - lots of restrictions on farmers (beginning of real problems) . Ordinary people getting pushed down. Think that's why you don't have too many farmers anymore
- Narrative that is pushed on us, that the world will starve if we don't buy into industrialized food productions
- Need to source food locally, but also have to change the narrative - we can feed ourselves
- One's a higher order than the other - security is a first order, sovereignty is the second. Need food security first.
- Gardens - a time when only one person worked in the household - time is a problem today
- Food sovereignty pillars: there are 7 of them ( 7th pillar is food is scared) - housing is more than 4 walls, community and traditions, building sense of community.
- We get back to food sovereignty by building community and culture, by coming together
- Teach youth and young adults how to cook, how to cook with what we have. Teach with what we have

- Community gardens - not everyone is skilled in gardening, so also need an educational component. Should also be a way to teach people how to preserve - longevity in what you have already
- Intersection between these - also need appropriate foods (when think about high risk people who may have mental health concerns, eating disorders, etc - may not have ability to have a choice in what they eat.
- Can have a whole cupboard full of lentils, but not have anything to eat (impacting new comers)

2. **Is food insecurity the same as hunger?**

- Related concepts, but also distinct
- Hunger feels immediate, feels urgent
- Not the same
- Harder to think of broader picture when you are hungry now
- Food insecurity is the big picture, hunger is now
- Hunger = people are starving
- You can be hungry, but not food insecure
- Food insecurity is long term
- Think they are quite different - having a sense of food security - it's what we want to achieve. Having a sense of hunger. If I'm hungry
- They are different
- You'll eat because you're hungry. But food security offers you choice
- You can have lots of food, but if it's not good food, you're going to get sick.
- Spectrum for hunger, frequency. Hunger could happen just today, and then not again for months, etc

3. **What efforts can be used to reduce food loss and waste?**

- 50+ club - dances and food leftover takes to places that will use the food (re-distribution)
- Redirected leftover food to the homeless
- At Farmers Market, had closing out banquet - leftovers taken to homeless
- 50+ club connected to Veronica now so that leftovers can be redirected
- Second Harvest - organization - CHHSA involved with Fredericton chapter of Second Harvest which contacts large chain grocers and producers with CHHSA.
- Fire department luncheons - Red Apron does a lot of catering
- CHHSA - if any organization has leftovers - call CHHSA and they will redistribute it
- Discounted food (50%-30%-50%) - if food could be discounted before expiry, heavily discounted, could reduce food waste. Otherwise that food gets thrown out
- Sustainable change can be made in these large stores, but it's not happening. Second Harvest is having those conversations - it's about getting in the door
- Sobeys should have been here today - we're in the echo chamber here. People who can make the changes here are not here and should be to hear this
- Food Bank is connected to Second Harvest - get meat, sweets, etc
- It's good if one can give out lots of food, but if people don't have the storage, then it doesn't work.
- Also individual level
- Food comes to Food Bank and have to throw out food, because food is way over dated
- Every Wednesday, Walmart brings food to YMCA (not publicized) and YMCA has free meal every Wednesday and leftovers go to elsewhere
- In a household - education on meal planning and preserving, saving leftovers safely.

- CHB working on food handlers course
- If we do food pantries, can we not do food fridges and freezers
- NSCC has farm to table - meat, eggs, milk - people can just take what they want (at both Cumberland campuses)
  - Often these programs aren't sustainable but it is working at NSCC
- Cooking classes - but typically not through the day (lunch time or after school) - not a course but ad hoc offerings
  - Perhaps we need to encourage these
- We often slide back into education - Colleen reminded folks that people have the skill and capacity but don't have the money. And people know where the education is, but there is not enough money at the end of the day.
- Food Banks Canada program - Complication is not getting the food, but the complication is storing the food.
- The problem is not the food, the problem is food storage.
- It's not getting the food that is the problem, it is getting the resources, getting the storage, getting the funds. It is not about food. It's about how we handle the food once we get it. A lot of volunteers getting elderly, and not getting a lot of young people - what will happen with volunteers.
- Food Bank needs proper sized building, and one that is accessible (door doesn't even open properly)
- Locally need the volunteers, and locally need the funding
- A lot of folks don't use food to full capacity; people not using leftovers

#### 4. **What are food literacy skills and how do we draw awareness to them?**

- Food safety ties into food literacy skills
- On Facebook: Learn 2 Lead - going to have a gardening program through zoom, funded by the municipalities
- Difference between food secure and nutritionally secure, even families who are food secure struggle with nutrition awareness. People who have the ability to eat well sometimes don't have the knowledge to do it. What do nutritional imbalances do to our overall health and mental health?
- Even physicians don't have as much training as they should in nutritional education and they need to be able to provide that education
- Have to stop looking at it as a us vs them. When food insecure, one is impulsive. Once food secure, do things like flyer shop. When food insecure unable to get to those points - like flyer shop (natural trauma response for people).
- There's a convenience aspect
- Goes back to money - a lot of people already have these skills
- Don't talk about the impact that stress has on our eating habits. Cortisol causes fat stores. Poor eating habits and mental health - get into ruts - not something we talk about enough.
- Not getting enough nutrition education - like didn't know there was a correlation between how much water drinking and color of urine.
- Eat Local - value of buying and supporting local is food literacy (the nutrition and economic benefit).
- Need to make eating local more mainstream
- Not aware of programs that people are referring to in summit - need to find a way to make it more known to people, not just on social media - not everyone is on the internet, not everyone can read.

- Echoed around the room. Need to use different media
- Could municipalities enhance their websites so that the resources could be there?
- Can also dial 211 and ask them questions, or go online to 211 website and ask for food security and there will be a list - but not always up to date
- Where are people going - a universal place - that people can then find out about these things?
- Is food security a branch on the helping tree - yes- then why is it not everywhere

5. **Is food security about food supply or food access?**

- About both - we need both
- If had to choose - would pick supply, because if we didn't have a strong food supply, then we wouldn't have access
- Integrated ideas and hard to separate them.
- Access - rural communities and transportation - need public transportation
- Need a sidewalk to the hospital
- A loop of public transportation in Amherst
- Access in rural areas is a big part of the conversation
- So rural areas might be relying more on shelf stable items
- Things cost more in rural areas - do you pay more at your local grocery store or do you find a way to travel and go to larger store. Co-ops popping up in smaller areas (like large scale Costco runs) River Hebert only has a convenience store (300% mark up from a grocery store, but didn't have time to go elsewhere, but also what if you don't have a car or gas money).
- On the flip side, if you don't support them, they won't be there. River Hebert used to have a grocery store, now closed and it changed the community. Grocery stores are usually a centre hub.
- In River Hebert, they are also no jobs - like 6 total jobs for youth.

6. **How can we strengthen our sense of community around local food?**

- Is local your own garden, or does local mean if you buy it in town, or is local only food that is produced locally? In NS?
- Because of nourish bucks, now see people at Market who were never seen before and they are learning, new foods, new cooking skills
- Community supper and how they support local - happen every 3rd Friday of the month at Anglican church (three way collab with Maggie's Place).
- Community suppers is opportunity to look into local food - 60-120 people, never really know how many people will come. Really try to source local. Connected with local farms, stores and caterers.
- Meet a lot of people at the suppers, but also when connecting locally to source food
- Include local food vendors in this conversation at this point - council tries to order local when have marathon meetings. Not always possible for local vendors to source locally. Need to support them and this enables them to source more locally. And this instills a sense of community.
- Local community gardens - not just one, but multiple in different communities so that folks can be brought together and build connections.
- Community gardens aren't a park, but also aren't a farm. It is still a community space though?
- Farm gate - go buy from local farmers in rural communities, buy fish right from dock, etc

7. **What are the root causes of food insecurity in Cumberland?**

- Not enough money

- Low income
  - Not enough money for housing, for food
  - Need GBI
  - Minimum wage needs raised
  - Smaller parts that may be present: people not being able to get the food that they need - newcomers, not being able to get their cultural preferences. Need culturally appropriate food.
  - New comers in Oxford - difficult to get fruits and veg that are culturally appropriate for them to get (need to go to Truro or Amherst to source those things). Being able to access food that is your food
  - LJ put up garden in back yard, because not familiar with veg and fruit at store. What about those who don't drive? Challenge to make familiar food with unfamiliar foods.
  - Part of insecurity is not because food is not available, but because it is not culturally appropriate
  - Transportation - A) getting people to a place to get the food and B) getting food transported in
  - Transportation is causing food insecurity because it's raising the price of groceries
  - Intersectionality with food insecurity and all of the other factors that impact the health of communities (SDOH)
  - Only solution to remove the intersectionality is to have a GBI - that is going to be the way to get out of problems
  - Anything else is going to focus on harm reduction and not a solution
  - MLA supports that - advocating for changes for how people are taxed. Increase personal basic tax exemption . Income tax brackets are not indexed - only province that does not do this
  - Bottom line: people need more money in their pockets
  - 60% of people living in poverty are working
  - Change the way we think about poverty. Turn judgement into curiosity
8. **What would make the biggest impact in food insecurity in Cumberland?**
- MORE MONEY - Universal Basic Income Guarantee
  - MORE ACCESS - tried to open the food bank for 3 years in evening, but didn't see any new comers
  - "I'm poor and I work"
  - How many of you have visited the Amherst Food Bank - A lot of people how no idea of where we even are (that is a problem in itself). Insecurity - (why do you donate items to the food bank that you wouldn't serve on your own table?)
  - One MAJOR ANSWER - INCOME
  - Increasing local food supply will improve food security in the big picture
  - Importing 90% of food into area
  - Have to look at the how to increase support to local farmers
  - One challenge that has come up is volunteers - volunteerism is dwindling, aging - need to look at salary position. Many volunteer organizations today need to turn to salaried positions.
  - Wonder about price control on stable items - some countries do have this - why can't we have this here?

## Oxford Food Security Summit Notes

### Introductions:

Catherine Bussiere: Local Food Producer/Caterer

- Used to be involved in Pugwash Farmers Market - used to be vendor
  - One barrier is food that does not sell, what do you do with it?

Carla Black: Councilor for Town of Oxford, Member of PRAC

- Barrier: Transportation (on individual level)
  - Also reaching those most in need. Are we reaching everyone?
- Strength: Awareness - seem to be helping out more now because we are more aware of those in need

Megan Baker: Petals and Pitchforks Farm, Owner

- This will be the first summer for production
- Barriers: new, so unsure of barriers
  - Since farm is in Collingwood - soil is not good, had to back fill with soil and compost
- Eager to hear what we need to do more as farmers
- Hoping to open Farmers stand 3 days/week and be staffed with the opportunity to sell other farmers produce too

Crystal McNutt: Councilor for Town of Oxford

- Barrier: getting the word out there, so hard to get info out to anyone. Lost Oxford Journal.
- Can have events, but no one knows about it now.

Cyril Campbell - VON Meals on Wheels (Hot and Cold program)

- Barriers: Food desserts - ie: Advocate, Joggins, River Hebert. Having consistent delivery to those places is a challenge because they are so far away - distance becomes deterrent to those who want to volunteer (increase costs, increased insurance to deliver food to those areas)
- Strengths: forums like this. He is a paid driver which helps insure consistency, most deliverers are volunteers
- Food is Medicine

Heather MacDonald - Oxford Food Bank, Board VP

- Continue to change and evolve - built own building (through community supports and funding)
  - Have since added piece on back
- Barriers: has become more complex as far as paperwork is concerned - increased over years.
  - Food Bank Canada has really high expectations. Differences in urban vs rural foodbanks - mandates aren't fair for rural (ie: needing a contracted exterminator)
- Strength: get to meet people all the time - people come in crying, upset that they have to be there. Folks extremely grateful for what they get

Larry Duchesne - Oxford Food Bank Volunteer- involved 10yrs in various jobs

- Food security - available of local products
- Farmers market is of interest

Mike Hudson, Schools Plus Community Outreach Worker

- Works at schools in Oxford and Amherst, but has worked at other schools as well
- Barriers: Budgets - years prior the allotted budget was healthy, but now with cost of inflation, budget gone in half the time.

- Strength: good partnerships (has good relationship with Maggie's Place)

Linda Cloney - CAO for Town of Oxford

- Barrier: teaching people how to cook, to can, to bottle, to grow
- Strength: resources we have - applied for town horticulturalist, awarded funding for 9wk program. Going to work on community gardens - will also be able to teach people about composting
  - Would like to host a harvest festival at end of term

Janelle Tattie - Youth Development Centre, Coordinator

- Barrier: transportation - feel like we are servicing all of Cumberland County, but we aren't. It's huge.
- Strength: Collaboration
- A lot of youth want to learn about canning, community gardens, etc (didn't see it before)

Helen Reade:

- Don't have Oxford Food Journal anymore - Oxford doesn't know how to communicate anymore

#### Discussion:

##### 1. **What is Food Sovereignty and how can we support residents in this way?**

- If you give a person a fish, they can feed themselves for a day. If you teach someone to fish, then they can feed themselves for life
  - Teach people how to grow food and how to cook, simple, nutritious meals
- Self sufficiency
- To not have rely as much on food coming from away
  - Knowing how to garden, saving our seeds
  - Go back to practices used decades ago
  - Eating with the season
  - Knowing what wild edibles are available
  - Respect of nature
- Being aware of where your lack of control is - use this as a start
- Oxford building garden boxes through committee (Janine Dewitt connected to this work)
  - Did not have a lot of Food Bank participants in this (there are people who come to the food bank who say "no vegetables, please", others just simply not interested in obtaining food through this way)
  - A lot of people coming into the Food Bank do not have the capacity for this
  - Did provide seeds through Food Bank
  - Boxes built through High School
  - Discussion around barriers of this program - issues with compost, soil and box locations
  - No one owns the boxes, and someone needs to own them in order for the project to work
  - Councillor committed to moving boxes to be located at Food Bank, Food Bank willing to take charge
  - Suggestion to plant things like berries and apples, that are lower maintenance and grow every year
  - Participant pointed out that garden boxes cannot be scaled - if talking about food sovereignty...

- Discussions around vacant lots in Springhill - why can't these spaces be used to grow food?
- Storage issues brought up in regards to freezer storage for folks
- Food Bank had program where someone donated money, made coupons, and folks were able to use those coupons at a farmers' stand.
- Gardens are hard to maintain - the reality. They require time, people don't have this time
- People who are food insecure/in crisis, need food now, they can't wait for a garden to grow.
- In Springhill - Apple trees everywhere, food was planted everywhere - so when walking to school, walking to work, always something to eat.
  - "The future is in the past"

## 2. **Is food insecurity the same as Hunger?**

- Food insecurity leads to hunger
- Hunger is acute, food insecurity is chronic. Both symptoms of the same root cause
- Different in that a family may not actually feel hungry, but food insecure in the sense that they are malnourished
- Food insecure - needing to forgo other needs to be able to afford groceries
- Food Insecure = economics, hunger = physiological
- When think of hunger: think of third world countries. If we stay on this course, we are headed in that direction as folks become more and more food insecure.
- If eating kraft dinner all the time - they may have food, but is not nourishing.
- Never having enough
- Hunger is different than starving; an important distinction to make

## 3. **What efforts can be used to reduce food loss and waste?**

- Knowing how to use food scraps, knowing how to use all pieces of food; the education around this is lacking (not using food to its full potential)
- If you enjoy gardening, do it; if you don't enjoy gardening, don't teach them (so teaching people to be self-sufficient looks different for different people)
- Large grocery chains to have better plan for food nearing best before
- Second Harvest & food bank in Oxford: Grocer has to first get connected through Second Harvest. Because grocery store so short staffed, it's just easier to throw the food out than to coordinate it going elsewhere
  - Connect farmers to stores to feed food scrapes to livestock
  - Nervous to get produce from store here, because as a consumer the produce is not good to begin with, so what the store is throwing away would be even worse
  - Second Harvest reported most of what would be received would be meat (local store just can't make it work due to short staff - can we eliminate second harvest? No-grocer has standards they have to meet).
- Schools Plus connected with Second Harvest - in theory, a good idea but in reality getting food that no one else wants.
- Flash Food - done through Atlantic Superstore
- Education is a huge piece - Catherine and Schools Plus partnered to give education on seeds (Blanket education)

## 4. **What are food literacy skills and how do we draw awareness to them?**

- What are they teaching in the school?
  - Is cooking class still a thing?
  - Catherine did pasta workshop in Oxford that was successful

- Need to get to grass roots (can't teach an old dog new tricks)
- Can we teach budgeting skills in school - at a young age, so that it's not trying to be taught when people are in crisis mode and don't have the capacity to
- Used to have someone come into school (dietitian?) and teach about food, get them excited about different food
  - Grocery stores used to have community dietitians
- People resistant to try foods they aren't familiar with, so helpful for someone to come into food bank and show folks how to use the food that is available
- Maggie's Place used to offer cooking classes in Oxford - no longer do due to limited staff resources
- Kids love to cook, just need to teach them.
- Need consistency - not a short term program

5. **Is food security about food supply or food access?**

- Both - but if need to pick one, would pick access
- "There is always a grocery store"
- Each little town has one supermarket - it's a monopoly
  - Is there an option to have a year round farmers market?
- Just because you have a supermarket, does not mean you have food security because they have control over the prices
- In order to sell at farmers market, food that is processed, many restrictions (ie: food needs to be made in a conventional kitchen, etc)
- Farmers Market considered a treat because things are more pricey
  - But actually, the veggies can be comparable in price to Superstore
  - Perhaps it is other items that cost more
  - Don't think there are enough local, small farms to be food secure
- If the grocery store shelves are empty, where does the food come from?
- Barrier to entry - goes back to Indigenous knowledge, "the future is in the past"
- Is there a way to fund small farmers (large scale grocers are giving tax breaks)
  - Farmers can get tax break if they donate food to food bank (potentially being done in the Valley)
- Apples are a lot of work and not valuable, so in the Valley seeing land change over to vineyards, which are profitable

6. **How can we strengthen our sense of community around local food?**

- This food summit is a good start - having people in the same room who are dealing with food in some way
  - Networking can strengthen that sense of community
- Need a way to communicate to bring people together (ie: to help with garden boxes) - Facebook page, email list?
- Can we change recreation to include food - can recreation include gardening. Municipality gets funding for summer students for this. Changing the focus of something we do already
- Can we connect community gardens to rec department with summer students?
  - Barrier: we hire 5 students, they don't know how to garden (need mentorship)
- So hard to get volunteers, need paid positions. It's all the same volunteers.
- Hearing that there are communication barriers in Oxford in getting information out to people
- Currently there is no one in control of the community garden
  - But now know that the Food Bank and Megan are interested.

- Could we tie in Communities in Bloom? - In Pugwash, already tapped out
  - Oxford doesn't have committee - could maybe start with horticulturalist being hired.
  - In Oxford there are a lot of newcomers - would any of these newcomers be interested in getting involved?
    - Helps bring in culturally appropriate foods, especially because culturally appropriate food may be accessible at the store
    - How do we contact newcomers? Through the welcoming committee? Mayor's newsletter coming back. YREACH? Could reach through Maggie's Place. Word of Mouth.
  - Barriers with communication coming up again.
7. **What are the root causes of food insecurity in Cumberland?**
- Urban vs rural - rural living is not necessarily more affordable. Folks in rural need two cars vs \$100 bus fare in city.
  - Conversations around changes to insurance practices and that if personal vehicles are used, insurance increases. These practices are going to lead to the need for corporate vehicles
8. **What would make the biggest impact in food insecurity in Cumberland?**
- Brought up Public Health program of transportation - folks in room didn't seem aware, bringing up that people in the community not aware of this service
  - Private partnership with Uber - pilot in rural Ontario, funded through county (CCTS is funded through county, but expensive). Cab from Oxford to Amherst is \$80
  - Cost of living
  - Transportation big theme here
  - Guaranteed Basic Income
    - A lot of the various supports that we currently have but have requirements to qualify (ie: disability) - if we remove the need for requirements, screening, etc, it would be easier to access and require less resources to approve
    - Put money where you want it and the other issues will resolve (ie: invest in education, need less money in the justice system)
    - Devil's advocate: why is food so expensive, why is health care so limiting? Giving people more money may not solve these issues.
  - Living wage
  - Found that Food Bank not nearly as busy through the Pandemic because people were receiving CERB
    - With CERB, also had money to buy local, because they could afford more

## Parrsboro Food Security Summit Notes

### Introductions:

Stephanie Keilhack - Municipality of the County of Cumberland, Community Engagement Coordinator

- Works on Poverty, Food security, and overall equity work as well
- Engaged in agricultural work on weekends
- Barrier: poverty, poorest county in Canada
- Strength: we have so much beautiful land that has potential

Alisha - (Ken Wood not here) Black Rock Bistro

- Alisha and business partner Ken have just taken over Black Rock Bistro
- No strength/barrier to share

Carolyn Bollwerk - Municipality of the County of Cumberland, Active Living Coordinator

- Two hats:
  - Active Living Coordinator - main objective is to increase physically activity and get people outdoors
  - Homesteader - moved to NS with intention to create homestead
- Barrier: want to make sure we are filling gaps and not just doing what's already out there

Will Bollwerk - Yoga with Will, Owner

- Work with several different organizations
- Have small homestead (fowl, goats, breed rabbits for meat, various sizes of gardens)
- Goal to have farm to table BNB
- Used to work in Salt Lake City with youth garden project
  - taught youth about sustainable gardening techniques within food desserts.
  - Youth involved in entire food cycle from planting seeds to taking care of plants to then selling end product.
  - The food sold would be extremely low cost - dream goal is to offer something similar in Parrsboro)
- Barrier: Not sure where to start - lots of barriers
- Strengths: homesteading for 10yrs +, experience in urban setting with youth

Shannon Jones & Bryan Dyck - Broadfork Farm, Owners

- Farmers, Certified organic veg farm that sells into NB
- Do have some poultry and getting cows
- Barrier: education - Our culture has a strong reliance on prepared/packaged foods - reliance on companies to make foods like this that are also inexpensive. Spoke to lots of people in community that don't make anything from scratch. Food security - doesn't only matter for humans, there are lots of other species here. So on farm want other species to be able to make livelihood too. Also market outlets - grocery stores have a lot of barriers for local farmers to get in.
- Strengths: Seedy Saturday in Amherst. Important to have knowledge of seed growing for resiliency. With seed security, food insecurity is greatly reduced. Also soil and waters available for farming.

Mitchell Sherratt - Schools Plus, Community Outreach Worker

- Works with kids who are looking for food
- Barrier - funding - never enough food, pantry is running dry every week
- Strength - great community partners, coop in Parrsboro gave \$10,000 (estimate) worth of food over past year.

Sam MacDonald - Nova Scotia Works (Cumberland African Nova Scotian Association), School Liason (Amherst High, Oxford, River Hebert, Advocate)

- Help kids with career development
- Does not work with food security directly - but this is a barrier to future career development
- Strength: coming together for discussions like this

Carrie Lee - River Hebert/Joggins Community Centre Food Pantry, Volunteer

- Come with many different hats - Development association/food pantry, also work in MH&A
- Barrier: poverty and education,
- Strength: Tough, where located, no public transportation, finds area gets bumped, become forgotten lands. "I have no way to the food bank" no public meals, people hitchhiking constantly to access free meals in other communities
- Strength: fire department and people that keep showing up.

Deborah Metherel - River Hebert/Joggins Community Centre Food Pantry, Board Treasurer

- Development association - Food Pantry is within this?
- Barrier - transportation, being rural, people who need food that have no access to Amherst Food Bank, Barriers for funding to keep local pantry going
- Strength - volunteers

Genna Varner - Fundy Geological Museum, Outreach & Development Officer

- Business is geology, but also community entity
- Wanting to make spaces accessible for all - now have 12 garden beds, 2 which are wheel chair accessible
  - Felt first year was successful - all beds full
  - Wanted to create way for people in community to get food for free - so have free stand (take what you need, leave what you can)
  - Lots of people homesteading in the community as well
- Barrier: garden bed project is new, lots of engagement but not a lot of action (people think it's a great idea but follow through challenging)
  - Not everyone has access to land, so this allows it
- Strength: it is new, so room to grow - a big part this year is engagement - trying to get out and talk to people, specifically at farmers market
- Greatest success came from 9 r old boy who was part of club project (would like to see more of that happen) Need way to get groups to take it on.

John Brownlie- Parrsboro Food Bank, Volunteer

- SPAR community health board

NOTE:

-There is a Farmers Market in Parrsboro, but it is very small. Not currently with FMNS, so wouldn't be able to access Nourish Bucks program, but community is interested.

**Discussion:**

1. **What is Food Sovereignty and how can we support residents in this way?**
  - Food Sovereignty may be a new term
    - Most folks in room weren't familiar
  - Think of quote: "If you give a person a fish, they can eat for a day, but if you teach them to fish, then they can feed themselves for life"
  - No longer feeding with culture or nutrition in mind - more so now feeding people just to get food in bellies

- Food banks are necessary at this point, however best way is to figure out how to make food banks go out of business
- Don't know how to use what is available at the food bank
- People familiar with foods like KD, but not lentils, chickpeas, etc
- Giving the opportunity to show folks how to make food with the ingredients available at the food bank
  - Something like this would be impactful - not doing it anymore - no capacity (Maggie's Place used to)
- In Pugwash have the sharing kitchen - invite clients of food bank to come to learn how to cook different things from food bank (little uptake)
- Education not being provided in school - home economics no longer taught.
  - Can we pull students in to teach them
  - A lot of adults just trying to survive
  - Need to target youth - to help support households
- Victoria read definition
  - "culturally appropriate foods"
- Being more vulnerable
  - It took a few generations to get us to where we are now, unlikely it will only take half a generation to get us out
- Think of not only food, but also transportation system, fertilizer systems - systems controlled by very few people, so don't get a lot of choice, can get pushed in specific directions that they want or government policies
- "Time insecurity", "meaningful humanity insecurity", "food part is just a symptom, not necessarily the root cause", "happiness security", "fulfillment security"
  - Can we change food insecurity if we can't change the rest of it?.

## 2. **Is food insecurity the same as Hunger?**

- Food insecurity is a systemic way that could lead to hunger
  - The route in which it takes is what we need to look at changing
  - Thinking about upstream approach
    - Need systems in place to target - policies, systemic changes
    - 60yrs ago, people had gardens, they were growing in gardens - weren't as tied to regulations and policies in place
  - If growing livestock, need to consider cost of feed as well
- Hunger is a byproduct of food insecurity
- There is a fear of 'home grown' foods in newer generations
- There isn't fear of foods at the grocery store, but there is a fear of foods grown in the wild ("non-regulated foods")
  - It's a way to hold power over people
  - Farm fresh eggs - can't be used in produced foods at farmers market
  - Maggie's Place supposed to get egg grants - lost funding due to providing farm fresh eggs
- Difference between not feeling hunger and being nourished
- Nutrition itself leads to much less mental and physical illness
- Acknowledge that we are coming from a privileged space - we are not the ones in crisis mode
  - In crisis mode, KD will get you through the night

## 3. **What efforts can be used to reduce food loss and waste?**

- Feel things in nature are being wasted, because people don't know what's around them that are safe to eat
- Include the big box stores in these conversations
  - Which comes back to policy - stores would need to follow
- FB group that people can access to know when 50% stickers are put out
  - Line of 11 people this morning at the grocery store waiting for the sticker guy to come out
  - Food that is thrown out not only goes into dumpster, but that dumpster is locked too
- Second Harvest - Food Rescue program - not always easy to access
  - Like a middle person
  - How can we just get straight to grocery store?
  - People at grocery stores do not have enough staff/support to get the food out
  - GFS pays a huge amount of money for tons of food disposal
- A big infrastructure gap
- Also household level - so large and small scale
  - Meal planning
  - How much is going into compost that could be kept out?
    - Both are time consuming
- Food storage requirements
- How to transform leftovers
- The Pantry Challenge - seasonal eating, being mindful of using what you have in your pantry - use this as focus of meals
- Kids going to schools with food - have to keep in mind allergies and packaging - teachers can't help open, so want foods to be healthy but hard to meet rules
  - Only get 15mins to eat lunch - kids want to go play
- Can we redirect food waste to feed animals? Like it you don't use your kale, can we give it to someone who has bunnies?
- Fridges don't seem to store fresh foods well anymore
  - New houses have same temp throughout - this wasn't the case for older homes - areas that are cold and damp and other areas that are dry.

#### 4. **What are food literacy skills and how do we draw awareness to them?**

- Knowing how to store food to prevent waste
- Houses used to be built with food storage in mind
- There is nobody to teach it in the schools
  - Kids are going with what they learned from their parents
  - Have a ton of students who eat whatever is in a box
  - But this is not nutritious
  - Schools have healthy eating policy - this is a gap, because now it applies to food pantry
    - "here's Mr Noodle but you can't make it here" - How does this impact kids?
  - At ARH - donations don't have to fit within the school policy, but they aren't allowed to make the food there
  - Only able to order through Armstrong - expensive and not local
    - Schools plus is trying to get around it
  - River Hebert school doesn't have microwave/way to make food at school, so opening up community centre to allow access to cooking areas
  - 75% (estimate) of parents don't have time to make hot meals and get it to the school
  - Conflict going on between food allowed at schools vs what they're getting at home

- When you deprive people of certain things, they want it more
- Also don't want to label things as good vs bad
- "this food is frowned upon" "It's bad to get help"
- Free breakfast program - need universal schools program
  - Stigma by parents telling kids not to take, to save for other kids
- If you're food insecure, you may not be in a place to learn about food literacy
- Where do people learn these anymore? Where is this a priority?
- Nutrition - confusing, you can never do anything right
  - You only know better until the next decade
- Packaged foods often make us think that we have a choice based on marketing, but really packaged foods are often the same ingredients, just come in different shapes and sizes
  - Capitalism
- Influence around kids
  - "what's in trend"
  - Food marketed with Paw Patrol
- See trend of home steading, a lot of young people
  - Sourdough starter
- Time is an issue - cost of MH, exhaustion, burn out
  - Want to put a garden in, but no time
  - To have the skills but not be able to use them is uncomfortable
- What are some of the simple things that can be grown that doesn't take away from time
- What's the point of doing things at an individual level when big corporations aren't playing their role?
  - We're small fish in big ponds
- Other cultures fought to keep their cultural food instead of letting the corporate world take over
- "Our health as a society is not the goal of these corporations"

5. **Is food security about food supply or food access?**

- Issues with food access in county and how rural it is
- Food desserts very prevalent
- Some communities don't have grocery store
- Food bank in River Hebert does deliveries now
- Food prices in spring at grocery store for veg and fruit drop so it stops people from growing
- "you can't afford to eat healthy"
  - Not sure this is true
  - There's a lot of stuff going on that we don't know about
- Lots of talks of marketing - just say whatever they way to sell things
- I think we can eat healthy if we want to, I think
- "You don't find food security in a grocery store"
- "We are separating the food from the land"
- What happens if the grocery store collapses? Do people have skills to cope?
- Loblaws switching from 50% to 30%, shows how much we are at their mercy
- Hard to ask smaller community to make a livelihood as a farmer
- For farmers, good land is going to be in communities where the community can't support them.

6. **How can we strengthen our sense of community around local food?**

- What does local food mean?
- In Parrsboro - only a select few farms that residents can access

- Think of community as county as a whole
  - Then have transportation issue
- Local foods for us just not Parrsboro because don't have the capacity
- If you're not part of community, don't know what's going on.
- Does local food need marketing - do they not have a voice?
- Facebook - this is no longer the way of communicating - so how do we communicate?
- Small scale farmers - how do you have time to also be a marketing department?
- Why is there so much red tape to getting local farmers produce into the grocery stores?
- Programs often pay for produce, but the effort that's needed to put into the programs for farmers is what is the challenge (so writing out recipes, etc)
  - CSA program with seniors home
  - With programs, there are unmet expectations
  - Don't get this at farmers market
- Some farmers start with goal to sell affordable produce, but often these farmers don't last because this isn't a way to make a living, unless subsidized somewhere else
  - Subsidy are all about growth of business - so have to put money out first and then get reimbursed after "bigger, better mentality"

7. **What are the root causes of food insecurity in Cumberland?**

- Not enough support to small farmers
- Poverty and time
- Education - ran cooking program with 6 sessions to teach cooking to kids, parents didn't understand instructions like "what does roast mean?"
  - Program needed to be offered to parents too
  - At ARH - offer cooking class as elective (university students wouldn't typically take)
- Education in the entire system - across the whole food system
- Understanding food - like around farm fresh foods
- "Home is the centre of your life"
  - Other things are add ons
  - "We're so far from that"
  - Should we go back to this?
  - Probably need more balance
- Book: Radical Home Makers - about the choices different people make
- Education around seasonal Eating
  - "It comes down to education"
- Time needed to cook meal from whole foods
  - Whole foods we are preparing now are not necessarily what they used to be
  - Political Issues

8. **What would make the biggest impact on food insecurity in Cumberland?**

- Universal Basic Income
  - Would love to be home, this would allow it
  - Could choose to homestead
- Support
  - If someone had a garden and community supported it and buy from that person
  - From restaurant, not able to buy eggs to sell at restaurant from local farmers
    - Can't use meat at restaurant that is not government regulated
- Policies and government regulations need to change

- Dairy farmers - if sell above a certain amount have to pay a penalty or dump it
- A repeat of the great depression
- Funding for weekly bus for community transportation to Amherst, for example
- Transportation and accessibility
- Cumberland County Transportation Service (CCTS) - \$60 for round trip to get groceries
- Networking aspect - is there a way for us to know of all of the suppliers?
  - How do we get those conversations happening?
  - Such as "if you have extra produce, drop it off for my chickens"
- There needs to be a reconstruct at a larger level

We have a person living out of their truck, waiting for a house to be built

## Springhill Food Security Summit Notes

### Introductions:

Stephanie Keilhack - Municipality of Cumberland, Community Engagement Coordinator

- Equity, diversity, accessibility and poverty reduction work
- Barrier: new so not well connected, financial inequities
- Strength: has capacity - wears other hats in agricultural world too

Eileen Davage - Municipality of Cumberland, Economic Development Officer

- Just recently took on new role within the Municipality. Previously worked in marketing out of community centre
- Excited to see NSCC here as greenhouse project falls under her new portfolio
- Strength: able to restart Springhill Farmers Market in this building (community centre)
  - Nourishing communities food coupon program

Corey Skinner - Municipality of Cumberland, Facilities Manager

- Manager at this facility and adjacent parks in Springhill
- Doesn't work directly with food security work
- Farmers market falls under him though and has food pantry in teens center (open after school for students)
- Also supports community garden group - can rent out garden plots for free
- Barrier: access to food in general, specifically with youth

Jordi Hepburn - NSCC, Counsellor

- Does a lot of wellness promotion in role - see such a need
  - Free personal hygiene products
  - Farm fresh fridge (fill from local farm, came through CHB wellness funds resource)
- Barrier: students at school don't always have time to work as well (limited income)
- Strength: Lots of community support

Wayne Groszko - NSCC, Applied Energy Research Scientist

- Based in Dartmouth - doesn't normally work in food security, focus of work in sustainable energy

- Here to learn about what is going on with food security as working on feasibility study of geothermally heated green house in Springhill
  - If this does happen how will this benefit the community? (looking for feedback here)

Craig McCormick - A Hand Up Society/Food for thought

- Similar to After the Bell
  - Provide bags of food to elementary aged children to take home to their family.
  - Also provide food vouchers - each bag gets voucher that can be taken into local store to cash in for jug of milk, fruit/veg, or protein (didn't want to just give money in case it was spent on other things)
- Support about 75 children across 30 families. Currently only focus on elementary school children. Would consider other ages if more funding was available
- Barriers: some concerns with rules around schools (don't know who the families are (confidential) so don't know what families like and don't like).

Kate - CYPT - Schools Plus

- Barriers: families, rules in schools around what foods can be given
- Strengths: funding - everyone loves to give money to elementary schools

Wanda Nickerson - Representing Tory Rushton

- Will share back info from summit
- She is responsible for taking calls from folks looking for help/support
  - Need the info on resources so she can share it out

Janelle Colborn - Salvation Army Springhill

- Moved here in July (new to Springhill)
- Barrier: serve Cumberland county but don't have any delivery service (people have to come to them)
- Offer food orders
- Strength: work with feed NS and get fresh produce deliveries

Not in attendance:

Tammy Bolch - Municipality of Cumberland, Teen Centre Coordinator

Paige Harrison - Cumberland Senior Safety Coordinator

Lorilee McLean - Cumberland Schools Plus Community Outreach Worker

Linda McCormick - A Hand Up/Food for Thought Volunteer

Jill Scott - Springhill High School Lunch Program Volunteer

Ocean Burgess - Helping Hands Volunteer

### Discussion:

1. **What is Food Sovereignty and how can we support residents in this way?**
  - If you give a person a fish, they eat for a day; if you teach a person to fish, they eat for life
  - Need to teach people how to feed themselves
  - To address root cause - need to get back to taking care of ourselves (grow our own food and feed ourselves - need to get back to learning how to do that)

- Need to learn how to fish, but also need a fishing road and need fish in the pond. So need to look after the environment and protect our seeds as well
- Eat local, grow your food and need to know how to preserve food
- Feels like we are so far away from simple meals
- Trying to have a school garden and have kids try different veg - they wouldn't try it at first but then did eventually
- Kids need to be influenced "okay to do" "make it cool"
- People won't eat lentils and beans "how do we get that culture back"
- Food culture - need to protect food culture - how do we protect our food culture? what do we like about it and what do we see we need to protect about it?
- Green house project could tie into food sovereignty here in Springhill
  - How could this project benefit the community?
  - Would it be public or private?
  - Greenhouse: represents tool for food production (like rod for fishing)
    - Will be able to produce food throughout all months
    - Hope: significant capital funding support to get it built
    - Biggest question: how will it operate, who will use it, who will manage it
    - Could be entirely solar powered but will need water and tech maintenance
    - Who will maintain it and who would ultimately benefit from it
    - Would volunteers work in it? Would local farmers be involved?
    - Student program? But how do you get it out to community.
      - Could also be learning space for school curriculum
    - Geothermal resource here very large - places in world tapping into 20acre greenhouses (commercial)
    - Would we want large commercial greenhouses here and what does that means in terms of food security? - could produce enough to support other communities...

## 2. **Is food insecurity the same as Hunger?**

- Hunger is a symptom of food insecurity
- Hunger is immediate
- What ways can we address hunger vs what ways can we address food insecurity?
  - If you are hungry, that can be remedied by eating
  - If food insecure may not be able to address this simply by eating
- Hunger - one potential outcome of food insecurity (other outcomes too)
- Individual food insecurity vs community food insecurity (can be impacted by climate change)
  - Supply of food can disappear for other reasons if it comes from other areas
- Food insecurity is much more complex - very difficult to find a solution
- Nutrition aspect - you can fill a void with Mr. Noodles, you may not be hungry but are nutritionally insecure.
- Do people know what is nourishing? Eat what parents served them (ie: KD) - need education piece.
  - Strong connection between education and what a nourishing meal actually looks like.
- Lack of time to create meals, but also a lot of people don't know how to cook.
- No longer have home economics in school - kids no longer learning how to cook

## 3. **What efforts can be used to reduce food loss and waste?**

- Affordability crisis is a reason that has reduced food waste (at one participants household level).
    - This crisis is bringing more awareness around what was previously being wasted
  - Discounted foods in grocery stores - how can we get connections with grocery stores so there is less of that food getting thrown out and how can it be redirected
  - Food bank - most requested items: pasta, sauce, tuna, canned meats, soup (can't keep these stocked)
    - Partnership with Foodland - when things are past the best before, food bank puts in box and people can choose for themselves
    - People don't always have specific requests - just want anything,
  - Having people be comfortable navigating what is a best before date vs expiry.
  - If we are going to reduce food waste, need to give people what they want (this may not be healthy)
  - Superstore - flash food - anti-waste app
  - A lot of grocery stores use second harvest (a way to facilitate items which need to be moved and are not being sold, second harvest is then able to distribute it out)
  - Know who your partners are and be connected
  - Know a lot of people who buy just the 50% off stuff - good to have this choice (how much of it does sell and how much ends up in garbage?)
  - Need to have meal plan
  - If going to grow things in greenhouse, need to make sure it's what people want
  - NSCC now go to farmers market to buy carrots, potatoes, eggs, green beans, cherry tomatoes (has to be things that grandmother would have cooked with) - familiar things otherwise folks won't take
  - Can local farmers redirect food waste that would otherwise go to compost?
  - Local farmers are such an amazing resource
  - Gleaning - open access for people to go in and get whatever they want after harvest from farmers' fields
    - Concerns with what people bring in on their shoes
4. **What are food literacy skills and how do we draw awareness to them?**
- A Hand Up sent home literature and offered classes however uptake was really low, people just want quick foods (give me the frozen food).
    - "A lot of people who end up in this position don't want to be helped"
  - Need to get back to youth - food and nutrition related curriculum (why have we lost this?)
    - Seeing parents working and kids responsible for making own meals (7,8,9 yr olds) - impacts what can be sent home for food due to skill level
    - In grade 10 there is a culinary arts elective (soups, muffins, cookies)
    - At teen center - "soups and stews" - a program that runs once every two weeks to teach slow cooker meals - have commercial kitchen here - learn knife skills, how to compost, etc
    - There are programs supporting youth in this area.
  - Budgeting, meal planning, grocery shopping
  - In fresh fridge at NSCC, received different foods from Wysmykal so needed to show how to use. Offered demos and then people took them. (ie: sprouts)
  - Maggie's Place program - made instant noodles and showed how to add veg
5. **Is food security about food supply or food access?**

- Food access - transportation whereas supply more so associated with producers
- Catholic church used to have food bank but it closed, so salvation army now the only one
- If there is no supply, then the access doesn't matter
- Springhill not a huge community, but the need is very high
- Food bank open in the morning from 9-12 - families can only come every 30 days because don't have enough food supply to provide more than that. Some people can't get to food bank because of transportation - sometimes get taxi driver to bring it to them (because cheaper than paying for taxi both ways)
- If people don't feel connected to organization, might not feel like they can access it.
- Truck delivery every 2 weeks from Feed NS but don't have a say in what they get (had a surplus in bags of lentils)
  - No consistency in what is gotten
  - No employees with SH food bank - just volunteers
- The time it is open is during school and work hours (when students are required to be in class) - cant step away from work because will lose wages

6. **How can we strengthen our sense of community around local food?**

- Successful program in Pugwash prior to pandemic led by previous teacher who was originally from community, running food bank. Approached village for community gardens. Could grow food for food bank
  - Fruit trees so more permanent food
  - Then also had cooking classes (next step)
  - Could then make the food and invited seniors to eat
- Springhill community gardens - not used as well as they could be
- In Oxford at first people were excited for community gardens but as years go on, people forget about it and they become under utilized
- What happens when people grow food for themselves and then other people come and take it? (also people with idle hands in public)
  - Need to promote that these are community gardens
  - That they are for people who are assigned to box
  - It's impossible to police
  - Signage with some ground rules - have one box with free access to public
  - NSCC had one and plan was to contribute to the farm fresh fridge but nothing was ever left.
  - Fruit trees that bear fruit and are available for free to locals - plums and pears - established in Springhill
- All discussion questions are about education and communication and funding
- Springhill high school has free lunch program and has kids involved in creating food - the kids aren't perfect in the kitchen but the most well behaved they are all day. Gives them a sense of ownership over their food.
  - Jill Joseph led this program and is a volunteer with it - Springhill was involved in pilot project (is that this?, was a year; think it's still a pilot project (secretive of it) hope that it will roll into something else. Has been successful here, so would it find it hard to think that it wouldn't be fully funded.)

7. **What are the root causes of food insecurity in Cumberland?**

- Income (the amount of money spent on the new library in Pugwash, yet hiring librarian for \$15/hr)

- Not having enough income
- Wife used to work at foodbank that Janelle now runs
  - A lot of clients come in with cigarettes, Tims coffee and lotto tickets (if people are choosing this over feeding their kids... the kids may have a cellphone but are hungry)
  - Federal government made big investment into Child Benefit - enough to feed and clothe children
  - Don't think answer is to throw more money at people
- Really important that we don't put judgement on people on what they choose to spend money on
  - Might require cell phone for lots of different reasons
  - Try not to make assumption that it is poor choices
  - Addiction to cigarettes is really real
- Living in rural area - see certain people at Tim Hortons all the time, so safe to confirm assumptions
  - In a tiny town, know these things
- Want to meet people where they are at and have a judgment free space
- Is addiction a root cause of food insecurity in Cumberland?
  - Don't believe there is an answer for the addiction problems in Springhill
- With any services being offered, there are going to be people who abuse it
- Local grocery store prices are higher and don't have car to drive to Walmart, or money to put gas in car
- Food bank - clients often are working folks and have enough money to pay all other bills but not enough to pay for food after - so rely on food bank for this right now
- A lot of students at NSCC are first generation attendees - need for life skill education (why do we wait until high school - could incorporate into elementary schools.)
  - Why is education not started right away?
  - Why wait for high school
  - Start early
- What we need to do today is get more funding for food (grants, etc) to get food into bellies - we're not going to solve substance use or income today.
- Amount of money social assistance gives out is pennies - so needs to be in line with inflation
  - Not sustainable
  - Claw backs
  - "It's broken"
- How do we reach everyone - getting it into the right people's hands - getting it into a safe space where everyone feels welcomed (continuing conversation to be had)

8. **What would make the biggest impact on food insecurity in Cumberland?**

- More income
- Guaranteed basic income
- What do we do about the collapsing economies? What is it that we can actually do?

**Food Network:** (Maybe digital community food network)

- Stephanie has work time that can be dedicated to food network in Springhill
- Document with people's names and a brief sentence of what they do would be beneficial to network everyone together

## ❖ Community Events (Food Security Summits)

- Maggie's Place organized the 'Cultivating Food Security in Cumberland' summit events that connected with community partner organizations and municipalities to find ways to work together and create new connections.
- These meetings provided an opportunity for community service providers and leaders to contribute their respective expertise and share resources.
- The conversations provided insight into recognizing problems and enhanced our ability to find ways to work around problems and try alternative approaches.
- The summits enhanced longer-term interactions between and among service providers, and other community leaders for shared mission, shared goals, shared decision making and shared resources.
- Maggie's Place worked together with multiple agencies to discover and build upon the community's needs and strengths, and support sustainability efforts.
- There were connections made with community dietitians and nutrition professionals residing in local organizations.
- The food security summits improved collaboration among local food resources, residents, and community organizations toward shared goals.
- An improved collaborative intention was created for partners to adjust and align work with each other for greater outcomes.
- Cumberland County is fortunate to be a Nova Scotian community with a CFN that allows for increased collaboration and support for food security.



Serving Cumberland County



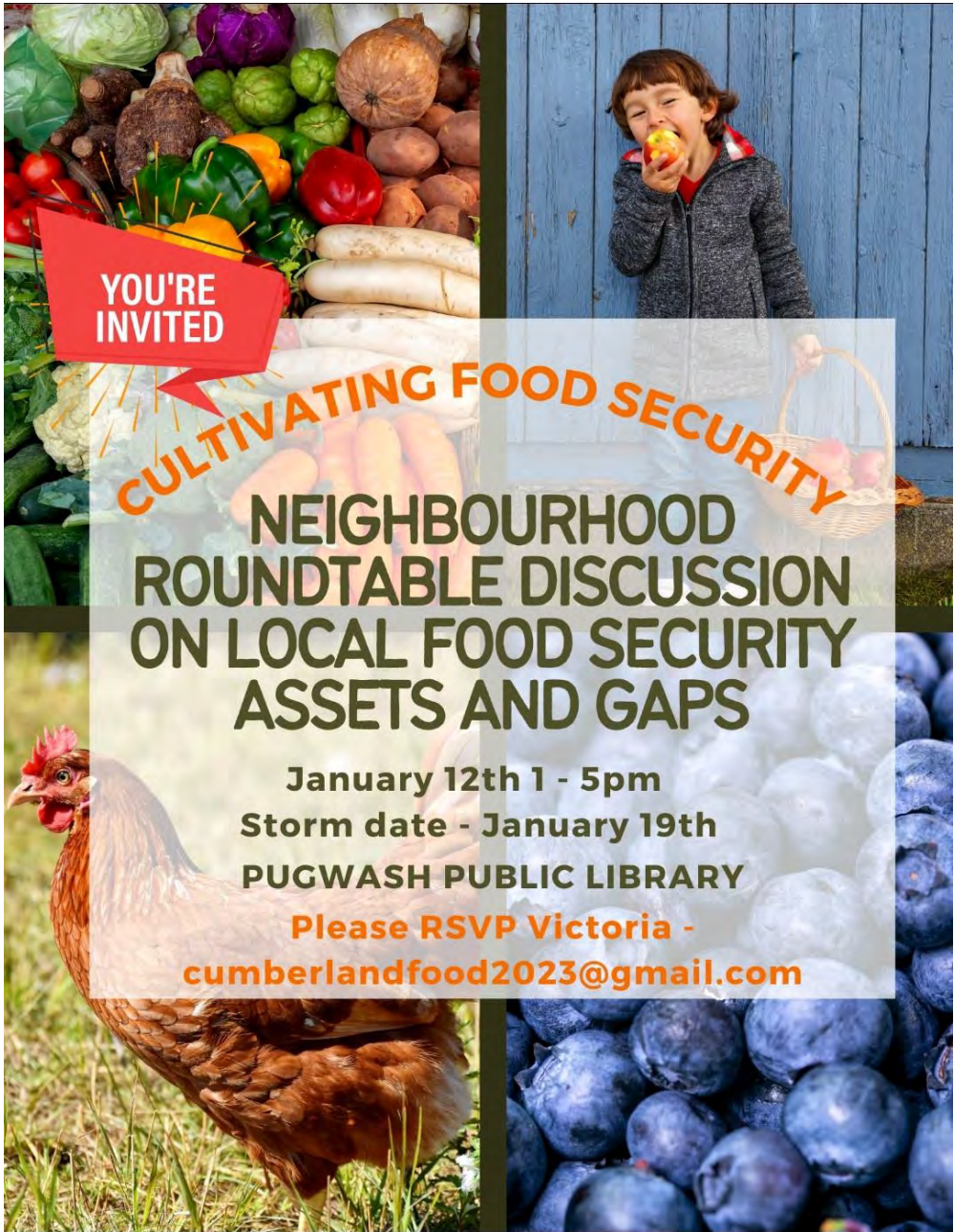
WORKING WITH COMMUNITIES IN COLCHESTER & CUMBERLAND COUNTIES

OXFORD & AREA FOOD BANK ASSOCIATION



AMHERST FOOD ASSISTANCE NETWORK ASSOCIATION





**YOU'RE INVITED**

**CULTIVATING FOOD SECURITY**

**NEIGHBOURHOOD  
ROUNDTABLE DISCUSSION  
ON LOCAL FOOD SECURITY  
ASSETS AND GAPS**

**January 12th 1 - 5pm**

**Storm date - January 19th**

**PUGWASH PUBLIC LIBRARY**

**Please RSVP Victoria -**

**cumberlandfood2023@gmail.com**

# Cumberland County CFN; Food Security Summits

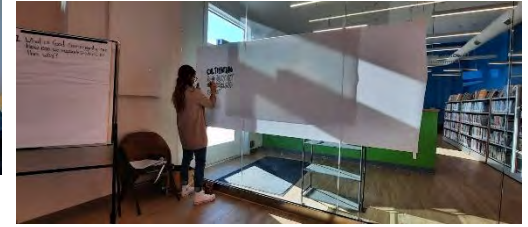
“Food security is a complex issue that requires collaboration and partnership at all levels.” – Kofi Annan

Right now, Cumberland County has financial support from the Nova Scotia Department of Community Services to increase our food security through the implementation of an ongoing 'Collaborative Community Food Network (C2FN)' pilot program.

The 'Cultivating Food Security Summits in Cumberland County' were an important part of this endeavour that took place in 5 locations (Pugwash, Amherst, Oxford, Parrsboro and Springhill). Each of these neighbourhood roundtable discussions aimed to connect 20-30 community food security stakeholders. The sessions encouraged local knowledge mobilization through the exploration of existing assets and gaps to increase community-specific food security.

# Pugwash Food Security Summit

January 2024



## 1. What is food Sovereignty and how can we support residents in this way?

- Controlling/growing own food
- Having food that meets your needs
- Growing food within province and not imported
- Having food skills and being able to <sup>and confident</sup> prepare your own food
- Seasonal eating <sup>How?</sup>
- Community food storage/root cellars
- More time to grow/prepare own food (GBI)
- Swapping seeds/Seed Library, also increases food literacy around gardening/seeds
- Food literacy/skills around preserving
- Work together as community, outside family unit + "Knowledge sharing"

## 2. Is food insecurity the same as hunger?

- No
- Hunger is acute, food insecurity is chronic
- Could have access to food and still be hungry
- Could be hungry for other reasons than F.I.
- Hunger is immediate F.I is a larger systemic problem.

## 3. What efforts can we use to reduce food loss and waste?

- Know preferences of community
- Leftover management
- Cold storage/preservation
- Local seeds/appropriate for area
- Compost/approach land lords for compost <sup>area</sup>
- Community hub composting
- Gleaning farms at end of season

## 4. What are food literacy skills and how do we draw awareness to them?

- Knowledge of nutrients/nutrient content of fresh food
- Recipes/what to use for recipes/Meal planning
- How to store food/food safety
- How to prepare food
- Understanding what is in season
- Understanding Food/Nutrition labels <sup>How</sup>
- Using clear/plain language
- Financial literacy transfer to food literacy
- Make food literacy skills accessible
- Miscommunication/Misinformation around farmers markets

## 5. Is food security about food supply or food access?

- Both + more
- Food secure have access to acceptable/quality supply
- Gap: No grocery stores in rural areas/transportation to community w store
- ↳ Would be great to have something other than taxi system/line system.
- Farmers don't have capacity to keep up demand.
- ↳ How do we support local producers

## 6. How can we strengthen our sense of community around local food?

- Local food purchasing ↑ than expected
- Dept of Ag. offers programming + supports
- Hard to know where to start, difficult to increase capacity which is a barrier for people to begin farming.
- Community organizations partnering with local farms
- Target community knowledge around local food/specifically <sup>Season</sup> at eating
- Community members connecting w local food producers (opportunities to connect)
- Community supported agriculture

## 7. What are the root causes of food insecurity in Cumberland + what would make biggest impact?

- Inadequate income
- Transportation/Rurality
- Housing crisis

## 8. What would make the biggest impact for food insecurity in Cumberland?

- More farmers markets
- Market bucks
- Funding for food bank coordinator
- Knowledge translation from summit → community
- Community gardens

Pugwash Food Security Summit

January 2024



Pugwash Food Security Summit

January 2024





# Amherst Food Security Summit

January 2024



1. What is food sovereignty and how can we support residents in this way?

- What?
  - Community control/choice of the foods grown/eaten in their communities
  - 7 Pillars - food encompasses more than just "food"
  - Need to be able grow/produce own food
  - Appropriate food - choice
  - Ability/knowledge to grow own food
- How?
  - Community gardens + gardening education
  - Support local producers
  - Encourage local farming/producers
  - Building FS. through sharing meals/tradition

2. Is food insecurity the same as hunger?

- Hunger is immediate/urgent
- Hunger is now, F.I. is bigger picture
- Can experience <sup>hunger</sup> without being food insecure.
- F.I. includes worry about where food comes from
- Spectrum of hunger

3. What efforts can be used to reduce food loss and waste?

- Redirecting leftovers to food organizations for donation
- 2<sup>nd</sup> Harvest redirects extra food to donation to local organizations
- Discounting foods pre-expiry
- Large/Chain Stores re-directing to organizations who people
- Household education regarding reducing waste/meal planning/storage
- "Community fridges/freezers"
- Increased storage/capacity to recover/redirect waste
- Use leftovers/maximize food capacity

4. What are food literacy skills and how do we draw awareness to them?

- gardening programs/skills
- food safety skills
- nutritional awareness/knowledge
- understanding connection between food/nutrition/health
- How?
  - eat/buy/support local
  - increase awareness of food organizations/resources/local growers/producers
  - connect w municipalities to advertise?
  - Post helping tree around town

5. Is food security about food supply or food access?

- Both
- Need supply in order to have access
- Transportation is a barrier to food access.
- Rurality barrier to food access.

6. How can we strengthen our sense of community around local food?

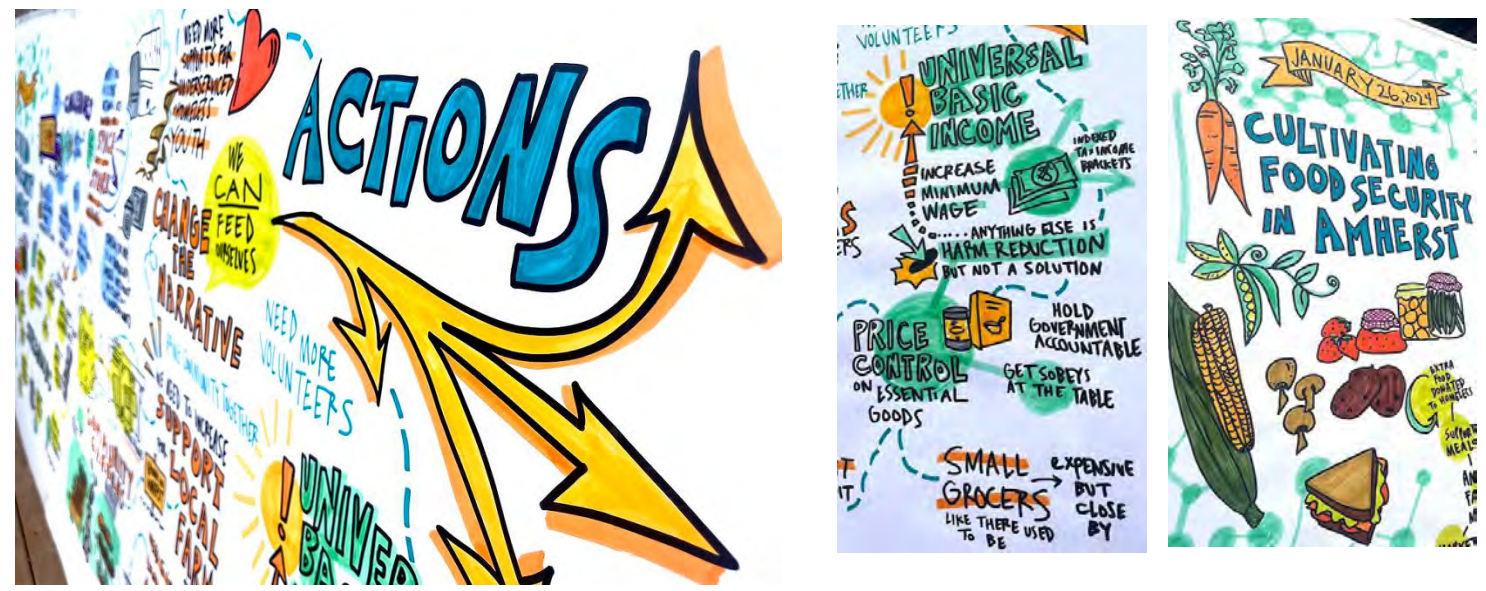
- Market bucks at local farmers markets
- Community Suppers sourced with local food/local catering
- engage w local food vendors
- neighborhood/community gardens - growing food together
- farm stands

7. What are the root causes of food insecurity in Cumberland?

- inadequate income \*
- Having access to appropriate food (cultural, diet specific)
- Transportation to grocery stores
- "working poor" → inadequate wages

8. What would make the biggest impact on food insecurity in Cumberland?

- Basic Income
- Indexed income tax brackets
- Increased access to food supports
- food bank location/volunteer capacity
- Decrease reliance on imported food supply and increase local food production
- salary/pay volunteer positions
- Price control on basic necessities



Amherst Food Security Summit  
January 2024



Oxford Food Security Summit

February 2024



### 1. What is food sovereignty and how can we support residents in this way?

- Communities being able to grow/control own food supply
- Not having to rely on food coming from away

- How?
- Teaching residence to garden/seed save produce own food
  - Awareness of where food comes from
  - Integrating awareness in food programs and community gardens
  - Garden Boxes - Town + Food bank

### 2. Is food insecurity the same as hunger?

- Hunger is acute, food insecurity is chronic
- Food insecurity can lead to malnourishment
- Hunger is a symptom of F.I.
- Hunger is biological, F.I. is an economic issue
- F.I. can impact both quality/nutrient density and quantity of food

### 3. What efforts can be used to reduce food loss and waste?

- Making the most of foods, re-purposing left overs and using scratch cooking
- Multiple levels of targeting waste
- Connect with grocery stores to repurpose scraps
- Education -> universal rather than targeted

### 4. What are food literacy skills and how do we draw awareness to them?

- Education -> universal rather than targeted
- Cooking/gardening classes/workshops
- Budgeting/meal planning in schools
- Connecting schools with outside food educators

### 5. Is food security about food supply or food access?

- Access
- Limited choice of purchasing food outside single chain stores (monopolies)
- Cost of producing food locally
- Unpredictability of small scale production / lack of small scale producers

### 6. How can we strengthen our sense of community around local food?

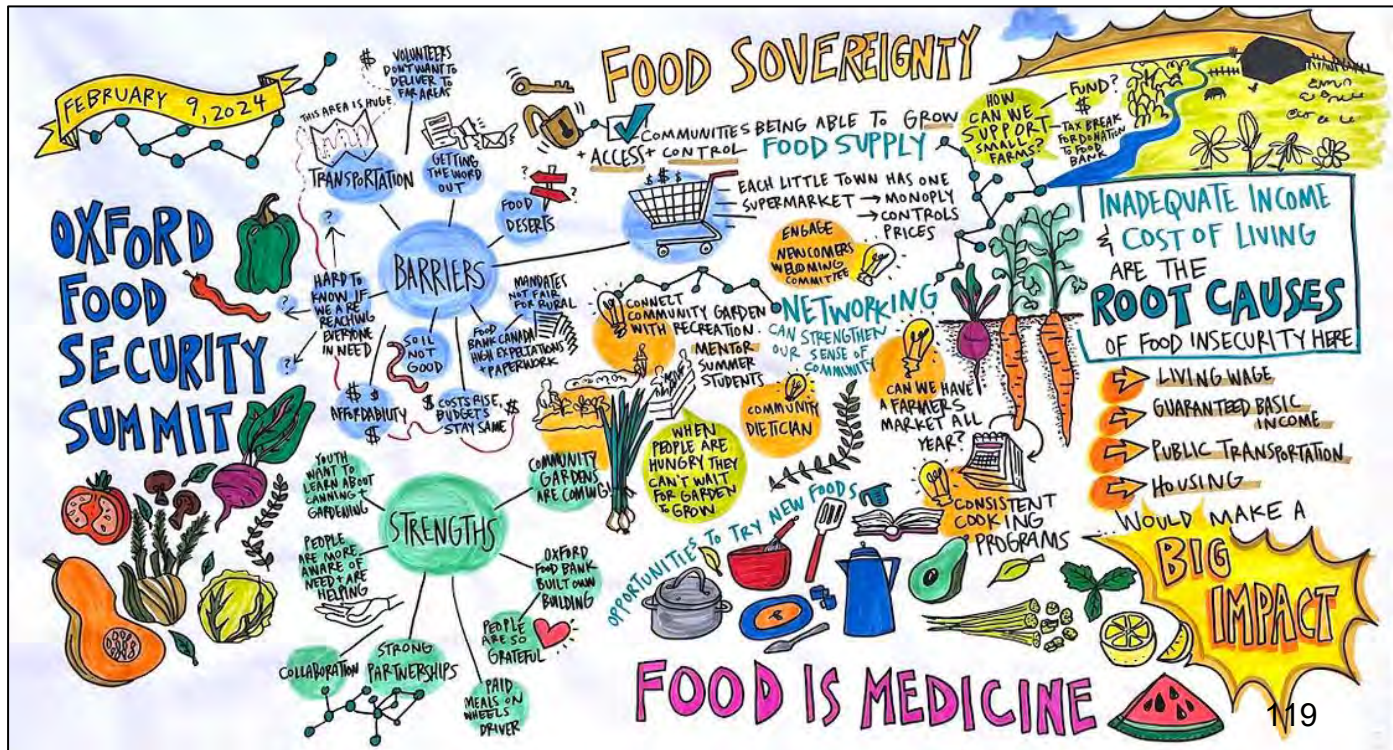
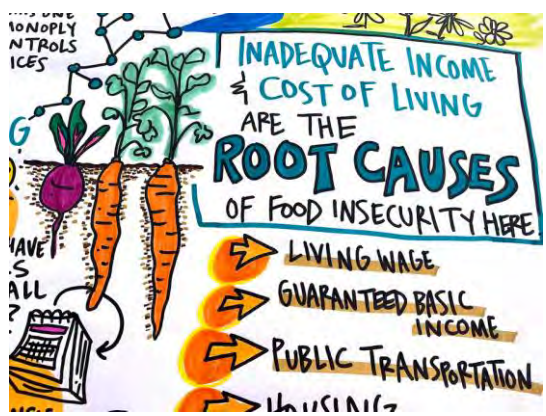
- Starting the conversation and continuing to connect/providing updates
- Adding food education/learning as a recreation priority
- Mentorship opportunities
- How can we encourage + volunteers?
- Opportunities to engage newcomers
- Reach/Partnering
- Improving communication within Oxford about food programs/volunteer opportunities

### 7. What are the root causes food insecurity in Cumberland?

- Inadequate Income
- Cost of living
- Rurality / lack of transportation
- Housing

### 8. What would make the biggest impact on food insecurity in Cumberland?

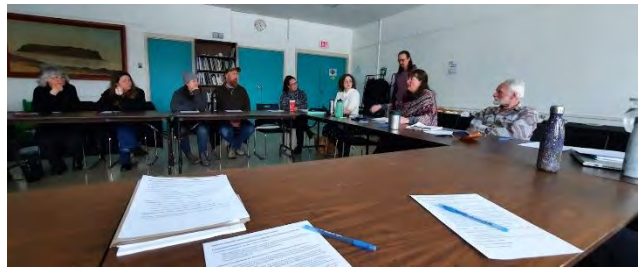
- Accessible transportation <sup>Public?</sup>
- Guaranteed basic income



Oxford Food Security Summit

February 2024





Parrsboro Food Security Summit

February 2024

1. What is food sovereignty and how can we support residents in this way?

- About <sup>What?</sup> skills + bringing back culture in food
- Community has control over local food economy/policies and is sustainable
- Includes going beyond food → need sovereignty for seeds/fertilizer/packaging
- Exposure to new foods (nutritious) <sup>How?</sup>
- Teaching skills + engaging in learning
- Engage youth in cooking (whole foods)

2. Is food insecurity the same as hunger?

- F.I. can lead to hunger
- F.I. is a systemic issue, hunger is a symptom
- Have to go beyond filling bellies + include nutritious food

3. What efforts can we use to reduce food loss and waste?

- Consider how to reroute waste from big box stores to food programs / for feed / for compost
- Second Harvest / food rescue services
- Infrastructure gap
- Being aware of how to reduce waste storage, preservation, using leftovers eating seasonal
- Connecting within community to know who can repurpose food waste
- Knowing how to store different foods to make them last longer

4. What are food literacy skills and how do we draw awareness to them?

- knowing where/how to store food
- "knowing what you're eating" → nutritional content/ where it comes from/ how it is grown/ produced
- understanding marketing
- understanding how larger systems impact individuals / individual choice/health

5. Is food security about food supply or access?

- Both
- In Cumberland County accessing food in rural areas is a barrier
- Need to have access to quality/nutritious supply

6. How can we strengthen our sense of community around local food?

- Increasing accessibility/exposure
- marketing/strength in numbers

7. What are the root causes of food insecurity in Cumberland?

- Not enough support for small scale farms
- Inadequate income/poverty
- Lack of time
- Food literacy skills/Food education
- Transportation barriers
- Rurality/food deserts
- "Home is the centre of life"

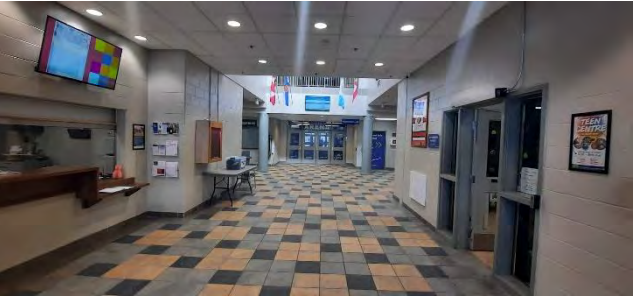
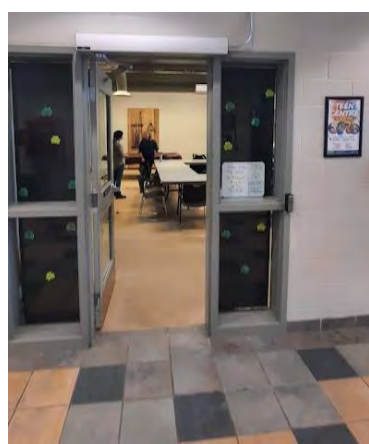
8. What would make the biggest on food insecurity in Cumberland?

- More money/Basic Income
- Community supporting local
- Government regulations around meat, eggs, milk → less red-tape
- Historical event to cause disruption/change
- Transportation across Cumberland that is interconnected w producers/growers <sup>Accessible</sup>

Parrsboro Food Security Summit

February 2024





Springhill Food Security Summit

March 2024



1. What is food sovereignty and how can we support residents in this way?

- "Teach a person to fish they can feed themselves" → sustainability
- "Need the equipment and supply"
- Support through exposure + taking ownership of growing own food
- Having local control of food production

2. Is food insecurity the same as hunger?

- Hunger is a symptom of F.I.
- Can be hungry but not experiencing F.I.
- F.I. can be individual or happen on a greater scale (community wide)
- F.I. can lead to malnutrition

3. What efforts can we use to reduce food loss and waste?

- Affordability crisis drawing attention to reducing waste
- How can we re-direct food waste from grocery stores? → Flash Food App, 2nd Harvest, Foodland + Salvation Army
- Choice reduces waste
- Knowing how to re-use foods in many ways / having a meal plan
- re directing waste from farms (Gleaning) local

4. What are food literacy skills and how do we draw awareness to them?

- Sometimes difficult to encourage buy-in for food skill/lit. programming
- Opportunity to target youth?
  - kids need food accessible to them / easy to prepare
  - programming for youth offered @ teen centre
- Exposure, education, encouragement and demo's increase uptake

Springhill Food Security Summit

March 2024

5. Is food security about food supply or food access?

- Both
- Without supply no access for anyone
- Supply limits how much is accessible
- Access can be limited due to stigma / comfort
- Access to emergency food limited due to hours / days open + transportation

6. How can we strengthen our sense of community around local food?

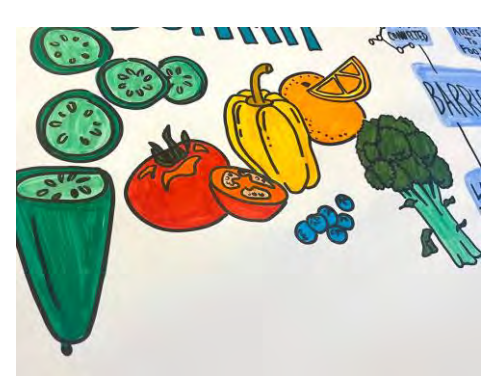
- Community garden to support food bank - encouraged community participation, cooking classes and community meals
- Community garden is under-utilized
- Plant fruit trees + plants that are sustainable on their own
- positive food programs @ SHS Springhill Jr / Sr High

7. What are the root causes of food insecurity in Cumberland?

- Inadequate Income
- Substance use / dependence
- Transportation / Rurality

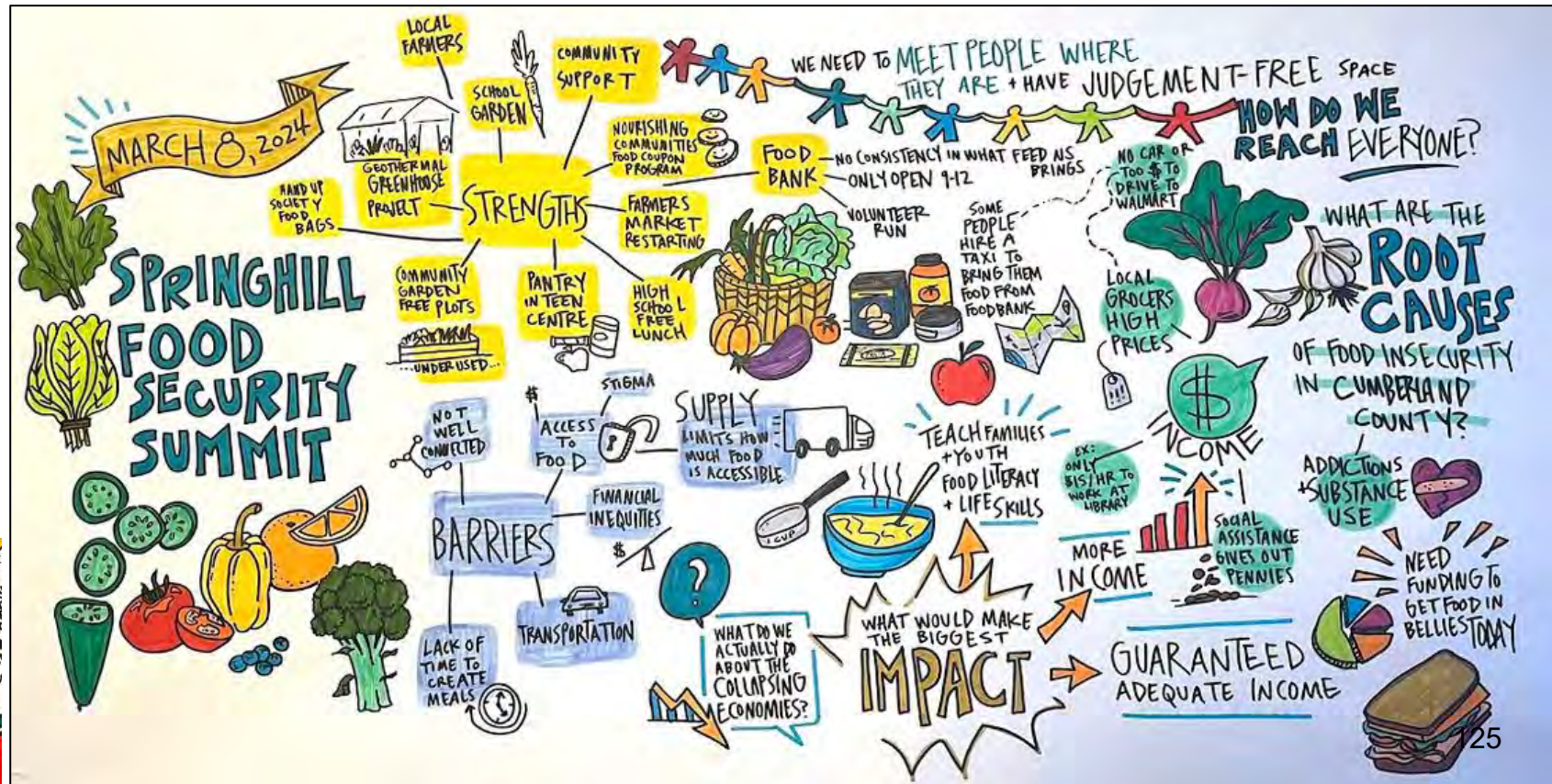
8. What would make the biggest impact on food insecurity in Cumberland?

- Guaranteed Basic Income / Adequate income
- Increased Food literacy / life skills
- More programs in schools
- Increased Government transfers



Springhill Food Security Summit

March 2024



Cumberland County Community Health Boards is with Maggie's Place Cumberland and 3 others at Pugwash Library.  
48m · 🌐

A great conversation about food security!



Cumberland County CHBs Pugwash Food Security Summit Social Media Post



MtA Student Lucy Rae



Pugwash District High School Students with Pugwash Food Security Summit Mural

# Monthly Report

## Communications and I.T.

### September 2024

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#### IT Services:

POs completed and received.  
 Moved VPN Active Directory to new server  
 Renewed Microsoft Partner Agreement  
 Removed and replaced the camera in Council Chambers again.  
 Completed Server updates.  
 Replaced an Access Point at CCUBIC.  
 Installed a new server in the Town Hall Rack.  
 Renewed our VMWare agreement.  
 Renewed some CISCO licensing at APD.  
 Dispatch remodel as started, all new computer equipment has been ordered and received. The new desks have been installed. Waiting for the phones to be upgraded to a VOIP system and waiting for the upgrade to the Police Radios.  
 Day to Day IT issues.

#### Procurement:

ID	Type	Project	Process Type	Budget Type	Released	Closed	App'd	App'd By
24-16	RFP	Demolition: 48 York Street	Regular	O	X			
24-55	RFP	Demolition: 1 McCully	Regular	O	X			
24-42	OTH	Articulating Wheel Loader	Alternative	C	X	X		
24-45	OTH	Loader Backhoe	Alternative	C	X	X		
24-12	RFP	Two-Ton Truck	Regular	C	X	X		
24-26	OTH	Bulk Road Salt	Alternative	O	X	X	X	CAO
24-35	RFQ	Wellfield P-3	Regular	C	X	X	X	CAO
24-59	ALT	Manhole Materials	Alternative	C	X	X	X	CAO
24-54	OTH	Landline Contract	Alternative	O	X	X	X	CAO
24-13	ALT	Lift Station Pump Rebuild	Alternative	C	X	X	X	CAO
24-28	ALT	Asphalt Recycler	Alternative	C	X	X	X	CAO
24-58	RFQ	Marshview Materials 1	Regular	O	X	X	X	CAO
24-34	RFP	Tourism Consultant	Regular	O			X	CAO

24-53	ALT	Dispatch Console	Alternative	C			X	CAO
24-09	RFQ	Adobe Renewal	Regular	O			X	CAO
24-47	RFP	Structural Fire Fighting Bunker Gear	Regular	C			X	CAO
24-44	RFP	Police SUV	Regular	C			X	CAO
24-07	OTH	General Insurance & Risk Management	Alternative	O			X	CAO
24-10	RFQ	Angus Building Fence	Regular	C			X	CAO
24-11	RFQ	Utility Trailer	Regular	C			X	CAO
24-60	OTH	Vector Training Platform	Alternative	O			X	CAO

### Task Updates:

**Task:** Town of Amherst Website

Update: The new website launched the first week of July. We are continuing to update information and ensure material remains fresh. We have received many comments of a much easier user interface.

Status: Closed

# Monthly Report

## Cumberland Business Connector

### September 2024

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#### Highlights of the Cumberland Business Connector's work from mid-April to mid-May

#### Support Businesses (primarily 0-50 employees)

- The Cumberland Business Accelerator Program continues to support businesses with high growth potential.  
These clients have been supported during this period in the following ways:
  - We connected a manufacturing business with a Canada Research Chair to work on solving the challenges of tightening government regulations. This has led to the hiring of a post-graduate Research Intern.
  - Assisted a business as it prepares for the orderly succession of their business.
  - Provided advice and referrals to a spin off, high tech company established in Amherst that has significant market opportunities in various industry sectors. We have facilitated introductions to potential customers.
  - Worked with a client to calculate their cost of production and profitability of various products after accounting for both direct cost of production and assigning overhead costs.
  - Assisted a business who increased its productivity per employee by 20 – 25%.
  - Worked with the business to reduce its financial exposure to variable interest rates and reduced its overall leverage.
- The Business Spotlight program continues highlighting businesses across the region.
- Business Retention and Expansion visits are going well. Some highlights include:
  - Increasing the awareness of the provincial Tender Opportunities Notification System (TONS). The Province of Nova Scotia wants to increase the number of local businesses that get notifications about (and bid on) potential government procurement opportunities.
  - Increased awareness of the Seasonal Tourist Business Designation program for businesses in the accommodation sector.
  - Connected a business from outside of the region that is looking to expand their manufacturing business to Cumberland County with the owners of a vacant industrial site.
  - Supporting a Cumberland County processing business that is looking to grow and establish a second location in Amherst
  - Met with a business to review their delivery model and see if they are recouping their delivery cost with their delivery surcharge.
  - Working with a local company looking to hire skilled workers (mechanics) internationally.
- Workshops are being scheduled for the fall, primarily around Small Business Week.

## New Businesses

- Staff have followed up with the Youth Entrepreneurship Challenge winners to see how their businesses are progressing.
- Most weeks we are meeting with one or two entrepreneurs who are interested in starting a new business or in buying an existing business. These include an IT Business, a marine software business, a carpentry business, etc.

## **Labour Availability and Workforce Development**

- We are beginning the second round of Career Fairs in High Schools.
- We continue to work closely with the Department of Labour, Skills, and Immigration on many initiatives.
- We are partnering with YREACH to facilitate a workshop, “Navigating your first home purchase.” This is a key topic of interest for newcomers who want to put down roots and stay in our community.

# Monthly Report

## Finance

September 2024

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### FINANCE

The 2023/24 year end audit commenced in June and was completed in September. The financial statements were presented to the Audit Committee on September 9, 2024 as well as the first quarter financial report.

The Statement of Estimates (SOE) A and B and the Financial Information Return (FIR) are due to the Province on September 27<sup>th</sup>. The Financial Statement submissions to the Provincial Department of Municipal Affairs and the Nova Scotia Utility and Review Board are also due on September 27<sup>th</sup>.

### TAX / ACCOUNTS RECEIVABLE / COLLECTIONS

**Tax Sale** – Preliminary Tax Sale Notices – 56 Tax sale notices were sent out July 12, 2024. Final Tax Sale Notices – 24 Final tax sale notices were sent out on August 28, 2024, with a response date of September 13, 2024.

**2024 Assessment Appeals** – The Town received the appeal inventory from PVSC. There was a total of 95 appeals of which fifty-eight (58) appeals are complete, seventeen (17) are outstanding and three (3) withdrawn. NS Assessment Appeal Tribunal status for 2024: three (3) total.

**Tax Certificates** – There were 29 tax certificate requests in June, 22 tax certificates for July and 18 tax certificates for August.

	# Of Accounts Appealing		Appeal Completed as of Sept 1/24	Pending as of Sept 1/24	Withdrawn as of Sept 1/24	Outstanding Appeals as of Sept 1/24	Appeals Successful as of Sept 1/24	Loss of Assessment Value	Amount of Revenue Reduction	Nova Scotia Assessment Appeal Tribunal Status
Residential /Resource	74	\$24,846,000	44	0	3	14	10	\$537,800	\$8,981.26	2
Commercial	21	\$21,127,000	14	0	0	3	5	\$806,100	\$36,032.67	1
TOTAL	95	\$45,973,800	58	0	3	17	15	\$1,343,900	\$45,013.93	3

### WATER/SEWER

Preparations for 2nd quarter billing is underway. Meter reading will begin the first week of October and bills are expected to be sent out during the last week of October.

Maintenance to residential and commercial water meters requiring service or replacement also took place over the summer months.

## **CUSTOMER SERVICE TRACKING – E11**

There was a total of 91 opened cases in June and 71 cases closed in June, 97 opened cases in July and 81 cases closed in July and 67 opened cases in August and 85 closed in August. The category with the most opened/closed cases in all three months was Compost Bin Repairs/Replacements, with 60 cases over the three months of June, July and August.

## **TASK UPDATES**

Task: Capital Budget Amendment – Asphalt Recycler

Motion: That Council amend the 2024/25 general capital budget in the amount of \$125,250 and the 2024/25 water utility capital budget in the amount of \$41,750 for the purchase of an asphalt recycler.

Update: Capital budget has been updated with new project and funding source.

Status: Complete

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Task: Capital Budget Amendment – Utility Trailer

Motion: That Council amend the 2024/25 general capital budget in the amount of \$8,250 for the purchase of a replacement utility trailer to be funded from the Capital Reserve.

Update: Capital budget has been updated with new project and funding source.

Status: Complete

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Task: Dr. & Mrs. H.E. Christie Community Foundation

Motion: That Council approve the request to receive a donation of \$500 from the Dr. & Mrs. H.E. Christie Community Foundation to fund a corresponding grant of \$500 to the Fibre Arts Society of Nova Scotia.

Update: Grant cheque has been issued to Fibre Arts Society of Nova Scotia.

Status: Complete

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# Monthly Report

## Fire Department

### September 2024

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#### **RESPONSES (JUNE, JULY, AUGUST)**

##### Town of Amherst – 43 events

- 2 Smoke alarm activations
- 4 Smell of smoke / Air quality check
- 20 Monitored alarm activations
- 4 Motor vehicle accidents
- 7 Open burn / Wildland fire / Mulch
- 1 Structure fires
- 1 EMO assist
- 2 Dumpster / Garbage can fire
- 1 Rescue an animal
- 1 Trapped in elevator

##### Contract area (District 2) – 20 events

- 3 Monitored alarm activations
- 9 Motor vehicle accidents
- 1 Vehicle fire
- 4 Open burn / Wildland fire / Mulch
- 2 Hazardous material
- 1 Smell of smoke / Air quality check

##### Mutual Aid requests – 2 events

- 1 Truemanville
- 1 Springhill

As of September 1<sup>st</sup>, the Amherst Fire Department has responded to 173 requests for assistance.

#### **FIRE PREVENTION**

Over the summer months the department has completed numerous in person fire prevention sessions with youth groups at the fire station. Also, the fire prevention committee is focusing on the fire prevention plan for the 2024 fire prevention week. This year's Fire Prevention Week will take place from October 6<sup>th</sup> –12<sup>th</sup> and the national theme this year is "Smoke alarms: Make them work for you™".

#### **PROFESSIONAL DEVELOPMENT**

Recruit fire fighter training – Since June our new recruit firefighters have been their online introductory training into the fire service. The next phase of their program will include Mental Health Resiliency training, and they will start their practical in-house training.

Atlantic Fire Service Leadership Conference - During the month of July, Chief Jones and Deputy Chief Farrow, Captain Mark Goodwin and Captain Bob Sperry attended this conference in Summerside, PEI. This conference featured information sessions and a slate of keynote speakers who spoke on various subjects related to emergency management and future planning. A trade show at this event featured vendors from across Canada, who presented specialized products and equipment, along with exhibits of new processes and techniques for fighting fires.

#### **RECRUITMENT**

The fire department continues to look for new members to join our team. For more information on becoming a member of the Amherst Fire Department, please go to [www.amherst.ca/volunteer-firefighter](http://www.amherst.ca/volunteer-firefighter).

## **COMMUNITY EVENTS**

Over the summer months the members of the Amherst Fire Department took part in various community events. This included the Amherst Pride parade, Canada Day celebration, No. 2 Construction Battalion Memorial, Amherst Little League Honor Wall Celebration, and the Revival Centre's family picnic, just to name a few.

## **UPCOMING EVENTS**

Fire Fighter's Memorial - This is an important time to recognize all emergency first responders, past and present for their dedicated service. This year's event is scheduled for October 27<sup>th</sup> starting at 1PM.

Annual Firefighters' Banquet - On Saturday, November 2<sup>nd</sup> the Amherst Fire Department will hold its annual banquet. Annually, this is an opportunity to look back on the past year and acknowledge the years of service and efforts, that the members of the Amherst fire department put forth.

## **TASK UPDATES**

Task: **No open tasks at this time**

# Monthly Report

## Human Resources

### September 2024

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#### Staffing Updates

Manager of Financial Services: Denise Smith joined the Finance Department in late June. She is settling in nicely and we are so pleased to have her!

Seasonal Operators (Public Works): two vacancies were filled following a competition that was completed. Dan Riemersma and Kiley Bickerton were the successful candidates and joined our Public Works Department in late June. Welcome Dan and Kiley!

Seasonal Park Attendant (Recreation): long-term student, Jagger Vandewiel, accepted a term position to fill this vacancy following the departure of the previous Seasonal Parks Attendant in the spring. Jagger will continue in this role until the end of the season. We are happy to provide current employees with new opportunities.

Firefighters: Long-term Firefighter, Vern Megeney, retired July 2 following 25 years with the Amherst Fire Department. We wish him all the best in his retirement!

Following a competition that took place, two new full-time Firefighters were appointed. Eric Graham and Raymond MacDonald, both long-time volunteer Firefighters, were the successful candidates and began their new roles on August 1<sup>st</sup>. Eric has been a member of the volunteer fire department for 13 years, and Raymond has been a member for 23 years. How fortunate we are to have their combined years of experience and dedication, now on a full-time basis!

Police: Officer Anthony Stewart, who joined APD last year on a part-time basis, has been awarded a full-time position. Congrats Anthony! APD also welcomed two new Officers this summer: Greg Pavlovic and Lauren Millard. Welcome!

Following a competition held for a Dispatcher vacancy, Shannon King was the successful candidate and began her Dispatcher role in August. Welcome to the team Shannon!

Summer Students: most of our summer students concluded the season in August to return to their studies. We thank them for all the hard work this summer and wish them all the best in their continued studies.

Multi Sport Leaders: September brings the start of our annual Amherst-Cumberland Multi Sport Program. We were again happy to award the three (3) vacant Multi Sport Leader positions to current staff: Audrey Hoeg, Tegan Tran and Max Kryvonos.

Audrey is a returning summer student many years over. Max was a first time summer student this year. Tegan worked as a Multi Sport Leader last year and is also currently working in a term position with the Community Living Department. We are pleased to see them continue their work with us through the Multi Sport program and appreciate their hard work!

## **Current Recruitment**

Cashier/Customer Service: a competition was recently completed for the Cashier/Customer Service position for the front desk at Town Hall. It was a robust competition with many applicants!

Kylee McNally was the successful candidate and will be joined Town Hall on September 12. Welcome Kylee!

Police: following the approval of two additional Officers by Council this summer, a recruitment campaign is underway. Staff have been working on a video to promote the benefits of living and working in Amherst and becoming a member of the Amherst Police Department family. The video and posting are expected to be completed and released in the coming weeks.

## **Other HR News**

Three (3) new babies have joined the TOA family this summer! Congratulations to Tasha Estabrooks (APD), Matt Selig (Parks & Rec) and Chris Robinson (Parks & Rec) on welcoming their little ones in July and August!

Staff are continuing the review of all HR policies.

## **Payroll**

Payroll and WCB remittances are up to date.

Payroll remittances are remitted to CRA bi-weekly by the payroll company.

WCB is remitted automatically via our payroll provider.

# Monthly Report Operations September 2024

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In addition to their routine maintenance work Operational services staff worked on and completed the following projects during the summer:

## **RECREATION and HORTICULTURE**

- Park washrooms will remain open daily from 9:00am to 5:00pm until October 11.
- Mowing is ongoing in parks and green spaces.
- Ice installation was completed in August without issue and was ready for the Ramblers training camp that began on August 26. The Ramblers first home game of the season was September 14.
- The side netting around the ice surface was removed during the summer.
- Roy Maltby Funday Hockey School started on September 3 and Cumberland County Minor Hockey started their season on September 16.
- Public skating will commence on September 24.
- Our parks were very busy this summer, especially the beach volleyball court and tennis courts.
- Splash Pads at Dickey Park and Lions Park closed for the season on September 15.
- Happy to report that acts of vandalism in our parks was down considerably compared to previous years.
- Continued with upgrades to Rotary Park. Removed the large flower bed and rose bushes that were overgrown and added a small flower bed on the corner of Willow and Agnew Streets.
- Turf maintenance program (aerating and fertilizing) will commence late September.
- Robb Complex hosted the U13 baseball provincials on Labor Day weekend.
- ARHS ball started in early September and will run until mid October.
- The contractor originally hired to install the new scoreboards at Robb Complex recently informed us that are not able to complete the work, alternate arrangements have been made to get the installation completed.

## **PUBLIC WORKS**

- Swabbing from the wellheads to the chlorination building and swabbing the transmission main from the North Tyndal Wellfield to the Willow Street reservoir was completed in mid September.
- Annual unidirectional flushing of watermains is underway and will be ongoing until early October.

- The capital budget sidewalk replacement projects are nearing completion and included the installation of tactile walking surface indicator plates.
- Quarterly meter reading was completed in July and followed up with meter repairs and investigation of high or no recorded flows for the billing period.
- Staff installed 15 new water and sewer services over the summer for new single family and multi unit residential construction.
- Capital paving is expected to be completed by September 30.
- Phase 1 of the Marshview Drive extension is underway and is anticipated to be completed by mid October.
- Closed the tender for a cured in place pipe lining project, this work is a key piece of the ongoing flood mitigation work.
- Town Hall roof replacement to be completed by September 12.
- Replacement of Pump #3 at the wellfield is scheduled to be completed by October 1.

Upcoming and ongoing projects:

- Contracted patching of service cuts and spreader patching streets is ongoing.
- Quarterly meter reading will be completed in October.
- Annual sewer main flushing and video inspection program will take place in late September.
- Storm sewer installation on Industrial Park Drive and South Albion Street will be ongoing from late September to mid October.
- Tennis nets and wind break at the Lions Park will be taken down during the first week of October.
- The annual Bluenose Tournament is taking place on the weekends of October 25 and November 1.
- Robb Complex will be closed for the season on October 20.
- Park washrooms will be winterized and closed for the season on October 11<sup>th</sup>. (Dickey Park washroom will remain open for the winter).
- Hanging baskets and annuals will be removed from flowerbeds in late September and bulbs will be planted in October.
- The Amherst Senior Ducks home opener is October 11.
- Water will be turned off in the Dog Park for the season on October 18.

# Monthly Report

## Planning & Strategic Initiatives

### September 2024

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The attached development activity report shows a year-to-date comparison with 2023 and a list of permits issued between June 1<sup>st</sup> and August 31<sup>st</sup>. As shown, the overall number of dwelling units so far this year has increased from 61 in 2023 to 68 in 2024, which far surpasses the 29-unit average in years prior to 2023. Looking ahead, staff anticipate issuing several permits in the coming months for new units within the Shaw Group development on the former Dolan property.

Construction continues on the 54-unit apartment complex behind E.B. Chandler School with the fourth level exterior wall sections installed. Under the terms of the development agreement, road and infrastructure work to gain access to Willow Street was completed before permits were issued for the first building. Paving this access and parking area will be required when the building is occupied. Managing dust on the site was a significant challenge, but the necessary measures were finally taken to reduce this issue to a more acceptable level.

Following Council's decision in August to deny the request to remove 96 Church Street from the Municipal Heritage Registry, the Heritage Advisory Committee approved a substantial exterior alteration of the building. The approval facilitates the rejuvenation of the building while adding housing to the downtown area. At their July meeting the Planning Advisory Committee deferred a recommendation to Council on an application for a development agreement to permit a 56-unit apartment complex at 112 West Victoria Street. The Committee requested more information and changes to the proposal. The developer has yet to respond to this request.

At their regular meeting on September 23<sup>rd</sup>, Council will be asked to consider 2<sup>nd</sup> reading of a development agreement to allow up to six dwelling units on the upper levels of the existing building located at 9 Laplanche.

The application for round two of the CMHC Housing Accelerator Fund was submitted last week. As before, the program is intended to provide funding to support housing in exchange for the town adopting initiatives to incentivize more housing units. The majority of the initiatives are incorporated into the new MPS and LUB that are under development.

Planning continues to provide planning and development services for the Town of Oxford.

A report on Business Development Activities is provided in the package as a separate report.

## Task Updates:

<p><b>Task: 15 &amp; 31 East Victoria Street DA</b> Update: The agreement is ready to be signed but the developer is waiting on confirmation from a major tenant to proceed. Staff continue to engage them. Status: Ongoing</p>
<p><b>Task: 305 Church Street DA</b> Update: The agreement has been executed and registered. Status: Complete</p>
<p><b>Task: Industrial Park Drive Rezoning</b> Update: The rezoning process is now complete. Status: Complete</p>
<p><b>Task: Industrial Park Land Acquisition</b> Update: The land transfer is awaiting ministerial approval. Status: Ongoing</p>
<p><b>Task: 105 South Albion (Blaine Street) and Ottawa Avenue Acquisitions</b> Update: Staff are working with the developer to execute the development agreement and establish a closing date for the land transaction. Status: Blaine Street is ongoing. Development of the Ottawa Avenue property is paused.</p>
<p><b>Task: Hotel Levy</b> Update: The consultant is currently conducting engagement interviews with tourism stakeholders in the region to inform their hotel levy feasibility study. Status: Ongoing</p>
<p><b>Task: 96 Church Street Heritage Designation</b> Update: In August Council denied the deregistration request. In September the HAC approved a substantial exterior alteration to allow the renovation to move forward. Status: Complete</p>
<p><b>Task: Nova Scotia Nature Agreement (formerly the Nature Challenge Fund)</b> Update: Council approved a 2-year agreement to continue seeking acquisitions in and around the Tyndal Wellfield. This agreement is being executed. Status: Ongoing</p>
<p><b>Task: LED Roadway Lighting Proposal</b> Update: Staff still await the outcome that was expected in early May on the application to the NS Sustainable Communities Challenge Fund for a pilot project that would include replacement of almost all of the town's streetlights to more efficient lights, while testing LEDs radar and camera technologies. Status: Paused, pending outcome of funding application</p>
<p><b>Task: 8 Lower Laplanche Purchase</b> Update: Staff and the town's solicitor continue to get updates on the finalization of the property vendor's estate. Indications are that the estate has been settled but has yet to be registered. Status: Pause, pending settlement and registration of the vendor's estate.</p>

## Permits: 2023-2024 YTD Comparison

ACTIVITY REPORT							For Calendar Year 2024
Type	2023			2024			
	Permits	Units	Value of Construction	Permits	Units	Value of Construction	
Single Family	38	21	3,953,732	26	14	3,310,418	
Duplex/Semi	1	0	85,500	0	0	0	
Apartments	8	34	3,855,000	5	54	10,627,000	
Other Residential	21	0	228,400	33	0	704,060	
Commercial	21	6	61,806,481	13	0	2,451,072	
Industrial	1	0	2,867,940	0	0	0	
Inst & Gov	0	0	0	0	0	0	
Agriculture	0	0	0	0	0	0	
Other	0	0	0	0	0	0	
<b>Total</b>	<b>90</b>	<b>61</b>	<b>72,797,053</b>	<b>77</b>	<b>68</b>	<b>17,092,550</b>	

Starting on the next page:

Permits Issued June 1, 2024 to August 31, 2024

## PERMIT APPLICATIONS

For Period: June 01 2024 To August 31 2024

<i>Number</i>	<i>PID</i>	<i>Civc Address</i>	<i>New Units</i>	<i>Work Type</i>	<i>Bldg Type</i>	<i>Proposed Use</i>	<i>Permit Fee</i>	<i>Value</i>
B2024-043	25028879	5 Regent St	0	Construction	Garage/Carport/Shed	Deck	64.00	11,400.00
B2024-044	25016643	25 Cornwall Ave	0	Construction	Garage/Carport/Shed	Ramp	64.00	140,000.00
B2024-045	25028606	9 Ralston Pl	0	Construction	Garage/Carport/Shed	Deck	63.00	15,000.00
B2024-046	25342734	108 Spring St	0	Addition	Garage/Carport/Shed	Porch/Patio	57.00	30,000.00
C2024-047	25034729	250 Victoria St	0	Addition	Garage/Carport/Shed	Garage	136.00	80,000.00
C2024-042	25517491	4 Gallagher St	54	Construction	Apartments	Apartment Building	3,256.00	10,500,000.00
B2024-048	25338658	258 Church St	0	Renovate	Commercial	Nursing Home	4,055.00	1,602,272.00
B2024-049	25032632	16 Station St	0	Renovate	Commercial	Multiple Use	67.00	7,000.00
B2024-050	25480906	18 Webster St	0	Renovate	Single Detached Dwelling	Accessory Uses - Other	98.00	19,440.00
C2024-051	25000829	23 Cumberland Ridge Dr	0	Construction	Garage/Carport/Shed	Deck	61.00	4,500.00
C2024-052	25026766	129 East Pleasant St	0	Construction	Garage/Carport/Shed	Garage	70.00	15,000.00
B2024-053	25028507	11 Industrial Park Dr	0	Construction	Garage/Carport/Shed	Porch/Patio	52.00	4,500.00
C2024-054	25006057	26 Prince Arthur St	0	Renovate	Commercial	Restaurants	150.00	40,000.00
C2024-055	25034265	175 Victoria St	0	Construction	Garage/Carport/Shed	Deck	64.00	2,500.00
C2024-056	25026089	14 Pender St	0	Construction	Garage/Carport/Shed	Garage	70.00	30,000.00
D2024-057	25010265	72 South Albion St	0	Construction	Commercial	Ground Sign	50.00	600.00
B2024-058	25028507	11 Industrial Park Dr	0	Repair	Commercial	Ramp	62.00	5,000.00
B2024-059	25030651	81 Rupert St	0	Repair	Garage/Carport/Shed	Deck	58.00	15,000.00
B2024-060	25027558	28 Poplar St	0	Renovate	Garage/Carport/Shed	Accessory Uses - Other	115.00	26,000.00
C2024-061	25015652	41 Copp Ave	0	Construction	Garage/Carport/Shed	Deck	54.00	2,000.00
B2024-062	25028002	29 Prince Arthur St	0	Renovate	Commercial	Accessory Uses - Other	379.00	131,700.00
B2024-063	25167594	6 Townsview Crt	0	Construction	Garage/Carport/Shed	Deck	52.00	1,000.00
B2024-064	25167164	2 Townsview Crt	0	Construction	Garage/Carport/Shed	Deck	0.00	1,000.00
C2024-065	25031493	6 Spring St	0	Construction	Garage/Carport/Shed	Deck	55.00	1,000.00
C2024-066	25363870	1 Penny Lan	0	Construction	Swimming Pool	Deck	71.00	15,000.00
B2024-067	25000068	14 Victoria St	0	Renovate	Commercial	Porch/Patio	65.00	128,000.00
C2024-068	25462086	31 Rosewood Dr	1	Construction	Single Detached Dwelling	Moble/Mini Homes	192.00	130,000.00

# PERMIT APPLICATIONS

For Period: June 01 2024 To August 31 2024

<i>Number</i>	<i>PID</i>	<i>Civc Address</i>	<i>New Units</i>	<i>Work Type</i>	<i>Bldg Type</i>	<i>Proposed Use</i>	<i>Permit Fee</i>	<i>Value</i>
B2024-069	25016916	15 Croft St	0	Renovate	Garage/Carport/Shed	Accessory Uses - Other	86.00	14,560.00
B2024-070	25015538	17 Copp Ave	0	Repair	Apartments	Foundation	92.00	17,000.00
C2024-071	25492307	118 Robert Angus Dr	0	Construction	Commercial	Garage	88.00	70,000.00
D2024-072	25001363	25 Westminster Ave	0	Construction	Garage/Carport/Shed	Shed	0.00	9,000.00
D2024-073	25451345	147 South Albion St	0	Renovate	Commercial	Com - Permanent Sign	50.00	5,000.00
B2024-074	25015538	17 Copp Ave	0	Renovate	Apartments	Apartment Building	75.00	10,000.00
C2024-075	25013053	32 Charles St	0	Construction	Garage/Carport/Shed	Shed	61.50	5,200.00
<b>Total</b>	<b>34</b>		<b>55</b>				<b>9,932.50</b>	<b>13,088,672.00</b>

D I S T R I C T S

<i>Building Type</i>		Total
<b>Apartments</b>	3	3
<b>Commercial</b>	9	9
<b>Garage/Carport/Shed</b>	19	19
<b>Single Detached</b>	2	2
<b>Swimming Pool</b>	1	1
Total	34	34

*Summary of Estimated Value by District*

	<b>13,088,672.00</b>
Total	<b>13,088,672.00</b>

*Summary of Estimated Value by Building Type*

Apartments	<b>10,527,000.00</b>
Commercial	<b>1,989,572.00</b>
Garage/Carport/Shed	<b>407,660.00</b>
Single Detached Dwelling	<b>149,440.00</b>
Swimming Pool	<b>15,000.00</b>
Total	<b>13,088,672.00</b>

# Monthly Report

## Police Services

### September 2024

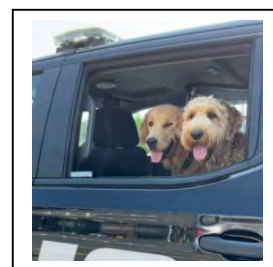
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#### PERSONNEL

**New Employees:** Constable Lauren Millard started work with the Amherst Police Department on August 21, 2024. She has been hired as a term employee. Originally from Amherst, Lauren is a graduate of the Amherst Police Department and completed her on the job training with APD before working with the Fredericton Police Service.

#### GENERAL OPERATIONAL UPDATES:

**Canada's 911 Ride Atlantic:** Sgt Graham attended the Twin Shores Campground in PEI with both K-9 Lola and Walter for a 'Mock Jail Fundraiser'. The Canine's were a big hit with the kids and resulted in a substantial number of 'arrests' for the fundraising activities.



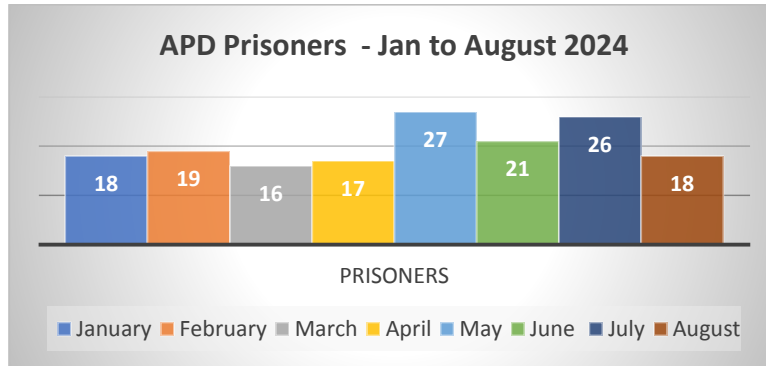
**Crosswalk Safety:** On August 8<sup>th</sup>, the Police Department released some information on social media platforms to provide some education on 'crosswalk safety'. The information detailed the responsibilities of drivers as well as pedestrians in regards to crosswalks (see attachment).

**Homelessness:** August saw a steep dive in regards to the occurrences with a nexus to homelessness. As compared to 110 complaints in July, 76 in June and 73 in May, we had 30 complaints in August 2024 relating to homelessness. Of these, 10 of them occurred at or within close proximity of the shelter. Many of the complaints are surrounding 3-4 of the same people. In the case of the low numbers for August, these can be attributed to people that were not in the area for the majority of the month.

**Shoplifting Complaints:** Overall, our shoplifting complaints remain fairly consistent. In August 2024, we had 10 complaints of shoplifting in total. While this is a slight drop when compared to previous months, and is almost half of what we had in August 2023, it is important to note that such stats can be impacted by the arrests/incarceration or even 'relocation' of specific individuals. Also, these are the reported stats, and do not reflect the actual, as many businesses no longer employ store security as they once did. As a result, such activities are often under reported or go unnoticed. Many stores cite employee safety as a reason for not taking proactive actions to stop shoplifting when it occurs. Many of our theft complaints are received days after the incident occurred which impacts our ability to clear the file by charge.

**Prisoners Held:** As noted, the last two years have seen an increase in the number of prisoners that we are holding in our cells. For years our averages have been steadily below 175 prisoners per year, but in 2023 we lodged 204 prisoners and are likely to have in excess of 230 prisoners before the end of 2024 for the year. To date, we have lodged 128 prisoners in APD cells in 2024. When people are arrested, they are not automatically lodged in cells, 'prisoners' are held based on a risk assessment that includes the following variables, and often involves a discussion/consultation with the crown:

- What is the risk of them re-offending?
- Will they attend court?
- Do they represent a risk to the community if released?



**OPERATIONAL**

**Drugs/Firearms/Stolen Vehicles:** An investigation led by the Cumberland Integrated Street Crime Unit resulted in a substantial number of drugs, firearms, illegal tobacco and stolen ATV's. Simultaneous searches at homes in Birchwood and Hansford were executed with more than 1,500 Methamphetamine tablets, 150 Oxycodone tablets, approximately a kilogram of crystal meth, 40 firearms, illegal tobacco and six stolen all-terrain vehicles being seized. The search resulted in the arrest of 8 people, 5 of which were later released. One person who evaded arrest was later taken into custody by the NS RCMP Emergency Response Team. The operation involved Street Crime members, APD Patrol Members, RCMP Patrol members, and several RCMP Specialty Units from Nova Scotia and New Brunswick.

**Stolen E-Bike:** A 35-year-old Collingwood NS man is facing theft charges following a complaint of a theft of an e-bike from an Acadia Street residence during the early morning of August 12<sup>th</sup>, 2024. Culprits had cut the lock off the bike and it was located a short time later by police with the help of the public. The bike was returned to its rightful owner. The 35-year-old male is scheduled to appear in court at a later date to answer to the charges.

**Donated Bikes:** Once again, the Amherst Police Department donated unclaimed bikes to the Bridge Adult Service Centre. These bikes are sold/auctioned off by the Bridge Workshop to help raise funds. Many of the bikes had been in Police storage for over a year and were unclaimed.



**OPERATIONAL STATS – AUGUST 2024**

Occurrences:	527	Criminal Code Charges:	51
Impaired by Alcohol:	1	CDSA:	0
Impaired by Drug:	0	CBCA:	0
Tobacco Act:	1	Traffic Tickets:	16
PPA:	0	Traffic Written Warnings:	6
Vehicle Checks:	106	LCA:	9
Foot Patrol Hours:	63 hrs, 12 min	Bike Patrol Hours:	0
Parking Tickets:	0	Parking Warnings:	0

**TASK UPDATES**

**Task: Safe Approach and Rescue Vehicle:** Council approve of entering into an MOU with GardaWorld for the purchase of a decommissioned Armoured Cash Vehicle for the price of \$2.00 + applicable taxes

**Update Status:** In progress. 2024-09-09: The SARV is currently at Bayworth Kenworth facility in Pictou as they have agreed to do some work on the vehicle, including bodywork, paint etc. We also have some agreements in place with other organizations for lights, decals, and other equipment.  
DDPike

**Task:** Marsh Trail ATV Issues: That staff be directed to install signs, barriers and cameras along the centennial walking trail, and further that Council approves funding for such.

**Update Status** 2024-09-009: In Progress. PW is dealing with this stage of the work on the trail.  
DDPike

**Task: Taxi By-Law**

**Update Status** 2024-09-09: Planning to do another blitz/inspection day this fall. DDPike



## Amherst Police Department *Crosswalk Safety*

*Pedestrian Safety* is a priority. It is important that people understand how Crosswalks are defined in Nova Scotia and how they work. Every intersection of 2 or more roads has a crosswalk, many of which are unmarked, meaning that they may not have signage or painted lines.

Some crosswalks have varying levels of traffic control and may have painted lines, crosswalk signs, lit signs or signals or may be a part of a 4-way stop or a fully controlled traffic intersection.

Unless intersections are controlled by traffic signals/lights, pedestrians are deemed to have the *'right of way'*. In these cases, drivers are responsible to yield to pedestrians who are waiting at, or are in Crosswalks regardless if they are marked or unmarked. This includes vehicles that are turning at an intersection.

Drivers are encouraged to slow down and scan the street and sidewalks when approaching intersections or crosswalks.



When the intersection is controlled by traffic signals, pedestrians are required to obey the signals.

Fines for *failing to yield to a pedestrian in a crosswalk or stopped facing a crosswalk* starts at \$697.50

Pedestrians should always check to make sure an intersection is safe before crossing and are encouraged to wait for an adequate gap in traffic or until vehicles have come to a complete stop.



For more information, check out "Rules of the Road" from the Nova Scotia Driver's handbook that can be found at <https://novascotia.ca/sns/rmv/handbook/dh-chapter2.pdf>

# Monthly Report

## Solid Waste Education and Enforcement

### September 2024

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#### Presentations & Events

##### Nova Scotia Housing Apartment Complexes

Presentations were given to tenants to review our solid waste programs and source separation. Buildings in both Amherst and Parrsboro were visited over the summer months. Staff will be visiting the Springhill buildings in late September.

##### Shred Event

The annual Shred Event took place on Thursday, September 5<sup>th</sup> where staff collected materials from over 60 residents. Residents always comment on how pleased they are that we provide this service.

##### Sports Equipment Swap

The Sports Equipment Swap was held on Saturday, September 7<sup>th</sup> at the Amherst Stadium. Residents were encouraged to drop off gently used gear and swap it for “new to you” gear.

##### Household Hazardous Waste (HHW) Events

Our first fall HHW event was held on Saturday, September 7<sup>th</sup>. This event was the Blitz event where HHW materials were collected from Parrsboro, Pugwash, Oxford, and Springhill. Staff were pleased with the turnout for this event as we collected materials from 71 vehicles.

Our final event of the year is scheduled for Saturday, September 14<sup>th</sup> at the Amherst Fire Hall from 9:00am – 12:00pm.

##### Collection Contract

Miller Waste is currently on target to roll out the changes to collection beginning on November 5, 2024. All three streams will be collected on the same day (organics, garbage, and recyclables) with collection taking place on Tuesdays and Wednesdays. These changes will be communicated to residents in the coming weeks.

##### Social media

Due to the large number of rejections received from Miller Waste for “Wrong Type of Waste” and “Garbage in Cart”, staff developed social media posts to help address the concerns.

Staff have also started a “Help keep our collectors safe” series where we will be focusing on how residents can help keep our collectors safe while collecting curbside materials.

