



Town of Amherst
Regular Council Meeting
Agenda

Date: **Monday, January 25, 2021**
Time: **6:00 pm**
Location: **Zoom Virtual Meeting**

	Pages
1. CALL TO ORDER	
2. TERRITORIAL ACKNOWLEDGMENT	
"We [I] would like to begin by acknowledging that the land on which we gather is the traditional unceded territory of the Mi'kmaw Peoples."	
3. APPROVAL OF AGENDA/MINUTES	
3.1. Approval of the Agenda	
3.2. Approval of Minutes	3 - 6
4. REQUESTS FOR DECISION	
4.1. February Meeting Date - Christie	7 - 9
4.2. Stadium Walking Track Hours - Davidson	10 - 14
4.3. Appointment of Auditor - Landry	15 - 16
5. INFORMATION / DISCUSSION ITEMS	
6. INTERNAL COMMITTEE REPORTS	
6.1. Planning Advisory Committee - Davidson	17 - 17
6.2. Amherst Board of Police Commissioners - No Report	
6.3. Audit Committee - Landry	18 - 33
6.4. Amherst Youth Town Council - No Report	
7. EXTERNAL COMMITTEE REPORTS	

7.1.	Cumberland Public Libraries - Fawthrop	34 - 34
7.2.	Cumberland YMCA - Fawthrop	35 - 36
7.3.	Cumberland Joint Services Management Authority - Emery	37 - 37
7.4.	Northern Region Solid Waste Committee - Baker	38 - 38
7.5.	L. A. Animal Shelter - Fawthrop	39 - 39
7.6.	Municipal Alcohol Project - Emery	40 - 40
7.7.	Senior Safety	
7.8.	Inter Municipal Tourism	
7.9.	Poverty Reduction	
8.	ADJOURNMENT	

**TOWN OF AMHERST
Regular Council Meeting
Minutes**

Date: December 21, 2020
Time: 6:00 pm
Location: Zoom Virtual Meeting

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

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

Others Present Rajan Minocha-McKenney, Junior Mayor, AYTC Representative

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

1. CALL TO ORDER

Mayor Kogon called the order at 6:00 p.m.

2. TERRITORIAL ACKNOWLEDGMENT

Mayor Kogon gave the Territorial Acknowledgement.

3. APPROVAL OF AGENDA/MINUTES

3.1 Approval of the Agenda

Moved By Councillor Christie
Seconded By Councillor Emery
To approve the agenda as circulated.

Motion Carried

3.2 Approval of Minutes

Moved By Councillor Baker
Seconded By Councillor Fawthrop
That the minutes of the November 23, 2020 regular meeting of Council be approved as circulated.

Motion Carried

4. REQUESTS FOR DECISION

4.1 Temporary Borrowing Resolution

Moved By Councillor Baker
Seconded By Deputy Mayor Davidson
That Council approve a Temporary Borrowing Resolution in the amount not exceeding \$1,378,000 for the following items, and submit it to the Department of Municipal Affairs and Housing for Ministerial approval:

Albion – water main replacement (water utility)		\$ 433,000
Wellfield generator (water utility)		240,000
Monitoring wells (water utility)		40,000
Fire truck – pumper truck		600,000
Land purchase		65,000
		\$ 1,378,000

Motion Carried

4.2 Challenge Fund Agreement

Councillor Emery declared a conflict of interest.

Moved By Councillor Christie

Seconded By Councillor Fawthrop

That Council approve and authorize the Mayor and CAO to sign the attached Advancing Target 1 in Nova Scotia - A Collaborative Conservation Approach agreement between the Town of Amherst and the Nova Scotia Department of Environment.

Motion Carried

4.3 Dr. & Mrs. H.E. Christie Community Foundation Donation

Moved By Deputy Mayor Davidson

Seconded By Councillor Christie

That Council approve the acceptance of the donation from The Dr. & Mrs. H.E. Christie Community Foundation and the disbursement to Cumberland County Minor Hockey Association in the amount of \$10,000, in accordance with the request of the donor.

Motion Carried

4.4 Benevity Community Impact Fund Donation

Moved By Councillor Emery

Seconded By Councillor Landry

That Council approve the acceptance of the donation from Stephen Maltby via the Benevity Community Impact Fund and the disbursements noted below, in accordance with the request of the donor:

Cumberland Spartans Swim Club		\$ 2,500
Amherst Bantam Baseball		2,000
Amherst Little League		2,000
Cumberland County Minor Hockey Association		2,500
Fundy Soccer		1,000
		\$ 10,000

Motion Carried

4.5 Community Credit Union Business Innovation Center Agreement

Councillor Baker declared a conflict of interest.

Moved By Councillor Landry

Seconded By Deputy Mayor Davidson

That Council approve the attached Memorandum of Agreement (MOU) between the Town of Amherst and the Community Credit Union of Cumberland Colchester Limited which extends the period for payments under the Naming Rights agreement and waives arrears interest in the amount of \$1,119.27 and usage charges in the amount of \$275.00, and authorize the CAO to sign the MOU on behalf of the Town.

Motion Carried

This Memorandum of Understanding is made this _____ day of _____, 2020_

BETWEEN: THE TOWN OF AMHERST, a municipal body corporate
(hereinafter called "Amherst")

OF THE FIRST PART

-and-

THE COMMUNITY CREDIT UNION OF CUMBERLAND COLCHESTER LIMITED, a body
corporate
(hereinafter called "CCU")

OF THE OTHER PART

WHEREAS the parties have previously agreed on February 10, 2016 to the CREDIT UNION BUSINESS
INNOVATION CENTRE NAMING AGREEMENT, a copy of which forms Appendix 1 to this MOU; and

WHEREAS CCU has experienced significant financial challenges during its 2019 fiscal year that have resulted in
significant losses; and

WHEREAS CCU has failed to make the \$28,571.42 that was due on January 1, 2020, resulting in a total outstanding
balance of \$85,714.26 remaining to be paid in accordance with Paragraph 4 (a) of the original agreement (Schedule
1) and accrued interest charges of \$xxx to date; and

WHEREAS CCU has paid \$xxx in rental charges for use of the subject facility during the months of October,
November and December of 2020; and

WHEREAS CCU has requested that the payment schedule set out in Paragraph 4(a) of Appendix 1 be amended to
allow it more flexibility in meeting its obligations; and

WHEREAS Amherst has indicated its willingness to agree to certain changes to the original agreement and the
waiver of some charges for interest and usage;

NOW THEREFORE the Parties agree as follows:

1. That the payment schedule set out in Paragraph 4(a) of the original agreement (Appendix 1) be amended to
reflect the following schedule:
 - a. On signing this MOU - \$14,285.71
 - b. January 1, 2021 - \$14,285.71
 - c. January 1, 2022 - \$14,285.71
 - d. January 1, 2023 - \$14,285.71
 - e. January 1, 2024 - \$14,285.71
 - f. January 1, 2025 - \$14,285.70
2. That CCU shall agree to pay outstanding accrued interest charged relating to February, June and July of
\$882.51. Interest of \$1199.27 for August to November of 2020 shall be waived by Amherst.
3. That Amherst shall credit CCU's account facility usage charges of \$275.00, which have been fully paid, for
the months of October and November of 2020.
4. That the net amount resulting from paragraphs 3 and 4 above shall be paid by CCU to Amherst on signing
this MOU.
5. That no other changes to the original agreement shall result from this MOU;

In witness whereof the Parties have executed this MOU by their authorized signing officers the day and year first
above written:

The Town of Amherst

Per _____

Community Credit Union of Cumberland Colchester
Limited

Per _____

5. INTERNAL COMMITTEE REPORTS

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

6. EXTERNAL COMMITTEE REPORTS

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

7. ADJOURNMENT

Moved By Deputy Mayor Davidson
Seconded By Councillor Landry
To adjourn the meeting.

Motion Carried

Kimberlee Jones
Municipal Clerk

David Kogon
Mayor

SYNOPSIS

Committee of the Whole and Council Meeting Dates

This year, Heritage Day falls on Monday, February 15, 2021, and Victoria Day falls on Monday, May 24, 2021, which are our regular COW and Council meeting dates.

The Town's Proceedings of Council Policy sets the third and fourth Mondays of the month for the Committee of the Whole and Council meetings, respectively. The Policy also permits the rescheduling of such meetings by resolution of Council or Committee of the Whole.

MOTION:

That Council approve of changing the date of the regular February COW meeting from Monday, February 15, 2021 to Tuesday, February 16, 2021 due to the Heritage Day holiday, and change the May 2021 regular Council meeting date from Monday, May 24, 2021 to Tuesday, May 25, 2021 due to the Victoria Day holiday.

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Kimberlee Jones, Municipal Clerk

DATE: January 25, 2021

SUBJECT: Committee of the Whole Meeting Date

ORIGIN: 2021 COW and Council meeting dates

LEGISLATIVE AUTHORITY: Proceedings of Council Policy 10350-24 Section 5 states “Regular meetings of Council or Committee of the Whole may be rescheduled, relocated or cancelled: (a) by Resolution of Council at a meeting three or more days in advance of the additional or special meeting”

RECOMMENDATION: That Council approve of changing the date of the regular February COW meeting from Monday, February 15, 2021 to Tuesday, February 16, 2021 due to the Heritage Day holiday, and change the May 2021 regular Council meeting date from Monday, May 24, 2021 to Tuesday, May 25, 2021 due to the Victoria Day holiday.

BACKGROUND: The Town’s Proceedings of Council Policy sets the third and fourth Mondays of the month for the Committee of the Whole and Council meetings, respectively. The Policy also permits the rescheduling of such meetings by resolution of Council.

DISCUSSION: This year, Heritage Day falls on Monday, February 15, 2021, and Victoria Day falls on Monday, May 24, 2021, which are our regular meeting dates.

FINANCIAL IMPLICATIONS: There are no financial implications to changing the meeting dates.

COMMUNITY ENGAGEMENT: The public and media will be notified of any changes by media release.

ENVIRONMENTAL IMPLICATIONS: No environmental implications.

SOCIAL JUSTICE IMPLICATIONS: No social justice implications.

ALTERNATIVES:



1. Schedule other alternate dates for the February 2021 COW meeting and May 2021 regular Council meeting.

ATTACHMENTS: N/A

Report prepared by: Kimberlee Jones, Municipal Clerk
Report and Financial approved by:

SYNOPSIS

Expansion of Walking Track Availability at the Amherst Stadium

Due to the COVID-19 pandemic and the requirements put in place to ensure the safety of users and staff, the availability of the walking track to the public has been reduced. In order to further expand the walking track hours additional human resources are required. The addition of one temporary full time equivalent staff will allow the walking track hours to be increased from 10 hours per week to approximately 55 hours per week. These additional hours will also include some evening and weekend times. In addition, the additional human resources will allow for some public skating at the facility as well.

MOTION:

That Council approve an amendment to the Salary Administration Policy to add the position of Term Customer Service Representative (1.7 FTE) to job category Admin/Customer Service Level 1 in order to allow for extended walking track hours and public skating at the Amherst Stadium during the current COVID-19 pandemic. The additional cost of the service until March 31, 2021 to be accommodated within the current year operating budget of the Town, at which time this will be reviewed, and that any costs from April 1, 2021 to June 30, 2021 be funded by a withdrawal from the operating reserve.

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Jason MacDonald, Deputy Chief Administrative Officer

DATE: January 25, 2021

SUBJECT: **Expansion of Walking Track availability at the Amherst Stadium**

ORIGIN: Motion of Committee of the Whole, January 18, 2021, ***That staff be directed to provide a report on the possibility of expanding the operating hours of the walking track at the Amherst Stadium.***

LEGISLATIVE AUTHORITY: 65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;

RECOMMENDATION: That Council approve an amendment to the Salary Administration Policy to add the position of Term Customer Service Representative (1.7 FTE) to job category Admin/Customer Service Level 1 in order to allow for extended walking track hours and public skating at the Amherst Stadium during the current COVID-19 pandemic. The additional cost of the service until March 31, 2021 to be accommodated within the current year operating budget of the Town, at which time this will be reviewed, and that any costs from April 1, 2021 to June 30, 2021 be funded by a withdrawal from the operating reserve.

BACKGROUND: Pre-COVID, the walking track at the Amherst Stadium was open to the public 7 days a week, whenever the stadium was open and no paid event was underway (generally 7 am to 10 pm.) Participants were not required to register and the number of participants was not monitored. With COVID-19 restrictions in place, contact tracing is required and only 25 participants are permitted to walk at the same time. In order to follow these rules, the Town has implemented a pre-registration requirement. This requires stadium doors to be locked and for entry to be controlled. Currently the walking track is open Monday to Friday 10:15 – 11:15 and 1:30 to 2:30. In addition to limited hours for the walking track, due to the same reasons, the Town has not yet been able to offer free public skating at the stadium.

DISCUSSION: In order to extend the hours of the walking track and to allow its use on a 'drop in' basis additional staff resources are required. Staff will have to be positioned at the front entrance of the stadium to greet users, ensure contract tracing information is obtained and explain the rules as they relate to COVID-19. Having this staff in place would also allow us to allow some public skating in the facility. In addition, lending of snow shoes could take place at this location.



While this position is intended to be 1 FTE, practically speaking, it may well have to be staffed by two persons working shifts. With two additional part time staff, the walking track could be open every weekday from 9 am to 1 pm and from 3-8 pm. In addition, it could be open for approximately 5 hours on both Saturdays and Sundays. The above walking track times would require an additional 35 hours of staff resources. Given the 7-day weekly cycle, two part time staff would be most appropriate.

The continued need for this position will depend on the rules and regulations set forth by the Chief Medical Officer of Health and the Province of Nova Scotia during the COVID-19 pandemic and will be at the discretion of the CAO until June 30, 2021.

FINANCIAL IMPLICATIONS: Admin/Customer Service 1 annual salary of \$36,829 equates to an hourly wage of \$20.24 per hour at 35 hours per week for a total of \$709 per week plus benefits, or approximately \$800 / week. To open the walking track until April 1 would require 9 weeks of coverage for a total cost of \$7,200. This amount can be accommodated within the existing operating budget of the Town. The time frame of April 1 – June 30 will cost an additional \$6,400. This amount can be accommodated from the operating reserve.

SOCIAL JUSTICE IMPLICATIONS: Extending the hours at the walking track will significantly increase the opportunity for both physical and mental well being at this facility for those who wish to partake.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications to opening the walking track at the stadium.

COMMUNITY ENGAGEMENT: Community will be engaged through social media and in-person.

ALTERNATIVES: Continue to operate at 10 hours/week of available walking track time and do not allow public skating to take place.

ATTACHMENTS: Appendix C and C-1 to the Salary Administration Policy

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

APPENDIX C JOB CATEGORIES

Category	Position
Senior Officer	Deputy CAO
	Chief Financial Officer
Director	Vacant
Manager	Fire Chief
	Operations Manager
	Manager of Land Use Planning and Strategic Initiatives
Officer	Business Development Officer
	Community Well-Being Manager
	Building Official
	IT Manager
	Municipal Clerk
	Senior Accountant
Supervisor	Exec Asst/Dispatch Coordinator
	Transportation Foreman
	Facility Manager
	Capital Asset Coordinator/Property Manager
	Horticulturist
Admin/Cust Serv 4	Financial Services Supervisor & Human Resources
	Fire Inspector
Admin/Cust Serv 3	Deputy Clerk
	GIS Coordinator
Admin/Cust Serv 2	Payroll & Administrative Assistant (Public Works)
	Corporate Communications Officer (CCO)
	Fire Fighter
	Procurement Coordinator
	Revenue Officer
	Customer Service/Accounts Payable Clerk
	Water/Sewer Billing & Accounting Clerk
	IT Coordinator
	Active Living Coordinator
	Culture, Events & Marketing Coordinator
Administrative Assistant – Clerk’s Office	

**TOWN OF AMHERST
SALARY ADMINISTRATION POLICY**

NUMBER 04530-01

PAGE 8 of 8

Admin/Cust Serv 1	Bylaw Enforcement Officer
	Criminal Records Checks
	Dispatcher

**APPENDIX C-1
April 1, 2017**

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

SYNOPSIS

Appointment of Auditor

At a meeting of the Audit Committee held on January 7, 2021 a motion was approved to recommend the appointment of Jorgensen & Bickerton Chartered Professional Accountants Inc. as the auditor for the 2020-2021 fiscal year.

The Committee also discussed the process for appointment of the auditor for the 2021-22 fiscal year and made a separate recommendation for discussion at Committee of the Whole on that topic, which will be on the agenda of the February Committee of the Whole.

MOTION:

That Council appoint the firm Jorgensen & Bickerton Chartered Professional Accountants Inc. to be the municipal auditor for the Town of Amherst for the fiscal year ending March 31, 2021 as recommended by the Town of Amherst Audit Committee.



AMHERST TOWN COUNCIL

RFD# 2021003

Date: January 25, 2021

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Michael Hunter CPA, CA - CFO

DATE: January 25, 2021

SUBJECT: **Appointment of Auditors**

ORIGIN: Audit Committee and Annual Municipal Auditor Appointment

LEGISLATIVE AUTHORITY: MGA Section 42(1) "The council shall appoint a municipal auditor who is registered pursuant to this Act to be the auditor for the municipality."

RECOMMENDATION: That Council appoint the firm Jorgensen & Bickerton Chartered Professional Accountants Inc. to be the municipal auditor for the Town of Amherst for the fiscal year ending March 31, 2021 as recommended by the Town of Amherst Audit Committee.

BACKGROUND: A memo to the Audit Committee was presented indicating the Committee had two options for making this recommendation to Council for the 2021 fiscal year.

1. Appoint Jorgensen & Bickerton; or
2. Direct staff to issue a Request for Proposals for a Municipal Auditor.

DISCUSSION: A motion was passed to recommend Council to appoint Jorgensen & Bickerton Chartered Professional Accountants Inc. as the auditor for the 2020-2021 fiscal year. A second motion was also made that the Audit Committee request COW to direct staff to prepare a Request for Proposal for audit services for the 2021-2022 fiscal year.

FINANCIAL IMPLICATIONS: Approximate cost is \$24,000 + HST divided between the General Operating and the Water Utility.

COMMUNITY ENGAGEMENT: No community engagement is anticipated.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications.

SOCIAL JUSTICE IMPLICATIONS: There are no social justice implications.

ALTERNATIVES: Require that an RFP be issued for audit services for the current year.

ATTACHMENTS: None

Report prepared by Michael Hunter
Report and Financial approved by:



Internal Committee Report

Planning Advisory Committee

January 2021

The Planning Advisory Committee met on January 12, 2021. An orientation was held, particularly for the new members on this Committee.

The Committee also reviewed a Development Agreement application for 15 Clinton Street to amend an existing development agreement for the property to convert the interior of an existing 3-unit dwelling to 4-units. The Committee also reviewed a Development Agreement application for 11 Victor Avenue to allow a Garden Suite within the existing accessory building on the property.

A Public Participation Opportunity for both development agreement proposals will be scheduled in February

Internal Committee Report

Audit Committee

January 2021

The Audit Committee met on January 7, 2021. Items on the agenda included a review of the second quarter financial statement, as well as a review of the capital budget actuals-to-date, and the appointment of Jorgenson & Bickerton as the Municipal Auditor for the 2020-2021 fiscal year.

Corporate Services staff reviewed the second quarter financial statements which show the Town on track for a healthy surplus at the end of the fiscal year, in large part, due to an unexpected increase in deed transfer tax receipts, savings from a delayed recall of seasonal staff in the spring due to COVID, the cancellation of a number of events and programs for the same reason. The second quarter statements are attached to this report.

The audit firm of Jorgensen & Bickerton were recommended for reappointment as auditors for the 2020-21 fiscal year. That recommendation appears on this evening's Council agenda. The committee also have recommended that Committee of the Whole direct staff to initiate an RFP, in due course, for audit services for the 2021-22 fiscal year. That issue will be considered at the February meeting of Committee of the Whole.



SECOND QUARTER FINANCIAL REPORT

FOR THE PERIOD ENDED SEPTEMBER 30, 2020 (UNAUDITED)

Town of Amherst



INTRODUCTION

Quarterly financial reporting is being prepared by the Town of Amherst as a means of providing the community, council and the organization with a regular overview of financial and statistical information. Quarterly financial reporting is a strategic priority identified by council.

The primary information provided in the quarterly report is a comparison of the year to date budget amounts to actual revenues and expenditures for operating departments. All financial information is based on preliminary, unaudited information reported from the municipal finance system as of the report date. Seasonal variations in municipal operations may affect the proportion of revenues achieved or expenditures incurred to date.

This quarterly report provides information in seven parts:

Organizational Structure, page 3

- ℓ Hierarchy with departmental responsibilities.

Commentary, page 4

- ℓ Charts and comments

Schedules of Operations, pages 5-7

- ℓ Schedule of Operations – General Operating Fund – Revenues & Expenditures
- ℓ Schedule of Operations – General Operating Fund – Departmental & Mandatory Expenditures
- ℓ Schedule of Operations – Water Operating Fund – Revenues & Expenditures

Statement of Financial Position, page 8

- ℓ Consolidated Statement of Financial Position

Capital Budget, pages 9-11

- ℓ 2020/21 Capital budget with actual and committed costs

Tax Rates, pages 12-13

- ℓ General
- ℓ Mandatory Provincial Contribution Area Rate
- ℓ Community Support Area Rate

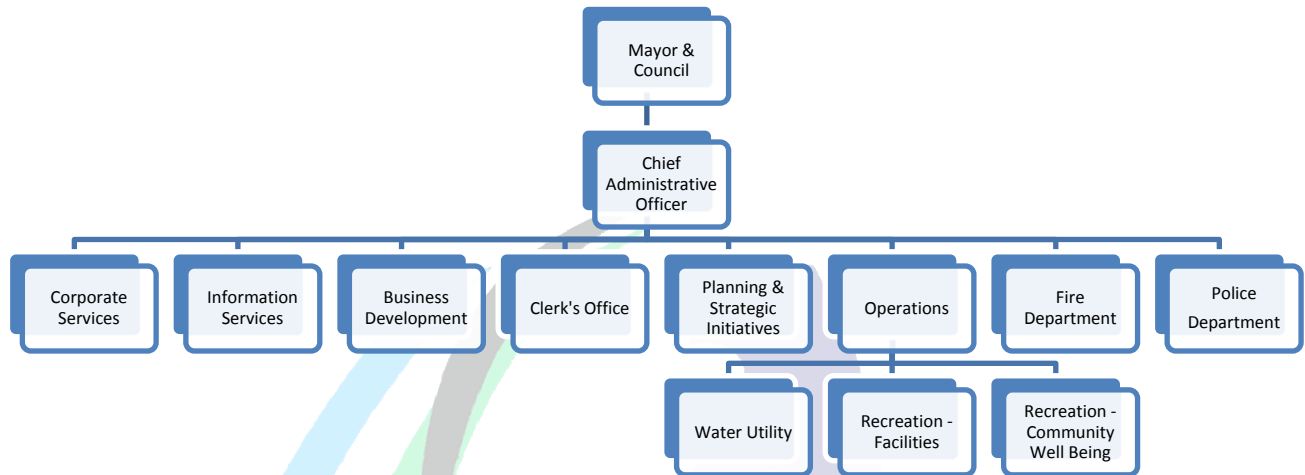
Other Rates, pages 14 - 15

- ℓ Deed Transfer Tax
- ℓ Uniform Charge – Solid Waste
- ℓ Sewer Rates
- ℓ Uniform Charge – Wastewater Treatment Facility
- ℓ Water Utility Rates

Quarterly financial reporting follows the fiscal year of the municipality which is April 1 through March 31.

ORGANIZATIONAL STRUCTURE

Below is the organizational structure of the Town of Amherst with a brief description of each departments responsibilities.



Corporate Services

- ✔ Finance
- ✔ Fiscal Planning
- ✔ Human Resources
- ✔ Tax & Water/Sewer Billing
- ✔ Collections
- ✔ Procurement

Information Services

- ✔ Information Services Management

Business Development

- ✔ Investment Attraction
- ✔ Business Retention Expansion

Clerk's Office

- ✔ Council & Committee Liaison
- ✔ Records Management

Planning & Strategic Initiatives

- ✔ Planning / Development
- ✔ Strategic Initiatives / Projects

Fire Department

- ✔ Fire Rescue
- ✔ Hazmat

Operations

- ✔ Inspections / Permits
- ✔ Solid Waste
- ✔ Engineering
- ✔ Public Works
- ✔ Sewer
- ✔ Water

Recreation - Facilities

- ✔ Stadium
- ✔ Parks / Playgrounds
- ✔ Robbs

Recreation – Community Well Being

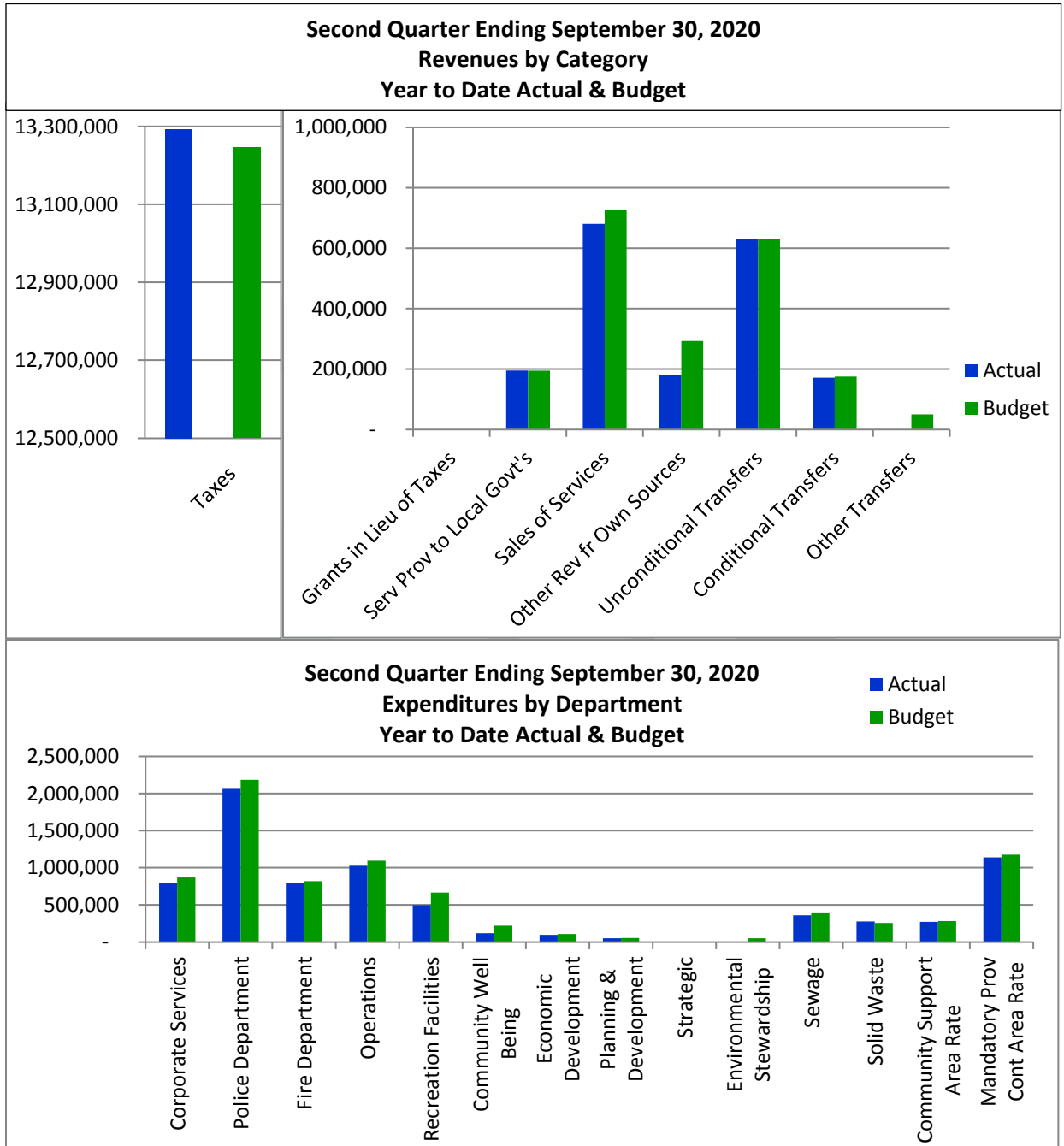
- ✔ Wellness
- ✔ Programming
- ✔ Community Events
- ✔ Tourism

Police Department

- ✔ Crime
- ✔ Major Crime
- ✔ Street Crime
- ✔ Crime Prevention
- ✔ Community Partnerships

COMMENTARY

Six months into the 2020/21 fiscal year the general operating fund has a surplus of \$504,771 compared to budget. The Town’s operating revenues are \$15,150,114 compared to the budgeted amount of \$15,316,336. The Town’s expenditures at the end of the second quarter are \$7,503,620 compared to the budgeted amount of \$8,174,613.



SCHEDULE OF OPERATIONS

Town of Amherst
Schedule of Operations - General Operating Fund
For the Six Months Ended September 30, 2020

	2019/20 Actual	2020/21 Actual	2020/21 Budget	2020/21 Variance
Revenues				
Taxes	\$ 12,909,719	\$ 13,293,809	\$ 13,245,996	\$ 47,813
Grants in Lieu of Taxes	-	-	-	-
Services Provided to Other Local Govt	192,194	195,304	194,851	453
Sales of Services	713,728	680,214	727,612	- 47,398
Other Revenue from Own Sources	279,709	179,218	292,686	- 113,468
Unconditional Transfers	630,192	630,192	630,191	1
Conditional Transfers	198,300	171,377	175,000	- 3,623
Other Transfers	9,744	-	50,000	- 50,000
Total Revenues	14,933,586	15,150,114	15,316,336	- 166,222
Expenditures				
Wages & Benefits	4,189,397	3,780,412	4,219,790	- 439,378
Administrative Costs	348,512	318,479	375,371	- 56,892
Building & Facility Costs	335,437	302,825	328,815	- 25,990
Vehicle & Equipment Costs	138,909	184,967	206,358	- 21,391
Materials & Supplies	258,591	265,321	269,331	- 4,010
Grants to Organizations	163,836	124,283	135,975	- 11,692
Other Municipal Costs	579,855	453,002	527,055	- 74,053
Fiscal Services	1,709,696	1,599,171	1,638,525	- 39,354
Fire Protection Charge	353,274	353,272	353,273	- 1
Tax Exemptions	127,352	144,582	134,440	10,142
Cost Recovery	- 117,811	- 22,694	- 14,320	- 8,374
Total Expenditures	8,087,048	7,503,620	8,174,613	- 670,993
Surplus	6,846,538	\$ 7,646,494	\$ 7,141,723	\$ 504,771

SCHEDULE OF OPERATIONS (cont'd)

Town of Amherst
Schedule of Operations - General Operating Fund
Departmental and Mandatory Expenditures
For the Six Months Ended September 30, 2020

	2019/20 Actual	2020/21 Actual	2020/21 Budget	2020/21 Variance
Departmental Expenditures				
Corporate	\$ 868,460	\$ 800,576	\$ 867,909	-\$ 67,333
Police	2,147,280	2,072,378	2,183,517	- 111,139
Fire	791,255	796,848	818,059	- 21,211
Operations	1,102,800	1,027,216	1,094,958	- 67,742
Recreation Facilities	505,337	496,188	665,967	- 169,779
Community Well Being	353,990	118,938	219,766	- 100,828
Economic Development	89,308	96,581	107,537	- 10,956
Planning & Development	56,454	49,528	54,396	- 4,868
Environmental Stewardship	-	-	50,000	- 50,000
Strategic	1,176	-	-	-
Sewage	390,243	359,951	398,853	- 38,902
Solid Waste	270,399	276,676	255,961	20,715
Community Support Area Rate	300,686	270,524	281,681	- 11,157
Total Departmental Expenditures	<u>6,877,388</u>	<u>6,365,404</u>	<u>6,998,604</u>	<u>- 633,200</u>
Mandatory Expenditures				
Assessment Services	58,630	58,167	59,568	- 1,401
Corrections	56,206	55,114	57,106	- 1,992
Housing	248,767	195,599	230,000	- 34,401
Education	799,692	798,426	798,425	1
Regional Library	46,365	30,910	30,910	-
Total Mandatory Expenditures	<u>1,209,660</u>	<u>1,138,216</u>	<u>1,176,009</u>	<u>- 37,793</u>
Grand Total Expenditures	<u>\$ 8,087,048</u>	<u>\$ 7,503,620</u>	<u>\$ 8,174,613</u>	<u>-\$ 670,993</u>

SCHEDULE OF OPERATIONS (cont'd)

Compared to budget, the Water Operating Fund is showing a surplus of \$55,651 at the end of the second quarter. Revenues are over budget by \$15,773 and expenditures are under budget by \$39,878.

Town of Amherst
Schedule of Operations - Water Operating Fund
For the Six Months Ended September 30, 2020

	2019/20 Actual	2020/21 Actual	2020/21 Budget	2020/21 Variance
Revenues				
Sale of Services	\$ 1,306	\$ 1,279	\$ 1,557	-\$ 278
Interest on o/s Water A/R	2,054	1,713	2,250	-
Misc Rev & Inc fr Other Non Utility	1,328	50	960	-
Metered Sales	608,415	637,269	621,136	16,133
Flat Rate Sales	83,160	83,101	83,160	-
Bulk Water Sales	6,900	8,925	7,500	1,425
Fire Protection	454,209	454,207	454,208	-
Private Hydrants	13,500	14,750	14,750	-
Sprinkler Service	13,150	13,750	13,750	-
Total Revenues	1,184,022	1,215,044	1,199,271	15,773
Expenditures				
Wages & Benefits	363,915	326,965	351,684	-
Administrative Costs	32,559	40,788	47,439	-
Building & Facility Costs	120,063	142,163	143,160	-
Vehicle & Equipment Costs	22,541	23,195	23,735	-
Materials & Supplies	88,959	85,852	87,593	-
Other Municipal Costs	127,900	121,379	125,246	-
Fiscal Services	22,851	23,290	23,159	-
Cost Recovery	-	8,222	-	-
Total Expenditures	770,566	762,138	802,016	- 39,878
Surplus	\$ 413,456	\$ 452,906	\$ 397,255	\$ 55,651

STATEMENT OF FINANCIAL POSITION

Town of Amherst
Consolidated Statement of Financial Position
As at September 30, 2020

	As at September 30, 2020	As at September 30, 2019
Financial Assets		
Cash and cash equivalents	\$ 11,037,105	\$ 10,483,820
Receivables	3,580,848	3,130,034
	<u>14,617,953</u>	<u>13,613,854</u>
Liabilities		
Accounts payable and accrued liabilities	1,932,350	2,358,721
Deferred revenue	326,005	825,409
Long term debt	8,142,995	8,846,708
	<u>10,401,350</u>	<u>12,030,838</u>
Net assets (debt)	<u>4,216,602</u>	<u>1,583,017</u>
Non-financial assets		
Prepaid expenses	30,624	25,942
Inventories of supplies	98,037	101,755
Capital assets (net of accumulated amortization)	64,409,887	62,677,764
Capital work in progress	1,991,080	3,143,868
	<u>66,529,628</u>	<u>65,949,329</u>
Accumulated surplus	<u>\$ 70,746,231</u>	<u>\$ 67,532,345</u>

Note: The Consolidated Statement of Financial Position does not include Cumberland Joint Services Management Authority.

CAPITAL BUDGET

Town of Amherst Capital Budget - 2020/21 Projects	Total Actual Committed & WIP Costs at Sept 30, 2020	2020/21 Budget
WATER CAPITAL BUDGET		
Monitoring Wells <i>(carry over)</i>	-	40,000
Albion Street ~ Croft to Queen - water main replacement	433,247	433,000
Wellfield Generator	-	240,000
New Truck - 4x4 - 4 Door 1/2 Ton replace 2006 1/2 Ton Service Truck	37,309	40,000
Spring Street - design	6,120	-
Central Avenue - design	16,320	-
WATER CAPITAL BUDGET TOTAL	492,996	753,000
GENERAL CAPITAL BUDGET		
OPERATIONS (TRANSPORTATION & PUBLIC WORKS)		
EQUIPMENT		
Asphalt Hot Patcher	-	60,000
New Truck - 1 Ton 4x4 4 Door- replace 2011 Ford 1 Ton Service Truck	46,162	50,000
Subtotal	46,162	110,000
BUILDINGS / LAND		
Library Heating Issues <i>(carry over)</i>	91,596	100,000
Net Zero Energy - recommendation from feasibility study <i>(carry over)</i>	-	50,000
Solar for Community Buildings - Stadium <i>(carry over)</i>	5,173	259,491
Town Hall - Server / network storage - replacement	18,560	23,000
Police Dept - Server / network storage - replacement	13,643	23,000
Fire Station Bldg Repairs - installation of card access system	-	48,000
Works Garage - Security Doors	-	15,000
Town Hall Council Chamber Upgrades	-	30,000
Works Garage - New Security Gates	-	5,000
Solar for Community Buildings - Fire Hall	-	183,414
Solar for Community Buildings - Police Station	-	184,537
Subtotal	128,972	921,442
LARGE MULTI - CATEGORY PROJECTS		
Albion Street ~ Croft to Queen - Paverize and Pave	141,506	250,000

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2020/21 Projects	Total Actual Committed & WIP Costs at Sept 30, 2020	2020/21 Budget
STREETS		
Academy Street ~ Queen to Spring (pulverize and pave)	61,141	60,000
West Pleasant Street - Subway - asphalt and storm sewer upgrades	13,160	40,000
Clifton (Pulverize and Pave)	29,081	30,000
Pinehurst (Overlay)	9,029	15,000
Edgewood (Overlay)	30,372	30,000
Chamberlain ~ CNR to Newton (Overlay)	25,575	25,000
Tupper ~ Northern Town Boundary to TIR Office Driveway (Overlay)	12,090	100,000
Flemming - Curb and Pave - requires work on other streets	183,461	155,000
Senator (Ovelay)	9,413	18,000
Smith (Overlay)	14,854	30,000
Mission (Overlay)	36,614	50,000
Clifford ~ Rupert to Clarence (Overlay)	8,568	20,000
Agnew ~ Rupert to Clarence (O)	11,051	25,000
Centennial (overlay)	20,161	20,000
Acadia ~ Agnew to Prince Arthur (Overlay)	19,257	25,000
Townsvievw (overlay)	20,095	20,000
Subtotal	503,921	663,000
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>		
STORM / SANITARY SEWER		
Racetrack Road - Pump Station Upgrades (Surcharge Tank) (<i>carry over</i>)	-	50,000
Wastewater Treatment plant and Lift Stations (SLI report) Laplanche River Upgrades to reduce clogging (<i>carry over</i>)	129,441	125,000
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew)	18	50,000
Academy Street ~ Spring to Queen - replace corrugated storm sewer (Town Crew)	13,951	10,000
Subtotal	143,410	235,000
SIDEWALKS		
Robert Angus Drive ~ Dairy Queen to Church - widen asphalt sidewalk (<i>Active Transportation Plan</i>) (<i>carry over remaining budget</i>)	23,981	30,941
Academy Street ~ Spring to Queen (Town Crew)	7,549	10,000
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (<i>Active Transportation Plan</i>) (Town Crew)	18	10,000
Upper Church Street ~ Robert Angus to Town Boundary - sidewalk (<i>Active Transportation Plan</i>) (Town Crew)	30,870	50,000
Willow Street Trail - East to Abbey - Gravel Trail (<i>Active Transportation Plan</i>) (Town Crew)	-	50,000
Hickman Street ~ West Pleasant to Park (Town Crew)	21,905	50,000
Park Street ~ Patterson to Mission (Town Crew)	-	15,000
Subtotal	84,322	215,941

CAPITAL BUDGET (cont'd)

Town of Amherst Capital Budget - 2020/21 Projects	Total Actual Committed & WIP Costs at Sept 30, 2020	2020/21 Budget
FIRE DEPARTMENT		
Fire Station Bldg Repairs - Repair floor and wall finishes in south entrance <i>(carry over)</i>	-	7,000
Fire Station Bldg Repairs - Replace the two main exterior entrances <i>(carry over)</i>	899	18,000
New Pumper - replace engine # 2 <i>(carry over)</i>	599,645	600,000
Fire Station Bldg Repairs - concrete ramp and stairs remove & replace <i>(carry over)</i>	-	25,000
Replacement structural firefighting bunker gear (6-9 sets)	-	20,000
Replacement - Self Contained Breathing Apparatus (SCBA) (Qty 8) (HAZMAT OPS)	-	72,000
Subtotal	<u>600,544</u>	<u>742,000</u>
POLICE DEPARTMENT		
Patrol Vehicle # 6 <i>(carry over)</i>	5,945	55,000
Fibre Communications between APD and Town Hall <i>(carry over)</i>	17,694	34,500
SCEU Vehicle	-	45,000
Ballistic Helmets - Carbine	-	10,000
In Car Video - WatchGuard x 2	14,328	18,000
Subtotal	<u>37,967</u>	<u>162,500</u>
RECREATION		
Purchase Outdoor Skating Rink (Victoria Street)	-	65,000
Self Watering Hanging Baskets	-	22,500
Former Tennis Courts - Resurface for Multi Use Recreation Facility	27,878	25,000
Vehicle -Electric Car/SUV plus Charging Station (Replace for Ranger) 35,000 less 10K in rebates	-	25,000
Sprinkler System Back Flow Preventor	-	5,000
Christie Park - Replace Foot Bridge	-	12,500
Decorative Lighting Phase #3-R#4	-	30,000
Stadium - Ice Compressor Motor Repair	-	8,000
Robbs - Dugout Protective Fence	5,885	8,000
Robbs - Batting Cage	1,877	20,000
Robbs - Installation of grass infields at all three fields	-	30,000
Subtotal	<u>35,640</u>	<u>251,000</u>
GENERAL CAPITAL BUDGET TOTAL	<u>1,722,445</u>	<u>3,550,883</u>

GRAND TOTAL WATER & GENERAL CAPITAL BUDGETS	2,215,441	4,303,883
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TAX RATES

There are three different tax rates: general, mandatory provincial contribution area rate and the community support area rate. These tax rates are established annually for residential, commercial and resource properties. Tax bills are issued bi-annually. The interim billing is 50% of the total prior year's bill and is due May 29, 2020. The final billing takes into consideration the accounts new assessment, the current year tax rate and uniform charges then deducting the interim billing. The final bill is due September 30, 2020.

Tax Rates

1. General – this rate is used to pay for services provided by the Town to residents of the Town. These services include; fire, police, planning, transportation and public works, economic development, recreation, as well as internal services performed by the Corporate Services department. The general operations rate increased by eight tenths of one cent (\$0.008) for fiscal 2020/21.
2. Mandatory Provincial Contributions Area Rate - the cost for provincial services the province charges the municipality for. Any changes in these costs are mandated by the Province and passed on to the municipalities to collect on their behalf. In 2020/21 the Town decreased the Mandatory Provincial Contribution Area Rate by eight tenths of one cent (\$0.008). This rate includes the following provincial services:
 - Education
 - The Town is required to provide funding to the Chignecto Central Regional Centre for Education under the Education Act. This mandatory education contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment.
 - Property Valuation Services Corporation (Assessment)
 - The Town is required to provide funding to pay a share of the cost of operating the provincial assessment system. The Town pays a portion of the total Property Valuation Services Corporation costs, based on the Town's share of the Uniform Assessment and the Town's share of assessment accounts across the province.
 - Correction Services
 - The Town is required to make a mandatory contribution to the province to fund the cost of correctional services. The contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment and the Town's share of dwelling units across the province.

TAX RATES (cont'd)

🌿 Housing

🌿 The Cobequid Housing Authority administers and manages public non-profit housing for seniors and families on low incomes within the Town. The Town is required to fund a portion of the prior year deficit of the Cobequid Housing Authority annually.

🌿 Regional Library

🌿 The Town is required to fund the Cumberland Public Library pursuant to a formula determined by the Province of Nova Scotia. The Town does not share in any surplus or deficits. In addition, the Town provides funds for the operating and maintenance of the library building which is included in the General Rate.

3. Community Support Area Rate – a rate that provides funding for services that, in the opinion of Council, provide support to the community. In 2020/21 the Community Support Area Rate remained the same as the prior year. These include support to the following organizations/events:

🌿 Grants to Organizations

🌿 'A' Fresh Start Grants

🌿 Youth Free Ice Time

🌿 Cumberland YMCA

🌿 Tax Exemption Policy

🌿 Tax Reduction Policy

🌿 Community Events

In summary, all tax and area rates are per \$100 of Assessment. The rates are as follows:

Residential / Resource	<u>2019/20</u>	<u>2020/21</u>
🌿 Residential / Resource Tax Rate	\$1.179	\$1.187
🌿 Mandatory Provincial Contributions Area Rate	\$0.405	\$0.397
🌿 Community Support Area Rate	\$0.071	\$0.071
 Commercial	 <u>2019/20</u>	 <u>2020/21</u>
🌿 Commercial Tax Rate	\$3.979	\$3.987
🌿 Mandatory Provincial Contributions Area Rate	\$0.405	\$0.397
🌿 Community Support Area Rate	\$0.071	\$0.071

OTHER RATES

1. Deed Transfer Tax

When land/property is sold a Deed Transfer Tax (DTT) may be applicable. The Deed Transfer Tax rate is set by the Town and the DTT payable is calculated based on the sale price of the property. Deed Transfer Tax is collected on behalf of the Town through the Land Registration Office when the deed is registered/recorded.

For the 2020/21 fiscal year the deed transfer tax will remain the same at 1.25%.

2. Uniform Charge

Solid Waste Management Uniform Charge

This uniform charge is levied on each dwelling unit within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units.

The uniform charge for 2020/21 to be levied is \$185 (2019/20 - \$185).

3. Sewer Rates

Effective April 1, 2015 there was a sewer base charge added to the metered quarterly bills. This new base charge was implemented because of the removal of the uniform charge for the wastewater treatment facility. Sewer services in the Town of Amherst are billed through one of the following methods:

Sewer Metered – consumption volume is determined by the Amherst Water Utility

Sewer Consumption Rate (per cubic meter)

Residential - \$0.99 per cubic meter of metered water consumption

Commercial - \$0.49 per cubic meter of metered water consumption

Sewer Base Charges (Quarterly)

Size of Meter

5/8"	\$ 18.00
3/4"	\$ 27.00
1"	\$ 43.75
1.5"	\$ 86.00
2"	\$ 136.25
3"	\$ 271.25
4"	\$ 500.00

Sewer Non-Metered Customers

For non-metered customers in unmetered mobile home parks, the park owner shall pay \$178.53 per dwelling unit per annum.

OTHER RATES (cont'd)

- a. Wastewater Treatment Facility Uniform Charge (this offsets expenses for sewer services for those not charged a sewer base charge).
 - ☞ As of April 1, 2015, the Town has removed the uniform charge for the Wastewater Treatment Facility for all assessments with the exception of unmetered mobile homes within a land leased community and replaced it with a base charge on the quarterly sewer bill.
 - ☞ The uniform charge for unmetered mobile homes within a land leased community for 2020/21 to be levied is \$72 (2019/20 - \$72).

4. Water Utility Rates

The Town of Amherst Water Utility is regulated by the Nova Scotia Utility and Review Board (NSUARB). The most recent water rate study was approved by the NSUARB on June 9, 2017 and expired on March 31, 2020. Special permission was approved by the NSUARB to extend the rates from 2019/20 to 2020/21 until a new water rate study can be completed. In accordance with the NSUARB Order for the 2019/20 fiscal year and extended to the 2020/21 fiscal year, the rates for 2020/21 are as follows:

Water Base Charges (Quarterly)

☞ Un Metered	\$ 83.16
☞ Size of Meter	
▪ 5/8"	\$ 31.11
▪ 3/4"	\$ 45.35
▪ 1"	\$ 73.83
▪ 1.5"	\$ 145.03
▪ 2"	\$ 230.47
▪ 3"	\$ 458.32
▪ 4"	\$ 714.65
▪ 6"	\$1,426.67
▪ 8"	\$2,565.90

Water Consumption Rate (per cubic meter)
 ☞ \$0.765 per cubic meter

The Town of Amherst bills water and sewer together quarterly. The fiscal year quarters are April to June, July to September, October to December and January to March.

External Committee Report

Cumberland Public Libraries

January 2021

Statistics

In the month of December, Cumberland Public Libraries signed out over 5,483 items, 2,644 items in Amherst alone. This includes books, movies, TV shows, magazines and more.

Also in December the Four Fathers Library held 30 virtual programs with 354 views and distributed 89 Take and Make crafts. The Four Father Library has 2,084 in person visits.

The next Board meeting is scheduled for February 4, 2020.

External Committee Report

Cumberland YMCA

January 2021

Membership Numbers (as of January 5, 2021)

793 Total Active Members, 104 Subsidized Members

Y Thrive - New Release will launch on January 11, 2021

Swimming Lessons - Winter Session to begin the week of January 17, 2021

New HFA Winter Programming to commence the week of January 17, 2021

Development

100 Women Who Care

The YMCA of Cumberland was selected for 100 Women Who Care on Dec. 8, 2020. Based on the donations that have come in so far, we are expecting approximately \$4,100 from this.

Coldest Night of the Year:

Coldest Night of the Year will be taking place in-person with a virtual option. This will allow those who are uncomfortable to attend the in-person walk to do fundraising and do the walk on their own timeline. In-person portions of the event will take place fully-outdoors, with limited need to interact with others. This includes limited cash/cheque drop-off. The event will take place on Feb. 20, 2021 starting at 4:00 p.m.

Community Development

Santa's for Seniors was a great success with over 270 gifts being delivered to seniors within our community. Staff at the Cumberland Regional Health Care Centre, where some of the gifts were being distributed, were overwhelmed with the generosity of those who had donated gifts and so happy that some of their patients would be receiving at least one gift this past Christmas. Additionally, over 160 gifts were delivered to families in need over the Christmas period.

The Y worked with Cumberland Public Libraries and Maggie's Place to purchase and distribute gift cards to low-income families in Cumberland County who were identified by their school as being in need of assistance due to food insecurity. Gift cards were purchased at an amount of \$33 each and were available once a week for families to pick up during the school vacation period.

The Housing Support team worked with 12 new clients during the month of December with needs ranging from overdue power accounts, eviction notices due to rental arrears, people in need of housing who were experiencing homelessness and other circumstances.

Reaching Home, through AHANS, has provided an additional \$10,000 in funding due to the anticipated increase in demand for services as a result of COVID-19. Additionally, the Department of Municipal Affairs and Housing have provided a further \$5,000 to help with this increase in demand.

External Committee Report

Cumberland Joint Services Management Authority

January 2021

Staff are in contact with schools to see if they require any signs for the classrooms now that students are mainly eating in their classrooms. We have been informed that some schools are now sending all waste materials home with the students to minimize waste.

Education continues to be challenging during this time as we do not have the technology or stable internet access to do online videos, etc.

All schools were visited to conduct audits of their outside bins. A report was done and emailed to the Custodial Foreman.

Our Fall Household Hazardous Waste Events were successful and we served nearly 250 residents.

Our Shred It Event had a great turn out and we saw over 60 vehicles.

Staff are working on the upcoming collection schedules for both the Town of Amherst and the Municipality of Cumberland.

Staff are also in the process of hand delivering sort guides and information to Cobequid Housing apartments.

External Committee Report

Northern Region Solid Waste Resource Committee

January 2021

A virtual zoom meeting was held on Friday, January 15, 2021 at 10:00 a.m. Items on the agenda included a presentation about the Committee and structure, and nomination of Chair.

Colchester County Councillor Tom Taggart was elected chair and Cumberland County Councillor Jennifer Houghtaling was elected vice-chair.

There was an update and discussion on the Northern Region Intermunicipal Agreement. Elected members were asked to bring to it their respective councils for review and discussion.

Discussion was also held on the Construction and Demolition Regulations. A motion was passed to draft a letter to the Provincial Regional Chairs regarding the process and that it is more beneficial to work together and to engage and consult Municipal stakeholders that are directly impacted as service provided.

A motion was also passed that a letter be written to the Minister of Environment and the new Premier by the Northern Committee supporting the NSFMR resolution on Extended Producer Responsibility. Elected officials were encouraged to have the discussion with their respective Councils, and it was suggested that each Municipality pen a letter in support as well.

External Committee Report

L.A. Animal Shelter

January 2021

It has been a busy start of 2021. We had approximately 12 kittens and cats adopted from the shelter and we have space again to accept more animals.

Our monthly board meeting was held on January 21, 2021.

Due to COVID-19 uncertainty, we have had to postpone a fundraising event which we were going to hold at the KingPin bowling alley this weekend. We're hoping that we will be able to have some other events in the spring however we are at the mercy of pandemic restrictions. Online donations and virtual fundraisers will be planned to help us with raising much needed funds.

External Committee Report

Municipal Alcohol Project

January 2021

The Committee will be working on a photovoice project regarding the past year. There will be a connection made with Rebecca Taylor from the Cumberland County Museum regarding the video project being done there to see if there is a possible way to link the two projects. There will be social media posts starting regarding this project.

Photovoice is a participatory action research method that employs photography and group dialogue as a means for marginalized individuals to deepen their understanding of a community issue or concern. The visual images and accompanying stories are the tools used to reach policy- and decision-makers.

The committee will be looking for new members from other like-minded organizations to join the MAP team. There will be a one-page explanation of the work done by MAP developed and used.

The MAP group in Pictou county will be working on a Community Events Checklist and the Cumberland group will be looking to plan a way to work with them across the two zones on this project. The province has put forward some non-alcohol specific rules and suggestions. The two MAP groups will produce a checklist for community groups to use.

Further discussion and context is needed for the NSLC possibly beginning home delivery of alcohol in the Spring. There will be letters written to the government and this agency. The MAP group is developing a plan to approach potential advocates to help with the letter writing campaign and to help gather further research on the topic.

This committee is not trying to preach prohibition. A successful Municipal Alcohol Project will support economic sustainability and community wellbeing, help protect the most vulnerable in the community and contribute to safe and viable communities with lower-risk alcohol consumption and reduced alcohol-related harms.

If we are able to meet together, the next meeting will be February 2nd from 1:30 to 3:00 at the Springhill Arena, CIBC room. If we cannot meet in person the next meeting will be on Skype same date and time.