



Town of Amherst  
Regular Council Meeting  
Agenda

Date: **Tuesday, May 24, 2022**  
Time: **6:00 pm**  
Location: **Council Chambers, Town Hall**

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	Pages
<b>1. CALL TO ORDER</b>	
<b>2. TERRITORIAL ACKNOWLEDGMENT</b>	
"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."	
<b>3. APPROVAL OF AGENDA/MINUTES</b>	
<b>3.1. Approval of the Agenda</b>	
<b>3.2. Approval of Minutes</b>	
<b>3.2.1. May 3, 2022 Special Council</b>	3 - 3
<b>3.2.2. April 25, 2022 Regular Council</b>	4 - 10
<b>4. REQUESTS FOR DECISION</b>	
<b>4.1. 27 West Pleasant Street Development Agreement First Reading - Christie</b>	11 - 26
<b>4.2. Number of Councillors Review - Fawthrop</b>	27 - 29
<b>4.3. Bylaw to Amend the Bylaw Respecting the Amherst Board of Police Commissioners - Davidson</b>	30 - 36
<b>4.4. Lord Amherst Drive Renaming - Landry</b>	37 - 39
<b>4.5. Northern Region Solid Waste Agreement - Emery</b>	40 - 48
<b>4.6. Community Centre Steering Committee - Baker</b>	49 - 52
<b>4.7. Asphalt Patching - Christie</b>	53 - 55

<b>5.</b>	<b>INFORMATION / DISCUSSION ITEMS</b>	
5.1.	NSFM Conference Update - Emery	56 - 62
5.2.	Youth Center Quarterly Report - Landry	63 - 64
<b>6.</b>	<b>INTERNAL COMMITTEE REPORTS</b>	
6.1.	Planning Advisory Committee - Christie	65 - 65
6.2.	Amherst Board of Police Commissioners - Davidson	66 - 66
6.3.	Audit Committee	
6.4.	Amherst Youth Town Council	
6.5.	Accessibility Advisory Committee - Landry	67 - 67
6.6.	Inclusion Diversity and Equity Committee	
<b>7.</b>	<b>EXTERNAL COMMITTEE REPORTS</b>	
7.1.	Cumberland Public Libraries - Fawthrop	68 - 68
7.2.	Cumberland YMCA - Fawthrop	69 - 69
7.3.	Solid Waste Management - Baker	70 - 70
7.4.	L. A. Animal Shelter - Fawthrop	71 - 71
7.5.	Senior Safety - Emery	72 - 73
7.6.	Inter Municipal Tourism	
7.7.	Poverty Reduction	
7.8.	Municipal Alcohol Project - Emery	74 - 74
<b>8.</b>	<b>ADJOURNMENT</b>	

**Amherst Town Council  
Special Meeting  
Minutes**

Date: May 3, 2022  
Time: 4:15 pm  
Location: Council Chambers, Town Hall

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

Staff Present Jason MacDonald, Chief Administrative Officer  
Kim Jones, Director of Corporate Communications and Community  
Well Being / Municipal Clerk  
Tom McCoag, Corporate Communications Officer  
Natalie LeBlanc, Deputy Clerk

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**1. CALL TO ORDER**

Mayor Kogon called the meeting to order.

**2. REQUEST FOR DECISION**

**2.1 NSFM Response to New Provincial Property Tax**

**Moved By Councillor Baker**

**Seconded By Deputy Mayor Christie**

**That staff be directed to send a letter to Premier Houston on behalf of the Mayor and Council outlining their concerns with the proposed new NS Non-Resident Provincial Deed Transfer and Property Tax.**

**Motion Carried**

**2.2 Letter of Support for Amherst 2 Wind Project**

**Moved By Councillor Davidson**

**Seconded By Councillor Fawthrop**

**That Council authorize the CAO to send a letter to Capstone Infrastructure Corporation for inclusion in their submission for a wind generation project north of Amherst as discussed.**

**Motion Carried**

**2.3 Approval of Application for Provincial Capital Assistance Funding**

**Moved By Councillor Fawthrop**

**Seconded By Councillor Emery**

**That Council approve of the Provincial Capital Assistance Program funding application for a \$50,000 project for a storm water management study, and authorize the CAO to submit the application on behalf of the Town.**

**Motion Carried**

**3. ADJOURNMENT**

**Moved By Councillor Landry**

**Seconded By Councillor Davidson**

**To adjourn the meeting.**

**Motion Carried**

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Kimberlee Jones  
Municipal Clerk

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David Kogon, MD  
Mayor

**TOWN OF AMHERST  
Regular Council Meeting  
Minutes**

**Date:** April 25, 2022  
**Time:** 6:00 pm  
**Location:** Council Chambers, Town Hall

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

**Staff Present** Jason MacDonald, Chief Administrative Officer  
Dwayne Pike, Police Chief  
Greg Jones, Director of Fire Services  
Aaron Bourgeois, Director of Operations  
Andrew Fisher, Director of Planning & Strategic Initiatives  
Kim Jones, Director of Corporate Communications and  
Community Well Being / Municipal Clerk  
Tom McCoag, Corporate Communications Officer  
Natalie LeBlanc, Deputy Clerk

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**1. CALL TO ORDER**

Mayor Kogon called the meeting to 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 Emery

Seconded By Councillor Baker

To approve the agenda as circulated.

**Motion Carried**

**3.2 Approval of Minutes**

**3.2.1 March 29, 2022 Regular Council**

Moved By Councillor Landry

Seconded By Councillor Fawthrop

To approve the minutes of the March 29, 2022 regular meeting of Council as circulated.

**Motion Carried**

**4. REQUESTS FOR DECISION**

**4.1 Appointment of Auditor**

Moved By Deputy Mayor Christie

Seconded By Councillor Baker

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, 2022 as recommended by the Town of Amherst Audit Committee, and further that Council direct staff to present a procurement document for the 2022-2023 audit services to the Audit Committee for review no later than October 21, 2022 as recommended by the Town of Amherst Audit Committee.

**Motion Carried**

**4.2 Appointment of Members of Council to External Boards, Committees & Commissions Policy 10350-28 Amendment**

**Moved By Councillor Davidson**

**Seconded By Councillor Emery**

**That Council approve the amendments to Policy # 10350-28 Appointment of Members of Council to External Boards, Committees & Commissions to include a clause related to conflict of interest.**

**Motion Carried**

TOWN OF AMHERST POLICY

NUMBER 10350-28

PAGE 1 of 6

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DEPARTMENT: COUNCIL

TITLE: **APPOINTMENT OF MEMBERS OF COUNCIL TO EXTERNAL BOARDS, COMMITTEES & COMMISSIONS**

Minutes reference date: February 22, 2021 February 26, 2018

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**Short Title**

1. This Policy may be known as the *Appointments of Members of Council to External Bodies Policy*.

**Purposes**

2. The purposes of this Policy are to determine
  - (a) when Council may appoint or refuse to appoint Members to external bodies;
  - (b) which external bodies Council may consider appointing Members;
  - (c) the reporting requirements regarding other bodies on which Members may choose to serve without the appointment of Council.

**Interpretation**

3. In this Policy,
  - (a) "CAO" means the Chief Administrative Officer of the Municipality;
  - (b) "Clerk" means the Clerk of the Municipality, and includes a person acting under the direction or supervision of the Clerk;
  - (c) "Council" means the Council of the Town;
  - (d) "External body" means any board, commission, committee, body or local authority of any kind established to exercise or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes of a municipality or parts thereof or of two or more municipalities or parts thereof, or to which a municipality or municipalities are required to provide funds.
  - (e) "Member" means a member of Council, including the Mayor; and
  - (f) "Municipality" means the Town of Amherst.

**Roles and Responsibilities**

4.
  - (a) Only Council may appoint Members to external bodies.
  - (b) Any appointment by Council of Members to external bodies shall be made pursuant to section or 9 of this Policy.
5. Council shall only make appointments to external committees after having received and considered the terms of reference from external committee.
6. The Clerk shall keep a list of the appointments of Members to external bodies made by Council.

**External Bodies**

7. Council shall not be bound by the by-laws or articles of incorporation adopted by an external body providing for the appointment of a Member to such body.

**Council Appointments Required by Enactment, By-law or Agreement**

8.
  - (1) Council may appoint Members to external bodies
    - (i) in accordance with any enactment of the Government of Canada or Province of Nova Scotia;
    - (ii) in accordance with the By-laws of the Municipality or an agreement to which the Municipality is a party; or
    - (iii) as otherwise directed by Council.
  - (2) An external body Council considers meets the purpose of subsection 1 of this section shall be named in Appendix A.
  - (3) Council may amend Appendix A to add or remove the name of an external body.

**External Bodies by Council Appointment**

9.
  - (1) Council may appoint Members to bodies, including external bodies, which in the opinion of Council:
    - (a) are community wide in scope;
    - (b) affect or may affect a municipal interest; or
    - (c) are community organizations with a mandate to provide an alternative service delivery in respect of municipal property on behalf of the Municipality, and to which the Municipality is the primary funder.
  - (2) Information or actions from a Committee to be considered by Council will be presented using the "External Committee Report Template" and included in the agenda package for the next regularly scheduled meeting.
  - (3) An external body Council considers meets the purpose of subsection 1 of this section shall be named in Appendix B.
  - (4) Council may amend Appendix B to add or remove the name of an external body.

**External Bodies Without Council Appointment**

10. (1) A Member who sits on a body that has not been appointed to such body by Council shall advise the Clerk of the name of the body on which he or she sits.
- (2) The Clerk shall retain a list of the names of the bodies provided by the Members pursuant to subsection 1 of this section and the list shall indicate the name of the Member and the name of the body provided.
- (3) The Clerk shall retain the list created pursuant to subsection 2 of this section in the Office of the Municipal Clerk as a public record.
- (4) The Clerk shall provide the list annually to the Members for their review and the Members shall advise the Clerk of any errors or omissions on such list.

**Conflict of Interest**

11. (1) *All members of Council are encouraged to consider the Municipal Conflict of Interest Act in all matters that come before them in their duties as a public representative on any group in which they serve in a capacity other than formally appointed by Council.*
- (2) *If you feel you are in a position where you may be in a direct, indirect or even perceived conflict you should:*
  - *As soon as practicable after the commencement of the meeting disclose the interest and the general nature thereof; then withdraw from his/her place as a member and*
  - *In the case of a closed meeting, leave the room in which meeting is held for the duration of the consideration of the matter, and*
  - *In the case of a meeting that is open to the public, leave his/her seat and take a seat in the public gallery until the matter is concluded.*
- (3) *When in doubt, Councillors are encouraged to err on the side of caution and declare a conflict.*

**Appendices**

12. Any Appendix attached to this Policy shall form part of the Policy.
  - Appendix A – External Bodies to which Members are appointed pursuant to section 9
  - Appendix B - External Bodies to which Members are appointed pursuant to Section 10
  - **Appendix C – Definitions**

**Appendix A  
External Bodies to which Members  
are appointed pursuant to section 9**

<b>Board, Committee or Commission</b>	<b>Members Appointed</b>	<b>Act, Legislation, By-Law Agreement or Membership</b>
Cumberland Public Libraries Board	1 Member appointed	By-laws of Board
Cumberland Joint Services Management Authority	2 Members appointed	Intermunicipal Agreement
Regional Emergency Management	2 Members appointed	Intermunicipal Agreement
Northern Region Solid Waste	1 Member appointed	Intermunicipal Agreement
Cumberland YMCA	1 Member appointed	Contribution Agreement
LA Animal Shelter	1 Member appointed	Contribution Agreement

**Appendix B  
External Bodies to which Members  
are appointed pursuant to Section 10**

<b>Board, Committee or Commission</b>	<b>Members of Council Appointed</b>	<b>Comments</b>
Municipal Alcohol Project	1 Member appointed	By Request of Organization Council may appoint member
Senior Safety Advisory Committee	1 Member appointed	

## Appendix C

### Definitions

#### Indirect Pecuniary Interest

- A member has an indirect pecuniary interest in any matter
  - (a) if the member or the members nominee
    - (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its shares to the public,
    - (ii) has a substantial interest in, or is a director or senior officer of, a corporation that offers its shares to the public,
  - or
  - (iii) is a member of a body, whether incorporated or not, that has an interest in any matter in which the council or local board is concerned; or
  - (b) if the member is a partner of or associated in a joint venture with a person, or is in the employ of a person or body, whether incorporated or not, that has an interest in any matter in which the council or local board is concerned.

#### 4.3 Appointment to the Community Liason Committee

**Moved By Councillor Baker**

**Seconded By Councillor Davidson**

**That Council appoint Lisa Emery as a member to the new Cumberland Central Landfill Community Liaison Committee as recommended by Nova Scotia Environment.**

**Motion Carried**

#### 4.4 Bylaw to Amend the Bylaw Respecting Intrusion, Robbery and Fire Alarm Systems Second Reading

**Moved By Councillor Davidson**

**Seconded By Councillor Fawthrop**

**That Council approve of second and final reading of the Bylaw to Amend the Bylaw Respecting Intrusion, Robbery and Fire Alarm Systems.**

**Motion Carried**

**BYLAW C-11**

### TOWN OF AMHERST BY-LAW RESPECTING INTRUSION, ROBBERY AND FIRE ALARM SYSTEMS

#### SHORT TITLE

1. This By-Law may be cited as the "Alarm By-Law".

#### DEFINITIONS

2. In this By-Law:
  - a) "**Alarm Coordinator**" means the person appointed by the treasurer to administer the Alarm By-Law.
  - b) "**Alarm System**" – means any mechanical or electrical device which is designed or used for the detection of an unauthorized entry into a building, structure or facility or for alerting others of the commission of an unlawful act, or a fire detection device which emits a sound or transmits a signal or message when activated  
but does not include:
    - a) Personal alerting devices
    - b) A device that is installed in a vehicle
    - c) Residential smoke detector
  - c) "**Audible Alarm**" – means an alarm system which generates an audible sound on the premises where it is activated;
  - d) "**Automatic Calling Device**" – means any device or combination of devices, that will, upon activation, either mechanically, electronically or by any other automatic means, initiate a telephonic or recorded message which is designed to be transmitted over regular telephone lines;
  - e) "**False Alarm**" -means a response to an alarm by the Amherst Police Department or Amherst Fire Department resulting from the activation of an alarm system where an emergency situation does not exist;
  - f) "**Monitored Alarm System**" – means an alarm system where the signal of an intrusion, the commission of an unlawful act, or the detection of a fire is received by a third party;
  - g) "**Town**" – means the town of Amherst;

- h) **“Owner/Lessee”** – includes an occupant, lessee or person having possession or control of the property in question and also includes prima facie the person whose name appears on the assessment role for the Town as the assessed owner;
- i) ~~“Permittee” means the holder of an alarm system permit;~~
- j) **“Personal Alerting Device”** – means any device carried on one’s person that when activated is designed to emit a sound or transmit a signal or message;
- k) **“Treasurer”** – means the Treasurer of the Town of Amherst or his **their** designate

**PERMIT REQUIRED**

3.—

- ~~a) No owner/lessee shall install, keep, use, permit or suffer the installation, keeping or use of an alarm system unless there is a valid and subsisting alarm system permit for that system.~~
- ~~b) An applicant for an alarm system permit shall apply to the Treasurer on a form as described in Schedule “A” attached hereto.~~
- ~~c) Alarm system permits shall be issued by the Treasurer.~~
- ~~d) An alarm system permit shall be issued in the name of the owner/lessee of the building or property which the alarm is intended to protect.~~
- ~~e) An alarm system permit is required for each alarm system that is installed in any one location.~~
- ~~f) An alarm system permit may be transferred or assigned a new owner/lessee of the property on submission to the Treasurer of a fully completed permit application form as described in Schedule “A”.~~
- ~~g) The permittee shall be responsible for informing the Treasurer or his designate of any and all changes in the information contained in the permit application.~~

**AUDIBLE ALARM SYSTEMS**

4.

- a) No person shall install, maintain or use an audible alarm that is capable of being sounded outside of the premises continually for a period of greater than fifteen minutes after each separate activation except for an alarm system designed or used to detect heat, smoke or fire.

**FALSE ALARMS**

5.

- a) No person shall cause, permit suffer or allow false alarms to emanate from a location where an alarm system is installed.
- b) Alarms activated in the following manner are hereby deemed **not** to be false alarms:
  - a) Where the owner can demonstrate that the alarm was caused by a storm, lightening, earthquake or other violent act of nature; or
  - b) Where the alarm coordinator is satisfied that the occurrence is isolated and due to a mechanical failure, that has since been corrected by a qualified contractor, proof of which has been provided.

**AUTOMATIC CALLING DEVICES**

6.

- a) No person shall use, maintain or install, or permit the use, maintenance or installation of any calling device which is programmed to transmit a message to any telephone number assigned to the Amherst Police Department, Amherst Fire Department or any dispatch or communication centre responsible for the receiving and dispatching of alarm calls to these agencies unless a contract has been entered into with the Police/Fire Department to provide an alarm monitoring service.

**MONITORED ALARM SYSTEMS**

7.

- a) When a third party is responsible for monitoring an alarm for intrusions only, the third party shall verify that the alarm activation is not accidental by contacting the premise prior to notifying the appropriate police agency. If a police agency is dispatched prior to verification, there will be no waiver or fee if call is cancelled subsequent to police being dispatched.
- b) Where the original alarm activation signal is received by a third party who then notifies the Amherst Police Department or the Amherst Fire Department of the alarm, the third party shall supply **the required contact information for the Owner/Lessee of the premises or real property** ~~the alarm permit number~~ to the police/fire dispatcher receiving the call.

**FEE FOR FALSE ALARMS**

8.

- a) On the occurrence of a third and for each subsequent false alarm during any one calendar year, the owner/lessee permittee will be required to pay a fee of \$50.00 for each such occurrence;
- b) Where a fee is charged in accordance with this by-law, the Town shall invoice the owner/lessee permittee of the real property. The fee shall be payable within 14 days.
- c) An invoice issued under this by-law shall be due upon receipt and payable to the town.
- d) All fees collected become the property of the Town.

**NOTIFICATION TO OWNERS**

9.

- a) Upon the first occurrence of a false alarm, a notice will be provided to the owner/lessee permittee of the subject real property that a false alarm has occurred and advised of the fees to be imposed for more than two (2) false alarms in any one calendar year.
- b) The notice required by this section shall be in writing and delivered by hand or regular mail to the subject property or the owner/lessee in the permit. A notice sent in accordance with this section will be deemed to have been received.

**APPLICATION**

10. This by-law applies to all alarms in use within the Town whether installed before or after the coming of force of this by-law.

**PENALTY**

11.

- a) A person who contravenes any provision of this by-law shall upon summary conviction be liable to a minimum penalty of \$50.00 and a maximum penalty of \$1,000.00 and in wilful default of payment of the penalty the offender may be imprisoned for a maximum period not exceeding ninety days.
- b) Every day during which a contravention of or failure to comply with this by-law continues is a separate offence.

**5. INFORMATION / DISCUSSION ITEMS**

**5.1 Fraud Prevention**

Chief Pike gave a presentation on Fraud Prevention, included as part of the agenda package. Information item only; no direction given or action required.

**6. INTERNAL COMMITTEE REPORTS**

**6.1 Planning Advisory Committee**

Information item; no direction given or action required.

**6.2 Amherst Board of Police Commissioners**

Information item; no direction given or action required.

**6.3 Audit Committee**

Information item; no direction given or action required.

**6.4 Amherst Youth Town Council**

Information item included as part of the agenda package; no direction given or action required.

**6.5 Accessibility Advisory Committee**

Information item; no direction given or action required.

**6.6 Inclusion Diversity and Equity Committee**

Information item; no direction given or action required.

**7. EXTERNAL COMMITTEE REPORTS**

**7.1 Cumberland Public Libraries**

Information item; no direction given or action required.

- 7.2 **Cumberland YMCA**  
Information item; no direction given or action required.
- 7.3 **Solid Waste Management**  
Information item; no direction given or action required.
- 7.4 **L. A. Animal Shelter**  
Information item; no direction given or action required.
- 7.5 **Senior Safety - No Report**
- 7.6 **Inter Municipal Tourism - No Report**
- 7.7 **Poverty Reduction**  
Information item; no direction given or action required.
- 7.8 **Municipal Alcohol Project - No Report**

8. **ADJOURNMENT**  
**Moved By Deputy Mayor Christie**  
**Seconded By Councillor Landry**  
**To adjourn the meeting.**

**Motion Carried**

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Kimberlee Jones  
Municipal Clerk

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David Kogon, MD  
Mayor

# SYNOPSIS

## Development Agreement Application 27 West Pleasant Street First Reading

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The supportive youth housing operation, or group home, proposed for 27 West Pleasant Street would provide housing for four children or youth under the care of Nova Scotia Community Services. There are no additions proposed for the existing dwelling. The only notable differences between the proposed operation and a typical residence would be additional staff vehicles as the operation requires at least two staff members to be onsite at all times.

An advertised public participation opportunity was held on April 11<sup>th</sup> with no members of the public in attendance. One written submission was received that was not in support of the development. On May 2<sup>nd</sup> the Planning Advisory Committee passed a motion recommending that Council enter into the agreement to allow the proposed operation.

The proposal generally conforms to the relevant policies of the MPS and LUB. Staff do not anticipate significant negative impacts on the surrounding neighbourhood. Moreover, the provision of supportive housing for youth represents a positive addition to the community.

### **MOTION:**

**That Council give First Reading of the development agreement for 27 West Pleasant Street to allow a Group Home, and schedule a public hearing for June 13, 2022.**

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

**SUBMITTED BY:** Andrew Fisher, Director of Planning & Strategic Initiatives

**DATE:** May 24, 2022

**SUBJECT:** First Reading – 27 West Pleasant Development Agreement

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**ORIGIN:** An application for a development agreement to allow a Group Home operation within the existing dwelling located at 27 West Pleasant Street (PIDs 25027129 & 25027152). Under the Land Use Bylaw (Bylaw) Group Homes are permitted by development agreement, subject to MPS Policy RP-13.

**RECOMMENDATION OF THE PLANNING ADVISORY COMMITTEE:** That Council approve the application by entering into a development agreement for 27 West Pleasant Street to allow a Group Home.

**BACKGROUND:** Attached is the staff report to the PAC the provides more details about the proposal, an analysis of MPS policies relevant to this issue, and an application summary. The subject property contains two parcels with a total area of 1,591 m<sup>2</sup> (17,000 sqft) in area. On the property exists a 2-storey detached dwelling, a large paved driveway, and approximately 10,000 sqft of greenspace. The proposed supportive youth housing operation would provide housing for four children or youth under the care of NS Provincial Community Services. There are no additions proposed for the existing dwelling. The only notable differences between the proposed operation and a typical residence would be additional staff vehicles, as the operation requires at least two staff members onsite at all times.

**DISCUSSION:** The proposal generally conforms to the relevant policies of the MPS and LUB. Staff do not anticipate significant negative impacts on the surrounding neighbourhood. Moreover, the provision of supportive housing for youth is a positive addition to the community.

**FINANCIAL IMPLICATIONS:** None specific to this issue.

**SOCIAL JUSTICE IMPLICATIONS:** The provision of supportive housing for youth is inherently rooted in the concept of social justice.

**ENVIRONMENTAL IMPLICATIONS:** None specific to this issue.

**COMMUNITY ENGAGEMENT:** An advertised Public Participation Opportunity related to this issue was held on April 11, 2022 with the proponents in attendance. No members of the public





## AMHERST TOWN COUNCIL

RFD# 2022039

Date: May 24, 2022

attended. One email was received in opposition to this development by an owner of property in close proximity to the subject property. The concern was not specific but rather expressed concern that there would be adverse impacts to their property as a result of the group home.

**ALTERNATIVES:** 1) Reject the application by Refusing to enter into the development agreement. 2) Refer the application back to the Planning Advisory Committee for more information.

**ATTACHMENTS:** 1) Draft Development Agreement; 2) Staff report to PAC; 3) Application Summary; 4) Resident email in opposition to the proposal.

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



This Agreement made this \_\_\_\_\_ Day of \_\_\_\_\_ 2022.

Between:

**MACDONALD PEOPLE RESOURCES LIMITED** (owner of property located at 27 West Pleasant Street [PID 25027129 & 25027152], hereinafter called the "Owner"),

of the one part, and

**THE TOWN OF AMHERST** (a body corporate in the Province of Nova Scotia, hereinafter called the "Town"),

of the other part.

WHEREAS the Owner wishes to obtain permission pursuant to Policy CP - 13 of the Municipal Planning Strategy of the Town of Amherst, to operate a group home within the single-detached dwelling on property located at 27 West Pleasant Street (PID 25027129 & 25027152).

AND WHEREAS a condition of the granting of approval of Council is that the Owner enter into an Agreement with the Town;

AND WHEREAS the Council of the Town, at its meeting on the \_\_\_\_\_<sup>th</sup> Day of \_\_\_\_\_ 2022, approved the said Development Agreement, subject to the registered Owner of the land described herein entering into this Agreement;

AND WHEREAS the following Schedules shall be attached to and form part of this Agreement:

- (a) Schedule 'A' - Terms and Conditions
- (b) Schedule 'B' – Property Identification

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the granting by the Town of the Development Agreement requested by the Owner, the Owner agrees as follows:

- 1) That the Owner is the registered owner of the aforesaid Lands in the Town of Amherst, hereinafter called the "Lands". The aforesaid Lands are the only lands in the Town of Amherst to which this Agreement applies, and the Lands are illustrated in the diagram shown on Schedule B attached.
- 2) That the Owner may operate group home licensed by the Province of Nova Scotia within an existing single-detached dwelling on the Lands.
- 3) Nothing in this Agreement shall exempt or be taken to exempt the Owner or any other person from complying with the requirements of any Bylaw of the Town applicable to the Property (other than the Land Use Bylaw to the extent varied by this Agreement) or any Provincial or Federal statute, act, or regulation.

- 4) Any failure of the Town to insist upon strict enforcement of any requirements or conditions contained in this Agreement shall not be deemed a waiver of any rights or remedies that the Town may have and shall not be deemed a waiver of any subsequent breach or default in the conditions or requirements contained in this Agreement.
- 5) Should the Owner fail to act in accordance with any aspect of this Agreement, the Town shall retain the right to discharge the Agreement upon 30 days notification and / or enter the property and conduct the required work. The cost of the said work will become a lien on the property tax bill.
- 6) The Town shall issue the necessary Development Permit for the development upon expiration of the appeal period specified for Development Agreements under Section 249 of the *Municipal Government Act*, as the same may be amended from time to time, or upon the withdrawal or dismissal of any appeal which may be taken.
- 7) The Agreement shall be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, and shall run with the land which is the subject of this Agreement until such time as it is discharged by the Town in accordance with Section 229 of the *Municipal Government Act*.

DRAFT

**SIGNED, SEALED AND DELIVERED**

In the presence of

\_\_\_\_\_

**THE TOWN OF AMHERST**

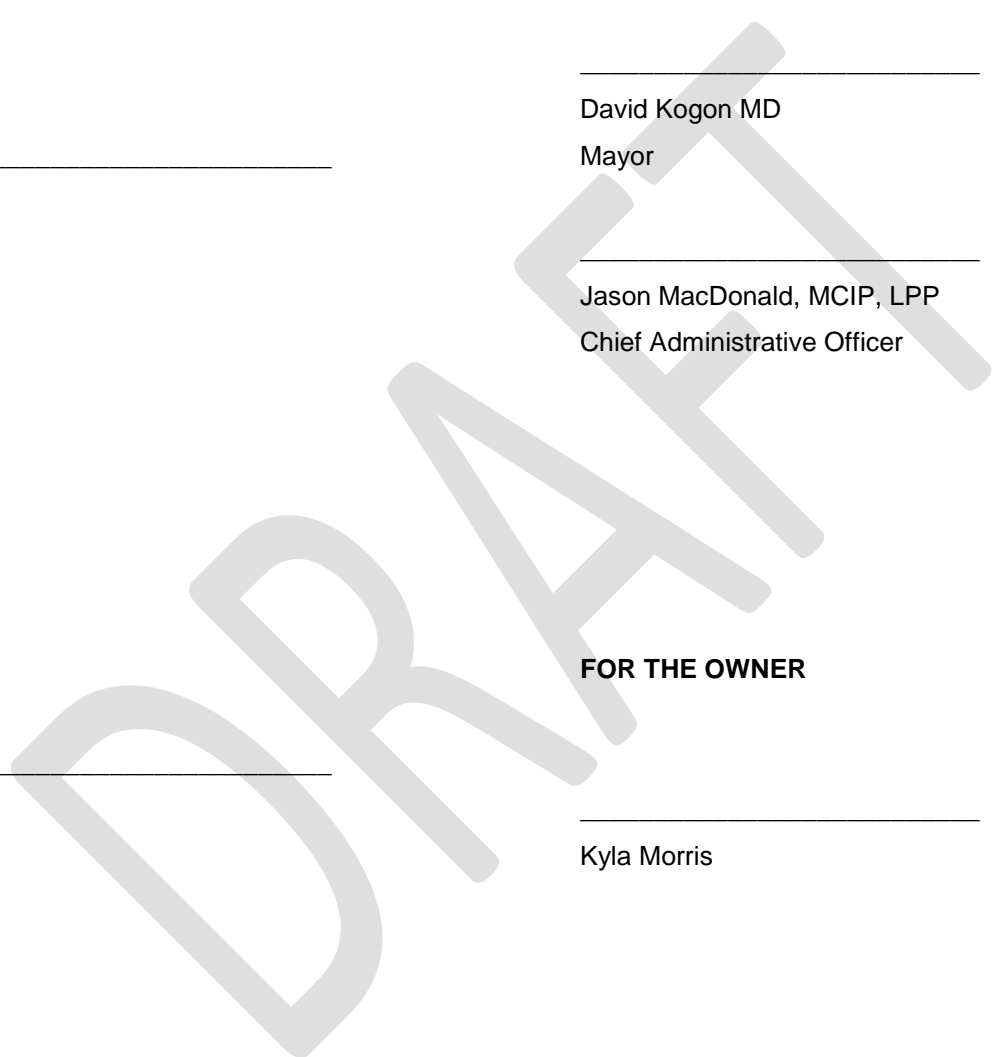
\_\_\_\_\_  
David Kogon MD  
Mayor

\_\_\_\_\_  
Jason MacDonald, MCIP, LPP  
Chief Administrative Officer

**FOR THE OWNER**

\_\_\_\_\_

\_\_\_\_\_  
Kyla Morris



## Schedule A

## 27 West Pleasant Street - Development Agreement

Terms and Conditions:

### 1.0 USE OF LAND AND BUILDINGS

- 1.1 The use of the Lands shall be limited to a group home operation or child and youth care program for four (4) children under the care of the Nova Scotia Department of Community Services within an existing single-detached dwelling in the location shown on Schedule 'B'.
- 1.2 A minimum of one (1) parking space shall be provided for each employee on the Lands and shall be generally located on the existing asphalt driveway as shown on Schedule 'B'.
- 1.4 Accessory buildings may be permitted on the Lands in accordance with the *Town of Amherst Land Use Bylaw*.
- 1.5 All areas of the Lands not covered by buildings or driveways generally as shown on Schedule 'B' shall be landscaped.

### 2.0 GENERAL REQUIREMENTS

- 2.1 The Owner shall keep the Lands and buildings and any portion thereof clean and in good repair. All elements of the development on the Lands shall be regularly maintained and kept in a tidy state, and free from unkept materials of any kind.
- 2.2 The Owner shall ensure that exterior lighting does not shine directly onto adjacent properties.
- 2.3 Solid waste management shall be in conformance with the Town of Amherst *Solid Waste Bylaw*.

# SCHEDULE 'B'



# MEMO

**TO:** Planning Advisory Committee

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

**DATE:** May 2, 2022

**RE:** **27 West Pleasant - development agreement application - Group Home**

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**ISSUE:**

An application by the owner of 27 West Pleasant Street (PID 25027129 & 25027152) for a development agreement to permit the operation of a ‘Youth Supportive Housing’ or Group Home for four youths on the subject property. Under the Land Use Bylaw (Bylaw) Group Homes are permitted by development agreement, subject to MPS Policy RP-13.

**BACKGROUND:**

Please see the attached summary document that provides application details and graphics.

**RELEVANT POLCY AND DISCUSSION:**

Land Use Bylaw section 7.2.2 lists group homes as a use permitted by development agreement in accordance with RP-13 of the Municipal Planning Strategy (MPS).

***MPS RP-13: Group Homes and Boarding Houses by DA***

*It shall be the intention of Council to permit Group Homes and Boarding Houses in all residential areas of town by development agreement. In doing so Council shall ensure that:*

- (a) Adequate land exists on the property to provide recreational opportunities for residents;*
- (b) Adequate on-site parking is provided for staff of the facility;*
- (c) Vegetation is used to mitigate the impacts of parking facilities on adjacent residents.*

As shown in the attached diagrams, the subject property could be considered a ‘double lot’ with ample outdoor amenity space available. The driveway is approximately 2,000 sq.ft. in area that would provide ample space for parking and also the possibility for recreation such as basketball. The driveway is located such that it does not impact adjacent residents.

In addition, MPS Policy A-5 contains general planning matters to be considered in the context of a development agreement.

***MPS A-5: Amendment Criteria***

*It shall be the intention of Council, when [...] entering into or amendment of a development agreement, to consider the following matters, in addition to all other criteria set out in the various policies of this planning strategy:*

*That the proposal conforms to the general intent of this plan and all other municipal bylaws and regulations.*

- (b) That the proposal is not premature or inappropriate by reason of:
  - (i) the financial capability of the Town to absorb any costs relating to the development;*
  - (ii) the adequacy of municipal water, sanitary sewer and storm sewer services;*
  - (iii) the adequacy of road networks, in, adjacent to, or leading to the development;**
- (c) That consideration is given to the extent to which the proposed type of development might conflict with any adjacent or nearby land uses by reason of:
  - (i) type of use;*
  - (ii) height, bulk and lot coverage of any proposed building;*
  - (iii) parking, traffic generation, access to and egress from the site;*
  - (iv) any other matter of planning concern outlined in this strategy.**

From a planning perspective, the proposed use would not be significantly different from a single-detached dwelling containing a family with four children. The only significant difference being that staff will be onsite, which may result in additional traffic. This is mitigated by the large parking area located away from adjacent dwellings.

**PUBLIC PARTICIPATION OPPORTUNITY:**

An advertised Public Participation Opportunity related to this issue was held on April 11, 2022 with the proponents in attendance. No members of the public attended.

**CONCLUSIONS:** The proposal generally conforms to the relevant policies of the MPS and LUB. Staff do not anticipate significant negative impacts on the surrounding neighbourhood. Moreover, the provision of supportive housing for youth is a positive addition to the community.

**RECOMMENDATION:**

Staff suggest the PAC consider the following three motion options:

1. I move that the PAC recommend that Council enter into a development agreement for 27 West Pleasant Street to allow the operation of a Group Home on the property.
2. I move that the PAC recommend that Council enter into the development agreement for 27 West Pleasant Street to allow a single detached dwelling with the specified changes.
3. I move that the PAC recommend that Council not enter into the development agreement for 27 West Pleasant Street.

Staff recommend option one.

# Application Details

**Applicant/Owner:** MacDonald  
People Resources Ltd. (Kyla Morris)

**Location:** 27 West Pleasant Street  
(PIDs 25027129 & 25027152)

**Summary of Proposal:** Youth  
supportive housing (Group Home) for  
four (4) youths.

**Property Size:** 1,591 m<sup>2</sup> (17,000 ft<sup>2</sup>)

**Existing Land Use:** Single-detached  
dwelling.

**Existing Zoning:** General Residential



# Neighbourhood Context

- The Subject property is immediately surrounded on three sides by single-detached and converted dwellings.
- The former ENHEAT industrial site is located to the north and west.
- A town-owned unmaintained access route exists to the west and north of the subject property.



# Proposal Details

**General Description:** To operate a 4-bedroom support housing for youth staffed by at least 2 staff members 24-hours per day.

The existing 3-bedroom house will be converted to a 4-bedroom, and all mechanical systems will be upgraded to meet provincial standards. Annual Fire Inspections are required.

This housing type is regulated and regularly inspected by the Provincial Department of Community Services.

No expansion to the building is being proposed.



# Relevant Planning Policy

## Land Use Bylaw

### Section 7.2.2 Permitted Uses by Development Agreement

In a Residential Zone, an application for the following uses shall be considered by development agreement in accordance with the applicable Municipal Planning Strategy (MPS) Policy:

(b) A group home in accordance with Policy RP-13 of the MPS.

### MPS RP-13: Group Homes and Boarding Houses by DA

It shall be the intention of Council to permit Group Homes and Boarding Houses in all residential areas of town by development agreement. In doing so Council shall ensure that:

- (a) Adequate land exists on the property to provide recreational opportunities for residents;
- (b) Adequate on site parking is provided for staff of the facility;
- (c) Vegetation is used to mitigate the impacts of parking facilities on adjacent residents.



# Relevant Planning Policy (con't)

## MPS A-5: Amendment Criteria

It shall be the intention of Council, when [...] entering into or amendment of a development agreement, to consider the following matters, in addition to all other criteria set out in the various policies of this planning strategy:

- (a) That the proposal conforms to the general intent of this plan and all other municipal bylaws and regulations.
- (b) That the proposal is not premature or inappropriate by reason of:
  - (i) the financial capability of the Town to absorb any costs relating to the development;
  - (ii) the adequacy of municipal water, sanitary sewer and storm sewer services;
  - (iii) the adequacy of road networks, in, adjacent to, or leading to the development;
- (c) That consideration is given to the extent to which the proposed type of development might conflict with any adjacent or nearby land uses by reason of:
  - (i) type of use;
  - (ii) height, bulk and lot coverage of any proposed building; (iii) parking, traffic generation, access to and egress from the site;
  - (iv) any other matter of planning concern outlined in this strategy.

## Andrew Fisher

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**From:** Kim Jones  
**Sent:** March 31, 2022 5:47 PM  
**To:** Natalie LeBlanc; Andrew Fisher  
**Subject:** Fwd: Concern re using 27 west pleasant for child and youth housing program

Sent from my iPad

Begin forwarded message:

**From:** ketan kulkarni <ketanpkulkarni@gmail.com>  
**Date:** March 31, 2022 at 5:16:18 PM ADT  
**To:** Kim Jones <KJones@amherst.ca>, Arun Salunkhe <sal412301@gmail.com>  
**Subject:** Concern re using 27 west pleasant for child and youth housing program

Hello

I m writing with concern as owner of property close this building.

While housing program is extremely important, I am very concerned that this adversely affects our property

We do not support this development.

--

*Ketan Kulkarni*

# SYNOPSIS

## Number of Councillors

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Amherst elects six Councillors at large. Unless there is an interest in establishing polling districts, the review required by the MGA is a relatively simple consideration of the Town's population, number of Councillors per voter, geographic size, and generally whether the citizenry feels the number of Councillors is appropriate. It is up to Council to decide the process; however, public consultation must be part of that process.

At the January 17, 2022 Committee of the Whole meeting, Council directed staff to hold a Public Participation Opportunity (PPO) to solicit input from the public on this issue. On April 11<sup>th</sup> the PPO was held with no members of the public in attendance. Given the lack of response from the citizenry to the invitation to provide input on this matter, it could be argued that there is not a significant problem or dissatisfaction with electing six Councillors at large.

In Amherst, the circumstances that influence the number of Councillors elected have not significantly changed. The town's geographic boundaries have not changed, with the population, electorate, and number of Councillors per electorate have remaining relatively static.

As noted above, the process is at Council's discretion as long as public consultation is part of that process. With the PPO now completed, Council may apply to the UARB to maintain status quo. It should be noted that the UARB will hold its own public hearing before a decision is made on the application.

### **MOTION:**

**That the intention to maintain status quo with six Councillors elected at large be approved, and this decision be forwarded to the Nova Scotia Utility and Review Board.**

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

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

**DATE:** May 24, 2022

**SUBJECT:** Review of the Size of Council

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**ORIGIN:** The Municipal Government Act (MGA) requires that municipalities review their polling districts and the number of Councillors every eight years. The last review took place in 2014.

**LEGISLATIVE AUTHORITY:** MGA section 369 (1) In the year 1999, and in the years 2006 and every eighth year thereafter the Council shall conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of Councillors.

**RECOMMENDATION:** That the intention to maintain status quo with six Councillors elected at large be approved, and this decision be forwarded to the Nova Scotia Utility and Review Board.

**BACKGROUND:** Amherst elects six Councillors at large. Unless there is an interest in establishing polling districts, the review required by the MGA is a relatively simple consideration of the Town's population, number of Councillors per voter, geographic size, and generally whether the citizenry feels the number of Councillors is appropriate. It is up to Council to decide the process; however, public consultation must be part of that process.

At a January 2022 COW meeting, Council directed staff to hold a Public Participation Opportunity (PPO) to solicit input from the public on this issue. On April 11<sup>th</sup> the PPO was held with no members of the public in attendance. Given the lack of response from the citizenry to the invitation to provide input on this matter, it could be argued that there is not a significant problem or dissatisfaction with electing six Councillors at large.

As noted above, the process is at Council's discretion as long as public consultation is part of that process. With the PPO now completed, Council may decide to hold further public consultation via a public hearing, or apply to the UARB to maintain status quo. It should be noted that the UARB will hold its own public hearing before a decision is made on the application.

**DISCUSSION:** In Amherst, the circumstances that influence the number of Councillors elected have not significantly changed. The town's geographic boundaries have not changed, and as shown in the chart below, the population, electorate, and number of Councillors per electorate have remained relatively static. Conversely, if any of the aforementioned factors had significantly changed there could exist the possibility that the number of Councillors would need to be adjusted based on input from the community and review by the UARB.



**AMHERST TOWN COUNCIL**

**RFD# 2022037**

**Date: May 24, 2022**

	<b>2008 Election</b>	<b>2012 Election</b>	<b>2020 Election</b>
<b>Population</b>	~9,505	~9,717	~9,537
<b>Electorate</b>	7,478	7,581	7,676
<b>Councillors/Elector</b>	1,246	1,263	1,279

For further context, staff looked at the following selection of comparable Nova Scotia towns and found that all had elected six Councillors:

Truro	New Glasgow	Bridgewater
Antigonish	Yarmouth	Wolfville

All the above towns voted Councillors at large, except the towns of Truro and New Glasgow.

**FINANCIAL IMPLICATIONS:** Upon application to the UARB, the Board will hold a public hearing with advertisements and bill the Town for the advertisements.

**SOCIAL JUSTICE IMPLICATIONS:** This process gives the public an opportunity to provide input into the level of local government representation.

**ENVIRONMENTAL IMPLICATIONS:** None specific to this issue.

**COMMUNITY ENGAGEMENT:** An advertised Public Participation Opportunity was held on April 11, 2022 at 5:00 pm in Council Chambers. No members of the public attended the meeting. The NSUARB will hold their own advertised public hearing in Amherst before making a decision on the town’s application.

**ALTERNATIVES:** Determine that a change in the number of Councillors is warranted and direct staff to provide further information.

**ATTACHMENTS:**

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



# SYNOPSIS

## Bylaw to Amend the Bylaw Respecting the Amherst Board of Police Commissioners for the Town of Amherst

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At a meeting of the Amherst Board of Police Commissioners held on April 13, 2022 the following motion was approved:

*That staff be directed to bring a recommendation to Council to amend the Bylaw Respecting the Amherst Board of Police Commissioners to include the following statement:*

*“The Town of Amherst is an inclusive and equitable organization. We value inclusivity & diversity in all areas of the workplace, including the Amherst Board of Police Commissioners. We encourage membership from members of groups who are typically underrepresented and with historical and/or current barriers to equity.”*

As the Town is an inclusive and equitable organization, the Board would like to have this statement formally included in this bylaw, within the existing membership clause. Adding this statement will show that the Amherst Board of Police Commissioners values inclusivity and diversity and will strive to ensure the membership reflects the stated goals.

### **MOTION:**

**That Council approve first reading of the proposed amendment to the Bylaw Respecting the Board of Police Commissioners for the Town of Amherst and schedule a Public Hearing prior to second reading.**



## AMHERST TOWN COUNCIL

RFD# 2022033

Date: May 24, 2022

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

**SUBMITTED BY:** Kim Jones, Municipal Clerk

**DATE:** May 24, 2022

**SUBJECT:** Amendments to the Bylaw Respecting the Board of Police Commissioners for the Town of Amherst

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**ORIGIN:** April 13, 2022 Amherst Board of Police Commissioners meeting

**LEGISLATIVE AUTHORITY:** MGA 172 (2) Without restricting the generality of subsection (1) but subject to Part VIII, a council may, in any by-law (d) adopt by reference, in whole or in part, with changes that the Council considers necessary or advisable, a code or standard and require compliance with it;

**RECOMMENDATION:** That Council approve first reading of the proposed amendment to the Bylaw Respecting the Board of Police Commissioners for the Town of Amherst and schedule a Public Hearing prior to second reading.

**BACKGROUND:** At a meeting of the Amherst Board of Police Commissioners held on April 13, 2022 the following motion was approved:

*That staff be directed to bring a recommendation to Council to amend the Bylaw Respecting the Amherst Board of Police Commissioners to include the following statement:*

*“The Town of Amherst is an inclusive and equitable organization. We value inclusivity & diversity in all areas of the workplace, including the Amherst Board of Police Commissioners. We encourage membership from members of groups who are typically underrepresented and with historical and/or current barriers to equity.”*

**DISCUSSION:** As the Town is an inclusive and equitable organization, the Board would like to have this statement formally included in this bylaw within the membership section.

**FINANCIAL IMPLICATIONS:** There are no financial implications.

**SOCIAL JUSTICE IMPLICATIONS:** Adding this statement will show that the Amherst Board of Police Commissioners values inclusivity and diversity.



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

**COMMUNITY ENGAGEMENT:** There has been no community engagement at this time.

**ALTERNATIVES:** Do not amend the bylaw.

**ATTACHMENTS:** A Bylaw Respecting the Board of Police Commissioners for the Town of Amherst with amendment.

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Report prepared by:

Report and Financial approved by:

# Town of Amherst

## A BYLAW RESPECTING THE BOARD OF POLICE COMMISSIONERS FOR THE TOWN OF AMHERST

BE IT ENACTED by the Council of the Town of Amherst, under the authority of the Police Act, Chapter 31, ACTS OF NOVA SCOTIA 2004.

### Short Title

- 1 This By-Law shall be known as the "Amherst Board of Police Commissioners By-Law".

### Definitions

- 2 In this By-Law
- (a) "Board" means the Board of Police Commissioners for the Town of Amherst
  - (b) "Council" means the Council for the Town of Amherst.
  - (c) "Chief of Police" means the Chief of Police of the Amherst Police Department.
  - (d) "Amherst Police Department" means the Chief and members of the municipal police force of the Town of Amherst.
  - (e) "Minister" means the Minister of Justice for the Province of Nova Scotia

### Board Established

- 3 The Council establishes the Board of Police Commissioners for the Town of Amherst, with membership as follows:

One Year Term	Two community volunteers
Two Year Term	One member of Council One Community Volunteer
Three Year Term	Two members of Council Other One Ministerial appointment

## Membership

- 4 The Town of Amherst is an inclusive and equitable organization. We value inclusivity and diversity in all areas of the workplace, including the Amherst Board of Police Commissioners. We encourage membership from members of groups who are typically underrepresented and with historical and/or current barriers to equity.
- (a) The member of the Board appointed by the Minister shall be appointed pursuant to subsection 44(4)(c) of the Police Act.
  - (b) The members of the Board appointed by Council shall be appointed pursuant to subsections 44(4)(a) and (b) of the Police Act.
  - (c) Dismissal of members of the Board shall be carried out in accordance with subsection 44(7)(a) with regard to a member appointed by the Minister and subsection 44(7)(b) with regard to members appointed by Council.
  - (d) An absence from two consecutive meetings without just cause as determined by the chair and Board members shall be cause for the replacement of a member appointed by Council.
  - (e) Where a vacancy occurs on the Board or where a member is unable to carry out his/her duties as a member of the Board by reason of illness or absence, Council shall appoint a replacement as soon as is practicably possible.
  - (f) The members of the Board appointed from Council shall serve without remuneration.
  - (g) The Board shall, at its first meeting each calendar year or as soon as practicable thereafter, choose its chairperson and vice-chairperson.
  - (h) The chairperson shall preside at all meetings of the Board and in his/her absence the vice-chairperson shall preside.
  - (i) Should the chair become vacant due to resignation or replacement, an election for the Chair shall be held within 60 days of such vacancy occurring.

## Procedure

- 5 (a) The Board shall conduct its business according to the bylaws, regulations and policies established by Amherst Town Council, the Amherst Board of Police Commissioners, the Police Act and, where applicable the Municipal Government Act.

- (b) The Board shall hold a meeting at least every three months. The Board may meet in camera at any time on 24 hours notice by the Chairperson or any two members or at any time with unanimous consent of all members concerning all matters relating to discipline, personal conduct, contract negotiations and security of the police operations.
- (c) A majority of the members of the Board shall constitute a quorum.
- (ct) The Chief Administrative Officer of the Town or his appointee, shall be the Secretary to the Board and shall have charge of all minutes, records and accounting procedures to be followed and maintained by the Board.

### **Chief Officer**

- 6 (a) The Chief of Police shall be appointed by the council, and following a year's period of probation, may not be suspended, dismissed or otherwise disciplined except with cause, and in such event, he shall have the right to appeal, within fifteen days of such disciplinary action, to the Chairman of the Nova Scotia Police Commission. The Commission shall conduct a hearing therein and may confirm, overrule, or modify such action and its decision therein, shall be final.
- (b) The Chief of Police shall advise the Board with respect to the provision of efficient and effective municipal police service delivery. S/he may, in consultation with the Board, undertake in a timely manner research, strategic planning, policy development and implementation, and the reporting of results in response to inquiries by the Board pertaining to its community governance responsibilities as defined in the Police Act.
- (c) The Chief of Police and/or the Deputy Chief of Police shall whenever requested by the Chairman and where practicable attend meetings of the Board, whether public or in-camera.
- (d) The Chief of Police or his Deputy shall be in charge of the management, direction and control of the day to day operation of the police force, including the enforcement of law and the maintenance of discipline within the force. Should such discipline, in the opinion of the Chief Officer, require that an employee be dismissed, such dismissal shall be by the Board on the recommendation of the Chief Officer.

## **Board Powers**

- 7
- (a) The Board shall conduct its responsibilities in accordance with the requirements established by the Police Act,
  - (b) The Board shall, each year, submit to the council for its consideration and approval its estimates of all monies required for the year to pay the remuneration of the members of the police force and staff and to pay for the accommodation, arms and equipment and other things for the use and maintenance of the force.
  - (c) All collective agreements or other agreements with members of the police force or its bargaining agent shall be contracted in the name of the Town of Amherst, and the Town of Amherst shall be the employer of all members of the police force.
  - (d) The Board shall submit all requests for all capital equipment proposed to be purchased to the council, together with the recommendation of the Board for the purchase consideration in accordance with the purchasing policy of the Town of Amherst.
  - (e) The Board shall have the jurisdiction without interference by the Council over all matters relating to the enforcement of all criminal law, federal statutes, provincial statutes, and Town by-laws and ordinances.
  - (g) The Board shall further have jurisdiction over all matters relating to the enforcement of provincial statutes having local effect and Town by-laws and ordinances, but Council shall have the right to request the enforcement of such statutes or by-laws as may be required for the proper administration thereof within the Town.
  - (h) The Chief of Police or his designate shall give all necessary orders, directions and instructions to the police force and no Board member, other than the Chair or his or her designate except when communicating a decision of the Board, shall issue any order, direction or instruction to any member of the police force relative to his duties as a member of the force.

## **General**

- 8
- The Chief Administrative Officer and the Chief of Police shall be members of any committee appointed for the purpose of negotiating a collective agreement with any union representing members of the Town police force.

# SYNOPSIS

## Renaming of Lord Amherst Drive

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Last year Council received a request from a local business to consider renaming Lord Amherst Drive. Lord Amherst's legacy is controversial and his historical actions, particularly against the Indigenous Peoples is not a point of pride.

In June of last year Council referred this issue to the newly created Inclusion, Diversity and Equity Committee for consideration and a recommendation. The committee met multiple times and submitted several names for consideration. Each submission had an inclusion, diversity and equity lens attached to it. The committee voted and the name of Ancestral Drive was their selection.

Should Council decide to rename the street staff will notify the property owners and other stakeholders such as emergency measures (911), Canada Post, etc. All affected property owners and/or residents will be given 6 months notice of any name change.

### **MOTION:**

**That Council approve of the name Ancestral Drive as a replacement for Lord Amherst Drive.**

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

**SUBMITTED BY:** Kimberlee Jones, Director of Comms and Community Well Being

**DATE:** May 24, 2022

**SUBJECT:** Renaming of Lord Amherst Drive

---

**ORIGIN:** At the June 21, 2021 Committee of the Whole Meeting the following motion of direction was passed: **2.2 Lord Amherst Drive** Moved By Councillor Landry Seconded By Councillor Baker

That Council agree, in principle, to remove the name Lord Amherst from Lord Amherst Drive and that Council request a recommendation for a new street name from the Diversity and Inclusion Advisory Committee.

**LEGISLATIVE AUTHORITY:** MGA Section 313, *The council may (c) by policy, name or rename any street or private road.*

**RECOMMENDATION:** That Council approve of the name Ancestral Drive as a replacement for Lord Amherst Drive.

**BACKGROUND:** In June of last year Council referred this issue to the newly created Inclusion, Diversity and Equity Committee for consideration and a recommendation. The committee met several times and passed the following motion at their April committee meeting:

**Moved By Lisa Emery**

**Seconded By Holly Martin**

**That the Committee recommend to Council that the name of Lord Amherst Drive be changed to Ancestral Drive.**

**Motion Carried**

**DISCUSSION:** The committee submitted several names for consideration. Each submission had an inclusion, diversity and equity lens attached to it. The committee voted and the name of Ancestral Drive was their selection. Staff have reviewed Ancestral Drive against the Town street network and with the Nova Scotia civic addressing system, and found no conflicts or issues. This name change would not conflict with the attached Street Naming Policy. Should Council decide to rename the street staff will notify the property owners and other stakeholders such as emergency measures (911), Canada Post, etc. The attached Street Naming Procedure states:



## AMHERST TOWN COUNCIL

RFD# 2022035

Date: May 24, 2022

- 3) *When a street name is changed at the discretion of Council in order to rectify an existing problem (such as duplication of street names) the Town will give all affected residents and property owners 6 months notice.*

As noted above the MGA authorizes Council to change street name by policy.

**FINANCIAL IMPLICATIONS:** Minor costs to change street name signs, maps, and the cost to individual residents to change their addresses.

**SOCIAL JUSTICE IMPLICATIONS:** The name Lord Amherst has significant negative historical implications. Renaming of the street will remove what can be deemed as an honor, and replace with a neutral name that represents the entire community and its history.

**ENVIRONMENTAL IMPLICATIONS:** There are none

**COMMUNITY ENGAGEMENT:** There is a formal process to be followed regarding street renaming.

**ALTERNATIVES:** 1) Do not rename the street, 2) Council may recommend an alternative name at their discretion, 3) refer the matter back to the IDE committee for another recommendation

### **ATTACHMENTS:**

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Report prepared by:

Report and Financial approved by:



# SYNOPSIS

## Northern Region Solid Waste Agreement

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The Northern Region Solid Waste Committee operates under an intermunicipal agreement comprised of all municipal units in the counties of Colchester and Cumberland and the District of East Hants. The agreement facilitates collaboration in meeting waste resource objectives as set and determined by the Minister of Environment. Recently a new agreement was approved by all municipal units, however it contained a reference to the Cumberland Joint Services Management Authority.

All municipal units party to the agreement have been requested to remove the reference to CJSMA due to the recent sale of the Cumberland Central Landfill. No other changes are being made to the agreement.

### **MOTION:**

**That Council approve of the attached Northern Region Intermunicipal Solid Waste Agreement as presented, and further authorize the Mayor and CAO to sign on behalf of the Town.**



**AMHERST TOWN COUNCIL**

**RFD# 2022036**

**Date: May 24, 2022**

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

**SUBMITTED BY:** Jason MacDonald, CAO

**DATE:** May 24, 2022

**SUBJECT:** Northern Region Solid Waste Agreement

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**ORIGIN:** Need to remove the references to CJSMA.

**LEGISLATIVE AUTHORITY:** Nova Scotia Environment Act; Nova Scotia Municipal Government Act 60 (1) A municipality or a village may agree with one or more municipalities, villages, service commissions, the Government of the Province or of Canada or a department or agency of either of them or a band council pursuant to the Indian Act (Canada) to provide or administer municipal or village services.

**RECOMMENDATION:** That Council approve of the attached Northern Region Intermunicipal Solid Waste Agreement as presented, and further authorize the Mayor and CAO to sign on behalf of the Town.

**BACKGROUND:** The Nova Scotia Environment Act creates seven Solid Waste Resource Regions in the Province of Nova Scotia including Region 3, known as the Northern Region which is comprised of the counties of Colchester, Cumberland and the District of East Hants. The mandate of the Northern Region is to enable the municipal units to collaborate in order to meet waste resource objectives as set and determined by the Minister of Environment. These objectives could include, but are not limited to, solid waste-resource management reports, plans, disposal targets, diversion goals and distribution of provincial funding.

**DISCUSSION:** This agreement was previously approved by all municipal councils however the updated agreement removes the references to CJSMA in the previous MOU.

**FINANCIAL IMPLICATIONS:** There are no financial implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to approving the new agreement.

**ENVIRONMENTAL IMPLICATIONS:** The amended agreement does not change the environmental goals of the Committee.





**AMHERST TOWN COUNCIL**

**RFD# 2022036**

**Date: May 24, 2022**

**COMMUNITY ENGAGEMENT:** As this is an administrative agreement between multiple municipal units no community engagement is contemplated at this time.

**ALTERNATIVES:** Request that the Committee make changes to the proposed agreement.

**ATTACHMENTS:** Northern Region Solid Waste Agreement

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Report prepared by:

Report and Financial approved by:



**THIS INTER-MUNICIPAL AGREEMENT** dated the day of February 14<sup>th</sup>, 2022,

**BETWEEN:**

**THE MUNICIPALITY OF THE COUNTY OF CUMBERLAND**, a Municipal Corporation;

**OF THE FIRST PART**

- and -

**THE MUNICIPALITY OF COLCHESTER**, a Municipal Corporation;

**OF THE SECOND PART**

- and -

**THE MUNICIPALITY OF EAST HANTS**, a Municipal Corporation;

**OF THE THIRD PART**

- and -

**THE TOWN OF AMHERST;**

**OF THE FOURTH PART**

- and -

**THE TOWN OF OXFORD;**

**OF THE FIFTH PART**

- and -

**THE TOWN OF TRURO;**

**OF THE SIXTH PART**

- and -

**THE TOWN OF STEWIACKE**

**OF THE SEVENTH PART**

**Whereas** the Environment Act SNS 1994-95, c.1, as amended and the Solid Waste-Resource Management Regulations *authorize and create* seven (7) Solid Waste Resource Regions in the Province of Nova Scotia including Region 3, known as the Northern Region which is comprised of the counties of Colchester and Cumberland and the District of East Hants. The mandate of the Northern Region is to enable the Municipal units to collaborate in order to meet waste resource objectives as set and determined by the Minister of Environment. These objectives could include, but are not limited to, solid waste-resource management reports, plans, disposal targets, diversion

goals and distribution of provincial funding.

**And whereas** the parties agree that the respective elected Municipal representatives and staff will work collectively and cooperatively on the objectives as set by the Minister, the recommendations are non-binding, and each individual Municipal Unit retains full responsibility and authority for all financial and operational decisions required to comply with the Environment Act and regulations.

**AND WHEREAS** the parties have previously cooperated in the creation of a Northern Region Solid Waste Management Plan;

**AND WHEREAS** it is in the best interests of the parties to work in a coordinated manner with all Municipal Units within Northern Region;

**AND WHEREAS** there is a need to determine how inter-municipal cooperation can be achieved, how decisions can be made, and how decisions or recommendations made through cooperative discussions can be reviewed and approved by the parties;

**AND WHEREAS** the parties wish to formalize by Agreement, the arrangement which has been in effect;

**WITNESSETH** that in consideration of the mutual covenants hereinafter set out, the parties agree as follows:

**1. Effective Date:**

1.1 The parties acknowledge the creation of the Northern Region Solid Waste Resource Committee (NRWRC) effective January 1, 1999, to which each party belongs.

**2. Representation**

2.1 The Council for each Municipal Unit shall appoint one elected representative and one alternate to attend meetings of the Northern Region Solid Waste Resource Committee to address solid waste resource issues. The Council representatives shall be the voting members.

2.2 In addition to elected representation Staff may attend meetings in an ex officio capacity without voting privileges.

**3. Meetings**

3.1 The Committee shall select from the elected members a Chairperson and a Vice-Chairperson to preside as Chairperson.

- 3.2 The Chairperson shall preside for a two (2) year term. Thereafter, and before the expiry of each Chairperson's term, the Committee shall elect a replacement Chairperson.
- 3.3 No Chairperson shall serve more than two (2) consecutive terms without interruption, unless agreed upon by the committee.
- 3.4 The Committee shall meet at least on a quarterly basis or as deemed necessary by the Chairperson or Vice-Chairperson or at the request of three (3) participating members.
- 3.5 Each meeting of the Committee shall be chaired by the Chairperson or Vice-Chairperson, or in their absence, a member selected at the meeting.
- 3.6 Meeting locations shall be on a rotating basis, and/or hosted virtually as decided by the Committee.
- 3.7 Scheduled meetings of the Committee require a quorum of four (4) Municipal Units being present, who represent more than 50% of the population (as per the latest census figures) of Northern Region. Decisions shall be by majority vote of elected officials representing the Region and who are present and voting at the time decisions are made.
- 3.8 Each Municipal Unit is allowed one vote.
- 3.9 Elected representatives must attend Northern Region Meetings. If the elected representative does not attend three consecutive meetings without leave of the Committee the Municipality will be asked to appoint a new representative.

#### **4. Administrative Representatives**

- 4.1 A group of administrative representatives as directed by the Committee may meet separately and apart or together with the elected representatives to consider the issues before the Committee and present the entire Committee of elected and appointed representatives with a prepared agenda for meetings and specific recommendations in relation to same.
- 4.2 Meetings of the administrative representatives, if held, may be held on a rotating basis, as decided by the Committee.
- 4.3 Each meeting of the administrative representatives shall be chaired by an administrator in the area where the meeting is being held or by any other method determined by the administrative representatives.

#### **5. Funding**

- 5.1 Funding currently available from the Province for Regional Coordinators shall be directed to the Regional Coordinator positions, during the period of the Committees existence. The funding will be shared between the Town of Amherst (pursuant to an MOU between the Town of Amherst, Oxford, and the Municipality of Cumberland), Municipality of Colchester, and the Municipality of East Hants. The Regional Coordinator position rotates every two years. The committee will describe the role of the Regional Coordinator by resolution passed from time to time.
- 5.2 The participating Authorities/Municipalities will each assign an employee as the Regional Coordinator for the purposes of liaising with the Resource Recovery Fund Board Nova Scotia (RRFB) now known as DivertNS and other stake holders on behalf of their participating units.
- 5.3 Funding made available from the Province or other stakeholders shall be disbursed to partners as the funding is designed. I.e. Diversion credit funding distributed by actual diversion rates, funding by contract (Education & Enforcement), funding by population will be divided through the Region etc.

**6. Independent Discussions**

- 6.1 Each party shall have the right to enter into independent discussions and agreements without being restricted as a result of participating formally in the Northern Region Solid Waste Resource Committee.

**SIGNED, SEALED AND DELIVERED** )

in the presence of )

**THE MUNICIPALITY OF THE  
COUNTY OF CUMBERLAND**  
Per:.....  
Greg Herrett, CAO  
Per:.....  
Murray Scott, Mayor

) **THE MUNICIPALITY OF THE  
COUNTY OF COLCHESTER**  
)  
) Per:.....  
) Rob Simonds, CAO  
)  
) Per:.....  
) Christine Blair, Mayor

) **THE MUNICIPALITY OF EAST**  
) **HANTS**  
)  
) Per:.....  
) Kim Ramsay, CAO  
)  
) Per:.....  
) Eleanor Roulston, Warden  
)

) **THE TOWN OF AMHERST**  
)  
) Per:.....  
) Jason MacDonald, CAO  
)  
)  
) Per:.....  
) David Kogon, Mayor  
)

)  
) **THE TOWN OF OXFORD**  
)  
) Per:.....  
) Linda Cloney, Clerk  
)  
)  
) Per:.....  
) Gregory Henley, Mayor  
)

) **THE TOWN OF TRURO**  
)  
) Per:.....  
) Mike Dolter, CAO  
)  
)  
) Per:.....  
) Bill Mills, Mayor  
)

) **THE TOWN OF STEWIACKE**  
)

) Per:.....  
) Dale Bogle, CAO

)  
) Per:.....  
) George Lloy, Mayor

# SYNOPSIS

## Establishment of a Community Centre Feasibility Study Steering Committee

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A Request for Proposals has recently been awarded to Sierra Planning and Management to conduct a feasibility study for the construction of a new community centre. In order to guide Sierra in this project, and ensure that the terms of reference and project work plan are followed a steering committee made up of representatives from both Amherst and Cumberland is needed.

### **MOTION:**

**That Council approve the terms of reference for the establishment of a Community Centre Steering Committee and further appoint Councillor Davidson as a councillor representative, and Councillor Landry as an alternate councillor representative.**

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

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

**DATE:** May 24, 2022

**SUBJECT:** Establishment of Community Centre Steering Committee

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**ORIGIN:** Community Centre Development Strategic Priority

**LEGISLATIVE AUTHORITY:** 47 (1) The council shall make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

**RECOMMENDATION:** That Council approve the terms of reference for the establishment of a Community Centre Steering Committee and further appoint Councillor Davidson as a councillor representative, and Councillor Landry as an alternate councillor representative.

**BACKGROUND:** The RFP has been awarded for this project and it is important for the Town and the County to have some form of a communication venue in the form of a steering committee throughout this stage of the project.

**DISCUSSION:** The steering committee should have membership from both the Town and the County.

**FINANCIAL IMPLICATIONS:** There are no financial implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are none.

**ENVIRONMENTAL IMPLICATIONS:** There is none at this time.

**COMMUNITY ENGAGEMENT:** This is an important avenue for communication.

**ALTERNATIVES:** Do not establish a committee.

**ATTACHMENTS:** RFP Scope of Work; Sierra Work Plan

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Report prepared by: Jason MacDonald  
Report and Financial approved by:



# Community Centre Feasibility Study

## Terms of Reference

### Name

This Committee shall be known as the Community Centre Feasibility Study Committee hereinafter called the Committee.

### Purpose

The Committee will guide the work of the consultant in the development of the Community Centre Feasibility Study.

The Committee will ensure adherence to the attached scope of work that was in the RFP and the attached work plan provided by the Consultant.

The Committee will ensure that member Councils are kept up to date on the progress of the study.

### Membership

The Committee will be comprised of the following:

Town of Amherst Mayor  
Town of Amherst Councillor  
Town of Amherst CAO  
Town of Amherst Director of Planning and Strategic Initiatives  
Town of Amherst Facilities Coordinator

Municipality of the County of Cumberland Elected Official  
Municipality of the County of Cumberland Appointed Staff

Other staff may be called upon to attend meetings when their expertise is required.

### Guiding Principles

The Committee will adhere to the guiding principles that speak to how this project will proceed and our approach. Council, staff and others involved in this project are expected to base their actions on these principles:

- Treat all groups and individuals with the same **respect** we expect for ourselves.
- Promote **inclusivity** through engagement and equal access to services.
- Leverage the community's strengths through effective **collaboration**.
- Act with **integrity** by exhibiting honesty, transparency and consistency.
- Be **accountable** to our citizens for our decisions and actions.
- Provide services in a socially, environmentally and economically **sustainable** way.
- Seek the best empirical information available to reach **evidence-based decisions**.

# Community Centre Feasibility Study

## Terms of Reference

### **Functionality**

The Committee will make decisions by consensus where possible.

The Town of Amherst will administer the Committee including:

- Hosting of meetings
- Setting of Agenda
- Recording of decisions
- Distribution of information
- Advertising of public events

Each municipality will report back to their respective Councils on the operation of the Committee.

Members of the Committee will promote the study in a positive and supportive manner.

Efforts will be made to schedule meetings at mutually beneficial times. If members cannot attend an alternate can attend in their place.

The Town of Amherst Director of Planning and Strategic Initiatives will be the Municipal Project Lead and primary contact with the Consultant. The Consultant will not take direction from other members of the Committee.

# SYNOPSIS

## Asphalt Patching Tender

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The proposed operating budget includes an amount of \$280,550 for contracted patching services. The work performed under this contracted includes asphalt spreader patching of streets and restoration of service cuts.

A tender for the asphalt patching program was issued with a closing date of May 18, 2022 and two bids were received;

Cumberland Paving	\$ 332,500 (plus non-refundable taxes)
Costin Paving and Contracting	\$ 292,100 (plus non-refundable taxes)

The tender is a unit price contract based on estimated quantities, the final cost will be determined by the actual quantities of material used and will not exceed the approved budget amount.

**MOTION:**

**That Council award the Asphalt Patching Tender (RFT-22-06) to the lowest compliant bidder, Costin Paving and Contracting, at their unit prices in the amount of \$292,100 plus non-refundable taxes.**



**AMHERST TOWN COUNCIL**

**RFD# 2022040**

**Date: May 24, 2022**

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

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

**DATE:** May 24, 2022

**SUBJECT:** Asphalt Patching Tender RFT-22-06

**ORIGIN:** Proposed Operating Budget for the year ending March 31, 2023.

**LEGISLATIVE AUTHORITY:** 31700-01 Procurement Policy

**RECOMMENDATION:** That Council award the Asphalt Patching Tender (RFT-22-06) to the lowest compliant bidder, Costin Paving and Contracting, at their unit prices based on our estimated quantities in the amount of \$292,100 plus HST.

**BACKGROUND:** A tender for the asphalt patching program was issued with a closing date of May 18, 2022. The following two bids were received:

- Cumberland Paving \$ 332,500 (plus non-refundable taxes)
- Costin Paving and Contracting \$ 292,100 (plus non-refundable taxes:

**DISCUSSION:** Awarding of the tender at this time will allow for timely completion of the Town's contracted spreader patching and service cut restoration.

**FINANCIAL IMPLICATIONS:** The proposed operating budget for 2022/23 includes \$122,000 in Operations, \$45,550 in Sewage and \$113,000 in the water utility operating budgets for a total of \$280,550 for contracted patching services. The cost of the proposed work including non-refundable taxes, based on the estimated quantities is \$304,619.41. However, the tender is a unit price contract based on estimated quantities and the final cost will be determined by the actual quantities of material used, and will not exceed the approved budget amount.

**COMMUNITY ENGAGEMENT:** Social media posts will advise residents of the planned locations for asphalt patching activities.

**ENVIRONMENTAL IMPLICATIONS:** There are no direct environmental implications to the award of this contract. Asphalt patching does generate greenhouse gas emissions, however there is currently no alternative method of completing the work.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications to the award of this contract.



**ALTERNATIVES:** As both bidders were compliant with the tendering process, Council has no alternative but to awarding the contract to the low bidder, unless the project were to be cancelled altogether.

**ATTACHMENTS:** None

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Report prepared by:

Report and Financial approved by:

**Nova Scotia Federation of Municipalities Conference  
Report to Council – May 2022**

**Town Caucus Meeting – May 4, 2022 at 6:30 PM**

**1. Service Exchange Renegotiations and MGA review:**

- A survey will go out to all the members
- A meeting will be scheduled with the office of Municipal Affairs to see if there is a better way to share service costs and provision especially for the towns that pay for streets while the rurals do not.
- There has not been consultation with NSFM regarding a change in the MGA yet
- Minister is getting pressure from the bureaucrats

**2. The Cost of Protective Services:**

- NSFM wants to hold a broader conversation on policing costs and models
- FCM will be looking into the cost of the RCMP
- The provincial association of Chiefs of Police will now only speak on behalf of municipal police forces and not the RCMP or Military Police
- The cost of policing is getting out of control at nearly 25% of budget for most municipalities.
- Policing has changed so much in what they are now called to do
- The new, costly RCMP contract will be 9 months retroactive and cost going up 100% this year.
- There are a lot of not filled positions that are being paid for in the RCMP at this time. Are municipalities getting value for their money?
- With the RCMP you pay for coverage areas. So the towns end up paying for work that happens in the county.
- RCMP will not do wellness checks anymore
- Town municipal services are good value for the money paid with 24 hour service and 4 platoons of 4 officers.
- Truro and Colchester may become a Regional Police Force and discussion between Amherst and Cumberland are also happening. This is a better policing model with true community policing.
- The RCMP has a high turnover rate so they lack setting up community policing involvement for any length of time
  
- There will be \$4.4M for towns to pay in insurance for Fire Fighters shared through all municipalities in fiscal 2025/26

### 3. Canoe Procurement:

- They partnered with NSFAM in 2020
- Town of Amherst bought electric Zamboni through this model
- This is a non-profit procurement alliance
- They find the best price in RFP for our benefit
- They become a tool to help with budgeting and capital costs
- They have a legal team to help meet all provincial and federal regulations
- They will also look for local suppliers

May 5<sup>th</sup> – second day of conference

192 delegates

### 4. NSFAM President Opening Remarks – Mayor Amanda McDougall – CBRM

We all hold the same core values and beliefs to serve our communities. We can grow as leaders at these conferences and become more effective. The NSFAM does what it can to advocate and support our municipalities.

Things being worked on now:

- a) Review of the Code of Conduct
- b) Review of MGA and Service renegotiations
- c) EPR

### 5. CEO of NSFAM – Juanita Spencer, she was touring around the province before

Covid hit and will continue to tour again soon. The NSFAM is a non-profit members board that supports 49 (all) municipalities in the province. They advocate other levels of government on our behalf. They understand the political landscape and communicate effectively with each new government in power. They also know how all of our issues are inter-related (housing and poverty and transportation). The NSFAM was not at the table for the Affordable Housing Commission set up by the province and the most recent Non-Resident and Deed Transfer taxes. Our voices were not heard before the government moved forward with these things. Because of these things the NSFAM will be restructured so they can move on items of consequence quickly and not have to go through the Resolutions process. A vote of members will happen soon.

### 6. Key Note Speaker – Buhle Dlamini from New Glasgow

**Key Note Address** – Unleashing your Greatness and Embracing Your Distinction *(there is a PDF in our NSFAM mail)*

- Only with change there is true progress
- The future will catch you by surprise – 2022

- What do we need to do today to stay ahead of what may come?
- There are a lot of Regulations in place to keep people safe
- How do we lead in a changed world?
- Be proud of the history and heritage we represent
- Celebrate where we come from and then move forward
- What assets are needed to do this??
- What makes us stand out?
- What greatness are we seeing in our community?
- Do things that others do not expect us to do
- Demand more of our events, outreach, activities and people
- Define what we stand for and lead by our values
- Always say thank you – ALWAYS – It makes people work harder
- Can a town articulate values – ethical and integrity driven, respectful, innovative, resilient, recover from difficulties, serve the common good.
- Our values shape our culture
- We can be cheerleaders for others
- We have to create the future

## **7. Minister of Municipal Affairs and Housing – John Lohr**

- The provincial government participates in the process to give our communities what they need to thrive.
- We are seeing a growth in new residents but a challenge in housing
- \$2.5M Community Growth Fund
- Working with Habitat for Humanity
- There will be a study done on housing in all communities by Turner Drake
- Backyard suites and urban development needed in all communities.
- Non-Resident Taxes were discussed at length but an hour later – at lunch time we were informed everything was off the table except the Deed Transfer tax.
- MGA review – no change since 1995
- Better ways to govern programs needed
- Code of Conduct more accountable and transparent

## **8. Municipal Success Stories:**

### **a) Little Forks – Cumberland, Amherst and Oxford**

- Was formed in the 1970's by the 3 municipal units that formed CJSMA
- Wanted the best deal for all three units in the sale of CJSMA
- 2019 brought economic challenges to Little Forks including the fire at the recycling plant.

- Guiding Principles of the sale were: Keep the existing employees; favourable long-term tipping fee royalty; transfer of environmental responsibility; optimize the value of the facility; and all three councils had to be in agreement. These guiding principles were in the RFP.
- Becoming a regional hub for composting – GFL purchaser still using Miller Waste.

#### **b) New Glasgow Climate Action Plan – Rachel Mitchell**

- Municipalities play an important role in Climate Action
- Build a Sustainability Plan and find the money in the budget
- Create a baseline of emissions inventory
- Set an emissions reduction target and timeline
- Develop the plan and follow the progress
- Community engagement will be needed for a local action plan
- Ethelo Online Survey was done.
- Clotheslines and rain barrels for homes
- Active Transportation plan followed up
- Establish a community volunteer program to mobilize other citizens for local climate action.

#### **9. Strategies for Developing Mutual Understanding with Others – Deridre Kazi** (PDF in NSFM email)

- Do not communicate from your power dynamic or there will be a problem
- Connection is needed for better understanding
- Lack of understanding causes suspicion.
- Suspicion causes anger/backlash and criticism.
- If you are open and honest they may not agree but they will accept it
- Educate and provide a rationale for all decisions
- Always be transparent
- Invite their perspective and listen to understand
- Manage expectations from the beginning
- If there is no understanding others will fill in the blanks and make things up
- Your thoughts create your feelings and your feelings create your behaviour
- You need evidence and not opinions
- Difficult people only seek to understand
- Anger is not about you personally it is about your role as a decision maker

- Invest time in bringing understanding
- Feedback is important as an opportunity to connect

#### 10. NDP Municipal Critic – Kendra Coombes

- The Code of Conduct needs real teeth with funding and training
- Better funding model – equalization payments
- Modernize the MOU and Exchange Agreements
- Review the MGA soon
- Local action on Climate Change provide funding for towns
- Local action on racial issues also provide funding for towns
- The Green Jobs Act brings towns to the table for planning
- Municipalities are underfunded – why are we paying for education when we have no say in this??

#### 11. Concurrent Session – Asset Management

- The Infrastructure Asset Management of Nova Scotia Program began 11 months ago
- Amherst is not part of this??
- Help the community grow with funding programs to keep up with the infrastructure needed
- How much money do we not have to keep out assets running smoothly??  
There are infrastructure deficits everywhere due to lack of funding. This is our biggest challenge as municipalities – we need to be able to target limited funds.
- How much can we set aside for growth and not just to maintain what we have now?
- If there is no engineer for a community there should be an Asset Management Committee set up. This should include someone that understands budgets and accounting too.
- This committee should develop a plan for what is needed in the future and where the funds will come from.
- This should be done instead of passing it on to the Public Works Department only.
- How do we value our natural assets like trees, lakes marshes etc...
- There should be a Natural Asset inventory done for climate action plans to combat flooding, erosion, invasive species in parks, etc...
- Bad roads are usually due to poor storm water management

## May 6<sup>th</sup> – Third Day of Conference

### 12. Diversity and Inclusivity in Municipalities: (PDF in NSFM email)

- a) Councillor Murray of Antigonish is the first openly gay man to sit as a councillor – this is under-represented in all dealings of diversity.  
Look at communication plan regarding the use of they/them and not pronouns like him/her etc.
- b) Councillor Mary Desmond District 2 HRM
  - The Indigenous and Black Nova Scotians have been here for over 400 years.
  - African Nova Scotians should be included in Land Acknowledgements
  - We have many different voices and cultures now
  - Recognize different difficulties and ideologies
  - Do not use tokenism to show inclusion of minorities
  - Be held accountable when EDI is not maintained
  - Real changes are need in politics so everyone feels safe and protected
- c) Keisha Gordon – Diversity Specialist Kings County
  - We also need to recognize the immigrant population
  - Make space for those that have been marginalized
  - Work towards a more equitable region
  - Diversity is about all of us – we are all unique
  - By 2036 25% will be immigrants and 44% of those will be Asian
  - Mission and Vision needs to be in alignment
  - Consult the community and identify the needs
  - Who are we funding? Do they believe in diversity and inclusion?
- d) Diversity vs. Budget
  - Change is not cheap
  - Community engagement will cost money
  - EDI training will cost money
  - Street signs in Mi'kmaw
  - Make sure plan is sustainable and attainable
  - Friendship courts for the indigenous community
  - Truth and Reconciliation Day a Holiday for Employees

[Kgordon@countyofkings.ca](mailto:Kgordon@countyofkings.ca)

Countyofkings/diversity.ca – website

### **NSFM Organizational Change:**

- There is a need to create a bigger committee to include everyone. Will grow from 13 to 17 members at the table with a mixture of rurals and towns and regions.
- Electoral regions will be worked on
- Will not use resolutions but more advocacy going forward
- Find ways to deal with things as they happen and not future resolutions
- More advocacy committees will be formed
- They will develop a library of municipal issues to share
- June 9<sup>th</sup> will be the meeting to vote on this. If not successful at this time we go back to the resolution process for the next three years.
- There will be standing advisory committees to handle issues immediately and effectively
- The caucus system will be removed. No more separation of towns and rurals
- A review in a year will be built into the resolution for this change
- Go to the website for more information



## Report to Town of Amherst - January – March 2022

The First Quarter of the 2022 year for the Cumberland Community Youth Development Centre has been more active than 2021 with some of Covid restrictions being lifted allowing us to be open more and interact with other partners in the community.

We started the year by being open most days 9-5 drop ins or appointments welcome. Most of the action being seen between the hours of 2:30 and 5:30 as the younger youth got out of school. We had a consistent group of 10- 15 youth grades 4-6 coming after school. They were given a healthy snack and some light activities such as simple crafts and board games. But most importantly a safe place to land, and safe adults to talk to. As the year progressed, we asked the youth what activities they would like to see at the centre and we tried our best to accommodate with more activities such as cooking and science-based activities. March Break saw us offer our first actual programs where youth were required to sign up. These programs included a cooking program run by YREACH where the youth got to make their own sushi, an art program facilitated by a Maggie's Place staff, and a vision board workshop facilitated by Youth Centre staff. These programs were well attended, with a max of 10 youth per session due to COVID restrictions.

The Youth Outreach Worker saw an increase in their case load with referrals coming from both Department of Community Services, Cumberland Mental Health, and schools. They were able to meet with youth not only in Amherst but also in Oxford, Springhill, and River Hebert.

The centre is used almost daily for unhoused youth to shower, do laundry and have something to eat or a place to prepare food. Staff spend a significant amount of time safety planning with youth around being sheltered safely. This often results in putting youth on a bus to a shelter in another community or to a relative in another community.

In February we were able to hire a temporary third staff whose position is Male Mentorship and Program Facilitation. This person aids the Youth Outreach staff with any participants who were recognized as needing a male role model as well as help in facilitation of any upcoming programs.

Outside of youth programming, the Centre is currently being used by the YREACH English as an Alternative Language for their classes every Tuesday and Thursday as well as the Board of the Co-op Housing some evenings for their monthly meetings. As other service providers continue to open up their in-person services post COVID restrictions we hope to see more programming happening at the Centre. There has been talks with several schools, Mental Health, Restorative Justice, the Library, and some cultural groups about potential programs we hope to see emerge in the coming months.

Things we have planned for the second part of this year include up grading our First Aid, traveling to different Youth Centres and Shelters around the province, meeting with Schools Plus to partner up on our Summer Programing, having the youth participate in Earth Day activities, meeting with local businesses owners regarding sponsorship of programs such as self-esteem programs for at risk young women and funding for equipment specifically ball hockey gear. Participating in a Homeless Youth Committee, and so much more! We are looking forward to a busy Spring/Summer with lots of opportunities to connect with many more youth!

~Respectfully submitted by Melanie Cove

# Internal Committee Report

## Planning Advisory Committee

**May 2022**

---

On May 2<sup>nd</sup>, the Planning Advisory Committee met to review staff reports regarding the potential demolition of two Dangerous/Unsightly properties. The respective property owners were invited to discuss the condition of their property. The Committee will be asked to consider demolition orders at the Committee's June 4<sup>th</sup> meeting.

The Committee also passed motions ordering the demolition of 1 McCully Street and 52 Hickman Street, and made a recommendation that Council enter into a development agreement for 27 West Pleasant Street to allow a youth supportive housing operation.

# **Internal Committee Report**

## **Amherst Board of Police Commissioners**

**May 2022**

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The Amherst Board of Police Commissioners had a special meeting on May 18<sup>th</sup> at 3:00 p.m. to review the 2022/23 operating and capital budget.

The next meeting of the Board will be scheduled as needed.

# **Internal Committee Report**

## **Accessibility Advisory Committee**

**May 2022**

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The Accessibility Advisory Committee met on May 11<sup>th</sup>, 2022 at 6:00 p.m. Items on the agenda included a final review of the community engagement survey, and proposed project timelines. Andrew Bickle did a presentation on the Rick Hansen Certificate Program and explained how the rating of municipal sites are conducted. Mr. Bickle will be doing a survey of municipal buildings to see what accessibility improvements can be made as the project progresses.

# External Committee Report

## Cumberland Public Libraries

May 2022

---

### **Expanded hours**

Starting on May 24<sup>th</sup>, the Four Fathers Library will be expanding its hours, including opening on Mondays again.

### **New Board Member**

The Board welcomed new Community Board member Stephanie Keilhack.

### **Accessibility Plan**

The Accessibility Plan created by The Interregional Advisory Committee for Library Accessibility was passed by the Board at the April meeting.

### **Cost of Living increase**

The Board approved a 3.5% cost of living increase starting in May.

### **April Public Meeting**

The Board will hold its annual Public Meeting on June 14, 2022 at the Amherst Library.

### **Statistics**

In the month of March, Cumberland Public Libraries signed out over 7,691 items, 3,584 items in Amherst alone. This includes books, movies, TV shows, magazines and more.

Also, in March, Four Father Library offered 13 virtual programs with 386 views and distributed 634 Take and Make crafts. The Four Fathers library had 3,453 in person visits.

Next Board meeting June 21<sup>st</sup>, 2022.

# External Committee Report

## YMCA of Cumberland

May 2022

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***The Cumberland Y is an amazing community centre with lots of daily activity. I'm in awe of everything from the vibrant parent and tot fitness classes to the blooming garden outside! My objective right now is learning organizational operations and understanding the local community. Our membership numbers appear to be strong with over 1000 members, and a vibrant childcare program with almost 200 youth in our care.***

My goal is to have a regular report for the CEO and/or Board starting in the next month or so. There will be lots of information to pull from that report for future months.

Dave Theriault  
Vice President of Programs and Community Initiatives  
Moncton Y

# External Committee Report

## Solid Waste Management

May 2022

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### Provincial Updates

#### **Extended Producer Responsibility (EPR)**

The portal for comment on the consultation closed on April 11<sup>th</sup>. The Priorities committee submitted a municipal consensus response to the Extended Producer Responsibility for Printed Paper and Packaging consultation. Department of Environment received 20 submissions with most responses coming from the business sector. They are hoping to come back to the Regional Chairs group with an overview of the results in the coming months.

### Education & Enforcement

**Solid Waste Hotline** - In the month of May the Solid Waste Hotline received over 420 calls.

**Social Media** - Focus this month was on the Divert NS Scholarship and Earth Day Events.

#### **Education**

- Education visits continue with tenants of the Cobequid Housing Authority to review sorting requirements.
- Staff participated in the Oxford Farm Safety Day where we saw over 300 Grade 4 students from 12 schools in Cumberland County. Staff spoke to the students about proper sorting and had a sorting relay race at the end.

#### **Divert NS Scholarship**

The Deadline for the scholarship has passed and Region 3 had 3 entries; 2 entries were from East Hants and 1 was from the Pugwash High School.

#### **Education and Enforcement Contracts**

Staff are currently working on submitting our plans for the upcoming year to Divert NS.

#### **Great NS Pick Me Up**

The program is once again open for the year. Groups wishing to conduct a clean-up can register their event online and can arrange to pick up gloves and bags at the Amherst Town Hall.

#### **Earth Day**

- Staff were busy planning & promoting our Earth Day Events in the Mun. of Cumberland, and in the Towns of Amherst & Oxford.
- Six of our elementary schools participated in our earth day challenge and multiple community groups took part in clean ups.
- Information booths were set up at the Amherst Stadium and Dr. Carson & Marion Murray Community Center in Springhill for Earth Day.

# External Committee Report

## L.A. Animal Shelter

**May 2022**

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For April we adopted out 18 cats and kittens and one dog, that was unfortunately returned. We currently have 56 cats and kittens, 7 dogs and 4 puppies in care. Of those 6 are in on the Mama's Last Litter program.

We will be hosting our annual yard sale on Saturday, September 10.

The Aulac Big Stop has selected the Shelter as the charity for August for their Chairs That Care fundraiser.

Discussion was had on the possibility of building a new facility. The current facility is nearing the end of its life and requires significant repairs and upgrades. We are just beginning the discussion; more information must be gathered before any decisions can be made.

# External Committee Report

## Senior Safety

May 2022

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**Mission:** *To enhance the inclusion, safety and well-being of seniors, thereby enabling them to feel safe, healthy and independent in their community and in their own homes.*

The committee met on May 17<sup>th</sup> in the community room of Amherst Police Department. This was our first in person meeting since Covid 19 restrictions lifted. The committee held its Annual General Meeting first and then the regular monthly meeting followed.

The new Executive was elected during the AGM: Lisa Emery, Chairperson, Heather Carter Kinnear as Vice Chair and Liz Cooke-Sumbu as Treasurer.

We are looking for a new Senior Safety Coordinator as Trishe Coleman is moving away. Nova Scotia Works has been advertising this position for the past few weeks.

There was a Senior Safety Academy held in Springhill in April and a second academy held in Amherst for four weeks that began May 3<sup>rd</sup>. There were 17 seniors attending both sessions. There is a short information session for seniors scheduled for Pugwash in late May as well. Frauds, scams and abuse of seniors have very serious consequences for the senior population; therefore, these were some of the information sessions provided during the academies.

Home visits done by the Senior Safety Coordinator to date include 23 visits in the town of Amherst and 4 in the county.

The Pen Pal program is underway and it connects seniors from Cumberland County with seniors from Victoria County. On special days (Valentines) they are given cards to fill out and send to their pen pals. This is a good way for our seniors to stay connected.

Poverty, lack of affordable and accessible housing and social isolation are some of the biggest concerns for our seniors. The pandemic has also drawn attention to the lack of certain services such as house cleaning and foot care due to the long wait lists with the VON.

The Mow It Forward has begun and the Senior Safety Coordinator is collecting names of persons that can help their senior neighbours with lawn mowing and yard work. **See attached poster.**

Next meeting will be June 21<sup>st</sup> – hopefully in person again.



# Mow it Forward this Summer

*"Adopt" a senior neighbour and help with their lawn mowing.*

Lawn mowing can cause undue stress to the body of a senior. The strain caused by pushing and using heavy equipment and walking long distances can put some seniors at serious risk of falls, broken bones, heart attacks and stroke.



**Is your senior or disabled neighbour's property looking like a jungle?**

A neighbour may need your help and your act of kindness could save a life. Volunteer to help with their lawn mowing as an individual, family, business, or school. Knock on your neighbour's door and spread care and compassion in your community.

PART OF THE **NEIGHBOURS HELPING NEIGHBOURS INITIATIVE**



# External Committee Report

## Municipal Alcohol Project

May 2022

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The Committee met by zoom on May 3<sup>rd</sup>.

There was a great deal of discussion regarding the effect of alcohol on certain cancers. Alcohol is directly linked to cancers in at least seven sites of the body: oropharynx, larynx, esophagus, liver, breast, colon, and rectum. Alcohol is classified as a Group 1 carcinogen<sup>6</sup> and is estimated to be one of the top three causes of cancer deaths worldwide.<sup>7</sup> Evidence indicates chronic use or regular alcohol consumption over time – even at low levels – increases the risk of developing alcohol-associated cancer.

The recommendation from the Canadian Cancer Society is if you choose to drink alcohol, keep it to less than 1 drink a day for women and less than 2 drinks a day for men.

The Committee will be looking at how the new Nova Scotia Alcohol Policy Community Coalition can align its efforts to those of the Canadian Cancer Society. For a future meeting the Committee would like a local doctor to discuss the connection of alcohol and cancers.

Question asked - Do we have the same 24hr access to mental health crisis services? According to sources, the best way to access is to go to Emergency Department at the hospital. The access might be electronic and not in person with someone from mental health.

Next meeting is June 7<sup>th</sup> at 1:30 pm via zoom.