

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

**Date:** January 16, 2023  
**Time:** 4:00 pm  
**Location:** Council Chambers, Town Hall

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

**Members Absent** Councillor George Baker

**Staff Present** Jason MacDonald, Chief Administrative Officer (via Zoom)  
Dwayne Pike, Chief, Police Services  
Greg Jones, Director, Fire Services  
Aaron Bourgeois, Director, Operations  
Andrew Fisher, Director, Planning & Strategic Initiatives  
Sarah Wilson, Director, Finance  
Krista Crossman, Director, HR & Customer Services  
Kim Jones, Director, Corporate Communications/Clerk  
Sharon Bristol, Director, Community Living  
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 4:00 p.m.

**1.1 Approval of Agenda**

**Moved By Councillor Emery**

**Seconded By Councillor Fawthrop**

**That the agenda be approved as circulated.**

**MOTION CARRIED**

**1.2 Approval of the Consent Agenda**

Councillor Emery asked to pull item 4.4 Police Services Monthly Report from the consent agenda.

**Moved By Councillor Davidson**

**Seconded By Deputy Mayor Landry**

**That the consent agenda be approved to include the following:**

**1.3 Approval of Minutes**

**2.4 Signing Authority Policy**

**2.5 Banking Policy**

**2.6 Request to Present**

**2.7 Accessibility Strategy**

**3.1 Yield Sign Review**

**3.2 CAO/Clerk Task Report**

**3.3 Strategic Priorities Update**

**4.1 Financial Services Monthly Report**

**4.2 HR and Customer Service Monthly Report**

**4.3 Operations Monthly Report**

- 4.5 Fire Department Monthly Report
- 4.6 Planning & Strategic Initiatives Monthly Report
- 4.7 Community Living Monthly Report
- 4.8 Solid Waste Education and Enforcement Monthly Report

MOTION CARRIED

2. Council Direction Requests

2.1 Solid Waste Collection RFP

Moved By Councillor Emery

Seconded By Deputy Mayor Landry

That the award of the new five-year residential solid waste collection contract for three stream collection, yard waste, bi-weekly bulky item pickup and six extra summer organic collections to Miller Waste Systems Incorporated, Alternative Collection Proposal, in the amount of \$2,525,979.07 be forwarded to the January 23, 2023 regular meeting of Council.

MOTION CARRIED

2.2 Snow Removal Bylaw

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That no revisions to the Snow Removal Bylaw are required at this time and that Council approve the staff review of this bylaw.

MOTION CARRIED

2.3 Discharge of Firearms Bylaw

Moved By Councillor Davidson

Seconded By Councillor Emery

That no changes are being recommended to the Discharge of Firearms Bylaw at this time.

MOTION CARRIED

2.4 Signing Authority Policy

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

Moved By Councillor Davidson

Seconded By Deputy Mayor Landry

That Council forward the revised Town of Amherst Signing Authority Policy # 03400-01 to the January 23, 2023 Council meeting.

MOTION CARRIED

2.5 Banking Policy

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

Moved By Councillor Davidson

Seconded By Deputy Mayor Landry

That no changes are recommended to the Banking Policy at this time.

MOTION CARRIED

2.6 Request to Present

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

**Moved By Councillor Davidson**

**Seconded By Deputy Mayor Landry**

**That staff be directed to schedule a presentation to Committee of the Whole from the Cumberland Public Libraries.**

**MOTION CARRIED**

**2.7 Accessibility Strategy**

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

**Moved By Councillor Davidson**

**Seconded By Deputy Mayor Landry**

**That Council forward to the January 23, 2023 regular meeting of Council acceptance of the Town of Amherst Accessibility Strategy as presented to Council in December 2022.**

**MOTION CARRIED**

**3. Information Items**

**3.1 Yield Sign Review**

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

**3.2 CAO / Clerk Task Report**

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

**3.3 Strategic Priorities Update**

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

**4. Monthly Reports**

That following monthly reports were approved as part of the consent agenda; information items only:

4.1 Financial Services Monthly Report

4.2 HR and Customer Service Monthly Report

4.3 Operations Monthly Report

4.5 Fire Department Monthly Report

4.6 Planning & Strategic Initiatives Monthly Report

4.7 Community Living Monthly Report

4.8 Solid Waste Education and Enforcement Monthly Report

**4.4 Police Services**

Councillor Emery asked Chief Pike for an update on the MCU; information item only.

**5. In Camera**

**Moved By Councillor Emery**

**Seconded By Councillor Fawthrop**

**That the Committee move to an In Camera session.**

**MOTION CARRIED**

Councillor Baker arrived during the in-camera session.

**6. Adjournment**

**Moved By Councillor Baker**

**Seconded by Deputy Mayor Landry**

**To adjourn the meeting.**