

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

Date: March 20, 2023
Time: 4:00 pm
Location: Council Chambers, Town Hall

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

Staff Present Jason MacDonald, Chief Administrative Officer
Dwayne Pike, Chief, Police Services
Greg Jones, Director, Fire Services
Aaron Bourgeois, Director, Operations
Andrew Fisher, Director, Planning & Strategic Initiatives
Sarah Wilson, Director, Finance
Sharon Bristol, Director, Community Living
Krista Crossman, Director, HR & Customer Services
Kim Jones, Director, Corporate Communications and IT
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Municipal Clerk

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 Deputy Mayor Landry
That the agenda be approved as circulated.**

MOTION CARRIED

1.2 Approval of the Consent Agenda

**Moved By Councillor Fawthrop
Seconded By Deputy Mayor Landry
That the consent agenda be approved with the removal of items 3.6, 4.3, 4.7, 4.8 and 5.2.**

MOTION CARRIED

1.3 Approval of Minutes

1.3.1 February 21, 2023

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

**Moved By Councillor Fawthrop
Seconded By Deputy Mayor Landry
To approve the minutes of the February 21, 2023 Committee of the Whole meeting as included in the agenda package.**

MOTION CARRIED

1.3.2 February 22, 2023 Capital Budget

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

Moved By Councillor Fawthrop

Seconded By Deputy Mayor Landry

To approve the minutes of the February 22, 2023 Capital Budget meeting as included in the agenda package.

MOTION CARRIED

2. Presentations

2.1 Lillian Albon Animal Shelter

Mark Casey and Karen Cormier presented on behalf of the Lillian Albon Shelter.

3. Council Direction Requests

3.1 Requests for Proclamations and Flag Raising Ceremonies Policy Amendments

Moved By Councillor Davidson

Seconded By Councillor Emery

That Council forward the amended Request for Proclamations and Flag Raising Ceremonies Policy to the March 27, 2023 meeting of Council for approval.

MOTION CARRIED

3.2 Salary Administration Policy Amendments

Moved By Deputy Mayor Landry

Seconded By Councillor Emery

That Council forward the amended Salary Administration Policy to the March 27, 2023 Council meeting for approval.

MOTION CARRIED

3.3 Overtime Policy Amendments - Non-Union Employees

Moved By Councillor Fawthrop

Seconded By Councillor Emery

That Council forward the amended Overtime Policy - Non-Union Employees to the March Council meeting for approval.

MOTION CARRIED

3.4 Local Improvement Bylaw D-02

Moved By Councillor Davidson

Seconded By Councillor Baker

That Council forward the repeal of the existing Local Improvement Bylaw and first reading of the new Local Improvement Bylaw to the March 27, 2023 regular meeting of Council.

MOTION CARRIED

3.5 Bylaw Respecting Discharge into Public Sewers D-03

Moved By Councillor Emery

Seconded By Councillor Fawthrop

That Council forward first reading of the amended Bylaw Respecting Discharge into Public Sewers D-3, to the March 27, 2023 regular meeting of Council.

MOTION CARRIED

- 3.6 Commercial Development Support Bylaw P-09**
Moved By Councillor Emery
Seconded By Councillor Fawthrop
That Council maintain status quo with respect to the Commercial Development Support Bylaw.
MOTION CARRIED
- 3.7 Mobile Vendors on Streets and Sidewalks Bylaw C-10**
Moved By Councillor Emery
Seconded By Councillor Fawthrop
That Council forward first reading of the Vending Bylaw with amendments to the March 27, 2023 regular meeting of Council.
MOTION CARRIED
- 3.8 Proceedings of Council Policy Amendments**
Moved By Councillor Emery
Seconded By Councillor Davidson
That staff make further amendments to the Proceedings of Council Policy #10350-24 and bring back to Committee of the Whole at their April 17, 2023 meeting.
MOTION CARRIED
- 3.9 Planning Advisory Committee Policy Amendments**
Moved By Councillor Davidson
Seconded By Councillor Emery
That Council forward approval of amendments to the Planning Advisory Committee Policy to the March 27, 2023 regular meeting of Council.
MOTION CARRIED
- 3.10 North Tyndal Wellfield Advisory Committee Policy Amendments**
Moved By Councillor Fawthrop
Seconded By Councillor Emery
That Council forward approval of amendments to the North Tyndal Wellfield Advisory Committee Policy to the March 27, 2023 regular meeting of Council.
MOTION CARRIED
- 3.11 Inventory Control of Non-Capital Equipment Policy**
Moved By Councillor Fawthrop
Seconded By Councillor Chambers
That Council forward the new Inventory Control of Non-Capital Equipment Policy to the March Council meeting for approval.
MOTION CARRIED
- 3.12 Procurement Policy Amendments**
Moved By Councillor Emery
Seconded By Deputy Mayor Landry
That Council forward the proposed amendments to the Procurement Policy #3700-01 to the March 27, 2023 Council meeting for approval.
MOTION CARRIED

3.13 Request for Mitacs Funding

**Moved By Deputy Mayor Landry
Seconded By Councillor Davidson**

That the request for funding for the Pathways to Resiliency research project in the amount of \$13,500 be forwarded to Council for approval.

MOTION CARRIED

3.14 Request to Present - Cumberland Municipal Alcohol Project

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

**Moved By Councillor Fawthrop
Seconded By Deputy Mayor Landry**

That this item be placed on the agenda of the next Joint Council meeting.

MOTION CARRIED

3.15 Council Conference Attendance and Professional Development Policy

**Moved By Deputy Mayor Landry
Seconded By Councillor Chambers**

That staff be directed to review the Council Conference Attendance and Professional Development Policy and bring a report with recommended amendments back to Committee of the Whole at their May 2023 meeting.

MOTION CARRIED

4. Information Items

4.1 Nova Scotia Power Community Reliability Tie Update

Update approved as part of the consent agenda. Information item only; no direction given or action required.

4.2 Historical District Correspondence

Information item; no direction given or action required at this time.

4.3 Waste Water Treatment Plant

Information item only; no direction given or action required at this time.

4.4 Businesses Recognition Event

**Moved By Deputy Mayor Landry
Seconded By Councillor Emery**

That staff be directed to bring back a detailed report on hosting a meet and greet event for Amherst businesses with Mayor and Council during small business week in October, with consideration of sponsoring an award or awards to Amherst businesses at the Chamber of Commerce event.

MOTION CARRIED

4.5 Policy/Bylaw Review Update

Information item only approved as part of the consent agenda; no direction given or action required.

4.6 Cumberland Business Connector Report

Information item only approved as part of the consent agenda; no direction given or action required.

4.7 CAO Task Report

Deputy Mayor Landry asked if a date has been set yet to discuss intermunicipal cooperation. The CAO replied that a tentative date has been scheduled for Monday, April 10 at 4:00 p.m.

4.8 Strategic Priorities Update

Information item only at this time.

4.9 Planning Applications Update

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

5. Monthly Reports

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

5.1 Community Living

5.3 Financial Services

5.4 Fire Services

5.5 HR and Customer Service

5.6 Operations

5.7 Planning & Strategic Initiatives

5.8 Police Services

Moved By Councillor Emery

Seconded By Councillor Baker

That staff be directed to review the Town provided Wifi at all locations, including the stadium, and bring back a report with recommendations for upgrades.

MOTION CARRIED

6. In Camera

Due to time constraints, it was unanimously agreed to reschedule the in-camera portion of the meeting to tomorrow, Tuesday, March 21 at 4:00 p.m.

7. Adjournment

Moved By Deputy Mayor Landry

Seconded By Councillor Davidson

To adjourn the meeting.

MOTION CARRIED

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor