

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

Date: June 19, 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
Kim Jones, Director, Corporate Communications/Clerk
Natalie LeBlanc, Municipal Clerk
Cindy Brown, Administrative Assistant

Staff Absent Krista Crossman, Director, HR & Customer Service

1. Call to Order

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

1.1 Territorial Acknowledgement

Mayor Kogon gave the Territorial Acknowledgement.

1.2 Approval of Agenda

Moved By Councillor Emery

Seconded By Councillor Chambers

That the agenda be approved as circulated.

MOTION CARRIED

1.3 Approval of the Consent Agenda

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That the consent agenda be approved with the removal of items 5.1, 5.3, 5.4 and 5.9.

MOTION CARRIED

1.4 Approval of Minutes

The following motions were approved as part of the consent agenda:

1.4.1 May 15, 2023

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

To approve the minutes of the May 15, 2023 Committee of the Whole meeting as included in the agenda package.

MOTION CARRIED

1.4.2 June 6, 2023

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

To approve the minutes of the June 6, 2023 Committee of the Whole meeting as included in the agenda package.

Councillor Baker arrived at 4:03 p.m.

2. Presentations

2.1 Kathy Morash

Kathy Morash spoke of the protester/loiterer in front of their building over the course of a week back in April causing significant disruption, and that there appears to be no bylaw in place for police to address it. She indicated she was happy to learn that the Town is currently doing a review of all bylaws and encouraged amendments to the Loitering Bylaw to give police "more teeth" to deal with these types of nuisance situations.

3. Council Direction Requests

3.1 Inclusion Diversity and Equity Committee Strategic Plan

Moved By Councillor Davidson

Seconded By Councillor Chambers

That Council forward to the June 26, 2023 regular meeting, approval of the Town of Amherst Inclusion Diversity and Equity Strategic Plan.

MOTION CARRIED

3.2 Intermunicipal Advisory Committee to Reduce Poverty Strategic Plan

Moved By Deputy Mayor Landry

Seconded By Councillor Emery

That Council forward to the June 26, 2023 regular meeting, approval of the Intermunicipal Poverty Reduction Advisory Committee Strategic Plan.

MOTION CARRIED

Moved By Deputy Mayor Landry

Seconded By Councillor Davidson

That further to the pending outcome of joint councils' meetings, that a discussion on other municipalities administrative contributions to the Intermunicipal Advisory Committee to Reduce Poverty be added to the agenda of the September PRAC meeting, and that an update be brought back to a future meeting of Committee of the Whole.

MOTION CARRIED

3.3 Community Support Grants

Councillor Emery declared a conflict of interest during the discussion due to her involvement with the Cumberland County Museum and left Council Chambers. Councillor Emery returned to Council Chambers to participate in the votes of all other grant requests, except for the Cumberland County Museum to which she once again declared a conflict of interest and left the Council Chambers for the vote on this item.

Moved By Councillor Fawthrop

Seconded By Councillor Chambers

That Council forward to the June 26, 2023 regular meeting, approval of a grant in the amount of \$3,753.69 to the Bridge Adult Service Center.

MOTION CARRIED

Moved By Councillor Davidson

Seconded By Councillor Chambers

That funding be contingent upon a formal request being submitted by the Amherst Downtown Business Association on behalf of the Amherst Horror Film Festival, and the event taking place, and that this be brought back to a future Committee of the Whole.

MOTION CARRIED

Moved By Councillor Fawthrop

Seconded By Deputy Mayor Landry

That Council forward to the June 26, 2023 regular meeting, approval of a grant in the amount of \$2,310.00 to the Dollywood Foundation.

MOTION CARRIED

Moved By Councillor Davidson

Seconded By Councillor Baker

That Council forward to the June 26, 2023 regular meeting, approval of a grant in the amount of \$3,000.00 to Amherst Little League.

MOTION CARRIED

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That Council forward to the June 26, 2023 regular meeting, approval of a grant in the amount of \$50,000.00 over each of the next three years to the Lillian Albon Shelter Capital Campaign.

MOTION CARRIED

Moved By Councillor Davidson

Seconded By Deputy Mayor Landry

To go in camera.

MOTION CARRIED

Moved By Councillor Davidson

Seconded By Deputy Mayor Landry

That Council forward the request from the Cumberland County Museum for funding in the amount of \$9,891.55 to the Inclusion, Diversity and Equity Committee.

Against (1): Councillor Baker
Conflict (1): Councillor Emery

MOTION CARRIED 5-1

- 3.4 Carly Jackson Day**
Moved By Councillor Chambers
Seconded By Councillor Emery
That Council forward to their June 26, 2023 regular meeting approval of funding up to the amount of \$10,500.00 from the Social Equity Fund to host Carly Jackson Day.
- MOTION CARRIED**
- 3.5 Culvert Policy**
Moved By Councillor Fawthrop
Seconded By Councillor Emery
That no amendments be made to the Culvert Policy, and that Committee of the Whole not forward this item onto Council.
- MOTION CARRIED**
- 3.6 Street Breaking Policy**
Moved By Councillor Emery
Seconded By Councillor Baker
That Council forward to the June 26, 2023 regular meeting amendments to the Street Breaking Policy 31600-08.
- MOTION CARRIED**
- 3.7 Street Banner Policy**
Moved By Councillor Emery
Seconded By Councillor Fawthrop
That Council forward to the June 26, 2023 regular meeting approval of the new Street Banner Policy.
- MOTION CARRIED**
- 3.8 Street Banner Policy MOU with Royal Canadian Legion**
Moved By Councillor Davidson
Seconded By Councillor Chambers
That Council forward to the June 26, 2023 regular meeting approval of the Royal Canadian Legion Branch 10 MOU to hang Street Banners as per the Street Banner Policy and further authorize the CAO to sign on the Towns behalf.
- MOTION CARRIED**
- 3.9 Request to Present - In The Works**
The following motion was approved as part of the consent agenda:
Moved By Councillor Fawthrop
Seconded By Councillor Davidson
That staff contact Ericka Caissie-Stone of In the Works - A Social Enterprise Network to arrange for a presentation to Council in September.
- MOTION CARRIED**
- 3.10 Christie Foundation Donation**
The following motion was approved as part of the consent agenda:
Moved By Councillor Fawthrop
Seconded By Councillor Davidson
That Council forward to the June 26th, 2023 regular meeting, consideration of the request to receive the donation of \$12,500 from the Dr. & Mrs. H.E. Christie Community

Foundation to fund two corresponding grants to the Amherst Little League in the amount of \$7,500 for a new baseball league for youth aged 13-15 and \$5,000 for a new baseball training facility to be constructed at the corner of Beacon and Croft Streets.

MOTION CARRIED

3.11 Lift Station Pumps

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

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That Council forward to the June 26, 2023 regular meeting approval of an amendment to the 2023/24 Town of Amherst General Capital Budget for the addition of the Terrace Street lift station pump repairs in the amount of \$41,000 to be funded from the Sewer Reserve.

MOTION CARRIED

4. Information Items

4.1 Minimum Standards for Residential Occupancies Bylaw

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

4.2 Dangerous and Unsightly Premises Semi-Annual Report

Item approved as part of the consent agenda. Information item only, no further action required.

4.3 Strategic Priorities Update

Item approved as part of the consent agenda. Information item only, no further action required.

4.4 Policy and Bylaw Review Update

Item approved as part of the consent agenda. Information item only, no further action required.

4.5 CAO Task Report

Item approved as part of the consent agenda. Information item only, no further action required.

4.6 Marsh ATV Trail

Information item only, staff will be taking action to repair and protect these assets.

4.7 Bylaws Second Readings Memo

Item approved as part of the consent agenda. Information item only, no further action required.

4.8 Business Recognition Event

Moved By Councillor Fawthrop

Seconded By Deputy Mayor Landry

That Council sponsor an award to an Amherst Business that, in keeping with the Town of Amherst's strategic priorities, promotes community support and service, that the recipient will be chosen by Council, and further that if the costs of the event exceed the \$3,000.00 budgeted in the community support area rate that staff will find the extra monies to support this event within the approved operating budget.

MOTION CARRIED

4.9 Planning Applications Update Memo
Item approved as part of the consent agenda. Information item only.

4.10 Mobile Vending
Moved By Councillor Fawthrop
Seconded By Councillor Baker
That staff be directed to review the Mobile Vending Bylaw and bring a report and any recommendations back to a future Committee of the Whole meeting.

MOTION CARRIED

4.11 Central Calendar
Moved By Deputy Mayor Landry
Seconded By Councillor Davidson
That staff be directed to develop a policy or procedure to make the central calendar more user-friendly and reliable, and further that all of Council be invited to all meetings of all Committees giving them an opportunity to attend as a non-participant.

MOTION CARRIED

Moved By Deputy Mayor Landry
Seconded By Councillor Davidson
To continue the meeting past the 6:00 p.m. deadline as indicated in the Proceedings of Council Policy.

MOTION CARRIED

5. Monthly Reports

5.1 Business Development
Staff to look at the policy on Street Closures and how it relates to events and notification of such.

5.2 Community Living
Information item only; no direction given or action required.

5.3 Corporate Communications and IT
Councillor Davidson inquired about the Corporate Communications Officer job posting for the position left vacant by Tom McCoag's retirement, as well as the status of the Customer Notification System. The CAO replied staff are close to advertising for the vacant position, and that staff hope to have the RFP for the Customer Notification System to procurement next week.

5.4 Cumberland Business Connector
Information item only, no direction given or action required.

5.5 Financial Services
Information item only, no direction given or action required.

5.6 Fire Services
Information item only, no direction given or action required.

5.7 HR and Customer Service
Information item only, no direction given or action required.

5.8 Operations
Information item only, no direction given or action required.

5.9 Planning and Strategic Initiatives

Councillor Davidson asked for a status update on the Community Center Feasibility Study. Mr. Fisher replied the consultant has been given a deadline of June 27th with the intention to have a Steering Committee meeting in early July.

5.10 Police Services

Information item only, no direction given or action required.

5.11 Solid Waste Education and Enforcement

Information item only, no direction given or action required.

6. In Camera

Moved By Councillor Emery

Seconded By Deputy Mayor Landry

that the Committee move to an In Camera session.

MOTION CARRIED

7. Adjournment

Moved By Deputy Mayor Landry

Seconded By Councillor Fawthrop

To adjourn the meeting.

MOTION CARRIED

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor