

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

Date: April 17, 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 & IT
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Municipal Clerk
Cindy Brown, Administrative Assistant

1. Call to Order

Mayor Kogon called the meeting to order.

1.1 Territorial Acknowledgement

Mayor Kogon gave the Territorial Acknowledgement.

1.2 Approval of Agenda

Moved By Councillor Emery

Seconded By Councillor Fawthrop

That the agenda be approved as circulated.

MOTION CARRIED

1.3 Approval of the Consent Agenda

Moved By Deputy Mayor Landry

Seconded By Councillor Baker

**To approve the consent agenda with the removal of 1.4.2 Approval of Minutes
April 5, 2023 General Operating Budget.**

MOTION CARRIED

1.4 Approval of Minutes

1.4.1 March 20, 2023 - COW

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

Moved By Deputy Mayor Landry

Seconded By Councillor Baker

To approve the minutes of the March 20, 2023 Committee of the Whole meeting as included in the agenda package.

MOTION CARRIED

1.4.2 April 5, 2023 - General Operating Budget

Moved By Councillor Davidson

Seconded By Councillor Emery

To approve the minutes of the April 5, 2023 General Operating Budget meeting as amended.

MOTION CARRIED

2. Presentations

2.1 Royal Canadian Legion Branch 10

Sergeant at Arms Justin McKay presented on behalf of the Royal Canadian Legion Branch 10.

2.2 Cumberland Business Connector

Jonathan McLelland, CEO, presented on behalf of the Cumberland Business Connector.

3. Council Direction Requests

3.1 Intermunicipal Poverty Reduction Advisory Committee Strategic Plan

Council was asked to provide any feedback to the Director of Community Living by April 24, 2023.

3.2 Capital Budget Carry Overs

Moved By Deputy Mayor Landry

Seconded By Councillor Emery

That Council forward to the April 24, 2023 regular meeting approval of the inclusion of carry over projects to the Town of Amherst Water Utility and General Capital Budgets for the 2023/24 fiscal year. The capital budget spending authority for 2023/24 is amended by \$7,036,677 for the capital carry over projects (\$1,202,900 for the Water Utility and \$5,833,777 for General Capital).

MOTION CARRIED

3.3 Capital Budget Amendments

Moved By Councillor Davidson

Seconded By Councillor Fawthrop

That Council forward to the April 24, 2023 regular meeting approval of an amendment to the 2023/24 Town of Amherst Water Utility Capital Budget for the addition of \$338,470 for potential Land Purchases to be funded by the Challenge Fund Grant and the General Capital Budget for the addition of the Police Station Boiler Replacement of \$65,000 to be funded from Capital Reserve.

MOTION CARRIED

- 3.4 Wellfield Variable Frequency Drives**
Moved By Councillor Emery
Seconded By Councillor Chambers
That Council forward to the April 24, 2023 regular meeting approval of an amendment to the 2023/24 Water Utility Capital Budget and approve and allocate \$85,000 from the water depreciation fund for the installation of variable frequency drives (VFD's) for the 4 production wells at the North Tyndal Wellfield.

MOTION CARRIED

Councillor Fawthrop requested that this information, along with any land purchases in the North Tyndal Wellfield area relating to the Challenge Fund, be communicated to members of the North Tyndal Wellfield Advisory Committee.

- 3.5 Capital Paving**
Moved By Councillor Baker
Seconded By Councillor Emery
That Council forward to the April 24, 2023 regular meeting the award of the Capital Paving Tender (RFT-23-14) to the lowest compliant bidder, Costin Paving and Contracting Ltd., at their unit prices based on our estimated quantities in the total amount of \$779,850 plus HST.

MOTION CARRIED

- 3.6 Underground Fuel Storage Tanks**
Moved By Councillor Baker
Seconded By Councillor Chambers
That staff include full replacement of the fuel tanks in year 2024/25 of the five-year capital budget at an estimated cost of \$200,000.

MOTION CARRIED

- 3.7 Maintenance of Grass Bylaw**
Moved By Councillor Emery
Seconded By Councillor Chambers
That Council forward to the April 24, 2023 regular meeting first reading of the amendments to the Maintenance of Grass Bylaw D-21.

MOTION CARRIED

- 3.8 Proceedings of Council Policy Amendments**
Moved By Councillor Davidson
Seconded By Councillor Fawthrop
That Council forward to the April 24, 2023 regular meeting approval of the amendments to the Proceedings of Council Policy #10350-24.

MOTION CARRIED

- 3.9 Council Committees Policy**
Moved By Councillor Chambers
Seconded By Councillor Emery
That Council forward to the April 24, 2023 approval of the new Council Committees Policy #10350-32.

MOTION CARRIED

3.10 Purchase and Use of Bottled Water Policy Amendments

Moved By Councillor Chambers

Seconded By Councillor Emery

That Council forward to the April 24, 2023 regular meeting approval of the amendments to the Purchase and Use of Bottled Water Policy #01130-02.

MOTION CARRIED

3.11 Town Crest Policy Amendments

Moved By Councillor Chambers

Seconded By Councillor Emery

That Council forward to the April 24, 2023 regular meeting approval of the amendments to the Town Crest Policy #01130-01.

MOTION CARRIED

3.12 Taxi Bylaw

Councillor Baker declared a conflict of interest and did not participate in the discussion.

Council was asked to review the proposed changes to the Taxi Bylaw and foreword any questions or concerns to the Clerk no later than May 5th so such questions and / or concerns can be addressed at the May Committee of the Whole.

4. Information Items

The following items were provided as information items only and approved as part of the consent agenda:

- 4.1 Strategic Priorities Update
- 4.2 Policy/Bylaw Review Update
- 4.3 CAO Task Report
- 4.4 Second Reading Memo
- 4.5 Operating Budget Memo

5. Monthly Reports

The following monthly reports were approved as part of the consent agenda; information items only no direction given or action required:

- 5.1 Financial Services
- 5.2 Communications and IT
- 5.3 HR and Customer Service
- 5.4 Operations
- 5.5 Police Services
- 5.6 Fire Services
- 5.7 Planning and Strategic Initiatives
- 5.8 Community Living
- 5.9 Solid Waste Education and Enforcement

6. In Camera

Moved By Councillor Davidson

Seconded By Councillor Emery

That the Committee move to an in camera session.

MOTION CARRIED

7. Adjournment

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

MOTION CARRIED

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor