

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

**Date:** September 18, 2023  
**Time:** 4:00 pm  
**Location:** Council Chambers, Town Hall

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

**Staff Present** Jason MacDonald, Chief Administrative Officer  
Aaron Bourgeois, Director, Operations  
Andrew Fisher, Director, Planning & Strategic Initiatives  
Dwayne Pike, Chief, Police Services  
Kim Jones, Director, Corporate Communications/Clerk  
Sharon Bristol, Director, Community Living  
Sean Payne, Corporate Communications Officer  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant

**Staff Absent** Greg Jones, Chief, Fire Services  
Krista Crossman, Director, HR & Customer Service  
Sarah Wilson, Director, Finance

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**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 Acknowledgment.

**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 Councillor Davidson

Seconded By Councillor Chambers

To approve the consent agenda with the removal of items 4.2, 4.5 and 5.3.

**MOTION CARRIED**

**1.4 Approval of Minutes**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Chambers**

**That the minutes of the June 19, 2023, June 26, 2023, July 5, 2023 and July 26, 2023 Committee of the Whole meetings be approved as circulated.**

**MOTION CARRIED**

**2. Presentations**

**2.1 In the Works - A Social Enterprise Network**

Erica Caissie-Stone and Corey Chiasson presented on behalf of In the Works - A Social Enterprise Network.

**3. Council Direction Requests**

**3.1 Community Support Grants**

Councillor Emery declared a conflict of interest. The CAO also removed himself from the discussion.

**Moved By Councillor Davidson**

**Seconded By Councillor Fawthrop**

**That Council forward approval of funding in the amount of \$ 7,000 under the Community Support Grants Policy to the September 25, 2023 regular meeting as follows:**

**Amherst Downtown Business Association - \$3,000.00 for Esther Fest activities for non-alcohol related events, and Cumberland County Museum - \$4,000.00 modular walls for displays.**

**MOTION CARRIED**

Staff to look at other alternatives to support the Cumberland Blues, perhaps with free ice time, and report back to Council.

**3.2 Amherst Youth Town Council Policy Amendments**

**Moved By Councillor Emery**

**Seconded By Councillor Davidson**

**That Council forward the amendments to the Amherst Youth Town Council policy to the September 25, 2023 Council meeting for approval.**

**MOTION CARRIED**

**3.3 Fireworks**

**Moved By Councillor Fawthrop**

**Seconded By Councillor Emery**

**That Council discontinue the use of fireworks and seek out alternate sources of celebration.**

**MOTION CARRIED**

- 3.4 Mobile Vending Bylaw**  
**Moved By Councillor Davidson**  
**Seconded By Councillor Fawthrop**  
That staff be directed to maintain the status quo of the Mobile Vending Bylaw and not make amendments to the Bylaw, and further advise Pizza Delight of this decision.

**MOTION CARRIED**

- 3.5 ACOA Destination Market Readiness Program Support Opportunity**  
Information item only.

**3.6 Year End Capital Financing Adjustments**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Chambers**

That Council forward approval of the following changes to the funding for the 2022/23 Water and General Capital Budget to the September 25, 2023 Council meeting for approval:

1. Approval of the increase of Water Operating capital from revenue from \$40,000 to \$103,000;
2. Approval of the increase of General Operating capital from revenue from \$575,000 to \$595,149.16; and
3. Approval of the increase of Sewer Operating capital from revenue from \$15,000 to \$56,992.08.

**MOTION CARRIED**

**3.7 Year End Operational Reserve Transfer to General Operating Budget - Solid Waste Deficit**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Chambers**

That Council forward approval of the following transfer from the Operating Reserve to General Operating to the September 25, 2023 Council meeting for approval:

- Withdraw from the Operating Reserve – Reserve for Solid Waste of \$19,427.67 to fund the deficit in the Solid Waste department for the 2022/23 fiscal year.

**MOTION CARRIED**

**3.8 Public Transportation Service**

**Moved By Deputy Mayor Landry**

**Seconded By Councillor Fawthrop**

That staff be directed to develop of a high-level discussion paper on the issue of an in-town transit system to be submitted to Council early in 2024 and further that staff include this issue on the upcoming strategic priority planning day.

**MOTION CARRIED**

**3.9 Request to Present - Amherst Curling Club**

**Moved By Councillor Davidson**

**Seconded By Councillor Emery**

**That staff be directed to contact the Amherst Curling Club to give a presentation to Council at a future meeting.**

**MOTION CARRIED**

**3.10 Request to Present - Cumberland Creative Collective**

Councillor Fawthrop and Councillor Davidson declared a conflict of interest.

**Moved By Councillor Emery**

**Seconded By Councillor Baker**

**That staff be directed to contact the Cumberland Creative Collective to give a presentation to Council at a future meeting.**

**MOTION CARRIED**

**3.11 Salary Administration Policy Amendments**

**Moved By Deputy Mayor Landry**

**Seconded By Councillor Emery**

**That Council forward the amended Salary Administration Policy to the September 25, 2023 regular meeting of Council for approval, and further that staff be directed to consider amendments for the next fiscal year factoring in a living wage for hourly rate employees, taking into consideration the average surplus on salaries over the last five years.**

**MOTION CARRIED**

**3.12 Community Support Grants Policy Amendments Memo**

Councillor Emery declared a conflict of interest.

**Moved By Councillor Davidson**

**Seconded By Councillor Fawthrop**

**That staff be directed to make amendments as presented in the memo to the Community Support Grants Policy for the October Committee of the Whole meeting.**

**MOTION CARRIED**

**4. Information Items**

**4.1 Marsh Trail ATV Issues**

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

**4.2 Storm Water Management Plan Memo**

Information item only.

**4.3 Policy and Bylaw Review Update**

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

**4.4 Strategic Priorities Update**

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

**4.5 CAO Task Report**

Deputy Mayor Landry requested an update on the Joint Councils Terms of Reference Policy amendments. The CAO advised this is in the discussion phase and he will have an update on this task for October COW.

**4.6 Kathy Morash Presentation**

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

**4.7 MLA Housing Correspondence**

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

**5. Monthly Reports**

**5.1 Business Development**

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

**5.2 Community Living**

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

**5.3 Corporate Communications and IT**

Councillor Emery requested an update on the stadium wifi. The Director of Corporate Communication and IT replied that IT are working on solving the issue.

**5.4 Cumberland Business Connector**

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

**5.5 Financial Services**

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

**5.6 Fire Services**

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

**5.7 HR and Customer Service**

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

**5.8 Operations**

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

**5.9 Planning and Strategic Initiatives**

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

**5.10 Police Services**

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

**5.11 Solid Waste Education and Enforcement**

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

**6. In Camera**

**Moved By Deputy Mayor Landry**

**Seconded By Councillor Baker**

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

**MOTION CARRIED**