

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

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

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

**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  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant

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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 Acknowledgement.

**1.2 Approval of Agenda**

**Moved By Councillor Emery**

**Seconded By Councillor Baker**

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

**MOTION CARRIED**

**1.3 Approval of the Consent Agenda**

**Moved By Councillor Landry**

**Seconded By Councillor Chambers**

**That the consent agenda be approved with the removal of item 4.3 Meeting Procedures.**

**MOTION CARRIED**

**1.4 Approval of Minutes**

**1.4.1 October 23, 2023**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That the minutes of October 23, 2023 Committee of the Whole meeting be approved as circulated.**

**MOTION CARRIED**

**2. Presentations**

**2.1 Cumberland Regional Library**

Denise Corey presented on behalf of the Cumberland Regional Library, with a request for Council to advocate on behalf of the Library to the Province for additional funding, and further that Council consider additional Town of Amherst funding for the Library so hours of operation do not need to be decreased.

**2.2 Amherst Curling Club**

Paul Hawkes presented on behalf of the Amherst Curling Club, speaking to the past, current and future operations of the Club. He advised that a consultant has prepared a report indicating that up to \$800,000 in renovations will need to be completed over the next ten years and wanted Council to be aware of this for future budget and community center discussions.

**3. Council Direction Requests**

**3.1 Amherst Youth Town Council Policy Amendments**

**Moved By Deputy Mayor Fawthrop**

**Seconded By Councillor Chambers**

**That Council forward the AYTC Policy amendment to appoint a member of the AYTC to each the Accessibility Advisory Committee, the Inclusion, Diversity and Equity Committee and the Poverty Reduction Advisory Committee to the November 27, 2023 meeting for approval, and further forward the Accessibility Advisory Committee and Inclusion, Diversity and Equity Committee Terms of Reference policies to the November 27, 2023 meeting for approval to reflect this amendment.**

**MOTION CARRIED**

**3.2 Inclusion, Diversity and Equity Committee Terms of Reference Amendments**

**Moved By Councillor Davidson**

**Seconded By Councillor Chambers**

**That Council forward the amendment to the Inclusion, Diversity and Equity Committee Terms of Reference to change how the Chair and Vice Chair are elected to the November 27, 2023 regular meeting for approval, and further forward the Accessibility Advisory Committee Terms of Reference for approval to also include this amendment.**

**MOTION CARRIED**

- 3.3 Community Support Grant Application**  
**Moved By Councillor Davidson**  
**Seconded By Councillor Chambers**  
**That Council forward to the November 27, 2023 regular meeting approval of funding in the amount of \$3,000.00 for the Amherst Community Christmas Dinner under the Community Support Grants Policy.**

**MOTION CARRIED 6-1**  
**Baker NAY vote**

- 3.4 Capital Budget Amendments**  
**Moved By Councillor Emery**  
**Seconded By Deputy Mayor Fawthrop**  
**That Council forward to the November 27, 2023 regular meeting the following amendments to the Capital Budget: \$21,100 for the West Victoria Street sidewalk, and \$19,900 for the replacement of the lighting over the stadium ice surface for a total of \$41,000 to be funded from capital from revenue.**

**MOTION CARRIED**

- 3.5 Extended Producer Responsibility (EPR)**  
**Moved By Councillor Emery**  
**Seconded By Deputy Mayor Fawthrop**  
**That Council forward to the November 27, 2023 regular meeting approval to “Opt-In” to the EPR program for packaging, paper products, and packaging like products and direct staff to register for the program with Divert NS.**

**MOTION CARRIED**

- 3.6 APD Armoured Vehicle**  
**Moved By Councillor Davidson**  
**Seconded By Deputy Mayor Fawthrop**  
**That Council forward to the November 27, 2023 regular meeting, approval of entering into an MOU with GardaWorld for the purchase of a decommissioned Armoured Vehicle for the price of \$2.00 + applicable taxes, and further authorize the CAO and Mayor to sign the MOU.**

**MOTION CARRIED**

- 3.7 Request to Present - Hospice Society**  
**The following motion was approved as part of the consent agenda:**  
**Moved By Councillor Davidson**  
**Seconded By Councillor Landry**  
**That staff contact the Hospice Society to arrange for a presentation to Council.**

**MOTION CARRIED**

**3.8 Request to Present - Cumberland Homelessness and Housing Support Association**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That staff contact the Cumberland Homelessness and Housing Support Association to arrange for a presentation to Council.**

**MOTION CARRIED**

**3.9 2024 Meeting Dates**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That Council forward to the November 27, 2023 regular meeting of Council approval to change the February 2024 Committee of the Whole meeting date from Monday, February 19, 2024 to Tuesday, February 20, 2024 due to the Heritage Day holiday, and further change the May 2024 Committee of the Whole meeting date from Monday, May 20, 2024 to Tuesday, May 21, 2024 due to the Victoria Day holiday.**

**MOTION CARRIED**

**4. Information Items**

**4.1 Ottawa Avenue Petition**

Information item only at this time.

**4.2 Recognition of Employees Procedure**

Item approved as part of the consent agenda, information item only.

**4.3 Meeting Procedures**

**Moved By Councillor Davidson**

**Seconded By Councillor Landry**

**That the changes to meeting procedures as indicated in the memo included in the agenda package be formally made to the Proceedings of Council Policy and that this be forwarded to the November 27, 2023 regular meeting of Council for approval.**

**MOTION CARRIED**

**4.4 Policy and Bylaw Review Update**

Item approved as part of the consent agenda, information item only.

**4.5 Strategic Priorities Update**

Item approved as part of the consent agenda, information item only.

**4.6 Dangerous and Unsightly Premises Semi-Annual Report**

Item approved as part of the consent agenda, information item only.

**4.7 LED Roadway Pilot Memo**

Item approved as part of the consent agenda, information item only.

**4.8 CAO Task Report**

Item approved as part of the consent agenda, information item only.

**5. Monthly Reports**

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

- 5.1 Business Development
- 5.2 Community Living
- 5.3 Corporate Communications
- 5.4 Cumberland Business Connector
- 5.5 Financial Services
- 5.6 Fire Services
- 5.7 HR and Customer Service
- 5.8 Operations
- 5.9 Planning and Strategic Initiatives
- 5.10 Police Services
- 5.11 Solid Waste Education and Enforcement

**6. In Camera**

**Moved By Councillor Emery**

**Seconded By Councillor Baker**

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

**MOTION CARRIED**

**7. Adjournment**

**Moved By Councillor Landry**

**Seconded By Councillor Chambers**

**To adjourn the meeting.**

**MOTION CARRIED**

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Natalie LeBlanc  
Municipal Clerk

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David Kogon, MD  
Mayor