

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

**Date:** October 23, 2023  
**Time:** 4:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Mayor David Kogon  
Deputy Mayor Leon Landry  
Councillor Charlie Chambers  
Councillor George Baker  
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  
Sharon Bristol, Director, Community Living  
Krista Crossman, Director, HR & Customer Services  
Sean Payne, Corporate Communications Officer  
Natalie LeBlanc, Municipal Clerk

**Staff Absent** Sarah Wilson, Director, Finance  
Kim Jones, Director, Corporate Communications and IT  
Cindy Brown, Administrative Assistant

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1. **Call to Order**  
Mayor Kogon called the meeting to order at 4:00 p.m.

1.2 **Approval of Agenda**  
**Moved By Councillor Baker**  
**Seconded By Councillor Emery**  
**That the agenda be approved as circulated.**

**MOTION CARRIED**

1.3 **Approval of the Consent Agenda**  
**Moved By Councillor Davidson**  
**Seconded By Councillor Fawthrop**  
**To approve the consent agenda with the removal of 1.4.2 approval of  
October 11, 2023 minutes.**

**MOTION CARRIED**

**1.4 Approval of Minutes**

**1.4.1 September 18, 2023**

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

**Moved by Councillor Davidson**

**Seconded by Councillor Fawthrop**

**To approve the minutes of the September 18, 2023 Committee of the Whole meeting as circulated.**

**1.4.2 October 11, 2023**

**Moved by Deputy Mayor Landry**

**Seconded by Councillor Fawthrop**

**To approve the minutes of the October 11, 2023 Committee of the Whole meeting as circulated.**

**2. Presentations**

**2.1 Cumberland Creative Collective**

Erin Lewis presented on behalf of the Cumberland Creative Collective their request for Council to consider the inclusion of a performing arts center in the new Community Center.

**2.2 Justin McKay - PTSD**

Justin McKay presented on PTSD outlining measures he thought could be taken to increase awareness.

**3. Council Direction Requests**

**3.1 Creative Pathways Society Community Support Grant Request**

**Moved By Councillor Fawthrop**

**Seconded By Councillor Emery**

**That Council forward approval of funding in the amount of \$4,100.00 for the Creative Pathways Society under the Community Support Grants Policy to the October 30, 2023 regular meeting.**

**MOTION CARRIED**

**3.2 Accessible Playgrounds**

**Moved By Deputy Mayor Landry**

**Seconded By Councillor Fawthrop**

**That Council direct staff to draft a terms of reference for an external Accessible Playground Committee which would work towards the development of a fully accessible playground including playground design and fundraising for such a facility, and to bring the draft terms of reference to the Accessibility Advisory Committee for a recommendation to Council.**

**MOTION CARRIED**

**3.3 Community Support Grants Policy Amendments**

**Moved By Councillor Davidson**

**Seconded By Councillor Baker**

**That Council forward the following amendments to the Community Support Grants Policy to their regular meeting October 30, 2023 for approval:**

- **Eliminate section 4 as it is exclusionary of other organizations;**
- **Amend the new section 5 to include (b) Arts, and make the current sections (b), (c), (d) and (e) new sections (c), (d), (e) and (f);**
- **Amend Section 9 Payment Process to eliminate the two phased payment approach as this is administratively time consuming and places undue pressure on community organizations; and**
- **Amend Section 10 Conditions to include the reporting requirement for organizations who receive over \$1,000 who intend to reapply for future grants. This will allow for transparency on how funds are used and the impact on the community.**

**MOTION CARRIED**

**3.4 Companion Animal Bylaw Amendments First Reading**

**Moved By Councillor Fawthrop**

**Seconded By Councillor Emery**

**That Council forward the By-law to Amend the Companion Animal By-law to the October 30, 2023 regular meeting for First Reading.**

**MOTION CARRIED**

**3.5 Employment Equity Policy**

**Moved By Councillor Emery**

**Seconded By Councillor Chambers**

**That Council refer the Employment Equity Policy to the Inclusion, Diversity and Equity Committee for a recommendation back to Committee of the Whole.**

**MOTION CARRIED**

**3.6 Solid Waste Special Collection Policy**

**Moved By Councillor Emery**

**Seconded By Councillor Fawthrop**

**That Council forward the Solid Waste Special Collections Policy (31800-01) to the October 30, 2023 regular meeting of Council to be repealed.**

**MOTION CARRIED**

**3.7 Cumberland Regional Library Request to Present**

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

**Moved By Councillor Davidson**

**Seconded By Councillor Fawthrop**

**That staff contact the Cumberland Regional Library to arrange for a presentation to Council.**

**MOTION CARRIED**

#### 4. Information Items

4.1 **Central Calendar Procedure**

Item approved as part of the consent agenda.

4.2 **2<sup>nd</sup> Construction Battalion**

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

4.3 **New Years Eve Celebration**

**Moved By Councillor Baker**

**Seconded By Councillor Davidson**

**That staff organize a celebration event during the month of December which would include portions of all three options outlined in the memo included in the agenda package, including a donation to the local food bank.**

**MOTION CARRIED**

4.4 **PRAC Interim Report**

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

4.5 **In the Works Presentation**

Item approved as part of the consent agenda; information item only at this time.

4.6 **Marsh Trail**

**Moved By Councillor Davidson**

**Seconded By Councillor Baker**

**That staff be directed to include option five of the memo included in the agenda package in the upcoming budget discussions.**

**MOTION CARRIED**

4.7 **Kathy Morash Presentation**

Chief Pike to communicate staff's recommendation to Kathy Morash.

4.8 **Policy and Bylaw Review**

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

4.9 **CAO Task Report**

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

4.10 **Atlantic Mayors' Congress**

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

4.11 **Policy Review – Development of Comprehensive Employee Handbook and HR Policy Manual**

Item approved as part of the consent agenda; information item only at this time.

4.12 **105 South Albion Street Development Agreement First Reading**

Item approved as part of the consent agenda; information item only at this time.

4.13 **Strategic Priorities Update**

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

**4.14 EPR**

Information item only at this time; staff will be looking for direction at the November meeting.

**4.15 Bill 340 Correspondence**

**Moved By Councillor Davidson**

**Seconded By Councillor Baker**

**That the Mayor write to all members of the Nova Scotia Legislative Assembly indicating that the Town of Amherst wholeheartedly supports Bill 340.**

**MOTION CARRIED**

**5. Monthly Reports**

The following monthly reports were approved as part of the consent agenda; information items only:

- 5.1 Business Development
- 5.2 Community Living
- 5.3 Corporate Communications and IT
- 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 Fawthrop**

**Seconded By Councillor Emery**

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

**MOTION CARRIED**

**7. Adjournment**

**Moved By Councillor Fawthrop**

**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