

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

Date: December 18, 2023
Time: 3:00 pm
Location: Council Chambers, Town Hall

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

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
Krista Crossman, Director, HR & Customer Services
Kim Jones, Director, Corporate Communications & IT
Natalie LeBlanc, Municipal Clerk
Cindy Brown, Administrative Assistant

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 Baker

Seconded By Councillor Emery

To approve the agenda as circulated.

MOTION CARRIED

1.3 Approval of the Consent Agenda

Moved By Councillor Emery

Seconded By Councillor Chambers

To approve the consent agenda with the removal of item 5.11 Solid Waste Education and Enforcement Monthly Report.

MOTION CARRIED

1.4 Acceptance of Minutes

1.4.1 November 20, 2023

Mayor Kogon called for any errors or omissions. There being none, the minutes of the November 20, 2023 meeting of Committee of the Whole were accepted as included in the agenda package.

2. Presentations

2.1 Cumberland Homelessness and Housing Support Association

Ashley Legere presented to Council on behalf of the Cumberland Homelessness and Housing Support Association, with a financial ask of \$25,000.

3. Council Direction Requests

3.1 Poverty Reduction Advisory Committee Terms of Reference

Moved By Councillor Landry

Seconded By Councillor Baker

That the revised Poverty Reduction Advisory Committee Terms of Reference for the Town of Amherst be forwarded to Amherst Town Council for approval with the removal of “this will not be limited to those residing in the Town of Amherst” and addition of “Membership will not be limited to Town of Amherst residents; however, preference will be given to residents of the Town of Amherst.

MOTION CARRIED

3.2 Substance Use Policy Amendments

Moved By Councillor Emery

Seconded By Deputy Mayor Fawthrop

That Council refer the amended Substance Use Policy (04500-06) to the January 22, 2024 Council meeting for approval.

MOTION CARRIED

3.3 Property Assessed Clean Energy (PACE) Program Bylaw and Policy Review

Moved By Deputy Mayor Fawthrop

Seconded By Councillor Davidson

That status quo for this program be maintained.

MOTION CARRIED

3.4 Transient Automobile Vendors Bylaw Review

Moved By Councillor Chambers

Seconded By Councillor Landry

That the Transient Automobile Vendors By-law be converted to the new format but be otherwise left unchanged.

MOTION CARRIED

3.5 Water Utility Dump Truck Purchase

Moved By Councillor Davidson

Seconded By Councillor Emery

That Council forward to the December 18, 2023 regular meeting approval of an amendment to the 2023/24 Water Utility Capital Budget to include \$355,000 from the water depreciation fund for the purchase of a dump truck for the Amherst Water Utility, and further, the contract to supply the dump truck be awarded to Nova Truck Centres in the amount of \$339,500 plus applicable taxes.

MOTION CARRIED

3.6 Strategic Priorities

Council was asked to provide any feedback to the CAO regarding the Strategic Priorities documents by January 5, 2024, with the intent to bring the document back to the January Committee of the Whole and Council meetings for final approval.

3.7 Appointment of Development Officer

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

Moved By Councillor Emery

Seconded By Councillor Chambers

That Council forward to the December 18, 2023 regular meeting appointment of Torben Laux as a Development Officer for the Town of Amherst.

MOTION CARRIED

4. Information Items

4.1 Active Transportation Expansion

Information item; no direction given or action required.

4.2 Ottawa Avenue Petition

Moved By Deputy Mayor Fawthrop

Seconded By Councillor Emery

That the CAO be directed to respond to the Ottawa Avenue residents indicating that housing is one of Council's strategic priorities, that this land was purchased with the intent to develop it, what is permitted to be built there as of right, what is permitted as part of the Development Agreement process, what the development agreement process would entail, and further that staff are currently conducting a review of the Town of Amherst Land Use Bylaw and Municipal Planning Strategy, also one of Council's strategic priorities.

MOTION CARRIED

4.3 Storm Water Management Plan Study

Information item only; no further direction given.

4.4 Strategic Priorities Update

Information item only approved as part of the consent agenda; no further direction given.

4.5 Annual Accessibility Report

Information item only approved as part of the consent agenda; no further direction given.

4.6 Policy/Bylaw Review Update

Information item only approved as part of the consent agenda; no further direction given.

4.7 CAO Task Report

Information item only approved as part of the consent agenda; no further direction given.

4.8 Cumberland County Youth Development Center Quarterly Report

Information item only approved as part of the consent agenda; no further direction given.

5. Monthly Reports

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

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

Further to the information provided in the report with regards to The Bridge Workshop no longer accepting electronics for disposal, Mayor Kogon asked that staff investigate alternative options to bring back to Council for consideration so this service can be continued.

- 6. Closed Session**
Moved By Deputy Mayor Fawthrop
Seconded By Councillor Emery
That the Committee move to a Closed Session.

MOTION CARRIED

- 7. Adjournment**
There being no further business, Mayor Kogon adjourned the meeting.

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor