Amherst Town Council
Committee of the Whole
Minutes

Date:	**September 21, 2026**
Time:	**4:00 pm**
Location:	**Council Chambers, Town Hall**

Members Present	**Mayor Rob Small** **Deputy Mayor Charlie Chambers** **Councillor Hal Davidson** **Councillor Nic Furlong** **Councillor Terry McManaman** **Councillor Dwayne Ripley** **Councillor Kathy Wells**
Staff Present	**Jason MacDonald, Chief Administrative Officer** **Aaron Bourgeois, Director, Operations** **Andrew Fisher, Director, Planning & Economic Development** **Dwayne Pike, Chief, Police Services** **Kim Jones, Deputy Chief Administrative Officer** **Krista Crossman, Director, Human Resources** **Sarah Wilson, Director, Finance** **Sharon Bristol, Director, Community Living** **Mallory Klooster, Manager, Community Well-Being** **Sean Payne, Marketing & Communications Officer** **Jeff Bacon, Economic Development Officer** **Stephanie Moreau, Economic Development Support Officer** **Natalie LeBlanc, Municipal Clerk** **Cindy Brown, Administrative Assistant**

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1. Call to Order

Mayor Small called the meeting to order at 4:00 p.m.

1.1 Territorial Acknowledgement

Mayor Small gave the Territorial Acknowledgement.

1.2 <u>Approval of Agenda</u>

Moved By Councillor Furlong
Seconded By Councillor Ripley
That the agenda be approved as circulated.

MOTION CARRIED

1.3 <u>Approval of the Consent Agenda</u>

Moved By Councillor Davidson
Seconded By Councillor Wells
To approve the consent agenda with the removal of 4.7 Downtown Crosswalks.

MOTION CARRIED

1.4 Acceptance of Minutes

1.4.1 June 15, 2026

Mayor Small called for any errors or omissions in the minutes. There being none, the minutes of the June 15, 2026, meeting of Committee of the Whole were accepted as included in the agenda package.

1.4.2 August 27, 2026

Mayor Small called for any errors or omissions in the minutes. There being none, the minutes of the August 27, 2026, meeting of Committee of the Whole were accepted as included in the agenda package.

2. Presentation - Exit 1 Concert

Karen McKinnon along with other organizers of the Exit 1 concert were in attendance to present on the Exit 1 concert.

3. Council Direction Requests

3.1 Year End Capital Financing Adjustment

The following motion was approved as part of the consent agenda:
Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, approval of the following changes to the funding for the 2025/26 Water Capital Budget:

- **Approval of the increase of Water Operating capital from revenue from $40,000 to $144,000.**

MOTION CARRIED

3.2 Year End Operating Reserve Transfer

The following motion was approved as part of the consent agenda:
Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, approval of the following transfer from the Operating Reserve to General Operating:

- **Withdraw from the Operating Reserve – Reserve for Solid Waste of $16,881.14 to fund the Town of Amherst's 38% share of the deficit in the Solid Waste Education department for the 2025/26 fiscal year.**

MOTION CARRIED

3.3 Water Capital Budget Amendment JDI Land Trade

The following motion was approved as part of the consent agenda:
Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, approval of an amendment to the water capital budget for the North Tyndal Wellfield land trade from $35,000 to $65,100 which adds $30,100 for non-recoverable HST on the land trade and that the additional funding come from the Water Depreciation fund.

MOTION CARRIED

3.4 Capital Budget Amendment East Pleasant Street Land Purchase

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

Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, the approval of an amendment to the general capital budget to include $87,000 for the purchase of land at 141/143 East Pleasant Street and that this be funded from the Capital Reserve.

MOTION CARRIED

3.5 Capital Budget Amendment Fire Truck

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

Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, approval of an amendment to the 2026/27 capital budget in the amount of $11,000 to bring the total budget to $76,000 for the full repair of fire apparatus Engine 3, to be funded from the operating reserve.

MOTION CARRIED

3.6 Capital Budget Amendment Library Heat Pump

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

Moved By Councillor Davidson
Seconded By Councillor Wells
That Council forward to the September 28, 2026, regular meeting, an amendment to the 2026/27 general capital budget in the amount of $15,000 including applicable taxes for the replacement of the Four Fathers Library geothermal HVAC system supply well pump and motor to be funded from the Operating Reserve.

MOTION CARRIED

3.7 REMO By-law and Agreement

Moved By Councillor Wells
Seconded By Deputy Mayor Chambers
That Council forward to the September 28, 2026, regular meeting, the Regional Emergency Management Organization (REMO) Bylaw for First Reading and further forward the Intermunicipal Service Agreement for approval and authorize the Mayor and CAO to sign on behalf of the Town.

MOTION CARRIED

3.8 Havelock/Victoria Street Intersection

Moved By Councillor Furlong
Seconded By Councillor Ripley
That Council direct staff to prepare a report regarding traffic and pedestrian safety at the intersection of Victoria Street and Havelock Street, where traffic signals were previously located.
Further, the report should consider the concerns received from residents since the removal of the traffic signals, including reported stop-sign violations, near misses, and available video and photographic documentation, and assess current conditions at the intersection.

And further, the report should identify any available collision and enforcement data, review whether the current intersection controls are operating as intended and provide Council with potential options and recommendations to improve safety, if warranted, including relevant legislation, bylaws and policy as to the designation of the traffic authority for the Town of Amherst and responsibilities regarding same.

Against (7): Mayor Small, Deputy Mayor Chambers, Councillor Davidson, Councillor Furlong, Councillor McManaman, Councillor Ripley, and Councillor Wells

MOTION FAILED

Moved By Councillor Furlong
Seconded By Councillor Davidson
That the Traffic Authority be directed to review the current status of the intersection at Havelock and Victoria Street and provide a report to Council indicating if the intersection is working as required or needs improving, with recommended enhancements.

MOTION CARRIED

3.9 Defined Contribution Pension Plan
Moved By Councillor Wells
Seconded By Councillor McManaman
That Council direct staff to proceed with Phase 2 of the pension review and report back to Council with the results.

MOTION CARRIED

3.10 Cumberland County Museum and Archives Community Support Grant
Moved By Councillor Davidson
Seconded By Deputy Mayor Chambers
That Council forward to the September 28, 2026, regular meeting, approval of funding under the Community Support Grants Policy as follows:

Organization/Applicant	Amount Recommended	Funding Stream
Cumberland County Museum and Archives	$3,557.00	Community Support

MOTION CARRIED

4. Information Items

4.1 Economic Dashboard
Stephanie Moreau was in attendance to present the Economic Dashboard, included as part of the agenda package. Information item only.

4.2 Petition to Relocate the Homeless Shelter
Information item only; included as part of the agenda package.

4.3 Anson Aircraft Monument
Information item only, included as part of the agenda package.

4.4 Park and Patterson Street Intersection

Memo included as part of the agenda package. Although the Traffic Authority is recommending that stop signs not be erected at this intersection, Council agreed they would like the Traffic Authority to look into other possible solutions to encourage traffic to slow down in this area while travelling along Park Street.

4.5 Bill Riley Recognition

Stephanie Moreau was in attendance to present the Economic Dashboard, included as part of the agenda package. Information item only.

4.6 Summer Floral Displays

Information item only. Memo included in the agenda package and approved as part of the consent agenda.

4.7 Downtown Crosswalks

Further to the memo included in the agenda package, Mayor Small asked what could be done to the crosswalks in the downtown area to make them stand out and be unique to Amherst. At this time, staff are recommending they be painted white as per the TAC manual. Council agreed to perhaps revisit this item in the future.

4.8 Tourism Student Report

Information item only. Memo and report included in the agenda package and approved as part of the consent agenda.

4.9 Road Trail Designation By-Law 2nd Reading

Information item only. Memo included in the agenda package and approved as part of the consent agenda.

4.10 Policy / By-Law Review

Information item only. Report included in the agenda package and approved as part of the consent agenda.

4.11 CAO Task Report

Information item only. Report included in the agenda package and approved as part of the consent agenda.

5. Monthly Reports

The following monthly reports were included as part of the agenda package and approved as part of the consent agenda:

5.1 Community Living
5.2 Corporate
5.3 Cumberland Business Connector
5.4 Financial Services
5.5 Fire Services
5.6 Human Resources
5.7 Operations
5.8 Planning & Economic Development
5.9 Police Services

6. Closed Session

Moved By Councillor Furlong
Seconded By Councillor McManaman
That the Committee move to a Closed Session.

MOTION CARRIED

7. Adjournment

There being no further business, Mayor Small adjourned the meeting.

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Natalie LeBlanc
Municipal Clerk

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Rob Small
Mayor