

**TOWN OF AMHERST  
Regular Council Meeting  
Minutes**

**Date:** January 23, 2017  
**Time:** 7:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present**  
 Mayor David Kogon  
 Deputy Mayor Sheila Christie  
 Councillor Jason Blanch  
 Councillor Vince Byrne  
 Councillor Darrell Jones  
 Councillor Wayne MacKenzie  
 Councillor Terry Rhindress

**Staff Present**  
 Greg Herrett, CAO  
 Jason MacDonald, Deputy CAO Operations  
 Dwayne Pike, Deputy Police Chief  
 Vince Arbing, Treasurer  
 Bill Schurman, Director Recreation  
 Greg Jones, Fire Chief  
 Rebecca Purdy, Executive Assistant  
 Karen Brookins, Marketing & Communications

**1. APPEAL HEARING**

**1.1 10 Newton Avenue Demolition Order (4221)**

The appeal hearing on the 10 Newton Avenue Demolition Order issued by the Planning Advisory Committee was called to order at 6:30 PM

Jason MacDonald, Deputy CAO - Operations provided a brief summary of the Planning Advisory Committee's order to demolish the building at 10 Newton Avenue. Council asked questions of the Administrator; the Administrator confirmed that a registered letter had been delivered by Canada Post to the property owner informing him about this appeal hearing. The owner of the property was not present, nor was a representative of the owner. The complainant was present, Wayne Landry, who owns the property next door. He told Council he is unable to sell his property due to the condition of the house next door. This concluded the appeal hearing.

**2. CALL TO ORDER**

Mayor Kogon called the meeting to order at 7:03 PM. He introduced the Youth Council member present, Olivia Pulsifer, and the National Anthem singer, Casey Arseneau.

**3. O'CANADA (Casey Arseneau)**

**4. APPROVAL OF AGENDA/MINUTES**

**4.1 Approval of the Agenda (4360)**

**Moved By Deputy Mayor Christie  
 Seconded By Councillor MacKenzie  
 To approve the agenda**

**Motion Carried**

Subsequent to this motion to approve the agenda, it was later amended by motions to include 5.5 Citizen Appointments to the Audit Committee and 9.1 CJSMA Fire Code Inspection.

4.2 Approval of Minutes - December 19, 2016 (4361)

Moved By Councillor Rhindress  
 Seconded By Councillor Jones  
 To approve the minutes of the December 19, 2016 Regular Council meeting

Motion Carried

5. REQUESTS FOR DECISION

5.1 Smart Grid - Net Zero Energy (4215)

Moved By Councillor Blanch  
 Seconded By Deputy Mayor Christie  
 That Council commit the Town to spend at least \$5,000 (10%) and up to \$12,500 (25%) as the Town's contribution to a \$50,000 Smart Grid/Smart Community Pilot Project Feasibility Study, to be funded from the Economic Development budget.

Motion Carried

5.2 10 Newton Avenue Demolition Order (4221)

Moved By Councillor MacKenzie  
 Seconded By Councillor Jones  
 That the dwelling at 10 Newton Avenue be demolished and foundation backfilled, and further, that all debris, rubbish and building materials be removed from the property within 30 days of this date, with all work to be done by the property owner(s). Failure to do so will result in the Town completing the work and adding the costs to the tax account of the property.

Motion Carried

5.3 Catering/Bar Services Policy for CCUBIC (3741)

Moved By Deputy Mayor Christie  
 Seconded By Councillor Byrne  
 That Council approve an amended User Fee Policy #3470-03, addressing the usage of the Community Credit Union Business Innovation Centre

Motion Carried

Facility	Daily	4 Hours	Hourly	Catering Surcharge
Conference Room - Up to 40 people				
Commercial	\$250	\$150	\$100	\$75
Community	\$150	\$90	\$60	\$45
Conference Room - 40 or more people				
Commercial	\$400	\$240	\$160	\$125
Community	\$240	\$144	\$96	\$75
Conference Room – Theatre/ Admission Event	\$400			\$125
Conference Room – Set Up Days	\$250			
Conference Room – Sound/Lighting			\$30	
Conference Room – Bar Service (Special Occasion License to be provided by renter)				\$50 Pouring Fee
Boardroom – Commercial	\$125	\$75	\$25	\$25
Boardroom – Community	\$75	\$45	\$15	\$15

#### 5.4 Facility Naming Policy (3590)

*Councillor Jones declared a potential conflict as his brother, Dwight Jones, is named in this report; he excused himself from the Council table for the discussion and decision on this issue.*

**Moved By Councillor Byrne**

**Seconded By Councillor Rhindress**

**That Council approve the Naming Public Lands and Town Owned Facilities Policy, number 2000-03**

**Motion carried 5-1**

Against (1): Councillor Blanch

### **TOWN OF AMHERST POLICY Naming Public Lands and Town-Owned Facilities**

**NUMBER 02000-03**

#### **PURPOSE:**

1. To provide guidelines whereby Town of Amherst public lands and facilities may be officially named by Town Council.

#### **POLICY:**

2. There are occasions when interested parties have proposed to name or re-name Town of Amherst public lands and facilities. It is the policy of the Town of Amherst to consider naming proposals, seek citizen input and formally decide on proposed names or renaming of Town of Amherst public lands or facilities within established criteria.

#### **DEFINITIONS:**

3. Public land – lands which are owned or controlled in use by the Town of Amherst for the long term benefit of the community. Examples include but are not limited to parks, sports fields, beautification areas and natural areas.

Public facilities – physical facilities owned or controlled in use by the Town of Amherst for the long term benefit of the community. Examples include: buildings, rooms and ball fields. Street naming guidelines are covered by a separate Town of Amherst policy.

#### **NAMING CRITERIA**

4. Town of Amherst public lands and facilities may be named after persons, a place or location, or an event that has created an important legacy or achievement. A person's name is eligible for consideration one year after his/her death with special benefactors excepted. The following criteria may be used by Council in determining the appropriateness of the naming designation:
  - A noteworthy public figure or official;
  - A person, place or event of historical or cultural significance;
  - Special benefactor(s) (living or dead);
  - A person, group, place or feature, particularly identified with the public land or facility;
  - Exceptions to the naming criteria can be approved by Council if an occasion to recognize the outstanding contributions of a living person is determined.

#### **PROCEDURES**

5. Initiation of proposed name:

A request to name or rename a Town owned property or facility must be made in writing to the Chief Administrative Officer who shall bring it, along with a background report, to the Council in Committee of the whole for initial discussion and direction.

6. Additional Public Input and Public Hearing

Should Council determine that additional public input is needed, it may hold a public hearing no sooner than 30 days following the Council meeting at which the initial report was received by Council. The public hearing shall follow a format similar to that for a planning document. Council may also solicit public comment by inviting citizens and interested persons to provide written comments.

7. Formal Council Decision

- a. Following a public hearing and receiving additional public input, if determined by Council to be required, the item will be placed on the Committee of the Whole meeting agenda for discussion and direction. Committee of the Whole may, at this point, refer the proposed naming to Council again for consideration.
- b. The naming decision shall be made by a resolution of council.

**5.5 Citizen Appointments to the Audit Committee (3703)**

**Moved By Councillor Jones  
Seconded By Councillor Blanch**

**To amend the agenda to include Citizen Appointments to the Audit Committee as item 5.5**

**Motion Carried**

**Moved By Councillor Rhindress  
Seconded By Councillor Blanch  
That Council appoint Jeff Brennan and Rob Small to the Town of Amherst Audit Committee for terms expiring October 31, 2017**

**Motion Carried**

6. **INFORMATION / DISCUSSION ITEMS**

7. **INTERNAL COMMITTEE REPORTS**

7.1 **Planning Advisory Committee (4363)**

Councillor MacKenzie presented the report on behalf of the Planning Advisory Committee

7.2 **Amherst Youth Town Council (4364)**

Youth Councillor Olivia Pulsifer presented the report on behalf of the Amherst Youth Town Council and addressed comments and enquiries from Council.

8. **EXTERNAL COMMITTEE REPORTS**

8.1 **Cumberland Public Libraries (4382)**

Councillor MacKenzie presented the report on behalf of the Cumberland Public Libraries Board

8.2 **Cumberland YMCA (4367)**

Deputy Mayor Christie presented the report on behalf of the Cumberland YMCA

8.3 **Cumberland Joint Services Management Authority (4365)**

Councillor Byrne reviewed the highlights of the CJSMA report included in the agenda.

8.4 **Northern Region Solid Waste Committee (4366)**

Councillor Rhindress presented the report on behalf of the Northern Region Solid Waste Committee.

8.5 **L. A. Animal Shelter (4396)**

Mayor Kogon presented the report on behalf of the L A Animal Shelter and addressed comments and enquiries from Council.

9. **ADDITIONAL ITEM**

9.1 **CJSMA – Fire Code Inspection (4395)**

**Moved By Councillor Blanch**  
**Seconded By Deputy Mayor Christie**  
**To amend the agenda to include CJSMA – Fire Code Inspection to the agenda as item 9.1**

**Motion Carried**

**Moved By Councillor Rhindress**  
**Seconded By Councillor Jones**  
**That the Council accepts the recommendation of the CJSMA to fund the purchase of 20 sea containers in the amount of \$100,000 in the 2016/17 fiscal year to address the identified safety concern**

**Motion Carried**

10. **ADJOURNMENT**

**Moved By Councillor Rhindress**  
**Seconded By Councillor Blanch**  
**To adjourn at 7:50 PM**

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Gregory D. Herrett, CPA, CA  
Chief Administrative Officer

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David Kogon, MD  
Mayor