



Town of Amherst
Committee of the Whole

Date: **Monday, September 26, 2022**
Time: **4:00 pm**
Location: **Council Chambers, Town Hall**

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6. Adjournment



Town of Amherst
Committee of the Whole
Monday, September 26, 2022

Consent Agenda

MOTION:

That Council approve the following items as part of the consent agenda:

- 1.3. Approval of Minutes**
- 3.1 Planning Advisory Committee Recommendations**
- 3.2 Strategic Priority Review**
- 4.1 Corporate Services Monthly Report**
- 4.2. Operations Monthly Report**
- 4.3. Police Department Monthly Report**
- 4.4. Fire Department Monthly Report**
- 4.5. Planning & Strategic Initiatives Monthly Report**
- 4.6. Community Well-Being Monthly Report**
- 4.7 Solid Waste Education and Enforcement Monthly Report**

Amherst Town Council Committee of the Whole Minutes

Date: August 29, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

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

Staff Present Jason MacDonald, Chief Administrative Officer
Sarah Wilson, Senior Accountant / Acting Treasurer
Natalie LeBlanc, Deputy Clerk

1. Call to Order

Mayor Kogon called the meeting to order.

2. Council Direction Requests

2.1 Community Support Grants

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That Council approves funding under the Community Support Grants Policy as follows with funds to come from the Community Support Area Rate except for the grants for Maggie's Place and NSCC which are funded from the Poverty Reserve in the Operating Reserve. If at year end, the Community Support Area Rate has a deficit due to an overage relating to Community Support Grants, this overage will be funded from the Operating Reserve - Unrestricted.

Amherst Little League	\$1,500
Amherst Little League T-Ball	\$500
Cumberland County Transition House Association	\$10,000
Cumberland County Museum	\$4,000
Cumberland Early Intervention Program	\$500
Food Assistance Network	\$5,000
Seniors Safety Program	\$6,500
Sexual Health Centre for Cumberland	\$4,000
LA Animal Shelter	\$300
Autism Nova Scotia Cumberland Chapter	\$1,120
Bridge Adult Service Centre	\$1,000
Fibre Arts Festival Society of Nova Scotia	\$1,000
Amherst & Area Tae Kwon-Do Parents Association	\$500
Amherst & Area Tae Kwon-Do Parents Association	\$1,000
Amherst Little League Baseball Association	\$10,000
Junior Mounties Basketball Club	\$600
Fundy Youth Soccer	\$692
E.B. Chandler Junior High School	\$4,000
Tantramar Seniors College	\$773
Cumberland Homelessness & Housing Support Association	\$500
Cumberland Imagination Dollywood Foundation	\$1,500
Eat Local Cumberland	\$1,500
After the School Bell Food Program	\$5,000

Maggie's Place	\$33,750
NSCC	\$20,000

Further, the CAO be directed to get more information regarding the Cumberland Imagination Dollywood Foundation;

And further, that the CAO be directed to get more information regarding the request from Cumberland County Transportation Services Society; and based on this information authorize the CAO to grant up to \$20,000.

MOTION CARRIED

Moved By Councillor Davidson

Seconded By Councillor Landry

That the pending agreement with the Amherst Little League Association be brought to a special meeting of Council as soon as possible for approval.

MOTION CARRIED

3. Adjournment

Moved By Councillor Landry

Seconded By Deputy Mayor Christie

To adjourn the meeting.

MOTION CARRIED

Natalie LeBlanc
Deputy Clerk

David Kogon, MD
Mayor

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

Date: June 21, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor George Baker
Councillor Hal Davidson
Councillor Lisa Emery
Councillor Leon Landry

Members Absent Councillor Dale Fawthrop

Staff Present Jason MacDonald, Chief Administrative Officer
Kim Jones, Director of Corporate Communications and
Community Well Being / Municipal Clerk
Sarah Wilson, Senior Accountant / Acting Treasurer
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Deputy Clerk

1. Call to Order

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

2. Council Direction Requests

2.1 Community Support Grants

Councillor Emery declared a conflict of interest with Cumberland County Museum, Seniors Safety Program, Fibre Arts Festival, Tantramar Seniors College and Eat Local Cumberland due to her involvement with these organizations.

Councillor Baker declared a conflict of interest with Cumberland County Transportation Services due to his personal shuttle service business.

Concern was expressed with not having all of the applicants' financial statements. The Committee agreed they felt they could not make a recommendation without them. Discussion ensued. The CAO suggested that the Community Support Grants Policy be amended at another time to include this requirement on the application itself and not just have it in the Policy.

3. In Camera

Moved by Councillor Davidson

Seconded by Councillor Emery

To move into an in camera session.

MOTION CARRIED

Back to Open Session

Moved By Councillor Landry

Seconded By Councillor Baker

To return to the open session.

MOTION CARRIED

Deputy Mayor Christie would like to know the total cost of the vehicle that Cumberland County Transportation Services would like to purchase. She also expressed some concern with the application from EB Chandler Junior High School with regards to funding they may receive from other levels of government.

Councillor Landry did not agree with using money set aside for poverty to fund community support grants. He suggested any monies granted above the allotted budget be taken from reserves, and further that any monies spent addressing poverty should be brought through the Advisory Committee to Reduce Poverty for recommendation to Council.

Councillor Davidson would like the budget for Amherst Little Leagues proposed new field.

The CAO advised that staff would attempt to obtain applicants financial statements as soon as possible and explore alternative funding sources for amounts over budget. A follow up meeting will be scheduled within the next two weeks.

- 4. Adjournment**
Moved by Councillor Landry
Seconded by Deputy Mayor Christie
To adjourn the meeting.

Kimberlee Jones
Municipal Clerk

David Kogon, MD
Mayor

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

Date: June 20, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor George Baker
Councillor Hal Davidson
Councillor Lisa Emery
Councillor Dale Fawthrop

Members Absent Councillor Leon Landry

Staff Present Jason MacDonald, Chief Administrative Officer
Dwayne Pike, Police Chief
Greg Jones, Director of Fire Services
Aaron Bourgeois, Director of Operations
Andrew Fisher, Director of Planning & Strategic Initiatives
Kim Jones, Director of Corporate Communications and
Community Well Being / Municipal Clerk
Sarah Wilson, Senior Accountant / Acting Treasurer
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Deputy Clerk

1. Call to Order

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

- 1.1 Approval of Agenda**
Moved By Councillor Emery
Seconded By Councillor Fawthrop
That the agenda be approved as circulated.

MOTION CARRIED

- 1.2 Approval of the Consent Agenda**
Moved By Councillor Davidson
Seconded By Deputy Mayor Christie
To approve the consent agenda as circulated.

MOTION CARRIED

- 1.3 Approval of Minutes - May 16, 2022**
The following motion was made as part of the consent agenda:
Moved By Councillor Davidson
Seconded By Deputy Mayor Christie
That the minutes of the May 16, 2022 Committee of the Whole meeting be approved as circulated.

MOTION CARRIED

2. Council Direction Requests

2.1 Saxby Gale

Moved By Councillor Fawthrop

Seconded By Councillor Emery

That October 4th be proclaimed as Saxby Gale Day and a meeting/educational seminar be arranged on the necessity to address our marsh challenges.

MOTION CARRIED

2.2 Request for Social Needs Workshop

Councillor Baker arrived at the meeting at this time.

Moved By Councillor Fawthrop

Seconded By Councillor Davidson

That social needs issues be discussed as part of Council's next strategic priority session.

MOTION CARRIED

2.3 Street Naming Policy Amendments

Moved By Councillor Davidson

Seconded By Councillor Emery

That Council forward the proposed amendments to the Street Naming Policy to the June 2022 Council meeting.

MOTION CARRIED

2.4 Bylaw to Amend the Bylaw Respecting the Amherst Board of Police Commissioners

That the following motion be approved as part of the consent agenda:

Moved By Councillor Davidson

Seconded By Deputy Mayor Christie

To amend the motion previously passed motion to read that Council approve first reading of the proposed amendment to the Bylaw Respecting the Board of Police Commissioners for the Town of Amherst, and schedule second reading.

MOTION CARRIED

2.5 Mill Street Green Space

Moved By Councillor Baker

Seconded By Deputy Mayor Christie

That Council forward approval of the Town owned vacant lot on Mill Street as the site to construct and plant a community flowerbed as a pilot project to the June 27, 2022 regular meeting of Council.

MOTION CARRIED

2.6 Dr. and Mrs. H.E. Christie Foundation Donation

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

Moved By Councillor Davidson

Seconded By Deputy Mayor Christie

That the request to receive a donation of \$13,120 from the Dr. & Mrs. H.E. Christie Community Foundation to fund a corresponding grant of \$8,000 to Amherst Little League Baseball and \$5,120 to the Cumberland County Military Museum, be referred to the June 27, 2022 regular meeting for Council's consideration.

MOTION CARRIED

3. Information Items

3.1 Provincial Notice of Legislation Effects on Municipal Revenue

Information item approved as part of the consent agenda; no direction given or action required.

3.2 Marsh Trail - ATV Issues

Moved By Councillor Davidson

Seconded By Councillor Emery

That staff be directed to complete a plan to install appropriate signage and add barricades to deter access to the Marsh pedestrian trail from motorized vehicles, other than accessibility transportation, and present such to Council by the end of this calendar year. Further, if some or all of the required work can be completed with existing resources and within the approved operational budget of the Town then some or all of that work may be carried out as time and resources permit. And further, that staff engage in discussions with the local ATV association to develop a strategy to allow appropriate access for ATVs to come in and out of Amherst.

MOTION CARRIED

3.3 Yield Sign Review

Information item; no direction given or action required.

3.4 Crosswalk Signage

Information item; no direction given or action required.

3.5 February 2022 Flooding Update

Information item; no direction given or action required.

3.6 Municipal Water Supplies – Requirements for Lead and Copper Management

Information item; no further direction given.

3.7 Strategic Priority Review

Information item approved as part of the consent agenda; no direction given or action required.

3.8 Dangerous and Unsightly Premises Semi Annual Report

Information item approved as part of the consent agenda; no direction given or action required.

5. In Camera

Moved By Councillor Fawthrop

Seconded By Councillor Baker

That the Committee move to an in camera session.

MOTION CARRIED

6. Adjournment

Moved By Councillor Fawthrop

Seconded By Councillor Emery

To adjourn the meeting.

MOTION CARRIED



COMMITTEE OF THE WHOLE

CDR# 2022055

Date: September 26, 2022

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Greg Jones, Director of Fire Services

DATE: September 26, 2022

SUBJECT: Municipal Fire Inspector Appointment – Marty Furlong

ORIGIN: Maintain operational requirements

LEGISLATIVE AUTHORITY: Nova Scotia Fire Safety Act section 19 “(1) (b) appoint a municipal fire inspector who shall carry out the inspections; and (c) ensure that the Fire Marshal is notified, in writing, of the appointment of the municipal fire inspector.”

RECOMMENDATION: That Council forward the appointment of Marty Furlong as a Municipal Fire Inspector for the Town of Amherst to the September 28, 2022 meeting of Council.

BACKGROUND: The Nova Scotia Fire Safety Act requires that Municipal fire inspectors be appointed by Council to carry out the system of Municipal Fire Inspections in accordance with the requirements of the Fire safety Act and Fire Safety Regulations.

DISCUSSION: Marty Furlong was recently promoted to the position of Municipal Fire Inspector for the Town of Amherst and has assumed the duties and responsibilities that were previously fulfilled by Mark Goodwin. However, in order for Mr. Furlong to conduct municipal fire inspections as part of our system of inspections and request corrective actions on behalf of the Town of Amherst, Mr. Furlong will need to be formally appointed. Upon being appointed as a Municipal Fire Inspector a formal letter advising this appointment must be sent the Fire Marshal.

FINANCIAL IMPLICATIONS: Nothing related to this subject.

SOCIAL JUSTICE IMPLICATIONS: Nothing related to this subject.

ENVIRONMENTAL IMPLICATIONS: Nothing related to this subject.

COMMUNITY ENGAGEMENT: A media release will be developed and issued.

ALTERNATIVES: Do not approve the designation.

ATTACHMENTS: None.

Report prepared by: Greg Jones, Director of Fire Services

Report and Financial approved by:



TO: Mayor Kogon and Members of Council

SUBMITTED BY: Sarah Wilson, Senior Accountant / Acting Treasurer

DATE: September 26, 2022

SUBJECT: Year End Adjustments to 2021/22 Capital Budget Funding

ORIGIN:

Budget Management Policy 03450-04.

LEGISLATIVE AUTHORITY:

MGA section 65.

RECOMMENDATION: That Council forward approval of the following changes to the funding for the 2021/22 Water and General Capital Budget to the September 28, 2022 Council meeting for approval:

1. Approval of the increase of Water Operating capital from revenue from \$40,000 to \$122,000;
2. Approval of the increase of General Operating capital from revenue from \$476,000 to \$493,340.64;

BACKGROUND: Both the Water and General Operating budgets had a surplus for the March 31, 2022 year end. During the 2017/18 audit, it was recommended that Council formally approve any changes to how Capital Projects are funded. The two items in the recommendation are basically year-end housekeeping items that are being brought forward to Council per the audit recommendation and to ensure awareness.

DISCUSSION:

1. Water Operating – Capital from Revenue increase from \$40,000 to \$122,000.

Prior to the increase of \$82,000 in capital from revenue, the surplus in the water operating fund was \$86,463. In keeping with the Town's philosophy of paying for capital projects in cash whenever possible, staff is recommending that capital from revenue be increased from \$40,000 to \$122,000. In prior years when capital from revenue was increased it was offset with a decrease in long term debt. In the 2021/22 water capital budget there were no projects funded by long term debt, so the additional \$82,000 capital from revenue reduced the amount of funding from the Water Depreciation fund. This will increase the ability of the Water Depreciation fund to fund future projects.

2. General Operating – Capital from Revenue increase of \$17,340.64 from \$476,000 to \$493,340.64.



The additional \$17,340.64 general operating capital from revenue was used to fund overages in two projects; the new overhead doors at the works garage and a portion of the Town Hall Council Chambers renovations. Efforts were made to fund the overages of these projects but not all under budget project funding can be used on other projects. For example, excess gas tax project funding can not be used on projects that don't meet the project qualification criteria.

Although an additional \$17,340.64 was expensed as capital from revenue in the general fund, it still left a surplus of \$669,912 (\$1,930,294 including the doubling of the Municipal Financial Capacity Grant).

FINANCIAL IMPLICATIONS: The funding of the above projects from additional capital from revenue reduces the surplus in both the water utility and general fund but it leaves more funds in the Water Depreciation fund for future year projects.

COMMUNITY ENGAGEMENT: Any community engagement would be through social media and through the publishing of our Financial Statements once approved.

ENVIRONMENTAL IMPLICATIONS: None

SOCIAL JUSTICE IMPLICATIONS: None

ALTERNATIVES:

1. Leave the funding source in the Water Capital budget as Water Depreciation Funds per the original Capital Budget. In the General Capital budget, the additional funding needed could come from Operating or Capital Reserves.

ATTACHMENTS: None

Report prepared by: Sarah Wilson, Senior Accountant / Acting Treasurer
Report and Financial approved by:

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Sarah Wilson, Senior Accountant / Acting Treasurer

DATE: September 26, 2022

SUBJECT: **2021/22 Year End Operating Reserve Transfer to General Operating**

ORIGIN: Budget Management Policy 03450-04.

LEGISLATIVE AUTHORITY: MGA section 65.

RECOMMENDATION: That Council forward approval of the following transfers from the Operating Reserve to General Operating to the September 28, 2022 Council meeting for approval:

1. Withdraw from the Operating Reserve – Reserve for Solid Waste of \$9,434.10 to fund the deficit in the Solid Waste department for the 2021/22 fiscal year.
2. Withdraw from the Operating Reserve – Reserve for Mandatory Provincial Contribution Area Rate of \$20,761.80 to fund the deficit in the Mandatory Provincial Contribution Area Rate for the 2021/22 fiscal year.

BACKGROUND: At the end of a fiscal year if there are surplus funds in the Solid Waste department and the Mandatory Provincial Contribution Area Rate, they are transferred to special reserves within the Operating Reserve called Reserve Solid Waste/Green Bin Replacement and Reserve Mandatory Provincial Contribution Area Rate. Likewise, if there is a deficit in the fund, a request is made of Council to withdraw from the reserve to fund the deficit.

DISCUSSION: The tipping fees for solid waste and recyclables were over budget by \$20,239. There were other savings in the solid waste department in wages, operational equipment, materials/supplies and tipping fees for organics that resulted in the overall deficit totaling \$9,434.10 in the Solid Waste department.

The Solid Waste/Green Bin Replacement reserve within the Operating Reserve had a balance at March 31, 2022 of \$156,215. With this request to withdraw \$9,434.10 it leaves a revised balance at March 31, 2022 of \$146,781.

The expense for housing was over budget by \$27,652. There were savings in assessment services and corrections that resulted in the overall deficit totaling \$20,761.80 in the Mandatory Provincial Contribution Area Rate.



The Mandatory Provincial Contribution Area Rate reserve within the Operating Reserve had a balance at March 31, 2022 of \$45,636. With this request to withdraw \$20,761.80 it leaves a revised balance at March 31, 2022 of \$24,874. It is noted that the housing expense for 2022/23 has come in under budget, so a transfer will be made at year end March 2023 to increase this reserve by approximately \$27,900.

FINANCIAL IMPLICATIONS: In order to have the Solid Waste and Mandatory Provincial Contribution Area Rate budgets not affect the general rate, it is important to fund these deficits from the funds that have been put into the Operating Reserve for this very purpose.

COMMUNITY ENGAGEMENT: Any community engagement would be through social media and through the publishing of our Financial Statements once approved.

ENVIRONMENTAL IMPLICATIONS: None

SOCIAL JUSTICE IMPLICATIONS: None

ALTERNATIVES:

1. Do not use the Solid Waste/Green Bin Replacement and Mandatory Provincial Contribution Area Rate funds in the Operating Reserve and reduce the General Operating surplus at year end.

ATTACHMENTS: None

Report prepared by: Sarah Wilson, Senior Accountant / Acting Treasurer
Report and Financial approved by:

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Aaron Bourgeois, Director of Operations

DATE: September 26, 2022

SUBJECT: Adjustment to the 2022/23 Water Capital Budget

ORIGIN: Budget Management policy 03450-04

LEGISLATIVE AUTHORITY: MGA section 65.

RECOMMENDATION: That Council amend the 2022/23 Amherst Water Utility Capital Budget to increase the approved budget amount in the Water Capital budget for the purchase of Inline Turbidimeters for the PRV Chambers from \$20,000 to \$40,000 and forward to the September 28, 2022 regular meeting of Council for approval.

BACKGROUND: \$20,000 was included in the 2022/23 Water Utility capital budget for the purchase of 4 inline turbidimeters to be installed in the existing PRV chambers. A request for quotations was issued in July and the lowest quoted price received came in well over the approved budget of \$20,000. The quoted price to supply the 4 inline turbidimeters is \$30,630 + applicable taxes, this does not include the cost of installation or programming of our SCADA system. Budgetary pricing obtained in January 2022 indicated a single turbidimeter would be valued at approximately \$4,200.

DISCUSSION: As previously discussed with Council during the capital budget process, turbidity is currently only monitored at the wellfield. Installing turbidity meters in our 4 existing PRV chambers will not prevent turbidity events however, an alarm for a spike in turbidity will provide staff with an indication that an event is occurring and staff can be dispatched quickly to reduce the impact of the event.

FINANCIAL IMPLICATIONS: The \$20,000 increase in funding for the Turbidimeters will be from the Water Depreciation (Capital) fund, which is also where the original \$20,000 was funded from.

SOCIAL JUSTICE IMPLICATIONS: There are no social justice implications to the recommended course of action.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications to the recommended course of action.



COMMITTEE OF THE WHOLE

CDR# 2022057

Date: September 26, 2022

COMMUNITY ENGAGEMENT: No community engagement is anticipated, other than the issuance of a media release.

ALTERNATIVES: The Town can purchase and install 2 turbidimeters which can be accommodated within the existing approved budget amount.

ATTACHMENTS: None.

Report prepared by: Aaron Bourgeois, Director of Operations
Report and Financial approved by:



MEMO

TO: Mayor Kogon and Members of Council
FROM: Councillor Landry
DATE: September 26, 2022
RE: Town of Amherst Website

I would like to make a motion that staff be directed to provide a report on a project to re-vamp our website, to be presented to the October COW.

This report would include:

1. Web site content
2. Web site structure
3. Any IT issues
4. External resources required
5. Staff training required
6. Impact on any current web hosting agreements
7. Cost and source of financing

With the idea of making the website more streamlined and content more accessible to the public.

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Kimberlee Jones, Director of Comms & Community Well Being

DATE: September 26, 2022

SUBJECT: Letter of Support

ORIGIN: Request for letter of support from Brent Noiles and Emma Brown of the Cumberland Pride Committee

LEGISLATIVE AUTHORITY: 47 (1) The council shall make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

RECOMMENDATION: That Council direct staff to prepare a letter of support for the nomination of Gerald Veldhoven to the Order of Nova Scotia, posthumously.

BACKGROUND: Mr. Veldhoven was a long time resident of Amherst and a lifelong activist who strongly supported equality for all people, especially those in the 2SLGBTQ+ community.

DISCUSSION: The Order of Nova Scotia was established to recognize Nova Scotians who, through outstanding contributions and achievements, have distinguished themselves and brought honour and prestige to themselves and Nova Scotia.

Through his years of activism and achievements, Gerard not only distinguished himself as a tireless worker for equal rights, especially for those in the 2SLGBTQ+ community, but also brought prestige to himself and to the Province of Nova Scotia.

His activism resulted in the betterment of society. It should not and will not be forgotten. Being posthumously awarded with the Order of Nova Scotia would help cement his legacy for generations to come.

FINANCIAL IMPLICATIONS: There are none

SOCIAL JUSTICE IMPLICATIONS: Providing this letter of support is consistent with Council's commitment to promote and encourage a diverse, inclusive community

ENVIRONMENTAL IMPLICATIONS: There are none

COMMUNITY ENGAGEMENT: There was no community engagement



COMMITTEE OF THE WHOLE

CDR# 2022060

Date: September 26, 2022

ALTERNATIVES: Do not provide letter of support

ATTACHMENTS:

Report prepared by:

Report and Financial approved by:



MEMORANDUM

TO: Mayor Kogon and Members of Council
FROM: Kimberlee Jones, Municipal Clerk/Director
DATE: September 26, 2022
SUBJECT: Presentation to Council Request

Staff have been contacted by Darryl MacKenzie on behalf of the Cumberland County Museum and Archives who would like to make a brief presentation to council as to their activities and goals. They also would like to highlight how they are striving to improve our services to the community.

In accordance with Policy 10350-24 Proceedings of Council Policy, I am seeking Council's direction on whether it may be interested in such a presentation. Should Council have an interest I will proceed to arrange for a presentation, suggesting that the presentation could be scheduled for September Council meeting.

MEMO

TO: Mayor Kogon and Members of Council

FROM: Andrew Fisher, Director of Planning & Strategic Initiatives

DATE: September 26, 2022

RE: **PAC motions on Council Meeting Agenda**

The Planning Advisory Committee, at its September 6, 2022 meeting, made the following two recommendations:

- 1. That the Planning Advisory Committee recommend that Council amend the Land Use Bylaw Schedule 'A' Zoning Map by changing the zoning of a portion of PID 25001926 located at Flemming Street and Paradise Avenue from Low Density Residential to General Residential.**
- 2. That the Planning Advisory Committee recommend that Council enter into the Development Agreement for Lot 21-2R as drafted.**

Requests for Council to consider First Reading of the above noted Land Use Bylaw Zoning Map amendment, and First Reading of the Development Agreement for Lot 21-2R have been placed on the agenda of Council's regular meeting on September 28, 2022.

MEMO

TO: Mayor Kogon and Members of Council

FROM: Andrew Fisher, Director of Planning & Strategic Initiatives

DATE: September 26, 2022

RE: **Council Strategic Priorities – September 2022 update**

The purpose of this memo is to provide an update with respect to Council's priorities.

1. The development and construction of a **new community centre**.

The project launch meeting took place June 13th with the steering committee and the consultant. Since that time the consultant has been gathering and analyzing data, including but not limited to market data, demographics, and community needs and trends. They have also been conducting potential user group and stakeholder engagement. At the time of writing this report, staff were scheduling a check-in with the consultant to discuss progress, additional data requirements, and the project schedule going forward.

2. A complete review of the **Town's Municipal Planning Strategy**.

Over the summer months the consultant delivered an *Issues Report* that identifies key challenges facing Amherst, best practice policies that might address those challenges, and general policy directions. Also delivered was the *What We Heard Report*, which summarizes the various methods of community engagement that took place over the initial phases of this project. These reports were discussed at a July workshop meeting with Council and the PAC to get direction around the best way to approach these the challenges. The consultant is in the MPS/LUB document drafting phase of the project, with a goal to review the draft with the PAC in October. Updates and related documents remain available at planamherst.ca

3. A complete **review of the committees of Council**, Council's participation on external boards and committees and **all Town policies and bylaws**.

This work is ongoing. Senior management is working to develop a timeline/schedule to bring forward to see that all policies are reviewed once during each councils' term.

4. The potential expansion of the **Amherst and Area Industrial Park**.

Council have instructed staff to enter into negotiations to purchase lands that may serve to address this priority, or at least significantly impact how this projects move forward. Staff continue to engage the owner of the subject potential lands.

5. Continuing to foster the conditions to **facilitate business development.**

The Gritty to Pretty Program, New Business Recognition Certificates, and support for the NS Works Job Fair held on June 1st are all initiatives aimed at facilitating business development. The Commercial Development Support Program (Tax Phase-in) is another support for business. More details and update around the initiatives are provided in latter part of the Planning & Strategic Initiatives Departmental Report.

The CAO has met with a number of larger commercial developers to promote Amherst and to ensure they were aware of the opportunities within our community.

6. Continuing the work that has been ongoing to **ensure community vibrancy.**

A group of downtown business owners/operators and stakeholders are in the process of creating a Downtown Business Association aimed at bolstering vibrancy in the downtown. This group is still getting organized but intend to request a presentation to Council to discuss the group's goals and objectives.

7. **Attracting people to live in Amherst** by ensuring it is an inclusive, welcoming community in which **to live, work and play.**

Tourism literature and marketing documentation such as the *Dining Guide*, *Relocation Guide*, and the *Create a Life You Love* are all undergoing an update. Community events such as Summer Date Nights have been broadened to include more local business participation. The Town of Amherst Focus article, A Hidden Gem, by Business View Magazine with interviews with Town Staff, was included in the July issue of the Business View Magazine website:

<https://businessviewmagazine.com/amherst-nova-scotia-cumberland-county/>

8. Promotion of the history and culture of Amherst through **continued festivals and events that celebrate our heritage and culture.**

With the return of “normal” activities without restrictions, event planning has ramped up. Canada Day events were well attended, and new “Date Nights in the Park” proved very positive. We plan to enhance these events next year. Fall Festival planning is moving forward – EsterFest, and the Scarecrow Fest are coming soon.

9. **Addressing drugs and addiction.**

Chief Pike and other provincial representatives continue to meet on the Atlantic Meth Strategy meetings, sharing information, trends and providing education on the subject of Methamphetamine and other drugs as well as the kinds of harm they inflict on our community. As a result of a focus on these issues, our partners in New Brunswick have been successful in making several arrests that have impacts on drug operations in our province as well.

Our Street Crime Unit and Major Crime Unit continue to invest their time in investigations and information concerning drugs and drug use that affect Cumberland County residents and we have been making connections to other jurisdictions, which requires coordination and cooperation from other agencies. It

can be very difficult when many of the people involved do not live in the immediate jurisdiction or are transient, often moving every 2-3 weeks.

These kinds of files require an investment of time and effort by investigators, often taking months to see results. Even when arrests are made and charges laid, investigative files can continue for years before conclusion.

10. Addressing the need for **sufficient supply of suitable and affordable housing in Amherst.**

Staff are processing several residential development applications that will address the need to increase housing choice. In a separate in-camera report, staff will provide more details with respect to additional housing development opportunities.

MEMORANDUM

TO: Mayor Kogon and Council

From: Dwayne Pike, Chief of Police/Traffic Authority

Date: September 26th, 2022

Subject: Walking Trail - Update

Over the last few months there have been many concerns voiced about the issues of Off-Highway-Vehicles on the walking Trail that runs from Laplanche Street to Derby Street along the edge of the Marsh. In response to the complaints, staff met on August 3rd to discuss the issues and possible solutions for this problem. This included a walk-through of the portions of the path that are commonly used by Off-Highway-Vehicles.

The work being done to address the issues on the walking trail follows many of the suggestions in the Memo to Council on this same issue dated June 6th, 2022 and includes:

- Posting of signs along the trail indicating that OHV's are not permitted
- Signs indicating that portions of the trail are covered by cameras
- The use of physical barriers to hinder the use of OHV's while allowing mobility scooters access to the trail
- Education and social media – prepare social media and related information items on the trail and OHV usage.

Posting of Signs

Signs have been designed, ordered and installed at regular intervals along the trail, including entrances and exits. The signs indicate that applicable charges under the Off-Highway Vehicle Act or the Protection of Property Act will be used in enforcement action for anyone in violation. Off-Highway Vehicles include snowmobiles, motorcycles, mini-bikes, four-wheel drive/Low-tire pressure vehicles, dune buggies or anything defined in Section 2(d) of the Nova Scotia Off-Highway Vehicle Act. A request has also been sent to Nova Scotia Public Works to provide signage on each end of the graveled portion of Eddy Street that goes across the marsh to Fort Lawrence. This area is controlled/maintained by TIR/Public Works provincially, but it is an “I-Class” road, not K-Class and as a result, OHV's are prohibited from using it. While it is not within our normal jurisdiction, we do have the ability to lay applicable charges or take other enforcement actions. Having proper signage posted by TIR will ensure that those using the road for this purpose will be doing so with the full knowledge that OHV use is prohibited.



Physical Barriers and Gates:

Physical barriers, in the form of concrete jersey barriers will be placed at strategic areas along the walking trail. These will be in places where the pathway is narrow and in conjunction with gates that can be locked

to allow only pedestrian and mobility scooters through. It is recognized that these areas will require regular monitoring to ensure that any barriers that have been moved or tampered with are quickly fixed/replaced. Several barriers are to be utilized along the path to ensure that they discourage people from using OHV's on the walking trail. This would include in the entrances off Laplanche Street, Eddy Street, Motor Avenue (includes moving gates closer to the wooded area to control access), Lamy Street and Derby Street.

Cameras

We are still researching the use of cameras and posted signs indicating the areas along the path that are under video surveillance. Posted signs will also ensure that people are aware that cameras are in use to discourage OHV use and/or any damage/interference to signs or barriers placed along the walking path. Cameras will ideally be placed in areas where barriers and signage exist and of sufficient quality to identify persons of interest. There are several options for cameras which include solar powered and/or night vision that have a set detection range and can send video or pictures to a cell phone or an email. Prices for each camera ranges from \$129 to \$500 not including the required data packages and extended warranty. At this time, we are looking to have cameras that are motion triggered and can send pictures when activated to an email account. Costs for this are expected to be in the area of \$800.00.

Education and Social-Media:

In working with Tom McCoag, we plan on preparing some educational materials relating to the use of OHV's in general as well as the approaches we have taken in relation to the walking trail. Some of the broader information on the use of Off-Highway Vehicles include many of the legal and safety questions around their use. There are a lot of rules and regulations surrounding the use of OHV's and this is an opportunity to educate the public on these issues. Social media will also be utilized in attempts to identify unidentified persons engaged in mischief or operating OHV's on the walking trail.



MEMORANDUM

TO: Mayor & Council

From: Dwayne Pike, Chief of Police

Date: September 26th, 2022

Subject: Homelessness

Over the last few months, our department has been responding to complaints related to the homelessness issues more and more each day. In August alone our members responded to 140 complaints that had some connection to homelessness. Over the summer evidence of homelessness has been very visible, with people sleeping in public areas or in encampments around town, most notably in the downtown area and in many cases on privately owned property. We are all very aware that we cannot police our way through the homelessness problem. Homelessness is a very complex social problem and Police, as the agency of last resort, often have to deal with. Police are not equipped with the resources required to tackle the core problems driving this issue, we can assist and often deal with some of the problems associated to homelessness, but the core issues often relating to, and causing homelessness is not within our wheelhouse. Homelessness is not caused by a single issue, but is the result of a combination of factors that can include:



- Poverty
- Unemployment and/or precarious employment
- Lack of affordable or suitable housing
- Lack or shortage of community supports in the areas of health and social welfare
- Substance-use disorder
- Mental illness and related issues
- Discrimination (of all kinds)
- Health problems

To be clear, to be homeless does not mean that you have a mental illness, that you suffer from substance use disorder or that you are a criminal. But, if you have any of these issues, your odds of finding yourself homeless is certainly increased. We know that many times, these issues easily go hand-in-hand with one reinforcing the other.

A recent report out of Cape Breton Regional Municipality had some key takeaways (August 5th, 2022):

- More than half of those identified as experiencing homelessness aged 16 or older were living with mental illness and/or addiction.

- 42 per cent were receiving income assistance.
- The gender of those surveyed was nearly the same, with 49 per cent identified as female and 47 per cent identified as male.
- Roughly 32 per cent were between the ages of 16 and 29. The next largest age group was 30 to 39 years old at 29 per cent.
- A disproportionate number (14 per cent) of those surveyed were Indigenous

When your basic needs are not being met, shelter, food, etc, the effects of homelessness, which include psychological distress, social exclusion and loneliness can be overwhelming. As a result, many of the people that we have been in contact with have been victims of a downward spiral that is very difficult to break without strong and consistent community and health supports. Many have layers of trauma that have complicated their situation. Our role as police includes respecting the privacy and the rights of everyone, regardless of their situation while keeping our community safe.

Health and housing are a provincial responsibility, but at this time, these resources are overwhelmed and in short supply. It is not a problem that is new, nor is it an Amherst problem. It has just gotten worse since the pandemic, rising costs of living and the lack of available community supports and resources. All communities are dealing with the same issues and are looking for solutions with no clear path in sight.

As police, and one of the very few 24/7 agencies, we are left to deal with problems that are associated to homelessness especially as those suffering get more desperate.

Some Examples:

- Trespassing;
- Causing a disturbance:
- Tenting/Occupying Private/Town Property
- Damage to property, Littering
- Thefts
- Requests for assistance - Hospital drives, meals, lodging etc.

Our members have been actively working with our partners and the community to address the many concerns people have. In many cases we have removed people, or advised them that they are not permitted to be on private property and have had to enforce trespassing legislation. We need to remember that homelessness is not a crime and we need to understand and guard ourselves ‘the criminalization of homelessness’ as many homeless people are looking for means of getting by and surviving, which is often reported to police.

Police services, courts, and correctional facilities are not equipped to address the issues that are unique to people experiencing poverty and homelessness, nor can they be substitutes for health and social services. Police officers may not be properly trained or have the time and resources to deal with the complex needs of persons experiencing homelessness and individuals with mental illnesses. In many cases, police authorities under provincial mental health laws are limited. Despite their situation, people still generally have free will and the right to make decisions for themselves. In many communities, police are forced to take on the role of mental health worker when such resources are unavailable or overwhelmed.

Without immediate intervention, this problem is likely going to get much worse. It is not uncommon for people to come to our office asking to stay in our foyer as the only agency that is open 24/7, we are then left to deal with such problem while other agencies do not offer 24-hour service. This causes a drain on our available resources for core policing issues. We are often fielding all these calls as mental health; as community services and EHS are not readily available, even though they are the agencies much better equipped to deal with many of the core issues that are driving the homelessness issue. This is a huge problem for us as police agencies, who generally do not have the capacity or the resources to manage these kinds of complex issues.

Our department, primarily through our Crime Prevention Coordinator, has been working closely with our community partners such as the YMCA, youth development centre, the Salvation Army, Community Services, mental health and addictions, the withdrawal management unit in Springhill and other resources to assist in alleviating these issues and providing some support to those who need it, but in many cases, these are temporary solutions.

2022 – Homelessness Files (associated to)

Date	# Files associated to homelessness	Total complaints for the day	Scoring
August 1	2	14	Trespass/Suspicious persons
August 2	2	22	Susp person/Property Check
August 3	2	27	Trespassing
August 4	3	19	Trespass/Susp person/mischief
August 5	4	27	Susp person, property check
August 6	3	14	Trespass/Other
August 7	2	17	Susp person
August 8	2	14	Susp person/Property check
August 9	6	19	Trespass/Crime Prevent/Susp person
August 10	2	26	Mischief/susp person
August 11	1	21	Susp person
August 12	3	16	Trespass/Suspicious person
August 13	3	15	Trespass/Suspicious person
August 14	2	14	Trespass/mental health
August 15	7	29	Trespass/disturb peace/
August 16	2	24	Trespass
August 17	9	34	Wellbeing/trespass/liquor act
August 18	5	23	Assault Police/Trespassing/threats
August 19	7	31	Wellbeing check/trespass/disturb the peace
August 20	4	26	Ass with weapon/trespass/susp person
August 21	2	23	Susp person/trespass
August 22	9	20	Mental health/Trespass/susp person
August 23	10	26	Breach of Peace/Trespass/susp person
August 24	7	28	Wellbeing check/mischief/trespass
August 25	5	23	Susp person/disturb peace/trespass
August 26	6	27	Trespass/disturb peace/wellbeing check
August 27	6	27	Trespass/liquor act
August 28	2	16	Assistance/Abandoned property
August 29	10	30	Trespass/susp person/wellbeing check
August 30	3	23	Theft/trespass
August 31	9	19	Abandoned property/threats/assaults

Monthly Report

Corporate Services

September 2022

CORPORATE SERVICES

The 2021/22-year-end audit commenced in July and was completed in September. The financial statements will be presented to the Audit Committee on September 27, 2022. The first quarter financial report will also be presented to the Audit Committee at the September meeting.

PAYROLL

Payroll and WCB remittances are up to date.

Payroll remittances are remitted to CRA bi-weekly by the payroll company.

WCB is remitted automatically via our payroll provider.

FINANCIAL

2022 Assessment Appeals – the Town received the appeal inventory from PVSC on March 1. There was a total of 59 appeals of which forty-seven (47) appeals are complete, seven (7) outstanding, five (5) withdrawn. NSAAT 16 accts – five (5) complete, one (1) withdrawn and ten (10) outstanding as of Sept 1/22.

Tax Certificates – there were 26 tax certificates requested in the month of August 2022.

Water/Sewer – The 1st quarter water billing has been completed. Water/sewer bills were due August 31, 2022.

Staff continue to investigate and arrange appointments for customers of water meters that require replacement and/or repair.

2022 Final Tax Sale Notices – 57 notices were sent on August 12/22, with a response date of Sept 7/22. Properties that didn't pay in full or make payment arrangements will be sent for title search on Sept 12/22.

	# Of Accounts Appealing	Total Assessment Value Being Appealed	Appeal Completed as of Sept 1/22	Pending as of Sept 1/22	Withdrawn as of Sept 1/22	Outstanding Appeals as of Sept 1/22	Appeals Successful as of Sept 1/22	Loss of Assessment Value	Amount of Revenue Reduction	Nova Scotia Assessment Appeal Tribunal Status
Residential /Resource	50	\$18,445,300	43	0	5	5	11	\$ 223,700	\$ -3,736	9
Commercial	9	\$7,246,500	4	0	0	2	3	\$ 333,500	\$ -14,908	1
TOTAL	59	\$25,691,800	47	0	5	7	14	\$557,200	\$-18,644	10

CUSTOMER SERVICE TRACKING – E11

There was a total of 72 opened cases in August and 63 cases closed. The category with the most opened/closed cases in August were related to complaints for dangerous or unsightly premises.

HUMAN RESOURCES

Executive Assistant/Dispatch Coordinator: a competition was held in August following the announcement of the current EA-DC's pending retirement. We are pleased to welcome and appoint Monica Ettinger to the Amherst Police Department as the incoming replacement for the position.

Land Use Planner, GIS Technician: recruitment efforts for these positions continue.

2022 Summer Students: summer students have concluded their positions and have returned to their studies. We thank them for a great summer and are pleased to have the opportunity to provide meaningful work experience for youth in the community. We wish them well in their studies.

INFORMATION SERVICES (IS)

We were busy with all the everyday Desktop IT issues that occur in all the buildings for the Town of Amherst. Continued to update the Town's servers and applications. Ordered new laptops and desktops. Moved on premise exchange server to cloud version. Received and installed new Xerox copiers at Public Works, Fire Department, Police Department and Arena.

IS Cases/Incidents Stats

	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022
Opened	9	2	1	1	4	13	4	14	4	5	6	3
Closed	10	3	1	0	3	11	7	10	9	5	4	3

Monthly Departmental Report

Operations

September 2022

In addition to their routine maintenance work Operational services staff worked on and completed the following projects during the summer:

RECREATION and HORTICULTURE

- Daily cleaning and inspections of park washrooms. Washrooms are open daily from 9:00am to 7:00pm
- Staff and summer students were busy during the summer with regular mowing and grass trimming.
- The Storybook Activity Walk, originally located at Rotary Park was moved to the Four Fathers Library for the summer.
- The ice plant at the Amherst Stadium was started on August 6 and the ice surface was ready for rentals on August 24th.
- Scheduled skating times for Seniors & Adults, after school and public skating will begin on October 4th.
- User groups with regular ice time scheduled in September include; Amherst Junior A Ramblers, Cumberland County Cool Blues, Roy Maltby Fundy Hockey School, Amherst Skating Club and Mount Allison Women's Varsity Hockey Team.
- When the weather was inclement, staff performed maintenance and cleaning at the stadium.
- The walking track is generally open Monday to Friday from 8:00am to 9:00pm, these hours may vary until outdoor park maintenance staff transition to fulltime stadium operations.
- The Robb Complex will remain open for use until late October.
- The Dickey Park and Lions Park splash pads will be closed for the season of September 15th.
- Daily watering and weeding of the flowerbeds.
- Self watering hanging baskets worked well during the hot July weather, baskets only needed to be watering every second day.
- Weekly waste collection in parks and dog waste receptacles, emptying and restocking.
- Ongoing litter pick-up in the Downtown and parks.
- Investigation of tree issues from concerned residents.

PUBLIC WORKS

- One broken main was repaired – Dickey Street
- Transmission main from the Tyndal Lane wellfield to the Willow Street reservoir was cleaned with foam swabs.
- Leak detection survey was completed over the summer with the newly purchased leak sounding equipment. Several leaks were identified in the distribution system, water crew pinpointed the locations and repaired the leaks. The majority of the leaks discovered were at fire hydrant leads and abandoned services.

- Work is underway for the construction of the accessible pathways in Lions Park, Dickey Park, Rotary Park and Beacon Park.
- The new regent Street sidewalk and South Albion sidewalk replacement was completed.
- Drinking fountain was installed at the skate park and the sun shelter is under construction
- Replacement of the corrugated storm sewer on Boylston Avenue from Milford to Elmwood was completed.
- Quarterly meter reading was completed in July and followed up with meter repairs and investigation of high or no recorded flows for the billing period.
- Department of Environment completed an inspection of the wastewater treatment plant on September 7th. This was completed as part of the renewal process for the approval to operate the plant. To date, no comments received from DOE.
- Staff met with David Wightman on September 8th. Mr. Wightman made a brief presentation on the establishment of a marsh hiking trail that would basically extend the existing marsh trail from the end of Derby Street across the marsh following the dykes, connecting with the ship railway to Eddy Road and back to Town.

Upcoming and ongoing projects:

- Contracted patching of service cuts and spreader patching streets is ongoing.
- Annual unidirectional flushing of watermain commencing in September and will be ongoing until early October.
- Annual sewer main flushing and video inspection program will take place in late September.
- Two new flag poles to be installed at the YMCA, due to supply issues the new flagpoles are being fabricated by Public Works staff. To be completed prior to September 30th.
- Construction of the walking trail from Willow Street to Abbey Road to be started in mid September.
- Construction of the area for small dogs at the dog park is scheduled to start on September 29th.
- The aeration and fertilizing of green spaces and sports field will take place in early October
- Tennis nets and wind break at the Lions Park will be taken down during the first week of October.
- Park washrooms will be winterized and closed for the season on October 11th. (Dickey Park washroom will remain open for the winter).
- Hanging baskets and annuals will be removed from flowerbeds in late September and bulbs will be planted in October
- The Amherst Junior A Ramblers home opener is scheduled for September 17th.

Monthly Departmental Report

Police Services

September 2022

This report covers the month of June, July & August 2022

TRAINING

Use of Force – Instructor Training – June 20th - 24th – Cpl Walsh and Cpl Hebert attended the Atlantic Police Academy for the 3rd week of the Use of Force Instructor training which focused on High-Risk Vehicle Stops, building searches and high-risk arrest procedures. This training is to be provided to our members over the next year.

Drug Recognition Expert: From June 2nd to the 7th, D/Cst Jeff Goodwin attended and completed his DRE certification in Jacksonville, Florida which includes doing in-person assessments of persons who are under the influence of various drugs and controlled substances. This course is paid for by the Department of Justice.

Crisis Intervention Team Training: This training was postponed due to covid restrictions several times but was scheduled for June 6th to the 9th 2022 and provided certification for up to 8 APD members and members of the Cumberland RCMP. The training was hosted at the Amherst Police Department, with instructors provided by NS Mental Health and the cost shared between APD and Cumberland RCMP.

First Aid: With the assistance of Halifax Regional Staff, who provided the training, all members received first aid training during the week of June 13th to the 17th. Due to the type of police response, the training had an extra focus on treatment and techniques that can be specific to police officers. Guards and Crossing Guards also received first aid training courtesy of Halifax Regional Police on August 31st.

Firearms/Carbine Training: All members are scheduled to complete firearms/carbine training throughout the month of September. This includes annual qualifications for Carbine/9mm and Shotgun

PERSONNEL

Executive Assistant Position: On June 1st, Nancy Guilderson, who has been our Executive Assistant since June 1, 1992 (30 years) gave notice of her intention to retire in December 2022 with her last day being December 24th, 2022. Nancy has worked with APD through 4 different Chiefs and 5 different Deputy Chiefs and has been responsible for the supervision of all of our civilian staff. Her responsibilities are almost too numerous to count and the task of finding a replacement for her has been completed. As a result of her intentions, and following a competition, we have hired Monica Ettinger as Nancy's replacement. She will work alongside Nancy over the next 3 months to learn the job. Monica completed PROS training during the week of September 12th.

OPERATIONAL

Drop-in Ball Hockey – July 5th to August 4th: Over the summer, the Amherst Police Department hosted "Drop-in Ball Hockey" with the assistance of the Town of Amherst Recreation Department. Ball hockey was held with different age groups on Tuesdays and Thursdays and was free. On a couple of occasions, as a result of high daily temperatures, ball hockey was replaced with softball and foam fights!!!

Impaired Driver - Albion/Church Street – A 38-year-old male has been arrested and charged with impaired driving and failure to remain following an accident at the intersection of Albion Street and Church Street. A property owner called police and advised that a vehicle had come through the intersection at that location and struck the building, smashing the window before fleeing the scene. The vehicle, which sustained damage to its front end, was located by police minutes later on Prince Arthur Street and the driver was arrested. He is scheduled to appear in court at a later date.

Assault - Amherst Centennial Walking Trail – A 24-year-old male is facing numerous charges in relation to an incident that happened along the Amherst Centennial Walking Trail on July 17th, 2022. The male is alleged to have been operating a side-by-side off-highway vehicle on the trail when he was stopped by 2 senior citizen pedestrians who were walking on the trail. The male allegedly grabbed the senior male and then pushed him into the bushes and then also pushed the female partner into the bushes. Both sustained scratches and injuries. With the help of witnesses, the suspect was identified and arrested and his OHV was seized. The male was later released but is facing numerous charges relating to the operation of the OHV, damage to property and the assault against the 2 pedestrians who were using the walking trail.

Homelessness Issue: We have seen a dramatic increase in visible homelessness in the past few months. In August alone our members responded to 140 complaints that had some connection to homelessness. Over the summer evidence of homelessness has been very visible, with people sleeping in public areas or in encampments around town, most notably in the downtown area and in many cases on privately owned property. We cannot 'police' our way out of homelessness. Just because someone is homeless, does not mean that they are a criminal, but there are many barriers to help and stigma is attached. In some cases, there exists other issues relating to substance-use disorder and mental illness. Complaints regarding homeless encampments is often accompanied by complaints of littering, garbage and other property-related issues. In many cases, even when encampments are vacated, there is a large amount of refuse and associated property left behind. Sadly, there are very few resources available for this issue and we are experiencing the same problems as other jurisdictions. We are working with our partners to find solutions, but sadly, many solutions are only temporary.

Cops and Community BBQ – August 11th: On August 11th Staff and members of the Amherst Police Department partnered with the YMCA and had a great time serving up hamburgers and hotdogs in Victoria Square. We had an AMAZING turn out, and it was an excellent chance to connect with our community.

Stats Canada – 2021 Stats Canada Releases: Stats Canada recently released the 2021 statistics related to policing. These stats relate to the number of complaints police receive, crime severity stats and clearance. The **Crime severity index** takes into account both the volume and the seriousness of crime. The index is calculated with weight assigned to each offence that are derived from average sentences handed down by criminal courts. The more serious the average sentence, the higher the weight for that offence. As a result, more serious offences have greater impact on changes in the index. All criminal code offences are included in this index. As an example, the 'weight' assigned to an attempted murder is 1695.69, while an aggravated assault has a weight of 491.28. Common assault is assigned a weight of 26.39 and frauds are assigned 121.72. Because CSI is also dependant on the population, a very serious crime in a smaller town can have a dramatic effect on the calculated CSI. Some stats are converted to 'rates per 100,000 population' to show how departments compared to one another. This is done by dividing the number of incidents (or staff members etc) by our population and then multiplying by 100,000. This makes it possible to easily compare departments in specific categories. We are very often compared to 3 other municipalities who have their own police departments in relation to crime, incidents and policing because of our population and structure.

Crime Severity

In regard to Crime Severity, Amherst had a crime severity index of 143.32 in 2021. This is the second highest compared to New Glasgow at 154.46, Truro at 83.90 and Bridgewater at 72.52. Amherst also came second in 'violent crime severity' at 179.01, while New Glasgow was 205.80, Truro was 150.75 and

Bridgewater was 89.73. We were second with the 'non-violent crime severity index' of 130.14 as compared to New Glasgow (135.63), Truro (59.75) and Bridgewater (66.17).

Incidents and incident Rate

Stats Canada tracks the number of criminal incidents that police departments report and respond to. In 2021, APD members responded to a total of 1,397 criminal incidents. New Glasgow responded to 1,627. Truro and Bridgewater responded to 959 and 690 respectively. Taking into consideration our population, Amherst had the highest incident rate of 14,353, followed by New Glasgow with 13,624 and then Truro and Bridgewater with 7,269 and 7,631 respectively.

Police officers to Population

When compared to the other 3 municipalities, Amherst remains the lowest police to population of all 4. With an authorized full-time number of 24 police officers, our police to population rate is 251.7. New Glasgow has the highest ratio with 35 authorized members and a ratio of 302.9. Truro has 36 officers with a ratio of 278.3. Bridgewater, with the smallest population of the 4 municipalities has 25 members and a ratio of 282.3.

OPERATIONAL STATS – June 2022

Occurrences:	581	Criminal Code Charges:	67
Impaired by Alcohol:	4	CDSA:	0
Impaired by Drug:	1	CBCA:	1
Traffic Tickets:	39	PPA:	1
HPA:	0	Traffic Written Warnings:	18
Vehicle Checks:	144	LCA:	3
Foot Patrol Hours:	24 hrs 26 min	Bike Patrol Hours:	0

OPERATIONAL STATS – July 2022

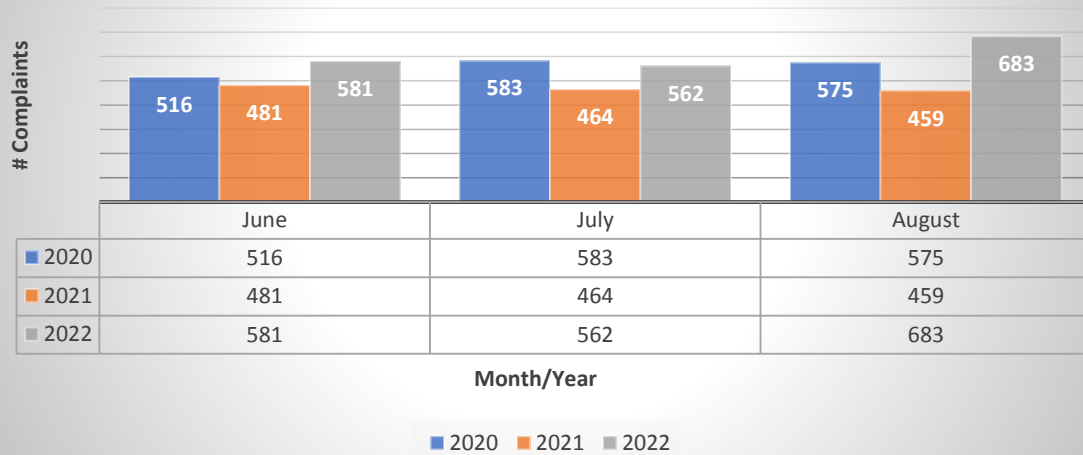
Occurrences:	562	Criminal Code Charges:	64
Impaired by Alcohol:	3	CDSA:	0
Impaired by Drug:	0	CBCA:	0
Traffic Tickets:	39	PPA:	2
HPA:	0	Traffic Written Warnings:	14
Vehicle Checks:	98	LCA:	1
Foot Patrol Hours:	16 hrs 45 min	Bike Patrol Hours:	0

OPERATIONAL STATS – August 2022

Occurrences:	683	Criminal Code Charges:	70
Impaired by Alcohol:	3	CDSA:	1
Impaired by Drug:	0	CBCA:	0
Traffic Tickets:	1439	PPA:	0
HPA:	0	Traffic Written Warnings:	7
Vehicle Checks:	82	LCA:	3
Foot Patrol Hours:	17 hrs 36 min	Bike Patrol Hours:	0

APD Occurrences

Months of June, July & August



Monthly Departmental Report

Fire Department

September 2022

RESPONSES (JUNE, JULY, AUGUST)

Town of Amherst – 44 events

3	Smoke alarm activations
3	Smell of smoke / Air quality check
20	Monitored alarm activations
2	Motor vehicle accidents
6	Open burn / Wildland fire / Mulch
3	Structure fires
2	Oven malfunction
1	Medical assist
3	Dumpster / Garbage can fire
1	Vehicle fire

Contract area (District 2) – 12 events

1	Monitored alarm activations
6	Motor vehicle accidents
1	Vehicle fire
1	Open burn / Wildland fire / Mulch
1	Hazardous material
1	Medical assist
1	Trapped in elevator

Support to other areas – 4 events

2	Mutual Aid – Tidnish
1	Mutual Aid – Shinimicas
1	Mutual Aid – Sackville, NB

FIRE PREVENTION

Over the summer months the department has completed 3 in person fire prevention sessions with youth groups. The fire prevention committee is focusing on the fire prevention plan for the 2022 fire prevention week. This year, Fire Prevention Week will take place from October 9th –15th and the national theme this year is, Fire won't wait. Plan your escape™. Also, this year marks the 100th anniversary of Fire Prevention week™ and Canadian Public Safety Operations Organization (CanOps) in partnership with the National Fire Protection Association® (NFPA) and Co-operators will be providing Fire Prevention Week kits to select fire departments across the country. This year the Amherst fire department has been chosen to receive a fire prevention kit which Chief Jones will receive mid-September. Also, during fire prevention week this year the department will unveil a new tool that will help us spread our fire prevention message. More details to follow.

PROFESSIONAL DEVELOPMENT

Recruit fire fighter training - Our recruit firefighters have completed their in-house basic fire fighter training program. The next phase of their program will focus on redefining their skills and preparing them for certification at the fire school.

Equity, Diversity and Inclusion course – Over the summer months 18 members of the department took part in a virtual Equity, Diversity and Inclusion course that was presented by the Canadian Association of Fire Chiefs. This self paced course provided members with an opportunity to obtain Equity, Diversity and Inclusion training and time to reflect on the information provided while completing various exercises. This course was a pilot program that allowed members of our department to provide input which will help shape the future delivery of this program nationally.

Atlantic Fire Service Leadership Conference - During the month of July, Chief Jones attended this conference in Halifax. This conference featured information sessions and a slate of keynote speakers who spoke on various subjects like leadership, fire prevention, recruitment and retention, equipment purchasing and mental health. A trade show at this event featured vendors from across Canada, who presented specialized products and equipment, along with exhibits of new processes and techniques for fighting fires.

RECRUITMENT

The fire department continues to look for new members to join our team. For more information on becoming a member of the Amherst fire department, please go to www.amherst.ca/volunteer-firefighter.

COMMUNITY EVENTS

Fire fit competition: The members of the Amherst Fire Fighters Association presented the Atlantic regional fire fit competition, which took place in Amherst from July 23rd to July 25th at the Atlantic Superstore parking lot. This event saw individuals and their families from across the country travel to Amherst to compete. The organizing committee, event sponsors, volunteers, vendors and our spectators made this event a huge success. Also, after numerous hours of practice and commitment to advancing their skills, numerous members of the Amherst Fire Department competed in the competition and achieved excellence results, including a team that qualified for nationals.

UPCOMING EVENTS

Fire fighter's memorial: This is an important time to recognize all emergency first responders, past and present for their dedicated service. This year's event is tentatively scheduled for mid-October.

Monthly Departmental Report

Planning & Strategic Initiatives

September 2022

The attached reports list the permits issued between June 1st and September 1st, 2022; as well as year-to-date multi-year comparisons. As indicated on these charts and graphs, development remains strong across all sectors. At 35 dwelling units, residential development is slightly ahead of the same period from last year; however, staff anticipate 2022 will end strong with several multi-unit developments at various stages of the approval process.

The PAC met September 6th where an order was given to demolish accessory buildings located 112 Cordova Street. The committee also made recommendations with respect to an application to rezone a portion of vacant land on the corner of Fleming and Paradise Avenues, and an application for a development agreement to allow an apartment complex south of E.B. Chandler School. Consideration of First Reading for both issues will be on the agenda of the September regular meeting of Council.

With regard to the MPS renewal project, the consultants have completed an 'Issues Report' and a 'What We Heard Report' that was reviewed with Council and the PAC in July to discuss the issues and get direction around policy direction. New MPS and LUB documents are currently being drafted and will be presented to the PAC, likely in October. As always, updates and related documents remain available at planamherst.ca

Downtown business stakeholders have gotten together to create an Amherst Downtown Business Association (ADBA) to focus on promoting downtown vibrancy. The BDO has attended two recent meetings in an ex-officio role during which a Board of Directors was nominated, vision and mission statements were developed, and goals and ideas for the association were discussed. The ADBA aims to hold further meetings over the coming months, with the intention to make a request to present to Town Council in the near future to introduce the association and share its objectives.

Tourism literature and marketing documentation such as the *Dining Guide*, *Relocation Guide*, and the *Create a Life You Love* are all undergoing an update. Community events such as Summer Date Nights have been broadened to include more local business participation. For promotional efforts, the Town of Amherst Focus article, A Hidden Gem, by Business View Magazine with interviews with Town Staff, was included in the July issue of the Business View Magazine website:

<https://businessviewmagazine.com/amherst-nova-scotia-cumberland-county/>

The article can also be seen on TOA Facebook pages, Twitter and the TOA website under the Business tab.

The *Mind Your Business Workshops Partnership* fall itinerary will include three workshops hosting across Cumberland County this fall. The September workshop taking place in Parrsboro is focused on Tourism. October is retail focused on preparing for the Holidays, to be held in Amherst, and in Pugwash in November is tax preparation for the retail sector. More information can be found on the Connector Website under programs.

<https://www.cumberlandbusinessconnector.ca/>

New Business Recognition certificates were presented to 5 new businesses: JPN Financial Services, Glow Hair Esthetic and Tanning, Angela's Heavenly Embrace Bra Boutique, Johny's Java and Boundary Barbershop. Each business received certificates from members of council and their businesses were promoted on social media.

Business community engagements continue with a particular focus on small business. Feedback of concerns and issues are being brought to the supporting institutions gathered as Team Cumberland to discuss and develop solutions. The labour shortage continues to be the most immediate issue in all sectors. The Business Connector has released the Cumberland County Business Support Tree. Similar to the Cumberland County Helping Tree, it is an interactive document that guides businesses to available support services based on different business concerns or needs. <https://www.cumberlandbusinessconnector.ca/resources.html>

The 2022 Gritty to Program has been accepting applications with 7 submissions so far. Challenges with contractor availability has impacted participation as some businesses have not been able to receive quotations. The BDO and the Amherst Chamber of Commerce have been supporting the program by liaising with contractors and businesses to build potential projects.

Work continues on the new TOA-owned Electric Vehicle Charging Station with the equipment pending delivery in September. Staff continue to work with Clean Foundation to showcase this project and support the adoption of Electric Vehicles.

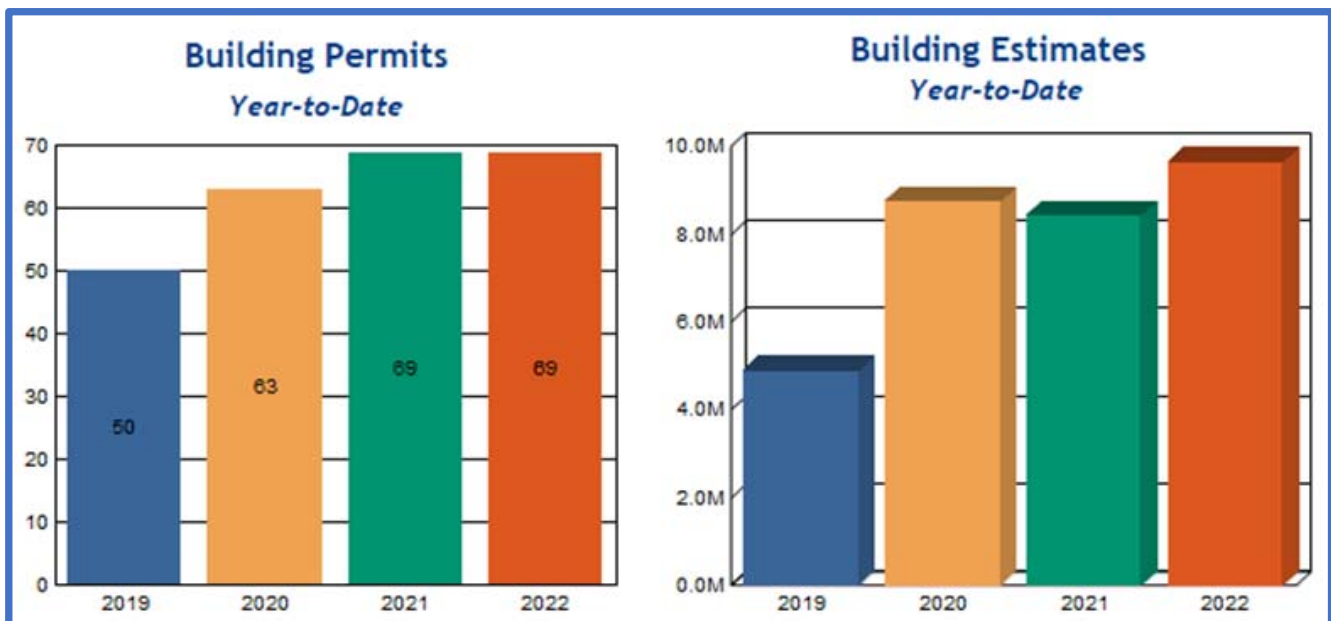
Cornerstone Housing is finalizing its plan for the renovation of 8/10 Prince Arthur Street for affordable housing purposes. A structural report has been completed with cost estimates, which will be used to seek third party funding. Staff have requested a progress update from the organization for Council's review. Project commencement is based on sufficient funding received to feasibly move forward.

The submission for the Green Municipal Fund from the Federation of Canadian Municipalities is being formalized for the LED Streetlighting Upgrade. From the approval of this funding application, the TOA in partnership with LED Roadway Lighting will prepare the complete retrofit of the entire streetlighting inventory. Additional sensory features such as traffic measurement and dimming control will be included in the new streetlight functionality.

Year-to-Date Development Activity as of September 1, 2022

ACTIVITY REPORT				For Period 2022-01-01 to 2022-09-01		
Type	Previous Period			Current Period		
	Permits	Units	Value of Construction	Permits	Units	Value of Construction
Single Family	22	5	768,012	17	5	874,386
Duplex/Semi	1	2	300,000	0	0	0
Apartments	7	23	2,612,000	8	30	2,794,800
Other Residential	20	0	192,378	30	0	463,900
Commercial	16	0	479,874	12	0	2,865,742
Industrial	2	0	4,069,500	2	0	2,658,558
Inst & Gov	0	0	0	0	0	0
Agriculture	0	0	0	0	0	0
Other	1	0	5,000	0	0	0
Total	69	30	8,426,764	69	35	9,657,386

Multi-Year Comparison



Monthly Departmental Report

Community Well Being

September 2022

Active Living

- ParticipACTION took place in June, Amherst came in 5th with our highest participation and number count to date!
- We hosted Try-it Tennis and Try-it Pickleball sessions
- Free PIYO (pilates/yoga) in the Park took place every Wednesday evening in June and July. Approx. 25 people attended each session in June with approx. 10 each session in July when it was warmer.
- Summer programming ran from July 4 – August 19 with our 5 summer students. They ran host of summer programming including tennis program, park days, beach volleyball, pickleball, basketball, and roller skating.
- The summer students also created some graphics for summer programming, made park feature videos and other videos highlighting the town for social media
- In partnership with APD, the town ran a successful ball hockey program for 5 weeks starting in July.
- The Make Your Move pilot project ran until the end of August. Evaluation of the program are currently being promoted on social media.
- Amherst Cumberland Multisport program started Sept. 11 with 25 children registered. They start their first skating session on Sept. 13. The Town hired two facilitators to support this program.
- A walk with NSISC at the Amherst Bird Sanctuary had been planned for August but was cancelled due to the weather. It has been rescheduled for Sept. 14.

Culture , Marketing & Events.

- Three of the ‘A’ summer students attended the Emancipation Day celebrations with games for the kids.
- Partnered with the Fiber Arts Committee and worked with Public Works to arrange the banners and coordination of sandwich boards for the week.
- Canada Day was held July 1st, with approximately 800-1000 people in attendance. As our first “back to normal” event in over 2 years, staff were very pleased with the outcomes. The event was successful with lots of positive feedback from the community.
- Hosted two Date Nights July 14th and Aug 11th. First Date night brought out approximately 150 people and the second date night, over 300 attended and enjoyed live music, games and prizes.
- Planning consisted of purchasing games, working with businesses, hiring entertainment, logistics, marketing and promotion.
- Started an Ad campaign with Cumberland Life to promote Town of Amherst Events
- Initial planning of Truth & Reconciliation Day. Flag Raising – Kindness Rock Messages
- Planning and bookings for Esther Fest & Scarecrow Stroll being held from October 17-31

Website & social media

- Updated website content & Graphics, Facebook, Instagram and TikTok posting and community calendar updates

- Updated brochures – Dining guide, Amherst Activity guide/Map / Weekly What's Up Amherst.
- Plans are well underway for Scarecrow Fest, Ester Fest and a Great Amherst Street Party in October

Community Well Being

Accessibility-

- Distribution of surveys to various community and provincial groups including Physio/OT, Salvation Army, Red Cross, Home Care and VON, Seniors Safety and Autumn House
- Had meetings with Joanne Hopper BASC, Erin Duffy physio, Autism (Elaine Mazur) and had 10 meetings at the Cobequid Housing Authority buildings throughout town and Lakeside to gain feedback from the tenants.
- Made calls and sent emails to the Y's men, Zonta, Legion and Salvation Army to set up meetings for September/October
- Inputted all surveys that were received at the office
- Began compiling information towards a draft strategy document

Inclusion, Diversity and Equity

- Began working towards first draft of a strategy

Intermunicipal Poverty Reduction

- Updated all Housing, Community services, food insecurity contact information for the committee
- Researched stats for poverty strategy and investigated other poverty reduction strategies across the country
- Worked on draft strategy for the PRAC committee

Community Partnerships

- Attended meetings on Youth Homelessness, YMCA homelessness project updates, Disability Pride event, Youth Employment Diversity in the Workplace symposium (virtual), New Settlers Committee meeting (also worked on fundraising concepts for this committee), and attended the Parks Accessibility Conference (virtual)

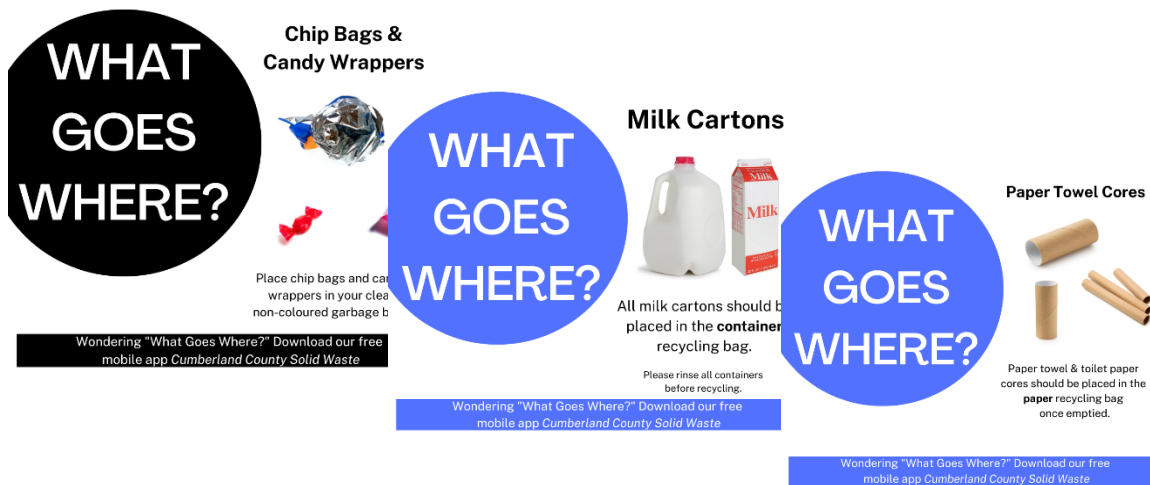
Monthly Departmental Report

Solid Waste Education and Enforcement

September 2022

Social Media

Monthly “What Goes Where” posts focusing on common “problem” items. Attention was also given to Weekly Organics Collection, Household Hazardous Waste Events, Shred Event, and Safe Disposal of Sharps.



Household Hazardous Waste (HHW) Fall Events

The first round of events are scheduled for September 17th in 4 locations (Parrsboro, Pugwash, Oxford, and Springhill). The Amherst event is scheduled for September 24th from 9:00 a.m. – 12:00 p.m. at the Amherst Fire Hall.

Education & Enforcement Contracts/Agreements

Region 3's Education and Enforcement funding contracts for 2023 have been finalized and signed by Divert NS. Staff are currently working on fulfilling the requirements outlined in the contracts.

Cobequid Housing Apartment Visits

Education visits continue with tenants of the Cobequid Housing Authority to review sorting requirements. The final areas to cover are Oxford, River Hebert, Joggins, Pugwash, and Wallace.

Event Greening

Oxford Exhibition- worked with exhibition staff and provided green bins & signage to ensure that the exhibition was set up for proper sorting.

Fundy Youth Soccer BBQ- Staff provided containers and signage for the end of the year BBQ to give residents the option to sort properly.

Solid Waste Hotline

The Solid Waste Hotline continues to be busy receiving between 450-500 calls per month.

Shred It Event

The annual Shred Event was held in Amherst in the Fire Hall Parking Lot on September 8th. We accepted materials from 49 vehicles. Residents commented on how happy they were to have this service provided.

Solid Waste Collection Contract

The Town of Amherst and the Municipality of Cumberland continue to work on a joint RFP for collection services which would commence on April 1, 2023.