

**Minutes of a Regular Meeting of Amherst Town Council
Held in Council Chambers
Monday, May 28, 2007 at 7:00 PM**

PRESENT: Mayor Jerry Hallee
Deputy Mayor George Baker
Councillor Robert Angel
Councillor Ed Chitty
Councillor Dale Fawthrop
Councillor David March
Greg Herrett, CAO
Rebecca Purdy, Executive Assistant

REGRETS: Councillor Terry Rhindress

1. O'CANADA

2. PRESENTATIONS

2.1. Presentation of Certificates

Amherst Town Council recognized three individuals for their recent selfless actions in coming to the assistance of others. Mike Fullerton was recognized for his assistance during a house fire on May 7th. Billy Langille and Kenneth Lowther were recognized for assisting an individual in a motor vehicle incident on April 30th. Certificates were presented to Mr. Langille and Mr. Fullerton; Mr. Lowther was unable to attend. In presenting the certificates, Mayor Hallee said, *"Each of these gentlemen were simply passers-by at events which were traumatic to those directly involved. Their actions are shining examples of the values we aspire to as members of this community and, indeed, as human beings."*

2.2. Fundy Shore Tourism Destination Area Committee Presentation

Stephanie Ogilvie made a multi-media presentation to Council about the efforts to date of the Fundy Shore Tourism Destination Area Committee.

3. CALL TO ORDER

Mayor Hallee called the meeting to order at 7:25 PM.

4. ACTION ITEMS

4.1 Additions to the Agenda

4.2 Approval of Agenda

Moved by Councillor Chitty, seconded by Councillor Fawthrop to approve the Agenda as distributed.

MOTION CARRIED

4.3 Approval of Minutes – April 30, 2007 Regular Meeting

Moved by Councillor Angel, seconded by Councillor Chitty to approve the Minutes of the April 30, 2007 regular meeting as presented.

MOTION CARRIED

4.4 Request for Grant – Cumberland Early Intervention Program

Moved by Councillor Fawthrop, seconded by Councillor March that Council approve a grant to Cumberland Early Intervention Program in the amount of \$1,000 and that the Treasurer be directed to disburse a cheque in that amount, with monies to come from the Grants to Organizations budget.

MOTION CARRIED

4.5 Request for Proclamation

Moved by Councillor March, seconded by Deputy Mayor Baker that the Mayor sign a proclamation on behalf of the Amherst Town Council proclaiming the month of June 2007 as Child Care Awareness Days, promoting the value of quality child care and of those who provide it within this community.

MOTION CARRIED

WHEREAS quality childcare is an investment in our present and in our future; and

WHEREAS, by providing strong, stable relationships and safe and stimulating environments to our children today, parents are productive and children can grow into successful and reasonable adults;

THEREFORE, I, Jerry Hallee, Mayor of Amherst, hereby proclaim the month of June 2007 as **Child Care Awareness Days** in Amherst, and urge all citizens to support quality childcare in our community.

Invest in our future – support quality childcare!

4.6 **Policy Manual – Proclamations & Flag Raising Ceremonies**

Moved by Councillor Chitty, seconded by Councillor March that Council approve the amended Policy 10350-14 Requests for Proclamations and Flag Raising Ceremonies as recommended by Administration.

MOTION CARRIED

**POLICY NUMBER 10350-14
REQUESTS FOR PROCLAMATIONS AND FLAG RAISING CEREMONIES**

Minutes Reference Date: 23 October 2006

PURPOSE:

To set out the Policy of the Town in regard to requests from groups and organizations to have proclamations signed and to have flag raising ceremonies at Town Hall.

POLICY STATEMENT:

1. Proclamations

Proclamations will only be made in support of specific community events or activities in or around the Town at the request of the organizing group. Requests are to be made in writing to the CAO at least one week in advance of the date of the proposed proclamation, and must include the proposed proclamation. Proclamations must be approved by the CAO, with the provision that, at his discretion, he may submit the proclamation to Council for approval.

2. Flag Raising Ceremonies

Flags will only be placed on Town property in support of specific community events or activities in or around the Town at the request of the organizing group. The maximum duration of any individual flag display will be five days, and requesting organizations must pick up their flags once that period is over. Requests are to be made in writing to the CAO at least one week in advance of the date of the proposed flag raising. Flag raisings must be approved by the CAO, with the provision that, at his discretion, he may submit the request to Council for approval.

In general, it shall be the policy of Council to only approve requests under the following circumstances:

- a) The message being conveyed must be considered to be for the public good;
- b) No group or individual shall be promoted to the detriment of another group or individual;
- c) The flag must be presentable and should not detract from the appearance of Town property;
- d) All ropes, attachments, etc. must be provided by the applicant

4.7 **Policy Manual – Ball Field User Policy**

Moved by Councillor Angel, seconded by Councillor Fawthrop that Council approve the amended Policy 72300-01 Ball Field User Policy as recommended by Administration.

MOTION CARRIED

POLICY NUMBER 72300-01
BALL FIELD USER POLICY

Minutes Reference Date: 21 February 2006; 27 June 2005; 28 May 2007

PURPOSE:

All ball field facilities in Amherst have been developed and maintained for the use of Amherst residents and to encourage the development of sports and recreation in our community. The Town acknowledges that the teams and leagues using these facilities make a positive contribution to our community and should be encouraged to develop and grow their organizations in the future. Council has set the following rate structure for Ball field Users.

POLICY STATEMENT:

League/Team Season Fees

There will be no annual regular season user fee charged to teams for use of Town owned fields.

Tournaments

Tournament fees will be charged in accordance with User Fee Policy # 03470-03.

Charitable Rates

Individuals, organizations or businesses requesting an exemption in fees by virtue of being a charitable organization or fundraising for a recognized charity will receive an exemption from all fees upon receipt of reasonable proof of the charitable status of their organization or the charitable organization they represent.

A **User Agreement** must be completed with adequate arrangements for payment of fees with the Town of Amherst prior to the start of the season, tournament or event. A charitable organization will satisfy the Town of their charitable status.

Robb Ball Field #2

Bantam Baseball and Slow pitch games are permitted on Ball Field #2 under the following local rules **with the 65 foot high netting in place:**

1. A ball hit over the nets will be an automatic out;
2. Hitting fly balls to the outfield during warm up is not permitted.

4.8 Tender – Stadium Roofing Contract

Moved by Deputy Mayor Baker, seconded by Councillor Chitty that Council accept the low tender as received from FITZ CONSTRUCTION in the amount of \$257,290 plus HST for the supply and installation of the new standing seam roofing system for the Amherst Stadium.

MOTION CARRIED

4.9 Tender – Stadium Mechanical Contract

Moved by Councillor Angel, seconded by Deputy Mayor Baker that Council accept the tender as received from Moncton Plumbing and Supply Co Ltd in the amount of \$288,500 for the supply and installation of mechanical upgrades to the Amherst Stadium, including new gas boilers, new ice plant chiller, new refrigeration heat recovery units along with associated piping and control systems.

MOTION CARRIED

4.10 By-law to Amend the Transient Automobile Vendors By-Law

Moved by Councillor Chitty, seconded by Councillor Fawthrop that Council give First Reading to By-Law P-6-1, a By-Law To Amend the Transient Automobile Vendors Bylaw, which will amend the By-Law by clarifying the time for which a permit is required and by removing the requirement that the vendor supply a description of the vehicles to be sold.

MOTION CARRIED

Town of Amherst

By-law to amend the Transient Automobile Vendors By-law P-6

P-6– 1

1. This is a by-law to amend the Transient Automobile Vendors By-law of the Town of Amherst with respect to the matter of clarifying the time for which a permit is required and to remove the requirement that the vendor supply a description of the vehicles to be sold.

2. The Transient Automobile Vendors By-law is hereby amended by:

Adding to Section 4, Subsection (7)

The license shall be required for the entire duration of the Operation or sale and shall include every day or portion thereof for which the vehicles are offered for sale, and / or advertised for sale, and also shall include the entire duration after the official sale during which the vendor or their agents and / or employees are present on the site for any reason related to the sale of the vehicles.

Removing Section 7 (5) (b)

The licensee is selling Motor Vehicles not stipulated in the License application;

Removing from the application form (Schedule A) the requirement to provide a description of every vehicle to be sold

4.11 Heritage Places Initiative

Moved by Councillor March seconded by Councillor Angel that the Town of Amherst enter into an agreement with Nova Scotia Historic Places Initiative and the Cumberland County Museum that will see the 26 registered historic properties within the Town displayed on the Historic Places Initiative website, and that the Mayor and CAO be authorized to sign on behalf of the Town.

MOTION CARRIED

4.12 Cumberland YMCA Operating Agreement

Moved by Councillor Fawthrop, seconded by Councillor Angel that Town of Amherst enter into an agreement with the YMCA for the Summer Instructional and Recreational Swim Program for the 2007 season for the contract amount of \$37,604.00, and that the Mayor and CAO be authorized to sign on behalf of the Town. I further move that staff be directed to work with YMCA officials over the summer months to identify the need, value and impact of the Friday Night Youth Program and provide a recommendation to Council on the continuance of this program in due course.

MOTION CARRIED

THIS AGREEMENT made the _____ day of _____, A.D., 2007.
BETWEEN:

THE TOWN OF AMHERST, a Municipal Corporation, in the County of Cumberland and Province of Nova Scotia; Hereinafter called "the Town" and

The Cumberland YMCA; Hereinafter called "YMCA."

WHEREAS:

The Town wishes to provide various recreational programs for the benefit of its citizens in particular, the youth and teens within the Town of Amherst

And the YMCA has indicated an ongoing interest to provide recreational program support to the Town.

The YMCA agrees to provide the following services to the Town.

1. Commencing on or about July 1st and continuing for eight (8) weeks, the YMCA will provide Amherst youth an instructional swim program. This program will include the costs related to the Director of Aquatics, qualified instructors, life guards, equipment, uniforms, badges, awards and all other costs related to the operation of a successful instructional program.
2. Commencing on or about July 1st and continuing for eight (8) week, the YMCA will provide Amherst youth with a Recreational Swim Program. This program will be offered between the hours of 2:30pm to 4pm from Monday to Friday inclusive and will be restricted to maximum of 110 swimmers being admitted on a first come, first served basis. Participation is limited to only those who have been issued a summer recreational swim pass either by the Town of Amherst or the YMCA.
3. The Recreational Swim Program will include the costs related to lifeguards, equipment, uniforms, supplies and all other costs related to the operation of a successful Recreational Swim Program for the youth of Amherst.

4. The YMCA agrees and undertakes with the Town:
- a) to provide for a well maintained pool and recreation facility and employ responsible policies and procedures in the day to day operation of its facilities.
 - b) to supervise the pool in accordance to generally accepted standards with lifeguards appropriately qualified under the National Lifeguard Service and qualified in First Aid.
 - c) to ensure that Lifeguards are supervised and coordinated by the YMCA's Aquatics Director at all times and that program staff are supervised and coordinated by the YMCA's Program Director.
 - d) to indemnify the Town from liabilities, damages, costs, claims, suits or actions resulting from:
 - i) a breach, violation or non-performance of any covenant or proviso of this AGREEMENT on the part of the YMCA.
 - ii) damage to property or equipment owned by the YMCA used in the delivery of the services and programs on behalf of the Town
 - iii) injury to person or persons, including death resulting at any time there from, occurring in or about the YMCA, and on the roads, parking lots or sidewalks adjacent to them.
5. The Town agrees and undertakes with the YMCA:
- a) to pay to the Cumberland YMCA an Annual Cash amount of \$ **37,604.00** including HST
 - b) to maintain the YMCA parking lot including patching, line painting and snow clearing. (Estimated value - **\$2,000.00**)
 - c) to pay annual water and sewer rates for the YMCA. (Estimated value **\$2,400.00**)
 - d) to provide waste disposal services for the YMCA. (Estimated value - **\$2,900.00**)
 - e) to include the Cumberland YMCA fuel oil annual consumption as a component of the Town's tendered fuel oil purchase. (Savings to the Cumberland YMCA approx. 0.03cpl)
6. Provided always and it is agreed between the parties:
- a) The Town shall not be liable or responsible in anyway for any loss suffered by any party while the YMCA is providing programming on behalf of the Town and the YMCA shall indemnify the Town against any loss suffered.
 - b) In the event the YMCA building or pool is closed which results in the cancellation of a Town sponsored program, the YMCA will issue a credit against the monthly statement (Appendix A) of account issued to the Town.
 - c) All media releases to provide updates on Town sponsored programs facilitated by the Cumberland YMCA will be issued by the Town in accordance with existing Town policy and procedures.
 - d) It is understood that the terms of this agreement will be adhered to for both the summer instructional swim program and the recreational swim program if notice of termination as per "d" below is not received prior to Feb. 1st.
 - e) This agreement will remain in force from this date forward contingent on annual approval of funding within the Town of Amherst budget. This agreement may be terminated by either party upon receipt of written notice of 60 days.
7. This AGREEMENT and everything contained in it shall extend to, bind and enure to the benefit of the heirs, executors, administrators, successors and assigns of each of the parties to it, subject to such consents as required by the terms of this AGREEMENT.

IN WITNESS WHEREOF the parties have executed this agreement by their duly authorized officers this day of _____, A.D., 2007.

4.13 **Appointment of Architect for Stadium Front Entry Project**

Moved by Councillor Chitty, seconded by Councillor Fawthrop that Council retain the architectural firm of Arthur J Arsenault Architect Ltd. To carry out design services for the renovation of the front entry area of the Amherst Stadium as per their proposal dated May 18, 2007.

MOTION CARRIED

5. **ADDITIONAL ITEMS**

5.1 **Solid Waste – Special Collection**

Deputy Mayor Baker announced that the Town recently completed its annual spring solid waste special collection as well as its spring leaf and yard waste collection. While Council is of the opinion that both of these initiatives were successful, it wants to go a step further this year. There is a sense that there is still a significant amount of waste out there in residents' back yards, garages, etc. In particular, construction and demolition waste seems to be an issue and Council wants to provide an opportunity for those who might not have the means or opportunity to dispose of this type of waste. Other items such as household furniture, appliances and toys will also be picked up. Council is also of the opinion that, in a number of locations brush and branches, which are just a bit too big to be picked up under our leaf and yard waste collection, need to be addressed. For that reason, the Town is also providing an additional brush and branch collection.

Deputy Mayor Baker stated that these additional special collections will not become annual events. Council feels that it is appropriate, occasionally, to support an "extra effort" on behalf of its citizens, to help clean up the Town and show pride in our properties and in our community. These initiatives are to support that community pride and to give a one-time reprieve to those who may have missed the previous special collection.

6. **DEPARTMENTAL REPORTS**

6.1 **Operational Services Department Monthly Report**

Moved by Deputy Mayor Baker, seconded by Councillor Chitty that Council accept the following monthly report from the Operational Services Department.

MOTION CARRIED

On April 8 an early spring blizzard dumped 45cm of snow on the Town. Crews worked around the clock plowing and cleaning up the downtown areas. Sidewalks were several days being plowed as the heavy wet snow caused mechanical problems in both our sidewalk plows.

As part of our street line marking program we began crosswalk painting on May 13th. The downtown area is completed except for the turning arrows and the center line marking, which is done by a contractor. We will continue painting until we are complete, which should be sometime in June.

Asphalt patching for streets has been delayed pending completion of the conversion of Costin's asphalt plant to natural gas, which hopefully will be completed this week.

In the Water Department a lot of meter information was checked and rechecked as part of the transfer of our billing software to SAP. One water crew was occupied with locating meter reads and ID's for the transfer.

Water crews also worked at water utility locates for Heritage Gas in preparation for the 2007 construction season, upgrades to the Nappan chlorine booster station, service cards updates and a leak detection program in Nappan.

Our regular spring leaf and yard waste as well as the spring special collection are now complete. One of the issues arising from our spring special collection is that construction and demolition debris is not included due to current regulations from CJSMA. We are planning a special construction and demolition debris pickup for June 11, with a mail drop to all residents containing a list of materials to be collected and a weight limit on each component such that two men can load each item into the pickup vehicle. The purpose of this special one time collection will be to encourage all residential properties to remove construction and demolition debris from their properties. This collection will be carried out by PBS, our solid waste collection contractor.

In addition, we have planned a special brush and branch collection by Town staff for June 4 when Town crews will go out and pick up remaining unbundled branches from all of our residential solid waste customers and leave a note explaining the reason this material was not collected in the regular collection and requesting compliance in future years. Details of this program will also be included in the mail drop, scheduled for delivery later this week.

The following capital projects will be tendered to close on June 12 for consideration and award at the June Council meeting:

- Replacement for 1998 trackless sidewalk plow
- Robert Angus Drive Sidewalk completion (to South Albion Street)
- Storm Sewer projects in Strawberry Fields and at Donald/Townshend Avenue intersections
- Capital Paving on Douglas Avenue, Rogers Avenue, Abbot Street and Oceanview Drive

Contract awards for the Eddy Street lift station have been made and rebar has been ordered. The excavation will not begin until the new re-bar arrives on the site to ensure the base slab is poured on a dry base and to reduce time for side trench slippage.

Our current solid waste collection contract expires on September 16, 2007 and we are now ready to call tenders for a new contract. Tenders will close on June 12 for award at the June Council meeting.

6.2 **Community & Economic Development Department Monthly Report**

Moved by Councillor March, seconded by Councillor Chitty that Council accept the following monthly report from the Community and Economic Development Department.

MOTION CARRIED

Facility Operations

Work on replacing the floor and boards at Amherst Stadium continues on schedule. Based on the current timetable, the floor will be in place in mid June with the boards and glass being installed in July. The roof has been successfully tendered and the mechanical tender has been submitted.

We were extremely pleased to be the recipient of a 1.2 million dollar contribution toward the stadium renovation and expansion project from the Province of Nova Scotia. Barry Barnet, the Minister of Health Promotion made the announcement on May 14th at the Amherst Stadium. This money is part of the province's commitment to invest \$50 million in sport and recreation infrastructure over the next 10 years. Staff are now working on firming up plans for phase 3 of the development plan which may include changes to offices, seniors room, meeting rooms and the inclusion of a walking track.

The mowing schedule has commenced and students have been hired to work with the parks crews once again. Staff is working hard to get flower beds planted and work on the first phase of the Rotary Centennial Park with the addition of trees and a rose bush hedge is now completed. We are taking bookings for Robb's Ball Field and other athletic facilities within the Town. Any groups wanting to book this or any of our facilities should contact Kim Jones at 667-6523.

In addition, on Thursday, May 24th, Minister Richard Hurlburt, Ernie Fage, Mayor Hallee and Council along with members of the Amherst Lions Club were on hand to officially cut the ribbon to open the new playground at Lions Park. The Lions Club have to be applauded for their continued work and financial commitment for this facility and many other community initiatives throughout the Town.

2007 Fishing Derby

The annual fishing derby was held at the Pumping Station on Friday, May 25th. Once again it was deemed to be successful with good participation by children of all ages. We would like to again thank our sponsor, the Amherst Canadian Tire Store along with the Department of Agriculture and Fisheries who stock the fish and the Amherst Skating Club for providing outside canteen services.

Programs

Interviews have been completed for summer program staff and a schedule of youth and senior programs for the summer months is now being prepared. Playground staff will be monitoring Rotary McDonalds Park, Lions Park and Jerry's Park during July and August. For information on summer programs please contact Dwight Jones at 667-6506 or watch for information on our web site at www.amherstns.com.

Other

We would like to congratulate Chuck Cartmill and all the employees of C Vision on the recent announcement of a 4.3 million dollar expansion to the Amherst plant. The company is investing into new, technologically advanced pieces of equipment that will give C-Vision the tools needed to break into the lucrative aerospace, military and medical markets. This expansion opens the doors for additional employment opportunities in the future and strengthens C Vision's position in Amherst.

6.3 Planning & Development Department Monthly Report

Moved by Councillor Chitty, seconded by Councillor Fawthrop that Council accept the following monthly report from the Planning and Development Department.

MOTION CARRIED

Building Activity

As of April 30, 2007 the total value of building permits issued in the Town was \$609,800 compared to \$2,280,500 at this point last year. During the month there were seven new housing starts, including a four unit townhouse, a two unit conversion and one new single detached dwelling. There were no other significant permits issued during the month of March.

Dangerous and Unsightly Premises

So far this year we have had two complaints; neither of which have been resolved. We have also carried over nine files from last year. All the complaints have been investigated and are being actively pursued by the Unsightly Premises Administrator.

Other Items

On May 11th Procom Data were in Town Hall to continue the setup for our new building permit software. It is expected that this software will be up and running by the beginning of June.

A variance was issued to David and Marsha Allen which will reduce the required rear yard setback for a future four unit townhouse building on their property located at 117 East Pleasant Street from 8 metres to 6 metres. This will be the third four unit building on the property, which the Allen's intend to construct this summer. As of May 16, this variance has been appealed by an adjacent property owner. This appeal will be on the agenda of the June Council meeting, at which time Council may uphold or repeal the variance.

The Chief Administrative Officer has approved a new "Issuance of Variances and Site Plans Procedure". The new procedure sets out variance application and issuance conditions, as well as the requirement to report all variances and site plans issued to both the Planning Advisory Committee and Council.

Staff Training

Jason MacDonald and Tim LeFurgey have recently completed the Emergency Operations Centre training course offered by the Nova Scotia Emergency Measures Organization. This training will aid the Town when responding to an emergency situation should one arise.

Jason MacDonald, as well as all three citizen members of the Planning Advisory Committee will be attending the annual Nova Scotia Planning Directors Conference in Halifax May 17th and 18th. The theme of this year's conference is Planning Sustainable Communities.

6.4 Police Department Monthly Report

Moved by Councillor Angel, seconded by Councillor March that Council accept the following monthly report from the Police Department.

MOTION CARRIED

Personnel

Sgt. Aubrey Armsworthy and Cst. Ken Gilbert remain on indefinite sick leave. Commissionaire Lourlei MacLean has been hired as a part time dispatcher.

Training

D/Chief Naylor and Cst. Dwayne Pike attended a three day "Emergency Site Management" course hosted by EMO Nova Scotia. Cst.'s Francis Smith and Dwayne Pike attended a one day Graffiti seminar, along with three Amherst Town Councillors in April. The seminar was hosted by the Halifax Regional Police Service. Attendees were shown various programs with respect to combating graffiti, and given several useful tools to deal with the universal problem.

Home Lifestyle and Leisure Show

Cst. Smith reports a favorable weekend at the Home Show again this year. The MADD "Go-Cart" along with the Fatal Vision Goggles drew crowds, and several members of the public attended the Police Department booth to receive pamphlets and materials.

Major Crime Unit

Members of the department, led by Major Crime are in the process of investigating approximately six break and enters into businesses in the past week, as well as three suspicious fire investigations.

A search of a local residence by members of the Major Crime and Street Crime units netted a quantity of drugs and contraband cigarettes. Charges are pending against a male and a female in that investigation.

A computer fraud of approximately \$10,000. is as well under investigation.

A parole violation warrant was also executed in April by MCU.

6.5 Fire Department Monthly Report

In the absence of Councillor Rhindress, Councillor March presented the Fire Department Monthly Report.

Moved by Councillor March, seconded by Councillor Chitty that Council accept the following monthly report from the Fire Department.

MOTION CARRIED

Alarm Responses

During the reporting period from April 13 to May 13 our Fire Department responded to 26 calls in the Town of Amherst and seven calls to the County coverage area. Of the 26 calls to the Town of Amherst, most were routine calls. However we had seven calls which were considered non accidental.

On April 19th we responded to a structure fire in a mini home at 5 Colin Court. The fire caused extensive damage and an individual is presently charged with setting that fire. On May 3^d we responded to a storage shed fire at 16 Bayview Drive. There was extensive damage to the shed and the investigation showed that the fire was deliberately set. On May 5th we responded to a mini home fire at 14 Bayview Drive to discover that a fire had been deliberately set on the floor of the master bedroom. A quick response by the police department kept the fire to a minimum before the fire department arrived to finish extinguishing the small fire. At the time of the fire this building had been vacant. On May 7th we responded to a structure fire at 155 Victoria Street. Our department arrived to find the building was heavily involved in the back section. While setting up to fight this fire a second call came in to a dumpster fire at 32 Church Street. We had to reduce our manpower by sending one of our units to deal with that call, which turned out to be a set fire. The fire at 155 Victoria Street ended up causing major damage to the building, and the investigation showed that the fire had been deliberately set. Shortly after midnight we were called to a fire at 153 Church Street to discover that a fire had been deliberately set on the second floor of a storage garage. A quick response by our department kept the fire to a minimum. On May 9th we responded to a call at 12 Charles Street to discover that a fire had been deliberately set on the back deck at that

residence. The building was not occupied at the time of the fire. The fire caused considerable damage to the deck, the fence and the siding. We believe that charges will be laid against a group of young people relating to this fire. These types of fire are unnecessary and cause considerable property damage as well as putting residents and firefighters at risk of injury or death.

Police and Fire are very concerned about the number of deliberately set fires that have occurred recently and are asking the public to come forth with any information that may help to apprehend the people responsible for these fires.

Training

The regular training schedule has been set for the month of May and the first part of June and will include a Hazmat exercise that will involve the entire department. Our Fire Inspectors recently attended a two day training course in Halifax on fuel safety and are scheduled to attend an upcoming one day course in Halifax on Heritage Buildings.

Chief Crossman recently attended the annual conference for the Fire Service Association of Nova Scotia held in Bible Hill, as well as a two day conference in Moncton on Disaster Management.

Councillor March read a letter from Muscular Dystrophy Canada to the Amherst Firefighters Association, expressing their appreciation to the AFA for their generous contribution of \$24,000 raised from April 1 2006 to March 31 2007.

6.6 Corporate Services Department Monthly Report

Moved by Councillor Fawthrop, seconded by Deputy Mayor Baker that Council accept the following monthly report from the Corporate Services Department.

MOTION CARRIED

Monthly Expenditures

Expenditures during the month of April 2007 totaled \$888,791 compared to \$755,587 for the same month last year.

	April 2007	April 2006
Corporate Services	\$ 220,903	\$ 181,894
Police Department	184,938	153,521
Fire Department	108,752	99,439
Operational Services	195,383	141,168
Planning Department	23,255	24,905
Community & Economic Development	77,883	80,499
Water	77,677	74,163
	<u>\$ 888,791</u>	<u>\$ 755,587</u>

Collections

Total amount owing to the Town at the end of April 2007 was \$6,312,401.

	April 2007			April 2006		
	Current	Prior	Total	Current	Prior	Total
Taxes	\$ 5,013,693	\$ 730,581	\$ 5,744,274	\$ 4,662,783	\$ 568,908	\$ 5,231,691
Sewer Rates	186,863	35,470	222,333	175,584	66,875	242,459
Water Rates	258,338	57,830	316,168	195,519	139,614	335,133
Other	29,626	-	29,626	24,066	25,318	49,384
	\$ 5,488,520	\$ 823,881	\$ 6,312,401	\$ 5,057,952	\$ 800,715	\$ 5,858,667

Yearly Operating Statement

As of April 30, 2007 we are one month into our fiscal year. Our total revenue to date is \$5,232,133 compared to the budgeted amount of \$5,301,462. Our total expenditures to date are \$811,114 compared to the budgeted amount of \$915,862.

Yearly Operating Statement - April 1 to April 30, 2007:

	YTD	Budget	Variance	%
Corporate Services				
Revenue	\$ 1,648,263	\$ 1,646,849	\$ 1,414	100.09%
Expenditure	(220,903)	(240,845)	19,941	91.72%
Net Contribution (Cost)	1,427,360	1,406,004	21,356	
Police Department				
Revenue	1,055,148	1,092,223	(37,075)	96.61%
Expenditure	(184,938)	(200,070)	15,132	92.44%
Net Contribution (Cost)	870,210	892,153	(21,943)	
Fire Department				
Revenue	532,956	538,826	(5,869)	98.91%
Expenditure	(108,752)	(112,402)	3,651	96.75%
Net Contribution (Cost)	424,205	426,423	(2,219)	
Operational Services				
Revenue	1,255,130	1,273,739	(18,609)	98.54%
Expenditure	(195,383)	(261,155)	65,772	74.82%
Net Contribution (Cost)	1,059,747	1,012,585	47,162	
Planning & Development				
Revenue	160,416	145,596	14,820	110.18%
Expenditure	(23,255)	(27,166)	3,911	85.60%
Net Contribution (Cost)	137,161	118,429	18,731	
Community & Economic Development				
Revenue	580,218	603,229	(23,011)	96.19%
Expenditure	(77,883)	(74,224)	(3,660)	104.93%
Net Contribution (Cost)	502,335	529,006	(26,670)	
Grand Totals				
Revenue	5,232,132	5,300,462	(68,330)	98.71%
Expenditure	(811,114)	(915,862)	104,748	88.56%
Net Contribution (Cost)	\$ 4,421,017	\$ 4,384,600	\$ 36,418	100.83%

Departmental Update

It has been a busy month for the Corporate Services Department, as a new accounts receivable program was initiated. Interim Tax bills were mailed out on April 27th and are due by May 31st. The new SAP program has many positive features which will augment the service we can provide to our taxpayers. In the meantime, staff is diligently working through the usual glitches which accompany any new program. We appreciate the patience of our customers.

The Water/Sewer Bills were mailed out on May 10th and are due on June 8th.

Corporate Services recognizes the importance of cross training in the department. We will begin training another employee within the Department on the payroll process, and a schedule for training is being set up. Cross training of employees allows functions within the department to continue in the event of an illness or emergency.

Plans are underway for the annual Town of Amherst Public Auction to be held at the Curling Club, on Tuesday, June 19th at 6:00 p.m. with pre-viewing earlier in the day, at a time to be announced later. Items will include unclaimed items turned in at the Police Station, such as bicycles, and surplus supplies, furniture and equipment from all departments.

7. ADJOURNMENT

On motion by Councillor Chitty, the meeting adjourned at 8:25 PM.

APPROVED:

Gregory D. Herrett, CA
Chief Administrative Officer

Jerry Hallee
Mayor

Amherst Town Council Meeting Monday, May 28, 2007 at 7:00 PM AGENDA

1.	O'CANADA			
2.	PRESENTATIONS			
2.1	Presentation of Certificates to Honour Individuals			
2.2	Fundy Shore Tourism Destination Area Committee – Presentation by Stephanie Ogilvie			
3.	CALL TO ORDER			
4.	ACTION ITEMS	RFD	Presenter	Page
4.1	Additions to Agenda			
4.2	Approval of Agenda		Baker	
4.3	Approval of Minutes, April 30, 2007 Regular Meeting		Angel	4
4.4	Request for Grant: Cumberland Early Intervention Program	2007054	Fawthrop	40
4.5	Request for Proclamation – June as Child Care Awareness Month	2007062	March	45
4.6	Policy Manual: Proclamations & Flag Raisings Policy	2007064	Chitty	49
4.7	Policy Manual: Ball Field User Policy	2007055	Angel	53
4.8	Tender: Stadium Roofing Contract	2007056	Baker	56
4.9	Tender: Stadium Mechanical Upgrade	2007057	Angel	59
4.10	By-Law to Amend the Transient Automobile Vendors By-Law	2007059	Chitty	61
4.11	Heritage Places Initiative	2007060	March	72
4.12	Cumberland YMCA Operating Agreement	2007063	Fathrop	82
4.13	Appointment of Architect for Stadium Front Entry Project	2007049	Chitty	88
5.	ADDITIONAL ITEMS			
5.1	Solid Waste Special Collection			92
5.2				
5.3				
6.	INFORMATION ITEMS			
6.1	Operational Services Department Monthly Report		Baker	93
6.2	Community & Economic Development Department Monthly Report		March	95
6.3	Planning & Development Department Monthly Report		Chitty	96
6.4	Police Department Monthly Report		Angel	97
6.5	Fire Department Monthly Report		March	98
6.6	Corporate Services Department Monthly Report		Fawthrop	100
7.	ADJOURNMENT			