

**Minutes of a Regular Meeting of Amherst Town Council
Held in Council Chambers
Monday, June 25, 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
Councillor Terry Rhindress
Greg Herrett, CAO
Rebecca Purdy, Executive Assistant

1. O'CANADA

2. HEARINGS/PRESENTATIONS

2.1. Variance Appeal Hearing – 117 East Pleasant Street

CAO Greg Herrett advised Council that on May 3, 2007 the Development Officer issued a variance to David and Marsha Allen in order to reduce the required rear yard setback from eight metres to six metres for a four-unit townhouse on property located at 117 East Pleasant Street. This variance request was brought to the Planning Advisory Committee for advice, and the Committee passed a motion stating that the issuance of the variance seemed appropriate. The variance was appealed by Bill Allen, who owns property adjacent to the subject development to the south west. According to the Municipal Government Act, a Variance Appeal Hearing is to be held, giving the public an opportunity to address Council on the matter.

Director of Planning and Development, Jason MacDonald told Council that the lot and proposed layout of the development satisfy all relevant provisions of the Town's Land Use Bylaw with the exception of the rear yard; the proposed rear yard is six metres, as opposed to the eight metres required by the bylaw. Though the variance issued is to permit the rear yard of six metres as opposed to eight, due to a curve in the property line, the south portion of the building will have a nine metre setback while the north portion will have six metres. He indicated that the proposed variance should not negatively impact any adjacent properties.

There were no persons present who wished to speak on the issue. The hearing concluded.

3. CALL TO ORDER

Mayor Hallee called the meeting to order at 7:10 PM.

4. ACTION ITEMS

4.1 Additions to the Agenda

4.2 Approval of Agenda

Moved by Deputy Mayor Baker, seconded by Councillor March to approve the Agenda as distributed.

MOTION CARRIED

4.3 Approval of Minutes – May 28, 2007 Regular Meeting

Moved by Councillor Angel, seconded by Councillor Chitty to approve the Minutes of the May 28, 2007 regular meeting as presented.

MOTION CARRIED

4.4 Variance Appeal – 117 East Pleasant Street

Moved by Councillor David March, seconded by Deputy Mayor Baker that Council deny the appeal and uphold the variance issued to David and Marsha Allen on May 3, 2007 for property located at 117 East Pleasant Street.

MOTION CARRIED

4.5 Bylaw to Amend the Transient Automobile Vendors Bylaw, Second Reading

Moved by Councillor Ed Chitty, seconded by Councillor Rhindress that Council approve Second Reading and enactment of By-Law P-6-1, a by-law to amend the Transient Automobile Vendors 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
Bylaw to amend the Transient Automobile Vendors Bylaw P-6
P-6- 1

1. This is a by-law to amend the Transient Automobile Vendors Bylaw 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 Bylaw 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.

4.6 Bylaw to Amend the Tax Exemption Bylaw, First Reading

Moved by Councillor Fawthrop, seconded by Councillor March that Council approve First Reading of a By-Law to Amend the Tax Exemption By-Law, B-1, as recommended by Administration, with the intent to add 13 Prince Arthur Street, owned by Alpha Outreach Society to Schedule "C" effective April 1, 2007, and to adopt several housekeeping amendments.

MOTION CARRIED

BY-LAW TO AMEND THE TAX EXEMPTION BY-LAW (B-1)

The Town of Amherst Tax Exemption By-law (B-1) approved by Council on the 23rd day of April 2001, with amendments to March 27, 2006 is hereby amended as follows:

1. SCHEDULE "A"

Change in wording in the narrative heading to better describe the intent of this schedule (Housekeeping Amendment) to read as follows: **Properties of a named registered Canadian charitable organization and that is used directly and solely for a charitable purpose be exempt from taxation under Section 71(1) (a) of the Municipal Government Act to the extent set out in the last two columns of this Schedule.**

2. SCHEDULE "B"

Change in wording in the narrative heading to better describe the intent of this schedule (Housekeeping Amendment) to read as follows: **Properties of non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organizations and which in the opinion of council provide a service to the municipality that might otherwise be a responsibility of Council be exempt from taxation under Section 71(1)(b) of the Municipal Government Act to the extent set out in the last two columns of this Schedule.**

3. In Section 2, of the Bylaw, as Schedule "C" is no longer a part of the Bylaw, **rename the existing Schedule "D" to Schedule "C"**.

4. SCHEDULE "C" (previously named Schedule "D")

Change in wording in the narrative heading to better describe the intent of this schedule (Housekeeping Amendment) to read as follows: **Properties of non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organizations that are assessed as taxable commercial property be reduced to the tax that would otherwise be payable if the property were residential, inclusive of area rates under Section 71(2) of the Municipal Government Act, to the extent set out in the last two columns of this schedule.**

5. **ADD to Schedule "C" - Land & Building 13 Prince Arthur St., assessed to Alpha Outreach Society. The extent of the application is the whole and the Extent of the exemption is 100% from commercial to residential tax rate.**
6. (Housekeeping amendment) **On Schedule " C " - AMEND** the owner name of Land & Building, 24 Crescent Ave., from Alpha *Centre* Society to Alpha **Outreach** Society.
7. In Section 3, of the Bylaw following the words "provided in Section 2" add the word "above".
8. In Section 5 of the Bylaw, which refers to the Duration of the Bylaw – Change the effective date to April 1, 2007.

4.7 Tender – Trackless Sidewalk Plow

Moved by Councillor Rhindress, seconded by Councillor Chitty that Council approve the purchase of a new Trackless Sidewalk Plow together with hydraulic upgrades and angle sweeper from Saunders Equipment at their low tender price of \$104,485.20 plus HST with funding to come from the approved Capital Budget for 2007/2008.

MOTION CARRIED

4.8 Tender – Capital Paving

Moved by Deputy Mayor Baker, seconded by Councillor March that Council award the tender to Costin Paving and Contracting at their low tender unit price of \$4 per square metre for pulverizing, \$20 per ton for gravels, \$90 per ton for type "c" asphalt concrete, \$95 per ton for type "b" asphalt concrete, and \$71 per square metre for asphalt to repair and blend driveways, HST extra, for the pulverization and repaving of Rogers Avenue, the widening of Oceanview Drive and the repaving of Douglas Avenue.

MOTION CARRIED

4.9 Tender – Storm Sewer (Strawberry Fields)

Moved by Deputy Mayor Baker, seconded by Councillor Angel that Council accept the tender for storm sewer upgrades in Strawberry Fields to Enterprise Bastech Inc. of Moncton at their low tender price of \$63,144 plus HST, with funding to come from the approved 2007-2008 capital budget.

MOTION CARRIED

There was discussion on whether the Department of Environment would have any concerns about the outfall into an existing water course.

4.10 Budget Issue – Amend Capital Budget

Moved by Councillor Fawthrop, seconded by Councillor Chitty that Council amend the 2007/2008 Capital Budget to reallocate funds for capital paving by deferring the paving of Abbott Street and the storm sewer work at the Townshend/Donald intersection to next year, and by reducing the architectural fees for the Town Hall front entry renovations from \$50,000 to \$43,000.

MOTION CARRIED

4.11 Budget Issue – DARS Area Rate

Moved by Deputy Mayor Baker, seconded by Councillor Angel that Council accept the proposed budget of the Downtown Amherst Revitalization Society and that, due to the provincially legislated reduction in Business Occupancy assessment, Council approve an increase of \$0.03 in the DARS commercial tax rate for 2007/2008, from \$0.20 to \$0.23 per \$100 of assessment and that the Business Occupancy rate will remain at \$0.57 per \$100 of assessment.

MOTION CARRIED

4.12 Stadium – Appoint Mechanical Engineer

Moved by Councillor Rhindress, seconded by Councillor Fawthrop that Council retain The Maricor Group to provide Mechanical / Electrical design services for the slab replacement and mechanical upgrades projects at the Amherst Stadium as per their proposal dated May 23, 2007.

MOTION CARRIED

4.13 Policy Manual – Proposed New Sidewalk / Curb Construction Policy

Moved by Councillor Chitty, seconded by Deputy Mayor Baker that Council adopt the new Sidewalk / Curb Construction Policy, Number 31600-08.

MOTION CARRIED

**POLICY NUMBER 31600-08
SIDEWALK / CURB CONSTRUCTION POLICY**

PURPOSE:

The purpose of this policy is to define materials to be used for sidewalk and curb construction or maintenance.

BACKGROUND:

There are several issues to consider relative to asphalt / concrete sidewalks.

1. Material Differences – An asphalt sidewalk can be placed in one continuous length due to the flexible nature of the material. A concrete sidewalk needs saw cuts every 5 feet along its length to control cracking and control joints every 50 feet to facilitate shrinkage.
2. Liability – Sidewalk trippers, i.e. sharp vertical grade differences, are a big liability issue. Concrete sidewalks have grade changes at some control joints due to the frost action, tree roots or heavy vehicle traffic. We do annual inspections and have found that we have concrete sidewalks only five years old that have trippers growing each frost season. In the early 1990s we built an asphalt sidewalk with a proper base on Victoria Street from Willow Street easterly on the south side. This sidewalk is still in perfect condition with no sign of trippers.
3. Salt Damage – We have a few concrete sidewalks that exhibit no salt damage but most show evidence of decay due to highway salt. This decay usually starts at the control joints. These will eventually require annual patching or ultimately replacement.
4. Pedestrian Comfort – Persons who are confined to a wheel chair or motor scooter to navigate the town prefer to travel on asphalt as it is much more comfortable where as concrete is too bumpy.
5. Winter De-icing – In the winter months, asphalt draws heat from the sun because of its black color, which in turn melts ice and snow while concrete sidewalks produce a slippery layer of ice much quicker than asphalt under similar conditions.
6. Cost/Maintenance – An asphalt sidewalk is not only cheaper to build but also cheaper to maintain. Some say that concrete will last longer and thus have a lower life cycle cost but that has not been our experience. Our oldest asphalt sidewalks are well worn and uneven but that is due in large part to insufficient granular base thickness.
7. Aesthetics – A white concrete sidewalk is more aesthetically pleasing.

POLICY STATEMENT:

DETAIL 1 – SIDEWALK WITH MEDIAN AND CURB

A new asphalt sidewalk will be installed on an existing street with existing rollover or barrier curb where we have room for a 0.5m median between the curb and sidewalk.

DETAIL 2 – SIDEWALK AWAY FROM ROADWAY

Where a sidewalk is at least two meters from the roadway driving surface, it will be constructed of asphalt.

DETAIL 3 – NEW SIDEWALK AND NEW/EXISTING CURB – NO MEDIAN

Where a new sidewalk is placed adjacent to a new or existing rollover or barrier curb, it will be constructed of asphalt.

DETAIL 4 – INTEGRATED CONCRETE SIDEWALK & CURB / RETAINING WALL

Where the placement of a sidewalk and curb/retaining wall is integrated into one unit it will be built with reinforced concrete. This style of new sidewalk will not be built unless there is insufficient space or grade for a type 2 or 3 application.

REPLACEMENT OF EXISTING SIDEWALKS

Existing concrete, asphalt or brick paver sidewalks will be replaced using the same materials used in the original construction.

NEW CURBS

All new curbs will be concrete with barrier curbs required on arterial streets to provide safety relative to higher speed traffic. Roll over curbs will be installed on local and collector streets except at Tee intersections and sharp corners where barrier curbs will be used to reduce the possibility of vehicles sliding into the sidewalk.

4.14 CJSMA Issue – Construction & Demolition Proposal

Moved by Councillor Rhindress, seconded by Councillor Fawthrop that Council accept the recommendation of the Board of the CJSMA and approve a \$35/ton tipping fee for construction and demolition materials at the Little Forks Land Fill.

MOTION CARRIED

4.15 Contribution to Peace Officer Memorial Fund

Moved by Councillor Angel, seconded by Councillor Chitty that Council authorize a \$1,000 contribution to the Nova Scotia Peace Officers' Memorial as requested, with funding to come from the Police Department Operating Budget.

MOTION CARRIED

4.16 Request for Financial Support – Biking for Bone Marrow

Moved by Councillor March, seconded by Deputy Mayor Baker that Council decline the funding request related to the Biking for Bone Marrow fundraiser as it falls outside existing policy.

MOTION CARRIED

4.17 Summer Council Meetings

Moved by Councillor Angel, seconded by Councillor Rhindress that the regular meetings of Council for July and August be cancelled, and that special meetings be convened to address any issues which may arise prior to the next regular meeting scheduled for Monday, September 24, 2007.

MOTION CARRIED

5. ADDITIONAL ITEMS**5.1 WOW Reading Challenge**

Councillor Robert Angel reported on the WOW Reading Challenge, an initiative of the Adopt-A-Library Literacy Program (AAL). AAL fosters partnerships between police, libraries, businesses and community to promote literacy as a long-term crime prevention strategy. If children and youth are encouraged to read regularly and improve their literacy skills they will develop a sense of self esteem and make better decisions. As a result they will be less likely to engage in activities such as bullying and crime.

The Reading Challenge for 2006/2007 was a pilot project involving children grades primary to six in three counties: Pictou and Cumberland County in Nova Scotia, and County Clare in Ireland. Three public library systems (Pictou-Antigonish Regional Library, Cumberland County Regional Library and Clare County Library) working with AAL Coordinator Cst. John Kennedy, developed and carried out the Reading Challenge. Police (Municipal, RCMP and Garda) Chignecto Central Regional School Board Library Services and school staff were asked to participate. The AAL fostered partnership with several major sponsors including Scholastic Canada, Wal-Mart Canada and WhiteHots. Numerous local sponsors also contributed.

7,472 children in 51 schools participated in the three counties. The children read 632,878 books, approximately 85 books per child. Cumberland County won the trophy for the most books read. Saltsprings Elementary in Pictou County won \$3,000 for their school for the most books per capita; Oxford Elementary placed second, receiving \$1,000 and third place was won by Moyasta National School, Clare County, Ireland, receiving \$1,000 as well.

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

During the month of May all of the Town sidewalks were swept to remove salt and sand residue, with special attention being paid to the downtown area. Operational Services has hired two students for the summer who will work in the downtown area every morning from Monday to Friday with their duties including sweeping sidewalks, pulling weeds and generally improving the cleanliness of the downtown area. This crew will also be watering hanging flower baskets in the downtown area.

As part of the annual spring clean up we used our tree chipper to reduce Christmas trees and brush to mulch. This year the Christmas trees were picked up by our contractor PBS Waste in January and delivered to the Works Garage. Our crews gathered brush/branches for 12 days following the recent spring cleanup. This mulch is available for pickup by Amherst residents at the Public Works Garage between Monday and Friday from 8:00 am until 4:00 pm. Interested individuals will have to load their own vehicles.

Our asphalt patching program is off to a slow start this year as the contractor, Costin Paving, experienced delays in switching to natural gas with their asphalt plant only becoming operational on June 11. Some utility cut patching was done by bringing asphalt in from Moncton, and now this portion of the work is pretty well complete and regular street patching will now proceed through arterial streets first and then collector and local streets.

This month 31 traffic signs were repaired, as well as one traffic light repaired at the Albion / West Pleasant intersection. Street line marking is pretty well complete with only the contracted work involving center lines remaining.

During May the Sewer Department was busy with scheduled sewer lateral replacements and catch basin and manhole inspections.

In the Water Department, routine scheduled inspections were carried out at the well field and at the fire pump in the Industrial Park along with valve locations and exercising. We are also working on replacing a number of old hydrants.

Recent turbidity events in the Water Department that have had negative impacts on many customers, and specifically plant operations at IMP, have resulted in plans to speed up our unidirectional flushing program, which started last week on the transmission line from the well field. Our crews worked this past weekend and plan to work next weekend to complete flushing the Industrial Park area during IMP weekend shutdowns.

6.2 Community & Economic Development Department Monthly Report

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

MOTION CARRIED

Facility Operations

Work at the Stadium on phase 2 including the new ice surface, boards and glass is progressing well. The piping for heating the floor, insulation, rebar and refrigerant piping is in place the contractor will be pouring this week. It is expected that within 2 weeks, the boards will begin to be assembled and around August 1st, we will commence to make the ice. The roofing and mechanical work is on schedule.

We have a display in the front lobby at Town Hall that includes the plans and work related to phase 1 and 2 to date and shows residents the concept plans for the 3rd phase. If you have any comment or suggestions related to these plans, please contact Town hall by phone, mail or email. We anticipate that the tender documents for phase 3 will be complete this week and will be calling tenders shortly thereafter.

Staff is working hard to keep up with our mowing and maintenance programs for parks, athletic fields and green areas in the Town. With the wet weather we encountered in May, we were late getting to many areas and are now struggling to keep up with the growth rate. With this being said, our facilities are in excellent shape and all continue to be very busy.

2007 Summer Program

Summer Staff related to Community Events and Programs are now in place and playground supervisors will commence the summer playground program on July 2nd at McDonald's/Rotary Accessible Play Area, Elmwood Park and Lions Park. In addition, our Tennis instructor is working out of Lions Park Courts and Church Street Courts and encourage any youth ages 7 to 14 interested in participating in the tennis program to sign up now at our summer office on the second floor of the Amherst Stadium. Also, this year, we have also offered a tennis program for youth and adults aged 15 years and over.

The Summer Recreational Swim Program and the Instructional Program will commence on July 2nd at the YMCA. If you didn't get your Recreational Swim Pass yet or you want to register for the instructional Swim Program, please visit the Summer Program Office at the Stadium. Please note that passes for children will only be issued to parents or guardians. The costs of this swim for Amherst residents is free and \$30.00 for participants living outside of Amherst. In addition, the

Town instructional swim program will also commence on July 2nd.and we encourage those interested and not yet signed up to contact our program office at the Stadium or the YMCA to register.

Something new this year is the introduction of a day trip to the Tim Horton Camp in Tatamagouche on July 18th. This trip is limited to 50 youth only between the ages of 8 to 14 and those wanting to participate must be registered for our Playground Program prior to signing up for this trip. Remember, the camp can only accommodate 50 youth so register early. In addition, we will be doing a second overnight trip to the Tim Horton Camp later in the summer. Summer Program staff will provide details related to this trip over the next few weeks.

As in past years, plans are underway for various day trips for both youth and seniors though the summer months including two senior bus trips to the International Tattoo on July 7 and 8, in Halifax.. Details on our summer programs and planned trips can be found on our web site at www.amherstns.com or you can obtain information on our various summer programs by contacting our summer office at 667-6507.

Staff is now in place at the Visitors Information Centre at the Border. At this time, it is difficult to determine if this season will be busy or not. This upcoming July 1st and July 4th holidays will give us the first indication of the impact of gas prices plus the strength of the Canadian Dollar on travel.

Other

We would like to congratulate the management and staff of the new Staples Fulfillment Centre on their opening on June 4th. Staples Business Depot is a very high profile company to have in our industrial park and we welcome them to our community.

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 May 31, 2007 the total value of building permits issued in the Town was **\$1,368,800** compared to **\$4,432,100** at this point last year. During the month there were 8 new townhouse units and 1 single detached dwelling constructed within town.

Dangerous and Unsightly Premises

So far this year we have had 6 new dangerous or unsightly premises complaints; all remain active. All the complaints have been investigated and are being actively pursued by the Unsightly Premises Administrator. We would like to remind residents that all special garbage collections have now been completed and any remaining garbage should be removed from street side and disposed of in the appropriate manner.

Other Items

The department has been working with the Downtown Amherst Revitalization Society in order to development a downtown beautification plan. We expect the first phase of this plan will be the purchase of hanging baskets of flowers for the downtown area.

We have recently received correspondence from the Minister of Service Nova Scotia and Municipal Relations stating that our recent amendments to the Town's Municipal Planning Strategy and Land Use Bylaw dealing with long term care facilities and residential uses on the ground floor within certain areas of the Downtown Commercial zone have been approved.

Staff Training

Tim LeFurgey and Andrew Milton have recently attended the Nova Scotia Planning Technicians training conference in Lawrencetown. Topics covered in the conference included statistical mapping using new 2006 Census release, GPS technology, as well as the latest release of our geographic information systems.

Jason MacDonald, as well as all three citizen members of the Planning Advisory Committee recently attended the Nova Scotia Planning Directors Conference in Halifax. The theme of this year's conference was Planning Sustainable Communities and topics covered included writing integrated community sustainability plans, heritage preservation, urban beautification, and sustainable transportation.

6.4 Police Department Monthly Report

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

MOTION CARRIED

Personnel

Sgt. Aubrey Armsworthy returned to duty from sick leave on June 1st. Three cadets from the Police Science program at the Atlantic Police Academy will complete their on-job training at our department this summer. They are Katie Roy and Pierre Lemire from Moncton, N.B. and Mark Richards from Saint John, N.B. The Cadets have been placed on platoons and assigned a Coach Officer. Cst. Tim Hunter is taking Parental Leave effective June 11th 2007 for an undetermined

length of time. His absence has left the newly formed Street Crime Unit short one member, however we will be attempting to fill that void with the participation of Major Crime member Sgt. Bill Blakeney.

Training

Cst. Scott White and Cst. Steve Maddison received Armour refresher training in May, by a member of the Halifax Regional Police Service. Cst.'s Pike, Caissie and Jobe attended a one day training session in Intelligence Awareness in May. Cst. Smith was re-certified in "Child Car Seat" instructor in May. Cst. Tim Hunter attended a two day Search Warrant workshop in Halifax in June. Cst. Smith attended the Atlantic Crime Prevention Conference in Halifax in June. Sgt. Gairns attended a two day ASIST (Applied Suicide Intervention Skills Training) workshop in Amherst in June.

2007 Bike Rodeos

Community Officer Cst. Smith again this year held bike rodeos for all Amherst Elementary School children. The bike rodeos offer the children instruction in bike safety, proper fitting helmets and other useful tips.

National PROS Workshop

D/Chief Ian Naylor will be representing Nova Scotia Municipal Police agencies at a National PROS (Police Reporting and Occurrence System) workshop in Halifax in June.

Community Officer Awards

Cst. Francis Smith received a participation award from the Provincial "Adopt A Library" Committee for his work in this program. Cst. Smith was also recognized in the May sitting of the House of Assembly for his work in presenting youth programs at West Highlands Elementary School.

Atlantic Crime Prevention Conference

The Atlantic Crime Prevention Conference was held in Halifax the week of June 4th. Cst. Francis Smith is a member of the organizing committee. Chief Rushton attended the Opening of the Conference on June 8th where Federal Public Safety Minister Stockwell Day was the keynote speaker.

6.5 Fire Department Monthly Report

Moved by Councillor Rhindress, seconded by Deputy Mayor Baker that Council accept the following monthly report from the Fire Department.

MOTION CARRIED

Alarm Responses

During the reporting period from May 13/07 – June 11/07 our Fire Department responded to 9 calls in the Town of Amherst and 8 calls to the county coverage area. The calls in Town included false alarms, electrical fire, unattended candle that caught a window curtain on fire, a grass fire and defective furnace. The calls to the County included false alarms, hay bale fire, chimney fire, motor vehicle fire and motor vehicle accidents.

Training

Fire Department training during the reporting period included fire suppression, gas meter use, hazmat, forcible entry, ventilation and ladder use. Four of our recruits attended Fire School in Halifax on two weekends to finish their Level One training and were tested by the instructors under the Pro Board requirements. All of the recruits did well and are looking forward to receiving further firefighter training.

Fire Prevention

Fire inspections are going well with many of the industrial complexes completed. Chief Crossman is working regularly with the Building Inspector reviewing plans for new buildings and renovations, as well as performing rough in and final inspections on residential complexes and addressing residential complaints. Our other fire inspectors are concentrating on apartment building and commercial establishments. Most of the businesses in the Town are very cooperative with our inspectors and see the benefit of maintaining their building in a safe manner.

6.6 Corporate Services Department Monthly Report

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

MOTION CARRIED

Monthly Expenditures

Expenditures during the month of May 2007 totaled \$1,417,530 compared to \$1,224,772 for the same month last year. The increase is due to the fact that there were three pays in May this year.

	May 2007	May 2006
Corporate Services	\$ 287,222	\$ 205,865
Police Department	262,711	187,472
Fire Department	130,078	96,987
Operational Services	468,710	478,830
Planning Department	36,187	23,917
Community & Economic Development	117,789	120,711
Water	114,834	110,989
	<u>\$ 1,417,530</u>	<u>\$ 1,224,772</u>

Collections

Total amount owing to the Town at the end of May 2007 was \$1,883,300:

	May 2007			May 2006		
	Current	Prior	Total	Current	Prior	Total
Taxes	\$ 870,604	\$ 662,150	\$ 1,532,754	\$ 818,143	\$ 539,021	\$ 1,357,164
Sewer Taxes	113,674	32,182	145,856	54,750	57,514	112,264
Water Taxes	127,166	52,946	180,112	59,733	132,905	192,638
Other	20,422	4,156	24,578	40,428	22,101	62,529
	<u>\$ 1,131,866</u>	<u>\$ 751,434</u>	<u>\$ 1,883,300</u>	<u>\$ 973,054</u>	<u>\$ 751,541</u>	<u>\$ 1,724,595</u>

Yearly Operating Statement

As of May 31, 2007 we are two months into our fiscal year. Our total revenue to date is \$5,454,014 compared to the budgeted amount of \$5,518,217. Our total expenditures to date are \$2,116,615 compared to the budgeted amount of \$2,337,928.

Yearly Operating Statement - April 1 to May 31, 2007:

	YTD	Budget	Variance	%
Corporate Services				
Revenue	\$ 1,719,543	\$ 1,704,934	\$ 14,609	100.86%
Expenditure	(510,930)	(548,970)	38,041	93.07%
Net Contribution (Cost)	<u>1,208,614</u>	<u>1,155,964</u>	<u>52,649</u>	
Police Department				
Revenue	1,065,414	1,102,510	(37,096)	96.64%
Expenditure	(447,649)	(491,459)	43,810	91.09%
Net Contribution (Cost)	<u>617,765</u>	<u>611,050</u>	<u>6,715</u>	
Fire Department				
Revenue	544,181	551,968	(7,786)	98.59%
Expenditure	(238,830)	(245,352)	6,523	97.34%
Net Contribution (Cost)	<u>305,351</u>	<u>306,615</u>	<u>(1,264)</u>	
Operational Services				
Revenue	1,372,950	1,393,108	(20,159)	98.55%
Expenditure	(664,093)	(740,682)	76,590	89.66%
Net Contribution (Cost)	<u>708,857</u>	<u>652,426</u>	<u>56,431</u>	
Planning & Development				
Revenue	165,777	151,492	14,285	109.43%
Expenditure	(59,442)	(69,644)	10,202	85.35%
Net Contribution (Cost)	<u>106,335</u>	<u>81,847</u>	<u>24,487</u>	
Community & Economic Development				
Revenue	586,148	614,205	(28,056)	95.43%
Expenditure	(195,672)	(241,819)	46,147	80.92%
Net Contribution (Cost)	<u>390,476</u>	<u>372,385</u>	<u>18,091</u>	
Grand Totals				
Revenue	5,454,014	5,518,217	(64,203)	98.84%
Expenditure	(2,116,615)	(2,337,928)	221,313	90.53%
Net Contribution (Cost)	<u>\$ 3,337,398</u>	<u>\$ 3,180,289</u>	<u>\$ 157,110</u>	<u>104.94%</u>

Departmental Update

During the month of May and June, Auditor Gary Bickerton from the firm of Jorgensen & Bickerton Inc. has been in the office conducting the year end audit. Preliminary results are positive. The March 31, 2007 audited financial statements are expected to be completed in early July.

The front counter at Town Hall was busy as citizens were getting their interim tax billings and water/sewer billings paid prior to the due dates. Corporate Services has hired a summer student, Kimberley Burke, who is assisting with front desk coverage and financial recording. Summer office hours of 8:00 a.m. to 4:00 p.m. have begun and will continue until September 4th.

7. ADJOURNMENT

On motion by Councillor Rhindress, the meeting adjourned at 8:00 PM.

APPROVED:

Gregory D. Herrett, CA
Chief Administrative Officer

Jerry Hallee
Mayor

Amherst Town Council Meeting

Monday, June 25, 2007 at 7:00 PM

AGENDA

1.	O'CANADA			
2.	HEARINGS/PRESENTATIONS			
2.1	Variance Appeal Hearing – 117 East Pleasant Street			2
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, May 28, 2007 Regular Meeting		Angel	5
4.4	Variance Appeal – 117 East Pleasant Street	2007074	March	17
4.5	Bylaw to Amend the Transient Automobile Vendors Bylaw	2007079	Chitty	22
4.6	Bylaw to Amend the Tax Exemption Bylaw	2007071	Fawthrop	25
4.7	Tender – Trackless Sidewalk Plow	2007065	Rhindress	29
4.8	Tender – Capital Paving	2007061	Baker	31
4.9	Tender – Storm Sewer- Strawberry Fields/Townshend	2007067	Baker	33
4.10	Budget Issue - Amend Capital Budget	2007076	Fawthrop	35
4.11	Budget Issue – DARS Area Rate	2007069	Baker	39
4.12	Stadium – Appoint Mechanical Engineer	2007068	Rhindress	45
4.13	Policy Manual – Proposed New Sidewalk / Curb Options Policy	2007080	Baker	54
4.14	CJSMA Issue – Construction & Demolition Proposal	2007078	Rhindress	60
4.15	Contribution to Peace Officer Memorial Fund	2007072	Angel	66
4.16	Request for Financial Support – Biking for Bone Marrow	2007073	March	71
4.17	Summer Council Meetings	2007075	Angel	75
5.	ADDITIONAL ITEMS			
5.1	WOW Reading Challenge		Angel	77
6.	INFORMATION ITEMS			
6.1	Operational Services Department Monthly Report		Baker	78
6.2	Community & Economic Development Department Monthly Report		March	80
6.3	Planning & Development Department Monthly Report		Chitty	81
6.4	Police Department Monthly Report		Angel	82
6.5	Fire Department Monthly Report		March	83
6.6	Corporate Services Department Monthly Report		Fawthrop	84
7.	ADJOURNMENT			