

**Minutes of a Regular Meeting of Amherst Town Council
Held in Council Chambers
Monday, September 24, 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. Audited Financial Statements

Gary Bickerton presented the audited financial statements. He informed Council that the Town's financial records were accurate and well prepared. His audit revealed that the Town has excellent internal controls, essential for financial accountability, fraud prevention, and embezzlement prevention.

As was done last year, the statements are in PSAP format (Public Service Accounting Policy). Mr. Bickerton explained this format, and how its emphasis is on financial position, as opposed to surplus or deficit, and that the Town is in a positive municipal position of \$43,000,000. The year ended with a change to general operating fund balance of \$25,490, which would have been referred to as a 'surplus' under the old format.

3. CALL TO ORDER

Mayor Hallee called the meeting to order at 7:05 PM.

4. ACTION ITEMS

4.1 Additions to the Agenda

Councillor Chitty asked to remove item **4.9 Water Main Property Lease** from the Agenda, and to add item **5.1 October Council Meeting**.

4.2 Approval of Agenda

Moved by Deputy Mayor Baker, seconded by Councillor March to approve the Agenda with the amendments.

MOTION CARRIED

4.3 Approval of Minutes – May 28, 2007 Regular Meeting

• **June 25, 2007 Regular Meeting**

Moved by Councillor Rhindress, seconded by Councillor Chitty to approve the Minutes of the June 25, 2007 regular meeting as presented.

MOTION CARRIED

• **July 23, 2007 Special Meeting**

Moved by Councillor Rhindress, seconded by Councillor Angel to approve the Minutes of the July 23, 2007 special meeting as presented.

MOTION CARRIED

• **August 30, 2007 Special Meeting**

Moved by Councillor Rhindress, seconded by Councillor Fawthrop to approve the Minutes of the August 30, 2007 special meeting as presented.

MOTION CARRIED

- **September 5, 2007 Special Meeting**
Moved by Councillor Rhindress, seconded by Deputy Mayor Baker to approve the Minutes of the September 5, 2007 special meeting as presented.

MOTION CARRIED

- **September 13, 2007 Special Meeting**
Moved by Councillor Rhindress, seconded by Councillor March to approve the Minutes of the September 13, 2007 special meeting as presented.

MOTION CARRIED

4.4 **By-Law to Amend the Tax Exemption By-Law, Second Reading RFD#2007088**

Moved by Councillor Angel, seconded by Councillor Chitty that Council approve Second 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.

4.5 **Audited Financial Statements RFD#2007095**

Moved by Councillor Fawthrop, seconded by Councillor March that Council accept the audited Consolidated Financial Statements of the Town of Amherst to March 31, 2007 which have been reviewed, audited and presented by auditor Gary Bickerton, CA from the firm of Jorgensen Bickerton, as recommended by the Audit Committee.

MOTION CARRIED

Moved by Councillor Fawthrop, seconded by Deputy Mayor Baker that Council re-appoint the firm of Jorgensen Bickerton as the Auditors for the Town for the fiscal year April 1, 2007 to March 31, 2008, as recommended by the Audit Committee.

MOTION CARRIED

4.6 Amendments to the 2007-2008 Capital Budget RFD#2007089

I move that Council adopt amendments to the 2007-2008 Capital Budget to incorporate the changes reflected in the proposed amended Capital Budget and described in detail in the Description of Proposed Amendments to the 2007/2008 Capital Budget

MOTION CARRIED

Description of Proposed Amendments to the 2007/2008 Capital Budget Changes Under Stadium Renovation Costs and Sources of Funding

	<u>Present Budget</u>	<u>New Est. Cost</u>
Ice Slab and Boards	\$559,950	\$574,773
Replace roof	356,250	257,290
Mechanical	230,750	288,500
Front Entry, Elevator & 2 nd Floor*	410,000	1,641,000
Contingency (incl. Architect)	<u>233,543</u>	<u>403,585</u>
	<u>\$1,790,493</u>	<u>\$3,165,148</u>

Change the name of the 4th line item from Additions to Entrance, Office, etc. on the existing Budget To Front Entry, Elevator & 2nd Floor on the Amended Budget.

These changes reflect a net increase in the capital budget of **\$1,374,655**.

And Further that the Sources of Funding for the New Estimated Costs be amended as follows:

Ice Slab and Boards \$574,773 - Change the amount in the Province of NS Funding Grant column from \$559,950 to \$574,773.

Replace Roof – \$257,290 - Change the amount in the Province of NS Funding Grant column from \$240,050 to \$225,227, and add a column for Bridge Financing and show an amount of \$32,063.

Mechanical - \$288,500 Delete the column titled Dept. of Environment Cool Solutions and the amount of \$60,000. Add a column for Bridge Financing and enter the amount of \$288,500, while removing \$170,750 from the Long Term Debt Column.

Front Entry, Elevator & 2nd Floor - \$1,641,000 –Delete the \$410,000 from Long Term Debt and show \$400,000 in Province of NS Funding column and show \$1,241,000 in Bridge Financing.

Contingency(incl. Architect) \$403,585 – Delete the \$233,543 from Long Term Debt and show \$403,585 in the column for Bridge Financing.

And finally, not related to the Stadium Project, a change is made to the Funding Sources for the Eddy St. Lift station (\$470,000) by changing the amount in the MRIF Funding from \$240,000 to \$114,594 and in the Capital Reserve Column by changing the existing figure of \$60,000 to the new figure of \$185,406. The remaining amount of \$170,000 remains in the Long Term Debt column.

This is not a change in the budget amount, but in the funding sources only.

PROPOSED

Approved Capital Budget - 2007/08		* Year 2007/08 - Approved at April 30 Council Meeting, Revised June 25 Council Meeting, Revised Sept 24/07 Council Meeting													
Projects	Estimated Gross Cost	Sources of Financing													
		Water Capital (Depr-iation)	Water Operating	General Operating	Operating Reserve	Capital Reserve	Province of Nova Scotia Funding Grant	Municipal Rural Infra structure Funding (MRIF)	Federal Funding Dept of Environ - Cool Solutions	Other - Donations from Orgs	Other - Reimburse-ment from County 25%, max \$15,000	Bridge Financing	Long Term Debt		
COMMUNITY & ECONOMIC DEVELOPMENT	SUBTOTAL	1,502,500	150,000	34,000	436,000	-	185,406	-	114,594	-	-	-	6,250	-	582,500
Stadium Renovations - Ice Slab and Boards	574,773														
Stadium Renovations - Replace Roof	257,290														
Stadium Renovations - Mechanical	288,500														
Stadium Renovations - Front Entry, Elevator & 2nd Floor	1,641,000														
Stadium Renovations - Contingency (Incl. Architect)	403,585														
Upgrade Playground Equipment - Robbs & Strawberry Fields	25,000						25,000								
Replace 1990 Kubota Tractor & Gang Mower	23,000														
Replace Scrubber at Stadium	8,000														
Phased Construction Program Centennial Trail	20,000														
	Subtotal	3,241,148													
FIRE DEPARTMENT															
New Fire Pumper Truck (carry over fr 06/07 budget)	311,000						311,000								
New High Pressure Breathing Air Compressor	25,000														
Building Improvements - Second floor main hall	30,000														
*** Firefighters Assoc cost share 50% (15,000)													15,000		
	Subtotal	366,000													
POLICE DEPARTMENT															
Dispatch Console	20,750														
Video Surveillance	10,000														
Digital Car Camera	10,000														
Replace Radio System	25,000														
	Subtotal	65,750													
	GRAND TOTAL	5,175,398	150,000	34,000	520,750	65,750	521,406	1,200,000	114,594	-	15,000	6,250	1,965,148	582,500	

4.7 Temporary Borrowing Resolution RFD#2007093

Moved by Councillor Fawthrop, seconded by Councillor March that Council approve the following Temporary Borrowing Resolution in the amount of \$2,500,000 for Stadium Renovations, as required by Sections 65 and 66 of the Municipal Government Act.

MOTION CARRIED

**TOWN OF AMHERST
TEMPORARY BORROWING RESOLUTION**

File No.
Recreation (Stadium)

WHEREAS Section 66 of the Municipal Government Act provides that the Town of Amherst, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations, may borrow to expend funds for a capital purpose authorized by statute;

AND WHEREAS clause 65 of the Municipal Government Act authorizes the Town of Amherst to expend funds for the capital purpose of:
– playgrounds, trails, bicycle paths, swimming pools, ice arenas and other recreational facilities;

AND WHEREAS the specific amounts and descriptions of the projects are contained in Schedule "A" (attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Town borrow a sum or sums not exceeding Two Million Five Hundred Thousand (\$2,500,000) for the purpose set out above, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations;

THAT the sum be borrowed by the issue and sale of debentures of the Town to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Town borrow from time to time a sum or sums not exceeding Two Million Five Hundred Thousand (\$2,500,000) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve Months (12) from the date of the approval of the Minister of Service Nova Scotia and Municipal Relations of this resolution.

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

SCHEDULE "A"

File No.
Recreation (Stadium)

RECREATION (STADIUM)

Stadium Renovations	\$2,500,000.
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4.8 Architectural Services – Town Hall Front Entry Concept RFD#2007090

Moved by Councillor March, seconded by Councillor Chitty MOVE THAT Council accept the proposal from Sperry and Associates, dated September 11, 2007, to provide architectural design services for the reconstruction of the front entry of Confederation Memorial Building at their estimated fee of \$20,000 or 8.33% of the project costs.

Moved by Councillor Angel, seconded by Councillor Chitty to table this motion.

**MOTION CARRIED
ORIGINAL MOTION TABLED**

4.10 Septage Treatment Facility – Deed RFD#2007092

Moved by Councillor Rhindress, seconded by Councillor Fawthrop that Council approve the following resolution, giving effect to the transfer of land to the County, as agreed to by the five participating municipal units in the CJSMA:

WHEREAS the Municipality of the County of Cumberland (“the Municipality”) acquired land on the Little Forks Road, Little Forks, Cumberland County, by Deed recorded at the Cumberland County Registry of Deeds Office in Book 680 at page 373, to be held in trust for the Cumberland Joint Services Management Authority (“the CJSMA”); and

WHEREAS, pursuant to an Agreement dated the 13th day of July 2005, the CJSMA has agreed to transfer a portion of the lands described in Book 680 at Page 373 to the Municipality together with right-of-way over its remaining land; and

WHEREAS the Town of Amherst as one of the five Municipal Units making up the CJSMA hereby consents to the CJSMA conveying to the Municipality the property and right-of-way described in Schedule “A” attached hereto;

THEREFORE BE IT RESOLVED THAT the Town of Amherst, as one of the five Municipal Units making up the CJSMA, hereby consents to the Solid Waste Manager and Ernie Gilbert executing the Quit Claim Deed on behalf of the CJSMA to convey the property to the Municipality.

MOTION CARRIED

5. ADDITIONAL ITEMS

5.1 October Council Meeting – Change Date

Moved by Councillor Chitty, seconded by Deputy Mayor Baker that the date of the Committee of the Whole meeting be changed from October 15 to October 22, and that the date of the next regular Council meeting be changed from October 22 to October 29.

MOTION CARRIED

6. DEPARTMENTAL REPORTS

6.1 Operational Services Department Monthly Report

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

MOTION CARRIED

Water Issues

In the normal course of water production from our well field, our water mains experience a buildup of silt which, when disturbed by abnormal flow conditions, creates turbidity problems for our customers. This summer our Operational Services staff developed a unidirectional flushing program which would allow our water department to effectively clean the water mains while allowing our largest employers to continue uninterrupted operations. The main line from the well field to Town was cleaned, then two partial unidirectional flushing mini programs were conducted to eliminate any remaining turbidity between the main line and the Amherst Industrial Park. Lastly, a complete flushing of the Amherst mains took place, including dead ends. This program took four weeks to complete. In summary, the source of our turbidity problems has been eliminated.

Capital Projects

The Eddy Street lift station is now under construction with Newcon Construction of Amherst having completed the slab and 16 foot high walls. Newcon will now pour the roof along with interior baffle wall to complete this phase of the project, following which Basteck will install mechanical and electrical components and commission the lift station.

The Stadium roofing contractor, Fitz Construction, has completed all work that can be carried out at this time. The new roof is water tight and has 7” of fiberglass batt insulation, which has contributed to keeping the building cool for ice making. Phase II, the ice slab, mechanical system and dasher boards contracts are now substantially complete with only minor deficiencies to be dealt with. Phase III renovations have now commenced with Flagship Construction being the general contractor. This work includes demolition of the complete front entry area (except for the structural steel framing) and reconstruction of a new and enlarged front entry. A detailed description of work in this phase is outlined in the display in the lobby. We expect to have this phase substantially complete by Christmas. During this construction phase, persons using the stadium facility will be inconvenienced through temporary access points and we encourage tolerance as we work towards completion of the renovations.

Our new solid waste collection contract with PBS began last week. PBS also began distributing new calendars which outline collection schedules and services. All customers should receive a new calendar by the end of this week.

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

The Town's mowing and maintenance program continues. It has been a busy year with weather conditions making it a "banner" growing season. Staff have worked hard this summer ensuring that our town presents a good visual image and ensuring that we provide superior facilities for sporting events. Activities at the Robb Complex have concluded for the year and we will commence preparing the parks for winter by mid October.

It has been a busy year at the Stadium; work on the floor, boards and glass is complete with the exception of a couple of minor deficiencies that are being addressed by the contractors. The new boilers, chiller and associated mechanical work are complete and the roof has been finished to the point of incorporating Phase III development. A contract in the amount of \$1,641,000.00 has been awarded to Flagship Construction for completion of Phase III, which will include renovations to the 1st and 2nd floors, an elevator, a walking track, meeting rooms, windows and exterior upgrades. It is anticipated that these renovations will be completed by the new year. During the construction, the front entrance of the Stadium will be closed to the public, and access to the building will be from the entrance on the northeast side. Canteen services will be reduced to the small canteens on the second level, and to accommodate construction, the facility will be closed for a couple of days in December, nearing the conclusion of the project.

There is a public information display in the lobby at Town Hall which explains and illustrates the work being completed, and residents are welcome to drop in and look at this material and ask any questions they may have.

2007 Summer Program

We have had a very successful year with our summer program activities. Our playground program registered 115 children; the tennis program had 46 registrants including 9 adults as part of a new adult program. There were 26 youth in an eight-week golf program; 206 youth in the instructional swim program; and 441 registered for the recreational swim program.

Our senior programs saw 165 individuals take part in four tours during the summer. In addition, 183 youth participated in four summer program trips. This year we were very fortunate to partner with the Tim Horton's Camp for a day camp in which we had 50 participants, and 20 involved in a two-day camp in August. We have developed a good relationship with the personnel from the Camp, and see this activity to be a key component of our summer youth program.

Visitors Information Centre

Once again this year, the Town partnered with the Province of Nova Scotia providing information services at the Provincial Visitors Information Centre. Our employees provide overall information related to Nova Scotia however, they also staff the Amherst Kiosk and provide information on Amherst to visitors. During July and August, our staff counseled 2,873 visitors in comparison to 3,692 for the same period last year.

Community Bulletin Board

We now have a bulletin board attached to the event sign at the Amherst Stadium. It has been the past practice for people to post notices related to yard sales and other events on telephone poles, trees and sign posts throughout the town, which is not appropriate and distracts from the overall appearance of the town. The new Bulletin Board provides a central point for such notices to be posted for those having sales or hosting events, and for those seeking out such activities. We would encourage residents to post such notices on this new bulletin board rather than on telephone posts, trees, etc., and to help up maintain a positive image in the Town.

Communities in Bloom

New Glasgow, Amherst and Halifax Regional Municipality were the only Nova Scotia winners announced Saturday in a national community beautification competition. Judges awarded Halifax five "blooms" in the 2007 Communities in Bloom Program, for its urban master forestry plan. Halifax was entered in the category for cities with a population exceeding 300,001, in which Toronto was voted the winner. New Glasgow and Amherst, both entered in the 5,001 to 10,000 population category, each won four blooms. New Glasgow got a specific mention for tidiness and Amherst for environmental awareness in its stadium renovations. Aylmer, Ontario topped that category. Kelowna BC was named the "best blooming community" in Canada. **Communities in Bloom** is a Canadian non-profit organization aiming to promote civic pride, environmental responsibility and beautification through community involvement and the challenge of a national competition. It began in 1995 with 29 participating municipalities and has grown to include more than 500 communities.

6.3 Planning & Development Department Monthly Report

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

MOTION CARRIED

Building Activity

As of August 31, 2007 the total value of building permits issued in the Town was **\$7,807,500** compared to **\$8,073,847** at this point last year. During the months of June, July and August there were 19 new single detached dwellings and 22 new apartment units constructed within the Town. In addition, a new auto dealership and a retail expansion to Pharmasave on Robert Angus Drive have been started. Given the above construction activity it is evident that we are in the midst of another strong development year.

New Streets

A new mini home park is under construction off West Victoria Street. The new street is to be named Cumberland Ridge Drive and is being developed by the owners of Highland Village. The final phase of Southgate Village mini home park is also under construction. This includes the extension of Pinehurst Street.

Dangerous and Unsightly Premises

So far this year we have had 17 complaints; while 15 still remain active, most are well on their way to being resolved. All the complaints have been investigated and are being actively pursued by the Unsightly Premises Administrator.

Variance Updates

As of August 31, 2007 the Development Officer has issued three variances for development within the Town: a two metre rear yard variance for a four unit townhouse at 117 East Pleasant Street; a 0.7 metre front yard setback for a new commercial building at 17 South Albion Street; and a 16.6 square metre floor area variance for a garage at 195 East Victoria Street. In addition the Development Officer denied a three metre front yard setback for an addition to a home at 43 Clifford Street. This decision was appealed to Town Council and an appeal hearing was held on September 13. Council allowed the appeal and granted the variance.

Other Items

The Planning and Development Department has been working closely with Operational Services on the issue of illegal signage on utility poles. The outcome was that our Works crews canvass the Town once a week and remove any illegal signs they see on these poles.

The Department has worked closely with the Downtown Amherst Revitalization Society to have hanging flower baskets installed on the light standards within the downtown area. While these flowers did add to the beauty of our downtown, they will be ordered earlier next year in order to ensure that they have an opportunity to grow fully and have an even bigger impact next year. Crews from Operational Services were responsible for watering the flowers, and did a commendable job.

6.4 Police Department Monthly Report

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

MOTION CARRIED

Personnel

Sgt. Aubrey Armsworthy returned to full duty on May 31. Cst. Tim Hunter remains off duty on Parental Leave. Kim Davison is on indefinite sick leave as of August 21. Our department supplied on-the-job training for three cadets of the Atlantic Police Academy from June through August. They were each assigned a coach officer for the summer. Cadets Pierre Lemire, Kate Roy and Mark Richards then graduated from their Police Sciences course on August 31. A competition was held on September 5, 6 and 7 in order to backfill vacancies arising from the transfer of Cst. Tim Hunter to the Street Crime Unit, and the pending placement of a member in the newly appointed Staff Sergeant position. Six applicants completed a written examination and participated in an oral board interview. As a result, Cst. Pierre Lemire of Moncton, mentioned above as having completed the on-the-job portion of his Atlantic Police Academy Police Sciences Program with our department this past summer, has been hired on a full time basis effective September 18. Cst. Jason Galloway of Miramichi has been hired on a full time basis as well, and will begin employment in the near future. A decision regarding part-time employees has not yet been made. A request for funding was submitted to the Department of Justice under the "Safer Communities" project, for two additional positions for the Amherst Police Department. One position would be an additional officer for the Street Crime Unit, and the other a School Safety/Youth Court Liaison position.

Training

Cst. Hunter attended a two-day Search Warrant workshop in Halifax in June, hosted by the RCMP. Nancy Guilderson attended a one day PROS RM01 workshop at the Amherst Detachment of the RCMP. Ms. Guilderson is the PROS Records Manager for our department. Cst.'s Fudge and Estabrooks traveled to Saint John N.B. in June for a one day Sex Offenders On-line workshop delivered by UNBSJ. All members of the department not previously trained in the use of the Taser, received instruction in June and July.

Community Officer

Cst. Smith attended the Atlantic Crime Prevention Conference in Halifax from June 6 to 9. Community Officer Smith also attended the Atlantic Summer Institute on Healthy and Safe Communities in Prince Edward Island from August 21 through 24.

6.5 Fire Department Monthly Report

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

MOTION CARRIED**Alarm Responses**

During the reporting period from June 11 to September 6, 2007 our Fire Department responded to 38 calls in the Town of Amherst and 14 calls to the County coverage area. During this period our firefighters responded to seven motor vehicle accidents. The calls in Town also included structure fires, false alarms, electrical fire, fuel spill, unauthorized controlled burning and an unattended pot of grease on a stove. The calls to the County also included false alarms and structure fires.

Training

The Fire Department training schedule for the month of September has been established and will include HazMat training, Rural Water Supply, Medical First Responder training which will be provided by EHS, Motor Vehicle Extrication training and a tour of the Sifto Salt Plant on the Smith Road.

Fire Prevention

Two of our fire inspectors will be attending a one-day course in Truro this month which will cover the requirements for inspecting fire extinguishers. We are presently preparing our Fire Prevention program for the up coming annual Fire Prevention Week, which will be held from October 7- 11.

Recruiting

Our Department will be holding a recruiting campaign during the months of September and October, hoping to attract a number of new volunteer recruits. We accept volunteer application all year long, but our September and October campaign allows our new people to start immediately in October with our Level One training requirements.

Emergency Measures

It's hurricane season in the Atlantic Region, and it will be with us until mid to late November. Forecaster's have predicted above normal severe weather for the Atlantic Provinces, so we must remind people to make an extra effort to prepare themselves for these occurrences. They should be prepared to deal with the situation on their own for the first 72 hours if help is not available. If they need information on how to prepare themselves they can contact the Emergency Measures Coordinator at the Fire Station, 62 Albion Street, or call 667-0395.

Maritime Firefighters Memorial Day

Mayor and Council are invited to the Maritime Firefighters Memorial Day service on Sunday, September

6.6 Corporate Services Department Monthly Report

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

MOTION CARRIED**Monthly Expenditures**

Expenditures during the month of June, July and August 2007 totaled \$3,341,905 compared to \$3,681,086 for the same months last year.

	<u>June, July, Aug 2007</u>	<u>June, July, Aug 2006</u>
Corporate Services	\$ 781,265	\$ 966,678
Police Department	577,110	645,553
Fire Department	314,359	329,312
Operational Services	895,950	934,208
Planning Department	69,697	87,315
Community & Economic Development	354,823	421,315
Water	348,701	296,704
	<u>\$ 3,341,905</u>	<u>\$ 3,681,086</u>

Collections

Total amount owing to the Town at the end of August 2007 was \$6,488,402:

	August 2007			August 2006		
	Current	Prior	Total	Current	Prior	Total
Taxes	\$ 5,615,940	\$ 530,374	\$ 6,146,314	\$ 5,079,198	\$ 413,303	\$ 5,492,501
Sewer Taxes	121,433	24,987	146,420	62,121	22,856	84,977
Water Taxes	138,256	45,639	183,895	64,071	73,313	137,384
Other	3,879	7,894	11,773	29,309	21,470	50,779
	\$ 5,879,508	\$ 608,894	\$ 6,488,402	\$ 5,234,699	\$ 530,942	\$ 5,765,641

Yearly Operating Statement

As of August 31, 2007 we are five months into our fiscal year. Our total revenue to date is \$11,727,850 compared to the budgeted amount of \$11,718,361. Our total expenditures to date are \$5,122,581 compared to the budgeted amount of \$5,547,191.

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

	YTD	Budget	Variance	%
Corporate Services				
Revenue	\$ 3,462,485	\$ 3,383,075	\$ 79,410	102.35%
Expenditure	(1,307,363)	(1,361,320)	53,956	96.04%
Net Contribution (Cost)	2,155,122	2,021,755	133,367	
Police Department				
Revenue	2,394,940	2,436,954	(42,014)	98.28%
Expenditure	(1,022,967)	(1,129,775)	106,808	90.55%
Net Contribution (Cost)	1,371,974	1,307,179	64,795	
Fire Department				
Revenue	1,229,888	1,224,770	5,118	100.42%
Expenditure	(552,592)	(562,258)	9,666	98.28%
Net Contribution (Cost)	677,296	662,512	14,784	
Operational Services				
Revenue	3,098,534	3,120,943	(22,409)	99.28%
Expenditure	(1,560,092)	(1,626,953)	66,862	95.89%
Net Contribution (Cost)	1,538,443	1,493,990	44,453	
Planning & Development				
Revenue	340,385	311,179	29,206	109.39%
Expenditure	(129,139)	(154,986)	25,847	83.32%
Net Contribution (Cost)	211,246	156,193	55,053	
Community & Economic Development				
Revenue	1,201,617	1,241,439	(39,822)	96.79%
Expenditure	(550,428)	(711,898)	161,470	77.32%
Net Contribution (Cost)	651,189	529,541	121,648	
Grand Totals				
Revenue	11,727,850	11,718,361	9,489	100.08%
Expenditure	(5,122,581)	(5,547,191)	424,610	92.35%
Net Contribution (Cost)	\$ 6,605,269	\$ 6,171,170	\$ 434,099	107.03%

Corporate Services Departmental Update

Corporate Services have completed the second water/sewer billing in the new Accounts Receivable Computer Software, SAP. Some adjustments to the reporting side are being made to speed up the process of collections. The public is reminded that interest will be charged on any over due accounts. Also, the 2007/08 final property tax bills were mailed out on August 31st and are due by September 28th.

The Town's electronic filing system and e-mail server were updated during the summer months. New picture ID cards are being produced by our IT staff to enable Town employees to provide identification to the public. The Town's website continues to be a valuable source of information such as public and community notices, Town resources, and media releases. We encourage all citizens to check it out at www.amherstns.com.

Some minor changes in office configuration at Town Hall will be required to accommodate personnel being temporarily displaced during Phase III demolition and construction at the Stadium. Contact phone numbers will remain the same.

Mayor – visitors from Escalante for the next week and a half, as a part of the town's partnership

7. ADJOURNMENT

On motion by Councillor Rhindress, the meeting adjourned at 7:45

APPROVED:

Gregory D. Herrett, CA
Chief Administrative Officer

Jerry Hallee
Mayor

Amherst Town Council Meeting
Monday, September 24, 2007 at 7:00 PM
AGENDA

1.	O'CANADA			
2.	HEARINGS/PRESENTATIONS			
2.1	Audited Financial Statements and Management Letter			
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 <ul style="list-style-type: none"> • June 25, 2007 Regular Meeting • July 23, 2007 Special Meeting • August 30, 2007 Special Meeting • September 5, 2007 Special Meeting • September 13, 2007 Special Meeting 			2 14 17 19 20
4.4	Bylaw to Amend the Tax Exemption Bylaw, Second Reading	2007088		21
4.5	Audited Financial Statements			32
4.6	Amendments to the 2007-2008 Capital Budget	2007089		34
4.7	Temporary Borrowing Resolution	2007093		42
4.8	Architectural Services – Town Hall Front Entry Concept	2007090		46
4.9	Water Main – Property Lease	2007094		52
4.10	Septage Treatment Facility – Deed	2007092		57
5.	ADDITIONAL ITEMS			
5.1	Date of October Council and Committee of the Whole Meetings			
6.	INFORMATION ITEMS			
6.1	Operational Services Department Monthly Report			61
6.2	Community & Economic Development Department Monthly Report			62
6.3	Planning & Development Department Monthly Report			63
6.4	Police Department Monthly Report			64
6.5	Fire Department Monthly Report			65
6.6	Corporate Services Department Monthly Report			66
7.	ADJOURNMENT			