

**Minutes of a Regular Meeting of Amherst Town Council
Held in Council Chambers
Monday, November 26, 2007 at 7:00 PM**

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

REGRETS: Councillor David March

1. O'CANADA

2. HEARINGS / PRESENTATIONS

2.1 Accessible Community Transportation – Jean Coleman, Community Inclusion Coordinator
Jean Coleman and John Bradford made a presentation to Council on the Amherst Accessible Community Transportation Committee's efforts. ACT is a group of community based volunteers establishing an affordable and accessible transportation system for Amherst and surrounding areas.

3. CALL TO ORDER 7:25 PM

4. ACTION ITEMS

4.1 Additions to Agenda

4.2 Approval of Agenda

Moved by Councillor Ed Chitty, seconded by Deputy Mayor Terry Rhindress to approve the Agenda as circulated.

MOTION CARRIED

4.3 Approval of Minutes –October 26, 2007 Special Meeting

Moved by Deputy Mayor Terry Rhindress, seconded by Councillor Dale Fawthrop to approve the Minutes of the October 26, 2007 Special Meeting as circulated.

MOTION CARRIED

Moved by Deputy Mayor Terry Rhindress, seconded by Councillor Robert Angel to approve the Minutes of the October 29, 2007 Regular Meeting as circulated.

MOTION CARRIED

4.4 By-Law to Repeal Automatic Machines & Pinboards By-Law, 1st Reading – RFD#2007106

Moved by Councillor Ed Chitty, seconded by Councillor George Baker that Council give First Reading of the By-Law to Repeal the Automatic Machines & Pin Boards By-Law (B-4) as recommended by Administration.

MOTION CARRIED

By-law to Repeal the Automatic Machines & Pin Boards By-Law

The Town of Amherst Automatic Machines & Pin Boards By-law approved by Council on the 19th day of July, 1965 with amendments to December 11, 1990 is hereby repealed.

4.5 Signing Authority Policy – Amend Signature Cards RFD#2007107

Moved by Councillor George Baker, seconded by Councillor Ed Chitty that Council authorize the new signature card for the Royal Bank to reflect the appointment of Terry Rhindress as Deputy Mayor and to confirm Councillor Dale Fawthrop as the designated councillor.

MOTION CARRIED

4.6 New Policy – Maternity, Paternal & Adoption Leave RFD#2007113

Moved by Councillor Dale Fawthrop, seconded by Deputy Mayor Terry Rhindress that the new Maternity, Parental and Adoption Leave Policy, #04000-11 be approved as recommended and added to the Town's Policy Manual, and that the old Maternity Leave and Adoption Leave Policies from the 1983 Personnel Policy Manual be rescinded.

MOTION CARRIED

Maternity, Parental and Adoption Leave Policy, 4000-11

PURPOSE: To establish and maintain a uniform policy respecting employee leave of absence; specifically that of maternity leave, parental leave and adoption leave.

POLICY STATEMENT: Employees of the Town of Amherst shall be provided with a leave of absence without pay in accordance with the Nova Scotia Labour Standards Code for maternity leave, parental leave and adoption leave.

DEFINITIONS:

- Employee – an individual who has been employed with the Town of Amherst for at least one year, with continuous regular employment status.
- Employer – the Town of Amherst.
- Department Head – an employee who is responsible for the operation of a designated department of the Town of Amherst and reports directly to the CAO.

OBJECTIVES:

Maternity Leave

A pregnant employee, who has been employed by the Employer for at least one year, is entitled to an unpaid leave of absence of up to seventeen (17) weeks. This leave shall commence no sooner than sixteen (16) weeks preceding the expected date of delivery by the employee and no later than the date of delivery as determined by the employee's physician.

An employer may require a pregnant employee, to take an unpaid leave of absence while the duties of her position cannot reasonably be performed by a pregnant woman or the performance of the employee's work is materially affected. This does not affect any protection provided to a pregnant employee by the Human Rights Act.

Parental Leave

An employee, who has been employed by the Employer for at least one year, and who becomes a parent of one or more children through the birth of a child is entitled to an unpaid leave of absence of up to fifty-two (52) weeks.

Adoption Leave

An employee, who has been employed by the Employer for at least one year, and who becomes a parent of one or more children through the placement of a child in the care of the employee for the purpose of adoption is entitled to an unpaid leave of absence of up to fifty-two (52) weeks.

Leave Maximum

The maximum combined maternity and parental leave to which an employee is entitled is fifty-two (52) weeks.

Proof of Entitlement

When an employee requests maternity leave, the employee shall provide, where the Employer so requests, a certificate of a legally qualified medical practitioner stating that the employee is pregnant and specifying the expected date of delivery.

Where an employee requests parental leave, the employee shall provide a certificate of a legally qualified medical practitioner to establish the entitlement of the employee to the parental leave.

Where an employee requests adoption leave, a certificate of an official in the Department of Community Services with knowledge of the proposed adoption is sufficient proof of the matters attested to in the certificate.

Notice of Leave

The employee shall provide the Department Head with four (4) weeks notice prior to the beginning of the maternity, parental or adoption leave and the date the employee will return to work upon completion of the leave(s). When a female employee has requested both maternity leave and parental leave, the leaves of absence shall be taken consecutively.

An employee shall give the Employer as much notice as reasonably practical of the date the employee will begin maternity, parental or adoption leave where:

- she is advised by a legally qualified practitioner to begin maternity leave sooner than planned because of medical circumstances resulting from her pregnancy;
- the actual delivery occurs sooner than expected; and
- the first arrival of the child or children in the employee's home where that arrival is not anticipated or occurs sooner than reasonably expected.

Hospitalization of Child

In the event that the employee has commenced maternity, parental, or adoption leave, and the child for which the leave was granted is hospitalized for a period exceeding one week, the employee may return to work and defer the unused portion of the leave until the child is discharged from the hospital. The employee is only entitled to one interruption and deferral of each maternity, parental or adoption leave.

Benefit Coverage

While an employee is on maternity, parental or adoption leave the Employer shall maintain the Blue Cross benefit plan if the employee currently participates in it and wishes to continue the coverage. The Employer shall continue to pay its share of premium costs for maintaining such coverage during the leave and the If the employee does not pay his/her respective share, coverage will cease for the duration of the leave.

Anniversary Date

The Anniversary Date of employment for the employee does not change by the length of the maternity, parental or adoption leave.

Vacation

Vacation days shall not accumulate while on maternity, parental or adoption leave.

If an employee has unused vacation days when going on maternity, parental or adoption leave, upon the approval of the Department Head, the employee may carry forward the days to be used when he/she returns to work.

Return to Work

At least ten (10) working days prior to the scheduled return to work from maternity, parental or adoption leave, the employee will notify the Employer of his/her intentions regarding return. On return to duty, the employee shall be placed in his/her former position, or equivalent, with the same wage rates and earned benefits which had been accrued prior to the leave.

If the employee does not return to work, the employee will reimburse the Employer for the full amount of Blue Cross premiums paid on his/her behalf during maternity, parental or adoption leave.

4.7 Pension Plan Revision RFD#2007112

Moved by Councillor Ed Chitty, seconded by Councillor George Baker that Council adopt the following resolution thereby restating the Plan in its entirety effective January 1, 2007 as per the most recent version dated January 1, 2007, approving minor changes to the text effective January 1, 2007 as may be required by the Canada Revenue Agency and the Nova Scotia Superintendent of Pensions in order that the restated Plan be accepted for registration:

WHEREAS the Town of Amherst maintains a registered pension plan for its employees called the "Pension Plan for Employees of the Town of Amherst" ; and

WHEREAS the Town reserved the right under the Plan text effective April 1, 1982 to amend the Plan in whole or in part; and

WHEREAS the Town wishes to amend the Plan to introduce a defined contribution provision; and

WHEREAS the Town wishes to restate the Plan to incorporate all amendments made to the Plan text since it was last restated on January 1, 1992;

NOW THEREFORE IT IS HEREBY RESOLVED THAT the Plan shall be and is hereby restated in its entirety effective January 1, 2007 as per the most recent version dated January 1, 2007;

AND BE IT FURTHER RESOLVED THAT such minor changes to the text effective January 1, 2007 as may be required by the Canada Revenue Agency and the Nova Scotia Superintendent of Pensions in order that the restated Plan be accepted for registration are hereby approved in advance.

4.8 Fuel Tender RFD#2007108

Moved by Councillor Robert Angel seconded by Councillor Dale Fawthrop that Council award the tender for the supply of gasoline, diesel and furnace oil for the period January 1, 2008 to December 31, 2009 to Superline Fuels at their low tender price of 3.5 cents per litre above the Halifax Rack Price.

MOTION CARRIED

4.9 Approve Change Orders – Stadium Phase III RFD#2007114

Moved by Councillor Robert Angel, seconded by Deputy Mayor Terry Rhindress that Council approve Change Orders to date to provide for the extra expenditure of \$20,907 for Phase III of Stadium Renovations.

MOTION CARRIED

CHANGES TO THE ORIGINAL SCOPE OF WORK		
Building Permit	\$(4,153)	Paid by owner
Misc Prep Work (sound, telephone, it, etc)	\$(9,642)	Cost to relocate existing telephone, computer and control systems from the existing offices before demolition
Use of WF – Beams instead of OW Joists	\$(3,000)	Substitute for second floor steel to improve delivery by 4 weeks
Elevator Pit Drain sump and basin	\$(2,718)	to avoid extensive slab demolition in inside corridor
Slab Replacement Room 104	\$(3,840)	Existing slab was found to be undermined and surface was irregular
Metal Roof Credit	\$13,850	Difference between roofing contract and the \$50,000 cash allowance carried by the general contractor
Relocate temporary public entrance	\$(1,497)	Temporary public entrance moved to north side overhead door
Installation of Roof Purlins	\$(4,153)	Due to confusion on tender documents
Replacement of corroded column	\$(600)	Bottom of existing column was rusted out
3 – 4x4 HSS Beams	\$(940)	Not shown on tender drawings
Revise Keying Cylinders	\$(883)	To synchronize all building keys
2-Additional 6x6 HSS columns	\$(2,462)	Shown as existing on tender drawings but found to be non-existent after demolition

4.10 Letter of Congratulations to CREDA

Moved by Councillor Dale Fawthrop, seconded by Councillor Robert Angel that Council send a letter of congratulations to CREDA for two recent awards:

- a) **The Parks Canada Sustainable Tourism Award to Cape Chignecto as mentioned above; and**
- b) **The Nova Scotia/Canada Economic Development ‘Excellence in Collaboration’ Award to the Joggins Fossil Cliff Institute.**

MOTION CARRIED

4.11 December Council Meeting RFD#2007115

Moved by Deputy Mayor Terry Rhindress, seconded by Councillor George Baker that the next regular meeting of Amherst Town Council be changed from December 24, 2007 to December 17, 2007.

MOTION CARRIED

5. **ADDITIONAL ITEMS**6. **INFORMATION ITEMS**6.1 Community & Economic Development

Moved by Councillor George Baker, seconded by Councillor Ed Chitty that Council accept the following monthly report from the Community & Economic Development Department.

MOTION CARRIED

Facility Operations

Stadium users are reminded that 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 north side of the building. Although there are inconveniences due to the ongoing construction program, operations are going well. We have resumed the walking program on the promenade level at the stadium however, it may be disrupted from time to time during this phase of construction and also when the new track surface is being laid. Residents are reminded that there is a public information display in the lobby of Town Hall which explains and illustrates the work being completed and residents are welcomed to drop in and look at this material and ask any questions they may have. Anyone wanting to book ice time or to get information on advertising opportunities at the Stadium is asked to call 667-6500.

Victorian Christmas Light Up

The 16th annual Victorian Christmas Celebration commenced on November 18^h with the annual Christmas Light Up celebration at the Victoria Park. Attendance this year was excellent and the participation and contribution from the Chamber, Dars, Creda and the businesses community was outstanding. The Annual Christmas Parade took place on Saturday, November 17th under the direction of the Amherst Y'mens Club. We would like to extend our sincere thanks to the Y'mens Club for their continued hard work in organizing the parade and to all who participated in both the light up and parade.

DED Trees

Department staff continues to inventory Elm Trees that have been infected by Dutch Elm disease. A number of years ago, council commenced a DED program to help retard the spread of this disease and since that time, each year a number of these trees are cut and disposed off. With the assistance of the Tree Committee members, infected trees are prioritized for future removal. The disease is dormant during winter so removal is not commenced until we have frost in the ground. Last year, we were able to remove 23 trees and in the coming months we will be requesting quotes from qualified contractors for the removal of additional trees that are high on the priority list. This year, trees are cut 12 to 18 inches from the ground, removed and buried. The stump will be debarked and the property owner will continue to be responsible for removal of the stump.

Communities in Bloom

The Town of Amherst has been awarded 4 "Blooms" under the national awards program. The Town has received honourable mention for its Environmental Awareness for the Stadium Renovations in reducing energy consumption by converting the heating system from oil to gas, installation of a new insulated roof, a heat recovery system from the compressors to reduce domestic energy use and conversion of our Zamboni Ice Making Machine from Propane to Natural Gas.

6.2 Corporate Services Department Monthly Report

In the absence of Councillor David March, CAO Greg Herrett presented the Corporate Services Report.

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

MOTION CARRIED

Monthly Expenditures

Expenditures during the month of October 2007 totaled \$1,418,326 compared to \$1,170,807 for the same month last year. The main reason for the increase is that our first debt payment was made in October 2007 for the \$1.7 million debenture we issued last year. This debenture was for various capital projects and the debt payment has been fully budgeted for.

	October 2007	October 2006
Corporate Services	\$ 318,159	\$ 288,181
Police Department	183,129	183,632
Fire Department	111,327	95,451
Operational Services	483,501	347,396
Planning Department	21,132	23,501
Community & Economic Development	128,374	115,352
Water	172,703	117,294
	1,418,326	1,170,807

Outstanding Accounts Receivable

Total amount owing to the Town at the end of October 2007 was \$1,907,318:

	October 2007			October 2006		
	Current	Prior	Total	Current	Prior	Total
Taxes & Other	988,881	457,914	1,446,795	751,819	378,808	1,130,627
Sewer Taxes	166,278	25,556	191,834	204,462	16,568	221,030
Water Taxes	223,992	44,697	268,689	253,559	69,058	322,617
	1,379,151	528,167	1,907,318	1,209,840	464,434	1,674,274

Yearly Operating Statement

As at October 31, 2007 we were seven months into our fiscal year. Our total revenue to date is \$12,724,542 compared to the budgeted amount of \$12,663,759. This is a small increase of \$60,783 over the budgeted amount and is mainly due to an increase in building permits and a \$10,000 Transient Automobile Vendor fee not budgeted for. Our total expenditures to date are \$7,565,573 compared to the budgeted amount of \$8,076,324, a difference of \$510,751 under budget. In general, all departments are under budget for expenditures.

	YTD	Budget	Variance	%
Corporate Services				
• Revenue	\$3,811,712	3,698,768	112,944	103.0%
• Expenditure	<u>(2,062,499)</u>	<u>(2,143,932)</u>	<u>81,433</u>	96.20%
• Net Contribution (Cost)	1,749,213	1,554,836	194,377	
Police Department				
• Revenue	2,548,397	2,591,009	(42,612)	98.36%
• Expenditure	<u>(1,353,846)</u>	<u>(1,542,313)</u>	<u>188,467</u>	87.78%
• Net Contribution (Cost)	1,194,551	1,048,696	145,854	
Fire Department				
• Revenue	1,307,488	1,303,348	4,140	100.32%
• Expenditure	<u>(755,615)</u>	<u>(787,724)</u>	<u>32,110</u>	95.92%
• Net Contribution (Cost)	551,873	515,623	36,250	
Operational Services				
• Revenue	3,444,725	3,446,721	(1,996)	99.94%
• Expenditure	<u>(2,339,403)</u>	<u>(2,443,099)</u>	<u>103,696</u>	95.76%
• Net Contribution (Cost)	1,105,323	1,003,622	101,700	
Planning & Development				
• Revenue	358,810	324,171	34,639	110.69%
• Expenditure	<u>(170,510)</u>	<u>(212,179)</u>	<u>41,668</u>	80.36%
• Net Contribution (Cost)	188,310	111,992	41,668	
Community & Economic Dev				
• Revenue	1,253,410	1,299,742	(46,332)	96.44%
• Expenditure	<u>(883,700)</u>	<u>(947,077)</u>	<u>63,377</u>	93.31%
• Net Contribution (Cost)	369,710	325,665	17,045	
Grand Totals				
• Revenue	12,724,542	12,663,759	60,783	100.48%
• Expenditure	<u>(7,565,573)</u>	<u>(8,076,324)</u>	<u>510,751</u>	93.68%
• Net Contribution (Cost)	5,158,968	4,587,435	571,533	112.46%

Corporate Services Departmental Update

Statements went out at the end of October on all property tax accounts with outstanding balances. The quarterly water billing went out to customers October 23rd with a due date of November 30th. Collections of both property and water tax continue to be a priority for the Department. Following tax sale advertising, only one property is left on the November Tax Sale List. The Sale is scheduled for 10:00 a.m. on November 27 at Town Hall. A second Tax Sale is being planned for the end of January or mid-February.

Two members of staff attended the annual Association of Municipal Tax Collectors Conference in Yarmouth, where items such as the CAP assessment and Business Occupancy phase out for the 2007/08 fiscal year were on the agenda.

A little good news came out of the UNSM Conference which took place early in November. Mandatory municipal contributions to provincially funded corrections and public housing programs will gradually be phased out. The memorandum also includes a cap on education funding at 2007-08 levels, to be determined each year by the consumer price index in Nova Scotia. The actual savings to the Town will be determined when all information is received.

The budgeting process for the 2007/08 fiscal year is already underway within the various Town departments.

6.3 Fire Department Monthly Report

Moved by Councillor Ed Chitty, seconded by Deputy Mayor Terry Rhindress that Council adopt the following monthly report from the Amherst Fire Department.

MOTION CARRIED

Alarm Responses

During the reporting period from October 10 to November 16, 2007 our Fire Department responded to 14 calls in the Town of Amherst and 15 calls to the County coverage area. The calls to the Town of Amherst consisted of alarm equipment malfunctions, motor vehicle accident and structure fires. The calls to the County coverage area consisted of, alarm equipment malfunctions, motor vehicle accidents, structure fires and a Hazmat call for a plane crash at Fox Harbour Development near Wallace, where 16 members of our HazMat team were on the site for nine hours controlling the scene.

I would like to note that for this reporting period the percentage of calls to the County amounted to 51.7 percent compared to the calls to Amherst of only 48.3 percent.

Training & Department Activities

On November 9 the new fire pumper truck was delivered to our Fire Station and 13 of our operators were given two days of training on this new vehicle by a representative from the vehicle manufacturer. This new truck is a welcomed addition to our fleet of firefighting vehicles. It is a very high quality custom built vehicle and will greatly increase our water flow capability for firefighting. This vehicle is a 2007 Spartan six-man cab with a diesel engine and automatic transmission as well as a 1250 gallon per minute Hale firefighting pump. The body was custom built by Metalfab in Centerville, New Brunswick. This vehicle replaces our 1977 GMC pumper truck that has a 840 gallon per minute pump.

Fire Prevention

As part of our fire prevention program this year we had Mr. Michael Goulteous a burn survivor and motivational speaker visit the elementary schools and the high school to tell his very emotional survival story and speak on the dangers of using candles, alcohol and drugs. From all reports, his presentation was very well received and we hope to have him back again in the spring or early summer to speak to the schools we had missed.

Recruiting

To date we have taken on three new recruits who have already started their required training and reports from the training committee are that these new members are doing very well. We also have a new application that is presently being reviewed and we are hoping to get at least two more applications from interested people.

Emergency Measures

We are again reminding residents that it is hurricane season in the Atlantic region and it will be with us until late November. We were very lucky with the passing of the last tropical storm; it passed us by with very little impact on Amherst. However, forecasters have predicted above normal severe weather for the Atlantic Provinces, so we must remind people to make an extra effort to prepare themselves 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 their Emergency Measures Coordinator at the Fire Station, 62 Albion Street, or call 667-0395.

George Black

Long time firefighter George Black passed away today. Council's condolences are extended to Mr. Black's family.

6.4 Operational Services Department Monthly Report

Moved by Councillor Robert Angel, seconded by Councillor George Baker that Council adopt the following monthly report from the Operational Services Department.

MOTION CARRIED

Rogers Avenue was paved by Costin Paving following repairs to the concrete curb and replacement of 260 meters of storm sewer and 3 catch basins by Town crews.

Newcon Construction has completed the concrete work on the Eddy Street lift station. Bastech Inc will now begin installation of mechanical and electrical equipment and controls.

Bowers Construction have made the water main connection to the John Black Road water main and are making excellent progress with the new water main across Milner's property toward the reservoir.

Stadium Phase III construction is progressing with the floor slabs being completed last week and structural steel framing nearing completion. First floor exterior masonry is almost complete with second floor masonry and roofing to be completed shortly. We have experienced project delays mainly resulting from difficulty modifying the new steel frame to suit existing conditions discovered during demolition of the old front portion of the building.

Several water and sewer services were located for Heritage Gas in preparation for natural gas services installation through the current program.

Over 3200 water meters were also read over a nine day period starting October 1, 2007.

Currently there are 790 main line water valves in our system. In October, 70 valves were inspected and two were replaced. We are exercising and inspecting valves on a three year rotation. 31 sanitary manhole inspections were completed. There are currently 909 manholes in the Town system, the goal is to inspect one third of the manholes every year. 39 catch basins were cleaned and inspected. There are 1388 catch basins in the Town storm water system and it is our goal to clean and inspect 25% of the catch basins every year.

Utility crews spent considerable time preparing our decorations for our recent Christmas light up and Santa Claus parade.

6.5 Planning and Development Department Monthly Report

Moved by Councillor Terry Rhindress, seconded by Councillor Dale Fawthrop that Council adopt the following monthly report from the Planning and Development Department:

MOTION CARRIED

Building Activity

As of October 31, 2007 the total value of building permits issued in the Town was **\$11,462,049** compared to **\$10,106,412** at this point last year. During the month of October there were three new single detached dwellings and two new 4 unit apartment buildings constructed within the Town. This brings our total number of dwelling units constructed this year to seventy five. In addition, a permit for a new retail business on South Albion Street was issued.

Dangerous and Unsightly Premises

So far this year we have had 23 complaints, 13 remain active. During the month of October the Administrator received seven new complaints and was able to close eight unsightly files.

An agreement with the owner of the downtown location of Tim Horton's has been reached regarding the location of the garbage bins within the Town parking lot on Church Street. These bins will be removed from the property and the restaurant will move to daily garbage pickup.

Variance Updates

During the month of October, the Development Officer issued two variances; a 0.21 metre side yard variance to a new single detached dwelling located at 12 Casper Court, and a 1.83 metre front yard variance at 19 Elmwood Drive.

Building Permit Software

The final touches are being put on the new building permit software for the department. We will start utilizing this software for our day to day operations on December 3rd, 2007.

New Building Bylaw

An updated Building Bylaw has been drafted and will be presented to the Planning Advisory Committee for a recommendation at their next meeting. This Bylaw will be brought to Council in December.

Other Items

Staff have been working closely with a number of developers interested in building significant new commercial and residential buildings within Town. It is hoped that these projects will be brought forth to the Planning Advisory Committee in the coming months.

Staff are reviewing our Subdivision Bylaw to determine the appropriateness of allowing building permits to be issued as a new street is still under construction. The current Bylaw requires that the street be completed and acquired by the Town prior to the construction of buildings. It may be appropriate to obtain a performance bond and allow buildings and the street to be constructed at the same time.

6.6 Police Department Monthly Report

Moved by Councillor Dale Fawthrop, seconded by Councillor George Baker that Council adopt the following monthly report from the Amherst Police Department:

MOTION CARRIED

Personnel

Kim Davison remains on sick leave. Interviews on November 15th completed the competition process for the position of Staff Sergeant. Scott White was the successful candidate.

Training

Constables Dwayne Pike, Curtis Fudge and Kelley Caissie attended a two week course "Forensic Interviewing" at the Atlantic Police Academy in late October. Cst. Phil Miller attended a one week course "Child Interviewing Level 1" in late October in Halifax, sponsored by Family & Children's Services.

Halloween 2007

This year's Halloween activities throughout the Town were quiet, with only one complaint of damage and two occurrences of intoxicated persons. The Amherst Police Department again this year would like to thank the Amherst Fire Department, Pumpkin Patrol and the Westcum Amateur Radio Club for helping to make this Halloween safe for the children and the community.

Graffiti Presentation

Cst. Dwayne Pike will offer a presentation on Graffiti at the next meeting of the Amherst Board of Police Commissioners on November 28th.

CACP Presentation

A video presentation on Human Resources produced in conjunction with the Canadian Association of Chiefs of Police will be on the agenda of the next meeting of the Amherst Board of Police Commissioners.

7. ADJOURNMENT

On motion by Deputy Mayor Rhindress the meeting adjourned at 8:05 PM

APPROVED:

Gregory D. Herrett, CA
Chief Administrative Officer

Jerry Hallee
Mayor

Regular Council Meeting
November 26, 2007
AGENDA

1.	O'CANADA
2.	HEARINGS/PRESENTATIONS
2.1	Accessible Community Transportation – Jean Coleman, Community Inclusion Coordinator pg 2
3.	CALL TO ORDER
4.	ACTION ITEMS
4.1	Additions to Agenda
4.2	Approval of Agenda
4.3	Approval of Minutes - October 26, 2007 Special Meeting - October 29, 2007 Regular Meeting
4.4	By-Law to Repeal Automatic Machines & Pinboards By-law
4.5	Signing Authority Policy – Amend Signature Cards
4.6	New Policy: Maternity, Paternal & Adoption Leave
4.7	Pension Plan Revision
4.8	Fuel Tender
4.9	Approve Change Orders: Stadium Phase III
4.10	Letter of Congratulations to CREDA
4.11	December Council Meeting
5.	ADDITIONAL ITEMS
6.	INFORMATION ITEMS
6.1	Community & Economic Development
6.2	Corporate Services
6.3	Fire
6.4	Operational Services
6.5	Planning & Development
6.6	Police
7.	ADJOURNMENT