

**Minutes of a Regular Meeting of Amherst Town Council
Held in Council Chambers
Monday, December 17, 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
Councillor David March
Greg Herrett, CAO

1. O'CANADA

2. HEARINGS / PRESENTATIONS

2.1 Cumberland County Museum and Archives

3. CALL TO ORDER

4. ACTION ITEMS

4.1 Additions to Agenda

4.2 Approval of Agenda

Moved by Councillor Baker seconded by Councillor March to approve the Agenda as circulated.

MOTION CARRIED

4.3 Approval of Minutes – November 26, 2007 Regular Meeting

Moved by Deputy Mayor Rhindress, seconded by Councillor Fawthrop to approve the Minutes of the November 26, 2007 Regular Meeting as circulated.

MOTION CARRIED

4.4 By-Law to Repeal Automatic Machines & Pinboards By-Law, 2nd Reading RFD#2007116

Moved by Councillor Baker, seconded by Councillor March that Council give Second 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& Pin Boards By-law approved by Council on the 19th day of July, 1965 with amendments to December 11, 1990 is hereby repealed.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 Building By-Law, First Reading RFD#2007117

Moved by Councillor Angel, seconded by Councillor Chitty that Council approve First Reading of By-Law D-6, the Building By-Law, as recommended by the Planning Advisory Committee

MOTION CARRIED

Moved by Councillor March, seconded by Councillor Fawthrop that Building By-Law D-6 be amended as follows:

- **At Section 4.3 removing the words “and new additions within 0.5 meters of a required setback.”**
- **At Section 5.1 change the hours of operation from “6:30 AM” to “6:00 AM”**

MOTION CARRIED

**TOWN OF AMHERST
BUILDING BYLAW**

This By-Law shall be known as By-Law Number D-6, and may be cited as the "Building By-Law". The Town's Authority to enact this By-Law comes from the Building Code Act, *R.C., c. 46, s. 1., s. 7.*

PART 1 – DEFINITIONS

- 1.1 a) "authority having jurisdiction" means the Town Council of the Town of Amherst and its officials, acting pursuant to Section 5 of the Act.
- b) "construct" means erection, installation, extension, relocation, material alteration or material repair of a building and includes the installation of a factory-made building fabricated or moved from elsewhere.
- c) "demolition" means the removal of a building or any material part thereof.
- d) "material alteration" and "material repair" means the alteration or repair of a building which work is covered by the Building Code.
- e) "owner" includes a person controlling the property under consideration, and also includes prima facie the assessed owner of the property whose name appears on the assessment roll prepared in accordance with the Assessment Act.
- f) "location certificate" means a surveyed drawing containing the geographic location of the footings in relation to the property lines. Dimensions will be shown from the footing to the property lines.

PART 2 – PERMITS

- 2.1 A footing permit, building permit, occupancy permit and demolition permit shall be in the form as provided by the authority having jurisdiction.
- 2.2 Before a permit is issued, an application must complete an application form, to be provided by the authority having jurisdiction.
- 2.3 Every application for a permit shall:
- a) identify and describe in detail the work and occupancy to be covered by the permit for which application is made;
 - b) describe the land on which the work is to be done by a description that will readily identify and locate the proposed building;
 - c) include plans and specifications as required by the Building Code and show the occupancy of all parts of the building;
 - d) state the valuation and cumulative area of the proposed work and be accompanied by the required fee; and
 - e) state the names, addresses and telephone numbers of the owner, architect, professional engineer, other designer and constructor.
- 2.4 When an application for a permit has not been completed in conformance with the requirements of the Bylaw within six months after it is filed, the application shall be deemed to have been abandoned.
- 2.5 A permit is valid for one year from the date of issuance and is renewable.
- 2.6 The Code applies, but a building permit is not required for:
- (a) accessory buildings not greater than 20 square meters (215.2 square feet) in area;
 - (b) except under Part 2.6(c), interior and exterior non-structural material alterations and material repairs with a monetary value of five thousand dollars or less;
 - (c) replacement or installation of a new plumbing fixture that does not increase the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.
- 2.7 In addition to the permit requirements of the Regulations, an occupancy permit shall require that the exterior be permanently clad and roofing completed and all interior plumbing and electrical wiring is completed before the occupancy permit is issued.
- 2.8 Before issuing a building permit, the authority having jurisdiction shall be satisfied that a development permit has been issued pursuant to the Land Use Bylaw of the Town of Amherst.
- 2.9 Before issuing a demolition permit, the authority having jurisdiction shall be satisfied that:
- a) the building is not subject to the provisions of a by-law passed pursuant to the Heritage Property Act, and
 - b) the remaining structural integrity of a building will not be jeopardized if only a portion of a building is being demolished.
- 2.10 A permit for a temporary building:
- a) shall state the date after which the conditions under which the permit is no longer valid, and
 - b) may be extended in writing.
- 2.11 A permit "at owners risk":
- a) may be issued at the risk of the owner, with conditions to ensure compliance with the Building Code, to excavate or to construct a portion of a building before all the plans of the project have been submitted or accepted, and
 - b) shall be clearly marked "at owner's risk".

- 2.12 Other Information Required:
- a) A permit for a whole project may be issued conditional upon the submission of additional information prior to commencing the work for which the information is pertinent, provided that the information is of such a nature that withholding the permit until the information was available would delay the work unreasonably.
 - b) The condition shall be set out on the face of the permit.

PART 3 – PERMIT FEES

- 3.1 Fees for permits shall be as prescribed in the Town of Amherst User Fee Policy, Policy 3470-03, and as amended from time to time.

PART 4 – INSPECTIONS

- 4.1 The owner of a building being constructed under the scope of Part 9 of the Code shall notify the authority having jurisdiction to inspect for compliance with the Code at the following stages of construction:
- (a)
 - (i) footings in place;
 - (ii) before commencing backfilling of the laterally supported foundation, before a superstructure is placed on the foundation;
 - (iii) the framing, roofing, and plumbing and mechanical;
 - (iv) insulation and vapor barrier before wall framing is covered; and
 - (v) before occupancy.
 - (b) for mobile and modular homes:
 - (i) footings in place;
 - (ii)
 - (a) in the case of a mobile home, the site preparation, foundation installation and anchorage in accordance with CSA CAN3 - Z240.10.1-94 "Recommended Practice for Site Preparation, Foundation, and Anchorage of Mobile Homes";
 - (b) in the case of a modular home site preparation and foundation;
 - (iii) installation and anchorage; and
 - (iv) before occupancy.
- 4.2 The owner of a building being constructed outside the scope of Part 9 of the Code shall notify the authority having jurisdiction to inspect for compliance with the code:
- a) of the intent to undertake construction that will be inspected and will be reviewed as per the appropriate Letter of Undertaking required by Article 2.1.1.5., 2.1.1.6., or 2.1.1.7., of the Provincial Building Code Regulations;
 - b) of intent to cover construction that has been ordered to be inspected by the authority having jurisdiction before covering;
 - c) at intervals deemed necessary by the authority having jurisdiction based on the complexity of the building; and
 - d) when construction has been completed so that a final inspection can be made.
- 4.3 Location Certificates are required for all new main building construction ~~and new additions within 0.5 meters of a required setback~~. They are required once footings or pads have been put in place and prior to the footing inspection being performed. The authority having jurisdiction will provide the permit holder instructions to continue the work once the required setbacks have been approved.
- a) The following will be excluded from the requirement of a location certificate:
 - i) temporary buildings, and
 - ii) buildings not having a permanent foundation.
- 4.4 The authority having jurisdiction shall be given a minimum of 24 hours notice to inspect the various stages of construction. Each stage of construction is to be complete in full prior to inspection, or no inspection will occur.

PART 5 – HOURS OF OPERATION

- 5.1 No person shall engage in construction or the operation of any construction equipment in connection with construction between the hours of 10:00 p.m. and ~~6:30~~ 6:00 a.m. except where such construction or operation of equipment is on any highway, Town-owned street, sidewalk, or water or sewer utility.
- 5.2 Any person may make application to the Building Official to be granted an exemption from Part 5.1 of this Bylaw. Any exemption so granted shall:
- (a) specify a time period of not greater than three days during which the exemption shall be effective, and
 - (b) shall include such terms and conditions as the Building Official deems appropriate, which may include a requirement that the applicant provide advance notice to abutting land owners or tenants of the hours of the construction or operation of construction equipment to occur in accordance with the exemption.
- 5.3 In deciding whether or not to grant an exemption under Part 5.2 or in determining terms or conditions of the exemption, the Building Official shall give consideration to:
- (a) the volume, nature, duration and consistency of noise emission from the construction or operation of construction equipment;
 - (b) the proximity and nature of abutting or adjacent land uses;
 - (c) the proposed hours of operation;
 - (d) the nature and degree of any inconvenience to adjacent or abutting land owners;
 - (e) the reason for the requested exemption, and the effect on the applicant if the exemption is not granted; and
 - (f) any other factor relevant to balancing the interests of the applicant ion the proposed activity against the interests of those persons who might be disturbed by the proposed activity.

- 5.4 Any contravention of the terms or conditions of an exemption pursuant to Part 5.2 shall constitute a contravention of this Bylaw. In addition to any other available remedies for such contravention, the Building Official may suspend or cancel an exemption.
- 5.5 Any person who contravenes Part 5.1 or the terms or conditions of an exemption granted pursuant to Part 5.2 is punishable on summary conviction by a fine of not less than \$200 and not more than \$5000 and to imprisonment of not more than 30 days imprisonment in default of payment thereof.

PART 6 – REPEAL

6.1 The Town of Amherst Building By-Law D-6 as amended by Council on 24 August 1998 and filed with the Minister of Housing and Municipal Affairs on 1 October 1998 is hereby repealed.

4.6 CANSA Request for Financial Support RFD#2007118

Moved by Councillor Fawthrop, seconded by Deputy Mayor Rhindress that Council decline the request for funding in the amount of \$1,000 for activities planned during African Heritage Month, “Imani 2008” but that Community and Economic Development staff be directed to work with CANSA to assist in addressing marketing, promotional and venue needs for the event.

MOTION CARRIED

4.7 Temporary Borrowing Resolution – Leachate Treatment Plant RFD#2007120

Moved by Councillor March, seconded by Councillor Baker that Council approve Temporary Borrowing Resolution 07/08-03 for Solid Waste Management in the amount of \$261,301, representing an extension of the Temporary Borrowing Resolution approved on June 26, 2006 which has expired.

MOTION CARRIED

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: solid waste management;

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 Hundred Sixty-One Thousand Three Hundred One Dollars (\$261,301) 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 Hundred Sixty-One Thousand Three Hundred One Dollars (\$261,301) 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.

**TOWN OF AMHERST
TEMPORARY BORROWING RESOLUTION
SCHEDULE “A”**

\$261,301

File No. 08/08-03
Solid Waste Management

Solid Waste Management

\$261,301

4.8 Fire Protection Services – Cumberland County RFD#2007122

Moved by Councillor Chitty seconded by Councillor Fawthrop that the Town of Amherst serve formal notice to the Municipality of the County of Cumberland that it is terminating the current fire services agreement, and as of July 1, 2008 will no longer respond to first response calls for locations outside the boundary of the Town of Amherst, and that staff be directed to review current mutual aid agreements to ensure that these agreements may not be construed as providing first response services.

MOTION CARRIED

4.9 Spring Street Academy Safety Concerns

Moved by Deputy Mayor Rhindress, seconded by Councillor Baker that the concerns of the Spring Street Academy Home & School Association's Safety Committee as detailed in their letter dated December 5, 2007 be referred to the Traffic Authority for investigation and a report.

MOTION CARRIED

4.10 CJSMA – Receiving Outside Recyclables

Moved by Councillor Baker, seconded by Councillor Chitty that Council authorize the CJSMA to accept paint cans from outside Cumberland County for recycling at the facility in Little Forks with the proviso that this does not constitute an ongoing approval with regard to the acceptance of transient waste.

MOTION CARRIED

4.11 Aboiteau Relocation RFD#2007109

Moved by Councillor Angel, seconded by Deputy Mayor Rhindress that Council accept the proposal as submitted by Dillon Consulting on April 25, 2007 in the amount of \$48,276 plus HST to provide engineering services for the municipal infrastructure required to relocate the Town of Amherst sanitary sewage outfall due to the relocation of the aboiteau on the LaPlanche River, this acceptance being conditional upon Nova Scotia Department of Agriculture and Marketing confirmation of their funding and our respective roles / responsibilities for this project.

MOTION CARRIED

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

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

MOTION CARRIED

Facilities Operations

The Stadium continues to be busy with operations ongoing during renovations. Weather conditions in November lead to the postponement of three Rambler hockey games. Make up times have been confirmed for Tuesday, January 22, vs Mirimichi 7:30pm start, and Friday February 22 vs Charlottetown 7:30pm start. Dates are currently being reviewed by all involved for a make up time for the third game. The Town will be offering the following free skates during the Christmas period.

- **Saturday, December 22** - General Skating 4:00pm-5:30pm
- **Sunday, December 23** - Family Skating 5:15pm-6:30pm
- **Thursday and Friday, December 27 & 28** - Adults and Seniors Skating 8:30am-9:30am and Parents and Tots Skating 9:30am – 10:30am.
- **Saturday, December 29** - General Skating 4:00pm-5:30pm
- **Sunday, December 30** - Family Skating 5:15pm-6:30pm

A full schedule of activities at the stadium can be found at our web site www.amherstns.com or you can call the CED information line 667-9494.

We still have ice time available for rent at the Stadium and interested parties can contact the Community and Economic Development Department at 667-6500 or 667-6523.

Business Development

It has been a busy year in Amherst with positive announcements by companies such as C Vision and IMP Aerospace, and new businesses such as Staples establishing in our industrial Park. Heritage Gas continues to expand the natural gas system in Amherst and we continue to work with other developers in Amherst who see business development opportunities here.

On behalf of the all the staff with the Department of Community and Economic Development, I would like to wish everyone a Merry Christmas and best wishes for a safe and prosperous New Year.

6.2 Corporate Services Department Monthly Report

Moved by Councillor March 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 November 2007 totaled \$1,560,950 compared to \$1,503,921 for the same month last year. The main reason for the increase is related to CUPE retroactive pay from April to November 2007 all expensed this month. These amounts were fully allowed for in the budget.

	November 2007	November 2006
Corporate Services	\$ 234,562	\$ 243,367
Police Department	279,424	274,357
Fire Department	184,979	200,062
Operational Services	565,638	492,802
Planning Department	30,699	36,448
Community & Economic Development	110,444	141,253
Water	155,204	115,632
	<u>\$ 1,560,950</u>	<u>\$ 1,503,921</u>

Outstanding Accounts Receivable

Total amount owing to the Town at the end of November 2007 was \$1,262,774

	November 2007			November 2006		
	Current	Prior	Total	Current	Prior	Total
Taxes & Other	\$ 651,254	\$ 432,844	\$ 1,084,098	\$ 877,803	\$ 357,285	\$ 1,235,088
Sewer Taxes	43,881	31,873	75,754	71,513	15,552	87,065
Water Taxes	49,163	53,759	102,922	77,215	68,310	145,525
	<u>\$ 744,298</u>	<u>\$ 518,476</u>	<u>\$ 1,262,774</u>	<u>\$ 1,026,531</u>	<u>\$ 441,147</u>	<u>\$ 1,467,678</u>

Yearly Operating Statement

As of November 30, 2007 we are eight months into our fiscal year. Our total revenue to date is \$12,824,804 compared to the budgeted amount of \$12,798,895, a small difference of \$25,909 over budget. Our total expenditures to date are \$8,972,406 compared to the budgeted amount of \$9,472,063, a difference of \$499,657 under budget. In general all departments are under budget for expenditures.

	YID	Budget	Variance	%
Corporate Services				
Revenue	\$ 3,822,308	\$ 3,729,975	\$ 92,328	102.48%
Expenditure	(2,299,081)	(2,403,398)	104,367	95.66%
Net Contribution (Cost)	<u>1,523,272</u>	<u>1,326,577</u>	<u>196,695</u>	
Police Department				
Revenue	2,554,835	2,601,234	(46,399)	98.22%
Expenditure	(1,633,270)	(1,821,011)	187,741	89.69%
Net Contribution (Cost)	<u>921,565</u>	<u>780,223</u>	<u>141,342</u>	
Fire Department				
Revenue	1,335,990	1,315,490	20,500	101.56%
Expenditure	(940,594)	(990,943)	50,349	94.92%
Net Contribution (Cost)	<u>395,396</u>	<u>324,547</u>	<u>70,849</u>	
Operational Services				
Revenue	3,474,309	3,470,646	3,663	100.11%
Expenditure	(2,904,431)	(2,929,322)	24,891	99.15%
Net Contribution (Cost)	<u>569,878</u>	<u>541,324</u>	<u>28,554</u>	
Planning & Development				
Revenue	365,034	331,067	33,967	110.26%
Expenditure	(201,149)	(251,307)	50,158	80.04%
Net Contribution (Cost)	<u>163,885</u>	<u>79,760</u>	<u>84,125</u>	
Community & Economic Development				
Revenue	1,272,333	1,350,483	(78,150)	94.21%
Expenditure	(993,931)	(1,076,082)	82,151	92.37%
Net Contribution (Cost)	<u>278,402</u>	<u>274,401</u>	<u>4,001</u>	
Grand Totals				
Revenue	12,824,804	12,798,895	25,909	100.20%
Expenditure	(8,972,406)	(9,472,063)	499,657	94.72%
Net Contribution (Cost)	<u>\$ 3,852,398</u>	<u>\$ 3,326,832</u>	<u>\$ 525,566</u>	<u>115.80%</u>

Corporate Services Departmental Update

A tax sale was held on November 27, 2007 for one vacant lot of land. Since no bidders were present, we will go through the tender process and ads will be placed. Our next tax sale is February 1, 2008 at 10:00 a.m. here at Town Hall. Following several reminders and attempts at collection, notices were posted on eleven properties on December 3, 2007. This serves 60 day notice to owners with taxes in arrears to pay and/or make payment arrangements prior to the February 1, 2008 tax sale date.

Temporary staffing arrangements have been put in place as two Corporate Services employees will be taking Maternity/Parental leaves in 2008. The Accountant position was posted internally as a term position and has been awarded to the current Accounts Payable Clerk. This term begins on December 17th. In turn, the Accounts Payable Clerk position was posted and advertised as a term position and a successful candidate has been selected. The second Maternity/Parental leave for the Revenue Officer position has been posted as a term position and this competition closed on December 14th. This position will not need to be filled until sometime in February, but it is important to have plans in place to allow for training.

A new type of notice for outstanding balances was used in place of statements last month, and responses were excellent. This notice is called a Tax Arrears Notice and has been successfully used by other municipalities in Nova Scotia to remind taxpayers of their balances.

Town Hall will be closed from 12:00 noon on December 24th until 8:30 a.m. on New Years Eve when it will be opened in the morning from 8:30 a.m. to 12:00 noon. Staff will use vacation time for those days that are not statutory holidays.

6.3 Fire Department Monthly Report

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

MOTION CARRIED

Alarm Responses

During the reporting period from November 16 to December 08, 2007 our Fire Department responded to nine calls in the Town of Amherst and four calls to the County coverage area. The calls responded to in Town included alarm equipment malfunctions, over heated electrical wires and hot ashes in a plastic bucket. The calls to the County included three motor vehicle accidents and one alarm equipment malfunction. Our HazMat team also responded to an overturned tanker truck on the highway near Sackville, New Brunswick. The truck had lost control due to very severe weather and overturned on the side of the road. The truck was loaded with chemicals used for treating concrete. It turned out to be non hazardous.

Training & Department Activities

Our 1977 GMC pumper truck has been sold to the River Hebert Firefighters as requested and was delivered to that department on November 17. Training was provided on this vehicle to several of their members so that they would have full understanding of it's operations. The December training schedule has been developed and will include fire ground operations and HazMat training.

Fire Prevention

December is a special time of year for many people who celebrate the season in many different ways, especially Christmas. We would like to remind our residents to take special care when using decorations and candles. Many people still prefer real trees for their Christmas tree and they should make sure that their tree is fresh and that they water it regularly. Only CSA approved lighting should be used, and if the lighting is damaged in any way it should not be used. A fire in a Christmas tree can engulf the entire room in less than three minutes. Smoke alarms and carbon monoxide alarms should be tested to ensure that they are working.

Lets all do our part to make this Christmas season free of fires and loss of life.

Emergency Measures

Hurricane season has passed for another year, but we are now faced with severe winter storms and the very likelihood of power failures due to downed power lines. Residents are reminded to prepare their homes for this type of event by stocking up on essential items such as non perishable food, water, batteries, flashlights and fuel.

Our Firefighters would like to wish all of our residents, members of Council and our Mayor a safe and happy Christmas and a prosperous New Year.

6.4 Operational Services Department Monthly Report

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

MOTION CARRIED

During the past month Operational Services personnel responded to many requests for after hour services including Hurricane Noel, the Victorian Christmas Light Up and the Christmas Parade.

Operational Services crews erected CREDA Christmas display structures and a total of 41 pole mounted snowflakes. All of the lights in Victorian Park were checked and most of the existing led light sets needed to be replaced. The actual light up was held on November 15th at 7:00 p.m., with a crowd of about 400 to 500 people on hand.

Operational Services, in cooperation with CED, also rebuilt the Santa Claus Parade Float. A lot of time and effort was invested in renovating the float this year. A new higher platform in the shape of a house roof was constructed and the Santa sleigh was completely rebuilt. A proper sound system and many new lights were also installed. Many positive comments were received about the upgrades.

The excavation and concrete portion of the Eddy Street lift station is now complete. The remaining work to complete the project, including electrical and mechanical components, will likely be completed by the end of February.

All hydrants in the town are inspected and winterized, which involves two visits to each of the 362 Town hydrants and 55 private hydrants. On the first trip we inspect the hydrant, operate and repair if necessary, then pump out any remaining water in the barrel. The second trip we check for leakage and install the hydrant markers.

Work at the stadium is well underway. Most of the exterior areas adjacent to the front entry have been repaved and all structural steel has been erected. The elevator has arrived with installation to start the first of January. Masonry work is also completed. Installation of steel siding and new windows on both the existing and new buildings is now underway. The arrival of severe winter conditions on December 1st has caused some delay in construction progress but it is still hoped to have the new addition weather tight by December 21st.

Our public works crews worked day and night for several days after the December 4th storm to plow 72km of streets, 25km of sidewalks and haul snow from sidewalks and boulevards in the Downtown, Albion and South Albion Street areas.

So far this winter we have had 77cm of snow as compared to 56cm for all of last winter and we have used 139 tonnes of highway salt as compared to 85 tonnes to date last winter.

6.5 Planning and Development Department Monthly Report

Moved by Deputy Mayor Rhindress, seconded by Councillor Chitty that Council adopt the following monthly report from the Planning and Development Department:

MOTION CARRIED

Building Activity

As of November 31, 2007 the total value of building permits issued in the Town was **\$11,706,849** compared to **\$15,011,912** at this point last year. During the month of November there were two new houses and one new commercial building constructed within the Town. So far this year 77 dwellings have been constructed in the Town.

Dangerous and Unsightly Premises

During the month of November we received two new complaints, bringing our total for the year to 25; 15 remain active.

Variance Updates

There were no variances issued during the month of November.

Building Permit Software

Our new building permit software has been installed and is operational. The mapping component of the software will be installed before the new year.

Other Items

Our GPS unit has broken down and sent back to the dealer for service. This will cause some minor delays in a number of projects for both the Planning and Engineering departments.

Staff are working on a new Heritage Advisory Committee Policy. It is hoped that this policy will be brought to Council for approval in January.

This month staff member Tim LeFurgey received his certification as a "Canadian Certified Building Official – Housing". Tim has been working towards this certification for the last 18 months, congratulations Tim.

6.6 Police Department Monthly Report

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

MOTION CARRIED

Personnel

Kim Davison remains on sick leave. Cst. L. Scott White assumed the position of Staff Sergeant of the Amherst Police Department on November 26th 2007.

Training

Cst. Phil Miller and Cst. John Haggerty attended a three day Forensic Interviewing course hosted by the Amherst Detachment of the R.C.M.P.

ABPC Presentations

A graffiti presentation by Cst. Pike was well received at the recent meeting of the Amherst Board of Police Commissioners. The presentation spoke to the frequency of incidents of graffiti in our area and the fact that this issue should be addressed by the Community as a whole. Police are only part of the solution. Cst. Pike also recommended ways to reduce these occurrences in our Town.

Radio System

The Amherst Police Department recently tested Motorola's new digital MOTOTRBO (pronounced Moto-turbo) radio system. Downeast Communications supplied the department with a temporary repeater, portables and mobile radios for a two week period, to determine the effectiveness of this digital system. Tests concluded that this system is indeed an improvement over the VHS radio system currently in use.

AVL

Aliant also provided our department with a two week test of it's Fleet Freedom AVL system. We were very pleased with this user-friendly product and experienced no errors or concerns during the trial period.

Operation Christmas

The annual Provincial kick-off of "Operation Christmas" was held on November 29th 2007 in Springhill. Our department participated in this event. Checkpoints for the Amherst Police Department began that day and will continue throughout the Christmas season.

7. ADJOURNMENT

On motion by Deputy Mayor Rhindress the meeting adjourned at 8:15 PM

APPROVED:

Gregory D. Herrett, CA
Chief Administrative Officer

Jerry Hallee
Mayor

Amherst Town Council Meeting
Monday, December 17, 2007 at 7:00 PM
AGENDA

1.	O'CANADA			
2.	HEARINGS/PRESENTATIONS			
2.1	Cumberland County Museum and Archives			
3.	CALL TO ORDER			
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