

**Minutes of a Special Meeting of Amherst Town Council
Held in Council Chambers
Thursday, May 28, 2009 at 9:00 AM**

PRESENT: Mayor Robert Small
Deputy Mayor Robert Angel
Councillor George Baker
Councillor Robert Bird
Councillor Dale Fawthrop
Councillor David March
Councillor Terry Rhindress
Greg Herrett, CAO
Rebecca Purdy, Executive Assistant
Kim Jones, Executive Assistant

1. CALL TO ORDER

The meeting was behind schedule; Mayor Small called the meeting to order at 9:40 AM.

2. APPROVAL OF AGENDA M-0905-19

Moved by Councillor March seconded by Councillor Rhindress to approve the agenda as circulated.

MOTION CARRIED

3. 2009/2010 BUDGET

CAO's Comments:

It is my pleasure to present the Operating and Capital Budgets for the 2009/2010 fiscal year for Council's consideration this morning. I do want to take this opportunity to recognize and thank the staff members who have put so much time into this effort over the past few months.

As has been the case for the past few years, this year's budget includes a five year capital plan, but Council will only be formally approving Year One of that plan.

As is always the case, there are a number of factors impacting the budget for the year ahead of us.

Residential market value assessment grew by 10% this year. However, the Assessment Cap Program significantly restricted the use of that increase for taxation. This year almost 75% of our residential assessment qualified for the Cap, resulting in \$31.3 million in assessment and a revenue loss of \$517,674. The good news is that even with the cap, residential assessment grew by 5.1%.

Commercial assessment grew by 5% but the ongoing phase out of the Business Occupancy assessment and tax resulted in an assessment reduction of \$7 million and a revenue loss of almost \$300,000 which is reflected in a corresponding increase in the commercial rate.

Over all, expenditures are projected to rise by 8.5%. While the reallocation of some service responsibilities makes a year over year comparison by department somewhat uninformative, on an organization wide basis wages are up by approximately \$160,000 or 3.2%, administrative costs are up by 1.9% or \$15,000; building and facility costs are up 6.3% or \$38,000; Vehicle and equipment costs rise by 10.7% or \$67,000 mostly due to increased leasing costs and fuel. Materials and supplies are up \$70,000 or 15% reflecting more money for salt and additional funds this year to address working with concrete rather than asphalt where appropriate. Finally, additional debt service related to the Stadium and the South Albion Project translates into a 4.6% increase in that area.

Debt service costs are projected to come in at \$1,004,000 resulting in a healthy ratio of debt to own-source revenue of approximately 7.1%. Deb service costs increased this year as a result of last year's Stadium and South Albion Street projects.

Mayor Small's Comments:

I, too, want to thank all of those involved in the budget process this year, including the members of Council. This is an exciting year for our town and for this Council. We are putting forward our largest ever capital budget in the amount of \$13,574,808 which of course includes the largest capital project ever taken on by the Town – the new Sewage Treatment Plant – at a price tag of \$10.9 million.

STRATEGIC PRIORITIES

- Town Beautification – Curb Islands – Town Entrance - \$75,000
- Town Beatification – Implementation Costs - \$20,000
- Dickey Park Redevelopment - \$123,600

TRANSPORTATION & PUBLIC WORKS

- Replace 1991 Dump Truck - \$120,000
- Replace 1985 936 Cat Loader - \$160,000

BUILDINGS

- Library Roof - \$50,000

STREETS

- Townshend Ave (Donald to Charles - Reconstruction & Paving) \$243,119
- Robie Street (Havelock to Church – Reconstruction & Paving) \$70,489
- East Pleasant (Christie to Central (Recon & Paving) \$243,260
- Pinehurst and Camebridge (reimburse Roymac) \$16,300
- Matthews Terrace (widen, overlay and curb) \$49,000
- Industrial Park Drive (Tantrmar Cres to Racetrack Rd) \$65,000
- Park Street (McCully to Hickman - asphalt overlay) \$20,000
- Clarence Street (Prince to Robie – overlay) \$24,000
- Rogers Ave curbing \$30,000
- Acadia St Prince Arthur to Victoria – paving \$25,000
- Fernwood (Rosewood to Rosewood – overlay) \$36,000

SIDEWALKS

- Townshend Ave \$45,000
- Robert Angus – Church to Pharmasave loop) \$38,000
- Southgate Village (Fernwood to behind Town Square) \$10,000\

STORM SEWER

- Townshend(Donald to Charles) \$48,069
- Robie (Church to Havelock) \$24,006
- East Pleasant Storm replacement (Christie to Stanley) \$97,958
- Stanley – Beacon to East Pleasant - \$33,000
- Chignecto (Beacon to East Pleasant) \$34,000

SANITARY SEWER

- Sewage Treatment Plant Construction \$10,237,420
- Sewage Treatment Plant Design / Project Management \$485,000
- Environmental risk assessment for STP (Carryover from 08/09) \$177,000
- Preliminary Design and soils sampling for stp site \$32,000
- Aboiteau Relocation (carryover funding from 08/09) \$658,274
- Robie (Church to Havelock Main) \$65,078
- East Pleasant Sanitary Replacement (Christie to Central) \$120,940

ECONOMIC DEVELOPMENT

- Replace 1996 Dodge half ton truck \$30,000
- Replace mower deck for attachment to trackless \$18,000

FIRE DEPT

- Heavy hydraulic tools for rescue unit \$15,000
- Heavy duty passenger van \$30,000

POLICE

- CED's (Tasers) \$5,295

Further, as many of you know, a number of months ago, Council identified seven strategic priorities. While these worthwhile projects are exciting – they are not cheap. We are projecting to spend \$325,500 on strategic issues this year. That will be financed by \$150,000 from an increase in the deed transfer tax from .5% to 1.25%, a one cent dedicated increase in the residential and commercial rates, \$91,156 from reserves, and \$40,000 reallocated from other areas.

• Dickey Park Redevelopment	\$123,600
• Town Beautification – Curb Islands	75,000
• Town Beautification – Implementation costs	20,000
• Four Fathers Festival	20,900
• Skateboard Park Feasibility Study	16,000
• Youth Issues	--
• Arts Culture & Heritage Strategy	50,000
• Downtown Amherst Action Strategy	<u>20,000</u>
TOTAL CAPITAL & OPERATING, STRATGIC PRIORITIES	\$325,500

FINANCED BY:

• Deed Transfer Tax increase from .5% to 1.25%	\$150,000
• Tax Rate Increase of \$0.01	44,344
• General Operating – Operating Reserve	40,000
• Transfer from Capital Reserve to Operating Reserve	<u>91,156</u>
	\$325,500

All of this very positive activity does, as I have hinted, come with a price tag.

Residential tax rates will rise by two cents to \$1.67. On the commercial side, the continued phase out of the BO required an increase of 23 cents, add a penny for the strategic initiatives and the YMCA, and the commercial rate comes in at \$4.31. There will be winners and losers, but in large part, the increased commercial tax is offset by the drop in Business Occupancy.

Cost increases in tipping fees and collection have necessitated a \$10 increase in the solid waste uniform charge from \$155 to \$165. This also allows us to set money aside for the eventual planned replacement of our 'green bins'.

Costs are also up in the sewer department, necessitating a 5% increase in that area as residential rates go to 75 cents per cubic meter and commercial increases to 37 cents per cubic meter. This is an area where, quite frankly, we should expect to see further increases in future years as the operating costs of the new Sewage Treatment Plant come on line. As well, we are increasing the uniform charge for the STP from \$23 to \$28. We project that this will fully allow us to fund the debt service related to the project and defray some of the initial capital costs as well.

There is no doubt that the cheque that our taxpayers will write is increasing. The fact of the matter is that our costs are increasing and we must cover those costs to continue to provide the municipal services that our taxpayers have come to expect. To illustrate, we estimate that the owner of a house assessed at \$100,000 last year , after allowing for a 3% increasing in assessment, and using average water consumption, will see an increase of \$111.38 this year, or 5%. We hope you will see that we are also doing more this year, like our Strategic Initiatives, as well as paying for past projects like the Stadium and South Albion Street.

Finally, I do want to point out that Council realizes that there are some in our community of modest income, who will find these moderate increases difficult. With that in mind, we are increasing the amount of the low income tax reduction from \$200 to \$225 for those with household incomes at or below \$15,672. This will more than offset the increases in the solid waste uniform charge of \$10 and the uniform charge for the sewage treatment plant of \$5.

Thank you. Now there are a number of Council resolutions necessary to give effect to the budget.

6. BUDGET MOTIONS

a) Estimates of Revenues and Expenditures M-0905-20

Moved by Councillor Rhindress, seconded by Deputy Mayor Angel that Council accept the following estimates of the sums required by the Town of Amherst for the fiscal period ending March 31, 2010, prepared in accordance with Section 72 of the *Municipal Government Act*:

Revenues	
Taxes	\$ 11,878,696.
Grants in Lieu of Taxes	300,573.
Services Provided to Other Local Gov't	213,410.
Sale of Services	1,145,203.
Other Revenue from Own Sources	454,040.
Unconditional Transfers	1,209,315.
Conditional Transfers	305,100.
Other Transfers	136,210.
Total Revenues	\$ 15,642,547.

Expenditures	
Strategic Priorities	\$ 301,244.
Corporate Services	3,741,081.
Police Services	3,575,765.
Fire Protection Services	1,528,094.
Transportation & Public Works	3,241,813.
Planning & Engineering	1,373,078.
Community & Economic Development	1,881,472.
Total Expenditures	\$ 15,642,547.

MOTION CARRIED

b) 2009/2010 Tax Rates M-0905-21

Moved by Councillor Fawthrop, seconded by Councillor Baker that:

WHEREAS total estimated expenditures for the fiscal period are \$15,642,547; and

WHEREAS total estimated revenues, other than taxes to be levied are \$3,763,851; and

WHEREAS the balance of revenues required, \$11,878,696 must be rated;

THEREFORE BE IT RESOLVED THAT the tax rates for the Town of Amherst for the fiscal year ending March 31, 2010 are as follows:

Residential	\$1.67 per \$100 of assessment
Non-residential	\$4.31 per \$100 of assessment

AND THAT these taxes are due and payable on September 30, 2009 with interest to be charged on all final tax accounts outstanding on or after October 1, 2009 at the rate of 1% per month, 12% per annum.

MOTION CARRIED

c) Sewer Rates Resolution M-0905-22

Moved by Councillor March seconded by Councillor Baker that:

WHEREAS Council is authorized by the Town of Amherst Sanitary Sewer Rates By-Law to set rates for sewer services;

THEREFORE BE IT RESOLVED THAT owners shall be billed for sewer services using one of the following methods:

- Metered Customers
Those owners whose water service is metered shall pay a usage charge:

- **Residential:** \$0.75 per cu. meter of metered water consumption as determined by the Amherst Water Utility;
- **Commercial/Industrial/Institutional:** \$0.37 per cu. meter of metered water consumption as determined by the Amherst Water Utility.
- **Non-Metered Customers**
For non-metered customers in unmetered mobile home parks, the park owner shall pay \$135.45 per dwelling unit per annum.

For unmetered residential customers, there shall be a flat charge of \$203.22 per annum.

MOTION CARRIED

d) **Sewage Treatment Plant Uniform Charge** **M-0905-23**

Moved by Councillor Fawthrop seconded by Deputy Mayor Angel:

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2010, an amount to be raised and transferred to reserves for the capital cost of a new sewage treatment plant, a purpose for which the Town may expend funds; and

WHEREAS there are approximately 3,956 eligible property assessments within the boundaries of the Town of Amherst; and

WHEREAS the Council may, under paragraph 75(4)(a) of the *Municipal Government Act*, in lieu of levying an area rate, levy a uniform charge on each property assessment in the area;

THEREFORE BE IT RESOLVED that a uniform charge of \$28.00 be levied for the fiscal year ending March 31, 2010 on each property assessment within the boundaries of the Town of Amherst on residential and commercial properties, excluding vacant residential and commercial properties under 10 metres in width with their own assessment account number, and that these uniform charges are due and payable on September 30, 2009 with interest to be charged on all final tax accounts outstanding on or after October 1, 2009 at the rate of 1% per month, 12% per annum.

MOTION CARRIED

e) **Solid Waste Management Uniform Charge** **M-0905-24**

Moved by Councillor Baker seconded by Councillor Fawthrop that:

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2010, the amount of \$513,480 to be expended for the purpose of solid waste management, a purpose for which the Town may expend funds; and

WHEREAS there are approximately 3,112 dwelling units within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units; and

WHEREAS the Council may, under paragraph 75(4)(b) of the *Municipal Government Act*, in lieu of levying an area rate, levy a uniform charge on each property assessment in the area;

THEREFORE BE IT RESOLVED that a uniform charge of \$165.00 be levied for the fiscal year ending March 31, 2010 on each dwelling unit within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units, and that these uniform charges are due and payable on September 30, 2009 with interest to be charged on all final tax accounts outstanding on or after October 1, 2009 at the rate of 1% per month, 12% per annum.

MOTION CARRIED

f) **General Borrowing Resolution** **M-0905-25**

The following borrowing resolution is to authorize the borrowing of certain moneys from the Royal Bank of Canada to meet the current expenditure of the Corporation of the Town of Amherst (hereinafter called "the Corporation") for the year ending March 31, 2110;

Moved by Deputy Mayor Angel, seconded by Councillor Rhindress that:

WHEREAS it is necessary to borrow the sum of \$2,000,000 from the Royal Bank of Canada to meet the new current expenditure of the Corporation until such time as the taxes to be levied therefore can be collected;

BE IT THEREFORE RESOLVED by the Municipal Council of the Corporation as follows:

1. **THAT** the Mayor and the Treasurer of the Corporation be, and they are hereby authorized under the seal of the Corporation to borrow from the Royal Bank of Canada up to the sum of Two Million Dollars as the same may be required from time to time to meet the now current expenditure of the Corporation which said expenditure has been duly authorized by Council; and
2. **THAT** the said Mayor with the Treasurer aforesaid, be, and they are hereby authorized to pay or allow to the said bank, interest on the sum of Two Million Dollars at a rate of Royal Bank Prime minus ¼% per annum, which may be paid or allowed in advance by way of discount or otherwise howsoever as they may deem best; and
3. **THAT** the said sum of \$2,000,000 so to be borrowed shall be made payable on or before the 31st day of March, 2010, and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 31st day of March, 2010, may be renewed by the said Mayor and Treasurer from time to time, but no renewal thereof shall fall due later than the said 31st day of March, 2010; and
4. **THAT** the said promissory note or notes of the Corporation, sealed with the corporate seal and signed by the Mayor and Treasurer of the Corporation be given from time to time as required, in security for the amounts borrowed from time to time under the provisions of this resolution; and
5. **THAT** giving of such renewal note or notes, as aforesaid, shall not be deemed satisfaction to the said bank of the said advance or interest, but as evidence only in indebtedness.

MOTION CARRIED

g) **2009-2010 Capital Budget** **M-0905-26**

Moved by Councillor March seconded by Councillor Fawthrop that Council approve the 2009-2010 General Capital budget as presented, totaling \$13,574,808 to be funded as follows:

Capital borrowing	\$ 664,607
Capital from revenue	350,000
Transfers from reserves	1,106,169
Grants	8,126,225
Federal Gas Tax	1,914,903
Bridge Financing	1,412,904
Total	\$ 13,574,808

MOTION CARRIED

The Townshend Ave, Robie St and East Pleasant St paving, storm sewer and sanitary sewer projects are contingent on receiving funding from senior government levels.

M-0905-27

Moved by Councillor Baker, seconded by Councillor Rhindress that Council approve in principle, the following General Capital budgets:

Fiscal Year	Total Amount
2010 – 2011	\$ 6,936,615
2011 – 2012	2,045,500
2012 – 2013	1,421,000
2013 - 2014	1,326,000

MOTION CARRIED

To be clear, this motion contemplates the approval of the amounts for the years 2010-2011 to 2013-2014 for planning purposes only; this is not the authority to spend, nor is it necessarily the final and complete listing.

h) Temporary Borrowing Resolution M-0905-28

Moved by Councillor Bird seconded by Councillor Baker that:

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 capital purposes authorized by statute;

AND WHEREAS clause 65 of the *Municipal Government Act* authorizes the Town of Amherst to expend funds for the capital purposes of:

- Buildings
- Streets, culverts, sidewalks and curbs;
- Wastewater facilities and stormwater systems; and

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 six hundred sixty-four thousand six hundred seven dollars (\$664,607) 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 six hundred sixty-four thousand six hundred seven dollars (\$664,607) 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.

MOTION CARRIED

SCHEDULE A
File No. 08/09 – Various Purposes

BUILDING

Four Fathers Memorial Library Roof \$ 28,000

PAVING

Townshend Ave, - Donald to Charles 81,040
 Robie St – Havelock to Church 23,496
 East Pleasant – Christie to Central 81,087
 Pinehurst and Cambridge 16,300
 Matthews Terrace 49,000
 Industrial Park Dr – Tantramar Crescent to Racetrack Rd 65,000
 Park St – McCully to Hickman 20,000
 Clarence St – Prince Arthur to Robie 24,000
 Rogers Ave – Curbing 30,000
 Acadia St – Prince Arthur to Victoria 25,000
 Fernwood – Rosewood to Rosewood 36,000

STORM SEWER

Townshend – Donald to Charles 16,023
 Robie – Church to Havelock 8,002
 East Pleasant Storm Replacement 32,653
 Stanley – Beacon to East Pleasant 33,000
 Chignecto – Beacon to East Pleasant 34,000

SANITARY

Robie – Church to Havelock main 21,693
 East Pleasant Sanitary Replacement 40,313

\$664,607

i) **2009/2010 DARS Area Rates** **M-0905-29**

Moved by Councillor March seconded by Councillor Bird that:

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2010 the amount of \$44,101.00 to be disbursed to the Downtown Amherst Revitalization Society to be used for the benefit of the Merchants of the downtown area, a purpose for which the Town may expend funds;

AND WHEREAS the taxable assessment in the area formerly known as the Amherst Business Improvement District Commission area is as follows:

Commercial	\$13,909,600
Business Occupancy	\$2,124,300

AND WHEREAS the Council may, under subsection 75(2) of the *Municipal Government Act*, recover annually from the area as much of that sum as Council considers advisable to collect in any one fiscal year by an area rate of so much on the dollar on the assessed value of the taxable property or occupancy assessment in the area;

THEREFORE BE IT RESOLVED THAT an area rate be levied for the fiscal year ending March 31, 2010 as follows:

Commercial	\$0.23 per \$100 of Assessment
Business Occupancy	\$0.57 per \$100 of Assessment

on all commercial and business occupancy assessment in the area formerly known as the Amherst Business Improvement District Commission area and that these taxes are due and payable on September 30, 2009 with interest to be charged on all final tax accounts outstanding on or after October 1, 2009 at the rate of 1% per month, 12% per annum.

MOTION CARRIED

7. **Amend User Fee Policy, RFD#2009041****M-0905-30**

Moved by Councillor Rhindress, seconded by Councillor Fawthrop that the Town of Amherst User Fee Policy, Number 3470-03, and schedules be amended.

MOTION CARRIED

The changes relate to increases in hourly rates for equipment rentals, an increase in sewer rates of approximately 5%, and a \$10 increase in the solid waste collection fee. Schedule B contains the rates for our water utility, and remains unchanged at this time. A water rates study is presently being conducted.

TOWN OF AMHERST
USER FEE POLICY 3470-03

PURPOSE:

To establish a schedule of user fees for Council to review for appropriateness and to revise if necessary during the annual budgeting process.

POLICY STATEMENT:

It is appropriate for Council to charge fees, as authorized under the Municipal Government Act, in the Town's Bylaws, Policies and Procedures in order to defray its administrative costs. In order to allow for a systematic and thorough evaluation of those fees, a comprehensive schedule of User Fees with applicable tax status has been established. The responsibility for the accuracy of Schedule shall rest with the department to which a fee applies. Any additions/deletions to the Schedule will be updated by the Executive Office. Those fees legislated under Provincial and/or Federal Acts and Authorities will also be shown on the schedules for completeness, but will not be subject to change by Council.

OBJECTIVES:

To make the administration of the cost recovery portion of the Town's Bylaws, Policies and Procedures more efficient and to determine the impact on each year's projected revenues during the budget process. By combining all of the fees in one document, the review will be more visible and complete.

USER FEES POLICY, SCHEDULE A

Corporate Services		
SERVICE/PRODUCT/ADMINISTRATIVE	FEE	HST STATUS
Photocopies	.25/copy	Plus HST
Tax Certificates	\$50.00	Includes HST
Use of Facilities (Cumberland Memorial Bldg)	\$50.00/day	Plus HST
NSF Cheques	\$20.00	HST Exempt
NSF Cheques (Water) covered under UARB Water Rates*	\$15.00	HST Exempt

By-Law Fees Collected by Corporate Services		
C-9 Taxi By-Law, Schedule C		
Taxi Cab License	\$25/yr	HST Exempt
Taxi License Transfer	\$10	HST Exempt
Taxi Driver License	\$5/yr	HST Exempt
C-4 Dogs		
Tags	\$15/yr	HST Exempt
Lost Tag Replacement	\$10	HST Exempt
Registered Kennel	\$25/yr	HST Exempt
Euthanasia	\$50	Plus HST
Capturing Dog Running at Large	\$10	Plus HST
Boarding of Dog	\$10/24 hr	Plus HST
C-11 False Alarms		
After 2 nd Notice	\$50/alarm	HST Exempt

Operational Services		
It is not the intention of the policy to rent Town of Amherst equipment to the general public; these rates and the availability of this equipment are contemplated for use by commercial concerns only.		
Equipment Rentals	Rate per Hour	HST Status
Backhoe	\$76.25*	Plus HST
CAT Loader	\$98.98*	Plus HST
1-ton trucks/Service trucks	\$44.23*	Plus HST
3-5 ton trucks	\$55.00*	Plus HST
Street Sweeper	\$100.00*	Plus HST
Trackless	\$45.00*	Plus HST
Sewer Camera	\$100.00*	Plus HST
Line Locator	\$50.00*	Plus HST
Hole Hog	\$45.00	Plus HST

Operational Services (continued)		
Vermeer Brush Chipper	\$60.00*	Plus HST
Steamer	\$30.00*	Plus HST
Compressor	\$17.00	Plus HST
Trash Pump	\$15.00	Plus HST
Diaphragm Pump	\$15.00	Plus HST
Overhead charges extra – see procedure		
* Price includes one operator and fuel during normal working hours; overtime labour rates are extra.		

Operational Services By-Laws		
D-3 Sewer Use By-Law		
One Connection	\$750.00	Plus HST
Storm Sewer Connection (if done at the same time as sewer connection)	\$250.00	Plus HST
D-19 Sanitary Sewer Rates By-Law - By Council Resolution, May 28, 2009		
Residential Metered Customers	\$0.75/m ³	Exempt
Commercial/Industrial/Institutional metered customers	\$0.37/m ³	Exempt
Non-metered Mobile Home Park Owner	\$135.45/dwelling unit /year	Exempt
Unmetered Residential Customers	Flat charge 203.22/yr	Exempt

Other		
Sanitary Sewer Charge for Sewage Treatment Plant billed on Tax Bill	\$28.00/yr	Exempt
Solid Waste Collection billed on Tax Bill	\$165.00/year	Exempt

Services/Products – Operational Services		
Parking Space Rental – Yearly	\$200.00	Plus HST
Parking Space Rental – Monthly	\$20.00	Plus HST
Street Breaking Permit (Policy 31600-08)	\$500.00	Plus HST
Commercial Sewer Service (Policy 31600-14) Estimated by Engineer and final adjustment when work is done	Cost of Service	Plus HST

Planning and Development Department		
Zoning Confirmation Letter	\$50.00	HST Exempt
Copy of Land Use Bylaw or Municipal Planning Strategy	\$20.00	HST Exempt
Copy of Zoning Map (11 x 17)	\$5.00	HST Exempt
Copy of Zoning Map (50 cm x 60 cm)	\$10.00	HST Exempt
Application to Amend the Land Use Bylaw	\$200.00	HST Exempt
Application for a Development Agreement	\$200.00	HST Exempt
Application to Amend the Municipal Planning Strategy	\$300.00	HST Exempt
Application for a Variance or Site Plan	\$75.00	HST Exempt
Creation of Mapping Document	\$60.00/hr (including 10 lineal metres of maps)	Plus HST
Print Existing Map – less than 50 cm x 50 cm	\$25.00	Plus HST
Print Existing Map – more than 50 cm x 50 cm	\$50.00	Plus HST
Building Permits		
New residential buildings, community centres, churches	\$50.00 + \$0.12 per square foot	HST Exempt
New Commercial, Industrial or other building not listed	\$50.00 + \$0.17 per square foot	HST Exempt
All alterations or repairs	\$50.00 + 0.25% of value	HST Exempt
Decks, accessory buildings and farm buildings	\$50.00 + \$0.04 per square foot	HST Exempt
Demolition	\$20.00	HST Exempt

Police Department		
Commissioner of Oaths Signing	\$15.98	HST Exempt
Commissioner of Oaths Signing – Child Abuse Register for Amherst citizens to participate as volunteers for community organizations	Waived	N/A
Criminal Record Check	\$11.40	HST Included
Criminal Record Check for Amherst citizens to participate as volunteers for community organizations	Waived	N/A
Serial # Verification (homemade trailers)	\$10.00	Plus HST
Fingerprints (for non-criminal reasons)	\$10.00	Plus HST
Accident Reports	\$10.70	HST Exempt
Taxi License Photo	\$10.00	Plus HST
Dispatching to Cumberland County F.D's	\$125/month billed quarterly	HST Exempt

Fire Department		
Tanker or Water Filling	\$25.00/load	HST Exempt
Firefighter	\$20.00/hour	HST Exempt
Apparatus	\$200.00/in use; \$100.00/standby	HST Exempt
Standby Jaws of Life Alarm	\$350.00	HST Exempt
Meters	\$50.00/hr	HST Exempt
Saws	\$50.00/hr	HST Exempt
Lighting System	\$25.00/hr	HST Exempt
Generator	\$25.00/hr	HST Exempt
Foam – All Types	\$125.00/jug	HST Exempt
Specialized Suits – Hazmat	Replacement cost	HST Exempt
PPE (bunker gear)	Replacement cost	HST Exempt
Fire Extinguisher Training	\$300.00 up to 15 people	Plus HST
Fire Inspections	\$75.00/hr	Plus HST
Inspection Confirmation Letter	\$50.00	HST Exempt

Community & Economic Development Department		
Ice Time/Stadium		
Early Bird (6:00 – 8:15 am)	\$62.00/hr	Incl. HST
Fair Time (8:30 am – 5:00 pm)	\$83.00/hr	Incl. HST
Prime Time (after 5:00 pm)	\$137.00/hr	Incl. HST
Youth Rate	\$105.00/hr	Incl. HST

Photocopies/Stadium (Policy 72000-06)		
8 ½ X 11 (Town Paper)	\$0.10/copy	Plus HST
8 ½ X 14 (Town Paper)	\$0.15/copy	Plus HST
11 X 17 (Town Paper)	\$0.25/copy	Plus HST
8 ½ X 11 (own paper)	\$0.05/copy	Plus HST
8 ½ X 14 (own paper)	\$0.05/copy	Plus HST
11 X 17 (own paper)	\$0.10/copy	Plus HST

Ballfield User Policy (Policy 72300-01)		
Lights	\$18/diamond/game	HST Included
Tournament Fee	\$100/day	HST Included
Tournament Lights	\$30/day	HST Included

Stadium Advertising Rates plus artwork, design and production		
Ice logos	\$400.00	Plus HST
Dashboard	\$350.00	Plus HST
Wall Signage (4X6)	\$400.00	Plus HST
Ice Making Machine	\$2,500.00	Plus HST
Red and Blue Line – per line (not per side)	\$100.00	Plus HST
Stairs Kick Plates	3 for \$150.00	Plus HST
Score clock Small	\$600.00	Plus HST
Score clock Large	\$850.00	Plus HST

Off Season Stadium Rentals		
Rink Floor Only	\$40.00 per hr or \$600.00 for full day	HST Included
Entire Facility including meeting rooms, team rooms	\$750.00 per day	HST Included
2 nd Floor meeting room and lounge	\$50.00 per hour or \$150.00 per day	HST Included

Beer/Liquor Concession Robb Centennial Park (Policy 72300-05)		
Concession only. NSAGA requirements responsibility of organizing committee	\$100.00/day	HST Included

Equipment Rental – Stadium (Policy 72300-09)		
Portable PA (non-profit organization)	\$20.00/day	Plus HST
Portable PA (other)	\$40.00/day	Plus HST
Ice paint spray equipment (with qualified employee)	\$50.00/job plus labour & transportation	Plus HST

Municipal Government Act Fees – FOI-POP Section 466, MGA		
Application	\$25.00	HST Exempt
Finding, copying the record	\$15.00/half hour	HST Exempt
Application to Review Officer	\$25.00	HST Exempt

TOWN OF AMHERST WATER UTILITY
 Schedule of Rates and Charges for Water and Water Services
 (Effective for water and water services supplied on and after April 1, 2008)

RATES

The rates set out below are the rates approved by the Board for water and water services when payment is made within 30 days from the date rendered as shown on the bill.

When payment is made after 30 days from the date rendered as shown on the bill, the rates will include interest charges of 1% per month, or part thereof.

Each bill shall show the amount payable within 30 days from the date rendered as shown on the bill.

In this Schedule, the word "Utility" means the Amherst Water Utility.

1. RATES

(a)	Unmetered (total charge per quarter) (Assuming 272 cubic metre annual consumption)	\$ 54.01
(b)	<u>Base Charges</u>	<u>Quarterly</u>
	5/8"	36.18
	3/4"	53.18
	1"	87.19
	1 1/2"	172.19
	2"	274.19
	3"	546.20
	4"	852.22
	6"	1,702.25
(c)	<u>Consumption Rate</u> (per Cubic Metres) \$0.26 per C.M.	
(d)	<u>Minimum Bill</u> The minimum bill shall be the Base Charge	

2. Public Fire Protection Service

The Town of Amherst shall pay, annually, to the Water Utility in monthly installments for fire protection services, on or before September 30, 2008, the amount of \$434,472.

3. Rates for Sprinkler Service

Each building having a sprinkler system installed shall pay annually for the service as follows:

- Each building serviced by a sprinkler service pipe of 6" or less in diameter \$250.00
- Each building serviced by a sprinkler service pipe of 8" or more in diameter \$300.00

4. Water Rates for Buildings or Works Under Construction

The Utility may furnish water to any person requiring a supply thereof for the construction of a building or other works. This person shall deposit with the Utility such sum as may be determined by the Utility as is sufficient to defray the cost of making the necessary connection to any water service or main, together with the cost of the meter to be installed to measure the water consumed. Upon completion of the work and the return of the meter to the Utility, a refund will be made after deducting the cost, if any, of repairing the meter and of testing the same and payment of the base and connection charges and the consumption rates in respect to such installations.

5. Rates for Water Supplied from Fire Hydrants

Whenever the use of any fire hydrant is desired to supplying water for any purpose, excepting those of the Fire Department for fire use, the Utility may grant a permit containing such terms and conditions as it may provide, including arrangements regarding supervision of the opening and closing of the hydrant, and a service charge for commercial consumers of \$60.00 for connection and disconnection and a consumption charge for the amount of water used, as estimated by the Utility, at meter consumption rates.

6. Private Hydrant Rates

Per hydrant per year \$200.00

7. Charges for Re-establishing Water Service

When water service has been suspended for any violation of the Rules and Regulations of the Utility, such water service shall not be re-established until a reconnection charge of \$25.00 has been paid to the Utility.

8. Connection Fee
The Utility shall charge a \$25.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred. This fee shall be \$200.00 if water is turned on after normal working hours of the Utility.
9. Charge for Non-Negotiable Cheques
The Utility shall charge a \$15.00 administration fee for cheques that, due to non-negotiability, have been rejected by the Utility's bank.
10. Charge for Missed Appointment by Customers
Where an appointment has been made by a customer to have a water service hooked up or a meter inspected, or water turned on to a property, or other visits to the property for the inception or maintenance of water service to the property, and the customer fails to keep the appointment or the plumbing is not completed to allow for installation of a water meter and the Utility's staff have to return to the property, there may be a charge of \$25.00 for each visit if, in the judgment of the Utility, it is required.
11. Rates for Bulk Water
Bulk water will be provided to licensed water haulers at designated locations at a cost of \$2.25 per cubic meter or part thereof.

8. **Amend Tax Reduction Policy, RFD#200943** **M-0905-31**

Moved by Councillor March, seconded by Councillor Rhindress that the Town of Amherst Tax Reduction Policy, Number 3800-02, be amended to increase the property tax reduction for low income home owners from \$200 to \$225, and to increase the total household income to qualify from \$15,240 to \$15,672.

MOTION CARRIED

TOWN OF AMHERST TAX REDUCTION POLICY, #3800-02

PURPOSE:

To establish a policy to determine the reduction in taxes for a person (s) whose income from all sources for the calendar year preceding the fiscal year of the Town of Amherst is below the amount set out in this policy AND to determine the reduction in taxes for the owner(s) of a building which has been completely or partially destroyed.

POLICY STATEMENT (1): LOW INCOME

It shall be the policy of the Amherst Town Council that an exemption from taxes will be granted, pursuant to Section 69(2) (a) of the Municipal Government Act, up to an amount of two hundred and twenty-five dollars (\$225.00) as per the following conditions:

- a) That the exemption be granted to every person assessed with respect to taxable property in the Town of Amherst, who is resident of the Town of Amherst, and whose total household income from all sources for the calendar year preceding the fiscal year of the Town of Amherst was less than fifteen thousand six hundred seventy-two dollars (\$15,672). Allowances paid pursuant to the War Veterans Allowance Act (Canada) or military pension paid pursuant to the Pension Act (Canada) are not to be included in a person's total income;
- b) That the exemption be granted only in respect of property occupied by the applicant ratepayer at his/her home;
- c) That, where two or more persons, one or more of whom are entitled to an exemption, are by an interest the owners of taxable property together, the person(s) is entitled to that portion of the amount of the exemption that the amount of his/her assessment bears to the whole property;
- d) That the person applying for the exemption make an affidavit regarding his/her income for that period and return such affidavit to the Town Office not later than July 31 of the year in which the taxes are payable.

POLICY STATEMENT (2): BUILDING DESTROYED

In accordance with Section 69(A) of the Municipal Government Act, that where a building(s) situate on a property has become permanently unlivable or unusable due to fire and the current assessment of the property does not reflect that the building (s) has been destroyed, it shall be the policy of the Amherst Town Council to permit the reduction or rebate of property taxes on the building(s) alone for the balance of the taxation year under the following conditions.

- a) The taxpayer shall apply in writing to the Clerk asking for a reduction or rebate of property taxes.
- b) The Clerk shall ask the Building Inspector to confirm the complete destruction of the building(s).
- c) The Clerk shall ask the Regional Assessment Office to determine the following year's assessment value before any subsequent rebuilding or construction.
- d) Upon receipt of the Building Inspector's and Provincial Assessment's report, the Clerk shall authorize the Treasurer to reduce the amount of the taxes on the building(s) by pro rating the same over the balance of the taxation year from the date of destruction.
- e) This policy section shall be made retroactive to April 1, 2005; provided that if, as a result of this policy being made retroactive, it results in property taxes being rebated such sums shall be paid without interest.
- f) If the owner of the property in question is found guilty of arson, either civilly or criminally, the Clerk shall not rebate any taxes. In the event that taxes have already been rebated, then that rebate shall be void ab initio, and the taxes with interest accrued thereon will become immediately due and payable, it being the overriding policy of the Town of Amherst that a person shall not benefit from his or her own wrongdoing.

9. **Amend Tax Exemption By-Law, 1ST Reading, RFD#2009042** **M-0905-32**

Moved by Councillor Fawthrop, seconded by Councillor Rhindress that Council approve first reading of a By-Law to Amend the Tax Exemption By-Law, B-1.

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 and September 24, 2007 is hereby amended as follows:

1. **SCHEDULE "A"**

Change to proper name of owner of the Bright Beginnings Child Care Centre. Take the YMCA and Bridge Adult Services Society off the Schedule. They are now Commercial exempt per the 2009 Assessment Roll and therefore no need to have on this Schedule.

2. **SCHEDULE "B"**

Take the Amherst Golden Years Society off the Schedule. It is now Commercial exempt per the 2009 Assessment Roll and therefore no need to have on this Schedule.

3. **SCHEDULE "C"**

Add a new property, a vacant piece of land on Cornwall Avenue, recently purchased by the Amherst Lions Club to insure access to the adjacent Lion Cecil Small Bantam Baseball Field. Current assessment value is \$8,700.

Delete Land & Building at 234 Church Street owned by the AME Church. Schedule C reduces taxable commercial properties to the tax that would otherwise be payable if the property were residential. Since the AME Church property is already assessed as residential and not commercial, there is no need to have this property on the schedule.

10. **Grants to Organizations, RFD#2009040** **M-0905-33**

Moved by Deputy Mayor Angel, seconded by Councillor Bird that Council approve the following schedule of grants to organizations totaling \$23,025, and that staff be directed to disburse such funds to the organizations as indicated:

MOTION CARRIED

• Amherst Community Garden Project	\$ 500
• Amherst Food Assistance Network	2,000
• Autumn House	10,000
• Cumberland Early Intervention Program	1,000
• Cumberland County Museum & Archives	4,000
• L A Animal Shelter	3,500
• Showcase Productions Society	1,000
• Sexual Health Centre for Cumberland County	500
• Terry Fox Run	in kind
• T-Bar	500
• Soccer (in kind – we pay taxes on former Dolan ppty)	25
	\$23,025

11. Amend Deed Transfer Tax By-Law, 1st Reading, RFD#2009044 M-0905-34

Moved by Councillor Baker, seconded by Councillor Rhindress that Council give first reading to a By-Law to Amend the Municipal Deed Transfer Tax By-Law, to increase the rate from one half of one percent to one and one quarter percent of the value of the property being transferred.

MOTION CARRIED

The Town of Amherst Deed Transfer Tax By-law, approved by Council on the 1st day of June, 1989, is hereby amended as follows: **To change the rate from one half of one percent to one and one quarter percent, paragraph 3(1) is amended to read:**

3(1) On every deed a tax of one and one quarter percent of the value of the property thereby conveyed is imposed and levied.

12. Motion to Adjourn M-0905-35

On motion by Councillor Rhindress, the meeting adjourned at 10:30 AM.

APPROVED:

Gregory D. Herrett, CA
Clerk and CAO

Robert Small
Mayor

AGENDA

1	Call to Order	
2	Approval of Agenda	
3	2009-2010 Budget	
4	Comparison: 2008-2009 vs 2009-2010	
5	Capital Budget	
	a) 2009-2010 Capital Budget	
	b) 2010-2011 Projected Capital	
	c) 2011-2012 Projected Capital Budget	
	d) 2012-2013 Projected Capital Budget	
	e) 2013-2014 Projected Capital Budget	
6	Budget Motions	
	a) Estimates of Revenues and Expenditures	
	b) 2009-2010 Tax Rates	
	c) Sewer Rates Resolution	
	d) Sewage Treatment Plant Uniform Charge	
	e) Solid Waste Management Uniform Charge	
	f) General Borrowing Resolution	
	g) 2009-2010 Capital Budget	
	h) Temporary Borrowing Resolution	
	i) 2009-2010 DARS Area Rates	
7	Amend User Fee Policy	RFD#2009041
8	Amend Tax Reduction Policy	RFD#2009043
9	Amend Tax Exempt By-Law	RFD#2009042
10	Grants to Organizations	RFD#2009040
11	Amend the Deed Transfer Tax By-Law, 1 st Reading	