

**Amherst Town Council
Regular Council Meeting
Minutes**

Date of Meeting: Monday, December 19, 2011
Location: Council Chambers, Town Hall

Members Present: Mayor Robert Small
Councillor George Baker
Councillor Robert Bird
Deputy Mayor Dale Fawthrop
Councillor David March
Councillor Terry Rhindress

Members Absent: Councillor Robert Angel

Staff Present: Greg Herrett, CAO
Vince Arbing, Treasurer
Roger MacIsaac, Director CED
Ben Pitman, Director TPW
Jason MacDonald, Director Planning
Bill Crossman, Fire Chief
Charles Rushton, Chief of Police
Kim Jones, Policy and HR

- 1. MOMENT OF SILENCE IN HONOUR OF ERNIE LEBLANC**
- 2. O'CANADA**
- 3. HEARINGS / PRESENTATIONS / PETITIONS**
- 4. CALL TO ORDER**

4.1. Amendments to the Agenda

Moved by Councillor George Baker
Seconded by Councillor David March
That Item 6.1 Capital Projects Update be added to the agenda.

MOTION CARRIED

4.2. Approval of the Agenda

Moved by Councillor George Baker
Seconded by Councillor David March
That the agenda be approved as amended.

MOTION CARRIED

4.3. Approval of Minutes

Moved by Councillor Terry Rhindress
Seconded by Councillor David March
That the minutes of November 28, 2011 be approved as circulated.

MOTION CARRIED

5. REQUESTS FOR DECISION**5.1. January Meeting Dates, RFD2012079 (ANGEL)**

Moved by Councillor Terry Rhindress

Seconded by Councillor David March

That the regular meeting dates for January 2012 be changed so the Committee of the Whole meets on Monday, January 23 and Regular Council meets on Monday, January 30.

MOTION CARRIED

5.2. Fire Inspection Policy (MARCH)

Moved by Councillor David March

Seconded by Councillor Terry Rhindress

That Council adopt the Fire Inspection Policy, Number 68300-04, bringing the Town of Amherst in compliance with the Regulations contained in the Nova Scotia Fire Safety Act.

MOTION CARRIED

FIRE INSPECTION POLICY, NUMBER 68300-04

POLICY STATEMENT:

The Town of Amherst recognizes that pursuant to section 19 of the Nova Scotia Fire Safety Act, a system of fire inspections shall be established to provide compliance with that Act and the Fire Safety Regulations within the Act.

PURPOSE:

To establish a system of fire inspections for compliance with Section 19 of the Nova Scotia Fire Safety Act and Fire Safety Regulations that recognizes municipal resources, geography and priorities based upon a risk analysis.

DEFINITIONS: In this Policy:

- (a) Council, means the Council of the Town of Amherst
- (b) Fire Safety Act, means "An Act to Promote and Encourage Fire Safety", Chapter 6 of the Acts of 2002, Nova Scotia, as amended from time to time, and any other successor legislation.
- (c) Fire Safety Regulations, means the :Regulations Respecting Fire Safety made by the Governor in Council pursuant to Section 51 of Chapter 6 of the Acts of 2002, The Fire safety Act, as amended from time to time.
- (d) Group A - Assembly Occupancy, means the Assembly Occupancy defined in the National Building Code of Canada (2010), as amended from time to time.
- (e) Group C - Residential Occupancy, means a Residential Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (f) Group D - Business and Personal Service Occupancy, means a Business and Personal Service Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (g) Group E - Mercantile Occupancy, means a Mercantile Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (h) Group F - Industrial Occupancy, means an Industrial Occupancy as defined in the National Building Code of Canada (2010), as amended from time to time.
- (i) Municipal Fire Inspector, means a person appointed by the Town of Amherst as a Municipal Fire Inspector pursuant to Fire Safety Act, Chapter 6 of the Act of 2002, Nova Scotia, as amended from time to time.

MUNICIPAL FIRE INSPECTOR:

Pursuant to Section 19 of the Fire Safety Act, Council shall appoint one or more Municipal Fire Inspectors, whom shall carry out the System of Municipal Fire Inspections in accordance with the requirements of the Fire safety Act and Fire Safety Regulations.

SYSTEM OF INSPECTIONS:

Pursuant to this Policy, Council hereby establishes the following "System of Municipal Fire Inspections":

- (a) Assembly Occupancies (Group A) - are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.
- (b) Reserved for future.
- (c) Residential occupancies (Group C, 4 units and above) are to be given an initial inspection and thereafter to be inspected at least every three (3) years. Refer to the procedure for inspections to residential occupancies with 3 units or less.
- (d) Business and Personal Services occupancies (Group D) are to be given an initial inspection and thereafter to be inspected at least once every five (5) years. Small single group D or E uses classified as home based businesses located within single dwelling units are not required to be part of the regular system of inspections.
- (e) Mercantile occupancies (Group E) with medium to low fire loading are to be given an initial inspection and thereafter to be inspected at least once every five (5) years. Mercantile occupancies (Group E) with medium to high fire loading are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.
- (f) Low Hazard Industrial occupancies (Group F3) are to be given an initial inspection and thereafter to be inspected at least once every five (5) years
Medium Hazard Industrial occupancies (Group F2) are to be given an initial inspection and thereafter to be inspected at least once every four (4) years.
High Hazard Industrial occupancies (Group F1) are to be given an initial inspection and thereafter to be inspected at least once every three (3) years.
- (g) Inspections that fall outside the regular "System of Municipal Fire Inspections" (by property owner request; legal firm request; complaint form; etc.) shall be addressed as per the Town of Amherst Fee Schedule Policy.

RISK ANALYSIS:

The following data was considered to determine Frequency of Inspections for each occupancy type:

- (a) Specific requirements legislated under the Fire Safety Act and Regulations;
- (b) Information gathered from other NS municipalities regarding their particular system of inspections;
- (c) The likelihood of fire occurrence based on the history of fire related incidents within the Town of Amherst and from national statistics;
- (d) The impact severity of fire based on the probable loss of life, potential injuries or impact on the community;
- (e) The general age, type of construction, and layout of the majority of buildings in each particular group;
- (f) Past inspection history.

RISK ANALYSIS REVIEW:

The above noted frequency of inspections are based on today's data and it should be note that building occupancies change from time to time, as such, a five (5) year review shall be required.

5.3. Funding Request - Legion (BIRD)

Moved by Councillor Robert Bird

Seconded by Deputy Mayor Dale Fawthrop

That Council authorizes funding support in the amount of \$500 to the Royal Canadian Legion Christmas Craft Bazaar under the Towns Festivals and Events Policy 72000-07.

MOTION CARRIED

6. INFORMATION / DISCUSSION ITEMS**6.1. Capital Projects Update**

The CAO updated Council on the capital program with a Powerpoint slide show.

7. STRATEGIC PRIORITIES**8. INTERNAL COMMITTEE REPORTS****8.1. Planning Advisory Committee (MARCH)**

Councillor March presented the following report on behalf of the Planning Advisory Committee:

The Planning Advisory Committee met on December 12, 2011. Items addressed at that meeting included:

- An application has been submitted for an amendment to the 155 East Victoria Street Development Agreement. The developer seeks to eliminate the time commitment for commencement of development. A public participation opportunity was scheduled for January 16.
- The Committee asked staff to proceed with a draft amendment to the Land Use Bylaw with respect to waiving development permit fees for exterior alterations of buildings in the Downtown Districts.
- Policy amendments to implement the Centre First Strategy
The Committee passed three motions with respect to amendments to the Land Use Bylaw and Municipal Planning Strategy which would implement the Centre First Strategy by adding a Sustainability Policy to the Municipal Planning Strategy and adding Downtown District Design Guidelines to the MPS and LUB. These proposed amendments will come to Council for first reading in the new year.

8.4. Youth Advisory Council (BIRD)

Councillor Bird presented the following report on behalf of the Youth Advisory Council:

The Amherst Youth Town Council met on December 5, 2011. During this meeting the two new members were welcomed. Members decided to request a meeting with Town Council for February 2012. Discussion items for this proposed meeting were discussed and added to a tentative agenda.

Potential activities for the youth council to host during the 24-hour Physical Activity Day were discussed, as were branding ideas for the Amherst Youth Town Council to establish a recognizable presence in the community with youth as well as adult populations. Zac Black will sit on the 24 Hour Physical Activity Day Committee as a representative of the youth council.

Youth members were asked to submit a list of potential action items that they felt were a priority to Jenn Borne by December 12, 2011. The next meeting is scheduled for January 9, 2012 at 4:00PM in Council Chambers.

9. EXTERNAL COMMITTEE REPORTS

9.1. Cumberland Public Libraries (ANGEL)

Councillor Fawthrop presented the following report on behalf of Cumberland Public Libraries:

Food For Fines

With only a few days left to go the Four Fathers Library has brought in almost 400 food items and forgiven nearly \$850 worth of fines. Patrons have until December 31st to take advantage of this great way to pay off their fines while helping the local food bank.

E-Readers

The Cumberland Public Libraries is lending eReaders loaded with current best selling titles. If you'd like to try out a Kobo or a Sony eReader place a hold on one through our online catalogue (www.cumberlandpubliclibraries.ca) or pop in to one of our branches and have one of our helpful staff place a hold for you.

Statistics

The Four Fathers Memorial Library signed out an average of 20 items (books, movies, magazines, etc) an hour in November 2011.

Did you know?

The Cumberland Public Libraries has magazines, everything from popular celebrity gossip to house repair to wrestling. Check out our selection online (www.cumberlandpubliclibraries.ca) or stop by a branch to see what's available.

Programs

December's Holiday Party was held on the 19th and had over 20 children in attendance. They were treated to a puppet show and story, made a craft and played games.

On January 3rd, the Four Fathers Library will be showing "The Far Country" starring Jimmy Stewart & Walter Brennan. Admission is free but donations are cheerfully accepted. Come see this classic on the big screen

9.2. Cumberland Regional Development Authority (Nil report)

9.3. Cumberland YMCA (FAWTHROP)

Councillor Fawthrop presented the following report on behalf of the Cumberland YMCA:

Cumberland YMCA Launches Campaign

Cumberland YMCA is continuing to build strong kids, strong families and strong communities.

Nearing completion of a \$3.5-million renovation that shows 1,000 members using the 42,000 square foot facility, the registered charity has announced a \$700,000 capital campaign.

The bright, fresh and inviting centre continues a tradition that started here in 1882 with Amherst YMCA. As one of the oldest charities in Cumberland County, it is part of an international organization committed to strengthening communities around the world.

Audited financial statements from the last two years --- under the new business plan -- have shown a surplus and that the Y can be sustainable.

Part of the Y's new focus has included program expansions into Oxford, Springhill, Parrsboro, Pugwash and Tidnish. Additional expansion is planned for next year, ensuring the Y will continue to serve people of all ages, backgrounds and abilities.

The 160-space childcare centre --- serving families with children from ages 10 months to 12 years --- will open December 28th. We will only be having the children at the current centre move over to the new centre for now. In the new year the new children will start and we will be starting 4 new full time staff!

With the Wellness Centre and Childcare Centre complete, the Y is focusing on the third phase which includes the roof over the pool new, new pool mechanics and hvac system, upgrades to the locker rooms, lobby and pool deck. The first focus will be the roof.

9.4. Downtown Amherst Revitalization Society (Nil report)

9.5. Cumberland Joint Services Management Authority (Nil report)

9.6. Northern Region Solid Waste Committee (Nil report)

9.7. L. A. Animal Shelter (Nil report)

9.8. Victorian Order of Nurses (Nil report)

10. ADJOURNMENT

Prior to the adjournment, Mayor Small extended Christmas greetings and invited everyone to the New Year's Day Levee at the Armouries on January 1, 2012 from noon to 4:00 PM.

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

Gregory D. Herrett,CA
Town Clerk and CAO

Robert Small
Mayor



Date of Meeting: Monday, December 19, 2011
Time: 7:00 p.m.
Location: Council Chambers, Town Hall

AGENDA

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2. O'CANADA
3. HEARINGS / PRESENTATIONS / PETITIONS
4. CALL TO ORDER
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 - 4.2 Approval of the Agenda
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 - 5.2 Fire Inspection Policy (MARCH)
 - 5.3 Funding Request - Legion (BIRD)
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 - 6.1 Capital Projects Update
7. STRATEGIC PRIORITIES
8. INTERNAL COMMITTEE REPORTS
 - 8.1 Planning Advisory Committee (MARCH)
 - 8.2 Amherst Board of Police Commissioners (Nil report)
 - 8.3 Dangerous and Unsightly Premises Committee (Nil report)
 - 8.4 Youth Advisory Council (BIRD)
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