

## Regular Council Meeting Minutes

**Date of Meeting:** Monday, September 24, 2012  
**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  
 Bill Crossman, Fire Chief  
 Rebecca Purdy, Executive Assistant  
 Kim Jones, Policy and HR  
 Jason MacDonald, Director of Planning

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**1. O'CANADA**

**2. HEARINGS / PRESENTATIONS / PETITIONS**

**2.1. Relay for Life - Sharon Bristol**

Sharon Bristol expressed the appreciation of the Cancer Society and Relay for Life organization for the Town's support. She introduced Sheila Christie as the 2013 Event Chair. She named some of the successes of the Nova Scotia Cancer Society and presented the Town with a photo of the late Francis Smith.

**3. CALL TO ORDER**

Mayor Small called the meeting to order at 7:15.

**3.1. Amendments to the Agenda**

**3.2. Approval of the Agenda**

**Moved By: Councillor George Baker**

**Seconded By: Councillor Terry Rhindress**

**That the agenda be approved as circulated.**

**Motion Carried**

**3.3. Approval of Minutes**

**Moved By: Councillor Terry Rhindress**

**Seconded By: Councillor David March**

**That the following minutes be approved as circulated: 25 June Regular meeting; 28 June Special meeting; 9 July Special meeting; 1 August Apeical meeting; 13 August Special meeting; and 7 September Emergency meeting.**

**Motion Carried**

**4. REQUESTS FOR DECISION**

#### 4.1. Audited Financial Statements - March 31, 2012

The CAO presented the audited financial statements for the fiscal year ended March 31, 2012, reporting that the Town had another year of solid financial results. He reported, "In summary we ended the year in the black and any operating surplus was transferred to the operating reserve as is suggested by the NS Financial Reporting and Accounting Manual (FRAM). In the past we've made transfers to reserves prior to the year end and left a small surplus on the bottom line. We've found that this practice has added complexity to our budgeting in subsequent years so this year we have simply transferred the surplus in its entirety (\$303,084) to the operating reserve at the year end. The comparable amount for last year would be \$383,116. Last year we transferred \$359,000 to reserves prior to year end and left \$24,116 on the bottom line.

"The Amherst Water Utility recorded a \$96,000 surplus as well. We are on track to eliminate, in four or five years, the accumulated deficiency of \$429,767 in the Utility created a number of years ago by aggressive debt reduction."

##### How did we do in comparison to budget?

The general fund revenue came in at \$16.35 million on a budget of \$16.30 million. On the expenditure side we spent \$13.9 million against a plan of \$14.4 million. Every single operating department came in under the amounts budgeted in terms of expenditures - a result that I would like to congratulate our departmental directors for. The only significant variation from budget was Loss on Assessment appeals which came in at almost \$90,000 over budget. This was more than offset however in other areas.

##### What's the story on Capital Spending?

We spent just under \$11 million on capital projects this year, \$6 million of that on the Waste Water Treatment Facility which be officially opened on October 11. It is only on the WWTF that we actually incurred any new debt. The balance of capital spending of approximately \$4.8 million was financed from reserves, government grants, Gas Tax funds or from capital from revenue. The \$4.8 million was made up mainly of the Downtown project (\$2,877,596), capital paving of \$384,000 and sanitary sewer work of \$352,000 with a number of smaller projects and purchases making up the balance.

##### How much do we owe?

In terms of long term debt we are at about \$6 million on various capital projects in the general capital fund and only about \$615,000 in the Water Utility. A financial statistic of interest is always the ratio of debt service to own source revenue. This year that ratio is, once again, in a very healthy range at 6.77%. Service Nova Scotia's benchmark is 15%. Even when we finalize the financing and add approximately \$4 million in borrowing next year for the Waste Water Treatment Facility our ratio is projected to be 8.96%

##### How much do we have set aside for projects/rainy days?

At March 31, 2012 we had \$1.9 million set aside in the capital reserve for future capital projects. In the operating reserve we had \$1.5 million set aside for various purposes as well as an allowance for a "rainy day".

Gary Bickerton with the accounting firm Jorgensen Bickerton presented the following audit report to Council:

We have audited the accompanying consolidated financial statements of the Town of Amherst, which comprise the consolidated statement of financial position as at March 31, 2012 and the consolidated statement of operations, consolidated statement of changes in net debt and consolidated statement of cash flow for the year then ended and a summary of significant accounting policies and other explanatory information.

**Management's responsibility for the financial statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

an audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the town of Amherst's preparation and fair presentation of the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit.

**Opinion**

In our opinion, the consolidated financial statements present fairly, in all material aspects, the consolidated financial position of the Town of Amherst as at March 31, 2012 and the consolidated results of its operations and its cash flows for the year then ended are in accordance with Canadian generally accepted accounting standards.

**Moved By: Deputy Mayor Dale Fawthrop**

**Seconded By: Councillor Terry Rhindress**

**That Council accepts the Audited Consolidated Financial Statements for the Town of Amherst for the fiscal year ending March 31, 2012 which have been audited by Gary Bickerton, CA with the firm Jorgensen Bickerton, as recommended by the Audit Committee.**

**Motion Carried**

**Moved By: Councillor Terry Rhindress**

**Seconded By: Councillor David March**

**That Council accept the Audited "Conventional" Amherst Water Utility Financial Statements for the fiscal year ending March 31, 2012 which have been audited by Gary Bickerton, CA from the firm Jorgensen Bickerton, as recommended by the Audit Committee**

**Motion Carried**

**Moved By: Councillor George Baker**

**Seconded By: Councillor David March**

**That Council appoint the firm of Jorgensen Bickerton as auditors for the fiscal year ending March 31, 2013, as recommended by the Audit Committee.**

**Motion Carried**

#### 4.2. LUB Amendment - Steel Roofs

**Moved By: Councillor David March**

**Seconded By: Councillor George Baker**

**That Council approve first reading of a bylaw to amend the Land Use Bylaw, P-2-13, which amends the Land Use Bylaw in order to ban plain, non-coloured steel roofing.**

**Motion Carried**

#### By-Law to Amend the Land Use By-Law P-2-13

1. This is a by-law to amend the Land Use by-Law of the Town of Amherst with respect to the matter of not permitting plain, non-coloured steel roofs.
2. In the Land Use By-Law, Section 4.0 General Provisions for All Zones is amended by adding the following subsection:

##### **4.29 Roofs**

- a) In any zone, a development permit is not required for roofs.
- b) Plain, non-coloured steel roofs are not permitted in any zone.

#### 4.3. LUB Amendment - Design Guidelines

**Moved By: Councillor David March**

**Seconded By: Deputy Mayor Dale Fawthrop**

**That Council approve first reading of a bylaw to amend the Land Use Bylaw, P-2-14, with respect to Downtown Design Guidelines.**

**Motion Carried**

#### Bylaw to Amend the Land Use By-Law, P-2-14

1. The purpose of this by-law is to amend the Land Use By-law of the Town of Amherst with respect to Design Guidelines and Policy to implement the Downtown Amherst Centre First Action Strategy.
2. The Land Use By-law of the Town of Amherst is hereby amended as follows:

##### **AMENDMENT A**

Add **SCHEDULE C – DOWNTOWN DISTRICTS DESIGN GUIDELINES** to the **TABLE OF CONTENTS**.

##### **AMENDMENT B**

Add the following definition to section **1.0 DEFINITIONS**:

29) **Downtown Districts** means an overlay zone to the existing Downtown Zone. As an Overlay zone, the Downtown Districts is an identified area that has additional rules that apply in addition to the regular Downtown Zone zoning requirements. The Design Guidelines are the additional rules. .

##### **AMENDMENT C**

Change the term "Downtown Commercial" Zone to "Downtown" Zone throughout the entire Land Use By-law document.

##### **AMENDMENT D**

Add a new requirement to SECTION 3.0 Administration, subsection 3.3 Development Permit Required as follows:

- (e) A development permit shall be required for a development that involves the exterior renovation of a building, including additions and any alterations, minor or significant, in the area defined as the Downtown Districts. The issuance of the permit shall be contingent on the project being consistent with the adopted Downtown Districts Design Guidelines attached to this by-law in Schedule C.

**AMENDMENT E**

Amend SECTION 3.0 Administration, subsection 3.4 **No Development Permit Required**, part (i) as follows:

- (i) a development that involves the interior or exterior renovation of a building that will not change the shape of the building or increase its volume, will not add more dwelling units, **with the exception of 3.3(e) of this by-law**, or will not involve a change in the use of the building

**AMENDMENT F**

Amend subsection 8.3.1 **Downtown Zone Uses Permitted** by adding the following:  
**Drive-thru (subject to section 8.3.6)**

Motor Vehicle Fueling Stations **(subject to section 8.3.6)**

Motor Vehicle Sales, Rental and Repair **(subject to section 8.3.6)**

**Existing Single Detached Dwellings (including PID 25023185)**

Restaurants, Drive-thru **(subject to section 8.3.6)** or Take-out, Cabarets

Self Storage Facilities **(subject to section 8.3.6)**

**AMENDMENT G**

Amend subsection 8.3.2 **Permitted uses by Development Agreement** by removing paragraph (c) and replacing it with the following:

- (c) Outside the Downtown Districts, any use that involves the outdoor display of motor vehicles, vehicle stacking for drive thru purposes or a motor vehicle fueling station subject to MPS Policy CP-13;

**AMENDMENT H**

Add new subsection 8.3.6 **Vehicular Oriented Uses in the Downtown Districts.**

**8.3.6 Vehicular Oriented Uses in the Downtown Districts:**

In the Downtown Districts, the following uses are not permitted on Victoria Street, Church Street, Havelock Street, King Street, Electric Street, or Ratchford Street, and are permitted elsewhere in the downtown Districts subject to Design Guidelines:

- Motor Vehicle Fueling Stations
- Motor Vehicle Sales, Rental, or Repair
- Car Washes
- Drive-thrus (excluding PID 25371600)
- Self Storage Facilities

**AMENDMENT I**

Add new subsection 8.3.7 **Downtown Districts Design Guidelines.**

**8.3.7 Downtown Districts Design Guidelines**

All new development including additions and alterations to the exterior of existing development shall be consistent with the adopted Downtown Districts Design guidelines attached to this by-law in Schedule C.

**AMENDMENT J**

Amend **Schedule B List of Fees** by adding the following text:

(For a complete list of fees see Town of Amherst Policy 3470-03 **Annual Review of User Fees.**)

**AMENDMENT K**

Add new **Schedule C Downtown Districts Design Guidelines.**

*(The design guidelines are attached at the end of the minutes as Appendix A)*

#### 4.4. Amherst Jr. A Ramblers Agreement

**Moved By: Councillor Terry Rhindress**

**Seconded By: Councillor David March**

**That Council approves entering into an operating agreement with the Amherst Junior A Ramblers for the 2012-2013 hockey season and authorizes the Mayor and CAO to sign on behalf of the Town.**

**Motion Carried**

#### AGREEMENT BETWEEN

AMHERST JR "A" HOCKEY CLUB 1997 (*herein after called the Ramblers*)

THE TOWN OF AMHERST (*herein after called the Town*)

1. **Pre Season:**
  - a) Ice will be available for the pre-season from August 27, 2012 to September 14, 2012.
  - b) The rental fee for the pre season period will be \$71 per hour plus HST. This hourly rental fee will be paid for Training Camp, Exhibition Games and Practices up to and including September 14<sup>th</sup>.
  - c) Ramblers will be billed on September 30<sup>th</sup> with payment to be made by October 31<sup>st</sup>.
2. **Game Fees:** Flat fee of \$13,196.30 plus HST for the 2012/2013 season. The fee will be paid to cover 26 regular season games and two practices per week. The fee will be paid in monthly installments of \$2,529.29 with the first payment due and payable on October 1, 2012 and each month thereafter up to and including March 1, 2013. **The residual amount owing on the account of the Ramblers in respect of last season will be paid in full by November 15, 2012.**
3. **Games Schedule:** All weekday games from Monday to Friday are to start at 7:30pm, Saturday night games to start at 7:00 pm and Sundays after 4pm.
4. **Practice Times:** Practices are scheduled for one and a half hours (1.5 hours) on Tuesday and Thursday nights or such nights that are agreeable to both the team and the Town of Amherst. The practice charge is included with flat fee. **A charge at the regular prime time rental rate of \$122.00 plus HST per hour will be levied if this practice is not canceled within 48 hours.** This notice period is required to allow the Town ample time to try to rent the ice to a third party.
5. **Lunchtime Practices:** Practices during the lunchtime period can be used for unscheduled practice by the players at no charge if the ice is available on Tuesday, Thursday and Friday only. Ramblers to contact the Community and Economic Development office before 4:00pm the preceding day to arrange for this ice time.
6. **Office:** Upstairs office at the rear of the bar is available at no charge. Phone line is at the expense of the Ramblers. The Ramblers will be given use of one of the two small meeting rooms on the second floor during each home game at no charge.
7. **Stadium Rentals (off season):** This agreement includes an allowance for two fundraising events during the off season with no charge for Stadium rental.
8. **Spectators:** It will be the responsibility of the Ramblers to clear out the Stadium after all hockey games and rentals.
9. **Selling of Stadium Advertising:** As per Stadium Sign Rental Policy # 72300-08. See attached Policy.
10. **Stadium Event Sign:** Information related to the Stadium event sign changes will be required at least 48 hours prior to game day. Ramblers will provide a schedule of games and wording for the sign as required.
11. **Insurance:** The Ramblers agree to carry, during the times of use, general liability insurance covering bodily injury and property damage with limits of at least \$1,000,000 per occurrence, and to be responsible for any and all expenses, costs and liabilities in connection with any claim which may be made against the Stadium by reason of the activities contemplated by this Agreement or persons coming on the premises of the Stadium as a result of the activities.

12. **Security:** Security arrangements shall be made by the Town with a bonded security company for all Amherst Rambler home games and post season home games. The cost of this will be shared between the Town and the Ramblers and will be billed and due on a month to month basis.
13. **Bar:** The heated meeting room on the second floor overlooking the ice surface is available to the Ramblers for regular season games and playoffs under the existing Town of Amherst Liquor License. In addition, this license includes a designated area of seating on the west end of the Stadium. For the balance of this agreement, the Ramblers will be responsible for complete operation of the bar during home games. Servers will be appropriately attired and with name tags. The Ramblers will have the right of first refusal to provide bar services in the second floor room, on behalf of the Town for any other event or activity being held from time to time that may require bar services. The Ramblers will participate in the Bar Suspension Program facilitated through the Amherst Police Department. The Town will not be responsible for any items left in this room by the Ramblers or patrons.
14. **Dressing Room:** The use of the dressing room will be included in the flat fee. The Ramblers will be responsible for any and all damage to the dressing room.
15. **Sponsorship:** The Town will be considered a gold sponsor, with acknowledgment in the program and advertising. The Town will be provided with five free season passes, issued as game tickets.
16. **Photocopying:** The Ramblers will be permitted 600 free copies per year. Payment for additional copies will be in accordance with policy 73470-03 User Fee Policy.
17. **Playoffs:** A rate of \$609 plus HST per playoff game for the duration of this agreement.
18. **Zamboni, boiler and plant rooms** are off limits to all unauthorized persons. This is a significant safety concern and breach of this clause will result in the immediate suspension from the Stadium of the offender for the balance of the Stadium season.
19. **Program of Events:** The Ramblers will provide Stadium Staff with program of events and requirements two (2) days prior to the game (i.e. Saturday games, requirements by Thursday noon; Friday Games, requirements by Wednesday 10:00am).
20. **Chewing Tobacco:** There will be no chewing of tobacco allowed in the Stadium. This is in keeping with current MHL regulations.
21. This agreement will be for the 2012/2013 Maritime Junior Hockey League Season, and will take effect on August 15, 2012 and expire on July 31, 2013.
22. This agreement is contingent on the fact that all regular season and playoff home games are to be played at the Amherst Stadium.

#### 4.5. Tender - 5 Ton Truck

**Moved By: Councillor George Baker**

**Seconded By: Councillor Terry Rhindress**

**That Council award the tender to supply one five ton truck complete with snow removal equipment to the low compliant bidder, Nova Trucks International Inc., in the amount of \$ 140,611 plus HST, to be funded by the 2012-13 capital budget.**

**Motion Carried**

#### 4.6. October Meetings

**Moved By: Councillor Robert Bird**

**Seconded By: Councillor Terry Rhindress**

**That the regular Committee of the Whole and Council meetings for the month of October be cancelled due to the municipal election**

**Motion Carried**

**4.7. Funding Request - Gymnastics**

**Moved By: Deputy Mayor Dale Fawthrop**

**Seconded By: Councillor Terry Rhindress**

**That Council approve funding in the amount of \$250 under the Town's Grants to Organizations Policy in support of the Amherst Aerials Gymnastics members, Krysten and Felicia Landry, who competed at the Atlantic Gymnastic Championships that were held in St. John's NL, April 20-21, 2012.**

**Motion Carried**

**4.8. Funding Request - Marathon**

**Moved By: Councillor Robert Bird**

**Seconded By: Deputy Mayor Dale Fawthrop**

**That Council approve funding in the amount of \$500 under the Town's Festivals & Events Policy in support of the Four Fathers Festival Half Marathon that took place on September 22nd in Amherst.**

**Motion Carried**

**4.9. Funding Request - Fibre Arts Festival**

**Moved By: Councillor Terry Rhindress**

**Seconded By: Councillor David March**

**That Council approve funding in the amount of \$500 under the Town's Festivals & Events Policy in support of the Nova Scotia Fibre Arts Festival being held in Amherst from October 9 to 13, 2012.**

**Motion Carried**

**4.10. Former Amherst Police Department**

**Moved By: Councillor David March**

**Seconded By: Councillor George Baker**

**That the Town owned property identified by PID 25005422, known as the former Amherst Police Department located at 45 Victoria Street and illustrated on the map be declared surplus and advertised for sale.**

**Motion Carried**

**Moved By: Councillor Terry Rhindress**

**Seconded By: Deputy Mayor Dale Fawthrop**

**That Council direct the CAO to proceed with an RFP for the purchase and development of the property closing at noon on October 4, 2012 with a minimum price of \$1, and with proposals requiring the respondents to address a description of their plan for the property, financial considerations, their experience with similar projects, how their proposal is in the best interest of the Town, and the timeline for the project.**

**Motion Carried**

**5. INFORMATION / DISCUSSION ITEMS****5.1. UNSM**

Deputy Mayor Fawthrop reported that he and Councillor Rhindress had attended the UNSM Conference in Halifax last week. The theme of the conference was "Moving Forward Together". A key resolution which was accepted was for the majority of the 54 municipalities to agree to act on the Towns Caucus Resolution, the central idea behind which was the co-operation between and amongst municipalities on shared services. This means that there will be mechanisms put in place to make such co-operation attainable. It is no secret that Amherst and Cumberland County have experienced challenges in areas of shared services.

We look forward to further agreements such as those in place on fire protection, CJSMA, CRDA and Procurement. The resolution put forward by Amherst dealing with increasing the thresholds in the Atlantic Procurement Agreement was successful. This will enable municipalities to have higher levels for shopping local.

The resolutions dealing with wind turbine setbacks and a study of policing services we were not successful. However, there will be mechanisms put in place through the Towns Caucus resolution to enable municipalities to have more input into such areas. Another resolution which would be very beneficial to municipalities dealt with cost over runs in projects where federal funds are now set percentages of original costs.

Councillor Rhindress reported that a resolution dealing with wood construction was put forth by the Maritime Lumber Bureau was supported by the UNSM.

## 6. STRATEGIC PRIORITIES

### 6.1. Amherst Remembers

Deputy Mayor Fathrop reported that the Amherst Remembers project will involve a video memorial to honour veterans that will be shown on a screen in a kiosk in Victoria Square. His research shows this may be a unique memorial project in Canada. He requested submissions from the public.

## 7. INTERNAL COMMITTEE REPORTS

### 7.1. Planning Advisory Committee

Councillor March presented the following Planning Advisory Committee report:

The Planning Advisory Committee (PAC) last met on July 4, 2012 when a Public Participation Opportunity took place regarding regulating plain, non coloured steel roofing. There was no one in attendance from the general public, and the Committee recommended that Council amend the Land Use By-law to not permit plain, non-coloured steel roofs in any zone.

### 7.2. Amherst Board of Police Commissioners

Deputy Mayor Fawthrop presented the following Police Commission report on behalf of Councillor Robert Angel, adding that Chief Rushton was presented with the Queen's Diamond Jubilee medal last month. He thanked Councillor Angel who sat on the ABPC for at least 10 of his years on council.

The Amherst Board of Police Commissioners last met on June 20, 2012. The agenda included mainly information and discussion items, such as updates on the strategic plan and budget. The annual report for the department was distributed to Commission members at that time.

The CAO informed the Commission that the Town had sent a resolution to UNSM requesting a review of policing services, and encouraged the Commission to take the resolution to the NSAPB. The review would look at rising costs of policing, collective bargaining, labour relations, etc.

Mayor Small and Chair Emery attended a ceremony in Halifax in July where Chief Rushton was recognized for his 40 years of service.

Chief Rushton and Councillor Angel attended the NSCPA and NSAPB Joint Fall Conference in Wolfville earlier this month.

The Chair, Lisa Emery, was granted a leave of absence from August 21 to October 21 to enable her to run for council in the upcoming municipal election. This leave was a requirement under Section 17 of the Municipal Government Act. In her absence, the Vice Chair, Deputy Mayor Fawthrop, is acting as Chair.

### 7.3. Amherst Youth Town Council

Councillor Bird presented the following Amherst Youth Town Council report:

Amherst Youth Town Council (AYTC) members voted grade 10 student, Brandon Metz as chairperson and Grade 12 student, and James Gaudet as Vice Chairperson on August 9. During the week of August 13-17<sup>th</sup> AYTC partnered with Amherst Police to host *Cops for Kids*. Members volunteered over 50 hours each, achieving policy objectives of community involvement and raising the profile of youth in the community. This was an extremely meaningful experience and an excellent means to brand their image in the community. AYTC members are looking forward to being a part of this program again in 2013.

AYTC met on September 10, 2012 in Council Chambers for their first monthly meeting of the school year. During this meeting, Kim Jones, Returning Officer for the 2012 municipal election, presented an overview of the election process and question and answer period. AYTC reviewed their annual schedule to ensure they have action items each month throughout the year, or are involved in the community in some manner.

As per policy, AYTC members have a major focus on member recruitment for the month of September. Information has been advertised through various mediums to recruit members and create a public awareness for AYTC. Members have decided to create video clips throughout this year on every project AYTC is involved with in order to create a video to be used in the recruitment process for future years. Member applications are being accepted until September 28<sup>th</sup>. Submissions and interest in AYTC has already exceeded levels from past years, suggesting the elevated status of this group as they are becoming more recognized within the community. The Council meets again on October 2, 2012 at 4:00PM in Council Chambers.

### 7.4. Community Arts Council Committee

Deputy Mayor Fawthrop presented the following report on behalf of the Community Arts Council Committee:

The Community Arts Council Committee met on August 23rd. They received a presentation from Davey Goode and Terry Farrell about the Maritime Rockabilly Festival which later occurred on September 8th and 9th. At the meeting members brought ideas to the table including events around the Blueberry Harvest Festival. There was also mention of a building to house arts and culture groups and events in the future and about using the web to connect artists, under the possible heading "Arts in Amherst". Other discussions centered around linking organizations and groups and helping inform them about opportunities for involvement and grants as well as helping to coordinate dates and trying to stop overlapping events. There was also mention of "Right Some Good," a series of events involving Nova Scotia chefs, and that the event would be great during the Blueberry Harvest Festival.

In early October the Committee will hold a series of meetings with artists of different disciplines. On October 1<sup>st</sup> the meeting will focus on visual artists and those involved in the theatre, while on October 15<sup>th</sup> the focus will be on musicians and writers. The goal of these forums will be to introduce stakeholders to the committee members, encourage community involvement and dialogue, and foster a greater sense of cohesion between stakeholders.

The Committee was introduced to Culture Days which occurs on September 29th this year. Events will be held in Victoria Square and will involve opportunities for all artistic disciplines. An open call to artists has been made and many are participating in events on Culture Days.

### 7.5. Downtown Business Advisory Committee

Councillor March presented the following Downtown Business Advisory Committee report:

The Downtown Business Advisory Committee met on four occasions over the summer months. The committee selected Michele LeBlanc to be the Chairperson, with Mark Casey being selected at Vice Chair. The committee has organized four sub committees to focus in specific areas. The sub committees and respective Chairs are as follows:

Business Recruitment/Investment	David March
Marketing	Elizabeth Smith McCrossin
Festivals and Events	Michele LeBlanc
Communications	Dianne Crawshaw

The Committee along with Town staff are working with Elizabeth Smith McCrossin with a "Downtown Business Needs Survey." This survey will assist in determining issues related to doing business in the downtown, opportunities for business growth and suggestions for business investment in the future. In addition, it will assist the committee in identifying how the Town can respond more effectively to the needs of the Downtown business community. It is expected the results of the survey will be known by the end of the year.

The Festivals and Events sub-committee is working diligently on a Downtown Street Party on Friday, October 5th in celebration of the completion of the first phases of the Amherst First redevelopment project. This event will include something for residents of all ages including musical entertainment, clowns, food and face painting. All events will start at 11 o'clock in the morning and continue until 11 o'clock Friday night.

The Downtown Business Advisory Committee is looking at various ways the Town can support downtown business and will be exploring various approaches in the months to come.

## 8. EXTERNAL COMMITTEE REPORTS

### 8.1. Cumberland Public Libraries

Councillor March presented the following Cumberland Public Libraries report in Councillor Angel's absence:

#### **Did you know?**

The library loans out more items in the summer than any other time of year. We signed out 14% more items in June than in May and 12% more items in July than in June. We have downloadable e-books and audiobooks. You can get free books from your computer in the comfort of your own home or anywhere that you have an Internet connection. All you need is a library card. We're happy to explain how it works or help solve any problems you're having with the technology. We have Chilton's Auto Repair Manuals available online, in full-text, and for free. All you need is a library card and an Internet connection.

#### **Statistics**

In the months of June and July the libraries in Cumberland County signed out more than 26,000 items. That includes books, magazines, DVDs, books on CD, e-books, pedometers, energy kits and more. In July we had over 2,000 people in our libraries to use our free, public-access computers. We also had more than 12,000 people visit our website.

#### **Find out what's going on**

Check out the library's webpage ([www.cumberlandpubliclibraries.ca](http://www.cumberlandpubliclibraries.ca)) to see our Calendar of Events and get information on upcoming programs. Like us on Facebook and follow us on Twitter (@CumberlandPL) to get information on coming events, find out about new books and movies, and see pictures of our programs.

Deputy Mayor Fawthrop added the "one book Nova Scotia" program that was just announced by the Library.

### 8.2. Cumberland YMCA

Councillor Fawthrop presented the following Cumberland YMCA report:

It was a very busy summer at the Cumberland Y. Every day the pool and hallways resounded with the sounds of children having fun. Pool usage was up over last summer and membership numbers were up over last summer as well. There is a new roof over the pool and new windows on the pool deck. The next step in capital improvement is locker room upgrades.

Everyone is reminded of the Bucket List Dance and Auction this coming Saturday. Proceeds will be towards the capital campaign.

Judi Giroux remains as Chair and Dale Fawthrop remains as Vice Chair for 2012-2013

### 8.3. Cumberland Joint Services Management Authority

Councillor Rhindress presented the following CJSMA report:

A household hazardous waste drop-off will be held on September 29<sup>th</sup> at the Amherst Fire Hall from 9 AM until 12 noon.

In celebration of Environment Week, CJSMA hosted its sixth annual Facility Tour on Saturday, June 2, 2012. Tours began at 11 AM by horse and wagon which was followed by a BBQ at 12 noon. Approximately 30 people attended.

CJSMA staff conducted over 1,400 residential curbside audits in Cumberland County between April 1 and July 30, 2012.

CJSMA's website has been upgraded and is now operational: [www.cjsma.ns.ca](http://www.cjsma.ns.ca). Through our website we have started a program which will allow residents to sign up to have information e-mailed directly to them as it becomes available. This information can be anything from their solid waste collection schedule to the dates for the next household hazardous waste event.

**8.4. Northern Region Solid Waste Committee**

Councillor Baker presented the following Northern Region Solid Waste Committee report:

Regional Coordinators have submitted an application under the MAP Innovation program to fund a study regarding construction and demolition permitting and tracking processes. If funding is approved, the Committee will be seeking proponents to conduct a study to investigate existing C & D permitting and waste tracking processes in Nova Scotia and, where appropriate, in jurisdictions outside the province. The objective of the study is to recommend best practices that can most effectively and efficiently track C&D debris generated at construction, renovation and demolition sites.

There has been a working group (representatives from various municipalities) working with the provincial procurement team to create a Standing Offer to provide green carts. A Standing Offer has been awarded to Schafer for a 240 litre green cart at a cost of \$74.50 FOB Halifax. The tenders for other size carts were incomplete or non-compliant and therefore no Standing Offer was awarded. It is my understanding that another Standing Offer will be created for smaller size carts. These Standing Offers do not prevent municipalities from ordering elsewhere.

**8.5. Closing Comments**

Each member of Council was afforded a few minutes to give some closing remarks on the past four years, this being the last regular meeting of Council before the 2012 municipal election.

**9. ADJOURNMENT**

On motion by Councillor Rhindress, the meeting adjourned at 9:05 PM.

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Gregory D. Herrett, CA  
Town Clerk and CAO

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Robert Small  
Mayor