

Amherst Town Council

Special Meeting

Minutes

Date of Meeting: Wednesday, September 03, 2014

Location: Council Chambers, Town Hall

Members Present: Mayor Robert Small
Councillor George Baker
Councillor Frank Balcom
Councillor Robert Bird
Deputy Mayor Lisa Emery
Councillor David March
Councillor Terry Rhindress

Staff Present: Greg Herrett, CAO
Vince Arbing, Treasurer
Roger MacIsaac, Director CED
Jason MacDonald, Director of Planning
Rebecca Purdy, Executive Assistant
Kim Jones, Policy and HR

Media and Others Present: Sarah Wilson, Accountant
Gary Bickerton, Auditor
Scott Nelson, Auditor
Bill Schurman, incoming Director of Recreation
Darrell Cole, Amherst News
Ron Bickle, CFTA

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

Moved By: Councillor David March
Seconded By: Councillor Terry Rhindress
To approve the agenda as distributed.

Motion Carried

3. REQUEST FOR DECISION

3.1. 2013-14 Audited Financial Statements

Moved By: Councillor Terry Rhindress
Seconded By: Deputy Mayor Lisa Emery
That Council accepts the Audited Consolidated Financial Statements for the Town of Amherst for the fiscal year ending March 31, 2014, which have been audited by Gary Bickerton, CA with the firm Jorgensen Bickerton, as recommended by the Audit Committee.

Motion Carried

Moved By: Councillor George Baker
Seconded By: Councillor Frank Balcom
That Council accept the Audited "Conventional" Amherst Water Utility Financial Statements for the fiscal year ending March 31, 2014, which have been audited by Gary Bickerton, CA from the firm Jorgensen Bickerton, as recommended by the Audit Committee.

Motion Carried

3.2. Amend Salary Administration Policy

Moved By: Deputy Mayor Lisa Emery

Seconded By: Councillor Frank Balcom

That Council approve an amendment to the Salary Administration Policy, 04530-01, Appendix B, to remove the classification of Manager of Recreation and Culture and add the new classification of Director of Recreation at Level 11 on the salary grid.

Motion Carried

3.3. Appoint Recreation Director

Moved By: Councillor Terry Rhindress

Seconded By: Councillor George Baker

That Council formally approve the appointment of Bill Schurman as Recreation Director, effective September 8, 2014.

Motion Carried

4. **ADJOURNMENT**

Prior to the adjournment, Mayor Small made the following comments:

“Today, we have heard some very positive news, with respect to our financial health, as a Town. Our auditors have conducted a thorough review of our financial records and re-affirmed our high level of confidence in our ability to manage our overall operations by meeting our budgets, while implementing our improvements to the Town.

“Council took the opportunity to ask some very direct questions of our auditors with respect to the processes and management systems that are in place to monitor and ensure there are no areas with significant risk to the Town. Council remains committed to staying focussed on those issues that remain our priorities.

“In addition, the announcement of our new Director of Recreation, Bill Schurman, is positive for the Town, as it will allow us to expand our focus on economic development by freeing up Roger MacIsaac to spend more time on economic development files and not be stretched thin by handling the recreational issues. In addition, Bill’s background has demonstrated that he also will have some input into economic development opportunities, as they relate to his new role with the Town of Amherst.

“In the past year, we have spent considerable time on recruitment and believe that with the hiring of Ian Naylor as Chief of our Police Department, Greg Jones as Chief of the Fire Department and now Bill Schurman as our new Director of Recreation, we have a very strong team to meet the future needs of our Town.

“I would also like to take this time to recognize our staff for all their efforts this past year, keeping our budgets in line, as I know it is a team effort to accomplish this. Congratulations Greg and all the staff for doing a great job this past year.”

Moved By: Councillor Terry Rhindress

Seconded By: Deputy Mayor Lisa Emery

To adjourn at 12:35 PM

Motion Carried

Gregory D. Herrett, CA
Town Clerk and CAO

Robert Small
Mayor