



Town of Amherst
Committee of the Whole

Date: **Monday, January 18, 2021**
Time: **4:00 pm**
Location: **Zoom Virtual Meeting**

	Pages
1. Call to Order - 4:00 p.m.	
1.1. Approval of Agenda	
1.2. Approval of the Consent Agenda	1 - 1
1.3. Approval of Minutes	2 - 5
2. Council Direction Requests - 4:05 p.m.	
2.1. Water Rate Study - MacDonald	6 - 29
2.2. Recognition of Individuals and the Renaming of Lord Amherst Drive - Kogon	30 - 30
2.3. Amherst Stadium Walking Track Hours - Davidson	31 - 31
2.4. Fort Cumberland Manor Crosswalk Concerns - Landry	32 - 35
2.5. Spring Street Concerns - Landry	36 - 36
2.6. Space for Proposed Youth Center - Landry	37 - 37
3. Information Items - 4:30 p.m.	
3.1. Dangerous and Unsightly Premises Semi Annual Report - MacDonald	38 - 41
3.2. Nova Scotia Starts Here - Cumberland - Kogon	42 - 45
4. Monthly Reports	
4.1. Corporate Services	46 - 48
4.2. Operations	49 - 51
4.3. Police Services	52 - 54
4.4. Fire Services	55 - 55

4.5.	Planning & Strategic Initiatives	56 - 57
4.6.	Business Development	58 - 59
5.	In Camera - 5:00 p.m.	
5.1.	Approval of In Camera Agenda	
5.2.	Approval of In Camera Minutes	
5.3.	MGA 22(2)(a) - acquisition, sale, lease and security of municipal property	
6.	Adjournment	



Town of Amherst
Committee of the Whole
Monday, January 18, 2021

Consent Agenda

MOTION:

That Council approve the following items:

- 1.3. Approval of Minutes**
- 2.2 Recognition of Individuals and the Renaming of Lord Amherst Drive**
- 2.4. Fort Cumberland Manor Crosswalk Concerns**
- 2.5. Spring Street Concerns**
- 4.1. Corporate Services Monthly Report**
- 4.2. Operations Monthly Report**
- 4.3. Police Services Monthly Report**
- 4.4. Fire Services Monthly Report**
- 4.5. Planning & Strategic Initiatives Monthly Report**
- 4.6. Business Development Monthly Report**

**Amherst Town Council
Committee of the Whole
Minutes**

Date: December 14, 2020
Time: 4:00 pm
Location: Zoom Virtual Meeting

Members Present Mayor David Kogon
Deputy Mayor Hal Davidson
Councillor George Baker
Councillor Sheila Christie
Councillor Lisa Emery
Councillor Dale Fawthrop
Councillor Leon Landry

Staff Present Greg Herrett, CAO
Jason MacDonald, Deputy CAO Operations
Mike Hunter, Chief Financial Officer
Dwayne Pike, Police Chief
Greg Jones, Fire Chief
Andrew Fisher, Manager of Planning & Strategic Initiatives
Tom McCoag, Corporate Communications Officer
Tamara Porter, Business Development Officer
Kim Jones, Municipal Clerk
Natalie LeBlanc, Deputy Clerk

Due to the COVID-19 pandemic and the requirement for physical distancing, this was a virtual meeting held via Zoom.

1. Call to Order

Mayor Kogon called the meeting to order at 4:00 p.m.

1.1 Approval of Agenda

Moved By Councillor Landry

Seconded By Deputy Mayor Davidson

That item 2.4 Poverty Advisory Committee Terms of Reference be removed from the agenda.

MOTION CARRIED

Moved By Councillor Landry

Seconded By Councillor Emery

To approve the agenda with the removal of item 2.4 Poverty Advisory Committee Terms of Reference.

MOTION CARRIED

1.2 Approval of Consent Agenda

Moved By Councillor Emery

Seconded By Councillor Christie

That Council approve the following items:

1.3. Approval of Minutes

2.1. Request to Present – Cumberland Museum Society

2.2. Request to Present – Cumberland Kids

2.3. Request to Present - Cumberland Forestry Advisory Committee

4.1. Corporate Services Monthly Report

4.2. Operations Monthly Report

4.3. Police Services Monthly Report

4.4. Fire Services Monthly Report

4.5. Planning & Strategic Initiatives Monthly Report

4.6. Economic Development Monthly Report

MOTION CARRIED

1.3 Approval of Minutes - November 16, 2020

The following motion was approved as part of the Consent Agenda:

Moved By Councillor Emery

Seconded By Councillor Christie

That the minutes of the November 16, 2020 Committee of the Whole meeting be approved as circulated.

MOTION CARRIED

2. Council Direction Requests

2.1 Request to Present - Cumberland Museum Society

The following motion was approved as part of the Consent Agenda:

Moved By Councillor Emery

Seconded By Councillor Christie

That staff be directed to arrange a presentation to Council by the Cumberland Museum Society.

MOTION CARRIED

2.2 Request to Present - Cumberland Kids

The following motion was approved as part of the Consent Agenda:

Moved By Councillor Emery

Seconded By Councillor Christie

That staff be directed to arrange a presentation to Council by Cumberland Kids.

MOTION CARRIED

2.3 Request to Present - Cumberland Forestry Advisory Committee

The following motion was approved as part of the Consent Agenda:

Moved By Councillor Emery

Seconded By Councillor Christie

That staff be directed to arrange a presentation to Council by the Cumberland Forestry Advisory Committee.

MOTION CARRIED

2.4 Temporary Borrowing Resolution

Moved By Councillor Baker

Seconded By Councillor Fawthrop

That Council forward to the December 21, 2020 regular meeting approval of a Temporary Borrowing Resolution in the amount not exceeding \$1,378,000 for the following items, and submit it to the Department of Municipal Affairs for Ministerial approval:

• Albion – water main replacement (water utility)	\$433,000
• Wellfield generator (water utility)	240,000
• Monitoring wells (water utility)	40,000
• Fire truck – pumper truck	600,000
• Land purchase – outdoor skating rink	<u>65,000</u>
	<u>\$1,378,000</u>

MOTION CARRIED

3. Information Items

3.1 Winter Parking Ban

Information item; no direction given or action required.

3.2 Noise Bylaw

Moved By Councillor Christie

Seconded By Councillor Baker

That staff be directed to prepare a discussion paper for the February 2021 Committee of the Whole meeting.

MOTION CARRIED

4. Monthly Reports

The following monthly reports were approved as part of the Consent Agenda. Information items only; no direction given or action required.

- 4.1 Corporate Services**
- 4.2 Operations**
- 4.3 Police Services**
- 4.4 Fire Services**
- 4.5 Planning & Strategic Initiatives**
- 4.6 Economic Development**

- 5. In Camera**
Moved By Councillor Christie
Seconded By Councillor Landry
That the Committee move to an In Camera session.

MOTION CARRIED

- 6. Adjournment**
Moved By Councillor Landry
Seconded By Councillor Fawthrop
To adjourn the meeting at 5:30 p.m.

MOTION CARRIED

Kimberlee Jones
Municipal Clerk

David Kogon, MD
Mayor



COMMITTEE OF THE WHOLE

CDR# 2021001

Date: January 18, 2021

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Jason MacDonald, Deputy CAO - Operations

DATE: January 18, 2021

SUBJECT: Water Rate Study

ORIGIN: Expiration of current water rate structure as of April 1, 2020.

LEGISLATIVE AUTHORITY: Board Regulatory Rules made under Section 12 of the *Utility and Review Board Act*

RECOMMENDATION: That staff be directed to commence the process of applying to the Nova Scotia Utility and Review Board to set new water rates for the Amherst Water Utility effective June 1, 2021 and expiring April 1, 2024.

BACKGROUND: The current water rates were approved by the Board to take effect April 1, 2017 and expired on April 1, 2020. The Amherst Water Utility has been using the rates set for April 1, 2019 since this time. The most recent water rate studies were undertaken in 2006, 2009, 2013 and 2017. It is good practice to periodically review the water rates to ensure that the Utility does not operate with a deficit which must eventually be repaid.

DISCUSSION: The customers of the Amherst Water Utility continue to enjoy a very high-quality product and benefit from having some of the lowest water rates in Nova Scotia. Of the 50 water utilities in Nova Scotia, Amherst is the fourth lowest quarterly residential water bill (\$64.01). This compares to a Nova Scotia average of \$136.99 / quarter. Specific comparable locations include Truro (\$105.59), New Glasgow, (\$122.01), Bridgewater (\$176.06) and Springhill (\$122.19). (all numbers current as of June 12, 2020).

FINANCIAL IMPLICATIONS: It is likely that there will be upward pressure on the water rates as the debt servicing costs of the new water reservoirs and the new water mains on Willow and Albion Streets will have to be incorporated into the new rates. Furthermore, the rate study is prepared by a water utility consultant and generally costs about \$12,000 to complete.

COMMUNITY ENGAGEMENT: The Board has established public consultation rules including a public hearing run by the Board.

ENVIRONMENTAL IMPLICATIONS: There are no direct environmental implications to conducting a water rate study.



SOCIAL JUSTICE IMPLICATIONS: Having current and appropriate water rates will ensure that current users pay the current cost of the water system.

ALTERNATIVES: Delay the application for new water rates and run the risk of operating the water utility in a deficit situation.

ATTACHMENTS: 2017 Water Rates Board Order; 2020 Nova Scotia Water Rates Comparison

Report prepared by:

Report and Financial approved by:

Comparison of Water Rates *

Average Consumption Rate in Cubic Meters	
43.0	METRIC CONVERTER
	9,460.00 Imperial Gallons
	43.0 Cubic Meters

*** NOTE: This Comparison Sheet May NOT be up to date**

Water Utility	\$ 5/8" fixed charge Quarterly	\$ Rate/1000 gal	\$ Rate/ cubic meter	\$ Quarterly Bill	Date Rates effective
New Minas, Village of	25.40	2.91	0.64	52.96	April 1, 2009
Digby, Town of	40.73	2.30	0.51	62.51	April 1, 2015
Kentville, Town of	32.67	3.29	0.72	63.83	April 1, 2016
Amherst, Town of	31.11	3.15	0.77	64.01	April 1, 2019
Wolfville, Town of	37.24	3.43	0.76	69.73	April 1, 2019
Trenton	24.42	5.01	1.10	71.85	April 1, 2011
Baddeck, Co. of Victoria - Village Comm.	46.79	3.50	0.77	79.90	April 1, 2013
Antigonish, Town of	53.05	2.88	0.63	80.33	April 1, 2018
Queens, Region of	39.23	4.36	0.96	80.51	April 1, 2004
Stellarton, Town of	44.96	4.62	1.02	88.72	April 1, 2008
Oxford, Town of	74.54	1.50	0.33	88.75	October 1, 2019
Inverness County	43.32	5.77	1.27	97.97	April 1, 2019
Port Williams, Village of	60.61	4.27	0.94	101.05	April 1, 2018
Canning, Village Commissioners of	52.05	5.52	1.22	104.33	April 1, 2013
Lawrencetown, The Village of	62.76	4.41	0.97	104.53	March 1, 2013
Truro, Town of	63.44	4.45	0.98	105.59	April 1, 2015
Combined Antigonish County Water Utility	55.98	5.40	1.19	107.13	October 1, 2020
Richmond County	38.31	7.58	1.67	110.12	April 1, 2018
Westville	48.71	6.68	1.47	111.98	March 1, 2012
Yarmouth , Town of	54.87	6.27	1.38	114.26	April 1, 2018
Pictou County	65.88	5.22	1.15	115.32	April 1, 2019
Pictou, Town of	62.67	5.81	1.28	117.70	April 1, 2019
Falmouth, West Hants	42.82	8.17	1.80	120.20	July 1, 2019
New Glasgow	59.23	6.64	1.46	122.01	April 1, 2017
Springhill, Town	69.15	5.60	1.23	122.19	April 1, 2017
Three Mile Plains, Wentworth, West Hants	46.06	8.17	1.80	123.44	July 1, 2019
Cape Breton Regional	63.71	6.90	1.52	129.07	April 1, 2019
Port Hawkesbury	67.75	6.85	1.51	132.63	April 1, 2016
Windsor, Town of	69.75	6.69	1.47	133.11	April 1, 2017
Lunenburg, Town of	86.62	5.00	1.10	133.98	April 1, 2018
Annapolis Royal, Town of	97.95	4.09	0.90	136.69	April 1, 2010
Middleton, Town of	87.44	5.40	1.19	138.61	April 1, 2019
Parrsboro, Town of				150.00	April 1, 2018
St. Peter's, Samsonville & Area	97.96	6.31	1.39	157.73	April 1, 2019
Mill Cove Water Utility	78.06	8.97	1.98	163.02	April 1, 2010
East Hants Regional - Enfeild, Elmsdale, Lantz	47.00	12.34	2.72	163.88	April 1, 2019
Hantsport	72.90	9.85	2.14	164.92	July 1, 2019
Greenwood (Mun. of the Co. of Kings)	67.95	10.36	2.28	166.07	April 1, 2016
Stewiacke, Town of	53.03	12.12	2.67	167.82	October 1, 2019
Annapolis County - CP, Granville, Margaretville	81.78	9.94	2.19	175.95	October 15, 2019
Bridgewater Water Utility	68.13	6.14	2.51	176.06	April 1, 2018
Debert, Colchester County	90.78	9.20	2.03	177.92	April 1, 2013
Sherbrooke, District of St. Mary's	88.93	9.76	2.15	181.38	April 1, 2019
Bridgetown Water Utility	77.98	11.39	2.51	185.86	April 1, 2019
Canso - Hazel Hill Water	85.69	10.75	2.37	187.51	April 1, 2016
Shelburne	105.89	11.35	2.50	213.39	April 1, 2018
Tatamagouche, Colchester County	104.79	12.35	2.72	221.75	April 1, 2019
Mahone Bay	106.71	14.08	3.10	240.07	November 1, 2019
Mulgrave	136.98	10.88	2.40	240.18	April 1, 2018
Victoria County Water Utility	111.00	17.07	3.76	272.68	April 1, 2019


Median	63.58	6.29	1.43	126.26
Mean	66.25	7.01	1.57	136.99
High	136.98	14.08	3.10	272.68
Low	24.42	1.50	0.33	63.83
Updated	2020-06-12			

NOVA SCOTIA UTILITY AND REVIEW BOARD**IN THE MATTER OF THE PUBLIC UTILITIES ACT**

- and -

IN THE MATTER OF AN APPLICATION of the **Town of Amherst**, on behalf of its **Water Utility**, for Approval of Amendments to its Schedule of Rates and Charges for Water and Water Services, Fire Protection and Amendments to its Schedule of Rules and Regulations

ORDER

BEFORE:  Murray E. Doehler, CPA, CA, P. Eng., Member
Steven M. Murphy, MBA, P. Eng., Member

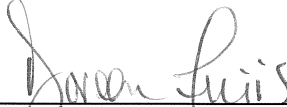
WHEREAS the Amherst Water Utility, made an Application to the Nova Scotia Utility and Review Board ("Board") for approval of amendments to its Schedule of Rates and Charges for Water and Water services and amendments to its Schedule of Rules and Regulations;

AND WHEREAS after due public notice, a hearing was held on April 27, 2017, and the Board issued its Decision on June 9, 2017;

IT IS HEREBY ORDERED that the Schedule of Rates and Charges, attached hereto as Schedules "A", "B" and "C" be approved, for Water and Water Services supplied on and after July 1, 2017; April 1, 2018 and April 1, 2019 respectively;

AND IT IS FURTHER ORDERED that the Schedule of Rules and Regulations, attached hereto as Schedule "D", be approved effective July 1, 2017.

DATED at Halifax, Nova Scotia, this 9th day of June, 2017.



Clerk of the Board

SCHEDULE "A"
TOWN OF AMHERST WATER UTILITY
SCHEDULE OF RATES FOR WATER AND WATER SERVICES

(Effective for water supplied on and after 1 July 2017)

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 1.0 % 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 Water Utility of the Town of Amherst.

1. **RATES:**

<u>(a) Base Charges</u>	<u>Quarterly</u>
Unmetered (assuming 272 cubic meters per year)	76.55
Size of Meter	
5/8"	29.34
3/4"	42.72
1"	69.48
1.5"	136.40
2"	216.70
3"	430.83
4"	671.73
6"	1,340.90
8"	2,411.56

(b) Consumption Rate (per cubic meter)

\$0.694 per cubic meter

(c) Minimum Bill

The minimum bill shall be the Base Charge.

2. PUBLIC FIRE PROTECTION RATE

The Town of Amherst and the Municipality of the County of Cumberland shall pay annually in proportion to the number of hydrants serving each municipality to the water utility for fire protection on or before September 30, 2017 the sum of \$735,041. The fire protection rate shall be calculated based on the number of days at the existing rate plus the number of days at the new rate.

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 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 installation.

5. PRIVATE HYDRANT RATES

Per hydrant per year \$250.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for 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 water utility, at meter consumption rates.

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 \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$150.00.

8. CONNECTION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred.

9. DISCONNECTION FEE

Whenever a customer, for any reason requests that the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$150.00 shall apply.

10. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$150.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

11. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any additional fees charged by the bank for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

12. 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.

13. RATE FOR BULK WATER

Bulk water will be provided to licensed water haulers at designated locations at a cost of \$2.58 per cubic meter or part thereof with a minimum charge of \$ 75.00. Such charge shall be rendered for each loading.



SCHEDULE "B"
TOWN OF AMHERST WATER UTILITY
SCHEDULE OF RATES FOR WATER AND WATER SERVICES

(Effective for water supplied on and after 1 April 2018)

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 1.0 % 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 Water Utility of the Town of Amherst.

1. RATES:

(a) <u>Base Charges</u>	<u>Quarterly</u>	
Unmetered		80.24
(assuming 272 cubic meters per year)		
Size of Meter		
5/8"		30.74
3/4"		44.78
1"		72.86
1.5"		143.06
2"		227.29
3"		451.91
4"		704.62
6"		1,406.57
8"		2,529.69
(b)		
Consumption Rate (per cubic meter)		
	\$0.728	per cubic meter

(c) Minimum Bill

The minimum bill shall be the Base Charge.

2. PUBLIC FIRE PROTECTION RATE

The Town of Amherst and the Municipality of the County of Cumberland shall pay annually in proportion to the number of hydrants serving each municipality to the water utility for fire protection on or before September 30, 2018 the sum of \$771,089.

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 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 installation.

5. PRIVATE HYDRANT RATES

Per hydrant per year \$250.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for 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 water utility, at meter consumption rates.

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 \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$150.00.

8. CONNECTION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred.

9. DISCONNECTION FEE

Whenever a customer, for any reason requests that the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$150.00 shall apply.

10. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$150.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

11. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any additional fees charged by the bank for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

12. 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.

13. RATE FOR BULK WATER

Bulk water will be provided to licensed water haulers at designated locations at a cost of \$2.73 per cubic meter or part thereof with a minimum charge of \$ 75.00. Such charge shall be rendered for each loading.

SCHEDULE "C"
TOWN OF AMHERST WATER UTILITY
SCHEDULE OF RATES FOR WATER AND WATER SERVICES

(Effective for water supplied on and after 1 April 2019)

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 1.0 % 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 Water Utility of the Town of Amherst.

1. **RATES:**

(a) <u>Base Charges</u>	<u>Quarterly</u>	
Unmetered		83.16
(assuming 272 cubic meters per year)		
Size of Meter		
5/8"		31.11
3/4"		45.35
1"		73.83
1.5"		145.03
2"		230.47
3"		458.32
4"		714.65
6"		1,426.67
8"		2,565.90

(b)	
Consumption Rate (per cubic meter)	
	\$0.765 per cubic meter

(c) Minimum Bill

The minimum bill shall be the Base Charge.

2. PUBLIC FIRE PROTECTION RATE

The Town of Amherst and the Municipality of the County of Cumberland shall pay annually in proportion to the number of hydrants serving each municipality to the water utility for fire protection on or before September 30, 2019 the sum of \$807,481.

For subsequent years, the annual public fire protection rate shall be based on the above or:

(a) the sum of 50.1 % of transmission and distribution, taxes and depreciation expenses of the Utility and return on rate base of the immediately preceding year, plus

(b) 10 % of all other expenses, whichever is the greater.

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 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 installation.

5. PRIVATE HYDRANT RATES

Per hydrant per year \$250.00.

6. RATES FOR WATER SUPPLIED FROM FIRE HYDRANTS

Whenever the use of any fire hydrant is desired for 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 water utility, at meter consumption rates.

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 \$50.00 has been paid to the Utility. If reconnection is outside of regular working hours, the charge is \$150.00.

8. CONNECTION FEE

The Utility shall charge a \$50.00 fee for the creation of a water account, notwithstanding the fact that no physical disconnection of the system may have occurred.

9. DISCONNECTION FEE

Whenever a customer, for any reason requests that the water be turned off from any premises, a charge of \$50.00 shall be made for turning off the water, and no additional charge shall be made for turning it on again when this is requested unless such request is after regular working hours of the Utility when a fee of \$150.00 shall apply.

10. SPECIAL SERVICE CHARGE:

A special service charge of \$50.00 (\$150.00 if such work is performed after regular working hours) shall be made to each customer receiving a necessary or requested service, such as the shutting off or turning on of water service or other special services not provided for elsewhere in the schedules or the rules and regulations. In the case where the shutting off is requested because there is no operable shut off valve serving the dwelling, an isolation valve must be installed.

11. CHARGE FOR NON-NEGOTIABLE CHEQUES

The Utility may charge a \$25.00 administration fee plus any additional fees charged by the bank for cheques that, due to non-negotiability, have been rejected by the Utility's bank.

12. 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.

13. RATE FOR BULK WATER

Bulk water will be provided to licensed water haulers at designated locations at a cost of \$2.86 per cubic meter or part thereof with a minimum charge of \$ 75.00. Such charge shall be rendered for each loading.

SCHEDULE "D"
TOWN OF AMHJERST WATER UTILITY
SCHEDULE OF RULES AND REGULATIONS

(Effective 1 July 2017)

1. In these Rules and regulations, unless the context otherwise requires, the expression:

"Town" means the Town of Amherst

"Utility" means the Water Utility of the Town of Amherst

"Customer" means a person, firm or corporation who, or which, contracts to be supplied with water at a specific location or locations.

"Municipality" means the Municipality of the County of Cumberland

"Domestic Service" means the type of service supplied to the owner or his authorized agent or to the occupant or tenant of any space or area occupied for the distinct purpose of a dwelling house, rooming house, apartment, flat, etc.

"Flat Rate Service" means that type of unmetered service charged for by all flat rates.

"Metered Rate Service" means that type of service charged for at metered rates and is supplied to customers other than those supplied by fixture and flat rate service. Metered rate service is required for all new services except mobile homes.

2. **LIABILITY FOR PAYMENT OF WATER BILL:** An agreement is deemed to exist between a customer and the Utility for the supply of water service at such rates and in accordance with these Regulations by virtue of:

a) the customer applying for and receiving approval for water service;

b) the customer consuming or paying for water service from the date that the customer who is a party to an agreement pursuant to clause (a) (the customer of record) moves out of the premises, in which case the customer of record shall remain jointly and severally liable for the water service account up to the date the Utility is notified that the customer of record wishes to terminate the supply of water service.

A property owner who rents or leases a property or self contained unit to a tenant or lessee shall be the customer. The property owner shall be required to open an account for the provision of water at the property that is rented or leased.

c) Any person, business or corporation that receives water service without the consent of the Utility, shall be liable for the cost of such water service which cost shall be determined in the sole

discretion of the Utility based upon its reasonable estimate of the amount of water utilized.

3. **DEPOSITS:** When required, an applicant for service shall deposit with the Utility a sum equal to the estimated charges for such service for a period of six months. The estimated charges will be based on the minimum bill for metered customers. This deposit shall be held by the Utility as collateral security for the payment of the customer's bills, but is not to be considered as a payment on account thereof. When the customer ceases to use the service and discharges all his liability to the utility in respect of such service, the deposit shall be returned to him with interest at the rate of 2% per annum, not compounded.
4. **REFUSAL OF SERVICE:** Service may be refused or suspended to any customer who has failed to discharge all of his liabilities to the Utility.
5. **BILLING:** If a contract is entered into or terminated at any time other than a regular billing date, the amount to be charged to the customer shall be the pro rata proportion to the next billing date, of the regular service charge for the billing period, plus the consumption charge, if any.
6. **PAYMENT OF BILLS:** Bills shall be rendered to each customer at intervals of approximately three months and are due and payable when rendered. Bills not paid within 30 days of the date rendered, shall incur an interest charge at the prescribed monthly rate for each month or part thereof.
7. **ADJUSTMENT OF BILLS:**
 - (a) Where meters exist - If the seal of a meter is broken or if a meter does not register correctly, the bill for that water service shall be estimated in accordance with the best data available. Any customer desiring to question a water bill must do so in writing within 30 days of the bill being rendered.
 - (b) Customers Under billed - Should it be necessary for the Utility to make a billing adjustment as a result of a customer being under billed for any reason, such adjustment shall be retroactive for a maximum of four billing periods or one year, whichever is the longest. Notwithstanding the above, in the event that a billing adjustment is the result of the customer's illegal connection to the water system or willful interference or damage of metering equipment (where they exist), the billing adjustment in such circumstances will not be limited to one year or four billing periods, but rather the customer shall be responsible for all payments of such accounts from the date such illegal connection or interference to meter equipment took place.
 - (c) Customer Over billed - Should it become necessary for the Utility to make a billing adjustment as a result of a customer being over billed for any reason, such adjustment will be estimated by the Utility, and the Utility will be responsible for payment of the over billed amount with interest calculated on the basis of current simple interest paid by the bank.

8. **ESTIMATED READINGS FOR BILLING PURPOSES - METERED CUSTOMERS:** If the Utility is unable to obtain a meter reading for billing purposes, after exercising due diligence in the usual practice of meter reading, the bill for that service shall be estimated in accordance with the best data available, subject, however, to the provision that in no circumstance will an estimated reading be used for more than two (2) consecutive billing periods. If an estimated bill is rendered for two (2) consecutive billing periods, the Utility shall notify the customer by regular mail that arrangements must be made for the Utility to obtain a reading and failing such arrangements, the Utility may suspend service until such arrangements are made. When such meter reading has been obtained the previous estimated bill or bills shall be adjusted accordingly.
9. **SUSPENSION OF SERVICE FOR NON PAYMENT BILLS:** The Utility shall have the right to enter onto customers' premises within reasonable hours to suspend service to customers whose bills remain unpaid for more than forty calendar days after the date rendered.
10. **WATER TO BE SUPPLIED BY METER:** The Utility may at any time install a meter on the premises of any customer. The Utility shall determine the size and type of meter to be installed in each case. All meters shall be the property of the Utility.
11. **INSTALLATION AND REMOVAL OF METERS:** Meters shall be installed and removed only by employees or duly authorized representatives of the Utility and no other person shall install, alter, change or remove a meter without the written permission of the Utility. The plumbing and connections shall be properly prepared to receive the installation of such meters to the approval of and without expense to the Utility.
12. **METER READERS:** Each meter reader shall be provided with an official identification, which he/she shall exhibit on request.
13. **ACCESS TO CUSTOMER'S PREMISES:** Representatives of the Utility shall have right of access to all parts of a customer's property or premises at all reasonable hours for the purpose of inspecting any water pipes or fittings, or appliances, or discontinuing service, or for the purpose of installing, removing, repairing, reading or inspecting meters. The Utility shall have the right to suspend service to any customer who refuses such access.
14. **LOCATION OF METERS:** The Utility shall have the right to refuse service to, or suspend the service of, any customer who does not provide a place which, in the opinion of the Utility, is suitable for the meter. It should be in the building served, at or near the point of entry of the service pipe, in a place where it can be easily read and where it will not be exposed to freezing temperatures.

Where the premises of a customer are of such a nature that a meter cannot be properly installed in a building or if the building is not sufficiently frost-proof as to guarantee the safety of the meter, the Utility may order the construction of a suitable frost-proof box in which the meter can be installed. Service to such premises may be refused or suspended until such a frost-proof box approved by the Utility is installed.
15. **DAMAGE TO WATER METERS:** Each customer shall be responsible for the meter installed on his service and shall protect it. He shall be liable for any damage to the meter resulting from

carelessness, hot water or steam, or the action of frost or from any other cause not the fault of the Utility or its employees. The cost to the Utility occasioned by such damage to the meter shall be paid by the customer. If after the rendering of a bill by the Utility to the customer for such cost the same is not paid within 40 days from the date rendered, the supply of water to the customer concerned may be suspended until all charges are paid.

16. **METER TESTING.** On the request to have their meter tested, the Utility may charge the sum of \$50.00 to defray, in part, the cost of making the test for meters up to 1 ½ inch in size. In the case of meters 1-1/2 inches and larger, the actual cost of the test will be paid by the customer. If the test shows that the meter is over registering by more than one and one half percent (1 ½%) for positive displacement meters and three percent (3%) for turbine or compound meters, the sum so deposited will be refunded to the customer.
17. **PLUMBING TO BE SATISFACTORY:** All plumbing, pipes and fittings, fixtures, and other devices for conveying, distributing, controlling, or utilizing water which are used by a customer and are not the property of the Utility, shall be installed in the manner provided by the Regulations of and be approved by the proper official of the Town of Amherst and/or the operators of the Utility. The water shall not be turned on (except for construction or testing purposes) until the applicant for service has satisfied the Utility that these requirements have been met. The supply of water may be discontinued to any customer at any time if, in the opinion of the proper official of the Town of Amherst and/or the operator of the Utility, the plumbing, pipes, fittings, fixtures, or other devices as hereinbefore mentioned, or any of them, fail to comply with the above requirements, or if any part of the water system of such customer or the meter is in any unsuitable, dirty, unsanitary or inaccessible place. Service shall not be re-established until such condition is corrected to the satisfaction of the Utility.
18. **REMOTE REGISTERING WATER METERS:** When a remote registering water meter is installed on a customer's premises under a general outside register installation program of the Utility, then the cost of the meter and its installation shall be paid by the Utility. The meter shall become the property of the Utility which shall become responsible for its operation, maintenance and replacement. Any damage to the meter caused by the negligence or wrongful acts or omissions by the customer, his agents or members of his family, shall be paid for by the customer, and the failure by the customer to make the payment shall entitle the Utility, after making a forty day written demand for the payment, to disconnect the water service to the customer.
19. **CROSS CONNECTION CONTROL & BACKFLOW PREVENTION:**
 - (a) No owner, consumer, customer or other person hereinafter collectively referred to in this rule and regulation as "person" shall connect, cause to be connected, or allow to remain connected to the water system, or plumbing installation, without the express written consent of the Utility, any piping fixtures, fittings container or appliance in a manner which, under any circumstances, may allow water, wastewater, or any other liquid, chemical or substance, to ingress or egress the water system.
 - (b) Where, in the opinion of the Utility, there may be a risk of contamination to the potable water system, notwithstanding the provisions of subparagraph (a), the Utility may require the customer,

at the customers sole cost and expense, to install at any point on the customers water service connection or water service pipe, one or more backflow prevention (BFP) devices, which devices shall be of a quality and type approved by the Utility.

(c) All BFP devices shall be maintained in good working order. Such devices must be inspected and tested by a certified tester, approved by the Utility, at the expense of the customer. Such inspections shall take place upon installation, and thereafter annually, or more often if required by the Utility. The customer shall submit a report in a form approved by the Utility on any or all tests performed on a BFP device within 30 days of a test. A record card shall be displayed on or adjacent to the BFP device on which the tester shall record the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the tester's initials, the tester's name, the name of his employer, and the tester's license number.

(d) Installation, maintenance, field-testing and selection of all BFP devices shall fully conform to the latest revision of CSA B64.10 and CSA B64 series.

(e) In the event of any breach, contravention or non-compliance by a person of any of the provision and regulations in a sub-paragraphs (a),(b),(c) or (d) the Utility may:

(i) suspend water service to such person, or

(ii) give notice to the person to correct the breach, contravention or non-compliance within 96 hours, or a specified lesser period. If the person fails to comply with such notice, the Utility may immediately thereafter suspend water service to such person.

20. **DANGEROUS CONNECTIONS:** No connection shall be permitted to any installation; equipment or source in such a manner as may allow any contamination to pass from such installation, equipment or source into the Utility's water supply system. If any such connection exists the Utility may discontinue the supply of water to such customer.
21. **PROHIBITED DEVICES:** Service may be refused or suspended by the Utility to any customer who installs or uses any device or appurtenance, as, for example, booster pumps, quick-opening or quick-closing valves, flushometers, water operated pumps or siphons, standpipes, or large outlets for supplying locomotives or ships, etc., which may occasion sudden large demands of short or long duration, thereby requiring oversize meters and pipe lines, or affect the stability or regulation of water pressure in the Utility's system. Permission to install or use any such device or appurtenance must be obtained from the Utility, which permission shall specify what special arrangements, such as elevated storage tanks, surge tanks or equalizing tanks, etc., must be provided by the customer.
22. **IMPROPER USE OR WASTE OF WATER:** No customer shall permit the improper use or waste of water, such as providing water to more than one single family dwelling and /or apartment building from a single service, nor shall he sell or give water to any person except upon such conditions and for such purposes as may be approved in writing by the Utility.
23. **SERVICE PIPES:** Upon receipt of an application for service to any premises located on any portion of a street through which portion a main water pipe is laid and which premises are not already

provided with water service, the Utility shall install a service pipe which it considers to be of suitable size and capacity from the water main to the street line. No pipe smaller than 3/4" in diameter shall be laid for any service.

The Utility shall supply and install the 3/4" service pipe and fittings between the main pipe and the street line. The necessary excavation for the installation of the service pipe, backfilling and replacement of the street and sidewalk surfaces from the water main in the street to the street-line shall be carried out by the Utility and paid for by the applicant. The applicant shall be responsible for the excavation and the supply and installation of the service pipe including restoration from the street-line to the premise and all such work shall be carried out without cost to the Utility.

For services larger than 3/4" the whole cost shall be borne by the customer, less the cost of a 3/4" service from the main to the street line.

Should any person make application for more than one service to his premises, the decision as to the necessity of the additional service shall be made by the Utility, and if the additional service is installed, the total cost thereof from the main to the customer's premises shall be paid by such applicant.

All services must be installed in accordance with the Rules and Regulations of the Town and to the satisfaction of the Utility.

When a service has been installed without objection from the customer as to the location of the same, no subsequent removal of or alteration to the position of the pipe shall be made except at the expense of the customer requesting such removal or alteration.

24. **REPAIRS TO SERVICES:** If a leak or other trouble occurs it shall be repaired as soon as possible. If the leak or trouble occurs in a service line providing non-fire protection water supplies between the main and the property line it shall be repaired by the Utility at its expense. If the leak or trouble occurs elsewhere in a service line providing non-fire protection water supplies, it shall be repaired by the customer at his/her expense.

If the leak or trouble occurs in a service line which provides private fire protection services (sprinkler or hydrant) it shall be repaired by the customer at his expense.

If a leak occurs on the customer's portion of his service pipe and, after being notified of same, he refuses or unduly delays to have repairs made, the Utility may discontinue the supply of water to such service pipe if, in its opinion, such action is necessary in order to prevent wastage of water. The Utility shall notify the customer affected of its intention to discontinue such supply.

25. **UNAUTHORIZED EXTENSIONS, ADDITIONS OR CONNECTIONS:** No person shall, without the written consent of the Utility, make or cause to be made any connections to any pipe or main or any part of the water system or in any way obtain or use water therefrom in any manner other than as set out in these Regulations.

26. **SEASON FOR LAYING PIPES:** The Utility shall not be required to lay any pipe at any season

of the year or at any time which, in its opinion, is not suitable.

27. **PRIVATE FIRE PROTECTION:** Fire protection lines within buildings shall be installed so that all pipes will be open and readily accessible for inspection at any time, and no connection for any purpose other than fire protection shall be made thereto. Unless approved by the Utility in writing, no fire protection line shall be connected in any way to a metered service.
28. **LIABILITY OF UTILITY:** The Utility shall not be deemed to guarantee an uninterrupted supply or a sufficient or uniform pressure and shall not be liable for any damage or injury caused or done by reason of the interruption of supply, variation of pressure or on account of the turning off or turning on of the water for any purpose.
29. **INTERFERENCE WITH UTILITY PROPERTY:** No person, unless authorized by the Utility in writing, shall draw water from, open, close, cut, break, or in any way injure or interfere with any fire hydrant, water main, water pipe, or any property of the Utility or obstruct the free access to any hydrant, stop cock, meter, building, etc., provided, however, that nothing in this paragraph contained shall be deemed to prevent an officer or member of the Fire Department engaged in the work of such Department, from using any hydrant or other source of water supply of the Utility for such purpose.
30. **SUSPENDING SERVICE FOR VIOLATION:** Whenever, in the opinion of the Utility, violation of any of these Rules and Regulations is existing or has occurred, the Utility may cause the water service to be suspended from the premises where such violation has occurred or is existing and may keep the same so suspended until satisfied that the cause for such action has been removed.
31. **RESUMPTION OF SERVICE:** In all cases where water service has been suspended for violation of any of these rules, service shall not be restored until the cause for violation has been removed.
32. **SPRINKLER SERVICE MAINS AND HYDRANT SYSTEM:** The customer shall be responsible for the cost of installing and maintaining a sprinkler service pipe from the main in the street to the building. It shall include a proper size control valve so that the service may be shut off if necessary. If requested by the applicant, a domestic service pipe may be connected to the sprinkler service pipe, but only if it is connected outside the building foundation wall and is provided with an approved shutoff valve located outside the building to permit control of the domestic service pipe without the necessity to enter the building. Before any domestic service pipe is connected to a sprinkler service pipe, the applicant must obtain approval from the appropriate authority and provide the Utility with a certified copy of such approval. The utility shall supervise the installation of same. When the private fire protection system includes private hydrants, these hydrants must be flushed during the Utility's regular flushing periods, under the supervision of the Utility's personnel. These hydrants shall be maintained in a manner, or on a regular basis as approved by the Utility. Fire protection lines within buildings shall be so installed that all pipes will be open and readily accessible for inspection at any time and no connection other than for fire protection shall be made thereto.

The location and spacing of hydrants in new construction shall be installed in accordance with the Town of Amherst's Subdivision Regulations. All hydrants in the water system, including those on transmission mains, are available for fire protection.

33. **PRESSURE REDUCING VALVES:** Where, in the opinion of the Utility, it is necessary for proper water service, a customer shall install on the service pipe, between the meter and the shut off valve on the supply side of the meter, a pressure reducing valve of a type satisfactory to the Utility. The customer shall be responsible for the cost of installing and maintaining the pressure reducing valve at all time.
34. **PRESSURE RELIEF VALVES:** Whenever a pressure reducing valve has been installed by a customer in accordance with Regulation 33, the customer shall, for his own safety and protection, install on his hot water boiler and any other hot water heating device connected to the building's plumbing system, a pressure relief valve of an approved type, as well as an approved temperature limiting device. It shall be the customer's responsibility to maintain and keep in service the pressure relief valve at all times.
35. **EXTENSIONS:** Upon request of any owner or owners of property situated on any street or highway, in which a water main has not been laid, for the extension of water service thereto, such extension may be made upon execution of an agreement with the owner or owners on such terms and conditions as may be approved by the Utility and as approved by the Nova Scotia Utility and Review Board.
36. **DEPOSITS IN ADVANCE:** When a customer requests the Utility to do work for which they are required to pay and the Utility agrees to do the work, the Utility may require, before the work is started, a sum of money equal to the Utility's estimate of the probable cost of said work. When the actual cost is determined an adjustment in the payment shall be made. Regular service shall not be established by the Utility until all charges are paid in full.
37. **NO RESELLING WATER:** The Utility shall supply water only to customers for which there exists a contract. Water resold to others without the expressed written consent of the Utility is prohibited. In the event that a customer is reselling water to others without prior approval by the Utility, the Utility may suspend service to the premises until such time the approval to resell is granted.

MEMORANDUM

To: Mayor Kogon and Members of Council
From: Mayor Kogon
Date: January 18, 2021
Subject: **Recognition of Individuals and the Re-naming of Lord Amherst Drive**

During the term of the last Council, we had discussions about both the recognition of individuals who have made significant contributions to the history of the Town of Amherst and the renaming of Lord Amherst Drive. I'd like to bring those items back to our agendas sometime soon.

I am requesting that a motion be considered to direct staff to provide an update on these issues at the February Committee of the Whole

MEMORANDUM

To: Mayor Kogon and Members of Council

From: Deputy Mayor Davidson

Date: January 18, 2021

Subject: **Amherst Stadium Walking Track**

This is not a criticism of the efforts to expand the hours of operation which have been excellent considering our COVID challenges. That said, I believe it's extremely important to further expand the hours of operation for the walking track, inclusive of evenings. The COVID mental health effects are well known and walking is well known health remedy in alleviating such. Furthermore, we demonstrated financial savings during the summer from reduced active living services which I believe could assist with the staffing requirements for this initiative and remain within budget allocations.

Motion:

I move that staff be directed to provide a report on the possibility of expanding the operating hours of the walking track at the Amherst Stadium.

MEMORANDUM

To: Mayor Kogon and Members of Council
From: Councillor Landry
Date: January 18, 2021
Subject: **Fort Cumberland Manor Crosswalk**

Councillor Fawthrop and I have both been approached by constituents that have safety concerns with a crosswalk in the front of Fort Cumberland Manor on Victoria St. The ask from constituents is for a set of flashing indicator lights. We would like to gather evidence to understand if lights would be appropriate or if an alternate safety measure is available.

Motion:

I move that staff be directed to provide a report on whether or not it would be appropriate to install a set of flashing indicator lights at the crosswalk in front of Fort Cumberland Manor.

Attention:

Dale Kathrue
Leon Landry

We are writing to you with concerns of the crosswalks at the corner of East Victoria and Acadia streets.

The traffic going through Anheist via East Victoria are going very fast and we're not sure if they don't notice that there are two crosswalk crossings, one across Acadia street and across East Victoria. There are many children and older citizens using those corners. Some drivers are travelling a bit fast at times.

We are hoping that an overhead crosswalk light that would be more visible to the drivers.

We have seen some pretty close calls kids, elderly people, and drivers.

Hopefully before something horrible takes place our requests for better crosswalk overhead signs and maybe a sign for a bit lower speed.

Please confirm upon considering our request

Sincerely
Concerned citizens

Hilroy

Bonnie & Raymond St Peter Apt 201

Cathy & Al Suro Apt 204

Marlene Jordan 101

Annie / Gashy 106

Suen Briand

Stan Ewart 108

Sally Bouchi

Tom Pein Apt 202

Mary. Maresca 202

Paul Canty

Gandy Palwand

Reta Palwand

Don Lewis

Rosemary Harris

Danell Perry.

Wynona Yuzil onza Bryant

Nancy McKeigan

Debbie McKeigan

Tanya Holland.

Aubrey Holland.

Ashley Holland

John Burke

Pugonia (M)

Hilroy

Dora White.
Margaret Traine
Evelyn Irenholm
Dana Kristad
Tracy & Bruce Wright
Lorne Mattinson
Ileen Mattinson
Travis Keizer
Eleanor Nelson
Stephen Blue
Frank W. Dowd
Marilyn G. White

MEMORANDUM

To: Mayor Kogon and Members of Council

From: Councillor Landry

Date: January 18, 2021

Subject: **Spring Street Concerns**

I have been approached by several constituents with concerns along Spring Street, including:

- a request for a sidewalk on the north side of Spring Street,
- crosswalks that transverse Spring from both Allison and Westminster Avenue, and

Motion:

I move that staff be directed to provide a report regarding these concerns with recommendations.

MEMORANDUM

To: Mayor Kogon and Members of Council

From: Councillor Landry

Date: January 18, 2021

Subject: **Space for Youth Center**

After having listened to Sarah MacMaster's presentation on January 11 with regards to the establishment of a youth centre in Amherst and after having had many conversations with Sarah and multiple stakeholders, I am convinced that the establishment of a youth centre is important to our community.

I am of the opinion that Council should support the establishment of such a facility by providing a space for it. I am advised that there is no suitable space within facilities currently owned by the Town. Therefore, I believe that Council should be willing to entertain a proposal from Cumberland Kids to financially support the acquisition or lease of such a space.

Motion:

I move Council direct the CAO to correspond with Cumberland Kids and advise that Council agrees in principle to support the establishment of a youth centre and request that Cumberland Kids provide a specific proposal to council with regard to the acquisition or lease of space suitable for this purpose by February 26, 2021.

MEMO

TO: Mayor Kogon and Members of Council
FROM: Jason MacDonald, Deputy CAO
DATE: January 18, 2021
RE: Dangerous and Unsightly Premises Report

Attached is a report on all dangerous and unsightly premises files for the period April 1 to November 1, 2020.

Section 345 (3) of the Municipal Government Act requires the Administrator to table a public report describing the status of all dangerous and unsightly premises orders issued against all properties within the municipality at least twice a year.

Below are a few additional details on a few of the more complicated files:

1 Park Street

This property was demolished in November of this year by order of the Planning Advisory Committee. The order was not appealed.

7 Foundry Street

This property was left unsecured with no electricity or power. Transients were entering the building and it posed a risk to the public health. The building was boarded up by the Town.

Unightly Premises Council Report	Files -April 1 to November 1, 2020
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	Address	Date Opened	Order	Initial Determination	Current Status	Date Closed
1	10 Dickey St	January 15, 2020	No	Solid waste	Closed	2-Apr-20
2	16 Liberty Lan	April 2, 2020	No	Solid waste	Closed	2-Apr-20
3	141 Church St	March 17, 2020	No	Solid waste	Closed	5-Jul-20
4	83 Havelock St	April 8, 2020	No	Solid waste	Closed	7-May-20
5	20 Liberty Lan	March 30, 2020	No	Solid waste	Closed	13-May-20
6	18 Liberty Lan	March 30, 2020	No	Solid waste	Closed	13-May-20
7	8 Lusby St	April 17, 2020	No	Solid waste	Closed	13-May-20
8	44 Park St	March 30, 2020	No	Solid waste	Closed	14-May-20
9	7 Foundry St	May 1, 2020	No	Solid waste	Closed	28-May-20
10	5 Duke St	February 5, 2020	No	Solid waste	Closed	22-May-20
11	31 Patterson St	May 19, 2020	No	Solid waste	Closed	12-Jun-20
12	139 Victoria St	July 24, 2019	No	Roof has collapsed	Closed	22-Jun-20
13	60 Spring St	June 17, 2020	No	Green bin filthy	Closed	22-Jun-20
14	117 Victoria St	June 18, 2020	No	Solid waste	Closed	24-Jun-20
15	55 Rupert St	June 8, 2020	No	Solid waste	Closed	24-Jun-20
16	19 Russell St	April 15, 2020	No	State of property	Closed	26-Jun-20
17	3 Gladstone Ave	June 18, 2020	No	State of property	Closed	3-Jul-20
18	182 Victoria St	June 15, 2020	No	Long grass	Closed	8-Jul-20
19	57 Beacon St	June 11, 2020	No	Solid waste	Closed	8-Jul-20
20	16 Prince Arthur St	June 22, 2020	Yes	Long grass	Closed	15-Jul-20
21	8 Prince Arthur St	July 7, 2020	Yes	Long grass/Solid waste	Closed	18-Aug-20
22	141 East Pleasant St	May 22, 2020	No	House Fire	Closed	9-Aug-20
23	36 Park St	November 20, 2019	No	Solid waste	Closed	20-Aug-20
24	35 Park St	July 24, 2020	No	Long grass	Closed	3-Sep-20
25	8 Prince Arthur St	September 14, 2020	Yes	Unsecured building	Closed	14-Sep-20
26	141 Church St	August 6, 2020	No	Solid waste	Closed	14-Sep-20
27	8 Albions St	August 26, 2020	no	Long grass	Closed	18-Sep-20

28	11 North Adelaide St	September 10, 2020	Yes	Unsecured building	Closed	28-Oct-20

ONGOING FILES

	Address	Date Opened	Order	Initial Determination	Current Status	Next Due Date
1	7 Foundry St	July 15, 2020	Yes	State of the building	The building has been boarded up..	No date at this time
2	19 Russell St	August 4, 2020	Yes	State of the building	They new owner is working on the building.	No date at this time
3	78 Church St	October 19, 2020	Yes	State of the building	The doors have been fixed.	No date at this time
4	12 South Albion St	October 16, 2020	Yes	State of the building	Monitoring the property.	No date at this time
29	1 Park Street	September 1, 2019	Yes	State of Building	The Building is scheduled to be demolished	15-Nov-20

January 12, 20

Nova Scotia Starts Here ~ Cumberland



Cumberland County, Nova Scotia is a key integral piece of the Atlantic Canada Gateway and Trade Corridor (a federal/provincial designated system of major ports, marine terminals, international airports, key border crossings, and road and rail connections).

Cumberland is the Passage of principal routing for all land based trade and passenger travel between Nova Scotia and New Brunswick and points west.

Cumberland is the Corridor connecting Atlantic Canada,

Cumberland is the land based entry point for Nova Scotia.

This global pandemic has uncovered the key role Cumberland plays in relation to the entire Atlantic Region, Eastern Seaboard and country of Canada.

Cumberland Connects the countries Food Supply Chains. Cumberland is home to the manufacturer of packaging for valuable food sources. As well is home for key food suppliers and distributors such as Maritime Pride Eggs, Westin Bakeries and Gordon Food Supplies. Cumberland has potential to welcome other food related businesses, including greenhouses to produce in our Trade Corridor.

Objectives of Campaign Nova Scotia Starts Here ~ Cumberland:

1. Impress upon the Government of Nova Scotia the importance of considering Cumberland and the impacts of every provincial decision on Cumberland and the Communities and Towns therein.
2. Educate and Inform the Federal Government of Canada the geographical benefits of centralizing Federal programs and Infrastructure in Cumberland Communities and Towns.
3. Attract Business Investment and Opportunity that will thrive in Cumberland's geographic location in relation to the Atlantic Trade Corridor. Focus on Industries securing Food Supply Chains including Agriculture, Forestry, Fishing, Manufacturing as well as Energy Production.
4. Build local pride and morale

The five objectives will deliver success through increase in community pride, increase in immigration to Cumberland; both domestic and international, increase in economic activity in Cumberland and remove the stigma many locals believe that Nova Scotia starts at the Cobequid Pass.

What is our Competitive Advantage?

Cumberland is the Safest Place to live in North America during the Global Pandemic and is likely to be well into the future.

Cumberland can Lead The Maritime Region through

- shared services approach
- Collaboration
- Zipper relationships

Briefing on Concept Plan

December 31st

- Meet with County Mayors and Councillors to share the concept and request engagement and support to achieve objectives.
- Discuss with Fellow Cumberland MLA Tory Rushton

January 1st

- Press Release
- Launch Nova Scotia Starts Here ~ Cumberland Social Media Channels, Twitter, Instagram and Facebook
- Weekly management of material on social media sites to meet objectives.

- Share concept with Each Municipal Council, Cumberland Business Connector and Chamber of Commerce.
- Apply image to letterhead and emails
- Prepare for sale of promotional materials such as t-shirts, mugs, posters.

Create Communication Plan and Robust Marketing Plan to accomplish the objectives.

This global pandemic has highlighted the key role Cumberland plays in relation to the entire Atlantic Region and country of Canada

~ Elizabeth Smith-McCrossin



Monthly Report

Corporate Services

January 2021

CORPORATE SERVICES

Bank reconciliations for December were completed and reviewed – no exceptions noted

Payroll and WCB remittances are up to date. Payroll remittances are remitted to CRA bi-weekly by the payroll company. The current remittance is due Friday January 15th. Worker Compensation (WCB) is remitted monthly. Beginning in February the WCB will be remitted by the payroll company automatically.

The work from home “circuit breaker” period has gone smoothly for everyone.

FINANCIAL

The second quarter financial report was presented to the Audit Committee on January 7, 2021. Staff are working on the third quarter results.

Staff continue to work on the operating and capital budgets for year ended March 31, 2022. Departments have submitted their capital and operating budgets and they are being reviewed by the finance department.

The November financial reports for the Cumberland Business Connector were completed in December.

2021 SPRING TAX SALE

The tentative date for the 2021 spring tax sale will be Tuesday May 11, 2021. Preliminary tax sale notices were sent out on January 8, 2021 with a response date of January 29, 2021.

2021 ASSESSMENT ROLL

The 2021 assessment roll has been received from Property Valuation Services Corporation (PVSC) and loaded into SAP. PVSC will be mailing out all 2021 Property Assessment Notices the 2nd week of January. There is a short window for appeals.

Town of Amherst									
Assessment Comparision									
	2020/21			2021/22					
	<u>Assessment</u>	<u>Tax Rate</u>	<u>Revenue</u>	<u>Assessment</u>	<u>Tax Rate</u>	<u>Revenue</u>	<u>Assessment</u> <u>Change \$</u>	<u>Assessme</u> <u>nt Change</u> <u>%</u>	<u>Revenue</u> <u>Change \$</u>
Residential	\$ 394,188,700	\$ 1.655	\$ 6,523,823	\$ 399,154,400	\$ 1.655	\$ 6,606,005	\$ 4,965,700	1.3%	\$ 82,182
Commercial	\$ 132,898,500	\$ 4.455	\$ 5,920,628	\$ 132,536,100	\$ 4.455	\$ 5,904,483	\$ (362,400)	-0.3%	\$ (16,145)
Resource	\$ 1,699,300	\$ 1.655	\$ 28,123	\$ 1,404,100	\$ 1.655	\$ 23,238	\$ (295,200)	-17.4%	\$ (4,886)
									\$ 61,152

WATER / SEWER BILLING

Water reads are currently being done by public works staff for the third quarter water/sewer bills. The bills will be sent out by the end of January. There were 19 real estate sales that required final water/sewer bills in December. Three new water installations and three water meter replacements were completed in December.

CUSTOMER SERVICE TRACKING – E11

There was a total of 67 opened cases in December and 65 cases closed. The category with the most opened/closed cases in December was related to compost bin repairs/replacements.

HUMAN RESOURCES

The competition for a part-time Constable with the police department concluded with the hiring of two new part-time officers; Cst. Cameron Baker and Cst Wayne Gillam who were both welcomed in December. Allison Watson began her role on December 14 as the Town's new Active Living Coordinator. A competition was initiated for a new Manager of Information Services with the competition closing December 31. Applicant screening is currently in progress.

PROCUREMENT

Staff continues with preparing procurement documents for both capital projects and operational requirements needed. Procurement is reviewing scopes and working with the departments to have procurements readied for release.

	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Capital													
Anticipated Procurement from Capital Budget: 26													
Scopes for capital received in the month	2	2	5	0	1	4	4	7	0	3	5	2	0
All procurement:													
Total new scopes of work received in month	8	6	8	11	9	6	10	14	0	7	19	3	0
Released to the public in the month	7	4	5	10	8	6	8	16	2	10	23	4	4
Closed during the month	7	3	5	10	9	6	7	16	2	7	21	9	4
Awarded by par/council during the month	6	1	6	9	8	7	9	7	9	7	15	8	3
Open at the end of month (released month a, closed month b)	5	4	5	1	4	5	1	1	3	2	6	5	5

INFORMATION SERVICES (IS)

Stan Hemborough, our IT Manager has moved on to another job. We have advertised for a replacement. Candidates have been short listed and we are in the process of arranging interviews

Removed old Windows 2008 Domain Controller from Town Hall.

Performed a lot of testing in Council Chambers to enable Zoom. Tried various different configurations to find one that works. Need to complete documentation on the final working configuration.

Upgraded 2/3 of the Town's antivirus products to the current versions. Support from the vendor will be limited on some of the older versions.

Reviewed a number of cloud based email security products.

Performed some technical training for the Mayor and Council during their orientation sessions.

IS Cases/Incidents Stats

	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020
Opened	27	46	38	36	116	61	56	58	28	9	33	16	11
Closed	37	51	34	36	118	59	57	55	32	9	33	14	12

Monthly Report

Operations

January-2021

All section managers participated in the preparations for the 2021/22 operating and capital budget development as well as the Strategic Priority Planning Process.

OPERATIONS

- The asphalt recycler/hot patcher was used for 4 days in December patching potholes, approximately 8 tonnes of asphalt placed.
- There were 2 snow events in December which required plowing of streets, sidewalks, and parking lots.
 - December 18, 2020 – 10 cm
 - December 23, 2020 – 10 cm
- The salt truck was called out on 5 occasions in December to salt Town streets.
- Sidewalks were salted 3 times during the month.
- 475 tonnes of salt was purchased in December to stockpile in the storage building and approximately 90 tonnes of road salt was used during the month.
- There were 2 broken water mains in December;
 - Norman Street – 6” cast iron main
 - Havelock Street – 2” black iron service line
- Water and sanitary services were installed for new residential construction on East Pleasant Street.

HORTICULTURE

- Tree assessments, any hazards present had been identified & removed.
- New decorative solar lights wrapped on trees along downtown Victoria St.

COMMUNITY WELL-BEING

- Onboarded the new Active Living Coordinator
- Community Engagement with community partners, such as CANSA, Eat Local Cumberland, AYTC, Sexual Health Centre
- Community Support Grant call-out and evaluations
- Attended housing related workshops and explored funding opportunity

CULTURE MARKETING AND EVENTS

- Planning and coordination of Do Good in your Neighbourhood Holiday Edition and New Years Edition– Purchased Prize Packages, coordinated contest, tracked entries and delivered prizes

- Cookie Crawl: Worked with cookie suppliers and business participants. Excellent feedback received from both business and participants. Created post-holiday survey questions for the BDO to send out to participating businesses for feedback.
- Travelling Santa event required map logistics, promo graphics, coordination with a local car dealership for a vehicle and driver and cross-department meetings. During the event, CWB Manager navigated with APD while the CEM Co-ordinator posted FB updates every few minutes to ensure all town residents were aware when Santa was arriving in their neighbourhood. Including both Facebook live reports as well as text and images posts.
- Created a slogan and graphic for the CWB Manager and BDO remote work project; "Create a life you love!" "Come home to Amherst."
- Worked with the BDO to update the Community Profile Booklet with new graphics and several new pages.

ACTIVE LIVING

- Friday Night Fun hosted 67 youth ages 5-8 with an average of 22 each night. There were 69 youth ages 9-14 with an average of 23 each night.
- Snowshoe and walking poles lending was promoted as part of the Equipment Lending program
- The walking track opened twice a week. 228 participants with an average of 23 people each day.
- Learn to Lead hosted a virtual Leadership workshop and a virtual Home Alone Program
- Youth on the Move committee moving forward with hiring an outside group to run an after-school program

PARKS

- Parks remain open - all washrooms are closed for the season except for the washrooms at Dickey Park which remain open daily from 9:00am to 5:00pm.
- Dog park remains open but the water has been shut off.
- Outdoor skating surface is opened Dec. 22. It is open daily from sunrise to 10:00pm
- Dickey Park walking track is plowed when possible

AMHERST STADIUM

- The stadium is open for ice rental but not open to the general public.
- Organized hockey with a referee was shut down by the Provincial Government on Dec. 21 – practices continue.

UPCOMING PROJECTS

- Patching of potholes with recycled hot mix asphalt
- Water Meter reading
- Ice maintenance at the outdoor rink
- Snow and de-icing operations as needed
- Preparation for virtual Winter Carnival
- Continue background work on updating the website
- Plans are being made for further opening of the walking track and public skating at the stadium

- Preparations for Hanging Flower basket and Bedding plant RFPs to be sent out in late January 2021 for the upcoming growing season to ensure good selection of high-quality plant material.
- Preparing plan for the care of the new infield grass at the Robbs baseball complex.
- Currently developing spring / summer active living program
- Planning for the Volunteer recognition and athletic achievers events are underway
- Planning for French Toast Fest is underway
- We are planning for a month-long walking challenge with other Town's named 'Amherst'
- 'Mitten Boxes' are to be placed at three locations around Town. This will allow people in need of mittens or winter hats to obtain them free of charge.

Monthly Report

Police Services

January 2021

TRAINING

While there was no training scheduled for members during the month of December (largely as a result of Covid-19 issues), Chief Dwayne Pike and Sgt Aaron Graham are scheduled tentatively to attend ACE (African Canadian Experience) Training. This training is scheduled from January 18th to the 22nd in Halifax and is designed for higher ranks and managers who are in a position to make changes and influence others in relation to police relationships with minority groups and to understand issues faced by minority groups.

PERSONNEL

Promotions: On December 15th, APD announced that 4 members of the department were being promoted to Corporal. Constables Mark McNair, Derek Hebert, Jeff Walsh and Randy Babineau all successfully completed the promotional process which consisted of several steps including a competency paper, cover letter and resume, written test and an interview board.

New Members: With the departure of Cst Destiny Merriam in November, we have hired 2 new part-timers, Cameron Baker and Wayne Gillam. Part timers are used to backfill for vacancies due to illness. Constable Gillam is a graduate of the RCMP in Depot and Cst Baker recently graduated from the Atlantic Police Academy and completed his on-the-job training with the Truro Police Department. Both completed firearms qualifications and orientation and have worked several shifts.

Shift and Assignment Changes: As a result of the new corporals being installed on the platoons, additional changes in staffing are being made in January 2021. This includes removing the Sergeant from MCU and replacing them with an 'Acting Corporal'. At this time, we still have 5 Sergeants (one has been off on extended sick leave and is not being paid by the town) and will reduce this to 4 via attrition. Until that happens, Cst Tom Wood has been assigned to the Major Crime Unit as an Acting Corporal. Sergeant Aaron Graham is returning to uniform patrol. With Cst Wood going into MCU, Cst Charlie Munro, who is part time, will be going into the Crime Prevention Position. He will be supervised by Tom Wood who will assist and guide him as he takes on this new role.

With Cst Derek Hebert being promoted to Corporal, he will also be returned to Patrol after spending close to 3 years in Street Crime. Cst Stefan Deuille will be leaving patrol and will be assigned to Street Crime to replace Cpl Hebert, joining the other APD member, Cst John Haggerty.

OPERATIONAL

Explosions: A 46-year-old Amherst male was arrested on the morning of December 9th 2020 in relation to explosions that occurred in Town. The first explosion was reported to police dispatch shortly after 10 p.m. on Monday, Dec. 7, 2020. Responding officers found debris from a detonated device on Rupert Street, near the intersection with Agnew Street. The second explosion occurred in the Agnew Street area at about 2:40 a.m. on Wednesday, Dec. 9, 2020. Responding officers located debris from a device that had been detonated. No one was hurt and property damage was minimal. Officers also found a second explosive device at the nearby Rotary Centennial Park that had not detonated. The RCMP Explosive Disposal Unit

safely detonated that device Wednesday morning after they had examined it. Shortly after the second explosion, were able to identify a suspect and had him in custody. The accused returns to court on January 12, 2021.

Theft of Public Works Trailer: During the early morning hours of December 30th, 2020 Amherst Police had discovered a dual axle flat bed trailer and a truck stuck in the ditch on the upper end of Church Street, near Robert Angus Drive. Police discovered the trailer was stolen from the Public Works property in the industrial park. Police also located numerous 'break in' tools inside the truck resulting in the arrest of both parties. Both parties were remanded into police custody the evening of December 30th for a show cause on December 31st, and subsequently released on strict conditions to appear in Amherst Provincial Court later next month.

Arrest of NB Shooting Suspect: On January 6th, members of the Amherst Police Department, with the assistance of the Cumberland Integrated Street Crime Unit arrested Janson Baker, a suspect in a shooting in Riverview NB. Baker was the subject of an Alert that was sent out in southern New Brunswick. A vehicle associated to Baker was located in the downtown area and confirmed by Police as being the suspect vehicle. The suspect was not observed and his whereabouts were unknown. The car had been parked hours earlier. As a result of this, we worked closely with the RCMP to gather information and intelligence in efforts to determine the whereabouts of the suspect, who, at this time, could have been anywhere. Discussions between APD and RCMP determined that the best course of action would be to have the RCMP issue a province-wide alert as the whereabouts of the suspect was unknown. Shortly after the Alert was released, Police observed people in the area of a residence close to the location of the vehicle. The suspect was identified and was arrested without incident by Amherst Police.

CRIME PREVENTION/SCHOOL RESOURCE

Through the month of December Cst Wood and Cst Harrison continued to work a modified schedule as a result of Covid-19 protocols. Instead of working 8 hour shifts 5 days a week, both continue to work four (4) twelve (12) hour days supporting the platoon during dayshifts. Constable Wood works dayshifts with A and B Platoon while Cst Harrison works dayshifts with C and D platoon. As school/youth liaison, Cst Harrison has been advised that her role within the school will be very limited as a result of Covid-19 issue and school plans. Despite this, she has made several visits to schools prior to Christmas break to visit with students.

OPERATIONAL STATS – December 2020

Occurrences:	404	Criminal Code Charges:	56
Impaired by Alcohol:	0	CDSA:	1
Impaired by Drug:	1	CBCA:	2
Traffic Tickets:	14	PPA:	6
HPA:	3	Traffic Written Warnings:	7
Vehicle Checks:	77	LCA:	2
Foot Patrol Hours:	3 h 44 m	Bike Patrol Hours:	0

Quarterly Stats 2020

1st Qtr = January 1st - March 31st								3rd Qtr = July 1st - September 30th			
2nd Qtr = April 1st - June 30th								4th Qtr = October 1st - December 31st			
Offence Category	2020 1st Qtr	2019 1st Qtr	2020 2nd Qtr	2019 2nd Qtr	2020 3rd Qtr	2019 3rd Qtr	2020 4th Qtr	2019 4th Qtr	2020 Comparison 4th period ending	2019 Comparison 4th period ending	%
Assault	21	33	54	51	58	59	45	52	178	195	-8.7%
Break & Enter - Business	4	1	2	1	4	2	6	0	16	4	300.0%
Break & Enter - Residence	12	8	11	19	12	46	21	23	56	96	-41.7%
Domestic Incident	48	42	77	50	63	68	50	61	238	221	7.7%
Impaired Driving	12	14	9	15	23	19	20	11	64	59	8.5%
Liquor Act Offences	3	11	8	16	6	16	9	8	26	51	-49.0%
Other Criminal Code	100	89	123	120	157	118	122	115	502	442	13.6%
Possession of Stolen Prop.	9	0	3	1	3	2	5	9	20	12	66.7%
Robbery	0	1	0	0	0	1	0	1	0	3	-100.0%
Sexual Assault	0	6	1	2	5	4	4	3	10	15	-33.3%
Spousal Partner Abuse	2	7	6	10	12	14	5	5	25	36	-30.6%
Theft	54	38	33	62	72	101	60	61	219	262	-16.4%
Theft of Motor Vehicle	1	1	3	3	5	4	5	2	14	10	40.0%
Theft from Motor Vehicle	20	7	13	13	11	16	4	17	48	53	-9.4%
MVA SOT's	70	151	30	131	43	120	41	58	184	460	-60.0%
LCA SOT's	2	9	4	9	8	16	6	8	20	42	-52.4%
Traffic Warning Issued	65	214	13	193	23	150	24	67	125	624	-80.0%
Vandalism (Mischief)	0	7	3	7	7	20	1	7	11	41	-73.2%
Occurrences	1157	1194	1332	1438	1647	1795	1665	1414	5801	5841	-0.7%
Vehicle Checks	342.5	690	198	545	196	506	189	330	925.5	2071	-55.3%
Foot Patrol Hours	131h 35m	205h 11m	17h 26m	305h 26m	21h 10m	145h 30m	21h 25m	111h 26m	191h 36m	767h 33m	-75.1%
Bike Patrol Hours	0	0	0	1h 30m	0	0		0	0	0	

Red indicates a decrease
Blue indicates an increase

Updated: 12/31/2020

Monthly Report

Fire Department

January-2021

RESPONSE #'s (December)

Town of Amherst – 16 events

- 1 Carbon monoxide alarm
- 3 Smell of smoke / Air quality check
- 7 Monitored alarm activations
- 3 Motor Vehicle Accident
- 1 Vehicle fire

Contract area (District 2) – 4 events

- 1 Power lines arcing
- 1 Fallen trees
- 1 Monitored alarm
- 1 Motor vehicle accident

OPERATIONS

On Saturday January, 2nd, 2021 as part of contact tracing by Nova Scotia health, Chief Jones was contacted and advised that there was a potential exposure to fire department members. Nova Scotia health recommended that precautionary testing be put in take place to rule out any spread of the virus. Based on precautionary testing the members of the department were not required to self-isolate. Nova Scotia health contacted each member directly who attended that evening and arranged for testing and provided the members with their test results directly.

Since March 2020 protocols have been established to maintain operational requirements related to the pandemic environment; which includes dealing with a potential exposure.

FIRE PREVENTION

2 fire inspections were completed during this period and numerous inspections remain ongoing. Informal fire safety checks were also conducted within the community.

WEEKLY TRAINING & PROFESSIONAL DEVELOPMENT

The department continues to adjust to the pandemic environment, by adapting our operational objectives to meet the changing needs during this pandemic. During the month of December, the department continued to focus its training on operational skills development and operational readiness.

RECRUITMENT

The fire department is looking for new members to join our team. For more information on becoming a member of the Amherst fire department, please visit the Amherst Fire Station, or speak to any Amherst fire fighter or go to www.amherst.ca/volunteer-firefighter.

Monthly Report

Planning and Strategic Initiatives

January-2021

Development and Building Permits, as well as Property Complaint forms, can now be completed and submitted on the Town of Amherst website. Despite the COVID-19 pandemic, development has been strong in 2020 following a relatively flat year in 2019. As shown on the attached chart, the total value of the construction was \$14.7 million compared to just under \$5.6 million in 2019. While it should be noted that the value of construction can vary significantly year to year due to a single large project, 2020 experienced strong investment across all permit types, from residential to commercial and industrial. The number of dwelling units almost doubled to 40 units in 2020 from the 23 units added in 2019. The volume of permits also increased significantly.

The Planning Advisory Committee met January 12th to provide new members an introduction to the role of the Committee, and review applications for development agreements to allow a garden suite at 17 Victor Avenue and to allow an addition dwelling unit at 15 Clinton Street. A Public Participation Session will be scheduled over the coming month. Staff have also been working with other developers on multi-unit residential developments that are in the planning stages.

Land clearing for the 2 MW solar farm to be located in the Industrial Park has begun.

Staff have been processing the information gathered at the December 16th Strategic Priority Areas planning day, with a follow-up session with Council being planned in the coming weeks.

Planning staff continue to provide planning and development services for the Town of Oxford.

ACTIVITY REPORT

For Calendar Year 2020

Type	2019			2020		
	Permits	Units	Value of Construction	Permits	Units	Value of Construction
Single Family	16	4	891,127	33	8	1,642,522
Duplex/Semi	1	0	6,000	0	0	0
Apartments	4	15	1,700,000	8	32	3,530,000
Other Residential	20	0	125,763	39	0	401,646
Commercial	28	4	2,569,577	14	0	5,847,650
Industrial	1	0	200,000	3	0	3,301,000
Inst & Gov	1	0	3,000	0	0	0
Agriculture	0	0	0	0	0	0
Other	1	0	102,000	0	0	0
Total	72	23	5,597,467	97	40	14,722,818

Monthly Report

Economic Development

January 2021

Business Supports

The Business Development Officer visited businesses delivering the Amherst Loves You Back window decal, taking photos and promoting on the Facebook page. Posting continues sharing business posts and information on the ALYB page daily.

The New Business Welcome Recognition certificate was presented to Nic's Beauty Bar, a new business that opened in November 2020.

Twelve local businesses participated in an Amherst logoed reusable shopping bag promotion supporting the Amherst Loves You Back initiative. Business owners could purchase the bags at a discounted price and offer the bags to their customers at no charge.

Vibrancy and Investment

Three "Dream Big Grow Here" commercial building promotion ads were posted in December targeting audiences across Canada reaching a targeted audience of over 3,000.

The Community profile booklet is being updated, adding information on business, remote working, culture, transportation and events. The booklet will be used for attracting and recruiting newcomers to Amherst.

A "Create a life you love" poster was posted and boosted on social media to target people across Canada looking to relocate. We received three email inquiries from people considering moving to Amherst requesting information after they saw the post.

Business Development Opportunities

The business development officer continues to be in contact with two opportunities that are interested in bringing their companies to Amherst.

Business Check in Summary January 2021

The Business Development Officer reached out to local business owners during the week of January 4, 2020 to see how business has been and how they have been impacted by the border closing due to COVID-19 restrictions. The BDO spoke with 24 business owners from different sectors on how their sales have been impacted with the closure of Exit 1 and also the recent closure of the NB/NS border on November 26.

The cosmetology sector, hair salons, spas, and tattoo artists, have a percentage of clientele from NB that have not been able to make their regular appointments due to the border being closed. Some have reached a 40% loss in revenues because of this. Last minute cancellations heavily affect their weekly income and some are faced with the possibility of losing those clients for good if they find another place to go.

Restaurants are really struggling. Aside from their inhouse capacity numbers being cut due to social distancing, they have lost all potential customers and foot traffic from NB. The restaurants located downtown that are majorly affected by Exit 1 being closed are down close to 50% in sales.

The small retail stores downtown had small increases in sales for the holiday season despite the border being closed. They found they had more local people shopping as they were not able to travel. Some had still had a few NB customers that were in Town for essential work. A furniture store and flower shop are still able to deliver to NB so they were still able to accommodate their customers who placed orders over the phone. Overall, when comparing sales from April to December 2019 to 2020, some were down 13-20% in sales, which they feel is impacted by Exit 1 being closed.

The automotive industry has felt major negative impacts with the NB border closing. 40-60% of parts & service business come from NB. With the border closing they have had many appointments cancelled and have had to lay off staff or send staff home due to shortage of work with so many cancellations. Recreation automotive stores have NB customers that can't come see their product or pickup. Shipping costs are very expensive for large items so often the shipping costs significantly reduce or eliminate profits if they have to ship the product. They also risk losing customers if they find product somewhere else in NB. Inventory is also low and hard to get. Automotive and service businesses have been down an average of 35-40% overall.

The businesses located at the Laplanche Street exit area are surviving despite the border and Exit 1 closure. They are missing the drive by traffic and potential customers. Some are destination businesses so their customers still find them despite having to take a new route. An equipment dealership is doing well with larger ticket items but are having a hard time supplying smaller items and kits needed to go with the big items. Shipping costs are very expensive and cut into profits when they have to ship to customers that cannot come to the store because of the border closure. One business is still able to travel to service NB clients so the border closure has not impacted them. Some businesses along Laplanche Street are down 10-15% in sales.

Many residents travel between the two provinces for services and shopping needs. As long as the border is closed, it will continue to negatively affect the Amherst Business Community putting survival for smaller businesses at risk.