

**Amherst Town Council
General Operating Budget
Minutes**

Date: April 4, 2024
Time: 12:30 pm
Location: Council Chambers, Town Hall

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

Staff Present Jason MacDonald, Chief Administrative Officer
Andrew Fisher, Director, Planning & Strategic Initiatives
Dwayne Pike, Chief, Police Services
Greg Jones, Director, Fire Services
Kim Jones, Director, Corporate Communications
Krista Crossman, Director, HR & Customer Services
Sarah Wilson, Director, Finance
Sharon Bristol, Director, Community Living
Sean Payne, Corporate Communications Officer
Natalie LeBlanc, Municipal Clerk
Cindy Brown, Administrative Assistant

1. Call to Order
Mayor Kogon called the meeting to order.

1.1 Territorial Acknowledgement
Mayor Kogon gave the Territorial Acknowledgement.

The CAO thanked everyone for coming and explained how the meeting would proceed.

2. Information Items

The Director of Finance reviewed sections 2 through 4, included in the budget binder.

2.1 Tax Rate History
2.7 Capital Reserve Balances

2. Information Items

2.2 Assessment Comparison
2.3 Revenue Generated by \$0.01 on the Tax Rate
2.4 Debenture Schedule

- 2.5 **Debt Service Ratio**
- 2.6 **Operating Reserve Balances**
- 3. **General Rate - Overall**
 - 3.1 **General Rate - Overall Summary**
 - 3.2 **General Rate - Overall Revenues Detail**
 - 3.3 **General Rate - Overall Expenditure Detail**

- 4. **Corporate Services**
 - 4.1 **Corporate Summary Including Revenue Detail**
 - 4.2 **Corporate Expenditure Detail**

5. **Police**

The Chief of Police reviewed this section, included in the budget binder.

- 5.1 **Police Summary Including Revenue Detail**
- 5.2 **Police Expenditure Detail**

6. **Fire**

The Fire Chief reviewed this section, included in the budget binder.

- 6.1 **Fire Summary Including Revenue Detail**
- 6.2 **Fire Expenditure Detail**

7. **Communications & IT**

The Director of Communications & IT reviewed this section, included in the budget binder.

- 7.1 **Communications & IT Summary Including Revenue Detail**
- 7.2 **Communications & IT Expenditure Detail**

8. **Community Living**

The Director of Community Living reviewed this section, included in the budget binder.

- 8.1 **Community Living Summary Including Revenue Detail**
- 8.2 **Community Living Expenditure Detail**
- 8.3 **Navigator Summary Including Revenue Detail**

9. **Planning**

The Director of Planning & Strategic Initiatives reviewed sections 9 through 11, included in the budget binder.

- 9.1 **Planning Summary Including Revenue Detail**

- 9.2 **Planning Expenditure Detail**
- 10. **Strategic**
 - 10.1 **Strategic Summary Including Detail**
- 11. **Environmental Stewardship**
 - 11.1 **Environmental Stewardship Summary Including Detail**
- 12. **Recreation Facilities**

In the absence of the Director of Operations, the CAO reviewed sections 12 and 13, included in the budget binder.

- 12.1 **Recreation Facilities Summary Including Revenue Detail**
- 12.2 **Recreation Facilities Expenditure Detail**
- 13. **Operations**
 - 13.1 **Operations Summary Including Revenue Detail**
 - 13.2 **Operations Expenditure Detail**
- 14. **Policies**

The Director of Finance reviewed sections 14 to 19, included in the budget binder.

- 14.1 **User Fee Policy**
 - 14.1.1 Memo re: Repeal Sale of Beer/Liquor Robb Centennial Park
- 14.2 **Tax Exemption Policy**
- 14.3 **Tax Reduction Policy**
- 14.4 **Community Support Grants Policy**
- 15. **Solid Waste**
 - 15.1 **Solid Waste Summary Including Revenue Detail**
 - 15.2 **Solid Waste Expenditure Detail**
 - 15.3 **Memo - Solid Waste Budget Deficit**
Moved By Deputy Mayor Fawthrop
Seconded By Councillor Baker
To the increase the uniform charge for solid waste by \$10 for 2024/25,
increasing the uniform charge to \$278.

MOTION CARRIED

- 16. **Sewage**
 - 16.1 **Sewage Summary Including Revenue Detail**

- 16.2 Sewage Expenditure Detail
- 17. Water Utility
 - 17.1 Water Utility Summary Including Revenue Detail
 - 17.2 Water Utility Expenditure Detail
- 18. Mandatory Provincial Contribution Area Rate
 - 18.1 Mandatory Provincial Contribution Area Rate Summary Including Revenue Detail
 - 18.2 Mandatory Provincial Contribution Area Rate Calculation
- 19. Community Support Area Rate
 - 19.1 Community Support Area Rate Summary Including Revenue Detail
 - 19.2 Community Support Area Rate Calculation
 - 19.3 Club Exemptions

Moved by Deputy Mayor Fawthrop
Seconded by Councillor Davidson
That the 2024/25 general operating budget as presented be forwarded to Council for approval.

MOTION CARRIED

Moved by Councillor Emery
Seconded by Councillor Baker
To go into Closed Session

MOTION CARRIED

There being nothing further Mayor Kogon adjourned the meeting.

Natalie LeBlanc
Municipal Clerk

David Kogon, MD
Mayor