

**TOWN OF AMHERST  
Regular Council Meeting  
Minutes**

**Date:** February 25, 2019  
**Time:** 7:00 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Mayor David Kogon  
Deputy Mayor Sheila Christie  
Councillor Jason Blanch  
Councillor Vince Byrne  
Councillor Darrell Jones  
Councillor Terry Rhindress

**Members Absent** Councillor Wayne MacKenzie

**Staff Present** Greg Herrett, CAO  
Jason MacDonald, Deputy CAO Operations  
Bill Schurman, Director Recreation  
Greg Jones, Fire Chief  
Dwayne Pike, Acting Police Chief  
Tom McCoag, Corporate Communications Officer  
Andrew Fisher, Manager of Planning & Strategic Initiatives  
Shelley Rector, Chief Financial Officer  
Rebecca Taylor, Business Development Officer  
Kim Jones, Municipal Clerk  
Natalie LeBlanc, Deputy Clerk

**Others Present** Mason Carter, AYTC Representative

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**1. CALL TO ORDER**

Mayor Kogon called the meeting to order at 7:00 p.m. He welcomed everyone and introduced Amherst Youth Town Council representative Mason Carter.

**2. TERRITORIAL ACKNOWLEDGEMENT**

Mayor Kogon gave the Territorial Acknowledgement.

**3. O CANADA**

Roy Pettigrew did the signing of O Canada.

**4. HEARINGS/PRESENTATIONS/PETITIONS**

**4.1 Provincial Volunteers of the Year Award Recognition**

Mayor Kogon recognized the Youth Volunteer of the Year recipient Andrew Froese, and Volunteer of the Year recipient Shelley Carroll with introductions and plaques.

**5. APPROVAL OF AGENDA/MINUTES**

**5.1 Approval of the Agenda**

Moved By Councillor Byrne

Seconded By Councillor Jones

To approve the agenda as circulated.

**Motion Carried**

**5.2 Approval of Minutes**

Moved By Deputy Mayor Christie

Seconded By Councillor Rhindress

To approve the minutes of the January 28, 2019 regular meeting of Council as circulated.

**Motion Carried**

6. REQUESTS FOR DECISION

6.1 150 East Victoria Street Development Agreement 2nd Reading

Moved By Deputy Mayor Christie

Seconded By Councillor Rhindress

That Council approve second reading of a Development Agreement for 150 East Victoria Street to allow the conversion of a 15-unit motel with one dwelling unit to a 10-unit motel with six dwelling units.

For (3): Mayor Kogon, Deputy Mayor Christie, Councillor Byrne

Against (1): Councillor Rhindress

**Motion Carried**

As per the MGA Section 205 (7) Councillors Blanch and Jones did not attend the public hearing and therefore were prohibited from voting on this matter.

Case No. DA-2018-01

This Agreement made this \_\_\_\_\_ Day of \_\_\_\_\_ 2019.

Between:

**Jack Van Der Donk** (Owner of property located at 150 East Victoria Street [PIDs 25343187 & 25005224], hereinafter called the "Owner")

of the one part

- and-

**The Town of Amherst** (a body corporate hereinafter called the "Town")\_

of the other part

WHEREAS the Owner wishes to obtain permission pursuant to Policy CP-15 of the Municipal Planning Strategy of the Town of Amherst, to convert a 15-unit motel into a 10-unit motel with 6 dwelling units on properties located at 150 East Victoria Street (PIDs 25343187 & 25005224).

AND WHEREAS a condition of the granting of approval of Council is that the Owner enter into an agreement with the Town;

AND WHEREAS the Council of the Town, at its meeting on the \_\_\_\_ Day of \_\_\_\_\_ 2019, approved the said development agreement subject to the registered owner of the land described herein entering into this agreement;

AND WHEREAS the following Schedules shall be attached to and form part of this Agreement:

- (a) Schedule 'A' - Terms and Conditions
- (b) Schedule 'B' – Site Map
- (c) Schedule 'C' - Building Floor Plans

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the granting by the Town of the development agreement requested by the Owner, the Owner agrees as follows:

- 1) That the Owner is the registered owner of the aforesaid lands in the Town of Amherst, hereinafter called the Lands. The aforesaid Lands are the only lands in the Town of Amherst to which this agreement applies, and the Lands are illustrated in the plan shown on Schedule B attached hereto and forming part of this agreement.
- 2) That the owner may convert the existing 15-unit motel to a 10-unit motel and a 6-unit apartment complex, subject to the following Schedules A and B, attached.
- 3) Nothing in this Agreement shall exempt or be taken to exempt the Owner or any other person from complying with the requirements of any Bylaw of the Town applicable to the Property (other than the Land Use Bylaw to the extent varied by this Agreement) or any Provincial or Federal statute, act, or regulation.

- 4) Any failure of the Town to insist upon strict enforcement of any requirements or conditions contained in this agreement shall not be deemed a waiver of any rights or remedies that the Town may have and shall not be deemed a waiver of any subsequent breach or default in the conditions or requirements contained in this Agreement.
- 5) Should the Owner fail to act in accordance with any aspect of this agreement, the Town shall retain the right to discharge the agreement upon 30 days notification and / or enter the property and conduct the required work. The cost of the said work will become a lien on the property tax bill.
- 6) The Town shall issue the necessary Development Permit for the development upon expiration of the appeal period specified for Development Agreements under Section 249 of the Municipal Government Act, as the same may be amended from time to time, or upon the withdrawal or dismissal of any appeal which may be taken.
- 7) The Agreement shall be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, and shall run with the land which is the subject of this Agreement until such time as it is discharged by the Town in accordance with Section 229 of the Municipal Government Act.

SIGNED, SEALED AND DELIVERED

FOR THE TOWN OF AMHERST

in the presence of

David Kogon  
Mayor

Gregory D. Herrett, CA  
Chief Administrative Officer

FOR THE OWNER  
Jack Van Der Donk

#### **Schedule A**

#### **150 East Victoria Street - Development Agreement**

Terms and Conditions:

1. The use of the property shall be limited to a 10-unit motel and a 6-unit apartment dwelling in a 2-building complex.
2. The bulk and height of the buildings shall not be altered, and the character of the apartment buildings shall remain largely the same.
3. Solid waste management shall be in conformance with the Town of Amherst Solid Waste Bylaw.
4. A minimum of one (1) parking space per dwelling unit and motel unit shall be maintained on the site.
5. All driveway and parking areas shall be maintained with asphalt and kept clear of snow, and shall otherwise be unobstructed at all times so as to be passable by emergency vehicles.
6. All asphalt surfaces shall be repaired within twelve (12) months of issuance of an Occupancy Permit.
7. All areas not used for buildings, parking or driveways shall be landscaped with grass or other manicured vegetation. Existing overgrown vegetation on the property shall be removed to the satisfaction of the Development Officer.
8. The green space between the lower building and the asphalt shall contain maintained grass or other manicured vegetation, to the satisfaction of the Development Officer.
9. No outdoor storage shall be permitted on the property.
10. Exterior lighting shall be carefully designed to not shine directly onto adjacent properties.
11. The exterior rear wall of the lower building, including the foundation, shall be scraped and painted prior to August 1, 2018, and all other exterior cladding shall be maintained.

12. The subject properties, including buildings, shall be kept in good repair, and be continuously maintained to be aesthetically pleasing.
13. The existing office space at the front of the building may be used for the administrative purposes of the apartment complex as well as laundry facilities for residents of the complex.
14. A minimum of 2 benches and/or 2 patio and chair sets shall be provided out of doors for the residents of the property.
15. A minimum of 600 square feet of designated amenity space shall be created within the existing parking lot area that will be demarcated by fencing and / or vegetation, to the satisfaction of the Development Officer.
16. Upon entering into this agreement, the Owner shall submit an application for a Building Permit along with documentation that shows any necessary alterations to the building to meet current National Building Code requirements. In particular, any vents on the north side of the building shall also meet current National Building Code requirements.
17. Variations from the requirements of the development agreement in relation to the built structures are permitted in order to meet the Nation Building Code and nova Scotia Building Code requirements. Specifically, should non-combustible material be required along the outside walls this material will be permitted, with the design subject to the satisfaction of the Development Officer.

**6.2     196 East Victoria Street**

**Moved By Councillor Blanch**

**Seconded By Councillor Byrne**

**That Council uphold the recommendation of the Administrator and order of the Planning Advisory Committee and order the property owner to remove the contents of and demolish the buildings located at 196 East Victoria Street within 30 days of this meeting. Both foundations are to be backfilled. Failure by the property owner to do the work will result in the Town completing the work and sending all contents of the buildings to an appropriate solid waste disposal facility with all costs charged to the property owner's tax account.**

**Motion Carried**

**6.3     59 Church Street**

**Moved By Councillor Rhindress**

**Seconded By Councillor Byrne**

**That Council uphold the recommendation of the Administrator and order of the Planning Advisory Committee and order the property owner to remove the contents of and demolish the building located at 59 Church Street within 45 days of this meeting. The foundation is to be backfilled. Failure by the property owner to do the work will result in the Town completing the work and sending all contents of the building to an appropriate solid waste disposal facility with all costs charged to the property owner's tax account.**

**Motion Carried**

**6.4     Appointment of Auditors**

**Moved By Councillor Rhindress**

**Seconded By Councillor Blanch**

**That Council appoint Chartered Professional Accounting Firm Jorgensen & Bickerton to be the municipal auditor for the Town of Amherst for the fiscal year April 1, 2018 to March 31, 2019 as recommended by the Town of Amherst Audit Committee.**

**Motion Carried**

**6.5     Mandatory Provincial Contribution Rate**

**Moved By Councillor Byrne**

**Seconded By Deputy Mayor Christie**

**That Council approve the changes in the attached Budget Management Policy including the addition of the Regional Library Costs to the Mandatory Provincial**

Contribution Area Rate and the adjustment of the YMCA payment to reflect our contribution of \$100,000 in the Community Support Area Rate.

Motion Carried

Moved By Councillor Byrne

Seconded By Councillor Jones

WHEREAS the Mandatory provincial contributions for the 2019-2020 fiscal period of \$2,126,505 must be rated;

THEREFORE BE IT RESOLVED THAT for the Town of Amherst for the fiscal year ending March 31, 2020, the Mandatory Provincial Contribution Area Rate on all property assessments within the boundary of the Town of Amherst are as follows:

Residential / Resource	\$0.405 per \$100 of assessment
Commercial	\$0.405 per \$100 of assessment

AND THAT these area rates are due and payable on September 30, 2019 with interest to be charged on all final tax accounts outstanding on or after October 1, 2019 at the rate of 1% per month, 12% per annum.

Motion Carried

6.6 Temporary Borrowing Resolution

Moved By Deputy Mayor Christie

Seconded By Councillor Rhindress

That Council approve a Temporary Borrowing Resolution in the amount not exceeding \$366,485 for the following items, and submit it to the Department of Municipal Affairs for Ministerial approval:

• East Pleasant Street – water main replacement (water utility)	\$300,000
• Water Reservoir (water utility)	37,735
• Service Truck (water utility)	<u>28,750</u>
	<u>\$366,485</u>

Motion Carried

6.7 Council Remuneration

Moved By Councillor Byrne

Seconded By Councillor Rhindress

That Council approve the request to have staff adjust the Salary Administration Policy, Policy number 04530-01, to reflect an increase in Council Remuneration with salaries reflecting the increases outlined below.

<u>Salary Increase</u>	<u>Current</u>	<u>Future</u>
Councillor	\$21,542	\$25,050
Deputy Mayor	\$24,375	\$27,723
Mayor	\$36,447	\$41,178

Against (1): Deputy Mayor Christie  
Motion Carried

Deputy Mayor Christie gave notice that she will be bringing a motion to Council next month directing staff to look at reducing the number of Councillors from six to four; and further notice of another motion directing staff to consult with an outside independent group to research Council salaries and how they are set. The CAO clarified that the Nova Scotia Municipal Government Act requires that Council to make the final decision on their compensation.

6.8     **Salary Administration Policy**  
**Moved By Deputy Mayor Christie**  
**Seconded By Councillor Byrne**  
**That the Salary Administration Policy #4530-01 be amended as recommended,**  
**namely to remove the position of Administrative Assistant Recreation from**  
**Appendix C.**

Motion Carried

TOWN OF AMHERST POLICY

NUMBER 04530-01  
PAGE    6 of 8

<b>DEPARTMENT:</b> <u>ALL DEPARTMENTS</u>				
<b>TITLE:</b> <b>SALARY ADMINISTRATION POLICY</b>				
Minutes reference date	December 12, 2000	November 2, 2004 (See April 26, 2004 Minutes)		November 27, 2006
	December 18, 2006	February 26, 2007	March 31, 2008	July 16, 2008
	September 29, 2008	March 30, 2009	September 28, 2009	March 29, 2010
	April 26, 2010	March 28, 2011	August 2, 2011	January 30, 2012
	May 23, 2012	November 26, 2012	December 17, 2012	May 1, 2013
	September 23, 2013	October 28, 2013	December 16, 2013	April 30, 2014
	May 21, 2015	March 29, 2016	May 25, 2016	September 2, 2016
	May 23, 2017	June 26, 2017	September 25, 2017	December 18 , 2017
	February 26, 2018	March 14, 2018		

**PURPOSE:**  
To set out the Policy of the Town of Amherst for salary administration for all non-union employees.

**POLICY STATEMENT:**  
The Town of Amherst will ensure the fair and equitable compensation of all non-union employees in relation to the duties of their position within the Town.

- OBJECTIVES:**
1. To promote salary equity in the Town’s non-union sector.
  2. To establish a framework and procedure to determine categories of compensation for new positions.

**DEFINITION OF TERMS:**

**Salary Grid** shows all the salary scales applicable to positions within the Town. The salary grids are contained in Appendices A, A-1, B, C-1. The salary grid – Appendix C-1 – has eight steps.

**Step Adjustment** – a move from one step, within a given salary range, to another (usually the next step) for individual employees is based on a satisfactory performance evaluation.

**Salary Range** is defined as a range of pay for a category of duties, with a minimum and maximum. The range will be established by Council after considering the recommendation of the CAO.

**Overall Market Review** – A review of the appropriateness of the Job Category Listing (Appendix C) and the Salary Grid (Appendix C-1). The review shall include a survey of the market value of similar positions.

**Performance Evaluation** – A formal evaluation of the employee’s job performance. All employees will receive at least one Performance Evaluation in each year of service.

## **SALARY GRID:**

An appropriate salary grid for all non-union positions shall be determined by the council:

**New Positions:** Recommendations for placement on the Job Category Listing shall be prepared by the Chief Administrative Officer and forwarded to Council for approval.

Salary ratings for temporary and casual positions shall be determined by the Chief Administrative Officer, in consultation with the departmental Director.

Student wage rates shall be set by the CAO in consultation with the Director, with reference to the minimum wage in effect and the individual requirements of the job.

Step adjustments shall be made only when:

- 1) The adjustment can be accommodated within the Salary Account of the appropriate department; and
- 2) A current Performance Evaluation form is on file.

Upon completion of a satisfactory annual evaluation, the employee may be moved to the next step on the salary grid within his or her category. All step movements must be approved by the CAO

An employee in Step 8 in a year in which there is no overall market review shall receive a bonus equal to salary times CPI for the immediately preceding calendar year. This amount will be separate and not added to the base salary.

The CAO may, on the recommendation of the Director, authorize a movement of up to 3 steps in one year to recognize exceptional performance. In normal circumstances employees would move one step each year upon a satisfactory performance evaluation.

## **TRAVEL VEHICLE ALLOWANCES:**

The Treasurer and Directors of departments shall receive a monthly vehicle allowance of \$150. Mayor and Council shall receive the same monthly vehicle allowance of \$150 effective November 1, 2008.

The monthly vehicle allowance is for reimbursement for all local travel using one's personal motor vehicle for travel within the boundary of the Town of Amherst. Travel outside the boundary is covered under Policy #03000-01. The monthly vehicle allowance shall be reviewed each year after considering any changes in the cost of operating a motor vehicle.

## **LUNCH BREAKS:**

**The lunch break period shall be for a one hour period.**

## **PERFORMANCE EVALUATION:**

Performance appraisals shall be conducted by the Chief Administrative Officer/Director at the completion of the probation period, and at least annually thereafter recorded on Performance Evaluation forms.

The Chief Administrative Officer/Director shall discuss the employee's performance evaluation in detail with the employee, in accordance with the employee evaluation system and standardized forms.

## **SCOPE OF RESPONSIBILITY:**

The Town Council shall:

1. Authorize changes to the policies comprising the program of employee compensation.
2. Review and approve salary categories for all established positions within the Town.

3. Review and consider for approval the recommendations of the CAO in regard to the appropriateness of the salary classifications and ranges from time to time if necessary.

The Chief Administrative Officer shall:

1. Review and recommend changes to policy and procedures as they relate to the employee compensation program.
2. Ensure the maintenance of the salary rating and performance appraisal procedures.
3. Conduct salary rating and performance evaluation procedures relative to Director positions.
4. Monitor salary surveys and make recommendations to Council concerning market conditions as appropriate. The next overall market review shall be completed by January 31, 2019.
5. Grant step and/or merit adjustments to individual employees in accordance with approved policies and procedures and subject to budgeting limitations.
6. Maintain all personnel files and records.

The Director shall:

1. Conduct performance evaluation procedures relative to the positions and employees within their respective departments, and make appropriate recommendations to the Chief Administrative Officer.
2. Make recommendations to the Chief Administrative Officer regarding step adjustments for employees within their departments.

**APPENDIX A**

**Town of Amherst**

Salary Grid

January 1, 2019

Job Level	Salary Amount	
Mayor	Stipend	\$41,178
Deputy Mayor	Stipend	\$27,723
Councillor	Stipend	\$25,050

**APPENDIX A-1**

April 1, 2017

Salary Grid

Other Non-Union Positions

Salary Amounts

<u>Job Level</u>	
Chief of Police	\$ 120,549
Deputy Chief of Police	\$ 111,138

\*\* Effective April 1, 2018 the Chief of Police and Deputy Chief of Police salaries will be calculated on April 1<sup>st</sup> of each year as being 141% and 129% respectively of the first class constable rates.

<u>Job Level</u>	
Incumbent Town Engineer	\$ 90,098



Job Title	Hourly Rate				
	Step 1	Step 2	Step 3	Step 4	Step 5
Casual Firefighter	16.93	17.21	17.51	17.81	18.10
Jail Guards	12.16	12.56	12.98	13.39	13.87
Canine Control Officer	12.16	12.56	12.98	13.39	13.87
School Crossing Guards	12.16	12.56	12.98	13.39	13.87
Ice Marshall	12.11	12.49	12.91	13.32	13.80
Other	Provincial Minimum Wage				

APPENDIX C JOB CATEGORIES

Category	Position
Senior Officer	Deputy CAO
	Chief Financial Officer
Director	Director of Recreation
Manager	Fire Chief
	Operations Manager
	Manager of Land Use Planning and Strategic Initiatives
	Manager of Financial Services
Officer	Business Development Officer
	Building Official
	IT Manager
	Municipal Clerk
Supervisor	Exec Asst/Dispatch Coordinator
	Transportation Foreman
	Facility Manager
	Capital Asset Coordinator/Property Manager
Admin/Cust Serv 4	Fire Inspector
	Deputy Clerk
Admin/Cust Serv 3	GIS Coordinator
	Corporate Communications Officer (CCO)
	Horticulturalist
	Fire Fighter
	Procurement Coordinator
	Revenue Officer
	Accounts Payable Coordinator
	Cashier/Receptionist
	Water Sewer Billing Clerk
	IT Coordinator
Admin/Cust Serv 2	Admin Asst Recreation February 25, 2019
	Admin Clerk Public Works
	Active Living Coordinator
	Culture/Marketing/Tourism Coordinator (Term)
	Administrative Assistant – Clerk’s Office
Admin/Cust Serv 1	Bylaw Enforcement Officer
	Criminal Records Checks
	Dispatcher

CATEGORY	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Officer	104,169	105,396	106,623	107,850	109,076	110,303	111,530	112,757
Director	86,092	87,900	89,708	91,516	93,323	95,131	96,939	98,747
Manager	71,162	72,208	73,254	74,300	75,347	76,393	77,439	78,485
Officer	59,295	61,092	62,890	64,687	66,484	68,281	70,079	71,876
Supervisor	52,569	53,998	55,426	56,855	58,283	59,712	61,140	62,569
Admin/Cust Serv 4	51,017	52,311	53,604	54,898	56,191	57,485	58,778	60,072
Admin/Cust Serv 3	42,895	44,626	46,358	48,089	49,820	51,551	53,283	55,014
Admin/Cust Serv 2	39,458	40,443	41,427	42,412	43,396	44,381	45,365	46,350
Admin/Cust Serv 1	36,829	37,698	38,568	39,437	40,306	41,175	42,045	42,914

**6.9     Joint Council Committee Terms of Reference**  
**Moved By Councillor Jones**  
**Seconded By Deputy Mayor Christie**  
**That Council approve the new Policy #10350-27 Joint Council Committee Terms of Reference.**

**Motion Carried**

TOWN OF AMHERST POLICY

NUMBER    10350-27  
PAGE        10 of 2

DEPARTMENT:        Executive

TITLE: **Joint Councils Terms of Reference**

Minutes reference date:

1<sup>st</sup> Revision date:

**Introduction**

The Councils of the Municipality of the County of Cumberland (“the County”), the Town of Oxford (“Oxford”) and the Town of Amherst (“Amherst”) wish to establish a committee through which issues of mutual interest may be discussed at the council level. To this end, the Joint Council Committee has been established as a standing committee of each of the Councils.

**1. Goals**

To assist the Councils in an effort to:

- Identify opportunities for and encourage coordination, cooperation or sharing of services and/or programs between the municipal units.
- Promote the Cumberland region as a vibrant and healthy community that is a great place to live, work and play.

**2. Purpose**

The purpose of Committee is to:

- Facilitate communication between and among elected officials and provide a forum for the exchange of information on issues of mutual interest;
- Review studies, plans and proposals related to the approved committee goals and provide comments to staff and recommendations Councils.
- Propose policy changes that would encourage or enable the Committee’s approved goals.
- Act as a single forum for presentations or report to both municipalities when appropriate. (example – grants to organizations )

**3. Membership**

- All elected members of the Councils of all three units are voting members of this committee.
- The CAO’s are non-voting members of the Committee.
- The Warden and Mayors shall act as the chair on a rotating basis.
- The Municipal Advisor who has been appointed by the Department of Municipal Affairs for the region shall be an ex-officio member

**4. Meetings**

- The Committee will meet on the first Tuesday of February, May, September, and December of each year.
- Together, the Warden and Mayors may convene additional meetings as deemed necessary in consultation with the CAO’s.
- A quorum will consist of fifteen voting members including at least two voting members of each Council.
- Meeting location and coordination shall rotate among the three municipal units.
- Minutes shall be kept and the municipality coordinating the meeting will provide administrative support.

- Agenda items will be compiled by the hosting Municipal Clerk or CAO. Any agenda items must be forwarded to staff at least two weeks in advance of meetings.
- Agendas and staff reports shall be made available to the Committee on the Friday immediately preceding the scheduled meeting. Agendas and staff reports shall also be posted to the Amherst website prior to the meeting. The County and Oxford shall post a link to the agenda on their respective websites.
- No additions to the agenda will be permitted at the beginning of a meeting unless unanimously accepted.

#### **5. Role and Responsibility of Staff**

Staff representatives from the County, Oxford and Amherst shall provide administrative and research support to the Committee. This includes, but is not limited to the preparation and distribution of agendas and staff reports. Staff of each municipal unit will maintain a copy of all official records pertaining to the committee within their organization in accordance with their records management policy.

#### **6. Reporting and Communication**

Meetings of the Committee shall take place in accordance with Section 22 of the Municipal Government Act.

A meeting report including the meeting agenda, draft minutes and any forthcoming recommendations shall be presented to all councils at their next regular meeting.

Approved motions of the committee shall constitute recommendations to each of the Councils of the County, Oxford and Amherst.

#### **7. Conflict of Interest**

Members shall declare possible conflicts of interest before agenda items are presented and leave the meeting or part of the meeting during which the matter is under consideration.

#### **8. Amendments**

The Committee may recommend amendments to these terms of reference to each of the participating councils. Any amendments must be approved by all three Councils to be effective.

#### **6.10 April and May Meeting Dates**

**Moved By Councillor Blanch**

**Seconded By Councillor Jones**

**That due to Good Friday and Easter Monday, and the fact that there are five Mondays in April, that the regular Committee of the Whole meeting scheduled for Monday, April 15, 2019 be changed to Tuesday, April 23, 2019, and that the regular Council meeting scheduled for Monday, April 22, 2019 be changed to Monday, April 29, 2019, and further that due to the Victoria Day holiday in May, that the regular Committee of the Whole meeting scheduled for Monday, May 20, 2019 be changed to Tuesday, May 21, 2019.**

**Motion Carried**

#### **6.11 RCMP Correspondence**

**Moved By Councillor Blanch**

**Seconded By Councillor Byrne**

**That Council direct the Mayor to respond to the RCMP correspondence with his letter as drafted in the agenda package.**

**Motion Carried**

### **7. INTERNAL COMMITTEE REPORTS**

#### **7.1 Planning Advisory Committee**

Information item; no direction given or action required.

#### **7.2 Amherst Board of Police Commissioners - No Report - Meeting February 27, 2019**

#### **7.3 Amherst Youth Town Council**

Information item; no direction given or action required.

#### **7.4 Audit Committee Report**

Information item; no direction given or action required.

### **8. EXTERNAL COMMITTEE REPORTS**

#### **8.1 Cumberland Public Libraries**

Information item; no direction given or action required.

#### **8.2 Cumberland YMCA - No Report**

#### **8.3 Cumberland Joint Services Management Authority – No Report**

8.4     **Northern Region Solid Waste Committee – No Report**

8.5     **L.A. Animal Shelter – No Report**

8.6     **Senior Safety – No Report**

8.7     **Inter-Municipal Tourism – No Report**

**9.       ADJOURNMENT**

Mayor Kogon adjourned the meeting at 8:00 p.m.

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Kimberlee Jones  
Municipal Clerk

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David Kogon, MD  
Mayor