

**Town of Amherst
Capital Budget
Minutes**

Date: February 22, 2023
Time: 12:00 pm
Location: Council Chambers, Town Hall

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

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

Mayor Kogon called the meeting to order.

The CAO gave opening remarks and explained the process, noting the difference between capital and operating budgets.

The CAO explained how the budget was developed, referencing our street rating system, vehicle / equipment replacement plan and building condition factors. Sources of financing were outlined. A summary of the changes in the operating and capital reserve balances from 2021 to the present was presented.

The CAO summarized every RFD for each capital budget item.

1. **2023-24 Capital Budget**
2. **Water**
3. **Equipment**
4. **Buildings/Land**
5. **Operations**

Councillor Fawthrop would like upper Church Street by the Cemetery to be considered for paving.

Deputy Mayor Landry added that Anson Avenue is deteriorating as well, he would also like this looked at and considered in this year's capital budget. Councillor Emery agreed.

Further to the replacement of the tactile crosswalk plates, Councillor Fawthrop would like staff to investigate if there are any government grants to make accessibility improvements.

6. Fire

7. Police

8. Recreation

The general consensus was to hold off on the Stadium Elevator Modernization at this time. Councillor Davidson suggested that instead perhaps the main floor viewing area could be raised to allow for better viewing. Deputy Mayor Landry would like to see the Accessibility Committee consulted regarding this.

9. Capital Years 2-5

10. Vehicle / Equipment Replacement Plan

11. Rating Factors

11.1 Model for Determining Street Treatment

11.2 PASER Street Ratings and Sidewalk Ratings

11.3 Maps

12. Reserve Balances

Moved by Councillor Davidson

Seconded by Deputy Mayor Landry

To remove the earmarking of funding in the capital carry over projects relating to the foot bridge in the capital reserve. To instead make the foot bridge part of the Active Transportation Plan review.

Motion Carried

13. Policies

13.1 Debt Management Policy

13.2 Budget Management Policy

13.3 Capital Investment Plan (CIP) Framework Policy

13.4 Sidewalk Inspection and Maintenance Policy

13.5 Street Inspection and Maintenance Policy

13.6 Street Rating System Policy

Moved by Councillor Davidson

Seconded by Deputy Mayor Landry

To refer approval of the capital budget to the February 27, 2023 regular meeting of Council.

Motion Carried

Moved by Deputy Mayor Landry

Seconded by Councillor Fawthrop

To adjourn the meeting.

Motion Carried