

## **SPECIAL COUNCIL COMMITTEE**

The Special Session of Council Committee of the Municipality of the County of Colchester was held in the Courthouse, Truro, Nova Scotia on Monday, May 13, 2013 at 6:00 p.m.

### **Roll Call**

The roll was called with the following Councillors in attendance:

Mayor Bob Taylor, Chair	
Councillor Christine Blair	District #1
Councillor Geoff Stewart	District #3
Councillor Mike Cooper, Chair	District #4
Councillor Lloyd Gibbs	District #5
Councillor Karen MacKenzie	District #6
Councillor Michael Gregory	District #7
Councillor Doug MacInnes	District #9
Councillor Tom Taggart	District #10
Councillor Wade Parker	District #11

Regrets:

Deputy Mayor Bill Masters	District #2
Councillor Ron Cavanaugh	District #8

### **Purpose and Process**

Mr. Bruce Purchase, Director of Corporate Services, indicated that this meeting was being held primarily to introduce Councillors elected in 2012 to the capital budget process. This orientation session will explain the process, including schedules, reporting requirements and funding capacity to do capital projects. The process begins in the spring with this meeting followed by three to four meetings after that to receive Council's input and set priorities.

Mr. Purchase then went on to explain the schedules that are set up as part of the capital budget plan:

- Schedule 'A': includes projects that Council has already approved and identified funding sources for a five-year period. Council has asked that there be some flexibility with Schedule 'A' to allow for unanticipated projects that may come up throughout the year.
- Schedule 'B': includes smaller capital items, i.e. equipment, vehicles and buildings and usually approved by Council as a package. These items are funded by capital reserve funds.

- Schedule 'C': includes projects from staff and Councillor projects from their own district. Projects on this list require Council approval before going forward for costing and possibly being moved to Schedule 'A'.

Mr. Purchase also explained the reporting requirements for gas tax projects (including the circulation of a letter from the Canada-Nova Scotia Infrastructure Secretariat), funding capacity for capital projects and next steps.

### **Overview of Projects**

Ms. Michelle Newell, Acting Director of Public Works, provided an overview of capital projects that the Municipality has completed, are nearing completion, are in progress or are coming up in 2014. She also explained the process on how the Public Works Department brings projects forward to Council for consideration as part of the capital budget process.

### **Next Steps**

Mr. Purchase circulated copies of Schedules 'A', 'B' and 'C' that were put together prior to year-end. These schedules will be updated when Council meets again on the capital budget plan sometime in June. This will give Councillors the opportunity to think about potential projects in their own districts.

### **Adjournment**

Moved by Councillor Gregory  
Seconded by Councillor MacInnes

“That the meeting be adjourned at 7:45 p.m.”

Motion Carried Unanimously.

Sheila Arsenault  
Recording Secretary