

Minutes of the Regular Meeting of the Town of Oxford Council

Place: Council Chambers
Date: Tuesday, March 19, 2019
Presiding Officer: Mayor Trish Stewart
Councilors present: Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Rick Draper, Wendy Sweet-Kontuk and Wade Adshade
Councilors absent: Nil

A quorum was present throughout the meeting.

Staff in attendance: Rachel Jones, CAO and Linda Cloney, Deputy Clerk (recording secretary)
Call to order: Mayor Stewart called the meeting to order at 6:00 pm.

Agenda item	Discussion and Decisions
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2. Approval of Agenda	Additions to the agenda: 4.7 Recycling Steering Committee 4.8 Paramedic First Responder Crisis in Cumberland County 5.6 Fire Report
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It was moved and seconded that the agenda of the Oxford Town Council regular council meeting of March 19, 2019 be approved as amended.

Motion Carried

3. Approval of Previous Minutes	It was moved and seconded that the minutes of the February 19, 2019 Oxford Town Council meeting be approved as circulated.
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Motion Carried

4. New Business	RFD #006-2019 Inspection Services Appointments
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It was moved and seconded that Town Council appoint the following employees of the Municipality of the County of Cumberland for the following inspection services:

David Buell	Fire/Building Inspector
Monty Maddison	Building Inspector
Thomas Trenholm	Fire/Building Inspector
Melissa Siddall	Fire/Building Inspector
Steve Varner	Building Inspector

Further, that the Town appoint the following Bylaw Enforcement Officers:

Ron Moore	Bylaw Enforcement
Jamie Spicer	Canine Control/Bylaw Enforcement
Terry Hoeg	Bylaw Enforcement

Motion Carried

4.2 **CJSMA 2019/20 Draft Budget**

It was moved and seconded to approve the CJSMA 2019/20 Draft Budget as presented.

Motion Carried

4.3 **CED Business Entrance Sign Guidelines**

It was moved and seconded that Town Council accept the CED Business Entrance Sign Guidelines as presented.

Motion Carried

4.4 **Joint Councils Policy**

It was moved and seconded that Town Council approve the Joint Councils Policy as presented.

Motion Carried

4.5 **Downtown Beautification – Discussion**

Highlights from the discussion:

- Communities in Bloom flower baskets will be made here in Oxford by Joanne Whitley
- The quote presented to Town Council was \$40.00 per flower basket.

It was moved and seconded that Town Council approve the quote by Joanne Whitley for twenty-two flower baskets and to add three more flower baskets for a total of twenty-five flower baskets.

Motion Carried

4.6 **Provincial Library Funding – Discussion**

Highlights from the discussion:

- If all municipalities do not agree with the funding increases, that are mandatory by the Province, the consequence will be library closures.
- The Town expects to get a twelve month notice from the Province come April 2018 regarding the funding proposals.
- The Town provides the space and heat in addition to the cost of the library.
- The CAO's of Cumberland County have had discussions with NSFM (Nova Scotia Federation of Municipalities) regarding this issue.
- This is a 41% proposed increase for Cumberland.
- Review the Town owned buildings to see if there is space to house the library.

It was moved and seconded that Town Council will write a letter to NSFM

protesting the proposed library funding formula changes and requesting the Town of Amherst and the County of Cumberland to sign as well should they feel that they agree.

Motion Carried.

4.7

Recycling Steering Committee

Highlights from the discussion:

- The CAO's are working on a final version of the inter-municipal agreement for solid waste.
- The CAO's will draft a terms of reference for a consultant to analyze the recycling options.
- the anticipated cost of a consultant isn't expected to be more than \$25,000.00
- The outside consultant would be overseen by a recycling steering committee.
- The cost sharing would be in accordance with the CJSMA (Cumberland Joint Services Management Authority) current funding formula.
- The following options that the CAO's identified for the consultant is:
 - look at the transfer site at Little Forks
 - for a Municipality Recycling Facility (MRF) at Little Forks
 - a direct haul to some remote handling facility or other viable options identified by the consultant.
 - Consult The Nova Scotia Department of Environment
 - Potential direct haul contractors
 - All three municipalities around our collection service providers and the management of any potential delivery sites from recyclable materials.
- The CAO's are targeting the development report to be ready for May 2019

It was moved and seconded that Town Council agree to forming a steering committee to determine the options of recyclables for Cumberland County.

Motion Carried

4.8

Paramedic First Responder Crisis in Cumberland County – Discussion

Highlights from the discussion:

- at any given time there may be no coverage in Oxford
- The majority of the paramedics' time spent is in the Halifax area
- the paramedics wanted to alert the Town that Cumberland County is not covered all the time.
- Some of our firefighters are concerned that if the paramedics are away from Cumberland that the firefighters will end up with a lot of the calls, especially where many of our firefighters have jobs.

- it was expressed for the public to contact our MLA and to voice the concerns about what is happening in Cumberland County and in the Town of Oxford with the coverage of medical first responders.
- Town Council will send a letter to the MLA, the Premier and the Minister of Health.
- Once this letter is written the staff will post this on our social media and encourage the public to contact the MLA and the Minister.

**5. Reports
(5.1 to 5.6)**

Rachel Jones, CAO presented the Staff Reports.

Key points discussed were:

- Wesley Adshade was present and discussed with Council his report. Details that were covered were:
 - a water break has been found and it was going into the river.
 - There is a temporary fix in place.
 - Rachel and Wes are working on an alternative procurement solution to get this water line fixed because it is impacting our ability to provide fire protection and to keep the reservoir full, and will confirm this as an acceptable process with NS Procurement.
 - The staff has been in touch with Dillion Consulting and they anticipate that the cost will be approximately the same as the Little River Crossing if not lower.
 - The town has the ability to fund this through our depreciation account.
 - The major construction will be on Water Street where the valve is.
 - They do not expect to have very much street closure.
 - Through the Water Rate study we will be mapping out projects and start looking at what funding is available and making an application for those projects.
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Staff was given direction to go ahead with this process and bring back further costs to Town Council.

- When this water break happened, the Town has lost all the water in the old reservoir on Pugwash Road.
- The reservoir is very messy inside; there is lots of debris in it.
- Wes has shut off the valves to it.
- Greatario has quoted \$4,500 to inspect the reservoir.
- 1969 is the year the reservoir was installed.
- This is in our capital priorities for the water utility to be replaced and it is estimated to be approximately \$600,000.00.

Staff was directed to proceed with the inspection and to get a report done on the reservoir. Staff was also directed to move forward with the process for an alternative procurement to get the water line fixed and staff will continue to update Town Council on the progress.

- Rachel and Wes have been working with Gerry Eisner to get our water rate study all together.
- Gerry will bring the proposed rate study to Council as a presentation.
- They have also discussed the capital priorities they should put in place and how they are going to be funded. This will be set for the next three years.

Following the Public Works Report, Wesley Adshade left the Council Meeting.

Highlights from the remainder of the reports:

- March Break activities are organized – promoted well on our social media
- Arena Committee provided a terms of reference, to be approved, in their report

It was moved and seconded that Town Council approve the terms of reference, provided by the Arena Committee, as presented.

Motion Carried

- the progress on the ventilation was discussed. Staff plans to have a full implementation in the fall of 2019.
- there is fire agreement in place with the Municipality of Cumberland County. This agreement is increase by CPI each year.

It was moved and seconded that Council receive the reports as presented.

Motion Carried

6. Correspondence

Town of Shelburne: Provincial HST

Staff is directed to write a letter of support to the Town of Shelburne regarding the Provincial HST, in which then will be forwarded to the Nova Scotia Federation of Municipalities.

6.2

Town of Westville: Public Libraries Funding Proposal

Staff is directed to write a letter similar to the Town of Westville’s letter regarding the Public Libraries Funding Proposal to be forwarded to the Deputy Minister of Communities, Culture and Heritage.

6.3

NSFM Resolution Process Feedback

Town Council didn’t have any feedback to share regarding the resolution process for the Nova Scotia Federation of Municipalities (NSFM).

6.4 Eleanor Mattinson/Linda Forrington: Dangerous & Unsightly Premises 63 Elm Street

Rachel Jones will write a letter to the property owner and start the process for Dangerous or Unsightly Premises as provided by the Municipal Government Act of Nova Scotia.

6.5 Ross McKellar: Dangerous & Unsightly Premises 63 Elm Street

Same as 6.4, Rachel Jones will write a letter to the property owner and start the process for Dangerous or Unsightly Premises as provided by the Municipal Government Act of Nova Scotia.

6.6 Oxford Pioneer Heritage Club

It was decided to write a letter of support for the Oxford Pioneer Heritage Club in regards to the Heritage Canada grant to financially assist with repairs to the building.

7. Adjournment Mayor Stewart advised Council the next meeting is scheduled for April 15, 2019 at 6:00 pm in the Council Chambers.

It was moved and seconded that the meeting be adjourned.

Motion Carried

The meeting was adjourned at 7:05 pm.



Patricia Stewart, Mayor



Linda Cloney, Recording Secretary