



TOWN OF OXFORD  
Committee of the Whole Meeting  
Town Hall – Council Chambers  
Monday, 6 May 2019  
6:00 PM

## AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
  - 3.1 Committee of the Whole – 6 May 2019
4. New Business
  - 4.1 RFD 009-2019 Surplus Land Sales
  - 4.2 2018-19 Fiscal Year End Projection: Discussion
  - 4.3 Communication Policy: Discussion
5. Correspondence
  - 5.1 CBRM Declaration of Climate Change
6. In Camera
7. Adjournment

## Minutes of the Committee of the Whole Meeting

Place: Council Chambers  
Date: Monday, May 6, 2019  
Presiding Officer: Mayor Patricia Stewart  
Councilors present: Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Rick Draper, Wendy Sweet-Kontuk and Wade Adshade  
***A quorum was present throughout the meeting.***

Staff in attendance: Rachel Jones, CAO  
Linda Cloney, Deputy Clerk (recording secretary)  
Media Present: Bill Martin – Six Rivers News, Radio, & TV  
Presenter Present: Paul Wills – Municipal Finance Corporation

Call to order: Mayor Patricia Stewart called the meeting to order at 6:00 pm

---

Agenda item	Discussion and Decisions
2. Agenda	<b>It was moved and seconded that the agenda of the Committee of the Whole Meeting for May 6, 2019 be approved.</b>  <b>Motion Carried</b>
3. Approval of Previous Minutes	<b>It was moved and seconded that the minutes of the previous Committee of the Whole Meeting dated April 1, 2019 be approved.</b>  <b>Motion Carried</b>
4. New Business	<b>Debt Management Policy – Paul Wills, MFC</b> <ul style="list-style-type: none"><li>• Oxford has increased in population by 3.4 % between the years of 2011 – 2016.</li><li>• Oxford needs to carefully track performance on the key Financial Condition Index (FCI)</li><li>• Mr. Wills presentation suggests Oxford to take a strategic approach to taking on more debt.</li><li>• The policy purpose summarized is:<ul style="list-style-type: none"><li>- Debt and related costs are important long-term obligations.</li><li>- Must be managed within available resources.</li><li>- Influences decisions about service levels &amp; incurring additional debt.</li></ul></li></ul> <b>It was moved and seconded that Committee of the Whole recommend the Debt Management Policy to Council.</b>  <b>Motion Carried</b>  <b><i>A copy of the power point presentation and the Debt Management Policy is filed with the Council Package.</i></b>  <b><i>Following this presentation, Mr. Wills left the meeting.</i></b>

---

4.2

**Ballfield Maintenance: Discussion**

- There are some volunteers that want to bring some heavy equipment onto the ballfield to do some ballfield maintenance.
- The Town welcomes volunteers to help with raking the infield.
- An additional load of topsoil for the infield will be included in this year's budget.
- If privately operated heavy equipment is going to be on the ballfield the Town needs to have a Town Employee there at that time to supervise for safety reasons and to ensure there is no damage done to the ballfield.
- The town staff have already met to discuss preparing the field for the season, which will include installing the dugouts, mowing the lawn, installing the bases, and depositing a load of topsoil to the infield.
- The town staff are anticipating to have the ballfield ready by the long weekend in May.
- The town staff are working with all the various groups to get the town facilities up and running.

---

4.3

**Summary of Bill 92: Information and Discussion**

*A copy of this document is filed with the Council Package.*

---

4.4

**Provincial Surplus Land Notice: Information and Discussion**

*A copy of this document is filed with the Council Package.*

---

5. Correspondence

***NIL***

---

6. In Camera

***NIL***

---

7. Adjournment

Mayor Patricia Stewart advised Council the next regular meeting for Oxford Town Council is scheduled for May 20, 2019 and the next Committee of the Whole Meeting is scheduled for June 3, 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 7:14 p.m.**

---

---

Patricia Stewart, Mayor

---

Linda Cloney, Recording Secretary



**REQUEST FOR DECISION**  
**Sale of Surplus Land**  
**#009-2019**

Date: 30 May 2019	Subject: Sale of Surplus Land
Proposal Attached: No	Submitted by: Rachel Jones, Chief Administrative Officer

Proposal:	To confirm public process as it relates to disposing of surplus land owned by the Town of Oxford.
Background:	<p>Last year, a parcel of unused land that is owned by the Town of Oxford became of interest to a member of the public to purchase. Since that time, that individual withdrew their interest, however, there is a new individual who is now interested in purchasing the property.</p> <p>As a review from the previous request, there are provisions within the Municipal Government Act of Nova Scotia to consider when faced with selling municipally-owned land. The sections to consult are provided here:</p> <p><b>Sale or lease of municipal property</b></p> <p>51 (1) A municipality may sell or lease property at a price less than market value to a nonprofit organization that the council considers to be carrying on an activity that is beneficial to the municipality.</p> <p>(2) A resolution to sell or lease property referred to in subsection (1) at less than market value shall be passed by at least a two thirds majority of the council present and voting.</p> <p>(3) Where the council proposes to sell property referred to in subsection (1) valued at more than ten thousand dollars at less than market value, the council shall first hold a public hearing respecting the sale.</p> <p>(4) The council shall advertise the public hearing at least twice, in a newspaper circulating in the municipality, the first notice to appear at least fourteen days before the hearing.</p>

	<p>(5) The notice of the public hearing shall include the date, time and place of the hearing, the location of the real property or a description of the tangible personal property, the estimated value of the property and the purpose of the sale.</p> <p><b>Sale to abutting owner</b>  51A Where a municipality holds land that is of insufficient size or dimensions to be capable of any reasonable use, in the opinion of the council, all or part of the land may be sold to the owner of any lot abutting that land and may be consolidated with such lot and, notwithstanding Section 51, the sale price of the land so sold may be set by council at a price that is less than market value at the time of the sale.</p> <p>Council has the right to follow several options, including holding a public hearing on each sale regardless of property value, invite sealed bids on properties particularly those under \$10,000 in value, list the property with a professional real estate agent to acquire offers of purchase, or only deal with the individual who initiates a request to purchase.</p> <p>A full market appraisal was completed on the property in question and it is below the \$10,000 threshold noted in the Municipal Government Act. At the Council meeting in September 2018, Council determined that the approach to sell land assessed at less than \$10,000 would be to notify the public and open it to a sealed bid process per purchase. From that process, the highest bid would be the successful buyer.</p> <p>Regardless of any process, this matter would come back before Council for a formal resolution to sell this or any other property.</p>
Benefits:	<ul style="list-style-type: none"> <li>• Creates a transparent and open process to dispose of surplus land.</li> <li>• Allows any interested party to bid on the land.</li> <li>• The land is surplus to the Town’s needs and with its sale, would remove it from our responsibility.</li> </ul>
Disadvantages:	May allow for someone other than the interested party to purchase the land.
Options:	
Required Resources:	

Source of Funding:	
Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Workplan Implications (now/future):	
Communication Plan:	Pending Council approval, an advertisement of the land to be sold will be published in the local paper and on the Town's social media sites, setting a date for any interested bids to be submitted. This process would also be communicated directly to the interested party who brought this request forward.
Staff Comments/ Recommendations:	
CAO's Review/ Comments:	

CAO Initials: RLJ

Target Decision Date: 3 June 2019

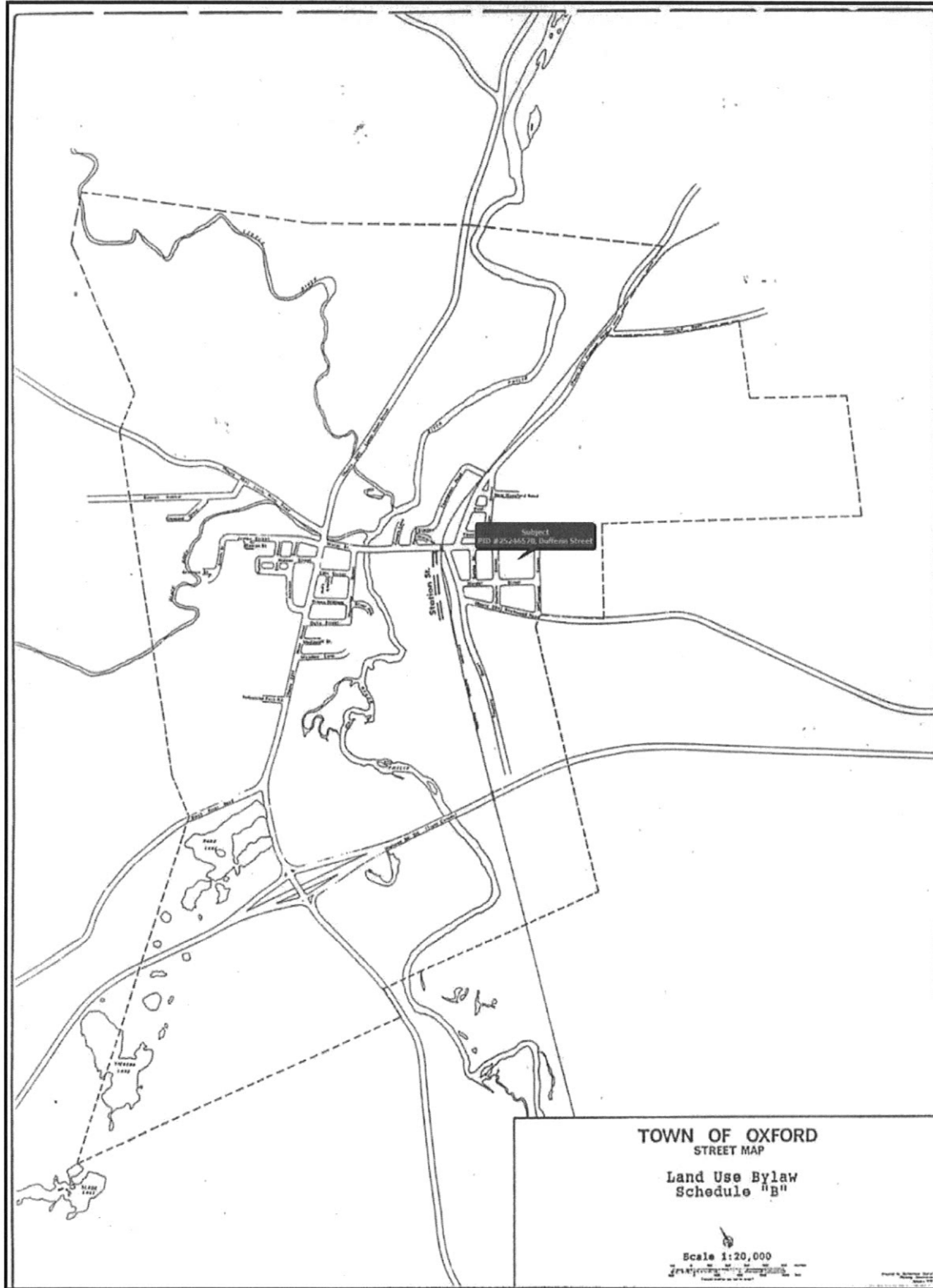
REFERENCE:

### Location Map

FILE NO.: 071718B

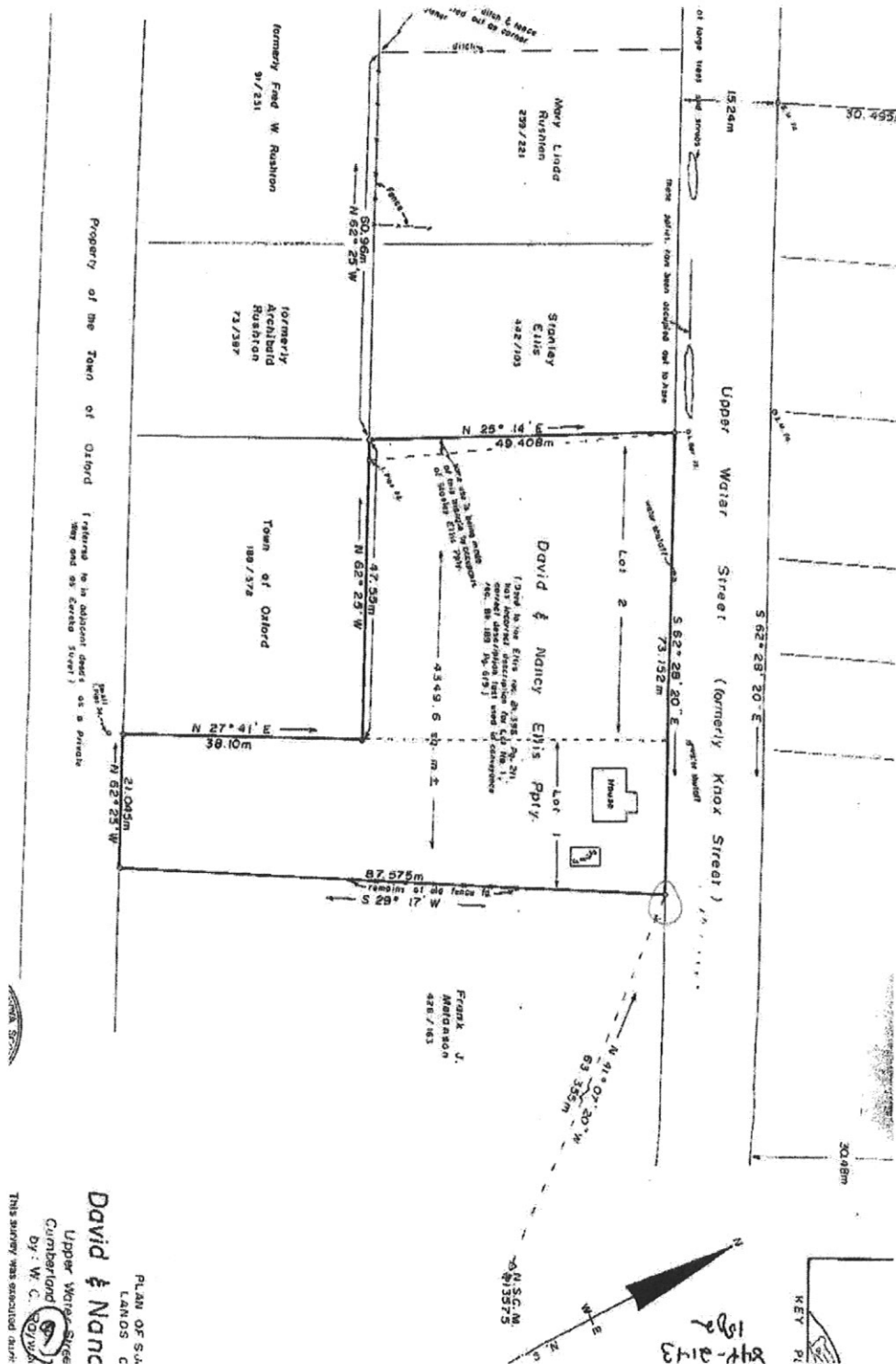
<b>CLIENT</b>	CLIENT: Town of Oxford	<b>APPRAISER</b>	APPRAISER: Malcolm S. Tizzard CRA
	ADDRESS:		ADDRESS: 1036 Kolbec Road, RR #1
	PHONE: (902) 447-2130		PHONE: (902) 664-6699
	FAX:		FAX: (902) 447-3442

**PID #25246570, Dufferin Street, Oxford, NS B0M 1P0**



Recorded Survey Plan

Schedule C





## Comparative Income Statement

	Budget 18/19	<u>Actual 18/19</u>	Variance	NOTES
<b>REVENUE</b>				
<b>Tax Revenue</b>				
Residential Tax	754,500	753,515.46	(984.54)	
Commercial Tax	1,011,325	1,011,324.44	(0.56)	
Agreement O.F.F.	-	0.00	-	
Resource Tax	10,600	10,507.32	(92.68)	
Forest (Under 50,000 Acres)	175	182.25	7.25	
Business Occupancy Tax	-	0.00	-	
Based on Revenue - Aliant	3,600	3,761.56	161.56	
Sewer Rates	177,300	176,228.63	(1,071.37)	
Deed Transfer Tax	5,000	33,549.85	28,549.85	
<b>Total Taxes</b>	<u>1,962,500</u>	<u>1,989,069.51</u>	<u>26,569.51</u>	
<b>Grants in Lieu</b>				
Federal Government - Canada Post	2,375	2,364.51	(10.49)	
Federal Government - RCMP	17,675	21,961.23	4,286.23	
Provincial Government - DNR	13,475	9,199.80	(4,275.20)	
Provincial Government - Liquor Comm	9,200	13,468.83	4,268.83	
<b>Total Grants in Lieu</b>	<u>42,725</u>	<u>46,994.37</u>	<u>4,269.37</u>	
<b>Services to Other Governments</b>				
Cumberland County - Fire Protection	55,000	56,214.80	1,214.80	
<b>Total Services to Other Governments</b>	<u>55,000</u>	<u>56,214.80</u>	<u>1,214.80</u>	
<b>Own Source Revenue</b>				
Arena - Ice Rentals	38,000	43,231.01	5,231.01	

Arena - Fish and Game Show Revenue	8,000	225.00	(7,775.00)	
Arena - Sign Rentals	4,000	1,000.00	(3,000.00)	
Arena - Fun Hockey Registrations	1,000	1,500.00	500.00	
Soccer Program Registrations	1,300	1,540.00	240.00	
Steve Nash Basketball Registrations	2,000	2,690.00	690.00	
Free Skate Program	3,800	2,630.00	(1,170.00)	
Special Program Registrations	4,000	650.00	(3,350.00)	
Community Garden - Grant Funding	-	3,150.00	3,150.00	
Strawberry Festival Revenue	-	4,376.10	4,376.10	
Junior NBA	-	800.00	800.00	
Heritage Gas Revenue	17,000	33,368.03	16,368.03	
Theatre Revenue	2,000	2,804.36	804.36	
Dog Licences	150	80.00	(70.00)	
Building Permits	500	0.00	(500.00)	
Sub Division Plans	100	0.00	(100.00)	
Fine Revenue	200	913.09	713.09	
Office Rent Water	5,500	0.00	(5,500.00)	
Medical Centre Rents	21,700	19,415.26	(2,284.74)	Budgeted rent increase not implemented
Probation Office Rent	3,000	2,400.00	(600.00)	
Interest on Investments	3,200	40.80	(3,159.20)	
Interest on Taxes	19,000	32,505.72	13,505.72	
A/R adjustments	-	0.00	-	
Tax Certificates	50	510.00	460.00	
Communities in Bloom Revenue	2,000	277.00	(1,723.00)	
Sales of materials	-	5,517.50	5,517.50	
<b>Total Own Source Revenue</b>	<b>136,500</b>	<b>159,623.87</b>	<b>23,123.87</b>	
<b>Unconditional Transfers</b>				
Equalization Grant	178,175	178,171.00	(4.00)	
Farm Acreage Grant	2,600	2,605.00	5.00	
HST Offset Payment	8,900	12,671.00	3,771.00	

<b>Total Unconditional Transfers</b>	<b>189,675</b>	<b>193,447.00</b>	<b>3,772.00</b>
<b>Conditional Transfers</b>			
EMO Grant Civic #	1,000	1,000.00	-
CNTA Grant - VIC	-	0.00	-
Fed Gov Funding - Summer Students	3,000	3,300.00	300.00
Comm Enhancement Grant Funding	4,000	1,000.00	(3,000.00)
<b>Total Conditional Transfers</b>	<b>8,000</b>	<b>5,300.00</b>	<b>(2,700.00)</b>
<b>Other Transfers</b>			
Gas Tax Revenue	-	0.00	-
County Funding - Arena	10,000	3,000.00	(7,000.00)
MPAL Funding Province	15,000	15,000.00	-
Grants from Other Organizations	-	81,130.00	81,130.00
Transfer from Surplus	-	0.00	-
TRANSFER FROM OPERATING RESERVE	6,500	62,521.25	56,021.25
Transfer From Local Fire Assoc	10,000	10,000.00	-
<b>Total Other Transfers</b>	<b>41,500</b>	<b>171,651.25</b>	<b>130,151.25</b>
<b>TOTAL REVENUE</b>	<b>2,435,900</b>	<b>2,622,300.80</b>	<b>186,400.80</b>
<b>EXPENSE</b>			
<b>General Government</b>			
Mayor Honorarium	9,175	9,010.68	(164.32)
Mayor Expenses	1,500	2,994.09	1,494.09
Council Honorariums	25,725	23,829.92	(1,895.08)
Council Expenses	5,600	4,763.57	(836.43)
Salary - CAO	77,925	76,827.14	(1,097.86)
Salary - Deputy Clerk	47,200	41,564.40	(5,635.60)
Salary - Office Staff	36,825	34,810.40	(2,014.60)

From Water Utility	(49,750)		49,750.00	
Legal Fees	10,000	2,768.78	(7,231.22)	
CAO Contracted Services	14,000	26,339.67	12,339.67	Add'l services required through audit process
Accounting Contracted Services	30,000		(30,000.00)	
Canada Pension Plan	16,150	27,297.48	11,147.48	
Employment Insurance	6,750	14,012.70	7,262.70	
Health Plan (Blue Cross)	5,100	6,579.52	1,479.52	
Pension - CAO	4,675	0.00	(4,675.00)	
Pension - Employees	8,500	25,602.96	17,102.96	
Xmas Bonuses	875	675.00	(200.00)	
CAO Seminars & Travel	2,500	6,030.30	3,530.30	
Audit Fee	14,500	19,814.46	5,314.46	More work than usual required by auditors
Town Hall Insurance	2,050	1,749.85	(300.15)	
Office Postage	4,000	3,806.98	(193.02)	
Office Supplies & Advertsing	7,000	13,916.50	6,916.50	
Office Programmer	8,000	104.18	(7,895.82)	
Town Hall Janitor & Supplies	7,100	3,889.69	(3,210.31)	
Town Hall Telephones	4,800	7,242.16	2,442.16	
Town Hall Electricity	4,000	4,209.38	209.38	
Town Hall Natural Gas	6,850	8,764.13	1,914.13	All natural gas expenses are higher than budgetted
Town Hall Water	250	295.96	45.96	
Town Hall Sewer	200	300.00	100.00	
Workplace Wellness	1,000	0.00	(1,000.00)	
Town Hall Maintenance	5,000	1,290.93	(3,709.07)	
Municipal Election	-	4,455.68	4,455.68	Cost for special election in February 2019
Bond Insurance	200	0.00	(200.00)	
Losses on Appeals/Habitat Subdiv	-	0.00	-	
OPH Grant	1,500	0.00	(1,500.00)	
Lion's Club Rental	4,050	0.00	(4,050.00)	
Conferences and Workshops	8,000	5,347.59	(2,652.41)	
Public Official Liability Ins	3,050	0.00	(3,050.00)	
Dues - UNSM/FCM/CNTA/POL BD	3,300	9,022.30	5,722.30	

Exhibition/Transport Society Grants	1,425	1,500.00	75.00	
YMCA Grant	-	0.00	-	
ORHS Bursary	500	500.00	-	
PVSC - Assessment Costs	18,900	18,957.88	57.88	
Valuation Allowance - Taxes	-	0.00	-	
Bad debts other		0.00	-	
Interest Town Hall 2013 MFC	1,300	1,316.56	16.56	
Interest on Backhoe Loan		7,088.55	7,088.55	
Interest Short Term Borrowings	500	2,577.14	2,077.14	
Bank Service Charges	5,200	8,618.35	3,418.35	
Deficit of Prior Years	-	0.00	-	
MFC Int - School Enhancement	1,300	1,396.95	96.95	
Cash Over/Short	-	0.45	0.45	
<b>Total General Government</b>	<b>366,725</b>	<b>429,272.28</b>	<b>62,547.28</b>	
<b>Protective Services - Police</b>				
Admin - Salary	-	(3,293.61)	(3,293.61)	
Admin - Audit	-	0.00	-	
RCMP Contract	503,603	503,604.00	1.00	
School Crosswalk Guard	13,600	8,399.50	(5,200.50)	Vacant position
Prosecuting Attorney Fee	100	414.75	314.75	
Corrections	15,175	15,176.00	1.00	
<b>Total Police</b>	<b>532,478</b>	<b>524,300.64</b>	<b>(8,177.36)</b>	
<b>Fire</b>				
Admin - Salary	-	0.00	-	
Admin - Audit	-	0.00	-	
Fire Inspection Cost	5,000	0.00	(5,000.00)	Services need implementation
Firefighters Honorariums/Incentives	14,500	14,495.00	(5.00)	
Fire Phones	3,000	2,551.36	(448.64)	
Fire Communication System	13,200	12,135.58	(1,064.42)	

Public Fire Protection Charge	115,400	0.00	(115,400.00)	Allocation from Water Utility?
Fire Chief's Convention	3,000	969.08	(2,030.92)	
Fire Training	8,000	7,645.01	(354.99)	
Fire Hall Lights & Power	3,625	4,161.59	536.59	
Fire Hall Natural Gas	5,000	8,538.21	3,538.21	
Fire Hall Insurance	4,075	3,807.00	(268.00)	
Fire Hall Maintenance	4,500	5,684.93	1,184.93	
Firefighters Liability Insurance	2,600	0.00	(2,600.00)	
Fire Hall Water	-	32.34	32.34	
Fire Hall Sewer	200	300.00	100.00	
Fire Trucks Insurance	5,100	3,520.00	(1,580.00)	
Fire Trucks Fuel	4,700	2,621.82	(2,078.18)	
Fire Trucks Repairs & Maintenance	15,000	14,488.11	(511.89)	
Fire Equipment & Supplies	12,500	15,507.29	3,007.29	
Fire Equipment Repairs & Maint	5,000	1,509.44	(3,490.56)	
Fire Training Ground Project	-	0.00	-	
Fire Truck Pumper/ Tanker	-	0.00	-	
Fire B.A. - MFC Interest	525	535.26	10.26	
Fire Truck 2005 MFC Interest	-	0.00	-	
Fire Truck 2005 MFC Principal	-	0.00	-	
Fire New Hall - MFC Interest	12,800	13,712.38	912.38	
<b>Total Fire</b>	<b>237,725</b>	<b>112,214.40</b>	<b>(125,510.60)</b>	
<b>Emergency Management</b>				
REMO	4,800	0.00	(4,800.00)	
EMO Expenses	400	36,790.63	36,390.63	Sinhole expenses offset by prov/fed funding
EMO SHRU Funding	619	618.80	(0.20)	
<b>Total Emergency Management</b>	<b>5,819</b>	<b>37,409.43</b>	<b>31,590.43</b>	
<b>Other Protective Services</b>				
Building Inspection	7,000	433.06	(6,566.94)	No clear billing process

Animal Control	700	474.52	(225.48)
Other Protective Services	-	0.00	-
<b>Total Other Protective Services</b>	<b>7,700</b>	<b>907.58</b>	<b>(6,792.42)</b>

### Transportation Services

Salary - PW Supervisor	24,525	58,961.77	34,436.77
Labour - PW	117,300	208,749.19	91,449.19
Summer Students	-	0.00	-
Supervisor Phone	1,275	1,638.24	363.24
Town Truck	3,050	8,585.61	5,535.61
Supervisor Truck Allow	-	0.00	-
Loader and Plow	2,200	18,474.82	16,274.82
Generator	500	59.30	(440.70)
Tractor	4,400	4,100.88	(299.12)
Backhoe Lease Etc	7,600	16,336.36	8,736.36
Roller	300	0.00	(300.00)
Air Compressor	500	0.00	(500.00)
Salt Truck	2,900	6,381.50	3,481.50
Small Tools & Equipment	3,400	9,350.15	5,950.15
OPH Insurance	400	161.00	(239.00)
OPH Expenses	800	269.32	(530.68)
OPH Taxes	2,150	2,277.15	127.15
Town Garage Insurance	500	396.00	(104.00)
Town Garage Fuel (Wood)	1,425	2,480.08	1,055.08
Town Garage Maintenance	500	1,508.44	1,008.44
Town Garage Phone	250	257.86	7.86
Town Garage Water	-	0.00	-
Town Garage Electricity	3,575	3,981.35	406.35
Workers Compensation	5,700	16,435.32	10,735.32
Liability Insurance	4,550	18,774.00	14,224.00
Diesel	11,000	12,989.40	1,989.40

Allocation to Water Utility incomplete

Allocation to Water Utility incomplete

Allocation to Water Utility incomplete

Allocation to Water Utility incomplete

Gasoline	4,700	9,292.15	4,592.15	
Oxygen	-	0.00	-	
Sundry	1,000	1,095.69	95.69	
Clothing	1,850	1,180.12	(669.88)	
Health and Safety	3,400	5,020.87	1,620.87	
Salt	19,000	13,672.55	(5,327.45)	
Road Repairs	-	0.00	-	
Street Maintenance	36,328	26,781.85	(9,546.15)	
Street Lighting	6,600	7,631.85	1,031.85	
Street Lights Reim back to Cap Res	-	0.00	-	
Main Street Phase 2 - MFC Int	5,500	6,006.89	506.89	
Main Street 2008 MFC Interest	-	0.00	-	
Main Street 2008 MFC Principal	-	0.00	-	
Capital from Revenue Salt Shed	-	0.00	-	
Loader 2013	1,050	1,265.68	215.68	
Paving 2017	-	0.00	-	
Paving/Sidewalks 2016-MFC Interest	5,500	6,690.82	1,190.82	
Sidewalks - 2014	-	0.00	-	
Salt Truck 2016 - MFC Interest	1,225	1,254.52	29.52	
Honda Snowblower	-	0.00	-	
<b>Total Transportation</b>	<b>284,953</b>	<b>472,060.73</b>	<b>187,107.73</b>	

### Environmental Health Services

Sewer Admin Supervisor	18,350	0.00	(18,350.00)	Need allocation from above
Sewer Other Labour	24,500	189.71	(24,310.29)	Need allocation from above
Sewer Safety Equipment	1,500	2,373.61	873.61	
Sewer Maintenance	10,000	5,539.97	(4,460.03)	
Sewer Power	29,000	31,658.91	2,658.91	
Sewer Lagoon MFC Interest	-	0.00	-	
Sewer Lagoon MFC Principal	-	0.00	-	
Transfer Station Contract (FERO)	75,375	94,761.91	19,386.91	



Tip Fees	38,000	19,024.69	(18,975.31)
<b>Total Environmental Health</b>	<b>196,725</b>	<b>153,548.80</b>	<b>(43,176.20)</b>
<b>Public Health &amp; Environmental Devel</b>			
Medical Centre	30,700	30,354.17	(345.83)
Deficit Regional Housing Authority	18,000	18,984.83	984.83
Planning - Town of Amherst	15,650	15,643.00	(7.00)
Interest Medical Centre 2013 MFC	975	927.16	(47.84)
Lease Natural Gas Boiler Med Cent	3,725	3,721.32	(3.68)
Tree Expense/Trail Reserve	1,025	0.00	(1,025.00)
Community Eco Dev/Tourism	25,000	22,076.20	(2,923.80)
Cumberland Business Connector	10,000	8,100.00	(1,900.00)
Communities in Bloom	6,000	7,444.14	1,444.14
<b>Total Public Health and Envir Dev</b>	<b>111,075</b>	<b>107,250.82</b>	<b>(3,824.18)</b>
<b>Recreation and Cultural - Arena</b>			
Arena Labour	34,000	51,650.89	17,650.89
Arena Telephone	550	615.53	65.53
Arena Electricity	42,600	45,191.55	2,591.55
Arena Maintenance	20,000	34,125.23	14,125.23
Lease Natural Gas Boiler Arena	7,575	7,580.16	5.16
Arena Natural Gas	4,575	7,009.28	2,434.28
Arena Water	1,800	2,242.10	442.10
Arena Sewer	200	300.00	100.00
Arena Insurance	2,600	1,598.00	(1,002.00)
Arena Maintenance - Energy Upgrades	-	(1,462.51)	(1,462.51)
Arena 2008 MFC Interest	-	0.00	-
Arena Dressng Room 2013 MFC Int.	175	201.16	26.16
Arena 2013 MFC Interest	1,775	1,891.36	116.36
Arena Chiller - MFC Int	700	768.32	68.32
<b>Total Arena</b>	<b>116,550</b>	<b>151,711.07</b>	<b>35,161.07</b>

## Fields and Library

Xmas Lights	600	1,361.81	761.81	New decorations and lights needed
Tennis Courts	250	0.00	(250.00)	
Tennis Courts	-	0.00	-	
Ballfield	1,100	722.77	(377.23)	
Skateboard Park	-	0.00	-	
Mural Lights	250	250.58	0.58	
Library Expense	10,200	10,499.90	299.90	
Regional Library Board Transfer	8,625	7,680.00	(945.00)	
<b>Total Fields and Library</b>	<b>21,025</b>	<b>20,515.06</b>	<b>(509.94)</b>	

## Theatre

Theatre Movies	200	0.00	(200.00)	
Theatre Telephone	125	145.08	20.08	
Theatre Electricity	2,600	2,811.40	211.40	
Theatre Expense	400	234.47	(165.53)	
Theatre Maintenance	1,600	1,885.31	285.31	
Theatre Natural Gas	2,475	4,783.92	2,308.92	
Theatre Water	250	303.70	53.70	
Theatre Sewer	200	300.00	100.00	
Theatre Property Tax	2,000	5,665.00	3,665.00	
Theatre Insurance	400	135.00	(265.00)	
<b>Total Theatre</b>	<b>10,250</b>	<b>16,263.88</b>	<b>6,013.88</b>	

## Recreation

Recreation Community Garden Project	-	6,701.57	6,701.57	
Recreation Co-ord Salary	35,700	33,056.40	(2,643.60)	
Recreation Co-ord Travel	1,500	1,272.61	(227.39)	
Recreation Summer Students	6,000	8,448.00	2,448.00	
Recreation Office Supplies	200	50.02	(149.98)	

Recreation Postage	1,925	1,800.57	(124.43)	
Recreation Advertising	200	160.50	(39.50)	
Recreation Telephone	600	490.51	(109.49)	
Recreation - Strawberry Festival	-	3,064.46	3,064.46	Berry Bolt Race Revenue
Recreation - Summer Soccer Program	1,425	973.10	(451.90)	
Recreation - Tennis Program	-	94.28	94.28	
Recreation - General Programs	9,000	11,612.94	2,612.94	
<b>Total Recreation</b>	<b>56,550</b>	<b>67,724.96</b>	<b>11,174.96</b>	

### Fiscal Services

MFC Principal - 2011 School Enhanc	10,000	10,000.00	-	
MFC Principal - 2016 Breathing App	3,200	3,200.00	-	
MFC Principal - 2013 Fire Hall	69,700	69,700.00	-	
MFC Principal - 2013 Med Cent	5,000	5,000.00	-	
MFC Principal - 2011 Main Phase 2	43,000	43,000.00	-	
MFC Principal - 2016 Paving/Salt Tr	47,500	47,500.00	-	
MFC Principal - 2013 Town Hall	7,100	7,100.00	-	
MFC Principal - 2013 Arena	10,200	10,200.00	-	
MFC Principal - 2011 Arena Chiller	5,500	5,500.00	-	
MFC Principal - 2014 Loader	30,200	30,200.00	-	
MFC Principal - 2014 Fire Hall #2	18,800	18,800.00	-	
MFC Principal - 2014 Arena	4,800	4,800.00	-	
Backhoe lease principal	-	9,979.12	9,979.12	
Interest ST Borrowings	-	0.00	-	
Bank Service Charges	-	0.00	-	
Debenture Discount	-	0.00	-	
Assessment Costs	-	312.86	312.86	
Capital expenditures from revenue	9,375	5,859.18	(3,515.82)	
Transfer to Reserves	-	0.00	-	
Deficit of Prior Years	-	0.00	-	
Valuation Allowance	-	0.00	-	

District School Board	<u>223,950</u>	<u>223,952.00</u>	<u>2.00</u>	<hr/>
Total Fiscal Services	<u>488,325</u>	<u>495,103.16</u>	<u>6,778.16</u>	<hr/>
TOTAL EXPENSE	<u>2,435,900</u>	<u>2,588,282.81</u>	<u>152,382.81</u>	<hr/>
NET INCOME	<u><u>-</u></u>	<u><u>34,017.99</u></u>	<u><u>34,017.99</u></u>	<hr/>



# CBRM

*A Community of Communities*

---

**Cape Breton Regional Municipality**

**Office of Deborah Campbell Ryan, BBA, MPA**  
**Municipal Clerk**

320 Esplanade  
Sydney, Nova Scotia  
B1P 7B9  
Tel: 902-563-5010  
Fax: 902-564-0481  
email: [clerksoffice@cbrm.ns.ca](mailto:clerksoffice@cbrm.ns.ca)  
web site: [www.cbrm.ns.ca](http://www.cbrm.ns.ca)

**May 28, 2019**

**All Municipalities in the  
Province of Nova Scotia**  
*(via CAO list serve email)*

**Re: Declaration of Climate Change as an Emergency in CBRM**

Dear Nova Scotia Municipalities:

At the May 21<sup>st</sup>, 2019 meeting of the Council of the Cape Breton Regional Municipality (CBRM), the attached motion was passed formally declaring climate change as an emergency in the CBRM.

As noted in the attached Agenda Request Form that was included in the agenda package, we were directed to forward a copy of this motion to all municipal units across Nova Scotia, urging you to also declare climate change as an emergency in your area.

Thank you.

**Yours truly,**

**Deborah Campbell Ryan**  
**Municipal Clerk**

Attachments

**Declaration of Climate Change as an Emergency in CBRM**

**Motion:**

Moved by Councillor McDougall, seconded by Councillor Coombes, that Council formally declare Climate Change as an emergency in the Cape Breton Regional Municipality and follow-up this declaration with the list of actionable items pertaining to preparation and mitigation of climate change impacts that CBRM staff, elected officials and the wider community can continue to work from as outlined in the Agenda Request Form on this matter dated April 28, 2019.

**Discussion:**

During discussion Councillor McDougall stated the importance of recognizing climate change as an emergency and clarified that she is not declaring a State of Emergency.

**Motion Carried.**



City Hall  
 320 Esplanade  
 Sydney, NS B1P 7B9

Item No.

<b>Council Agenda Request Form</b>		
<input checked="" type="checkbox"/> <b>Included on Agenda</b> (Submitted to Municipal Clerk's Office by 4:30 pm seven days before the meeting)	<input type="checkbox"/> <b>Late Item</b> (Submitted to Municipal Clerk's Office by Noon the day before the meeting)	<input type="checkbox"/> <b>Request from the Floor: (New Business)</b> - Announcement - Referral - Submit Petition - Notice of Motion
<p><b>Date of Council Meeting:</b> May 7<sup>th</sup>, 2019</p> <p><b>Subject:</b> Declaration of climate change as an emergency in CBRM</p>		
<p><b>Motion for Council to Consider:</b></p> <p>Formally declare Climate Change as an emergency in the Cape Breton Regional Municipality and follow-up this declaration with a list of actionable items pertaining to preparation and mitigation of climate change impacts that CBRM staff, elected officials and the wider community can continue to work from.</p> <p><b>Reason:</b></p> <p>The simple and harrowing fact: the impacts of climate change are being felt across the municipality and the planet. We need to act now in order to protect and properly educate the residents of the CBRM on how climate change is and will further impact them.</p> <p>While reading through municipal email correspondence, I came across an interesting article that detailed why the City of London, Ontario passed a motion declaring climate change as an emergency. Quoted from that municipal council meeting was a member stating, " It may be a symbolic step, but it's an important recognition of a worldwide impact on municipalities".</p> <p>Here in the CBRM we have been seeing more frequent and dangerous fires. Severe weather systems taking a toll on homes, infrasture and eroding the coastlines. Recurring floods and rain that were once called 100 year storms. While it has been noted and repeated around this table on numerous occasions that "environment does not fall within our jurisdiction", I feel the safety of residents and our commitment to logical and proactive planning is certainly within our realm of responsibility.</p>		

We have all contributed to the rapid advancement of climate change in one way or another, we must now do our part to help mitigate the effects and encourage residents and businesses to change practices and reduce any further impact. We have to start somewhere and that start requires immediate action.

**Outcome Sought:**

Along with the approval of the motion to declare a climate change emergency, it is prudent to also provide a set of achievable goals that correspond with the declaration;

- Forward motion to both Provincial and Federal Government (Departments of Environment, Municipal Affairs)
- Forward motion to municipal units across NS and urge them to also declare climate change as an emergency in their area.
- Forward motion to NSFM and FCM and request workshops, training and educational resources for our municipal units.
- Request a special meeting of CBRM Council to discuss infrastructure need and also invite academics/climate change specialists to advise on what projections come along with the advancement climate change.
- Reach out to the Global Covenant of Mayors for Climate and Energy, the international effort of more than 9000 cities that is described as “the world’s largest co-operative effort among mayors and city officials to reduce greenhouse gas emissions and climate risks in cities”.

<i>Councillor Amanda McDougall</i>	<i>District 8</i>
<i>April 28th, 2019</i>	<i>Received by Clerk's Department (date):</i>





**APRIL 3, 2019** ALANNAH LEAVE A COMMENT ON 27 CANADIAN MUNICIPALITIES HAVE DECLARED A CLIMATE EMERGENCY  
27 CANADIAN MUNICIPALITIES HAVE DECLARED A CLIMATE EMERGENCY

It's true that our climate is changing – **and we know it is because of human influence.**

Just recently, *Canada's Changing Climate Report*, led by Environment and Climate Change Canada, was released and stated that Canada **is warming twice as fast as the rest of the world.**

The report contained alarming facts on the state of climate change in Canada and an urgent warning to take action to reduce greenhouse gas emissions.

**While it might be kinda tempting to throw your hands up and panic, feel nervous, anxious and feel reallyyyy uncomfortable....**

**We here at Random Acts of Green want to help.**

Thankfully, 27 Canadian municipalities have joined forces with an international movement to declare a state of emergency regarding the climate crisis!

We wanted to take a moment and champion them all here – and hope that more cities take charge

**Here are 27 Canadian Champions declaring climate emergencies from coast-to-coast.**

**1. VANCOUVER, BRITISH COLUMBIA**

Declared January 26, 2019

---

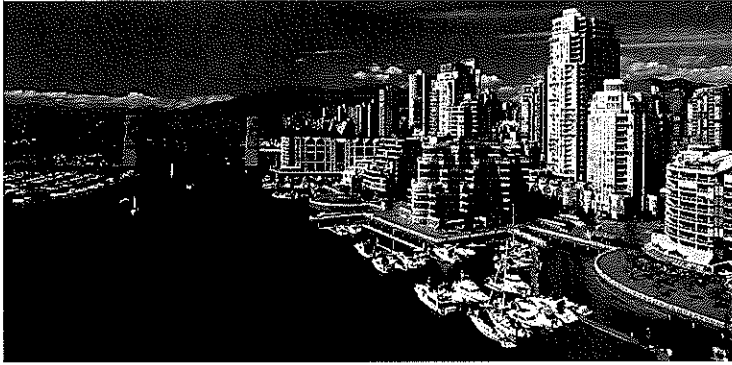


Image Source: [City of Vancouver](#)

## 2. HALIFAX, NOVA SCOTIA

Declared January 26, 2019



Image Source: [Canadian Encyclopedia](#)

## 3. KINGSTON, ONTARIO

First city in Ontario declared on March 6, 2019.

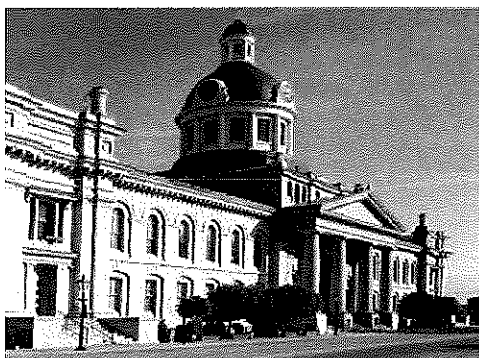


Image Source: [Canadian Encyclopedia](#)

---

#### 4. RICHMOND, BRITISH COLUMBIA

Declared on March 25, 2019.

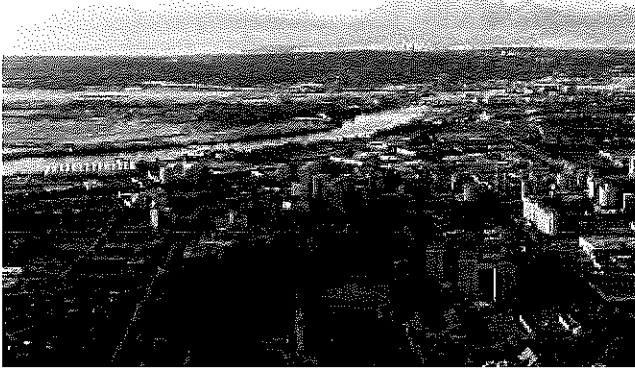


Image Source: [Tourism Richmond](#)

#### 5. HAMILTON, ONTARIO

Declared on March 27, 2019.



Image Source: [City of Hamilton](#)

#### CAPITAL REGIONAL DISTRICT (CRD)

The Capital Regional District (CRD) is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands, serving more than 413,000 citizens. The board voted unanimously in favor of making a Climate Emergency Declaration on February 13 2019.

---

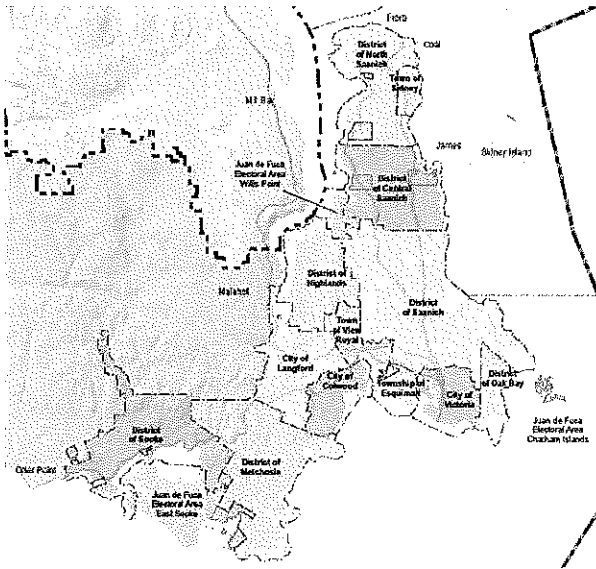


Image Source: [Victoria's Intersecting Municipalities](#)

THIS INCLUDES:

6. Central Saanich, British Columbia
  7. Colwood, British Columbia
  8. Esquimalt, British Columbia
  9. Highlands, British Columbia
  10. Langford, British Columbia
  11. Metchosin, British Columbia
  12. North Saanich, British Columbia
  13. Saanich, British Columbia
  14. Oak Bay, British Columbia
  15. Sidney, British Columbia
  16. Sooke, British Columbia
-

17. Victoria, British Columbia

18. View Royal, British Columbia

**19. EDMUNDSTON , NEW BRUNSWICK**

First city in New Brunswick declared on February 19, 2019.



Image Source: [Tourism New Brunswick](#)

**20. POWELL RIVER, BRITISH COLUMBIA**

Declared on February 21, 2019.

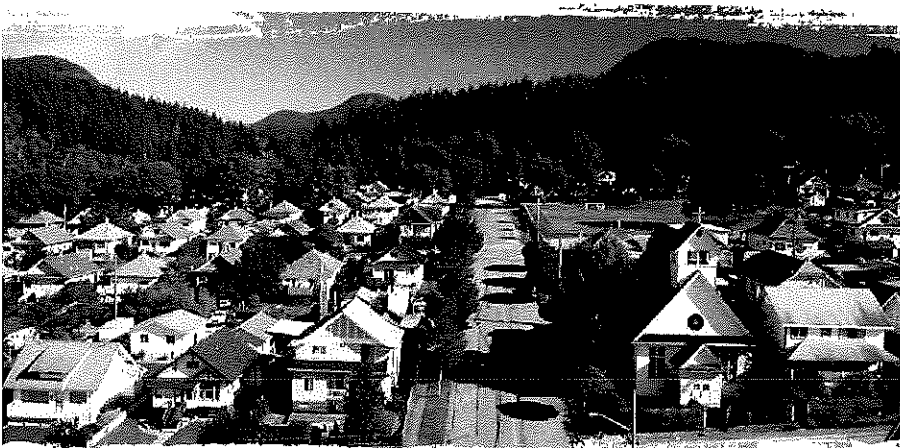


Image Source: [Tourism Powell River](#)

---

**21. MAHONE BAY, NOVA SCOTIA**

Declared on February 12, 2019.



Image Source: [Tourism Nova Scotia](#)

**22. MONCTON, NEW BRUNSWICK**

Declared on April 1, 2019.

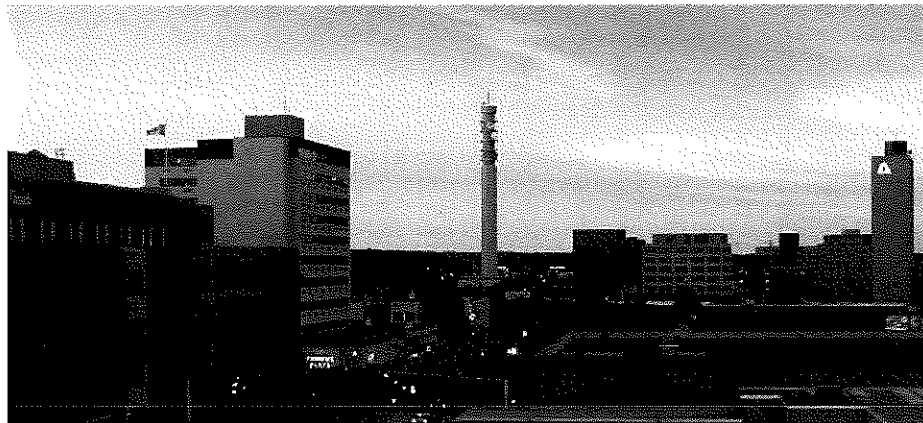


Image Source: [Wikipedia](#)

**23. CHARLOTTETOWN, PRINCE EDWARD ISLAND**

Declared on April 8, 2019.





Image Source: The Canadian Encyclopedia

#### **24. LONDON, ONTARIO**

Declared on April 23, 2019.



Image Source: London Academy

#### **25. BURLINGTON, ONTARIO**

Declared on April 23, 2019.

---

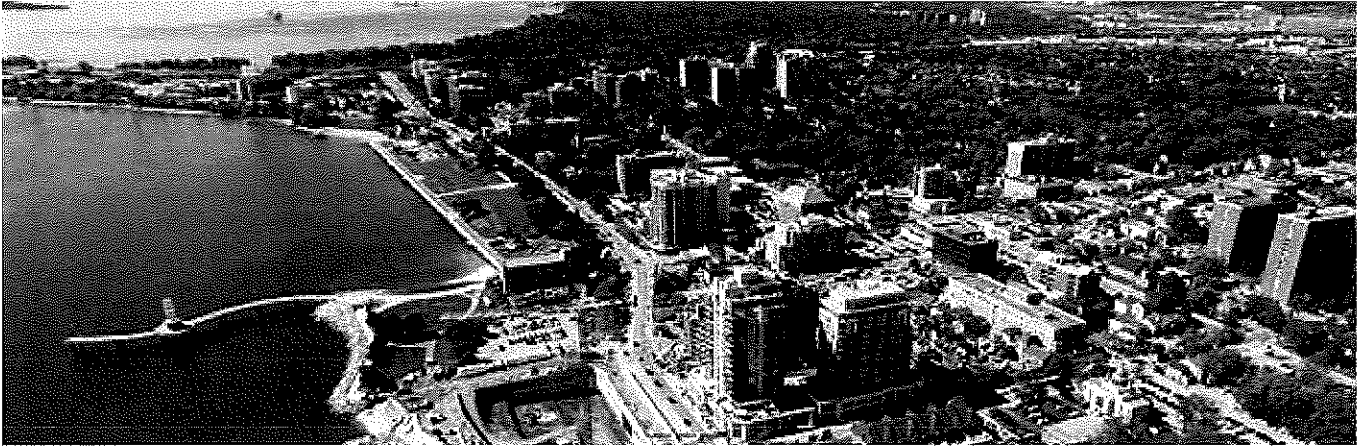


Image Source: [City of Burlington](#)

## 26. OTTAWA, ONTARIO

Declared on April 24, 2019.



Image Source: [Wikipedia](#)

## 27. NANAIMO, BRITISH COLUMBIA

Declared on April 29, 2019.

---



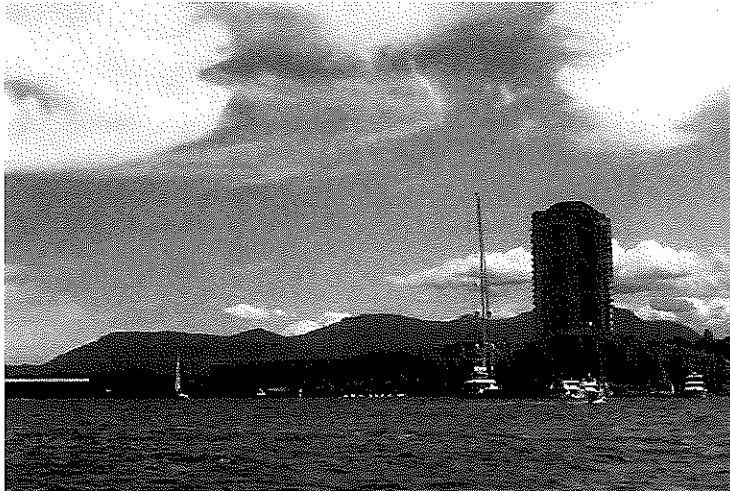


Image Source: Nanaimo Bulletin

There are a number of municipalities across Canada that are currently debating declaring a climate emergency.

In recent months, a movement has grown in Quebec that has seen more than 320 municipal councils endorse a Declaration d'urgence Climatique.

Many of these cities are also part of The Federation of Canadian Municipalities' Partners for Climate protection (PCP) program.

This is a network of 350+ Canadian municipal governments who have committed to reducing greenhouse gases and acting on climate change.

**The evidence provided in the most recent report confirms that Canada's climate has warmed in response to global emissions of carbon dioxide from human activity.**

**This is a clear wake-up call for all Canadians that climate change is real and requires urgent action – and we want to help!**

The science is clear that we all need to reduce our carbon footprint.

The Random Acts of Green® mobile app is designed to help you understand your impact by **quantifying the amount of greenhouse gas emissions** that can be reduced when you make low-carbon lifestyle choices. Our app provides individuals with a range of behavior-based approaches to achieve a daily carbon reduction target that best fits your lifestyle.

**Take action TODAY.**

---