



TOWN OF OXFORD  
Town Council Meeting  
Town Hall – Council Chambers  
Tuesday, 17 June 2019  
6:00 PM

## AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
  - 3.1 Town Council – 21 May 2019
4. New Business
  - 4.1 RFD #010-2019 Sick Leave Policy
5. Reports
  - 5.1 Economic Development
  - 5.2 Recreation and Leisure
  - 5.3 Public Works
  - 5.4 Fire
  - 5.5 Oxford Arena Committee Minutes 24 April 2019
  - 5.5 Oxford Arena Committee Minutes 15 May 2019
  - 5.5 Oxford Arena Committee Minutes 29 May 2019
6. Correspondence
7. Adjournment

## Minutes of the Regular Meeting of the Town of Oxford Council

Place: Council Chambers  
Date: Tuesday, May 21, 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)  
Media in attendance: nil  
Call to order: Mayor Stewart called the meeting to order at 6:00 pm.

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Agenda item Discussion and Decisions

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2. Approval of Agenda **Additions to the agenda**
- 4.6 NSFM – Council Meeting – Mayor Stewart

**It was moved and seconded that the agenda of the Oxford Town Council regular council meeting of May 21, 2019 be approved as amended.**

**Motion Carried**

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3. Approval of Previous Minutes **3.1 – Town Council – 15 April 2019**

**It was moved and seconded that the minutes of the April 15, 2019 Oxford Town Council meeting be approved, as circulated.**

**Motion Carried**

- 3.2 – Special Town Council – 6 May 2019**

**It was moved and seconded that the minutes of the May 6, 2019 Special Town Council meeting be approved, as circulated.**

**Motion Carried**

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4. New Business **Debt Management Policy**

**It was moved and seconded to approve the Town of Oxford Debt Management Policy, as circulated.**

**Motion Carried**

*A copy of the Town of Oxford Debt Management Policy is filed with the Council package.*

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- 4.2 **Policing Services Review Committee Terms of Reference**

- It was discussed to keep this committee at a reasonable size and it should include someone from the Police Advisory Board, a member from the RCMP, a community member, Department of Justice and other members as appointed by Town Council.
  - the CAO would be there as a non-voting member but as a staff member.
  - the Deputy Clerk would be present as a recording secretary.
  - Mark Hobeck is our Department of Justice representative.
  - Mayor Stewart will invite David Hoffman as a community member to sit on this committee.
  - Mayor Stewart or Deputy Mayor Draper will be present.
  - Council will invite Acting Chair for the Police Advisory Board, Byron MacDonnell, to sit on this committee.
  - A RCMP member
  - Councillor Clark will be present as a Councillor for the Town of Oxford and a member of the Police Advisory Board.
- This committee will make recommendations to council.
- There is a requirement to have a public consultation throughout this process.
- The Minister of Justice will have the final approval.

**It was moved and seconded, with the composition of membership as discussed and pending confirmation from David Hoffman, that the Town of Oxford Police Services Review Committee Terms of Reference be accepted, as circulated.**

**Motion Carried**

*A copy of the Town of Oxford Police Services Review Committee Terms of Reference is filed with the Council package.*

4.3

**Cumberland Region Draft Tourism Strategy 2019 - 2022**

- The purpose of the strategy is to build the framework around how we develop tourism in the region as a whole.
- There are budget implications tied to this strategy.

**It was moved and seconded to approve the Cumberland Region Draft Tourism Strategy 2019 – 2022, as presented.**

**Motion Carried**

*A copy of the Cumberland Region Draft Tourism Strategy 2019 – 2022 is filed with the Council package.*

4.4

**Single Use Plastic Bags: Discussion**

- CAO Jones will consult with the other CAO's to work collaboratively on a letter from the three councils recommending the Province put a comprehensive Recycling Strategy in place.

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4.5

**Cumberland County Exhibition 2019 Sponsorship Request**

- Council approved to grant the Cumberland County Exhibition \$1,500.00 as requested.

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4.6

**NSFM – Council Meeting**

- Juanita Spencer is the newly appointed CEO for NSFM. She is expected to meet our council on June 24 at 6:00 pm.

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5. Reports  
(5.1 to 5.7)

**CAO Jones presented the Staff Reports.**

Key points discussed were:

- Community Gardens – the staff will look for other places for the community gardens that are currently at the Oxford and Area Lion's Park.
- The fruit trees that are planted in the Black River Park need pruning. Deputy Mayor Draper volunteered to prune those trees and remove the expired ones.
- Patching work – this is weather dependent
  - **Through instruction from Council, the CAO will instruct Public Works to start the patching work needed, dependent on the weather.**
- Crosswalks need to be painted, weather dependent
- The old reservoir will be replaced, as per our Water Rate Study, in year 3.
- In the Fire Report it mentions that Truck two has a failed pump, do we now have two fire trucks with failed pumps?
  - CAO will receive clarification and pass along to Council.
- Is there a portion of the RCMP fines coming back to the Town of Oxford?
  - Deputy Clerk will follow up on this matter.

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

**Motion Carried**

*A copy of all staff reports are filed with the Council package.*

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6. Correspondence

CCH Deputy Minister Tracey Taweel

- The letter presented was in response of the joint correspondence that was sent by the three municipal units around the library funding.
- The comment in the letter stating that a one-year notice for municipalities was submitted by CCH to the Department of Municipal Affairs by April 1, 2019 needs clarification as the notice was understood to be from the NSFM.

*A copy of this letter is filed with the Council package.*

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7. Adjournment

Mayor Stewart advised Council the next meeting is scheduled for June 17, 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 7:35 pm.**

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Patricia Stewart, Mayor

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Linda Cloney, Recording Secretary



**REQUEST FOR DECISION**  
**Sick Leave Policy**  
**#010-2019**

Date: 7 June 2019	Subject: Sick Leave Policy
Proposal Attached: Yes	Submitted by: Rachel Jones, Chief Administrative Officer

Proposal:	That Town Council approve the Sick Leave Policy as presented, and provide notice to employees regarding the policy change, to come into effect within 8 weeks of approval.
Background:	<p>The Town of Oxford has a practice in place that provides sick leave to both unionized and non-unionized employees, in the amount of 14 days per year. This benefit is provided at the beginning of each calendar year. The days that are not used are paid out to each employee at the end of the year, at the employee's current rate of pay. No carry over of the sick leave days is permitted.</p> <p>The Town does not have a short-term disability benefit for employees. To provide one would be an addition cost to the Town and employees, on top of the payout of unused sick leave.</p> <p>There are two primary issues with the current practice that are not in the best interests of the Town or the employees. Firstly, the cost of paying a benefit that is not obligatory costs the Town several thousand dollars each year and is somewhat unpredictable to budget for. By not using sick leave, there can be an incentive for employees to attend work when they are sick, therefore maximizing their pay out at the end of the year. This encourages employees to be at work when they are sick, which potentially can spread illness to coworkers and the general public. This is not supportive of a strong Occupational Health and Safety or Wellness Program environment in our workplace.</p> <p>Secondly, should an employee become ill or injured and require extended sick leave that is not otherwise provided for, there is no bank of sick leave benefits to support the employee. If the illness or injury is severe enough for the employee to move to long-term</p>

	<p>disability, there is no bridge benefit that will ensure income and stability for the employee with the current practice of not carrying over unused sick leave for the purpose of accumulating the leave for future unknown use.</p> <p>The proposed policy would implement a sick leave benefit that is earned per each month worked by employees, and that eliminates a year-end payout. It would put in place a process that allows the carry-over of unused benefits to the maximum of 120 days that can be used as a bridge to long term disability if needed, which doesn't interrupt an employee's regular income. An employee becomes eligible for LTD benefits after 150 calendar days of disability. The cumulative benefit of 120 working days, with the inclusion of weekends, generally meets the 150-calendar day waiting period.</p> <p>If the full carry over benefits are not needed and remain unused, if an employee leaves the service of the Town, there is no payout of this benefit.</p>
Benefits:	<p>Reduces yearly costs for the Town to budget for payout of unused sick leave days.</p> <p>Encourages employees to use sick leave benefits when necessary.</p> <p>Promotes wellness and occupational health and safety culture within the organization.</p> <p>Provides additional sick leave benefits to employees for long term illness or injury.</p>
Disadvantages:	<p>Employees no longer have an end of year payout of unused sick leave days.</p>
Options:	
Required Resources:	
Source of Funding:	
Sustainability Implications: (Environmental, Social, Economic and Cultural)	<p>Implementing this policy change will positively affect the financial costs for the Town. It will also benefit the workplace with a healthier environment and ensure that employees have adequate sick leave benefits.</p>
Workplan	

Implications (now/future):	
Communication Plan:	Employees are entitled to 8 weeks' notice of a benefit change of this significance. Staff meetings to confirm any changes and allow for questions and discussion will be scheduled should the policy change be approved.
Staff Comments/ Recommendations:	
CAO's Review/ Comments:	

CAO Initials: RLJ

Target Decision Date: 17 June 2019



**TOWN OF OXFORD  
GENERAL ADMINISTRATION**

**Subject: Sick Leave**

**Number:**

**Approved by: Council**

**Effective Date:** June 17, 2019

**Revision Date:**

***Rationale***

It is the policy of the Town of Oxford to establish a policy for awarding and use of sick leave benefits.

This policy will not apply to any employee with a current employment contract with the Town or any employee covered under a collective agreement unless the contract or agreement contains a direct reference to this policy.

***Policy Statement***

1. Any previous policy on this subject matter is hereby fully repealed and replaced.
2. The objectives of this policy are to:
  - a) determine the sick leave benefits of employees
  - b) define how and when sick leave benefits are accumulated and used.
3. Sick leave means the period of time an Employee is absent, with approval, from work with full pay by virtue of being sick or disabled, exposed to a contagious disease, or under examination or treatment of a physician, chiropractor, or dentist, or other licensed health care practitioner, or because of an accident or condition for which compensation is not payable under the Worker's Compensation Act. Sick leave is not available for any absence compensable under Workers Compensation.
4. Employees who are eligible for group insurance benefits shall be entitled to a total benefit of fourteen (14) days paid sick leave per year. This benefit shall be awarded at the beginning of each month, for the previous month worked, at a rate of 1.17 days for every full month an Employee is employed. Employees who work less than the regular seven (7) hours per day will be granted a prorated portion of 1.17 days sick leave per month based on the percentage of working days and/or hours completed in that month. Employees who do not use the allotted sick leave shall be entitled to carry over remaining sick leave, to a maximum of one hundred twenty (120) days.
5. All eligible permanent seasonal or part time employees will be granted a prorated portion of 1.17 days sick leave per month based on the percentage of working days and/or hours completed in that month.
6. Employees shall not accumulate sick leave while on lay-off. The unused portion of an Employee's sick leave shall accrue for the Employee's future benefits within the maximum as prescribed in section 4.

7. If requested by the Employer, an Employee claiming entitlement to sick leave must produce a medical certificate after three (3) consecutive working days of illness. If such a medical certificate is not produced, the Employee shall have no claim for pay in respect of their absence from work.
8. Employees eligible for sick leave and absent from work for more than fifteen (15) working days shall provide a medical certificate indicating a physician's approval of the return to work and the Employee's ability to carry out their normal employment duties and responsibilities.
9. An Employee with more than one (1) year of continuous service who has exhausted sick leave credits may be allowed an extension of sick leave to a maximum of five (5) working days, with the approval of the CAO. Upon return to duty, the Employee shall repay the extension of sick leave in full at the rate of one day per month.
10. Any Employee who fraudulently applies for and/or obtains sick leave shall be subject to immediate discharge by the Employer.
11. No payment will be made to any employee in settlement of or in payment of any sick leave accumulation or portion thereof.

### ***Certification***

**I, Rachel L. Jones, Chief Administrative Officer of the Town of Oxford,** do hereby certify that the policy, of which the foregoing is a true copy, was duly passed at a duly called meeting of the Town Council of the Town of Oxford held on the 17<sup>th</sup> day of June, 2019.

**GIVEN** under the hand of the Chief Administrative Officer and the corporate seal of the Town of Oxford this 18<sup>th</sup> day of June, 2019.

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Rachel L. Jones  
Chief Administrative Officer



## **CEDO Monthly Report (based on approved Workplan categories in which activity took place)**

**Highlights: May 20-June 11, 2019 (inclusive)**

### **Promotion**

- *Signage:*  
*Business Directory Signage:* The revised Business Directory Signage Guidelines have been posted on face book and our website. Notices of removal were sent to two businesses which own signs that don't comply with the guidelines. Blue Alupanel has been ordered for background colour (two-inch borders) behind business signage. This should improve the visual impact of the directory. Two more businesses have expressed interest in posting signs.
- Input provided into June Community Calendar
- *Town of Oxford Official Face book group:* regular postings on a variety of topics and events. The group now has 1222 members, an increase of 44 since my last report.
- *News Media:* The Chronicle Herald included Oxford's Poetry Festival in an Atlantic article. The Herald and local newspapers have all carried articles and/or public service announcements submitted by this office during this report period.
- June newsletter was created, copied, folded, and distributed with Calendar the end of May, and extras left at various Oxford locations.
- Revisions completed and 225 copies of "Where Can I Get Wild Blueberries and Blueberry Products?" handout were made and distributed.
- 100 Oxford postcards were ordered, primarily for use in-house. Two submissions to the Photo Contest were used.
- Big Blue Chair ad purchased in the annual Amherst News Tourist booklet (distributed in Cumberland, Pictou, and Colchester counties). This will also be in Amherst's on-line tourist guide at no cost.
- Poster of the Big Blue Chair ad displayed in VIC and front window of Town Hall.
- My Wild Blueberry Harvest Festival (WBHF) promotion workplan submitted to CAO.

### **Website**

- Ongoing updates to the Community Events Calendar; news items posted on the main page; minutes, etc.
- More information to CAO for Arts and Culture section of new website.

### **Support for Businesses and Business Development**

- Assisted with a bus tour (56 individuals from Moncton) at GJDE Enterprises May 29.
- Continued communication re: (WBHF)
- In consultation with Oxford businesses, completed revisions to "Where Can I Get Wild Blueberries and Blueberry Products", copied and distributed to businesses, posted on our website and on face book. This handout also includes a section on why Oxford is called the Wild Blueberry Capital of Canada.
- Assisted a local business with a land-use question by referring to Andrew Fisher.
- Spoke with a Clinical Social Worker to provide support in setting up a private practise at the Medical Clinic.

## **Liaison with organizations, service groups and school**

- Advertised Oxford Riverside Gallery exhibit.
- Continued contacts with Oxford organizations to determine level of involvement in the Wild Blueberry Harvest Festival.
- Assisted Girls World organizers to find a location for their Oxford summer camps.
- Assisted in promotion of the Mural Contest.
- Assisted in promotion of the Pride Flag Raising
- Assisted YReach regarding an Oxford family.
- Attended the Ramadan feast.
- Posted information about various organizations on face book.

## **Other**

- ***Wild Blueberry Harvest Festival:*** I have worked with organizations and businesses to schedule several events, in addition to those sponsored by Recreation. Please see website's August Community Events Calendar for events scheduled to date. At least two others are tentatively planned. We have or will receive donations from Thompsons' Berries and Van Dyk's Wild Blueberry juice to use for sampling events during the festival. A third staff planning meeting was held.

I submitted WBHF Planning Notes to Corey and Rachel. Wild Blueberry recipe books were ordered. Organizations sponsoring events were sent the Promoting Your Event handout. Wild Blueberry placemats were given to Oxford Pioneer Heritage Club.

- At Rachel's request, I compiled ideas for summer student jobs when not busy with recreation duties.
- Post-Poetry Festival details completed.
- Assisted in distributing Quality of Life Surveys
- ***Official Mark:*** Continued to work on necessary paperwork; all requirements have now been submitted for filing with the Trademark office. Once approved, no renewal is required for official marks.
- ***Budgets:*** Revised the 2019-20 CED budget.
- Completed organizational preparation in advance of my three-month break beginning June 12.

Respectfully submitted,  
Ruthie Patriquin,  
Community Economic Development Officer



Town of Oxford Recreation Department Report  
June 2019

On June 3<sup>rd</sup> as part of Cumberland County Bike Week and in partnership with the Cumberland County RCMP at the arena we held a Bike Rodeo. We had over 50 participants take part in the bike rodeo, which was by far our biggest turnout yet.

A friendly reminder of the Physical Activity Strategy Stakeholder Consultation will be happening on June 21<sup>st</sup>, I have still yet to receive an RSVP from all of you, and so if you could RSVP to me as soon as you can, it would be greatly appreciated. The consultation will be from 8:30 AM – 1:00 PM at the Fire Dept.

The last night of Jr NBA will be June 18<sup>th</sup> where we will have a parents vs kids game, and kids will receive certificates at the end of the night. This year we had 35 participants in the grade Primary-2 group and 15 participants in the Grades 3-5 group, for a total of 50 participants overall.

The last night of Ball Hockey will be June 12<sup>th</sup>, I have organized a pizza party for the kids to celebrate the end to a great program. We typically have between 15-20 kids there each night with a total of 22 registered overall.

Rachel and I held interviews for Summer Staff on June 4<sup>th</sup> with a total of seven candidates. We decided that the summer staff we would hire this year would be Ashley Wheaton and Taze Lockhart, both of whom worked with us last summer as our summer staff, and we are excited to have them back for another year. Ashley will be starting on June 17<sup>th</sup> while Taze will start June 24<sup>th</sup>.

Canada Day Celebrations will be held on July 1<sup>st</sup> from 11:00-1:00 PM at Heritage Square we will have children activities, free BBQ and food, and live entertainment.

Planning for summer programming has already begun, Summer Soccer will start Tuesday July 2<sup>nd</sup>, T-ball will start Wednesday July 3<sup>rd</sup> and Tennis will start Tuesday July 9<sup>th</sup>. We will also be offering a different Friday Afternoon Activity each Friday afternoon for everyone to enjoy. Summer Staff will attend Tennis Specific Training hosted by Tennis NS and also Soccer Training, to ensure they are equipped with skills and knowledge to teach each program. I still don't have any volunteers to coach soccer this year, so if you know anyone who might be interested, please have them contact me.

I have been asked by the YMCA to partner with them on their Pre-Primary After School Program. On June 14<sup>th</sup> I will be taking the students behind the school on the nature trails and we will have a Scavenger Hunt while we hike the trails.

On June 5<sup>th</sup>, Oxford was the host of Shuffleboard for the annual 55+ Fundy Games. In total we had 14 participants take part in a fun afternoon. The winner of Shuffle Board was Estella Rushton from Oxford who is 95 years old! Congrats Estella!

I have weeded and added compost to our community garden plots, and they are now ready to be planted. On June 15<sup>th</sup> at 10:00 AM we will be hosting our Community Garden sign-up here at Town Hall, anyone wishing to sign-up for a garden plot may do so there and also receive any seeds they may need.

I have received \$1080 in funding from Sport NS for Pickleball equipment, which will go towards cost sharing Pickleball Equipment with OREC.

Respectfully submitted,

Corey Skinner  
Director/MPAL



## Public Works Monthly Report

May 2019

### Water Breaks

- May 23: 42 Waverly Street.
- May 30: 202 Pugwash Road. This water break was from an 8" cast line that goes nowhere down the Pugwash Road up toward the old tank. This is the second time this line has caused us some problems. We will determine if anyone is getting service from this line. If not, it should be a line we look into abandoning from the system.

Eisner's started Black River Project on May 22. Finished drilling with the pipe across by May 31<sup>st</sup>. Attached are some pictures of the pipe that was removed from the Water Street side. It's clear from the pictures that if the line had not failed in the river, it would have failed elsewhere in the immediate future due to its overall physical condition. That would have likely resulted in a series of patches, so having the line replaced properly will certainly prevent additional service interruptions and ensure the quality of our water.

We had the road to the Pugwash Road reservoir reshaped & graveled for access to be cleaned.

The Pugwash reservoir was cleaned June 6 -7. Expected to have this back in service by the middle of June.

Weather pending the crosswalks will be painted week of June 10 to 14.

With the amount of potholes we have on Main Street, and the gravel associated with them, we will continue to keep it swept up as regularly as possible. The main part of the sweeping is finished so now we can keep ahead of it.

Asphalt placement for filling holes from winter water breaks has been completed. Main Street at James Street will remain as is due to the planned water line renewal at that location. Paving after that project is completed (expected to begin after Labour Day weekend) will be planned. Further patching will be done as time and weather permit.

Respectfully submitted,

Wes Adshade  
Public Works Supervisor









## **Minutes of Oxford Arena Committee Wednesday April 24th 2019 6pm**

**Roll Call:** Brenton Colburn, Alfie King, Bev Clark, Eleanor Crowley, Joe Reade, Wendy Sweet Kontuk, & Dave Clark

**Regrets:** Brian Pike, Tom Reid, Tracy Black, & Greg Wood

**Call to Order** at 6.05pm by Brenton Colburn Chair

### **Any New Business**

Arena Booking is now looked after by Corey

Quotation to fix tape issue raised by Joe- local contractor submitted a quote late last year??

**Treasurers Report:** account balance remains the same \$40.25 is now owed to Brenton for fixing our banner for the show

### **Minutes of the March 27th meeting:**

#### **Old Business arising from the minutes:**

May 24-26 show: Greg to contact Chris at Maltby's tomorrow. Joe will follow up if Greg is unable to. Alfie and Joe requested more flyers for distribution. Andy Carter announced the show at his last auction and will do so in his upcoming May auction which is prior to the show. Sean Whalen photos,. Joe will get in touch with Bob Ripley on Cove Rd re fly tying. Wendy will get in touch with Dan Ripley re fly tying. Joe also suggested we get in touch with Redneck Radicals for the show. Joe & Dave have been chatting with Triders Beer. Alfred suggested a ham supper as a fundraiser. Amanda is looking after the canteen for the show. Joe suggested a BB shoot for the children. We will provide a secure space away from the guns and ammo. Alfred and Joe to look after bb guns ammo targets etc.

#### **New Business:**

This year's purpose for fundraising discussed. To decide 2 options for presentation to council after the show at our end of May meeting. To date we have 4 choices: Ceiling Tape, Rubber Floor, Board repair, and repair door to ice surface.

Confirmed participant list to be completed by May 21<sup>st</sup>- to Eleanor

Some duties on the list were assigned

Eleanor suggested a Drone demonstration. Legalities were questioned and Eleanor to follow up. Drone person may participate if they show up with proper permits and RCMP blessings.

Duties list to be compiled at the May 15<sup>th</sup> meeting

**Next Meeting:** Wednesday May 15th at 6 pm council chambers.

Meeting adjourned at 7.10

## **Minutes of Oxford Arena Committee Wednesday May 15th 2019 6pm**

**Roll Call:** Brenton Colburn, Alfie King, Eleanor Crowley, Joe Reade, Wendy Sweet Kontuk, Tom Reid, Tracy Black, & Dave Clark

**Regrets:** Corey Skinner, Bev Clark, & Greg Wood

**Call to Order** at 6.05pm by Brenton Colburn Chair

### **Old Business**

Show discussion: Alfie needs 27 tables for firearms, we need 3 for clothing, Action shooting, Mike Hudson, Art Brown, Tripower needs 500sq ft, Star creations 2 tables, Audrey Marshall 1, Chuck Hart 2, DNR and Search & Rescue coming and could be outside if necessary, DNR would like to back on to curling building if outside. Tom suggested Bentleys as a vendor. Our show is in the CAFT periodical. Joe and Alfie to do BB shoot for children if OKed by Dana. Amanda to look after canteen. Jeff Casey to help out as well. Someone to contact Lions re ad on their sign. Brenton & Dave have an interview with Bill Martin Tuesday AM on 6 Rivers Radio to promote show As part of registration we will prebook vendors for next year with their preferred table layouts. We had a discussion of duties and Dave to circulate list, with any discrepancies noted to him asap so we can make changes if necessary.

### **New Business:**

Tracy Sweet was suggested as a new member and approved.

Date 2020 show: May 22 set up with show 23, & 24<sup>th</sup>

Brent to contact Corey to do up next year poster prior to show for distribution to this years vendors and additional copies for Alfie to distribute at shows prior to next years show.

**Next Meeting:** Wednesday May 29th at 6 pm council chambers.

Meeting adjourned at 7.00

## **Minutes of Oxford Arena Committee Wednesday May 29th 2019 6pm**

**Roll Call:** Brenton Colburn, Bev Clark, & Dave Clark

**Regrets:** Corey Skinner, Greg Wood Alfie King, Eleanor Crowley, Joe Reade, Wendy Sweet Kontuk, Tom Reid, & Tracy Black

**Call to Order** at 6.05pm by Brenton Colburn Chair

**Treasurers Report:** \$40.25 paid to Brenton re sign date change. Net deposit from show \$1692.75 leaving current balance at \$4810.81

### **Old Business**

Show discussion: After the show 5 vendors have committed to next year's show with Chuck Hart offering his help as well. We need more volunteers to carry out these endeavors..Brent is going to contact Ducks Unlimited for next year's show. Plan is to combine Hunting Fishing and Car Show in 2020, with Hunting Fishing in the Curling area and Cars in the arena. Bible Hill gun show has 150 tables pre booked, now for September. Dave and Brent to attend end of September.

### **New Business:**

Committee reviewed the 4 items presented and suggested to present fixing the boards and the door to the ice with this year's funds to council.

Date 2020 show: May 22 set up with shows 23<sup>rd</sup>.

Brent and Dave to meet with Corey to get next years poster ready now for distribution. (legal size paper split between the 2 venues.

We had a reduction of 20 hours rental this year so we suggest going back to \$130 per hour and Brent & Corey to get in touch with minor hockey to ensure a member on their board from Oxford as well as a fair split of hours for rentals.

Next year try to get enough tables from Lions and school as Legion now wants to charge for theirs CFMOTO will sponsor the show next year.

**Next Meeting:** Wednesday **September 25th** at 6 pm council chambers.

Meeting adjourned at 7.00