



TOWN OF OXFORD
Committee of the Whole Meeting
Town Hall – Council Chambers
Monday, 4 November 2019
6:00 PM

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
 - 3.1 Committee of the Whole –7 October 2019
4. New Business
 - 4.1 REMO Comfort Centre Options Report
 - 4.2 RFD 016-2019 Physical Activity & Recreation Strategy
 - 4.3 Committee List Appointments
 - 4.4 Department of Municipal Affairs Twelve-Month Notice: Bill 204: Workers' Compensation Act (Amended)
5. Correspondence
6. In Camera
 - 6.1. Contract Negotiations
7. Adjournment



Minutes of the Committee of the Whole

Place: Council Chambers

Date: Monday, October 7, 2019

Presiding Officer: Deputy Mayor Rick Draper

Councillors Present: Councillors Brenton Colborne, Dave Clark, Dawn Thompson, Wendy Sweet-Kontuk and Wade Adshade.

A quorum was present throughout the meeting.

Regrets: Mayor Patricia Stewart

Staff present: CAO - Rachel Jones, Director of Recreation and Leisure Services - Corey Skinner and Deputy Clerk - Linda Cloney (recording secretary)

1. Call to Order

Deputy Mayor Draper called the meeting to order at 6:00 pm.

2. Approval of Agenda

It was moved and seconded that the agenda of the Committee of the Whole Meeting for October 7, 2019 be approved.

Motion Carried

3. Approval of Previous Minutes

3.1 Committee of the Whole – 3 September 2019

- The minutes should read “Doug Bragg Enterprises” rather than Doug Bragg.

It was moved and seconded that the minutes of the previous Committee of the Whole Meeting dated September 3, 2019 be approved as amended.

Motion Carried

4. New Business

4.1 RFD 013-2019 Ice Allocation Policy

- change the wording from “optional” to “optimal” under the Purpose Heading of the policy
- change the wording from “will be closed” to “may be closed” under 1. of the policy.

It was moved and seconded that Committee of the Whole recommends Town Council to approve the Ice Rental Policy as amended.

Motion Carried

Following this discussion, Corey Skinner exited the meeting

4.2 RCMP Acknowledgement of Consultation

- A list of agreed priorities between the RCMP and the Oxford Police Advisory Board was presented to Council for approval.
- Council accepts the priorities as presented and sends the letter back to the Oxford Police Advisory Board to be signed.

A copy of this letter is filed.

4.3 RFD 014-2019 Joint Council Terms of Reference

- Council agreed to report back at the next Joint Councils meeting that the initial Terms of Reference for the Joint Councils that was jointly developed by the CAOs, with the removal of any voting references, should form the basis of these meetings, rather than the new Memorandum of Understanding that was developed by the Municipality of the County of Cumberland.

4.4 Arena Ceiling Capital Project: Discussion

- Oxford has an approved capital project to do some work on the arena ceiling.
- A couple of quotes have come in under ten thousand dollars.
- No one in our organization has the expertise to provide appropriate technical insight.
- Staff have been directed to contact the contractor and ask if he will warranty his work, provide some reputable references, and ask if the job can be done before the ice goes in. Staff will advise Council, by email, the results from this conversation.

General Discussion on the Trail

- Deputy Mayor Draper received a letter from Cumberland Trails asking if the Town of Oxford has additional funding for the trail from the \$10,000 budget allocated for trails.
- Council has given \$2500 towards the Hurricane Dorian washout on the trail.
- Cumberland Trails is wanting to put down crusher dust on the trail from the tunnel to the red bridge.
- If Council can donate funds, Cumberland Trails would be able to leverage additional funding, with the requested amount being \$4-5,000.
-
- Council is waiting for an invoice from Doug Bragg Enterprises to determine how much is left in the budget for the trail.
- The crusher dust will help to keep the trail maintained.
- It was mentioned that we need to have speed limit signs posted on the trail.
- A condition to receiving a donation from Council is that the Cumberland Trails provide Council a detail report.

5. Correspondence

NIL

6. In-Camera

At 6:45 pm, it was moved and seconded to go in-camera to discuss Land Sales and Personnel.

Motion Carried

At 8:15 pm, it was moved and seconded to come out of in-camera and resume the Committee of the Whole Meeting.

Motion Carried

7. Adjournment

At 8:15 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Rick Draper, Deputy Mayor

Linda Cloney, Recording Secretary



Emergency Comfort Centre Options Report

Presented to: Committee of the Whole
Date: 4 November 2019
Submitted by: Rachel Jones, Chief Administrative Officer

Further to Council's strategic priorities planning workshop held in September 2019, it was identified that, due to the Lions Hall being out of service, a new emergency comfort centre needed to be established. The CAO was tasked with providing a report on options, in consultation with the Cumberland REMO Coordinator, that would accommodate the community of the Town of Oxford in the case of an emergency.

The CAO and REMO Coordinator met on two occasions to discuss and explore the options for Oxford. As a result, the following is provided for information.

Option #1

Oxford Volunteer Fire Department

As this is a Town-owned facility, the building is suitable to be used for a comfort station, primarily for citizens to find shelter, and have tea/coffee/water available, along with the ability to charge mobile devices. It is in a central location and accessible for wheelchairs and other mobility challenges. Just recently, funding has been received through a REMO grant application to have the facility properly wired which will allow for a generator to be connected to provide back up power. This work will take place as soon as possible. The one disadvantage is that, should the downtown area flood, it is in the flood zone.

Option #2

Oxford Legion

In discussion with the REMO Coordinator, the Legion president was very upbeat about the facility being used as a comfort center. There is a large main room and bathroom facilities (M/F) suitable for 50 to 75 persons. Extra room is available upstairs. Kitchen stove is electric only and a heating supply of an oil boiler, 3 heat pumps and an auxiliary heat source that is also oil-fired forced air. Heat pumps also double as air conditioners for extreme heat situations in summer. The building has one bathroom that is accessible in a wheelchair.

The facility, except for the electric stoves, can be run from the small generator that Oxford already has (10,000 watts). The president advised that they are in the process of applying for funding for a larger generator that will run everything including the kitchen stoves.

Further review and assessment using the shelter assessment tool will be followed up with to ensure the location is suitable. Additional conversations around usage will also take place to put an agreement in place should it be warranted.

Additional Options:

- The REMO Coordinator visited Shady Rest by invitation, to review the facilities for this purpose. Although the offer to provide the location as a comfort centre was extremely generous, upon review it was determined that this is an unsuitable location with the exception of very extreme circumstances. Public washrooms are not available on the main floor, only within the residents' private rooms. Maximum capacity within the living room would be 20 people. The advantages of this location include natural gas stoves and wheel chair accessibility.
- Community Churches were discussed at the staff level, however, none of the locations have back up generator power. With the identification of the Fire Hall and possibly the Legion as comfort centre locations, staff feel these are sufficient for the time being.

Conclusion

The Fire Department and the Legion will work well and should be adequate for the numbers needing support if we require a reception or comfort center during an extended power outage.

With this being said, these locations are suitable for **non-flood emergencies only**. In the case of Flooding and these locations being affected or cut off from vehicular traffic, a comfort centre within that zone is not a safe option. If/when that situation occurs, residents of Oxford will be directed to utilize comfort centres that are located outside of the community. If necessary, Cumberland REMO can arrange for transportation for residents unable to transport themselves. Primarily, those closest are:

- Pugwash Fire Hall
- Springhill Community Centre/Fire Hall
- Leicester Fire Hall, although there are some power issues here due to electric heat (electric heat sources and cooking appliances utilizing electricity rather than natural gas need larger capacity generators to operate a full centre and all amenities).

Individual Responsibility

Regardless of any location being identified as a comfort station, residents have the responsibility of preparing themselves to shelter in place during the worst impact of a potential storm. Venturing outside in dangerous weather and road conditions puts their safety, and that of

emergency responders, at greater risk. Information on a 72-hour emergency kit have been developed and are available online. It includes items such as food, water, medications, battery operated lights and radio, non-electric cooking sources such as Coleman stoves or a propane barbeque. **There is a broader social responsibility for residents to provide for themselves as much as possible, with Cumberland Region REMO filling in when and where possible.**

Staff will arrange for more information on 72-hour emergency preparedness to be circulated in the community, promoted on our social media, and forwarded to the local media to raise awareness and assist the community in caring for themselves and their neighbours. REMO Coordinator is also available to attend community groups to present on 72-hour Emergency Preparedness. An option for the Town could be to establish a phone-in information line that residents can access for up-to-date information on various scenarios.

Mass Alert System

A second issue raised through the strategic priorities workshop was the potential of having a mass notification system, primarily through telephone/text delivery. In discussion around the location of comfort centres, it was determined that Cumberland Region REMO has a system in place for emergency responders (staff, fire, police, etc.). Preliminary information shows that this could be utilized for the Town of Oxford through subscription.

The cost for such a service is estimated to be approximately \$1,500 per year, however each person wanting to utilize it would be required to self-identify and provide their contact information. This would result in the subscribers receiving several test messages each year to test the system. It also puts the responsibility on the individual to update changes in the contact information. The potential exists to pay for subscribers who are no longer active or receiving the alerts.

Staff are not prepared to provide further information on this at this time, however, felt that this was an opportunity to provide preliminary information on an upcoming and somewhat related priority for information and consideration in the future.



REQUEST FOR DECISION
Recreation and Physical Activity Strategic Plan

RFD #016-2019

Date: November 1, 2019	Subject: Recreation and Physical Activity Strategic Plan
Proposal Attached: Yes	Submitted by: Corey Skinner, MPAL/Recreation Director

Proposal:	That Town Council approve the Recreation and Physical Activity Strategic Plan presented.
Background:	As part of the MPAL MOU, it is required to create a five-year Recreation and Physical Activity Strategic Plan. This plan was created largely by a working group that consisted of Janine Dewitt- Public Health, Peter McCracken- Communities Culture & Heritage, Stephanie Heath- Research Power Inc, Rachel and myself. We conducted one stakeholder consultation in June at the Fire Hall to gather feedback that would be used for our plan. After completing our stakeholder consultation, we considered all feedback and created the draft in September.
Benefits:	<ul style="list-style-type: none"> • Set of priorities and goals for the next five years. • Better organization of workplan process. • Will facilitate more effective decision-making. • Create transparency with the public.
Disadvantages:	None foreseen.
Options:	<ul style="list-style-type: none"> • Approve Strategic Plan Deny Strategic Plan Send plan back to be revised with feedback •
Required Resources:	Staff time to create strategic plan
Source of Funding:	The majority of the plan to be implemented will come from staff time within the community and with partners, or through the general operating budget. Grant funding is always sought for eligible programming and projects.

Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Workplan Implications (now/future):	If approved, this will set out most of my priorities for the next five years.
Communication Plan:	If approved, completion and approval of the plan will be promoted on our social media and posted on our municipal webpage.
Staff Comments/ Recommendations:	Staff recommend that Council adopt the Recreation and Physical Activity Strategic Plan (2019-2024). By approving this, it will give set out priorities within the Recreation Department for the next five years.
CAO's Review/ Comments:	The creation of this plan has been thoughtful and inclusive, considering the community and the ability to implement the goals within the Town.

CAO Initials: RLJ

Target Decision Date: 18 November 2019

Town of Oxford Nova Scotia
Physical Activity and Recreation Strategic Plan
(2019 to 2024)

October 28th, 2019



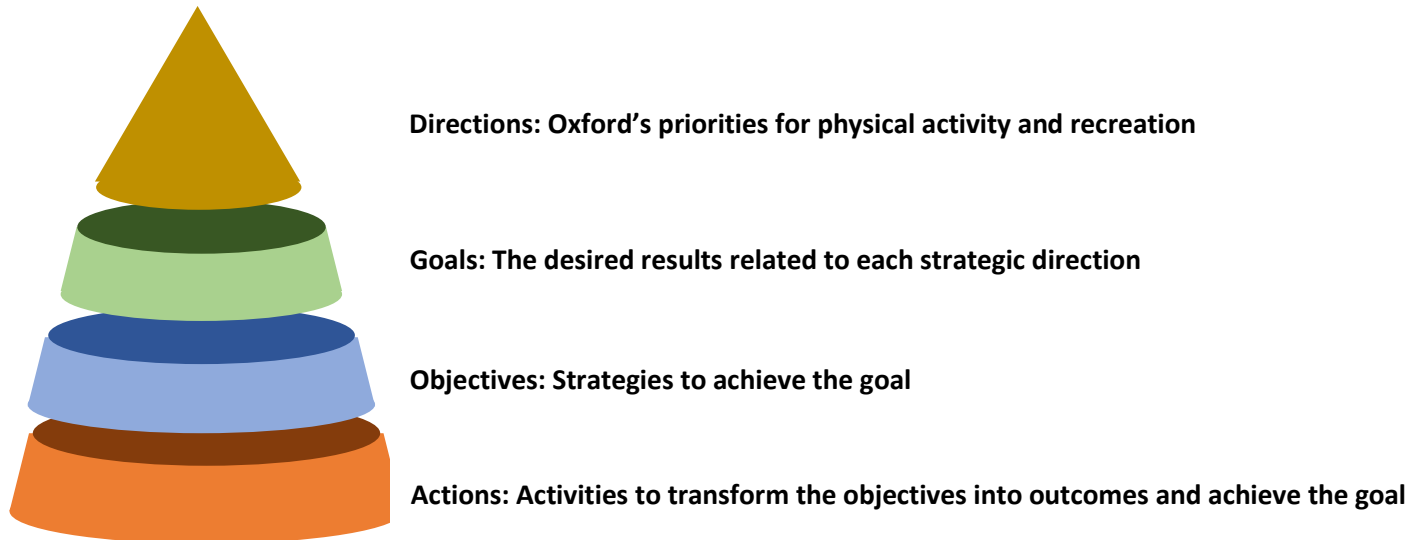
Approved by Council:

Table of Contents

Table of Contents	i
I. Introduction	1
The Framework	1
Strategy Development Process	1
The Need for a Physical Activity and Recreation Strategy	2
Equity & Inclusion	3
Community Survey	4
II. Vision, Mission and Values.....	6
Vision.....	6
Mission.....	6
Values.....	6
III. Strategic Directions.....	7
Strategic Direction: Recreation Facilities, Trails and Parks	7
Strategic Direction: Accessibility and Inclusivity.....	8
Strategic Direction: Promotion and Marketing/ Communications.....	9
Strategic Direction: Partnerships and Engagement.....	10
Strategic Direction: Community Leadership and Capacity Building	11
IV. Moving Forward.....	13

I. Introduction

The Framework



Strategy Development Process

The Town of Oxford developed a physical activity and recreation strategy in 2012 after the Recreation and Physical Activity Coordinator was hired through the Municipal Physical Activity Leadership (MPAL) program. Given that it has been over five years since the plan was developed, coupled with the fact that most of the strategies within the plan had been completed, the Town embarked on a second strategic planning process, supported through Communities, Culture and Heritage.

A working group consisting of representatives from the Town of Oxford, the MPAL program, Communities Culture and Heritage and Public Health, Nova Scotia Health Authority was formed in early 2019 to lead the development of the updated physical activity and recreation strategic plan. The strategic plan development process consisted of the following:

- A review of the previous strategic plan to identify strategies completed and opportunities for continued development.
- A review of other relevant strategies including *Let's Get Moving Nova Scotia* (a provincial action plan for increasing physical activity in Nova Scotia); and the *Shared Strategy for Advancing Recreation in Nova Scotia* to identify opportunities for alignment/synergy.
- A review of findings from a Physical Activity Community Survey completed in 2016 for the Town of Oxford.

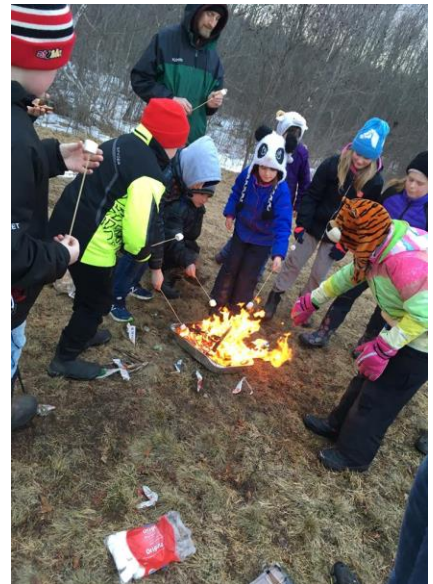
- Development of draft strategic directions and associated objectives and actions for the physical activity and recreation strategy plan (2019 to 2024) by the working group based on the findings from the review of materials (bullets one to three).
- A consultation session with community organizations to obtain feedback into the draft strategic directions and associated objectives and actions, and develop a vision, mission and values for the strategic plan.

The feedback from the consultation session was compiled and used to create a strategic plan report which was reviewed and finalized by the working group. This report provides a brief summary of the evidence for a physical activity and recreation strategy; equity and inclusion; findings from the community survey; the strategy vision, mission and values; and the strategic directions and associated goals, objectives and actions.

The Need for a Physical Activity and Recreation Strategy

Physical activity, sport and recreation have significant benefits for both individuals and communities such as:

- Improves individual health through chronic disease prevention and management, enhanced growth and development, improved sleep, and improved mental health.
- Improves education outcomes and academic performance.
- Improves social connection by bringing people together and reducing isolation and encouraging civic engagement through volunteering.
- Supports the environment as there are fewer greenhouse gas (GHG) emissions when more people walk or bike as a mode of transportation.
- Economic development by creating walkable and bikeable communities and indoor and outdoor infrastructure which supports tourism and attracts new residents.



Despite these well-known benefits, the majority of Nova Scotians do not meet the recommended 150 minutes of heart pumping physical activity a week (Colley, RC et al, Physical activity of Canadian adults: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey). Very few youth are meeting the recommended guidelines of 60 minutes a day of physical activity most days of the week, and as we age, we become less active (Thompson, A et al, Physical activity of children and youth in Nova Scotia from 2001-02 to 2005-06, Preventive Medicine, 2009 Nov;49(5): 407-9). Socially, volunteerism in Nova Scotia is declining, with fewer people carrying the load (2004 Canada Survey of Giving, Volunteering and Participating).

Challenges to physical activity are many including more sedentary work environments, community design focused around automobile use, changing family structures and busy lifestyles, and safety fears.

Despite these challenges, there is good news and opportunity! There are many assets in communities across Nova Scotia, including Oxford. For example, there is a mature sport, recreation and physical activity sector with innovative leaders. We are a small province where communities can pool resources and learn from one another.

The time is right to renew Oxford's strategic plan for physical activity and recreation by building on what we have accomplished over the last five years and identifying opportunities to help us achieve our vision of: *In Oxford everyone is engaged and participating in physical activity and recreation opportunities.*

Equity and Inclusion

Equity is a notion that acknowledges equal treatment and opportunities do not lead to equal outcomes and recognizes that some populations have diverse needs. Health inequities are differences in health status between groups and populations that are socially and systemically produced by unequal distribution across the population, often linked to the social determinants of health- where we live, grown, learn, work, play and age.



Figure 1: Equality vs Equity (Robert Wood Johnson Foundation)

The unequal distribution of supports and resources make it more difficult for some individuals to participate in physical activity and recreation opportunities. For this reason, it is important to apply an equity and inclusion lens when planning, implementing and evaluating recreation programs, resources and policies. In order to ensure that equitable programs and services are offered, the following considerations are important to apply as necessary:

- Fair and just distribution of resources needed to participate
- Fair and just access to opportunities to participate
- Fair and appropriate supports and services offered for those with diverse needs

Inclusive recreation opportunities are a priority throughout Nova Scotia. The Shared Strategy for Advancing Recreation in NS and Let's Get Moving NS both have goals to address inclusion and access. All individuals deserve to have a fair chance to participate, regardless of their physical abilities, socioeconomic status or ethnic background and municipalities can play a key leadership role to help break down barriers.

Community Survey

The purpose of the Physical Activity Community Survey was to inform the development, implementation, and continued evaluation of physical activity strategies in the Town of Oxford. The full report is available through the MPAL Coordinator in the Town of Oxford with key findings and conclusions presented below.

The following graphic presents a summary of the top activities desired by respondents (wish list), most common challenges to participation in physical activity, potential opportunities, and motivators for active transportation (AT).



The following conclusions were presented within the report of the survey findings:

1. With walking as the most popular activity for future participation in general as well as for Active Transportation, there is a significant opportunity to increase activity in this community by prioritizing support for walking.
2. Some outdoor, seasonal activities are also mentioned as wish list items for increased participation—canoeing/kayaking, bicycling.
3. Infrastructure for walking and cycling is a clear need based on identified physical activity challenges in general and Active Transportation facilitators.
4. Interventions to support social connections are important. They address significant barriers and garner significant interest among programming concepts.
5. Creating programming of interest to community members emerges as an opportunity to address an important barrier.
6. There may be a role for health care providers in supporting participation in physical activity given the proportion who perceive their current health status as a challenge.

More community members may be engaged by improving accessibility of community-based physical activity opportunities by offering flexible, non-competitive, activities that incorporate social interactions.



II. Vision, Mission and Values

Vision

In Oxford everyone is engaged and participating in physical activity and recreation opportunities.

Mission

By working collectively, we are dedicated to creating environments and providing access to meaningful recreation and physical activity opportunities for all residents of Oxford with the aim of improving overall health and quality of life of the community.

Values

- **Accessibility and Affordability:** seek to provide fair, accessible and affordable recreation and leisure opportunity that encourage participation by a diverse community.
- **Quality of Service:** strive to provide the highest quality of services to residents.
- **Quality Infrastructure:** (built facilities and green space): a strategic and sustainable system of parks and recreation infrastructure for the delivery of services and programs.
- **Adaptability and Flexibility:** strive to be continually relevant and flexible in meeting the needs of the current and future populations.
- **Inclusion and Accessibility:** Ensure each resident has access to recreation and physical activity programs as well as facilities.
- **Accountability:** open and accountable government to be accessible to residents, asking for and listening to their needs, and reporting regularly on progress.



III. Strategic Directions

1. Strategic Direction: Recreation Facilities, Trails and Parks

Goal: Supportive physical environments for physical activity and recreation including quality facilities.

Objectives

- Continue to support trail development and use
- Support continued development and improvements to other outdoor spaces
- Improve the arena for physical activity and recreation
- Partner with the school to increase physical activity and recreation and support continued community use of schools



Objectives	High Level Actions ¹
<p>A) Continue to support trail development and use</p>	<ul style="list-style-type: none"> • Develop trails maps and signage to brand and connect trails • Promote multiuse trails for all modes of active transportation • Promote existing trails located behind the Oxford Regional Education Centre (OREC) that are underused • Work with local landowners to help to promote trails • Engage community members to use the trails through existing groups such as walking groups, the library, etc. • Assess feasibility of trail development to help ensure connectivity of the community (for example connecting the downtown to the ball field) • Develop a plan to ensure trail maintenance
<p>B) Support continued development and improvements to other outdoor spaces</p>	<ul style="list-style-type: none"> • Conduct a needs assessment to identify improvements for the ballfield to ensure future use • Partner to identify and develop a new park space • Support canoeing, kayaking, skate park and other activities through equipment loan programs <ul style="list-style-type: none"> ○ Promote existing equipment loan programs (e.g., through the library) • Maintain and improve skate park and soccer field <ul style="list-style-type: none"> ○ Explore development of a track around the soccer field to help support walking

¹ For each objective, actions have been identified which will be further refined and developed as the Town moves forward with operational planning.

	<ul style="list-style-type: none"> • Assess required improvements to sidewalks and develop a 5 to 10-year improvement plan to promote usage and accessibility for all • Explore opportunities for indoor walking spaces (e.g. use rink in the summer for walking, firehall space, hallways in the schools, etc.) • Implement play boxes in strategic outdoor locations to encourage unstructured play for children and families/ sponsorship • Identify space for community gardens and support development through community engagement <ul style="list-style-type: none"> ○ Align edible landscapes with walking plans/walkability trail
C) Improve the arena for physical activity and recreation	<ul style="list-style-type: none"> • Continue to improve the arena to support increased usages by exploring funding opportunities/ fundraising <ul style="list-style-type: none"> ○ Explore opportunities to enhance use of the arena for physical activity and recreation • Promote the arena and potential opportunities for use to existing groups such as walking clubs/groups, the schools
D) Partner with the school to increase physical activity and recreation	<ul style="list-style-type: none"> • Partner with OREC to improve the school track and promote its use by the community as a safe walking space • Partner with schools to support physical activity and recreation for all children and youth <ul style="list-style-type: none"> ○ Develop and implement walking school buses ○ Engage parents and identify champions to support development of physical activity initiatives • Use the school facility (space and equipment) to offer physical activity and recreation programs for seniors (e.g., chair exercises, walking, etc.)

2. Strategic Direction: Accessibility and Inclusivity

Goal: Individuals are participating in physical activity and recreation to the best of their ability.

Objectives

- Explore strategies to improve accessibility of facilities and outdoor spaces
- Develop and implement equipment loan programs
- Explore strategies to ensure programming supports inclusivity and reduces barriers to participation



Objectives	High Level Actions
A) Explore strategies to improve accessibility of facilities and outdoor spaces	<ul style="list-style-type: none"> • Plan and conduct an accessibility audit as part of the 2030 commitment to an accessible province <ul style="list-style-type: none"> ○ Ensure audit includes both the physical and social environment (e.g., gender neutral washrooms, sense of belonging, language, etc.) ○ Ensure audit includes a comprehensive range of facilities including libraries
B) Develop and implement equipment loan programs	<ul style="list-style-type: none"> • Promote adaptive equipment available through the YMCA, IWK and Cumberland County • Explore development of lending programs (e.g. skates, helmets, pickleball paddles, etc.)
C) Explore strategies to ensure programming supports inclusivity and reduces barriers to participation	<ul style="list-style-type: none"> • Review intake process and adapt to ensure it meets diverse needs (e.g., gender neutral, etc.) • Develop and implement training for staff to build awareness and understanding about inclusivity and reducing barriers to participation • Review and adapt communication to ensure gender neutral • Develop and implement low or no cost programs

3. Strategic Direction: Promotion and Marketing/Communications

Goal: Residents are aware of physical activity and recreation opportunities and the benefits of participation.

Objectives

- Promote use of indoor and outdoor facilities and spaces
- Promote physical activity and recreation as part of daily living



Objectives	High Level Actions
A) Promote use of indoor and outdoor facilities and spaces	<ul style="list-style-type: none"> • Incorporate messaging to promote use of indoor and outdoor spaces into municipal website • Promote indoor and outdoor spaces through other mechanisms such as flyers, bulletin boards, Facebook pages, partners, etc. • Continue to support and update Fundy Connect (the online recreation guide) • Explore use of 211 for promotion

<p>B) Promote physical activity and recreation as part of daily living</p>	<ul style="list-style-type: none"> ● Use social media to promote the benefits of physical activity and connect messaging to other elements of the plan (e.g., trails, facilities) <ul style="list-style-type: none"> ○ Celebrate successful programs and partnerships ○ Share stories from community members ○ Develop a hashtag to help ensure consistency in messaging ● Support the provincial social marketing campaign that encourages people to include small sessions of movement into their daily routines. ● Incorporate messaging promoting physical activity and recreation within existing mediums (e.g., newsletter, programming materials, etc.) ● Promote free and low-cost recreation and physical activity opportunities ● Promote Kids Sport and Jumpstart to those who face financial barriers to accessing sport and recreation ● Ensure diversity is visible in promotional materials and websites
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4. Strategic Direction: Partnerships and Engagement

Goal: Strengthened alignment with community partners to support physical activity and recreation where citizens work, live and play.

Objectives

- Work with the health sector to increase physical activity
- Facilitate incorporation of physical activity within workplaces
- Facilitate incorporation of physical activity into settings to reach children and youth
- Facilitate connections with partners that help make stronger links between physical activity and overall health and well-being



Objectives	High Level Actions
<p>A) Work with the health sector to increase physical activity</p>	<ul style="list-style-type: none"> ● Partner with community health care providers to implement physical activity prescriptions ● Provide resources such as the monthly community calendar to health care providers to share with patients ● Explore implementation of the Walk with a Doc program
<p>B) Facilitate incorporation of physical activity within workplaces</p>	<ul style="list-style-type: none"> ● Partner with Oxford Frozen Foods to incorporate physical activity into the workplace ● Pilot workplace wellness tools developed through LGM NS in partnership with other community groups ● Explore development and implementation of a physical activity and walking challenge with local businesses

	<ul style="list-style-type: none"> ○ Incorporate walkability signage (e.g., Big Block Walk idea from Amherst) ○ Include maps that provide distance and progress made
C) Facilitate incorporation of physical activity into settings to reach children and youth	<ul style="list-style-type: none"> ● Partner with schools to incorporate physical activity messaging into school communication ● Partner with Health Promoting Schools and UpLift initiatives to connect the town’s strategic plan and its actions ● Partner with early years groups (e.g., pre-primary programming, library, day cares) to support networking and sharing of resources with a focus on unstructured outdoor play ● Continue to offer physical activity, sport and recreation opportunities for children and youth in partnership with community groups and organizations (schools, sports clubs, YMCA, etc.) <ul style="list-style-type: none"> ○ Promote YMCA swimming ○ Promote youth programming through churches ○ Develop and promote family friendly activities
D) Facilitate connections with partners to foster stronger links between physical activity and overall health and well-being	<ul style="list-style-type: none"> ● Partner with community organizations to link people and build social support networks that support healthy living (e.g., physical activity, healthy eating, mental health) ● Develop a resource about how to incorporate physical activity into recreational activities ● Work with seniors’ groups (e.g., Oxford Pioneer Heritage Club, Meadow Vista, Shady Residents) to identify needs of older adults related to physical activity and partner to develop and implement initiatives based on the needs ● Partner to develop a municipal wellness and healthy eating policy for events and facilities (e.g., Public Health, Waste Management) ● Continue to participate in Gettin’ Healthy partnership to strengthen the tie between supportive community food environments and recreation ● Partner to support initiatives that address food security (e.g., Community Gardening Network, partner with Food Bank, etc.)

5. Strategic Direction: Community Leadership and Capacity Building

Goal: Quality and sustainable recreation and physical activity opportunities with the support of leaders.

Objectives

- Develop and support existing and aspiring leaders to support physical activity and recreation in the community
- Support volunteers to facilitate community physical activity and recreation opportunities

Objectives	High Level Actions
<p>A) Develop and support existing and aspiring leaders to support physical activity and recreation in the community</p>	<ul style="list-style-type: none"> • Develop and implement workshops to strengthen leadership within the volunteer sport and recreation sector • Build knowledge and skills of existing leaders such as Councilors, Community Health Board members, school principals to support physical activity and recreation • Provide training for community leaders to develop knowledge and skills in access and inclusion (e.g., creating safe spaces, cultural inclusion) and to support advocacy for groups and individuals that may have diverse needs • Develop and implement learning opportunities to support youth leadership in physical activity and recreation (e.g., summer staff training, youth as coaches, etc.)
<p>B) Support volunteers to facilitate community physical activity and recreation opportunities</p>	<ul style="list-style-type: none"> • Develop a database of volunteers who support physical activity and recreation in the community • Develop and implement volunteer recognition to celebrate volunteers who support physical activity and recreation in the community • Partner to recruit and support volunteers (e.g., NSCC, schools, etc.)



IV. Moving Forward

Moving forward, the Town of Oxford will continue to work with the many partners who have contributed to the development of the strategic plan to support its implementation. A more detailed operational plan will be developed to identify timelines, accountability, responsibility and indicators of success for the objectives and actions.

To help ensure successful implementation of the strategic plan, key enablers have been identified including:

- **Leadership** from the Town of Oxford and partner organizations. While the MPAL coordinator has an important role to play in guiding the work, Council and partners need to champion the actions within the strategic plan. The strategic plan was developed through a collaborative process that engaged stakeholders from within the community and the actions reflect the shared work. Shared responsibility to support implementation of the strategic plan will help to ensure success. The working group established to support the creation of the strategic plan will continue to support the development of the operational plan and guide the implementation process.
- **Resources** including human, financial and physical are key enablers for the implementation of the strategic plan. Based on the actions and priorities identified, resources will be dedicated and sought to support implementation of the plan.
- **Accountability** is another key enabler to support implementation of the strategic plan. As noted above, an operational plan will identify indicators of success, which are the foundation for monitoring implementation of the actions and success of the strategic plan. Through ongoing tracking of the actions, adjustments can be made to continually improve the implementation process. Annual reports will be produced to track progress and share success.
- **Regular Reports** to Town Council will be important to maintain Council support of the plan, understand the goals and work to accomplish them and maintain progress on implementation of the plan in public record.
- **Communication** with our partners and community will be critical as the strategic plan is implemented. Effective communication will help to build shared responsibility for the strategic plan and to celebrate and build on achievements.

Many people contributed to developing this strategic plan. The contributions made by partners in the community have been invaluable. The Town recognizes that community partners play a major role in the success of physical activity and recreation programs. To support the rollout of the strategic plan, commitment to engaging citizens and community partners is integral. The Town will seek further input and advice as action plans are developed to support the overall strategic plan.



Town of Oxford Boards and Committees November 2019

Boards

Cumberland Joint Services Management Authority – (CJSMA)
Councillor Adshade

Northern Regional Solid Waste Management Committee
Vacant

Cumberland Health Authority
Vacant

Police Advisory Board
Councillor Thompson, Councillor Clark, Byron MacDonnell (Acting Chair), Annie Crowe, DOJ Representative - vacant

Cumberland Regional Library Board
Councillor Colborne

Municipal Alcohol Program Board (MAP)
Councillor Clark

Committees

Regional Emergency Measures Organization Advisory Committee– (REMO)
Councillor Colborne

Personnel Committee
Chairperson Councillor Draper, Councillor Colborne and Councillor Thompson

Arena Fundraising Committee
Chairperson Councillor Colborne, Councillor Clark, Councillor Sweet-Kontuk, Corey Skinner, and Community Members Bev Clark, Tracy Black, Greg Wood, Alfie King, Eleanor Crowley, Joe Reade, Tom Reid, & Tracy Sweet

Audit Committee
Councillor Draper, Councillor Thompson, Councillor Clark, and Tracy Black

Physician Recruitment Committee

Mayor Trish Stewart

Police Services Review Committee

Deputy Mayor Rick Draper, Mayor Trish Stewart, Councillor Dave Clark, David Hoffman,
Byron MacDonnell, Donna Jewers, CAO Rachel Jones



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

October 29, 2019

Councillor Waye Mason
President, Nova Scotia Federation of Municipalities
Suite 1304, 1809 Barrington Street
Halifax, NS B3J 3KB

Dear Councillor Mason:

Re: Requirement to Notify the Union of Nova Scotia Municipalities (Nova Scotia Federation of Municipalities) - *Municipal Government Act* SNS 1998, c. 18, Section 519

Please accept this letter as the notice to the Union of Nova Scotia Municipalities (Nova Scotia Federation of Municipalities) required by subsection 519(1) of the *Municipal Government Act* SNS 1998, c. 18, of legislation and regulations that will have the effect of decreasing the revenue received by municipalities in Nova Scotia or increasing the required expenditures of municipalities in Nova Scotia.

The Government of the Province is anticipating passage of An Act to Amend Chapter 10 of the Acts of 1994-95, the Workers' Compensation Act in October, 2019 (Bill No. 204). In accordance with clause 5 of Bill No. 204, the legislation will come into force one year after the date on which it receives Royal Assent.

Bill No. 204 mandates workers' compensation insurance coverage (including access to the occupational disease presumption in Section 35A of the *Workers' Compensation Act*, regarding cancers or other diseases), for all volunteer firefighters in the Province. In addition, it enables federal firefighters to have access to the cancer or other disease presumption in Section 35A of the Act, makes regulatory enabling authority changes to permit regulations to establish conditions or restrictions on the availability of the presumption and provides a 1-year retrospective application of the presumption for future prescribed cancers or other diseases.

There are at least 6000 volunteer firefighters in Nova Scotia, nearly half of whom do not have *Workers' Compensation Act* insurance coverage in place. The extension of workers' compensation coverage to the approximately 2800 to 3500 volunteer firefighters who are not currently covered by the Act is anticipated to result in increased expenditures for the municipalities within whose boundaries a fire department that includes volunteer firefighters is located. Increased expenditures will result from an increase in the total number of claims filed. As a result of adding volunteer firefighters to the Act, the *Workers Compensation General Regulations* made under the *Workers' Compensation Act* will also be amended to reflect the addition of volunteer firefighters to the mandatory list of industries whose workers and their employers are covered by the Act.

For municipalities that do not currently have workers' compensation coverage in place for their volunteer firefighters, it is estimated that the collective cost to those municipalities is likely to be between \$144,000 and \$168,000 to provide coverage to their volunteer firefighters who are not currently covered.

WCB assessment rate-setting for volunteer firefighters is accomplished by the application of the WCB assessment rate to an imputed salary chosen by each municipality (subject to a minimum of \$10,200, annually, per firefighter). Given the 2019 premium rate of \$0.47 per \$100 of payroll, for volunteer firefighters admitted to coverage under the *Workers' Compensation Act*, it would cost municipalities \$48 per volunteer firefighter to provide workers' compensation coverage to their volunteers. Each municipality would be impacted differently depending on the number of volunteer firefighters who are located within their boundaries and serve the municipality.

While 2019 costs would be \$48 per volunteer firefighter, experience rating could cause assessment rates to increase or decrease for individual municipalities. The maximum possible increase would be 60%, based on WCB Policy 9.4.2R4 Experience Rating – Maximum Merit or Demerit Surcharge. Based on the current rate this would mean a rate of \$0.75/\$100 of payroll, or \$76 per volunteer at an imputed salary of \$10,200. In practice, however, the highest rate paid in 2018 was \$0.61. The WCB provides employers one year's notice for rate changes every fall when it publishes the assessment rates for the following year.

Only municipalities that experience higher than average claims costs would be subject to an experience rating increase. Employers that are new to the Act do not fully participate in experience rating until they have developed sufficient claims cost experience, which occurs over a three-year period. Moreover, small employers participate in experience rating to a lesser extent than large employers.

WCB Policy 9.3.5R excludes diseases such as cancers from consideration in rate-setting, generally. On this basis, volunteer firefighter cancer claims would not directly result in increased expenditures for municipalities due to the one-year retrospective application. However, government intends to consult on expanding the list of cancers available for the presumption through amendments to the *Firefighters' Compensation Regulations* made under the *Workers' Compensation Act*. The proposed regulatory amendments that would add cancers to the list available for the presumption would come into effect at the same time Bill No. 204 takes effect, in 2020. It is foreseeable that based on consultation Government could expand the cancer list to accord with the most comprehensive coverage currently provided in any jurisdiction in Canada.

I trust that this is sufficient to provide you with notice of the legislation and associated regulations and ask that you please bring this letter to the attention of the Board of Directors of the Nova Scotia Federation of Municipalities at your earliest opportunity.

Sincerely,



Chuck Porter
Minister

cc. Honourable Labi Kousoulis, Minister of Labour and Advanced Education