



Town Council Meeting
Council Chambers, conducted through Zoom and
streamed live to FaceBook
Tuesday, May 24, 2022
6 PM

AGENDA

1. Call to Order

Pg 1-2 2. Approval of Agenda, including additions or deletions

3. Proclamations

Pg 3 3.1 Apraxia Awareness Day – included in package

Pg 4 3.2 Access Awareness Week – included in package

4. Approval of minutes from the previous meetings

Pg 5-10 4.1 Town Council Minutes – April 19, 2022

Pg 11 4.2 Special Council Minutes – May 2, 2022

5. New Business

5.1 Water and Sewer Service – 726 Sunset Avenue – recommendation
from Committee of the Whole – verbal presentation

Pg 12 5.2 Request for Sewer Services – 1720 Black River Road – included in
package – Recommendation from Committee of the Whole

Pg 13 5.3 Request for Water Services – 1720 Black River Road – included in
package - – Recommendation from Committee of the Whole

Pg 14-19 5.4 Bylaw #01-2018 Commercial Development District Improvement Plan
Bylaw for approval – included in package

5.5 Contracted Services for recreation – discussion – Councillor McNutt
verbal report

Pg 20 5.6 Piano at the Gazebo – picture included in package

5.7 Dangerous and Unsightly properties – Linda Cloney verbal
presentation

5.8 Municipal Boundary Survey – verbal presentation

5.9 Accessibility Expo – June 2 – verbal presentation

5.10 Recommendation from Public Works Committee – Councillor Jones

6. Consideration of correspondence
 - 6.1 Grad Banners – 1st of June – Council support
 - 6.2 Minister of Municipal Affairs & Housing – John Lohr – 12-months' notice – included in package

7. Adjournment

2022 PROCLAMATION FOR APRAXIA AWARENESS DAY

WHEREAS, childhood apraxia of speech is a challenging speech disorder that affects nearly 1-in-1,000 children.

WHEREAS, children with childhood apraxia of speech will not learn to speak without frequent, intensive and appropriate speech therapy.

WHEREAS, a lack of appropriate speech therapy intervention may impact not only communication but also individual outcomes in education, independence, mental wellness, and employment.

WHEREAS, public awareness about childhood apraxia of speech in Centreville is essential for families of children with childhood apraxia of speech and the professionals who support them to best advocate for needed services for children learning to use their own voice.

WHEREAS, our highest respect goes to children with childhood apraxia of speech and to their families for their effort, determination and resilience in the face of obstacles.

THEREFORE, I, Gregory Henley, Mayor, do hereby proclaim May 14th, 2022 as Apraxia Awareness Day in the Town of Oxford.

Signed Gregory Henley, Mayor



Nova Scotia Access Awareness Week 2022

Proclamation Access Awareness Week May 29th – June 4th 2022

WHEREAS, the week of May 29th – June 4th, 2022 is recognized as Access Awareness Week; and

Access Awareness Week aims to celebrate achievements made both by and for persons with disabilities in the areas of accessibility, transportation, housing, employment, recreation, education, and communication; and

This is the 35th year that this public awareness initiative has taken place in Nova Scotia; and

Access Awareness Week promotes the inclusion of all Nova Scotians with disabilities as full citizens within our communities; and

Through public awareness, community partnerships and education, this campaign aims to foster an environment of equal participation for persons with disabilities within the Town of Oxford.

THEREFORE, be it resolved that I, Gregory Henley, Mayor on behalf of the Town of Oxford, do hereby proclaim May 29th – June 4th, 2022 as “Access Awareness Week” in the Town of Oxford.

Dated at **Oxford**, Nova Scotia

May 16, 2022

Gregory Henley, Mayor
Town of Oxford



Minutes of the Regular Council Meeting

Place: Council Chambers and conducted through Zoom and streamed live to Facebook

Date: Tuesday, April 19, 2022

Presiding Officer: Mayor Gregory Henley

Councillors present: Councillor Wade Adshade, Councillor Carla Black, Councillor Brenton Colborne, Councillor Paul Jones, Deputy Mayor Arnold MacDonald and Councillor Chrystal McNutt

Regrets: nil

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney, Senior Accountant – Ruthann Brookins and Office Assistant – Stan McDougall (recording secretary)

Media Present: Six Rivers News, Radio, and TV – Mark Rushton

1. Call to order

Mayor Henley called the meeting to order at 6:00 pm. The Mayor and Council welcomed Stan McDougall as the Office Assistant for the Town of Oxford and extended congratulations to Linda Cloney as the CAO for the Town of Oxford.

2. Approval of Agenda

Change 6.3 and 6.5 to 7.1 and 7.2 (In-Camera for legal and municipal property matters)

Moved by Councillor Jones and seconded by Deputy Mayor MacDonald that the agenda of the Town Council Meeting for April 19, 2022, be approved, as amended.

Motion Carried

3. Proclamation

3.1 #1792Project – included in package

January 15, 2022 is the 230th anniversary of 15 ships departing the harbour of Halifax in 1792, and that the conditions and causes that led to the exodus of 1,196 self-liberated Black Loyalist were conditions of abject institutionalized racism and that this departure took place at the height of the transatlantic chattel slave trade one of the cruelest chapters in the history of humanity.

Mayor Gregory Henley declared January 15, 2022, the Day of Black Loyalist Exodus: 15 Ships to Sierra Leone #1792Project and that we mark this year as the 230th anniversary of the 15 Ships to Sierra Leone #1792Project.

A signed copy of the proclamation is filed in the Council Package

4. Approval of Previous Minutes

Moved by Councillor Adshade and seconded by Councillor Black that the minutes of the Special Council Meeting for March 21, 2022, and the Town Council Meeting for March 21, 2022, and the Special Council Meeting for April 4, 2022, be approved, as presented.

Motion Carried

5. New Business

5.1 Accounts Receivable Write-offs

Ruthann Brookins presented to Council the Accounts Receivable Write-offs report in the amount of \$8,348.23 for Council's approval. The accounts that were requested to be written off have been deemed uncollectable and they are all inactive accounts. This will clean up the receivables to give true numbers for the 2021/2022 Budget.

It was moved by Councillor Jones and seconded by Councillor MacDonald to accept the Accounts Receivable Write-Offs report as presented and write-off those accounts reflected in that report.

Motion Carried

A copy of the Accounts Receivable Write-offs report is filed with the Council Package

5.2 Water Arrears Collection – verbal presentation

Staff are requesting Council's support to follow the Tax & Water Collection Policy or to give direction to staff as some of the Water Accounts that are due for disconnection are possible unachievable to some. Staff noted that two arrears' notices had been sent out, some of those accounts had set up payment plans or paid off their arrears. Staff then sent out the Notice of Intent to those customers that didn't reach out. The next step is to disconnect the water service.

Council gave direction for staff to follow the Tax & Water policy as written, but if there is any substantial payment or payment plan made before or after the water disconnection to consider an agreed upon plan with the Customer on a case-by-case basis.

5.3 Phased In Assessment Agreement – GJDE Enterprises Ltd.

The Town adopted By-Law No. 01-2018, cited as the "Commercial Development District Improvement Plan By-Law" (CDDI By-law), a partial rebate program consisting of annual rebates to participating owners who undertake development on eligible property in the Central Development District.

GJDE Enterprises Ltd. is the owner of an eligible property that is located within the Commercial Development District and has applied to the Town for participation in the Development Support Program for the property at 36D Water Street, Oxford, NS.

Moved by Councillor Adshade and seconded by Deputy Mayor MacDonald to enter into a Phased-In Assessment Agreement with GJDE Enterprises Ltd. as presented.

Motion Carried

5.4 Phased In Assessment Agreement – Oxford Frozen Foods Limited

The Town adopted By-Law No. 01-2018, cited as the “Commercial Development District Improvement Plan By-Law” (CDDI By-law), a partial rebate program consisting of annual rebates to participating owners who undertake development on eligible property in the Central Development District.

Oxford Frozen Foods Limited is the owner of an eligible property that is located within the Commercial Development District and has applied to the Town for participation in the Development Support Program for the property at 4967 Main Street, Oxford, NS.

Moved by Deputy Mayor MacDonald and seconded by Councillor Jones to enter into a Phased-In Assessment Agreement with Oxford Frozen Foods Limited as presented.

Motion Carried

5.5 Arena Association Committee added to the 2021/2022 Boards and Committees

Arena Association Committee was originally considering entering a 5-year agreement with the Town to manage the arena year-round. Due to the cost of the insurance, they decided to not enter this agreement. The Arena Association will take over management and carry the required insurance during the ice season.

Councillor Jones requested that the Arena Association Committee to be added as a committee recognized by Council (the same as the Recreation Commission has been done). This committee would act as a booking agent for the off season with regards to the arena.

Moved by Councillor Jones and seconded by Deputy Mayor MacDonald to add the Arena Association Committee to the 2021/2022 Boards and Committees and to recognize the following people to that committee: Jordan Burkhardt (President), Graham Wood (Vice President), Robert Moores (Secretary), Paula Rogers (Treasurer), Russell Thompson, Patrick Rushton, Kristen Thompson, Shannon Hanna, Murray Thompson and Councillor Paul Jones.

Motion Carried

5.6 Approval of updated 2021/2022 Boards and Committees List

Changes that have been made since the last revision is the addition of the Arena Association Committee and the names of the member given in the above motion.

Moved by Councillor Jones and seconded by Councillor Adshade to approve the revised 2021/2022 Boards and Committees as amended.

Motion Carried

5.7 CAO Policy

Included in the package is a draft of a proposed CAO Policy for the Town of Oxford. Council received a notice of this policy seven days prior to this meeting as required by the Municipal Government Act.

Moved by Councillor Colborne and seconded by Councillor Black to adopt the CAO Policy as presented.

Motion Carried

6. Correspondence

6.1 Carla & Mark Benjamin and Shelly Mattinson & Darren Rogers – water and sewer services request

Carla and Mark Benjamin (County) would like to tie into the water and sewer services on Black River Road. Also, Shelly Mattinson and Darren Rogers (County) would like to tie into the water service only on Black River Road. All costs to tie into the Town services will be up to the developer of the projects.

Councillor Jones asked if the Department of Transportation and Infrastructure Renewal has replied to the Town regarding installation of a new water line on Black River Road. Mayor Henley was updated by the Honourable Tory Rushton that his office is expecting to hear back from the Deputy Minister of the Department of Transportation and Infrastructure Renewal. There are plans for the Deputy Minister to meet with the Town with regards to this matter.

Councillor Adshade noted that this issue came up a few years ago and direction was given to the individuals concerned to contact their Council of the Municipality of the County of Cumberland. The County Council may approach the Town with an agreement, or the decision made from the Council of the Municipality of the County of Cumberland.

Councillor Adshade also noted that the waterline that is currently there may not be up to required standards to take on more customers.

Councillor Jones requested a follow up letter to Department of Transportation and Infrastructure Renewal with regards to their waterline proposal before brine season begins.

Moved by Deputy Mayor MacDonald and seconded by Councillor Black to table 6.1 to the next Council Meeting as more information is needed.

Motion Carried

6.2 Rebecca Carter – partnership of donation of materials for picnic tables request

A copy of the request is in the Council package

Staff to investigate the costs to build a picnic table.

Council gave staff direction to present this project to the budget meetings and look at starting this project in the Fall when school commences.

6.4 Exhibition Committee – maintenance request – recommendation from Public Works Committee

Councillor Colborne and Councillor Jones inspected the damaged mentioned in the email from the Exhibition Committee. A copy of this email is included in the Council Package.

The Public Works Committee knows that the Public Works Department can fix the required repairs from winter damage.

Moved by Councillor Jones and seconded by Councillor Colborne that the Public Works Department will perform maintenance repairs as described in their email.

Motion Carried

6.6 NSCC Foundation – update on Town of Oxford Bursary for the 2021/2022 school year.

There were two recipients from Oxford that were awarded this bursary, Hope Rushton and Maddison Mills. Congratulations was extended to both recipients.

7. In Camera – Discuss Legal and Municipal Property

At 6:41 pm, it was moved by Councillor Jones and seconded by Councillor Adshade to in-camera to discuss legal and municipal property

Motion Carried

Ruthann Brookins exited the meeting at 6:45 pm during the in-camera session.

At 7:20 pm, it was moved by Councillor Adshade and seconded by Councillor Jones to come out of in-camera and resume the Town Council Meeting.

Motion Carried

A letter from Mr. & Mrs. Moores was presented to Council with regards to compensation of invoices due to sewer blockage at their property on Jackson Street.

Moved by Councillor Jones and seconded by Councillor Adshade that Mayor Henley writes a response to Mr. & Mrs. Moores that the Town of Oxford will follow the Town of Oxford Sewerage By-Law 2 – 1970. The Town did rod Mr. & Mrs. Moores sewer at no charge as a courtesy, but the Town does not accept any responsibility with regards to compensation.

Motion Carried

8. Adjournment

At 7:23 pm, it was moved by Deputy Mayor MacDonald that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Stan McDougall, Recording Secretary

DRAFT



Minutes of the Special Council Meeting

Place: Zoom and streamed live to FaceBook
 Date: Monday, May 2, 2022
 Presiding Officer: Mayor Gregory Henley
 Councillors present: Councillor Wade Adshade, Councillor Carla Black, Councillor Brenton Colborne, Councillor Paul Jones, Deputy Mayor Arnold MacDonald, and Councillor Chrystal McNutt
 Regrets: nil

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney (recording secretary)

1. Call to order

Mayor Henley called the meeting to order at 6:24 pm.

2. Approval of Agenda

Moved by Councillor Jones and seconded by Councillor Black that the agenda of the Special Council Meeting for May 2, 2022, be approved, as presented.

Motion Carried

3. In Camera – discuss legal and personnel

At 6:25 pm, it was moved by Councillor Jones and seconded by Councillor McNutt to go in-camera to discuss legal and personnel.

Motion Carried

At 7:12 pm, it was moved by Councillor Jones and seconded by Deputy Mayor MacDonald to come out of in-camera and resume the Special Council Meeting.

Motion Carried

4. Adjournment

At 7:13 pm, it was moved by Deputy Mayor MacDonald that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary

28 April 2022

To Town of Oxford Mayor and Council

Re: Access sewer and wastewater services

We will be putting a new mini home on our lot at 1720 Black River Road. The current delivery is set for June or July with occupancy a few weeks later. We would like to access the sewer and wastewater services of the town of Oxford if possible.

We understand that the last manhole is not far from our lot, in front of Pine Grove Cemetery and that we would need a lift pump to get our wastewater to the main sewer line. It is also our understanding that the sewer line is on our side of the road already.

We realize that we need a permit from the Department of Transportation to dig alongside the road. We have the application which will be submitted upon finalizing our plans. The proposed work would be done by someone who is very familiar with the terrain as well as the sewer system.

We fully understand that we will be responsible to pay all costs associated with this work along with any fees required by the Town of Oxford, Municipality of Cumberland County as well as the Department of Transportation.

We thank you for your consideration of this request and await your reply.

Respectfully,

Carla and Mark Benjamin

28 April 2022

To Town of Oxford Mayor and Council

Re: Access to Town of Oxford Water services

We are putting a new mini home on our lot at 1720 Black River Road this summer with estimated delivery in June or July. Our dealer, Stone's Prestige Homes, has yet to finalize the date. In preparation for this home, we have researched our water options and believe that our best option is town water even with some limitations.

The cost to drill a well is estimated to be several thousand dollars and then a significant treatment system will be necessary as the well water in this area is of poor quality with a high sulfur content as well as heavy metals. Such a system will also cost several thousand dollars and require routine maintenance.

We understand that the water lines on Black River Road are older and unable to provide service to additional customers at a satisfactory level especially due to the Department of Transportation having heavy usage during winter months to make brine.

Until three or four years ago there was a mini home on the last lot before ours, between civic numbers 1720 and 1750, that has since been moved. The water shut off is accessible and a fairly short distance from our lot, on the same side. If this line is active and accessible, we would like to propose that we be given permission to use this water line for the foreseeable future.

We understand that there are discussions to be had with the Department of Transportation regarding new water lines with greater capacity for Black River Road. This may take a significant amount of time to happen however we really hesitate to spend ten or twenty thousand dollars to drill a well and treat the water only to have the option to access town water a couple years down the road. We are willing to accept the limitations on water pressure during peak brine-making season. The majority of our household water usage occurs early morning and late evening and weekends as we both work full time away from home.

Thank you for your consideration of this request.

Respectfully,

Carla and Mark Benjamin



Bylaw #01-2018

Commercial Development District Improvement Plan Bylaw

WHEREAS it is desirable to permit the phasing-in, over a period of up to 10 years, of an increase to the taxable assessed value of certain commercial properties located in the Town of Oxford Commercial Development District and to provide a partial rebate of taxes paid by the Owner during the phasing-in period;

AND WHEREAS the *Municipal Government Act* allows the municipality with the approval of the Minister of Municipal Affairs to pass this Bylaw;

The Council of the Town of Oxford, under the authority of the *Municipal Government Act*, pursuant to Section 71C and subject to approval of the Minister in Section 71D, enacts the following Bylaw:

Title

1. This Bylaw is entitled the “Commercial Development District Improvement Plan Bylaw”.

Definitions

2. In this Bylaw:
 - a) “Actual Taxable Assessed Value” means the taxable assessed value pursuant to the assessment roll for the taxation year in which the Rebate Eligible Assessment is to be determined, subject to any adjustments to taxes arising from assessment appeals or changes to the taxable assessed value made by the Property Valuation Services Corporation (PVSC) through requests for reconsideration.
 - b) “Annual Rebate” is the amount of the rebate in a year paid to an Owner of an Eligible Property that is subject to a Phased In Assessment Agreement pursuant to section [10] of this Bylaw.
 - c) “Base Year Taxable Assessed Value” means the taxable assessed value of an Eligible Property in the taxation year in which a Phased In Assessment Agreement is signed for the Eligible Property, subject to any adjustments to taxes arising from assessment appeals or changes to the taxable assessed value made by the Property Valuation Services Corporation.

Corporation (PVSC) through requests for reconsideration.

- d) “Commercial Development District” or “CDD” means the area of the Town of Oxford established by section [4] of this Bylaw.
- e) “Development” means investment that, in the opinion of the Town of Oxford, results in an increase in the productive use of an Eligible Property or a building on an Eligible Property, and includes, but is not limited to, construction of a new building, remediation of the property or the expansion or renovation of an existing building to realize more effective use of the Eligible Property’s potential.
- f) “Development Support Program” is a program designed to stimulate building construction and the expansion of the economy of the Town of Oxford.
- g) “Eligible Property” means an eligible property as defined in section 71C(1)(d) of the *Municipal Government Act*
- h) “Owner” means the person named on the assessment roll as responsible for the taxes for a property.
- i) “Phased In Assessment Agreement” is an agreement signed by the Town of Oxford and the Owner of an of an Eligible Property and is written in substantially the same form as the Agreement set out in Appendix “B” of this By-law.
- j) “Rebate Eligible Assessment” in a taxation year means the amount calculated using the following formula:

$$\text{Rebate Eligible Assessment} = \text{Actual Taxable Assessed Value} - \text{Base Year Taxable Assessed Value.}$$

Application

- 3. This Bylaw repeals and replaces By-law #0-12017.
- 4. This Bylaw applies to Eligible Properties located in the CDD.
- 5. The CDD for the Town of Oxford is depicted in the attached Appendix “A” and is hereby established in accordance with the Town of Oxford *Municipal Planning Strategy*.

Development Support Program

- 6. A Development Support Program is established to aid Owners of Eligible Properties in the CDD by providing the possibility of an annual partial rebate on taxes paid by the Owner if the Owner has undertaken Development of their Eligible Property.
- 7. Prior to receiving support through the Development Support Program, an Owner of an

Eligible Property must enter into a Phased In Assessment Agreement with the Town of Oxford.

Eligibility

8. An Eligible Property must undergo Development before the Owner of the property can participate in the Development Support Program.

Phased In Assessment Agreement

9. The eligibility criteria for the Development Support Program and the limits on the program are as established in this Bylaw. In the event of a conflict between a Phased In Assessment Agreement and this Bylaw, the provisions of this Bylaw shall prevail.

Rebate Calculation

10. An Annual Rebate shall be calculated each year for each Eligible Property that is the subject of a Phased In Assessment Agreement as follows:

Year	Annual Rebate
1	90% of Rebate Eligible Taxes
2	80% of Rebate Eligible Taxes
3	70% of Rebate Eligible Taxes
4	60% of Rebate Eligible Taxes
5	50% of Rebate Eligible Taxes
6	50% of Rebate Eligible Taxes
7	40% of Rebate Eligible Taxes
8	30% of Rebate Eligible Taxes
9	20% of Rebate Eligible Taxes
10	10% of Rebate Eligible Taxes

Where Rebate Eligible Taxes = Commercial tax rate for the Town of Oxford x the Rebate Eligible Assessment

Rebate Limits

11. The total of Annual Rebates provided to an Owner over the term of participation in the Development Support Program must not result in the calculation of the total increase in taxes payable during the phase-in period being less than fifty per cent of the total increase in taxes that would be payable during the same period in the absence of the application of the Development Support Program formula.

Adjustments

12. In the event there are any subsequent changes in the total taxes payable in any year due to reductions resulting from assessment appeals, and where such tax changes occur after Annual Rebates have been paid, future year entitlements may be reduced accordingly. Any overpayment of amounts arising from subsequent assessment or tax reductions will be deemed to be a debt owing to the Town of Oxford.

Duration

13. Annual Rebates will only become payable to the Owner after the Eligible Property is first reassessed by the Property Valuation Services Corporation (PVSC) to fully reflect the Development for which the Owner is receiving the rebate.
14. All support under the Development Support Program will cease if, during the term of the Phased In Assessment Agreement, a building on the subject property is demolished except to allow for eligible Development. Annual Rebates that would have been payable in the year in which the demolition occurs will be adjusted on a pro-rated basis to reflect the date of the demolition.

Staged Development

15. In the case of a staged Development, where one portion of an Eligible Property is developed in advance of others, each portion of the Eligible Property will be treated as a separate Eligible Property. The first Annual Rebate payment of the component of the Development Support Program will be based on the Rebate Eligible Assessment arising from the increased assessment on the first portion of the Development. As other portions of the Eligible Property are developed, which result in further assessment increases, the Owner of the Eligible Property may apply to further participate in the Development Support Program based on the additional Rebate Eligible Assessment, subject to the continued availability of the Development Support Program and the Owner's ability to meet the eligibility requirements and Annual Rebate entitlements in place at that time.

Condominiums

16. If a Development of an Eligible Property is condominiumized, each condominium unit will be treated as a stand-alone Eligible Property and must be able to meet all eligibility requirements of the Development Support Program, independent of other condominium units.

Repeal

17. (1) If this Bylaw, or any portion thereof, is repealed, any Owner of an eligible property in a CDD who has been accepted to participate in the Development Support Program prior to the date of repeal, will benefit from the Development Support Program, as applicable, in accordance with this Bylaw, despite its whole or partial repeal.

- (2) In the event of a repeal in (1), for the Owner of an eligible property in the CDD who has been accepted into the Development Support Program as of the date of the repeal, this Bylaw will continue to be considered to be in force and effect only for the limited purpose of providing for the continuation of the Development Support Program for that Owner until the ten-year maximum term is completed or the Owner's participation in the Development Support Program is discontinued.

Other Conditions

18. All proposed Developments must conform to all Provincial laws, municipal Bylaws, policies, and processes and all improvements must be made pursuant to an approved building permit and applicable zoning requirements and development approvals.
19. The applicant to the Development Support Program must be the Owner of the Eligible Property that is to be the subject of the Phased In Assessment Agreement.
20. The Owner of an Eligible Property in the CDD must not be in arrears of property taxes or other fees and charges on the date that the Phased In Assessment Agreement is signed.

Payment

21. The Town of Oxford will pay Annual Rebates once annually, in the last quarter of the year, provided that:
 - a) there are no outstanding taxes, water rates, or other sums owed to the Town of Oxford with respect to the subject property;
 - b) there are no outstanding work orders or orders or requests to comply from any municipal or provincial entity with respect to the subject property; and
 - c) all other eligibility criteria and conditions are met.
22. An Owner will not be entitled to an Annual Rebate if the property subject to a Phased In Assessment Agreement does not meet the conditions of section 21 at the time the Annual Rebate is due to be paid.
23. Annual Development Rebates will not be applied as tax credits against property tax accounts.
24. In case of an assessment appeal, the Town of Oxford reserves the right to withhold Annual Development Rebates pending final disposition of the appeal.

Requirement to Review Bylaw

25. This Bylaw shall be reviewed by the Town of Oxford within four years of its coming into force and every four years thereafter in accordance with section 71(E) of the *Municipal Government Act*.

Clerk's Annotation for Official Bylaw Book

	Date of First Reading:	16 April 2018
Date of advertisement of Notice of Intent to Consider:		2 May 2018
	Date of Final Reading:	22 May 2018
	Effective Date:	20 June 2018
*Date of advertisement of Passage of Bylaw:		20 June 2018
Date of mailing to Minister a certified copy of the Bylaw:		5 July 2018

THIS IS TO CERTIFY THAT this Bylaw was adopted by Council and published as indicated above.



Chief Administrative Officer



Date

*Effective Date of Bylaw unless otherwise specified in the text of the Bylaw



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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

May 2, 2022

Mayor Amanda McDougall
President, Nova Scotia Federation of Municipalities
Suite 1106, 1809 Barrington Street
Halifax, NS B3J 2K8

Dear President McDougall:

Under the provisions of the *Municipal Government Act*, the Minister of Municipal Affairs & Housing must provide to the Nova Scotia Federation of Municipalities (NSFM) 12-months' notice of any provincial legislation, regulation, or administrative actions that could have the effect of decreasing revenues or increasing the required expenditures of municipalities. This letter is intended to provide notice for such changes for fiscal year 2023-24 and beyond.

The Department of Municipal Affairs & Housing canvassed all other provincial departments to seek information on plans for legislative, regulatory, and policy changes in the coming fiscal year. The following is a summary of the results of that process.

DEPARTMENT OF MUNICIPAL AFFAIRS & HOUSING (DMAH)

Renegotiating the Memorandum of Understanding with the Municipalities

The Minister of Municipal Affairs and Housing Mandate Letter of September 14, 2021, directs the Minister to *renegotiate the Memorandum of Understanding with municipalities*. The current Provincial-Municipal Service Exchange has been unchanged since 1995, and DMAH is reviewing all existing financial aspects associated with the provincial-municipal relationship, including: the Municipal Financial Capacity Grant, grants in lieu of municipal taxes, local roads, other departmental grants, education (including sewer and wastewater for schools), housing, policing, and mandatory contributions. It is difficult at this time to determine the potential financial impact on municipalities as future costs to municipalities will be dependent on the result of consultations and negotiations.

Municipal Financial Capacity Grant (MFCG)

The Minister of Municipal Affairs and Housing Mandate Letter of September 14, 2021, directs the Minister to *double the equalization payment [MFCG] for the first year, until a new Memorandum of Understanding can be reached*. Municipalities received this double payment in fiscal year 2021-2022. It is expected that the MFCG levels for 2022-23 will continue to reflect previous levels (\$30.4M) until a new MOU is negotiated.

Changes to Definition of Income for Housing Programs & Services

In 2021, DMAH completed a review of the income definition for public housing programs. Income definitions determine eligibility and rent levels for public housing, rent supplement, and home repair programs. As a result of the review, the Child Disability Benefit, the GST Tax Credit & Affordable Living Tax Credit, and the Veterans Disability Pension were all excluded from the definition of income for public housing programs and services effective December 2021.

Using calculations based on the Net Operating Losses (NOL) for public housing and services from 2021-22, as well as the number of current public housing clients that are in receipt of these excluded sources of income, it is estimated that the annual municipal share of NOL will be impacted by approximately \$8,000 beginning in 2022-23. It is important to note that the impact to the municipal share of NOL could experience minor annual changes depending on any changes to the number of public housing clients in receipt of the identified benefits. The summary of the 2023 impact is as follows:

Municipal Name	Impact to Municipality	2021-22 NOL	% of NOL
Cape Breton Regional Municipality	\$172	\$2,157,152	0.01%
County of Annapolis	\$201	\$132,593	0.09%
County of Cumberland	\$1081	\$222,121	0.49%
County of Kings	\$694	\$256,780	0.19%
County of Pictou	\$55	\$150,373	0.04%
District of East Hants	\$43	\$69,274	0.06%
District of Guysborough	\$198	\$85,101	0.23%
District of Shelburne	\$196	\$7,469	2.62%
Halifax Regional Municipality	\$2,920	\$4,003,185	0.03%
Region of Queens Municipality	\$281	\$142,247	0.20%
Town of Amherst	\$243	\$246,897	0.10%
Town of Annapolis Royal	\$176	\$23,695	0.74%
Town of Berwick	\$2	\$33,523	0.01%
Town of Bridgewater	\$537	\$63,564	0.84%
Town of Kentville	\$248	\$72,564	0.34%
Town of Middleton	\$13	\$75,428	0.02%
Town of New Glasgow	\$41	\$222,735	0.02%
Town of Pictou	\$433	\$115,797	0.37%
Town of Yarmouth	\$497	\$220,492	0.23%
TOTAL	\$8,032	\$8,300,989	0.10%

Code of Conduct

Consultations for improving the regulations associated with codes of conduct for elected officials will be taking place in fiscal 2022-23. The process for addressing code of conduct issues will be developed with input from the municipalities and the NSFM. It is difficult at this time to determine the potential financial impact on municipalities as future costs to municipalities will be dependent on the model regulations that are advanced as a result of consultations.

DEPARTMENT OF ENVIRONMENT & CLIMATE CHANGE (ECC)

Coastal Protection Act

It is possible that municipalities will incur incremental costs in implementing the Coastal Protection Act in the coming fiscal year. ECC is providing notice of changes that will be required in municipal building and development approval processes now that coastal protection legislation (Bill 106) has passed. The legislation will provide consistent province-wide legal protection for our coast by restricting development and related activity in areas where structures will be at risk of damage due to coastal flooding and erosion, or where it will damage sensitive coastal ecosystems.

Under this legislation municipalities will be enabled to approve a building permit or development permit for construction within a coastal protection zone to be defined by regulation if the proposed location of the construction is above a minimum building elevation specified in the regulations and is situated upland of a site-specific horizontal setback determined by a designated professional. This will require minor modifications to municipal administrative processes for these types of permits.

It is expected that the responsibility for competent, accurate and objective determination of the horizontal setback will rest with the designated professional, using a methodology and forms prescribed in the regulations. Minimum building elevations will be prescribed by the Province for each of approximately 82 sections of coastline.

Subject to the final form of the regulations, if the act applies to a permit application, the municipality will be required to determine whether the proposed construction location is above the minimum building elevation and upland of the site-specific setback determined by the designated professional in an erosion risk factor assessment report the landowner will be required to submit to the municipality with the permit application and confirm the designated professional was a member in good standing of a professional body designated in the regulations at the time the erosion assessment was signed.

Specifics of which professional groups will qualify to determine the setback, standards and forms to be used and other administrative details will be set out in the regulations. Additional detail on the delineation of the coastal protection zone, restrictions and exemptions that apply within it will also be set out in regulations.

DEPARTMENT OF INTERGOVERNMENTAL AFFAIRS (IGA)

Procurement

Every two years, Global Affairs Canada updates its thresholds for covered procurements under the Canada-Europe Trade Agreement (CETA) and the Canada Free Trade Agreement (CFTA). Municipal procurements are covered under these obligations. All procurements above the thresholds must be tendered unless subject to an exemption. Thresholds were last updated on January 1, 2022, and are as follows:

	CETA Thresholds	CFTA Thresholds
Goods	\$366,800	\$121,200
Services	\$366,800	\$121,200
Construction	\$9.1M	\$302,900

It is anticipated there will be new thresholds for CETA and CFTA for 2024-25. These thresholds are calculated based on data that will not be available until the end of next year, so at this time, the scope for municipal involvement is not known. IGA will advise as soon as they receive updated information.

DEPARTMENT OF JUSTICE

Biological Casework Analysis Agreement

The Biological Casework Analysis Agreement provides Nova Scotia's municipalities with DNA analysis arising from criminal investigations. DNA analysis is an important and affordable service that helps solve crimes. The 2022-23 financial cost of this program is expected to stay the same at \$799,688 however the proration of the cost to municipalities will be reassessed upon DMAH's release of the "Uniform Assessment" for 2022-23.

RCMP Collective Bargaining Agreement

The RCMP National Police Federation's collective bargaining agreement with the Government of Canada was signed on August 6, 2021. It included economic increases and market adjustments for the period April 1, 2017 to March 31, 2023, which the RCMP implemented according to the timelines stipulated in "Appendix C" of the collective bargaining agreement. The average cost increase to municipalities under the Provincial Police Service Agreement in the 2022-23 fiscal year is 11%.

Amendments to the Part XX of the *Municipal Government Act*

The Attorney General and Minister of Justice's Mandate Letter of September 14, 2021, directs the Minister to *[a]mend the Freedom of Information and Protection of Privacy Act to give order-making ability to the Privacy Commissioner*. These amendments, as well as other amendments aimed at modernizing the act are anticipated to be brought forward by government at a future sitting of the House of Assembly. To ensure consistency in access and privacy, Part XX of the *Municipal Government Act* will be updated at the same time, which may include resource

implications or increased legal costs. However, the financial implications associated with changes to part XX of the *Municipal Government Act* to give order-making power to the privacy commissioner are unknown at this time.

DEPARTMENT OF LABOUR, SKILLS AND IMMIGRATION (LSI)

Expansion of Firefighter's Cancer Presumption under the *Workers' Compensation Act (Firefighters' Compensation Regulations)*.

Following consultation with the firefighting community, organizations that represent firefighters, and municipalities, the Province of Nova Scotia has approved LSI's request to expand presumptive coverage for firefighters under the *Worker's Compensation Act*. This added coverage for paid and volunteer firefighters will increase the number of presumptive cancer coverage from 6 to 19 and cover heart attacks that occur within 24 hours of an emergency call.

The Province of Nova Scotia also approved LSI's request to extend financial support to help municipalities cover initial and annual liability costs for the next four fiscal years. Over this period, the Province of Nova Scotia will cover liability costs to a total of \$80.6 million. Municipalities will not incur any additional cost for the enhanced benefit until the fiscal year of 2025-26.

	2021-2022	2022-23	2023-24	2024-25
Province paid portion	\$67.4M	\$4.4M	\$4.4M	\$4.4M
Associated costs covered	Initial liability	Annual liability	Annual liability	Annual liability

The Department acknowledges that several items included in this letter have financial impacts that are unknown at this time. The Department will attempt to clarify these impacts and alleviate any issues during the implementation of these items in 2023-24. If any of the above content is unclear or should you have any questions regarding the provided information, please do not hesitate to contact the Department for clarification.

Sincerely,



John Lohr
Minister of Municipal Affairs & Housing

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