



TOWN OF OXFORD

Town Council Meeting

Conducted in Council Chambers and through Zoom –
Live to FaceBook

Monday, 15 March 2021

6:00 PM

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
 - 3.1 Town Council Minutes – 16 February 2021
 - 3.2 Special Town Council Minutes – 24 February 2021
 - 3.3 Special Town Council Minutes – 01 March 2021
4. New Business
 - 4.1 Town Clerk System – Committees
 - 4.2 Staff Member Resignation Notice – information
 - 4.3 CJSMA – Draft FY 2021-2022 Budget – Councillor Adshade
 - 4.4 RFD #001-2021 – IamResponding.com Subscription
5. Reports
 - 5.1 Public Works Report
 - 5.2 Finance Report
 - 5.3 Fire Report
 - 5.4 Community Economic Development Report
6. Correspondence
 - 6.1 Oxford Pioneer Heritage Club – request for letter of support
 - 6.2 Government House – Community Spirit Plaque to the Town of Oxford
 - 6.3 YMCA of Cumberland & Nova Scotia Health Authority – Community Approach to Understanding Homelessness in Cumberland County
 - 6.4 Oxford & Area Trails Association – request for letter of support
 - 6.5 Department of Justice – Policing Review
 - 6.6 Census 2021 – promotion of possible local job opportunities
7. Adjournment
 - 7.1 Committee of the Whole meeting - Tuesday, April 6, 2021 at 6 pm.



Minutes of the Regular Council Meeting

Place: Conducted through Zoom Live to Facebook
Date: Monday, 16 February 2021
Presiding Officer: Mayor Gregory Henley
Councillors present: Deputy Mayor Wade Adshade, Carla Black, Brenton Colborne, and Paul Jones
Regrets: Nil

A quorum was present throughout the meeting.

Council Members Elect in attendance: Arnold MacDonald and Chrystal McNutt
Presenter: Mike Johnson, REMC Cumberland

Staff in attendance: Deputy Clerk – Linda Cloney (recording secretary)

1. Call to order

Mayor Henley called the meeting to order at 6:00 pm and gave a warm welcome to the Council Members Elect.

2. Approval of Agenda

It was moved and seconded that the agenda of the Regular Town Council Meeting for February 16, 2021 be approved, as presented.

Motion Carried

3. Approval of Previous Minutes

It was moved and seconded that the minutes of the Town Council Meeting for 18 January 2021, Special Town Council Minutes for 01 February 2021 and Special Town Council Minutes for 04 February 2021 be approved, as presented.

Motion Carried

4. Council Swearing In Ceremony

4.1 Swearing in and Code of Conduct – Councillors Elect Arnold MacDonald and Chrystal McNutt: Mayor Gregory Henley

Mayor Henley witnessed the Oath of Office and the Code of Conduct Declaration for Councillors Elect MacDonald and McNutt.

Both members were congratulated on taking their oaths and becoming part of the Oxford Town Council.

5. Presentation

5.1 Elected Official Training – Presentation by Mike Johnson, REMC Cumberland

Mr. Johnson provided a short brief on the upcoming training for councillors regarding their role as a councillor during an emergency or disaster.

Mr. Johnson will investigate if the course can be recorded and/also coordinate another course during an evening time to allow the Councillors some flexibility with their schedules.

Following this presentation, Mr. Johnson exited the zoom meeting.

6. New Business

6.1 Budget Process Update – Discussion

The staff have received a few contacts regarding financial services to assist with the budgets and 5-year financial plan.

The staff are currently working with Department Heads and Council regarding the budget needs and desires.

The staff did meet with the Audit Committee and received feedback towards the budgets. When the draft budgets are prepared, the audit committee will review them for their recommendations before presenting to Council.

6.2 Library Update – Discussion

The Town of Oxford secured a portion of the Paperweight Fitness facility on 111 Rideau Street, Oxford to house the Library. A 3-year lease has been established with the Paperweight Fitness Inc. The Town is looking forward to the opening of the Library later this Spring.

6.3 Insurance Update – Discussion

Arthur J. Gallagher Canada Ltd., the Town's insurance Broker, is satisfied with the Liability Insurance arrangements that was applied on the Arena by the Lions.

6.4 Police Advisory Board Minutes – Information/Discussion

Councilor Adshade advised Council that the Police Advisory Board is recommending an intersection study proposal to be added to the 2021/2022 budget.

6.5 Audit Committee Minutes – Information/Discussion

Councilor Black advised Council that the Audit Committee recognizes that the main priority is the budget and financial assistance for the office.

7. Reports

It was moved and seconded to accept the reports as submitted.

Motion Carried

8. Correspondence

8.1 Coldest Night of the Year

Mayor Henley read the letter aloud for Council and the public. Mr. Keith Hunter is a member of a team that is taking part of the Coldest Night of the Year Event. This event is in support of those that are homeless or at risk of homelessness. Mr. Hunter is representing Cumberland County. CNOY.ca is the website for more details regarding this event and it is set up to accept online donations.

8.2 Letter from Municipal Affairs and Housing

This letter gave details on the Safe Restart Funding the Town of Oxford had received.

9. Adjournment

At 6:20 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary



Minutes of the Special Town Council Meeting

Place: Conducted through Zoom, live to FaceBook
Date: Wednesday, February 24, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Deputy Mayor Wade Adshade, Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Deputy Clerk Linda Cloney (recording secretary)

1. Call to Order

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

2. Approval of Agenda

Amend number 2 – Town Council restructures to a Town Clerk system from a CAO system.
Add number 3 – Appointment of Acting Town Clerk

It was moved and seconded that the agenda of the Special Town Council Meeting for February 24, 2021 be approved, as amended.

Motion Carried

3. Town Council restructures to a Town Clerk system from a CAO system

It was moved and seconded that Council restructures from a CAO system to a Town Clerk system.

Motion Carried

4. Appointment of Acting Town Clerk

It was moved and seconded that Council appoints Linda Cloney as the Acting Town Clerk

Motion Carried

5. Adjournment

At 6:03 pm, it was moved and seconded that the meeting be adjourned.
Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary

DRAFT COPY



Minutes of the Special Town Council Meeting

Place: Conducted through Zoom, (technical error in streaming live to FaceBook)
Date: Monday, March 1, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Deputy Mayor Wade Adshade, Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Acting Town Clerk Linda Cloney (recording secretary)

1. Call to Order

Mayor Henley called the meeting to order at 7:21 pm.

2. Approval of Agenda

It was moved and seconded that the agenda of the Special Town Council Meeting for March 1, 2021 be approved, as presented.

Motion Carried

3. RFD# 003-2021: Revision of 2020/2021 Budget to reflect actual deficit of 2019/2020

Staff presented the RFD# 003-2021 to Council to revise the 2020/2021 budget line "deficit of prior years" from \$99,458 to \$208,822.

Regarding the difference of \$109,364, it is required that the Town of Oxford pays the full deficit in the 2020/2021 year.

Options discussed were:

1. A payment plan with the Province of Nova Scotia
- 2.a. Revise the 2020/2021 budget line "deficit of prior years" from \$99,458 to \$208,822 and transfer the funds from the School Enhancement (\$157,900) and MacCleave Festival (\$2,000) to

the general operating bank account to cover the deficit for prior years. This option would clear up the School Enhancement and MacCleave Festival as both funds are dormant.

2.b. Revise the 2020/2021 budget line “deficit of prior years” from \$99,458 to \$208,822 and delete the amount of \$31,767 on budget line 2020/2021 “transfer to reserves” and transfer \$77,597 from the operating reserves bank account to cover the deficit for prior years.

Council discussed the options above and below is the motion that was passed.

It was moved and seconded that Council approve to revise the 2020/2021 budget line “deficit of prior years” from \$99,458 to \$208,822 also to transfer from reserves the School Enhancement Fund (157,900) and the MacCleave Festival Fund (\$2,000) to the general operating bank account to cover the deficit for prior years. The School Enhancement and MacCleave Festival funds will no longer exist. This will leave the operating reserve with a balance of \$248,998 and the Town of Oxford will build on this reserve from the 2020/2021 general operating surplus.

Motion Carried

4. Adjournment

At 7:35 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary



CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
SOLID WASTE SERVICES

MEMORANDUM

TO: CJSMA Board Members
FROM: Stephen Rayworth, CET
DATE: March 8, 2021
RE: **DRAFT FY 2021/2022 Budget**

Attached is the Draft FY 2021/2022 Budget. A summary is provided below.

Tipping Fees/Revenues:

- All tipping fees remain the same as prior year:
 - o Residual Waste \$215 per tonne
 - o Organics \$90 per tonne
 - o Recycling No cost
 - o Mixed C&D \$90 per tonne
 - o Clean wood or shingles \$35 per tonne
- Projected landfill tonnages have been increased by 200 tonnes, based on historical data. All other projected tonnages remain the same.

Staffing:

- The Budget includes a 0.5% cost of living (CPI) increase for all CJSMA staff as per the Salary Administration Policy.
- The following positions are eliminated in the DRAFT budget:
 - o Finance Manager – has been vacant for over one year, we have not able to fill this vacancy due to the uncertainty in the organization.

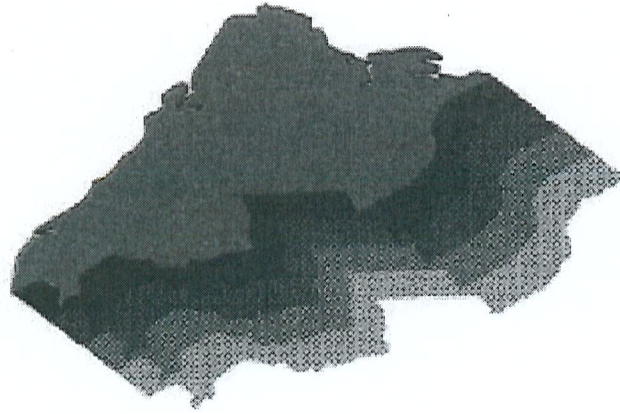
Proposed (significant) changes in Operational Expenditures:

- \$250,000 in professional fees for on-going RFP project.
- \$40,000 for the installation of new monitoring wells as required in our new Approval (to be installed by June 15 per Approval).
- \$30,000 for tarps to cover compost as required in our new Approval.

Capital Expenditures:

The following capital expenditures are proposed:

- \$50,000 for land purchase resulting from RFP Due Diligent Report.
- \$3,353,746 for closure of existing cells (as required by regulation) funded by the Cell Closure Reserve.



Cumberland Joint Services Management Authority
Solid Waste Services

DRAFT FY 2021/2022 BUDGET

March 8, 2021

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Cumberland Joint Services Management Authority
DRAFT FY20/21 Capital Budget

	<u>19/20</u> <u>Projection</u>	<u>19/20</u> <u>Budget</u>	<u>20/21</u> <u>Budget</u>	<u>21/22</u> <u>Budget</u>
Capital Funding (To Operating)				
Reserve Transfers				
Operations Reserve	0	0	283,250	19,438
Cell Development	0	0	67,210	0
Equipment Reserve	0	0	0	50,000
Closure Reserve	0	3,353,746	3,353,746	3,353,746
Insurance Proceeds	0	0	0	0
Operations	0	0	0	
External Funding				
Municipal Financing Corp	0	0	0	0
Proceeds on Disposal of Capital	0	0	0	0
Total Funding	0	3,353,746	3,704,206	3,423,184
Capital Expenditures				
Landfill				
Cell Development (Final holdback)	0	0	67,210	0
RTV Replacement	0	0	0	0
LTF Upgrades	0	0	0	0
Land Purchase	0	0	0	50,000
Cell Closure	0	3,353,746	3,353,746	3,353,746
Total Landfill Capital	0	3,353,746	3,420,956	3,403,746
Compost				
Compost Building Liner	0	0	0	0
Compost Screener	0	0	0	0
N/A	0	0	0	0
Total Compost Capital	0	0	0	0
Recycling				
Transfer Station	0	0	0	0
N/A	0	0	0	0
N/A	0	0	0	0
Total Recycling Capital	0	0	0	0
Total Expenditures	0	3,353,746	3,420,956	3,403,746
To Operations	0	0	283,250	19,438

CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
DRAFT FY21/22 Operating Budget

	<u>20/21</u> <u>Apr '20 - Feb 21</u>	<u>20/21</u> <u>Projection</u>	<u>20/21</u> <u>Budget</u>	<u>21/22</u> <u>Budget</u>
Solid Waste Operations				
Revenues	1,875,115	2,054,873	2,475,383	2,448,572
Administrative Expenses	692,145	752,799	1,005,529	671,306
Operation Expenses	897,780	1,201,796	985,354	1,118,179
Surplus (Deficit)	285,189	100,279	484,501	659,087
Compost Operation				
Revenues	397,506	424,648	419,056	424,611
Operation Expenditures	124,886	140,984	183,932	200,774
Surplus (Deficit)	272,620	283,663	235,123	223,836
Recycling Operations				
Revenues	48,496	69,839	43,611	38,055
Operation Expenditures	334,130	364,506	1,012,413	920,979
Surplus (Deficit)	(285,634)	(294,667)	(968,802)	(882,923)
Total Revenues	2,321,117	2,549,360	2,938,050	2,911,238
Total Expenses	2,048,942	2,460,085	3,187,227	2,911,238
Surplus (Deficit)	272,175	89,275	(249,177)	(0)
Total				

CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
DRAFT FY21/22 Operating Budget

		20/21 <u>Apr '20 - Feb 21</u>	20/21 <u>Projection</u>	20/21 <u>Budget</u>	21/22 <u>Budget</u>
REVENUE - LANDFILL OPERATIONS					
Tipping Fees	4900	1,787,797	1,936,697	2,071,000	2,114,000
Other Income		33,768	17,246	36,800	40,800
Funding/Grants		53,549	100,930	84,333	84,334
Reserve Transfer (N/A)				283,250	209,438
Total Revenue		1,875,115	2,054,873	2,475,383	2,448,572
EXPENSES - ADMINISTRATION					
Bad Debt Allowance	5015	0.00	0	0	0
Bank Charges	5010	513	560	500	1,000
Advertising	5020	448	488	2,500	2,500
Administration Salaries & Benefits		299,443	324,396	434,679	357,456
Electricity	5040	3,980	4,342	6,400	6,400
Travel & Training		2,921	3,187	22,000	22,000
Payroll Admin	5085	1,972	2,151	2,750	2,750
Total Telephone		10,580	11,541	10,500	10,500
Professional Fees		348,425	380,100	475,000	215,000
Meeting Expense	5035	659	718	1,000	1,000
Office Expense		9,909	10,809	16,700	19,200
Waste Diversion		13,297	14,506	33,500	33,500
Total Administration Expense		692,145	752,799	1,005,529	671,306
EXPENSES - LANDFILL OPERATIONS					
Hazardous Waste Program	5295	35,519	38,748	32,500	32,500
Total Staffing Costs		247,683	268,333	227,109	259,514
Utilities	6225	8,612	9,395	15,000	15,000
Insurance	6150	36,691	40,027	26,700	34,000
Capital (Cell)	6030	111,559	121,701	3,715	3,715
Video Cameras/Security System	6330	499	545	1,500	1,500
Total Safety	6215	2,994	3,266	4,000	4,000
Total Scale House		8,186	8,931	13,900	13,900
Consulting Services	6355	0	0	10,000	10,000
Site Maintenance		17,017	23,439	25,500	45,500
Equipment		181,672	198,188	157,900	157,900
Fuel & Oil		46,328	50,539	62,500	64,500
Communications Eqp.	6240	6,937	7,567	3,000	3,000
Leachate System		52,492	108,389	74,000	94,000
Monitoring	5590	43,465	47,417	55,000	100,000
Sediment Management	6395	0	0	2,000	2,000
Cell Development Reserve	6415	0	0	0	0
Cell Closure	6420	70,626	245,313	231,030	237,150
Transfer to Equipment Reserve	6430	27,500	30,000	40,000	40,000
Total SW Expenditures		897,780	1,201,796	985,354	1,118,179
Total Administrative Expense		692,145	752,799	1,005,529	671,306
Solid Waste Contribution		285,189	100,279	484,501	659,087
Waste Tonnages					
Residual		7,030	8,544	7,400	7,600
C & D		3,397	5,614	5,100	5,100
Oily Soils		346	621	900	900
Recycling Waste		957	114	150	150
Total Landfill Tonnage		11,731	14,894	13,550	13,750
Cost/Tonne		67.02	72.52	72.45	81.05
Net Revenue/Tonne		24.31	6.73	35.76	47.93

CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
DRAFT FY21/22 Operating Budget

		20/21 <u>Apr '20 - Feb 21</u>	20/21 <u>Projection</u>	20/21 <u>Budget</u>	21/22 <u>Budget</u>
REVENUE - COMPOST FACILITY					
Tipping Fees	4905	365,006	389,813	396,000	396,000
Compost Sales	4800	6,815	6,815	5,000	5,000
Diversion Credits	4815	25,685	28,019	18,056	23,611
Total Revenues		397,506	424,648	419,056	424,611
EXPENSES - COMPOST FACILITY					
Wages & Benefits		50,687	54,911	48,082	48,274
Safety Eqp. & Clothing	6725	608	663	1,500	1,500
Equipment Costs		38,172	47,407	69,500	69,500
Compost Building & Site		3,311	3,612	9,000	9,000
Analysis Expense		584	0	6,000	6,000
Capital -	6930	0	0	0	0
Insurance	6670	13,191	14,390	23,350	30,000
Biofilter Mgmt	6690	0	0	1,000	1,000
Equipment Reserve	6950	18,334	20,001	20,000	30,000
Leachate Mgmt	6680	0	0	5,500	5,500
Total Organic Expenses		124,886	140,984	183,932	200,774
Contribution from Compost		272,620	283,663	235,123	223,836
Compostable Materials		3,985	4,830	4,400	4,400
Cost/Ton		31.34	29.19	41.80	45.63
Net Revenue/Ton		68.41	58.73	53.44	50.87
REVENUE - RECYCLING OPERATIONS					
Tipping Fees					0
Recycling Sales		28,855	48,412	20,000	20,000
Diversion Credits	4180	19,641	21,427	23,611	18,055
Labour Costs Recovered	4400	0	0		
Reserve Transfer (Design)		0	0		
Total Recycling Revenue		48,496	69,839	43,611	38,055
RECYCLING EXPENSES					
Total Supplies & Materials		2,160	2,356	3,000	3,000
Total Staff Expense		120,025	130,936	282,663	174,579
Capital (2018-Storage)	7400	0	0	0	0
Insurance	7240	3,634	3,964	13,350	17,000
Clothing Allowance	7230	2,156	2,352	2,500	2,500
Safety Expense	7320	1,239	1,351	5,000	5,000
Plant Costs		12,972	14,151	12,000	12,000
Equipment Costs		20,586	22,457	18,500	18,500
Recycle Transport	7260	70,226	76,610	274,000	287,000
Tipping Fees	7365	82,800	90,327	391,400	391,400
Equip. Reserve	7380	18,334	20,001	10,000	10,000
Total Recycling Expenses		334,130	364,506	1,012,413	920,979
Recycling Contribution		(285,634)	(294,667)	(968,802)	(882,923)
Recyclable Tonnages		2,682	3,353	3,150	3,150
Cost/Ton		124.60	108.70	321.40	292.37
Net Cost/Ton		106.52	87.87	307.56	280.29

CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
DRAFT FY21/22 Budget

SCHEDULE 1
Tipfees Estimated Tonnages By Source

	2015	2016	2017	2018	2019	2020	Budgeted 2021	Budgeted 2022	Tip Fee \$/TON	Budgeted 2022 Revenue
	Tonnages	Tonnages	Tonnages	Tonnages	Tonnages	Tonnages	Tonnages	Tonnages		
Solid Waste										
Regular Garbage	7,886	7,743	7,329	7,350	7,490	7,902	7,400	7,600	\$215.00	\$1,634,000
Recycling/Compost Waste	767	804	690	1,376	215	114	150	150		
	<u>10,268</u>	<u>8,547</u>	<u>8,019</u>	<u>8,726</u>	<u>7,705</u>	<u>8,017</u>	<u>7,550</u>	<u>7,750</u>		
Other Materials										
Regular C & D	4,766	5,642	5,395	4,494	4,763	4,885	4,500	4,500	\$90.00	\$405,000
Sorted C&D	732	711	599	617	343	574	600	600	\$35.00	\$21,000
Oily Soils	768	3,001	901	1,167	553	621	900	900	\$60.00	\$54,000
										\$2,114,000
										To L/F Revenues
Compost										
Source Separated	4,441	4,126	4,415	4,797	5,435	4,499	4,400	4,400	\$90.00	\$396,000
										To Compost Revenues
Recycling										
Recyclables:	3,777	3,755	3,632	3,448	3,138	3,066	3,150	3,150	\$0.00	0
										To Recycling Revenues
Total Of Residual, Organics and Recyclables	16,104	15,623	15,376	15,595	16,063	15,468	14,950	15,150		
Total Of All	24,752	25,781	22,961	23,249	21,937	21,661	21,100	21,300		

SCHEDULE 2
Allocation of Diversion Credits

	Actual 2015	2016	2017	2018	2019	2020	Budget 2021	Budget 2021
Facility								
Landfill	\$11,620	\$9,271	\$9,324	\$7,754	\$6,797	\$9,851	\$8,334	\$8,334
Compost	23,444	25,213	24,249	\$19,063	13,453	27,908	23,611	23,611
Recycling	20,020	17,162	18,341	\$27,140	18,904	21,342	18,055	18,055
Total	\$55,084	\$51,646	\$51,914	\$53,957	\$39,155	\$59,100	\$50,000	\$50,000
Materials Diverted								
Landfill	1,600	3,812	1,600	1,884	996	1,294	1,600	1,600
Compost	4,441	4,126	4,415	4,797	5,435	4,499	4,400	4,400
Recycling	3,010	2,951	2,942	2,072	2,923	2,952	3,000	3,000
Total	9,051	10,889	8,957	8,753	9,355	8,745	9,000	9,000
Diversion Per Ton	12	5	6	6	4	3	3	3

CUMBERLAND JOINT SERVICES MANAGEMENT AUTHORITY
DRAFT FY21/22 Budget

**SCHEDULE 3 -
Change in Reserve Balances**

	Operating Reserve	Equipment Reserve *	Cell Development	Closure/ Post-Closure	Total Reserves
Beginning Balances, Projected (3/31/20)	407,519	1,798,649	67,210	3,534,225	5,807,603
2021 Projected Transfers From Operations	89,275	70,000	(67,210)	245,313	337,378
2022 Transfers From (To) Operations					
RTV Replacement					
Compost Screener					
Land Purchase		(50,000)			
Compost Building Liner Repair					
Transfer Station					
Cell Closure			-	(3,353,746)	(3,353,746)
Scheduled Allocation to Reserves	(209,438)	80,000	-	237,150	107,712
Net 2022 Budgeted Transfers From Operations	(209,438)	30,000	-	(3,116,596)	(3,246,034)
Projected Ending Balances (03/31/22)	287,356	1,898,649	(0)	662,942	2,898,946

* - Equipment reserve includes \$1,018,805 in insurance proceeds from recycling facility fire.



REQUEST FOR DECISION
IamResponding.com Subscription
#001-2021

Date: 01 February 2021	Subject: IamResponding.com Subscription for OFVD
Proposal Attached: Yes	Submitted by: Linda Cloney, Deputy Clerk

Proposal:	That the Town Council approve the Oxford Volunteer Fire Department's request to purchase the IamResponding.com as a tool for their communications.
Background:	<p>The County of Cumberland use to cover the cost for the Oxford Volunteer Fire Department to use the IamResponding.com communications tool.</p> <p>The Oxford Volunteer Fire Department have been using this for approximately 5 years now.</p> <p>In December 2020, the County of Cumberland ceased paying for the Town of Oxford. As the IamResponding.com was reaching out to advise the Town of Oxford, they did not have an updated list of contacts and were unable to reach to us in a timely manner.</p> <p>The Town Office spoke with the IamResponding.com and they have kindly waived a one month fee as we approach Council regarding this matter.</p> <p>There is a subscription agreement that we would need to enter, but it needs to be applied by March 1, 2021 or the Oxford Volunteer Fire Department will not be able to utilize this service.</p>
Benefits:	It will keep the efficiency of communications to our Fire Department Volunteers if there is a fire and it will let the Fire Hall know who is responding to the call.
Disadvantages:	The cost of the subscription as we are on a Budget Freeze
Options:	<ol style="list-style-type: none"> 1. Enter the subscription agreement with IamResponding.com <ol style="list-style-type: none"> 1.a – One-year Subscription - \$300.00 1.b – Three-year Subscription – Paid annually, at \$300/year <ol style="list-style-type: none"> 1.b.2 – Three-year Subscription – Paid up-front, for a total of \$900 1.c – Five-year Subscription – paid annually, at \$300/year

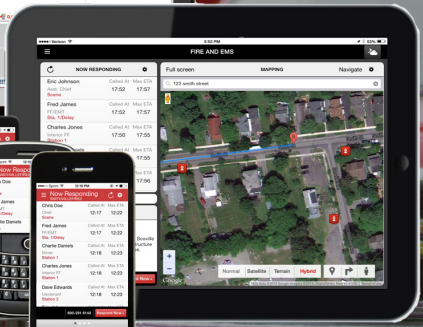
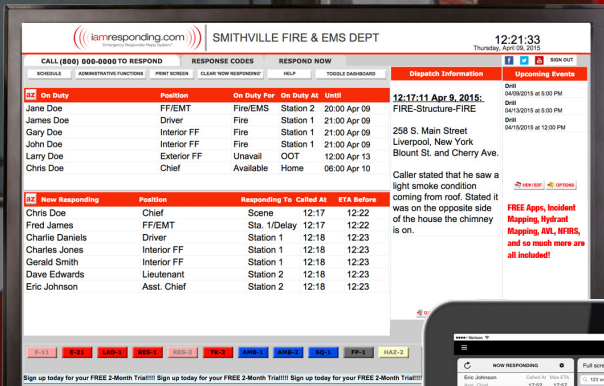


FREE 60 Day Trial!

Call today. Be live within 24 hours!

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www.IamResponding.com



KNOW IMMEDIATELY WHO IS RESPONDING

And so much more!

“One of the most important tools we use every day at our station.”

-Chief Ken Shuler

FREE APPS



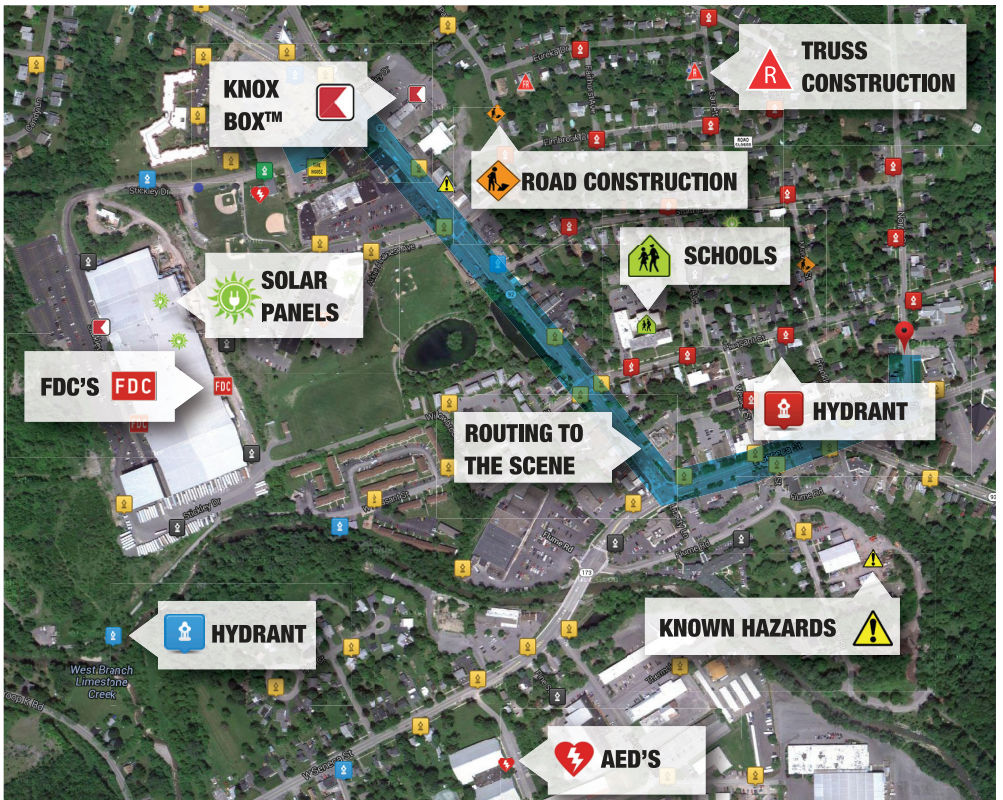
Why lamResponding?

lamResponding is the original, most reliable and most complete responder tracking system in the industry!

Much more than an app, lamResponding is a complete system, providing more features, more functions, more communication pathways, more benefits, and more value than any other responder tracking product. lamResponding is also delivered via the most reliable web-based network in the industry, with complete local and geographically diverse redundancy and fail-over. With thousands of departments as subscribers, and more than a quarter-million users, lamResponding has been real-world proven for a decade, has processed many millions of calls and dispatches, and has delivered more than 250 million messages to our subscribers. When you need it most, lamResponding is there for you!

And so much more!

- Dispatches to your mobile devices • Mapping
- Hydrants • Messaging • Incident Reporting
- AVL • NFIRS • Scheduling • Member Mapping
- Records Management • Station Alerting



Desktop, tablet, mobile



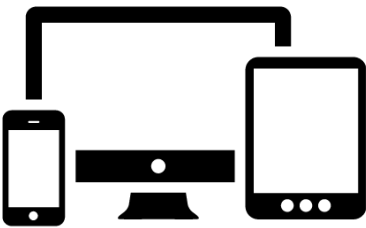
BENEFITS AND FEATURES

lamResponding.com reduces response times by letting you know immediately who is responding to your calls, where they are going, and when they will be there! This saves critical time for fire departments, EMS agencies, SAR and technical rescue teams, and any other incident response teams when responding to emergencies.

HOW IT WORKS

After receiving a dispatch notification (whether through lamResponding or any other, existing dispatch system), responders either press one button on lamResponding's free apps, or speed dial a pre-programmed toll-free number on any phone. Any Internet connected computer or mobile device instantly displays who is responding, their level of certification/qualification, the time that they are responding, and where they are responding (e.g. scene, station, or any other response location that your department or agency responds to). The whole process takes mere seconds, and any telephone calls are automatically disconnected so that no one is ever driving while on the phone. No one needs to enter any dispatch information. No one needs to answer any telephone or radio calls from any responders. It's that simple!

Desktop, tablet, mobile



BENEFITS

With lamResponding.com, you will:

- Know immediately if you have a full crew on the way, or if you need to page additional personnel;
- Stop wasting valuable time waiting for members who are not coming;
- Stop leaving the station just as others are coming around the corner;
- Know who is responding to your station, scene or any other location;
- Make informed decisions about whether to wait for additional personnel who are on their way;
- Be able to assign duties to members before they even arrive at the station or scene;
- Plan your fire ground attack based on who is actually responding;
- Get out with more complete, more effective and safer crews faster; and
- **Reduce Response Times!**

KEY FEATURES

- 100% web-based - no software or unique hardware required, and you do not need to host anything on your computers.
- Works from any type of telephone, and any Internet connected device.
- Viewable simultaneously on an unlimited number of computers and devices.
- No limit to your number of members or number of devices.

ON-LINE DEMO

Call or email today to schedule a live webinar at a time convenient for you!

FREE 60 Day Trial!

Call today. Be live within 24 hours!

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www.lamResponding.com

And so much more!

DISPATCHES TO YOUR MOBILE DEVICES

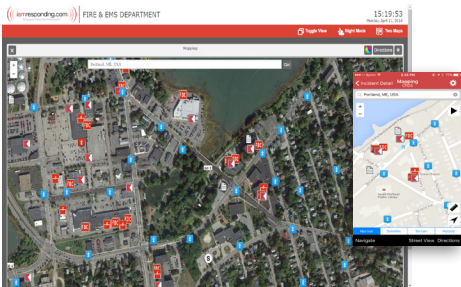
Dispatches can be automatically sent to all of your mobile devices via many redundant methods, including text message, email, push notification to laR's apps, and alpha pagers. Members control all of their own settings and which devices to send to.

INCIDENT MAPPING



Google Maps™ is fully integrated into laR's mapping systems, displaying the incident location, directions to the scene, and turn-by-turn navigation. Your main station screens can display split maps, showing you both your responding members as they approach the station, and your incident location. laR maps also include an easy measuring tool to measure structures and the distance to the nearest water source.

HYDRANTS AND MAP MARKERS



Easily mark or import all of your hydrants, and they all display on your maps, color coded by flow rate, with

full details available for each hydrant. You can also add 40+ other informative map markers to your maps, such as truss construction information, Knox Box™ locations and information, road closures, bridge height and weight restrictions, AED locations, solar panels, drafting sites, known hazards, and many more. Mutual aid departments can see all of each others' hydrants and map markers, making out of district responses much more efficient.

PRE-PLANS

Upload your pre-plan documents, and pin the applicable location right on your maps. Simply click on the icons to view the pre-plan information.

VEHICLE LOCATION MAPPING (AVL)

See the current location, availability and response status of all of your apparatus right on your laR maps.

MASS MESSAGING

You can send unlimited messages to your members via text, email, alpha-pagers and push notifications, from anywhere, and from any Internet connected device. You can configure over 50 messaging groups, save message templates, and schedule messages for future delivery. Members maintain their own contact information, so keeping address information current is simple and easy.

"Best thing to happen to the volunteer fire and EMS service since the pager."

-Chief Fred Detoro

And so much more!

SCHEDULING / MEMBER AVAILABILITY



Members can post when they are available/unavailable, as well as formal duty crew scheduling, from any Internet connected device. Easily see who is on duty or available, where they are, what they are on duty for, and when their shift/availability ends. Fully customizable and reportable, with automated shift reminders.

NFIRS / INCIDENT REPORTING

Full incident reporting for all subscribers, and NFIRS compliant reporting for all US based subscribers, is included in all subscriptions, at no additional cost.

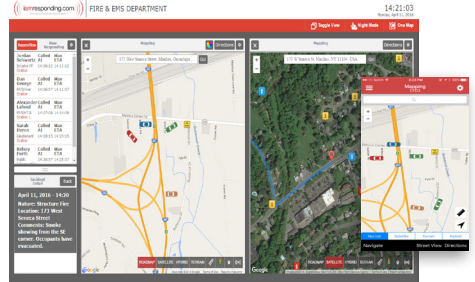
RECORDS MANAGEMENT

Detailed, customizable records management tools are included for the tracking and reporting of training and drills, attendance at events, expiration dates (with automated reminders), apparatus status (in or out of service), and more.

CALENDAR

Easy, web-based calendar with automated notifications and event reminders, and on-screen and app-based displays of upcoming events.

LIVE MEMBER LOCATION MAPPING



When members are responding to an incident, you can see their live location to know quickly and easily where they are and determine whether to wait for them before rolling apparatus. No need to interpret moving dots on maps with laR; members display as color-coded cars that quickly identify Chiefs, officers, firefighters, medical personnel and more.

STATION ALERTING

When dispatches are received, your station screens sound customized alert tones and verbalize the dispatch information. Hook up speakers to your monitor, and you're all set.

SO MUCH MORE!

laR is always innovating and releasing new features. Anything new is included in all subscriptions, at no additional cost. No per module or upgrade costs with laR; it's all included!

FREE APPS



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SIMPLE, ALL-INCLUSIVE PRICING

REGULAR DEPARTMENT SUBSCRIPTIONS

For Departments/Agencies dispatched to MORE than 100 incidents/year.
Includes every laR feature and free apps.

One-Year Subscription	\$ 800/year
Three-Year Subscription	\$ 725/year*
Five-Year Subscription (BEST VALUE!)	\$ 650/year*
One-Time Set-Up Fee:	\$ 50/one-time
Telephone Calls**:	\$ 10/year

*Subscription fees may be paid in equal, annual payments, or in full up-front.
Multi-year subscriptions paid up-front are eligible for a 4% discount.

SMALL DEPARTMENT SUBSCRIPTIONS

For Departments/Agencies dispatched to LESS than 100 incidents/year.
Includes every laR feature and free apps.

Subscription Fee:	\$ 300/year
One-Time Set-Up Fee:	\$ 50/one-time
Telephone Calls**:	\$ 5/year

**Includes UNLIMITED telephone calls to laR by your members to report that they are responding to an incident, but members can also report their response status via laR's free apps and web interface. The ability to reply via a telephone call provides critical redundancy if Internet connectivity is unavailable and/or for members without smart phones. There is NO CHARGE for response indications via laR's free apps or web interface. There is NO CHARGE for unlimited outbound messaging. Telephone pricing is for US and Canada only; for all other locations please call for pricing.

WE NEVER CHARGE FOR 24x7x365 SUPPORT, UPGRADES, NEW FEATURES, ENHANCEMENTS, OR ANYTHING ELSE NOT LISTED ON THIS PAGE.

ALL SUBSCRIPTIONS INCLUDE AN UNLIMITED NUMBER OF USERS IN YOUR DEPARTMENT AND AN UNLIMITED NUMBER OF DEVICES.

US Patent 8,009,810 B2, 8,848,877 B2, CA Patent 2676134, AU Patent 2008208041,
NZ Patent 578654, International Patents Pending



\$20 of every new lamResponding subscription will be contributed by laR to the National Fallen Firefighters Foundation!



FREE 60 Day Trial!
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(877) 509-0381
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	<p>1.c.2 – Five-year Subscription – Paid up-front, for a total of \$1,425 (5% discount from annual payment rate)</p> <p>The One-time Set-up Fee has been waived: it was \$50</p> <p>Note: Telephone Call Costs: \$5/year. – This is paid annually, together with your annual Base Subscription Fee.</p> <p style="text-align: center;"><u>OR</u></p> <p>2. Do not enter the subscription agreement with Iamresponding.com and the Oxford Volunteer Fire Department will need to rely on their paging system.</p>
Required Resources:	Funds
Source of Funding:	General Operating
Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Workplan Implications (now/future):	Will need to put this in the budget for the next years if Option 1 is chosen.
Communication Plan:	Will advise the Oxford Volunteer Fire Department of decision.
Staff Comments/ Recommendations:	Trueman Rushton, Fire Chief, highly recommends keeping the IamResponding.com service. Attached is a copy of his correspondence.
Deputy Clerk's Review/ Comments:	IamResponding.com has proven to be a useful tool for the Oxford Volunteer Fire Department and they have become reliant to this service when responding to Fire Calls.

Deputy Clerk Initials: _____

Target Decision Date: February 16, 2021

Public Work Report

Feb 2021

Water

Waterbreak-210 Foundry St

Ben Pitman from Amherst Public Works did the sampling while I was out for 2 weeks

Sewer

Acute Lethality test- Pass

Rodded The sewer line on George St.

Brought a Vacuum truck into Crescent Ave due to a plugged line

Regular maintenance

Plowed snow & salted regularly

230 ton of salt to date

Put out cold Patch where needed

Shop maintenance

Regards

Wes Adshade

Public Works

Supervisor

Town of Oxford 1	Budget 20-21 100%	Actual 04/01/2020 to 03/15/2021	92%	% Percentage of Budget Used	NOTES
REVENUE					
Tax Revenue					
Residential Tax	791,627	791,355		100%	Tax revenue does not include uncollectable taxes
Commercial Tax	1,025,365	1,025,365		100%	
Resource Tax	13,358	10,491		79%	
Forest (Under 50,000 Acres)	179	179		100%	
Based on Revenue - Alliant	3,700	2,534		68%	
Sewer Rates	181,000	181,895		100%	
Deed Transfer Tax	12,000	28,557		238%	house sales are unusually high this year
Total Taxes	2,027,229	2,040,375		101%	
Grants in Lieu					
Federal Government - Canada Post	2,456	2,762		112%	
Federal Government - RCMP	17,491	21,887		125%	
Provincial Government - DNR	15,342	16,104		105%	
Provincial Government - Liquor Comm	8,976	8,976		100%	
Total Grants in Lieu	44,265	49,729		112%	
Services to Other Governments					
Cumberland County - Fire Protection	57,000	58,543		103%	
Total Services to Other Governments	57,000	58,543		103%	
Own Source Revenue					
Arena - Ice Rentals	0	17			
Arena Lease-payment for expenses pd	0	0			Arena Bills are paid up to date by Lions
Heritage Gas Revenue	20,000	16,000		80%	In process S/B \$ 16,000-20,000
Theatre Revenue	1,000	887		89%	
Dog Licences	50	0		0%	
Building Permits	1,000	0		0%	
Fine Revenue	750	504		67%	
Office Rent Water	5,500	5,500		100%	Year End Entry
Medical Centre Rents	20,000	18,783		94%	
Interest on Taxes	25,000	35,268		141%	
Tax Certificates	500	1,250		250%	More than expected this year as house sales are unusually high
Communities in Bloom Revenue	0	200			Cumberland Food Action Network
Sales of materials	3,000	2,782		93%	
Total Own Source Revenue	76,800	81,191		106%	
Unconditional Transfers					
Equalization Grant	178,171	133,629		75%	In process
Farm Acreage Grant	2,657	2,728		103%	
HST Offset Payment	7,000	7,135		102%	
Total Unconditional Transfers	187,828	143,492		76%	
Conditional Transfers					
EMO Grant Civic #	1,000	0		0%	
Fed Gov Funding - Summer Students	7,028	7,028		100%	is offset by PW summer student expense below,
Total Conditional Transfers	8,028	7,028		88%	
Other Transfers					
MPAL Funding Province	0	2,500			\$2772 reimbursment from FF for insurance , 2415 Prov of NS?, \$5350 from Restart program to offset COVID expenses
Grants from Other Organizations	0	8,122			
Transfer from Surplus	0	0			
TRANSFER FROM OPERATING RESERVE	159,900	159,900			Transfer to cover additional deficit of 109,364
Transfer From Local Fire Assoc	10,000	10,000		100	100% Covered by COVID Restart Grant- loss of revenue from fund raising
Interest on CRA refunds	0	0			
Land Sales	0	0			
Total Other Transfers	169,900	180,522		106%	
TOTAL REVENUE	2,571,050	2,560,880		100%	
EXPENSE					
General Government					
Mayor Honorarium	9,011	9,011		100%	Projected year end March 31/2021
Mayor Expenses	2,500	1,000		40%	Projected year end March 31/2021
Council Honorariums	27,000	27,000		100%	Projected year end March 31/2021
Council Expenses	5,000	1,500		30%	Projected year end March 31/2021
Salary - CAO	62,513	115,615		185%	Projected year end March 31/2021, includes severance package
Salary - Accountant	31,500	45,900		146%	Projected year end March 31/2021
Salary - Deputy Clerk	30,200	44,006		146%	Projected year end March 31/2021
Salary - Office Staff	25,116	36,598		146%	Projected year end March 31/2021
Admin Salaries paid by Water	-64,000	-104,111		163%	Projected year end March 31/2021
Legal Fees	5,000	0		0%	

Town of Oxford 1	Budget 20-21 100%	Actual 04/01/2020 to 03/15/2021 92%	% Percentage of Budget Used	NOTES
Accounting Contracted Services	5,000	0	0%	
Canada Pension Plan	20,000	22,761	114%	Projected year end March 31/2021
Employment Insurance	9,000	10,236	114%	Projected year end March 31/2021
Health Plan (Blue Cross)	3,000	6,331	211%	Projected year end March 31/2021
Pension - Employees	20,000	30,549	153%	Projected year end March 31/2021
Xmas Bonuses	850	850	100%	
Professional Development	1,500	469	31%	
CAO Seminars & Travel	3,000	889	30%	
Audit Fee	20,000	0	0%	
Town Hall Insurance	1,750	2,546	145%	
Office Postage	4,200	4,226	101%	
Office Supplies & Advertsing	12,000	10,084	84%	
I T Expenses	7,000	9,018	129%	Computer of public works
Office Programmer	0	22		Adobe license
Town Hall Janitor & Supplies	6,000	5,053	84%	
Town Hall Telephones	8,000	9,423	118%	
Town Hall Electricity	5,000	3,323	66%	
Town Hall Natural Gas	8,000	3,877	48%	
Town Hall Water	350	316	90%	
Town Hall Sewer	306	434	142%	taxes and sewer on property Owner Unknown
Workplace Wellness		352		Going away celebration for Corey
Town Hall Maintenance	15,000	14,572	97%	
Municipal Election	10,000	12,990	130%	
Conferences and Workshops	3,000	869	29%	
Public Official Liability Ins	3,000	2,250	75%	
Dues - UNSM/FCM/CNTA/POL BD	6,000	3,608	60%	
ORHS Bursary	500	500	100%	
COVID - 19 Costs	5,000	5,350	107%	Offset by Restart Grant
PVSC - Assessment Costs	18,892	18,892	100%	
Valuation Allowance - Taxes		1,596		2021 Lions Center Taxes & Interest forgiven
Interest Town Hall 2013 MFC	982	947	96%	
Interest on Backhoe Loan	1,125	2,545	226%	For proper allocation of expenses there will be 254.52 interest /month, the budget should allow for \$3054.24. Take \$1928.70 from Principal Backhoe Lease account#5768
Interest Short Term Borrowings		0		
Bank Service Charges		4,576		Should have an amount in budget, Last year \$9980.59
Deficit of Prior Years	208,822	208,822	100%	Mandated expense to cover last year deficit, increased from 99,458
MFC Int - School Enhancement	622	625	100%	
Cash Over/Short		3		
Credit Card Fees & Interest	500	466	93%	
Total General Government	542,239	575,886	106%	
Protective Services - Police				
RCMP Contract	505,605	505,604	100%	
School Crosswalk Guard	7,200	4,292	60%	
Prosecuting Attorney Fee	500	0	0%	
Corrections	15,000	14,627	98%	
Total Police	528,305	524,523	99%	
Fire				
Firefighters Honorariums/Incentives	17,000	17,814	105%	
Fire Phones	2,700	1,438	53%	
Fire Communication System	17,000	18,251	107%	Had to buy a base TMR \$5650 one time cost
Public Fire Protection Charge	120,935	140,439	116%	S/B in budget-Mandated increase by Water Utility
Fire Training	7,500	1,129	15%	
Fire Hall Lights & Power	4,000	3,323	83%	
Fire Hall Natural Gas	7,200	4,186	58%	
Fire Hall Insurance	3,800	4,396	116%	Yearly fee paid
Fire Hall Maintenance	5,000	3,358	67%	
Firefighters Liability Insurance	2,500	6,095	244%	\$2772 reimbursed by firefighters Yearly fee paid
Fire Hall Water	500	-	0%	no meter attached yet
Fire Hall Sewer	306	306	100%	
Fire Trucks Insurance	3,700	3,996	108%	Yearly fee paid plus 384 for personal insurance/ quarter
Fire Trucks Fuel	2,200	1,361	62%	
Fire Trucks Repairs & Maintenance	15,000	35,247	235%	(15 366)for a transmission and \$3000 to put truck #5 back on the road
Fire Equipment & Supplies	15,000	4,367	29%	
Fire Equipment Repairs & Maint	4,500	9,687	215%	Micmac serviced rescue gear for \$2680, first time in 15 years
Fire B.A. - MFC Interest	453	453	100%	
Fire New Hall - MFC Interest	9,327	9,297	100%	
Fire Breath App MFC Nov 2018 Int		1,404		MFC #38-A-1 CK Agee #91 Debenture Payment S/B 1393.92 this year
Total Fire	238,621	266,548	112%	
Emergency Management				
REMO	5,500	5,063	92%	
EMO Expenses	500	0	0%	

Town of Oxford 1	Budget 20-21 100%	Actual 04/01/2020 to 03/15/2021 92%	% Percentage of Budget Used	NOTES
EMO SHRU Funding	619	619	100%	
Total Emergency Management	6,619	5,682	86%	
Other Protective Services				
Building Inspection	7,000	4,494	64%	
Animal Control	1,000	0	0%	
Total Other Protective Services	8,000	4,494	56%	
Transportation Services				
Salary - PW Supervisor	31,000	31,500	102%	Projected year end March31,2021-50 % of wages
Labour - PW	87,700	126,583	144%	Projected year end March31,2021-80 % of wages as per spreadsheet "allocation of PW hours", not as many water breaks this year this expense is offset by Revenue of \$7028 , budget S/B at full amount 9169
Summer Students	2,000	9,169	458%	
Supervisor Phone	1,600	2,111	132%	
Town Truck	9,000	5,753	64%	
Loader and Plow	28,000	3,329	12%	
Generator	60	46	77%	
Tractor	7,000	5,507	79%	
Backhoe Lease Etc	1,500	5,891	393%	
Salt Truck	5,000	4,238	85%	
Small Tools & Equipment	5,000	7,816	156%	
OPH Insurance	200	195	98%	
OPH Expenses	300	13	4%	
OPH Taxes	2,300	2,342	102%	
Town Garage Insurance	500	2,871	574%	
Town Garage Fuel (Wood)	1,500	1,366	91%	
Town Garage Maintenance	1,500	5,220	348%	National Trailer Sales for container \$3754
Town Garage Phone	260	223	86%	
Town Garage Electricity	4,000	2,926	73%	
Workers Compensation	12,000	14,689	122%	
Liability Insurance	12,800	13,107	102%	Annual fee
Diesel	13,000	6,960	54%	
Gasoline	9,000	5,930	66%	
Sundry	1,100	-	0%	
Clothing	3,000	2,300	77%	
Health and Safety	5,000	2,834	57%	
Salt	30,000	18,221	61%	
Street Maintenance	25,000	54,111	216%	\$3552-Municipal Enterprizes patch Main Street, Centerline Markings \$4641, Greg Mattison \$3895
Street Lighting	7,000	7,017	100%	
Main Street Phase 2 - MFC Int	2,705	2,687	99%	
Paving/Sidewalks 2016-MFC Interest	5,662	5,662	100%	
Salt Truck 2016 - MFC Interest	1,062	1,062	100%	
Total Transportation	315,749	351,679	111%	
Environmental Health Services				
Sewer Admin Supervisor	18,000	12,600	70%	Projected year end March31,2021-20 % of wages Projected year end March31,2021-2 % of wages as per spreadsheet "allocation of PW hours",
Sewer Other Labour	35,000	3,165	9%	
Sewer Safety Equipment	2,000	1,808	90%	\$11,250 mandated expense for manual
Sewer Maintenance	6,000	15,819	264%	Invoice for \$4522 from Omnitech for a monitor
Sewer Power	32,000	24,903	78%	
Transfer Station Contract (FERO)	95,000	72,756	77%	
Tip Fees	30,000	46,193	154%	Includes \$2186 for testing water around the transfer station
Total Environmental Health	218,000	177,243	81%	
Public Health & Environmental Devel				
Medical Centre	31,000	26,869	87%	
Deficit Regional Housing Authority	26,400	23,536	89%	Annual Fee
Planning - Town of Amherst	17,000	15,643	92%	Annual Fee
Interest Medical Centre 2013 MFC	614	666	109%	
Tree Expense/Trail Reserve	5,000	5,334	107%	Tree removal work completed
Community Eco Dev/Tourism	12,000	9,410	78%	
Cumberland Business Connector	10,000	10,000	100%	
Communities in Bloom	750	2,873	383%	\$ 1500 for hanging baskets ordered last fall per Council directive
Total Public Health and Envir Dev	102,764	94,332	92%	
Recreation and Cultural - Arena				
Arena Labour	5,200	1,720	33%	
Arena Telephone	650	436	67%	
Arena Electricity	10,000	4,491	45%	
Arena Maintenance	10,000	4,141	41%	
Lease Natural Gas Boiler Arena	7,580	0	0%	The lease was paid off last year should not have been in budget
Arena Natural Gas	3,500	764	22%	

Town of Oxford 1	Budget 20-21 100%	Actual 04/01/2020 to 03/15/2021	92%	% Percentage of Budget Used	NOTES
Arena Water	1,000		1,634	163%	
Arena Sewer	306		306	100%	
Arena Insurance	1,600		2,238	140%	Part of Arena insurance was allocated to town garage last year so budget is low
Arena 2013 MFC Interest	1,350		1,361	101%	
Arena Chiller - MFC Int	1,187		1,177	99%	
Arena Automation MFC Nov 18 Int	329		508	154%	
Total Arena	42,702	1.7%	18,775	44%	
Fields and Library					
Xmas Lights	1,000		489	49%	
Tennis Courts	1,000		-	0%	
Trails	1,000		184	18%	
Ballfield	2,000		227	11%	
Skateboard Park	1,000		-	0%	
Mural Lights	500		219	44%	
Library Expense	6,000		25,272	421%	\$17,28 Renovations at new location, \$1404 power bill from old building - first actual in years, \$1675 Ultramar heat for new location
Regional Library Board Transfer	7,680		7,680	100%	
Total Fields and Library	20,180	0.8%	34,071	169%	
Theatre					
Theatre Electricity	3,000		820	27%	
Theatre Expense	300		846	282%	
Theatre Maintenance	2,000		601	30%	
Theatre Natural Gas	3,500		1,961	56%	
Theatre Water	350		202	58%	
Theatre Sewer	306		-	0%	
Theatre Property Tax	2,000		801	40%	Overpaid in previous year went to prepaid
Theatre Insurance	200		162	81%	Yearly fee paid
Total Theatre	11,656	0.5%	5,393	46%	
Recreation					
Recreation Community Garden Project	500		0	0%	
Recreation Co-ord Salary	5,000		5,504	110%	
Recreation Postage	2,000		165	8%	
Recreation Advertising	200		49	25%	
Recreation Telephone	500		469	94%	
Recreation - General Programs			309		Gazebo Power & fee for Fundy Directors Association
Total Recreation	8,200	0.3%	6,496	79%	
Fiscal Services					
MFC Principal - 2011 School Enhan	10,000		10,000	100%	
MFC Principal - 2016 Breathing App	3,200		3,200	100%	
MFC Principal - 2018 Breathing App	7,400		7,400	100%	
MFC Principal - 2013 Fire Hall	69,700		69,700	100%	
MFC Principal - 2013 Med Cent	5,000		5,000	100%	
MFC Principal - 2011 Main Phase 2	43,000		43,000	100%	
MFC Principal - 2016 Paving/Salt Tr	47,500		47,500	100%	
MFC Principal - 2013 Town Hall	7,100		7,100	100%	
MFC Principal - 2013 Arena	10,200		10,200	100%	
MFC Principal - 2018 Arena Auto	5,500		6,200	113%	Wrong GL account# in budget
MFC Principal - 2011 Arena Chiller	0		5,500		Wrong GL account# in budget
MFC Principal - 2014 Arena	6,200		0		This will be 415.28/ month for a total of 4983.30. Allocate \$1928.70 of this to Admin Interest on Backhoe Account #5089.
Backhoe lease principal	6,912		4,153	60%	
Transfer to Reserves	31,767	1.2%	0	0%	
District School Board	224,000		201,839	90%	
Total Fiscal Services	477,479	18.6%	420,792	88%	
TOTAL EXPENSE	2,520,514	98.0%	2,485,914	99%	
NET INCOME	50,536.34		74,966		Includes extra 50,536 transferred from Reserves to cover deficit

Expecting revau



CEDO Report

Highlights: February 17, - March 9, 2021 (inclusive)

Promotion

- Business-related events were promoted directly through the Business Contacts *email list* in addition to the face book posts below.
- *Town of Oxford Official Face book group*: I have posted the March/April Newsletter, and promoted various free workshops for businesses, entrepreneurs and community organizations, immigration information sessions for employers, several local businesses and organizations, encouragement to Shop Local, Oxford library request for donations, wild blueberries, International Women's Da, and posted the Invitation to submit poetry for the online Oxford Poetry Festival in April.
- I created the March/April newsletter and distributed it through Facebook, our website, Canada Post's bulletin board, and the front office.
- Some of the above items were also posted on the Town website.
- **Library Fundraising Promotion:** As Cumberland Public Libraries is requesting donations to help with the cost of new books and furniture for the new Oxford location, I made a short video with library staff, at the new site. We were able to draw attention to the funding need while promoting wild blueberries at the same time. The video will air on the library's Facebook page this month.

Support for Businesses and Business Development

- I continue to promote the Wild Blueberry Capital Beautification Program.
- Tim Horton's has reserved the empty space on the Business entrance signage board.
- Information on new initiatives and workshops has been promoted to local businesses (see Promotion).
- I have met with the Mayor and Acting Town Clerk to update them on Economic partnerships in which the Town participates that fall under my umbrella.

Poetry At Large Poetry Festival, 2021

- Plans are in progress for an online Oxford Poetry Festival during April and poetry submissions from local talent are steadily coming in. The deadline is March 15.
- The various promotion approaches have already resulted in a large increase in visitors to the Oxford Poetry at Large Facebook page and thus raises awareness of our town.
- We hope to further increase Facebook followers by offering a Poetry Month contest in April, giving away a Poetry/Wild Blueberry prize basket.
- The hope is that our online presence will maintain current interest in the Festival and develop new followers in the hopes of welcoming more people into our community in 2022 for the various established, in-person Poetry Festival events.

Other

- Responded to several inquiries. Cumberland Public Libraries requested support for a *Story Walk* project. They will be applying for a federal grant to create the Story Walk in several Cumberland County communities. The Town's involvement would be limited to approving a space for the children's walk and limited involvement from Public Works. I met with the Mayor, Councillor Black and Acting Town Clerk who asked me to respond in the affirmative in regard to this family-friendly, educational initiative which would benefit the community and has potential to attract visitors.
- Made website updates.
- Provided current information to the Mayor and Acting Town Clerk on some of the initiatives I am involved with.

Respectfully submitted,
Ruthie Patriquin,
Community Economic Development Officer

lcloney@oxfordns.ca

From: Linda Cloney <l.cloney@live.com>
Sent: March 3, 2021 6:26 PM
To: lcloney@oxfordns.ca

Hi Linda. Would you please give the OPH Club a letter of support. We are seeking a grant from the Municipality to help purchase new stoves for the club.

Thanks
Bob Hunsley
Secretary

Sent from my Galaxy



GOVERNMENT HOUSE

February 1, 2021

His Worship Mayor Greg Henley
Town of Oxford
PO Box 338
105 Main Street
Oxford, NS B0M 1P0

Your Worship,

I am delighted to send the enclosed Community Spirit Plaque to the Town of Oxford.

As we are all aware, during 2020 this province experienced great turmoil when we were all impacted by the COVID-19 pandemic and the series of tragic events that soon followed. As a small province with a tight-knit population, the impact of these events was deeply felt across our region. During this period, I had an opportunity to call numerous municipal and Indigenous leaders to speak about how their residents were coping during this difficult time. I was greatly impressed to learn how resilient and positive Nova Scotians were in adapting to these significant challenges. The wonderful residents of our province demonstrated their amazing spirit and resourcefulness as they found innovative ways to continue their volunteerism and help those who are less fortunate.

In recognition of the tremendous spirit and resilience, I announced the creation of the plaque at the Celebrating Community Spirit and Volunteers Ceremony on 28 September 2020. It is hoped that you will display this plaque in your community. My staff have prepared the enclosed instructions for the installation of the plaque.

While we are not yet able to travel to your community to personally present the plaque, my wife Patsy and I hope there will be an opportunity to visit the Town of Oxford in the near future.

Yours sincerely,

The Honourable Arthur J. LeBlanc, ONS, QC
Lieutenant Governor

Good morning,

Just a friendly reminder about the Service Based Count of Homelessness that's ongoing for this month.

Please remember to complete the survey for anyone who comes to you and identifies as experiencing homelessness.

Even if you don't have the answers to all of the questions on the survey, please still complete it to the best of your ability as even partial survey responses are still helpful.

As always, if you have any questions or concerns, feel free to contact me either by email or phone (902-669-0005).

Thanks for your participation in this work.

Alison

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As our charity reopens and recovers from the uncertainty caused by COVID-19, please consider supporting the YMCA of Cumberland today, to donate, click the 'donate now' button on our website: www.ymcaofcumberland.com

Alison Lair

Manager of Community Development

YMCA of Cumberland

92 Church Street Amherst, NS B4H 4A1

T: 902-667-9112 M: 902-669-0005 E: alison.lair@cumberland.ymca.ca

ymcaofcumberland.com

Would the Mayor be able to make up a letter of support for "The Rocks" Trail? This would attract bicycle and long-distance hikers to the Town and complete the Oxford and Area Trails Association trails infrastructure in the Oxford area.

As you know, policing services in Cumberland RCMP District are funded by the Municipality of Cumberland and the Town of Oxford. Further to the Policing Review for Cumberland RCMP District, please be advised that the Municipality of Cumberland Council passed a Motion on March 3, 2021, as noted below.

MAJOR ORGANIZATIONAL ISSUES

4.1 Police Service Review

IT WAS MOVED by Deputy Mayor Redmond seconded by Councillor Goodwin that the Municipality write a letter to the CAO and Mayor of the County of Colchester requesting that we allow us to partner with them in the Police Service Review they are currently undertaking.

The new Council for Cumberland has not voted on the further reduction of two Regular Members in Cumberland RCMP, so DOJ cannot implement the recommendation until both funding partners are in agreement.

Please note that the A/CAO for Cumberland, Allie McCormick, is cc'd on this email.

Please advise if you would like to schedule a call to discuss further. I'm not sure how this will proceed but it's been going on for so long, it would be nice to have it resolved soon.

Regards,

Donna Jewers

RCMP Liaison
Nova Scotia Department of Justice
1690 Hollis Street, PO Box 7
Halifax, NS B3J 2L6
902-424-6501 – Office Phone
902-266-8261 – Cell Phone
✉ donna.jewers@novascotia.ca

Hello Linda,

Thank you for speaking with me today about supporting the 2021 Census of Population.

Just as a recap, we are contacting municipalities throughout Atlantic Canada to share tools and information regarding the promotion of census jobs and the ways in which the census benefits your residents. Any support you could offer sharing this information would be greatly appreciated.

If you have any questions or if there's anything I can help with, please don't hesitate to give me a call at (782) 640-4723 or send me an email.

Thank you,

Karlea Lewis

Communications Officer – Census Communications, Strategic Engagement and Communications Field
Statistics Canada / Government of Canada
karlea.lewis@canada.ca / Tel : (782) 640-4723

Agente de communication – Communication du recensement, Secteur de l'engagement et des communications stratégiques
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