



TOWN OF OXFORD
Town Council Meeting
Council Chambers, conduct through Zoom and Live to
FaceBook
Monday, September 20, 2021
6 PM

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
 - 3.1 Town Council Minutes – June 21, 2021
 - 3.2 Special Town Council Session Joint Council Minutes – June 29, 2021
 - 3.3 Special Town Council Minutes – August 3, 2021
 - 3.4 Special Town Council Minutes – August 9, 2021
 - 3.5 Special Town Council Minutes – August 30, 2021
4. New Business
 - 4.1 Recognition of Truth and Reconciliation Day for non-union employees.
 - 4.2 Municipal Fire Inspectors appointees
 - 4.3 Proclamation – Right to Know Week
 - 4.4 Proclamation - Bullying Elimination Week
5. Reports
 - 5.1 Public Works Report
 - 5.2 Finance Report
 - 5.3 Fire Department Report
6. Committee Updates
 - 6.1 Accessibility Committee – Chairperson Councillor MacDonald
 - 6.2 Arena Committee – Councillor Colborne, Jones and MacDonald
 - 6.3 Audit Committee – Chairperson Councillor Black

- 6.4 Community Economic Development Committee – Chairperson Councillor MacDonald
- 6.5 Fire Department Committee – Councillors MacDonald & Colborne
- 6.6 Procurement Committee – Chairperson Councillor Jones
- 6.7 Public Works Committee – Mayor Henley, Councillors Black and Jones
- 6.8 Recreation Commission Committee – Councillor McNutt
- 6.9 Town Buildings Committee – Mayor Henley, Deputy Mayor Adshade, Councillors Colborne and Jones.
- 6.10 Town Services Committee – Chairperson Councillor Jones

7. Adjournment



Minutes of the Regular Council Meeting

Place: Conducted through Zoom and streamed live to Facebook
Date: Monday, June 21, 2021
Presiding Officer: Mayor Gregory Henley
Councillors present: Deputy Mayor: Wade Adshade and Councillors: Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Town Clerk – Linda Cloney (recording secretary) and Senior Accountant – Ruthann Brookins
Guest in attendance: CEO/Treasurer of Nova Scotia Municipal Finance Corporation – Paul Wills
Media in attendance: Six River News – Mark Rushton

1. Call to order

Mayor Henley called the meeting to order at 6 pm.

2. Approval of Agenda

Add to the agenda: 5.5 Summer Recess – Discussion; 9. In Camera – sale of municipal property.

It was moved and seconded that the agenda of the Regular Town Council Meeting for June 21, 2021, be approved, as amended.

Motion Carried

3. Approval of Previous Minutes

It was moved and seconded that the minutes of the Town Council Meeting for May 17, 2021, and the Special Town Council Minutes for June 7, 2021, be approved, as presented.

Motion Carried

4. Presentation

4.1 Debt Affordability Model – Paul Wills, CEO/Treasurer of Nova Scotia Municipal Finance Corporation

Mr. Wills gave a detailed presentation regarding the Debt Affordability Model.

This model was designed to help municipalities look at their debt when they are looking to borrow and see how it would affect the bottom line of future years. Now, the Debt

Affordability Model, acts more like a sustainability model where municipalities can use to look at different scenarios for planning. The Debt Affordability Model has been sent to staff as a resource.

Following this presentation, Mr. Wills exited the Zoom meeting – 6:20 pm

5. New Business

5.1 Speed Reduction and Signage on Side Streets – discussion

There was a discussion regarding the quote on the signage and the process for speed reduction on side streets.

Council is interested to hear from other municipalities to learn if reducing the speed limits really works to slow down the traffic.

It was moved and seconded that the Town of Oxford investigate the possibility of lowering the speed limits on all the side streets. Also, to research with other municipalities that have gone through this process. Following this process, for Council to decide on whether to proceed, next year during the budget process.

Motion Carried

5.2 June 21 – celebration of National Indigenous Peoples Day – recommendation from Committee of the Whole

As a follow up from the Committee of the Whole meeting on June 7, 2021, there was a recommendation to raise a Mi'kmaq flag on June 21.

It was moved and seconded that the Town of Oxford raise a Mi'kmaq flag on June 21 to celebrate National Indigenous People Day as it is action, such as these, that may help foster reconciliation and healing.

Motion Carried

5.3 Agreement with the Oxford Community Centre Association – Councillor Jones

There was a discussion with Council to amend the June 7 - Special Town Council Meeting motion regarding the agreement with the Oxford Community Centre Association and the Town of Oxford.

June 7, 2021

It was moved and seconded that Town Council enters into an agreement with the Oxford Community Centre Association for a grant in lieu of taxes and for this agreement to be sent to legal to be drafted.

Motion Carried

Amended Motion – June 21, 2021

It was moved and seconded that Town Council enters into a 25-year agreement with the Oxford Community Centre Association for a grant in lieu of taxes and for this agreement to be sent to legal to be drafted.

Motion Carried

5.4 Street Light Installation Quote – Discussion

Some citizens are requesting a streetlight to be installed close to the Meadow Vista Home. A petition was delivered to the Town Office. Staff have reached out to Nova Scotia Power to get a quote to install a streetlight and will send that to Council when received for further consideration.

5.5 Summer Recess – Discussion

Council had a general discussion regarding taking a summer recess from regular meeting during the months of July and August for 2021.

It was moved and seconded that the Town Council will take a summer recess from regular meetings during the months of July and August for 2021.

Motion Carried

6. Reports

6.1 Public Works Report

Council asked if patching will be done soon and if there will be any patching on Waverly Street. Staff will check in with the Public Works Supervisor and report back to Council. *This report has been filed.*

6.2 Finance Report – mentioned under New Business.

There were no questions. This report has been filed.

6.3 Fire Department Report

Staff presented the report, there were no questions, this report has been filed.

6.4 Library Update

There were no questions. This report has been filed.

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

Motion Carried.

7. Committee Updates

7.8 Recreation Commission Committee – CP Councillor McNutt

The Recreation Commission received a grant from the County, when the cheque comes in, Councillor McNutt will report the amount received to Council. Two other grants are

pending. Online Bike Week was organized. June is Pride Month and Indigenous Peoples Month – both the Pride and Mi'kmaq Flag were raised at Town Hall. Baseball and soccer are both in progress. Many improvements have been done to the baseball field. In soccer, with some of the funding received, they have plans to replace the broken nets. There are seven Summer Camps are planned, more to follow on this posted on the Town of Oxford Facebook page. The Recreation Commission has created the ORYC – Oxford Recreation Youth Commission, they anticipate about 20 volunteers ranging from 15 – 20 years of age. Zumba has started back up at the Tennis Courts on Saturday mornings at 9:30 am. The Recreation Commission were unable to organize the pickleball, due to needing more volunteers. Councillor McNutt reached out and asked the public that if there is anyone will to organize pickle ball to get in contact with her. The Recreation Commission is also looking for a Seniors Activity Leader, this needs to be a volunteer that is available during the day.

Thank you to those volunteering!

It was moved and seconded to accept the reports as verbally presented.

Motion Carried

8. Correspondence

8.1 Oxford Library – new location, opening date.

The Oxford Library is planning to open on July 2, 2021, at 111 Rideau Street. Due to COVID-19 they postponed the Grand Opening to a later time in the year.

9. In-Camera – acquisition, sale, lease, and security of municipal property.

At 6:45 pm, it was moved and seconded to go in-camera to discuss sale of municipal property.

Motion Carried.

At 7:12 pm, it was moved and seconded to come out of in-camera and resume the Town Council Meeting.

Motion Carried.

10. Adjournment

At 7:13 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary



Minutes of the Special Council Session Joint Council Meeting

Place: Conducted through Zoom, streamed lived to Facebook
Date: Tuesday, June 29, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Carla Black, Brenton Colborne, Arnold MacDonald, and Chrystal McNutt
Regrets: Deputy Mayor Wade Adshade and Councilor Paul Jones

A quorum was present throughout the meeting.

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

1. Call to Order

Mayor Henley called the meeting to order at 5:45 pm.

2. Sale of Assets of Cumberland Joint Services Management Authority and related waste/resource benefits agreement.

In June of 2020 the Councils collectively called for proposals for the sale of the Cumberland Central Landfill. The councils had concluded that an in-depth examination of the provision of the service by a private sector provider who would buy the assets of the facility and enter into a long-term agreement with predictable and manageable tip fees was appropriate. To guide the process, the councils agreed upon a set of guiding principles which defined the problem they were trying to solve and the issues that had to be addressed in solving it.

The agreements reached with GFL reflect a purchase price of \$3 million, a 5% royalty regime on materials received at the site from other jurisdictions, retention of employees, offloading of environmental, regulatory, and business risks to GFL, and a predictable tip fee which will rise only with CPI or government-imposed taxes or levies (that would apply to all anyway).

RECOMMENDATION

It is the unanimous recommendation of the Steering Committee that the Councils approve the legal agreements necessary to give effect to the sale of the Cumberland Central Landfill, including septage assets owned by the Municipality of the County of Cumberland, to GFL Environmental, Inc. effective September 1, 2021. It is further unanimously recommended that the Councils also enter into related 25-year agreements for the Management of Solid Waste and Septage.

It was moved by Councillor Colborne and seconded by Councillor MacDonald that council approve the Sale of the Assets of the Cumberland Central Landfill and enter into a 25 year agreement to receive and manage solid waste, effective September 1, 2021, by approving the Asset Purchase Agreement and Waste /Resource Benefits Agreement with GFL Environmental, Inc, and that the Mayor and Clerk be authorized to execute the agreements dated today's date with such amendments as the Mayor and Clerk deem necessary or advisable and implement same.

Motion Carried

3. Adjournment

At 5:48 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
Date: Tuesday, August 3, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Carla Black, Brenton Colborne, Arnold MacDonald, and Chrystal McNutt
Regrets: Deputy Mayor Wade Adshade and Councilor Paul Jones

A quorum was present throughout the meeting.

Staff in attendance: Town 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 #3 on the agenda by adding "First Reading" to it.

It was moved and seconded that the agenda of the Special Town Council Meeting for August 3, 2021, be approved, as amended.

Motion Carried

3. Amendment to Town of Oxford Solid Waste Bylaw #02-02 – First Reading

Recently the three Cumberland Councils agreed to the sale of the Cumberland Central Landfill. There were a few conditions of the sale and one of them was to amend the Solid Waste Bylaws in each of the three municipality units.

Upon review of the Town of Oxford's Solid Waste Bylaw #02-02 it impacts the ability of GFL to be able to export Solid Waste from Cumberland County.

It was recommended to Council to remove the prohibition to export materials by repealing 7 (b) of the Solid Waste Bylaw #02-02.

It was moved and seconded that Town Council gives first reading to a proposed bylaw to amend the Solid Waste Bylaw #02-02.

Motion Carried

4. 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



Minutes of the Special Town Council Meeting

Place: Conducted through Zoom
Date: Monday, August 9, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Deputy Mayor Wade Adshade

A quorum was present throughout the meeting.

Staff in attendance: Town Clerk, Linda Cloney (recording secretary) and Senior Accountant, Ruthann Brookins

1. Call to Order

Mayor Henley called the meeting to order at 5:00 pm.

2. Approval of Agenda

It was moved and seconded that the agenda of the Special Town Council Meeting for August 9, 2021, be approved, as presented.

Motion Carried

3. Background briefing from Procurement Committee regarding Tender: 2021-06 – Capital Paving of Town Streets 2021.

During the Procurement meeting that was held on August 5, there was information that was provided to the Committee that is incorrect. This misinformation was one factor that weighed on the decision as to what company to award the tender to. Therefore, the Procurement Committee had reconsidered the bids and awarded the tender to the lowest bidder.

4. Request for money above the amount approved in the 21/22 Capital Budget for paving

Staff requested to Council to grant spending \$48,064.00 above the approved amount in the 21/22 Capital Budget to complete the Paving Project.

In the Capital Budget, Capital paving is approved for \$80,000 and the lowest bid came in at \$128,064. Currently in the Gas Tax Reserve is \$155,000. The Gas Tax Funds has not yet been received for this fiscal year also, this year it had been announced that the Province will be doubling up the gas tax.

It was moved and seconded that Town Council approves spending the additional \$48,064 to the pave the streets as per the tender of the lowest bid.

Motion Carried

5. Municipal External Audit Services – Baker Tilly Nova Scotia Inc.

The Procurement Committee has secured a Municipal External Auditor for this fiscal year. The name of the firm is Baker Tilly Nova Scotia Inc.

6. Revised motion made June 7, 2021 – Special Meeting

It was moved and seconded that Town Council amends the motion made on June 7, 2021, to read that the Oxford Town Council will tax exempt the Oxford Community Centre Association's property and send this to legal to be drafted in a policy.

Motion Carried

7. Adjournment

At 5:10 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
Date: Monday, August 30, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Deputy Mayor Wade Adshade

A quorum was present throughout the meeting.

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

1. Call to Order

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

2. Approval of Agenda

Add 3. A Oxford and Area Trail Monies to the agenda

It was moved and seconded that the agenda of the Special Town Council Meeting for August 30, 2021, be approved, as amended.

Motion Carried

3. Amendment to Town of Oxford Solid Waste Bylaw #02-02 – Second Reading and passing

It was moved and seconded that Town Council gives second reading and passing to the amended Town of Oxford Solid Waste Bylaw #02-02 as presented.

Motion Carried

3.A Oxford and Area Trail Monies

The Oxford and Area Trails Association was granted \$8,000 from the Town of Oxford Capital Budget for 2021/2022. Recently the association provided a description as to where they plan to apply the monies that was granted. With Council's permission the administration will issue the cheque to the Oxford and Area Trails Association.

Permission Granted – a copy of the letter from the Oxford and Area Trails Association has been filed with the Council Package.

4. In Camera – Personnel

At 6:05 pm, it was moved and seconded to go in-camera to discuss personnel.

Motion Carried.

At 6:06 pm, Councillor MacDonald was excused from the in-camera session due to conflict of interest.

At 6:30 pm, it was moved and seconded to come out of in-camera and resume the Town Council Meeting.

Motion Carried

5. Adjournment

At 6:31 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary

**PROCLAMATION
RIGHT TO KNOW WEEK
September 27 to October 3, 2021**

WHEREAS the **Town of Oxford** has adopted the principles of openness, transparency, and accountability; and

WHEREAS *Part XX* of the *Municipal Government Act* gives citizens a right of access to information in the custody or under the control of the **Town of Oxford**; and

WHEREAS access to information ensures citizens of Nova Scotia have the opportunity for meaningful participation in the democratic process; and

WHEREAS a celebration of the right of citizens to access information will facilitate informed public participation in policy formulation, ensure fairness in government decision-making and permit the airing and reconciliation of divergent views; and

WHEREAS **the Town of Oxford** joins all other Canadian jurisdictions and democracies worldwide in acknowledging international Right to Know Week;

THEREFORE, be it resolved that I, Deputy Mayor Wade Adshade, **Town of Oxford**, do hereby proclaim September 27 to October 3, 2021 to be Right to Know Week in the **Town of Oxford**

Whereas, September 20th-26th, 2021 has been declared “Bullying Elimination Week”. This event can be celebrated annually; and

Whereas, Bullying has always been a significant international dilemma that can lead to death for victims in extreme circumstances; and

Whereas, Bullying can impact the lives of children and adolescents of all ages. Also, the lifetime effects that victimization can lead to for former and current victims can be devastating to say the least; and

Whereas, there is hope for victims of bullying which is why this significant event is being proclaimed. “*Bullying Elimination Week*” proves that bullying victims are not alone in the world and that a lot of people care about what they are experiencing; and

Whereas, the onus is on all of the citizens of Canada and world-wide to be the positive change that is needed in this world in order to prove to bullying victims that there are millions of citizens globally who want to see bullying eliminated from society at all costs; and

Whereas, “*Bullying Elimination Week*” is an all-colour event in which all of the citizens of the world wear their colours of choice with pride in order to prove to bullying victims that they are not alone in the world, yet to also prove that victims can wear what they can proudly choose to wear without being afraid of what other citizens will think or say about them.

NOW THEREFORE, I, Deputy Mayor Wade Adshade, by the authority vested in me as Deputy Mayor of the Town of Oxford, hereby proclaim September 20th-26th, 2021 as “Bullying Elimination Week” in the Town of Oxford and I wholeheartedly encourage the residents of Oxford to help show their support for bullying elimination and bullying reduction events world-wide. Bullying is an important international issue which must be addressed as soon as humanly possible.

IN WITNESS THEREFORE, I have through the power of my hand caused the Seal of the Town of Oxford to be affixed this 20th day of September 2021.

July August 2021 report

Water Breaks - 2 Pugwash Rd

- Station St
- Foundry St
- New Hansford Rd
- Repaired valve on Foundry St
- Valve on the Corner Water St & Foundry St
- Valve on the intersection of Pleasant St & Water St

- Installed 225 ft of water line at 47 Water St
- Installed 240 ft of water line at 237 Water St
- Tied Thompson Rd & Station St to the new line
- 350 ft storm drain on Water St

Hooked Water & Sewer to - 428 Water St

40 Water St

370 Foundry St

Due to a sewer back up from Oxford Frozen Foods on Main St we had to pull both pumps at the lift station on Main St by the bank finding debris caught in the pumps

Put calcium on the trail monthly

Went over SOP s with Dillon which should be ready by Mid September for NSE
Robbie Dean was our student for the summer He kept our town mowed & trimmed

Paving is ready to begin on Sept 27 at 2 places on Water St where the water lines were replaced & also Waverly St

We now have 4 hydrants with Storz fittings for easier access for the Fire Department

Regards

Wes Adshade

Supervisor Public Works

Income Statement for General Operating	Budget 2021/22	After 1st Quarter April-June	After 2nd Quarter July- Sept	Notes
REVENUE				
Tax Revenue				
Residential Tax	798,586	399,254	798,161	
Commercial Tax	1,028,484	514,474	1,029,376	90% for OFF rebate -113,778.49 included
Resource Tax	10,666	5,333	10,666	
Forest (Under 50,000 Acres)	179	90	179	
Based on Revenue - Aliant	2,275	2,275	2,275	
Sewer Rates	181,589	90,795	181,589	
Deed Transfer Tax	12,000	7,099	34,007	
Total Taxes	2,033,778	1,019,319	2,056,253	
Grants in Lieu				
Federal Government - Canada Post	2,750	121	0	
Federal Government - RCMP	20,783	0	0	
Provincial Government - DNR	14,955	0	0	
Provincial Government - Liquor Comm	8,626	0	0	
Total Grants in Lieu	47,113	121	-	
Services to Other Governments				
Cumberland County - Fire Protection	58,000	0	0	Invoice sent for \$59,362.71
Total Services to Other Governments	58,000	-	-	
Own Source Revenue				
Soccer Program Registrations	1,580	0	1,330	
Special Program Registrations	500	50	80	
Arena Lease-payment for expenses pd	18,500	0	0	
Theatre Revenue	3,000	457	978	
Dog Licences	50	55	80	
Building Permits	700	0	0	
Fine Revenue	750	0	0	
Office Rent Water	5,500	0	0	
Medical Centre Rents	18,783	4,696	9,391	
Probation Office Rent	2,400	600	1,200	
Interest on Taxes	30,000	5,312	15,510	
Tax Certificates	500	250	1,050	
Sales of materials	2,000	0	60	
Total Own Source Revenue	84,263	11,419	29,680	
Unconditional Transfers				
Equalization Grant	178,171	0	44,543	Apply once Year end statements are complete
Farm Acreage Grant	2,728	2,748	2,748	
HST Offset Payment	7,135	0	10,983	
Total Unconditional Transfers	188,034	2,748	58,274	
Conditional Transfers				
EMO Grant Civic #	1,000	1,000	0	
Fed Gov Funding - Summer Students	2,715	0	2,039	
Total Conditional Transfers	3,715	1,000	2,039	
Other Transfers				
Grants from Other Organizations	2,772	0	7,690	Grant for programs \$1800 & Summer programs \$5890
Covid RESTART Fund	20,000	7,042	7,042	Should match Covid 19 expenses
Total Other Transfers	22,772	7,042	14,732	
TOTAL REVENUE	2,437,675	1,041,649	2,160,978	
EXPENSE				
General Government				
Mayor Honorarium	9,011	1,502	3,754	

Income Statement for General Operating	Budget 2021/22	After 1st Quarter April-June	After 2nd Quarter July- Sept	Notes
Mayor Expenses	2,500	135	270	
Council Honorariums	24,529	4,205	10,513	
Council Expenses	4,000	0	0	
Salary - Accountant	47,800	7,838	20,443	
Salary - Town Clerk	50,000	8,302	21,763	
Salary - Office Staff	33,924	6,265	16,343	
Admin Salaries paid by Water	-39,517	-9,879	-19,759	\$9879.25 per quarter
Legal Fees	10,000	0	493	
Town Clerk Contracted Services	5,000	0	0	
Accounting Contracted Services	5,000	1,352	1,352	Ken Smith assistance with budget
Canada Pension Plan	16,136	1,728	5,461	\$2000 per quarter to water included
Employment Insurance	3,898	403	1,724	\$1250 per quarter to water included
Health Plan (Blue Cross)	1,688	731	384	\$1000 per quarter to water included
Pension - Employees	15,703	759	4,679	\$1875 per quarter to water included
Xmas Bonuses	850	0	0	
Professional Development	1,000	0	625	
Seminars & Travel	2,700	0	0	
Audit Fee	25,000	0	2,379	8800 to water
Town Hall Insurance	2,500	0	836	Prorated
Office Postage	1,500	689	1,425	\$750 per quarter to water included
Office Supplies & Advertsing	7,500	2,092	3,181	\$1000 per quarter for water included
I T Expenses	10,600	651	3,498	Adobe, Microsoft, Town of Amherst, Teluis Cyber
Office Programmer	4,700	4,464	3,371	Town Suite
Town Hall Janitor & Supplies	5,700	799	2,170	
Town Hall Telephones	9,200	1,299	1,871	
Town Hall Electricity	4,500	0	916	
Town Hall Natural Gas	7,000	629	1,046	
Town Hall Water	350	144	118	
Town Hall Sewer	310	153	306	
Workplace Wellness	1,000	500	500	
Town Hall Maintenance	6,200	166	277	
Conferences and Workshops	3,000	0	0	
Public Official Liability Ins	2,500	0	1,193	Prorated
Dues - UNSM/FCM/CNTA/POL BD	3,100	1,398	1,538	
OREC Bursary	500	0	0	
NSCC Foundation	5,000	0	5,000	
COVID - 19 Costs	20,000	7,042	7,042	Town suite Cloud, Zoom, Crossing Guard Wages April 18 to May 15
PVSC - Assessment Costs	18,512	4,628	9,256	
Valuation Allowance - Taxes	8,000	0	0	
Interest Town Hall 2013 MFC	761	380	380	
Interest on Backhoe Loan	3,054	509	1,273	
Interest Short Term Borrowings	506	0	0	
Bank Service Charges	5,690	729	1,918	
Deficit of Prior Years	29,588	0	29,588	
MFC Int - School Enhancement	210	211	211	
Credit Card Fees & Interest	300	150	150	
Total General Government	381,004	49,976	147,487	
Protective Services - Police				
RCMP Contract	504,860	132,626	265,252	next 2 quarters \$116,202.25 ea for a total of 497,656/year, increase of 4.92%(24,875.72) and decrease due to cut service of \$32,847.00
School Crosswalk Guard	8,547	765	1,560	
Corrections	14,478	3,619	7,238	
Total Police	527,885	137,010	274,049	
Fire				
Fire Inspection Cost	1,400	0	0	
Firefighters Honorariums/Incentives	19,614	0	0	
Fire Phones	1,200	532	958	\$400 from prior year
Fire Communication System	7,300	1,463	3,190	

Income Statement for General Operating	Budget 2021/22	After 1st Quarter April-June	After 2nd Quarter July- Sept	Notes
Public Fire Protection Charge	157,773	0	78,887	Prorated
Fire Training	5,000	371	487	
Fire Hall Power	4,100	0	1,227	
Fire Hall Natural Gas	7,000	647	1,573	
Fire Hall Insurance	7,000	0	1,760	Prorated
Fire Hall Maintenance	4,700	0	1,768	
Firefighters Liability Insurance	8,091	0	6,398	
Fire Hall Water	500	0		
Fire Hall Sewer	306	153	306	
Fire Trucks Insurance	4,100	0	4,585	
Fire Trucks Fuel	2,200	0	1,010	
Fire Trucks Repairs & Maintenance	10,000	3,143	5,006	
Fire Equipment & Supplies	11,200	476	3,332	
Fire Equipment Repairs & Maint	7,500	155	1,848	
Contingency Line	14,109	0	0	
Fire B.A. - MFC Interest	405	203	203	
Fire New Hall - MFC Interest	7,226	3,613	3,613	
Fire Breath App MFC Nov 2018 Int	1,011	327	327	
Total Fire	281,734	11,082	116,478	
Emergency Management				
REMO	5,500	0	4,710	
EMO Expenses	500	0	0	
EMO SHRU Funding	625	619	619	Special Hazards Response Unit
Total Emergency Management	6,625	619	5,329	
Other Protective Services				
Building Inspection	7,000	0	0	
Animal Control	1,000	0	0	
Total Other Protective Services	8,000	-	-	
Transportation Services				
Salary - PW Supervisor	36,000	5,242	13,992	50% of total wages included
Labour - PW	128,774	16,691	50,643	80% of total wages included
Summer Students	8,000	-	4,033	
Supervisor Phone	1,980	500	1,001	
Town Truck & Van	6,300	-	1,690	
Loader and Plow #624 & 544	14,500	3,559	4,809	
Tractor Kubota	9,700	100	454	
Backhoe Lease Etc	2,857	115	673	
Salt Truck	6,690	117	1,513	
Small Tools & Equipment	4,810	761	2,369	
OPH Insurance	200	-	103	Prorated
OPH Expenses	2,500	-	-	
OPH Taxes	2,400	1,171	2,342	
Town Garage Insurance	2,871	-	1,500	Prorated
Town Garage Fuel (Wood)	1,500	-	-	
Town Garage Maintenance	1,000	9	61	
Town Garage Phone	281	70	136	
Town Garage Electricity	4,000	-	1,216	
Workers Compensation	10,027	741	4,782	\$1500 per quarter to water
Liability Insurance	13,150	-	6,979	Prorated
Diesel	10,000	648	2,956	
Gasoline & Oil	11,500	660	3,987	
Clothing	1,200	-	-	
Health and Safety	2,500	392	1,708	
Salt	25,000	-	-	
Street Maintenance	31,250	2,807	10,667	
Street Lighting	7,000	582	2,910	
Contingency Account	14,110	-	-	

Income Statement for General Operating	Budget 2021/22	After 1st Quarter April-June	After 2nd Quarter July- Sept	Notes
Main Street Phase 2 - MFC Int	914	908	908	
Paving/Sidewalks 2016-MFC Interest	4,179	2,090	2,177	
Salt Truck 2016 - MFC Interest	1,838	919	919	
Total Transportation	367,030	38,080	124,528	
Environmental Health Services				
Sewer Admin Supervisor	14,400	2,097	5,597	20% of wages
Sewer Other Labour	3,242	417	1,266	2% of wages
Sewer Safety Equipment	6,662	-	6,057	
Sewer Maintenance	19,550	358	5,762	
Sewer Power	32,000	-	11,930	
Transfer Station Contract (FERO)	79,100	20,950	39,619	
Tip Fees	50,000	8,967	23,357	
Total Environmental Health	204,954	32,789	93,588	
Public Health & Environmental Devel				
Medical Centre	26,750	6,561	15,070	
Deficit Regional Housing Authority	24,000	0	0	2020/21 invoice was 28,677.00 should have budgeted more on this line
Planning - Town of Amherst	15,643	15,643	16,512	
TCA-Tangible Capital Asset	7,000	0	0	
Interest Medical Centre 2013 MFC	475	238	238	
Tree Expense/Trail Reserve	3,000	0	3,000	
Community Eco Dev/Tourism	2,872	86	666	
Cumberland Business Connector	10,000	0	5,000	
Communities in Bloom	500	201	1,100	
Total Public Health and Envir Dev	90,240	22,728	41,586	
Recreation and Cultural - Arena				
Arena Telephone	528	55	155	
Arena Electricity	10,000	-	6,254	
Arena Maintenance	11,628	233	565	
Arena Natural Gas	2,500	27	99	
Arena Water	2,500	613	621	
Arena Sewer	306	153	306	
Arena Insurance	2,500	-	1,183	Prorated
Arena 2013 MFC Interest	1,046	523	523	
Arena Automation MFC Nov 18 Int	1,206	781	781	
Arena Chiller - MFC Int	111	116	116	
Total Arena	32,325	2,502	10,604	
Fields and Library				
Xmas Lights	1,000	0	0	
Tennis Courts	1,500	0	61	
Trails	1,000	295	664	
Ball and Soccer Fields	1,500	0	15	
Skateboard Park	1,000	0	0	
Mural Lights	270	0	131	
Library Expense	13,216	4,831	5,993	
Regional Library Board Transfer	10,334	0	3,840	
Total Fields and Library	29,820	5,126	10,703	
Theatre				
Theatre Electricity	3,000	0	639	
Theatre Expense	50	0	0	
Theatre Maintenance	2,000	108	317	
Theatre Natural Gas	3,000	481	698	
Theatre Water	300	78	80	
Theatre Sewer	306	153	153	
Theatre Property Tax	2,000	1,012	2,178	

Income Statement for General Operating	Budget 2021/22	After 1st Quarter April-June	After 2nd Quarter July- Sept	Notes
Theatre Insurance	200	0	86	Prorated
Total Theatre	10,856	1,831	4,151	
Recreation				
Recreation Community Garden Project	500	0	0	
Recreation Postage	662	0	0	
Recreation Telephone	0	29	29	
Recreation - Summer Soccer Program	1,000	0	188	
Recreation - Tennis Program	1,000	0	324	Grant for \$1800
Recreation - General Programs	1,000	0	5,048	Grant for \$5890
Total Recreation	4,162	29	5,588	
Fiscal Services				
MFC Principal - 2011 School Enhan	10,000	10,000	10,000	
MFC Principal - 2016 Breathing App	3,200	0	0	
MFC Principal - 2018 Breathing App	7,400	0	0	
MFC Principal - 2013 Fire Hall	69,700	0	0	
MFC Principal - 2013 Med Cent	5,000	0	0	
MFC Principal - 2011 Main Phase 2	43,000	43,000	43,000	
MFC Principal - 2016 Paving/Salt Tr	47,500	0	0	
MFC Principal - 2013 Town Hall	7,100	0	0	
MFC Principal - 2013 Arena	10,200	0	0	
MFC Principal - 2018 Arena Auto	6,200	0	0	
MFC Principal - 2011 Arena Chiller	5,500	5,500	5,500	
Backhoe lease principal	4,983	831	2,076	
Transfer to Reserves	50,000	0	750	
District School Board	223,366	55,047	111,684	
Total Fiscal Services	493,149	114,378	173,010	
TOTAL EXPENSE	2,437,786	416,149	1,007,102	
NET INCOME	-111	625,500	1,153,876	
Total Revenue Billed		43%	89%	
Total Expenses Posted		17%	41%	

Income Statement for Water Operating	Budget 2021/22	After 1st Quarter April- June	After 2nd Quarter July- Sept	Notes
REVENUE				
Water Revenue				
Metered Water/Base Charge	185,031	45,830	45,800	
Metered Water/Consumption	30,477	7,484	7,500	
Metered Water/O.F.F. Base Charge	30,194	7,548	7,548	
Metered Water/O.F.F. Consumption	228,450	49,564	49,551	
Total Metered Sales	474,152	110,426	110,399	
Flat Rate Sales	2,067	600	1,063	
Public Fire Protection	157,773	0	157,773	
Sale of Services	250	0	100	
Sprinkler Service	200	0	0	
Interest on O/S Arrears	4,000	851	2,170	
Amortization of deferred contributi	2,000	0	0	
TOTAL REVENUE	640,442	111,878	271,506	
EXPENSE				
Source, Power and Pumping				
P&P Supervisor Salary	21,600	3,145	8,395	30% of Wage
P&P Power	60,000	8,107	16,838	
P&P Labour	1,000	250	500	
P&P Repairs and Maintenance	42,561	1,248	12,524	
Power and Pumping Total	125,161	12,750	38,257	
Treatment				
Treatment Insurance property	450	0	286	
Treatment Chemicals & Testing	7,900	219	2,947	
Treatment Power	5,400	777	1,364	
Treatment Labour	2,000	500	1,000	
Treatment Maintenance	15,800	3,702	11,193	
Treatment Total	31,550	5,199	16,790	
Transmission and Distribution				
T&D Meters	1,500	0		
T&D Labour	25,800	3,005	9,895	18% of wages minus \$3000
T&D Maintenance & Services	42,487	19,340	69,292	Additional \$24,000 for unexpected costs when replacing watermain on Water street
T & D Hydrants	2,000	0		
Transmission and Distribution Total	71,787	22,346	79,187	
Administration				
Admin Salaries	39,517	9,879	19,759	quarter
Admin CPP	8,000	2,000	4,000	Prorated
Admin EI	5,000	1,250	2,500	Prorated
Admin Pension	7,500	1,875	3,750	Prorated
Admin Health Plan	4,000	1,000	2,000	Prorated
Admin WCB	6,000	1,500	3,000	Prorated
Admin Rentals	5,500	1,375	2,750	Prorated
Admin Legal Fees	6,205	1,551	3,103	Prorated
Special Services	15,200	3,800	7,600	Prorated
Admin Office Expense	7,000	1,750	3,500	Prorated

Income Statement for Water Operating	Budget 2021/22	After 1st Quarter April- June	After 2nd Quarter July- Sept	Notes
Admin Audit Fee	8,800	2,200	4,400	Prorated
Admin Bank Charges	805	346	352	
Valuation expense	3,000	0		
Administration Total	116,527	28,527	56,713	
Other				
Depreciation	68,000	17,000	34,000	Prorated
Town Taxes	18,998	9,508	18,998	
MFC Interest New Source	1,823	911	911	
Lease Interest Backhoe	2,727	682	1,136	
MFC Interest Watermain Upgrades	4,687	2,724	2,724	
MFC Interest Water Meters	760	506	506	
MFC Duke Street Interest	6,938	0		
MFC Duke Street Principal	0	0		
MFC Principal New Source	50,000	0		
MFC Principal Water Meters	6,000	0		
Lease Principal-backhoe	5,311	1,328	2,213	
MFC Principal Watermain Upgrades	37,000	0		
Amortization of debenture discount	1,000	0		
Transfer to Water Capital	92,174	0		
Total	295,417	32,658	60,487	
TOTAL EXPENSE	640,442	101,479	251,434	
NET INCOME	(0)	10,399	20,072	

Fire report for June through August

Fire calls for June

4 MVA'S
5 MUTUAL AID CALLS
8 county calls and 1 town call

Fire calls for July

1 INVESTIGATION
1 SMOKE CONDITION
1 MVA
1 CO GAS CALL
1 GRASS/ BRUSH FIRE
2 county calls and 3 town calls

Fire calls for August

4 MUTUAL AID CALLS
1 INVESTIGATION
1 SMOKE CONDITION
4 county calls and 2 town calls

At our June's monthly meeting we had an election for Deputy Chief in which Kyle Purdy was voted in for the remainder of 2021 we will hold another election in November for this position

In July we had our pumper sent out to fleet service and had a quick dump installed now this truck can both pump and shuttle water making it more versatile (this is our truck 1)

We are still waiting to hear back from the provincial funding so we can possibly order our last 3 BA packs

We held a canteen in August during the cattlemen show at the arena it was a great fundraiser

That is the fire report for the past 3 months if you have any questions or concerns feel free to contact me

Thanks