



TOWN OF OXFORD
Town Council Meeting
Council Chambers, conducted through Zoom and Live to
FaceBook
Monday, October 18, 2021
6 PM

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes
 - 3.1 Town Council Minutes – September 20, 2021
 - 3.2 Special Town Council Minutes – October 4, 2021
4. New Business
 - 4.1 Oxford Arena Association Proposal – *Councillor Jones*
 - 4.2 Cumberland Trails Association – Kiosk – Town Space – *Deputy Mayor Adshade*
 - 4.3 Oxford Volunteer Fire Department – back ballfield two-year lease – *Councillor Colborne*
 - 4.4 Oxford Minor Ball Request – *Councillor McNutt*
 - 4.5 Vaccination Policy - *Linda*
 - 4.6 Cumberland Public Libraries – Council’s input required – *Councillor Black*
 - 4.7 Northern Region Solid Waste Management Committee – needs Council Representation – *Mayor Henley*
 - 4.8 Policing Review Update - *Linda*
5. Reports
 - 5.1 Public Works Report - *Linda*
 - 5.2 Fire Department Report - *Linda*
 - 5.3 Police Advisory Board Update – crosswalks and vacant volunteer position - *Linda*

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, September 20, 2021
Presiding Officer: Deputy Mayor Wade Adshade
Councillors present: Councillors: Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: Mayor Gregory Henley and Councillor Carla Black

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

Deputy Mayor Adshade called the meeting to order at 6 pm.

2. Approval of Agenda

Add to the agenda: 4.5 Northern Region Solid Waste Management Committee and 7a. In Camera – personal.

It was moved and seconded that the agenda of the Regular Town Council Meeting for September 20, 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 June 21, 2021, Special Town Council Session of the Joint Council Minutes for June 29, 2021, Special Town Council Minutes for August 3, 2021, Special Town Council Minutes for August 9, 2021, and the Special Town Council for August 30, 2021, be approved, as presented.

Motion Carried

4. New Business

4.1 Recognition of Truth and Reconciliation Day for non-union employees.

This will be discussed In-Camera as this is concerning staff personnel.

4.2 Municipal Fire Inspectors appointees

The Office of the Fire Marshal reached out to the Town of Oxford to verify the status and appointments of all Fire Inspectors. Currently the Town of Oxford does not have any persons appointed. It is required under Section 19 (1) (b) of the Fire Safety Act that municipalities shall appoint a municipal fire inspector who shall carry out the inspections.

It was moved and seconded that the Town of Oxford appoint David Buell, Melissa Siddall and Thomas Trenholm as municipal fire inspectors for the Town of Oxford.

Motion Carried

4.3 Proclamation – Right to Know Week

It was moved and seconded that Deputy Mayor Adshade sign a proclamation on behalf of the Oxford Town Council proclaiming the week of September 27 – October 3, 2021, as Right to Know Week.

Motion Carried

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 world-wide 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.

Wade Adshade, Deputy Mayor
Town of Oxford

4.4 Proclamation – Bullying Elimination Week

It was moved and seconded that Deputy Mayor Adshade sign a proclamation on behalf of the Oxford Town Council proclaiming the week of September 20 – September 26, 2021, as Bullying Elimination Week.

Motion Carried

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.

Wade Adshade, Deputy Mayor
Town of Oxford

4.5 Northern Region Solid Waste Management Committee

Councillor Colborne is unable to sit as the Oxford Council Member for the Northern Region Solid Waste Management Committee due to work commitments. There is now a vacancy for a Council Member to sit on this committee.

This will be discussed at the next Council meeting.

5. Reports

5.1 Public Works Report

Due to the few recent unexpected expenses in public works, Council asked staff for a 6-month expense report regarding the Public Works Budget.

Council asked staff for a report regarding the sections of Town that will have patching. Staff will follow up with this in an email to Council.

5.2 Finance Report

There was discussion regarding the RCMP invoicing. The billing reflects an increase of 4.92% to the RCMP wages. As a result, Oxford did save \$7,000.00 due to the reduction of being billed for 3 members to being billed for 2.7 members.

5.3 Fire Department Report

Council commented on the successful Horse Pull event that was held in the Ball Park recently. The event had a lot of support.

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

Motion Carried.

6. Committee Updates

6.8 Recreation Commission Committee – CP Councillor McNutt

There were seven successful summer camps this year, a very successful soccer program was delivered, and Oxford Minor Baseball also had a successful summer. Christmas Parade for Oxford is now in planning stages.

Deputy Mayor sent out a big thank you to the Recreation Commission for their hard work this year that created recreation for everyone.

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

Motion Carried

7a. In-Camera – Personnel

At 6:17 pm, it was moved and seconded to go in-camera to discuss Personnel

Motion Carried.

At 6:21 pm, it was moved and seconded to come out of in-camera and resume the Town Council Meeting.

Motion Carried.

It was moved and seconded to amend the Town of Oxford's Personnel Policy to include September 30th, the National Day for Truth and Reconciliation as a public holiday in the listing of recognized holidays

Motion Carried.

7. Adjournment

At 6:23 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Wade Adshade, Deputy Mayor

Linda Cloney, Recording Secretary



Minutes of the Special Council Meeting

Place: Zoom, was not able to stream live the meeting, as FaceBook was down.
Date: Monday, October 4, 2021
Presiding Officer: Mayor Gregory Henley
Councillors present: Deputy Mayor Wade Adshade, Councillor Carla Black, Councillor Brenton Colborne, Councillor Arnold MacDonald and Councillor Chrystal McNutt
Regrets: Councillor Paul Jones

A quorum was present throughout the meeting.

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

Media in attendance: Six Rivers News – Mark Rushton and The Cumberland Wire/Saltwire Network – Darrell Cole

1. Call to order

Mayor Henley called the meeting to order at 6:08 pm.

2. Approval of Agenda

It was moved and seconded that the agenda of the Special Council Meeting for October 4, 2021, be approved, as presented.

Motion Carried

3. Solid Waste Education and Enforcement – Presentation and Memorandum of Understanding

The Municipality of the County of Cumberland, Town of Amherst and the Town of Oxford (if Council agrees) would like to enter this Memorandum of Understanding that is presented tonight.

The memorandum of understanding is regarding Solid Waste Education and Coordination Services.

Due to the recent sale of the Cumberland Central Land Fill, the solid waste education and coordination services will now be dependent on municipalities to fulfill. The Town of Oxford has an opportunity to work together with the Town of Amherst and the County of Cumberland to cost share an employee that would be hired by the Town of Amherst. This person would be able to provide solid waste education services as in maintaining a common website and maintaining the recollect ap. Also, there would be a joint coordination of

municipal solid waste collection contracts. This will provide a single source for anyone in Cumberland County to call and get information or request for service regarding solid waste.

Most of the funding for this project will be provided from Divert NS. If there is any expense after the funding has been applied, then the three municipalities will apply the cost share. The Town of Oxford's agreed share is 2%.

This service will be titled the Cumberland Region Solid Waste Services. The Town of Amherst and the County of Cumberland have agreed to enter this Memorandum of Understanding.

It was moved and seconded that the Town of Oxford Council enters the Memorandum of Understanding along with the Municipality of the County of Cumberland and the Town of Amherst regarding the Cumberland Region Solid Waste Services.

Motion Carried

4. Adjournment

At 6:15 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried

Gregory Henley, Mayor

Linda Cloney, Recording Secretary

October 6, 2021

Town of Oxford
Main Street
Oxford, NS
B0M 1P0

Oxford Arena Proposal

In an effort to see the Oxford Arena used for the current year a group is currently forming an association and proposing leasing the arena through the Oxford Arena Association at the cost of one dollar. The following points are our terms to this:

1. The group will be responsible for all operational duties including any provincial and federally regulated requirements appropriate to the running of the arena.
2. The group has secured key personnel to overlook specific areas including:
 - a. Licensed Maintenance and refrigeration. This includes Zamboni maintenance with prior experience.
 - b. Bookkeeping
 - c. COVID-19 compliance
 - d. The opening and running of the arena in managing volunteers and ensuring the appropriated skillsets are in place
 - e. Hiring paid labour in addition to this volunteer
3. The group would be responsible for all incremental costs associated with the arena for the winter months ending March 31, 2021 including:
 - i. Electricity
 - ii. Labour
 - iii. Natural Gas Usage
 - iv. Water
 - v. Telephone Charges
 - vi. General Maintenance

With exception to the general maintenance account in an effort to simplify account changes over and back we would be looking to leave in the Town name and reimburse the Town for these costs. Any costs incurred will be covered by the Arena Association.

4. The group will have a separate 2 million liability insurance policy.
5. Both the buildings and equipment within the facility will be made available to the group.
6. The group will be responsible for the replacement of any equipment should this be of negligence.
7. Any revenue received in relation to arena activities will be for the use of the group.
8. The group is looking to commence operations at the end of October 2021

Regards,

Oxford Arena Association

Jordan Burkhardt
Shannon Hanna
Robert Moores
Kristen Thompson
Murray Thompson
Russell Thompson
Paula Rushton
Pat Rushton
Graham Wood

Subject: Cumberland Trails

Hi Chrystal,

I have been working with Cumberland Trails and specifically Greg Nix to turn the old rail bed from Oxford to Tata, into a "Destination Trail". We are getting lots accomplished in terms of grading the surface and the next step for us is putting trail heads for people to park to access the trails. The spot of the Oxford Trail head is just off water street, where the trail crosses the road.

We have been really lucky and got a really great deal on an actual Kiosk from Crossroads for the Oxford Trail Head, the issue is that we need to move it ASAP, and in order to put it in place we need a 12x14 Gravel pad to put the kiosk in place.

I am making arrangements to have the pad put in place, and have the Kiosk moved in place, just looking for permission to do so! The issue is time... I need this to happen ASAP, to secure the deal!

The plan is to create a parking area, with signage and a ATV, Snowmobile unloading ramp. The only thing we will need from the Town down the road, might be a load of gravel for the parking area and help keeping the parking cleared of snow.

The Trail once completed will be a big draw and will also provide a designated parking spot for those looking to use the Bunny Trail and other trails currently being created. The benefits of this would be enormous for our community!

I have attached a sketch of the spot we had planned to use, Greg had sent me when plans had originally started. Certainly more than flexible in placement.

If you could give me permission, it would be greatly appreciated, also willing to visit the site to pick a spot!

Thanks

Mike Hudson

Cumberland Trails Association



To, Town of Oxford Mayor: Greg Henley

The O.V.F.D is requesting a 2 year lease with the possibility of continuation regarding the back baseball field. The dates we are requesting are from January 1st 2022 to January 1st 2024. We would like to use this lot for various fundraising activities to benefit the department, which will also benefit the town.

Thank you, O.V.F.D

OXFORD MINOR BASEBALL ASSOCIATION

oxfordminorbaseball@gmail.com

October 17, 2021

Dear Mayor Henley and Town Council Members:

Oxford Minor Baseball membership has grown exponentially in the past two years. For the 2021 season, 110 local youth registered for seven teams, from Tball to U15, our largest membership in recent years. More than 20 adults from the local community volunteered with the association. Community support has been very generous, with many donations of time, money and supplies.

Much of our recent growth has been in the Tball and U9 age groups. We hope to maintain the interest and excitement of our younger players as they progress through the coming years, however we are limited by available field space. Our competitive U13, U14 and U15 teams are also growing in commitment and skill level, earning two Provincial titles this season. Oxford is well-positioned to host Provincial tournaments in future years, however, again, we are limited by available field space.

A second baseball field is needed to ensure equal access for all ages, for both recreational and competitive teams, and for other community groups. A field of roughly 200ft behind the existing ballfield would be easily accessible and would not impact access to existing ATV trails. In partnership with the Town, an application has been submitted to the Canada Community Revitalization Fund for funding to erect fencing around a second baseball field. Donations of supplies and labour have been received, and work has begun to build a second backstop.

We are requesting a partnership with the Town to continue development of a second baseball field. We are seeking advice on whether a formal agreement (such as a lease) is required to ensure the area is available for Oxford Minor Baseball and other community recreation groups.

We have a long history of working with the Town to provide recreation opportunities for local youth and look forward to continuing this relationship. We would be happy to meet with you and Council to discuss our request.

Sincerely,

Oxford Minor Baseball Association



PUBLIC SERVICE COMMISSION--Vaccination Required for Provincial Government Employees

All 11,000 direct employees of the provincial government will be required to be fully vaccinated by November 30.

"As one of the larger employers in the province, I believe government must lead by example to protect our employees and the public we serve from the risk of COVID-19 and its variants and to support the provincial effort to increase vaccination rates," said Colton LeBlanc, Minister of the Public Service Commission.

This announcement follows the expansion of the provincial vaccine mandate on October 4 to include some employees in the departments of Community Services, Seniors and Long-Term Care, Justice and Education and Early Childhood Development.

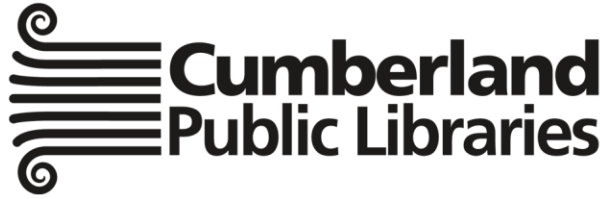
Provincial government employees who are not fully vaccinated by November 30 will face employment consequences including unpaid administrative leave unless they have received an employer-approved exemption.

Full vaccination will also be a condition for new staff being hired.

Details of the policy and implementation plan are currently being finalized.

Additional Resources:

Nova Scotia's COVID-19 web page: <https://novascotia.ca/coronavirus>



PO Box 220
21 Acadia St., 2nd floor
Amherst, Nova Scotia
B4H 3Z2
information@cumberlandpubliclibraries.ca

Mayor Scott and Municipal Council
Municipality of Cumberland
1395 Blair Lake Road,
Upper Nappan, NS B4H 3Y4

October 7, 2021

Dear Mayor Scott and Council:

I am writing to request council's input on a change to the Cumberland Regional Library Board. As you know, the library board is made up of 5 appointed members, one from each of the municipalities of Cumberland, Amherst, and Oxford, and two appointed by the Provincial Executive Council office.

We wish to add a community representative that can bring an eye to inclusion, equity, and/or diversity; strengthen the library board's connection to the community and aid us in making decisions that will benefit a larger sector of the population.

Section 10 (2c) of the Libraries Act specifies that the appointment of additional members requires agreement from all parties:

- (2) A regional library board shall consist of*
(a) one member appointed by each city, town and municipality that is a party to the agreement;
(b) two members appointed by the Governor in Council; and
(c) additional members appointed in such manner and number as the parties to the agreement agree.

Therefore I am reaching out to you to ensure that the Council is in agreement with the proposed change to the makeup of the board. The library board will be discussing this at the November 16th meeting. If council has an objections to addition of a community board member I would ask that they contact me by November 12th.

Please contact me if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink that reads "Denise Corey".

Denise Corey
Chief Librarian, Cumberland Public Libraries

cc. Councillor Fred Gould
Councillor Dale Fawthrop, Library Board Chair

Hi Linda,

The current proposed dates are September 24, November 12, December 17 and in 2022 – February 4 and April 1. The goal is to have them in person when it is safe to do so and that we continue to follow public health guidelines.

Would you be able to reach out to your Council to see if anyone would be able to represent Oxford on the Northern Region Committee that is able to attend the meetings and take back the information to Council and vote when necessary.

PreCovid – the time was always 1pm with a lunch served at 12:30pm. The meetings rotated between Elmsdale, (Mun. of East Hants) Amherst (CJSMA) Truro Area (Mun of Colchester). The meetings were held on Friday and the chair tried to have them wrapped up by 3pm.

Since Covid.... We were having them virtually at 1pm on Friday and there was a question – since there was no need to travel could they be held in the morning. So the meeting is scheduled for 10am to noon virtually.



Once we can meet again safely in person – I would assume that it would return to the precovid schedule. The schedule can also be changed if that is the wishes of the committee. It is usually held one week following the Provincial Regional Chairs Committee Meeting. This enables staff and the chairman to provide timely updates. The role of the Northern Region Committee elected member is to bring information back to their respective councils and to represent their area on solid waste issues.

Not a clear answer.... But that is where we are at for now.

Cheers
Darlyne



Darlyne Proctor
Waste Reduction Manager

Municipality of Colchester
1 Church St, Truro, NS, B2N 3Z5
P: 902-897-0450 | M: 902-897-8226
  Colchester.ca

October 15, 2021

Donna Jewers, RCMP Liaison
N. S. Department of Justice
1690 Hollis Street, P.O. Box 7
Halifax, NS B3J 2L6

Dear Donna:

Please be advised that at the September 8th, 2021 Council session of the Municipality of the County of Cumberland, the following motion was passed:

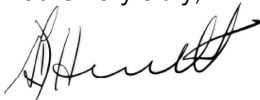
THAT Council decline to approve any further reduction in RCMP members at this time due to service level concerns and due to the fact that the reduction would result in the closure of the Pugwash Detachment. Further, as it appears that the switch to the District Policing Model was brought about in anticipation of a reduction from the Review and that the reduction is not being approved, that Council formally request a return to the Detachment based Model of Policing in the Cumberland District.

As you can gather from the resolution, Council has significant service level concerns due to the large number of vacancies in the compliment of officers assigned to the Cumberland District. Members of Council hear these concerns in their communities and cannot agree to further reductions.

I would like to initiate a discussion with you and Staff Sergeant Learning about the possibility of reverting to the detachment model noted in Council's resolution.

Thanking you in advance for consideration of our request.

Yours very truly,



Gregory D. Herrett, CPA, CA
Chief Administrative Officer

Public Works Report
September 2021

Water Breaks

New Hansford Rd
Foundry St
2 Little River Rd
Horton St

Replaced 2 valves on Waverly St

Rushton Asphalt Repair sealed cracks on - James St
Jackson St
Prince William St
Horton St
Hanlon St

Millers completed the paving on Water St where the new water line was put in & Waverly St

15 ton of asphalt to patched holes around town

Installed a new Turbidity Meter at the Little River Tank

Crosswalks are being painted

Regular maintenance

Regards,
Wes Adshade
Supervisor of Public Works

Fire Department Report for September 2021

We had 5 calls:

- 3 Mutual aid calls
- 1 structure fire/ commercial alarm
- 1 propane leak

3 calls were county calls, and 2 calls were town calls

The Fire Department received confirmation that they have received the provincial funding to purchase the last 3 BA packs. We received \$19,991 to go towards the purchase.

The Oxford and Leicester fire departments teamed up and hosted a horse pull which was a huge success and will hopefully be a yearly event.

Fleet Ready will be coming to safety inspect trucks 1 and 2 and perform the regular maintenance on all the trucks.

Clean Heroes will be in to wash and inspect the bunker gear.

We have ordered windsocks to install at the ballfield and the school for instances when we need to land life flight. The windsocks should arrive in the next few days

That is the report for September if you have any questions or concerns feel free to contact me.

Respectfully submitted,

Trueman Rushton
Fire Chief
Oxford Volunteer Fire Department