



Town Council Meeting
Council Chambers, conducted through Zoom and
streamed live to FaceBook
Tuesday, September 27, 2022
6 PM

AGENDA

1. Call to Order
- Pg 1 2. Approval of Agenda, including additions or deletions
- Pg 2-6 3.1 Town Council Minutes – June 20, 2022
- Pg 7-9 3.2 Special Council Minutes – July 11, 2022
- Pg 10-11 3.3 Special Council Minutes – August 2, 2022
- Pg 12-13 3.4 Special Council Minutes – August 8, 2022
- Pg 14-15 3.5 Special Council Minutes – September 12, 2022
4. New Business
- Pg 16-17 4.1 Terms of Reference for the Police Services Review Committee– add presentation by the RCMP to be coordinate the RCMP presentation
- 4.2 Municipal Boundary Review - discussion
- Pg 18-19 4.3 2022/2023 Boards and Committees – discussion only – to be approved at October 17 Council Meeting
- Pg 20-21 4.4 Deputy Mayor Selection – discussion only – selection at October 17 Council Meeting
- 4.5 Financials
- Pg 22-29 - 2022/2023 General Operating Financial Report
- Pg 30-31 - 2022/2023 Water Operating Financial Report
- 4.6 Security of Town Property – discussion re: generator and water tower
5. In-Camera – discuss security of municipal property
6. Adjournment



Minutes of the Regular Council Meeting

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

Date: Tuesday, June 20, 2022

Presiding Officer: Mayor Gregory Henley

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

Regrets: Councillor Paul Jones

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney and Office Assistant – Stan McDougall (recording secretary)

1. **Call to Order**
Mayor Henley called the meeting to order at 6:00pm
2. **Approval of Agenda, including additions or deletions**
Moved by Deputy Mayor MacDonald and seconded by Councillor Black that the agenda of the Town Council Meeting for June 21, 2022, be approved, as presented.
Motion Carried
3. **Approval of minutes from the previous meetings**
 - 3.1 **Town Council Minutes – May 24, 2022**
Moved by Councillor Colborne and seconded by Deputy Mayor MacDonald that the minutes of the Regular Council Meeting for May 24, 2022, be approved as presented.
Motion Carried

3.2 **Special Council Minutes – June 9, 2022**

Moved by Deputy Mayor MacDonald and seconded by Councillor Black that the minutes of the Special Council Meeting for June 9, 2022, be approved as presented.

Motion Carried

4. **New Business**

4.1 **Information/Communication Technology Usage Policy – included in package**

Moved by Deputy Mayor MacDonald and seconded by Councillor Colborne to accept the Information Communication Technology Usage Policy as presented, as recommended by the Committee of the Whole Meeting held on June 6, 2022, prior to this meeting.

Motion Carried

4.2 **Proclamations and Flag Raising Ceremonies Policy – included in package**

Moved by Councillor Colborne and seconded by Councillor McNutt to accept the Proclamations and Flag Raising Ceremonies Policy as presented, as recommended by the Committee of the Whole Meeting held on June 6, 2022, prior to this meeting.

Motion Carried

4.3 **Water Service Request – 1698 Black River Road – included in package**

Moved by Deputy Mayor MacDonald and seconded by Councillor Black to approve the request for water service at 1698 Black River Road, as recommended by the Committee of the Whole Meeting held on June 6, 2022, prior to this meeting.

Motion Carried

4.4 **Review of Policing Services**

4.4a **Review of Policing Services Protocol – included in package**

Moved by Councillor Colborne and seconded by Deputy Mayor MacDonald, that the Town of Oxford conducts a review of the

policing options that includes the RCMP and any other police service providers. Service proposals will be requested, that is to include, but not be limited to: a description of the strategic approach of the option; management and financial reporting structure; current and future costing (operating and capital) with the number of human resource requirements, based on the work activity analysis; any recognized deficiencies in the proposed service; shift schedule; description of programs and services that will be offered and any reference to service delivery or resources that could be impacted; estimation on the timeframe in which service delivery could commence; and process for employment opportunities for current employees of the municipality;

Furthermore, that the Terms of Reference for the review will be to include the current service and municipal contracted services;

And furthermore, that a Review Committee be established with representation from Department of Justice, the Town of Oxford Police Advisory Board, Town Council representatives, and the Chief Administrative Officer.

Motion Carried

4.4b Terms of Reference for Policing Services – included in package CAO, Linda Cloney recommended to Council to amend the Terms of Reference for Policing Services section #3, last paragraph to change Deputy Clerk to Office Assistant, which will read, “The Office Assistant shall act as Recording Secretary to the Committee.”

It was moved by Councillor McNutt and seconded by Councillor Black to accept the Terms of Reference for Policing Services as amended.

Motion Carried

4.5 Deed Transfer Tax Bylaw – first reading

CAO, Linda Cloney addressed council, summarizing that Council approved the 2022/2023 General Operating Budget at the Special Council Meeting, held on June 9, 2022, which included an adjustment of the Deed Transfer Tax Rate from 1% to 1.5%.

Linda proposed to amend the Deed Transfer Tax By-Law #02-2018, which was approved by Council on July 9, 2018, as presented, to amend by the By-Law by deleting paragraph #3 in its entirety and replacing it with the following; “The amount of deed transfer tax shall be one-and one-half percent (1.5%) of the sale price or value of the property effective July 25, 2022”; and further a notice of intent will be sent out to the public, and a second reading will be given in a Special Council Meeting on July 11, 2022 at 6pm via Zoom.

It was moved by Councillor McNutt and seconded by Councillor Black to amend the Deed Transfer Tax By-Law #02-2018, paragraph #3 as presented.

Councillor McNutt – Yay
Deputy Mayor MacDonald – Yay
Mayor Henley – Yay
Councillor Black – Yay
Councillor Colborne – Yay
Councillor Adshade - Nay

4.6 Summer Recess for Council – discussion

Council had a general discussion regarding taking a summer recess from regular meeting during the months of July and August for 2022. 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 2022.

Motion Carried

5. **Adjournment**

Please note that Tuesday, June 21st is National Indigenous Peoples Day. This is a day for all Canadians to recognize and celebrate the unique heritage, diverse cultures and outstanding contributions of First Nations, Inuit, and Métis peoples.

At 6:15pm, it was moved by Councillor McNutt, that the meeting be adjourned.

Gregory Henley, Mayor

Linda Cloney, Recording Secretary

DRAFT



Minutes of Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Monday, July 11, 2022
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor MacDonald, Councillor Crystal McNutt, Councillor Brenton Colborne, Councillor Paul Jones, and Councillor Carla Black
Regrets: Councillor Wade Adshade

A quorum was present throughout the meeting.

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

1. **Call to Order**

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

2. **Approval of Agenda**

Moved by Councillor Jones and seconded by Councillor McNutt that the agenda of the Special Council Meeting for July 11, 2022, be approved, as presented.

Motion Carried

3. **Presentation - Town of Oxford Water Rate Study**

Gerry Isenor and Blaine Rooney presented the Town of Oxford Water Rate Study in detail, which is included in package. Moved by Councillor Colborne and seconded by Councillor Jones that the Town of Oxford Water Utility apply to the Nova Scotia Utility and Review Board for changes in its rates for water and water service, fire protection to the Town of Oxford and changes to its rules and regulations for customers serviced by the Utility, as set out in the Water Rate Study prepared by G.A. Isenor Consulting Limited in Association with Blane S. Rooney Consulting Limited.

Motion Carried

4. **New Business**

4.1 **Water Operating Budget – 2022/2023**

Ruthann Brookins, Senior Accountant presented the Water Operating Budget 2022/2023 in detail, which is included in package. Moved by Councillor Jones and seconded by Councillor McNutt to approve the Water Operating Budget for 2022/2023 as presented.

Motion Carried

4.2 **5-year Capital Budget Plan**

Ruthann Brookins, Senior Accountant presented the 5-year Capital Budget Plan in detail which is included in package. This plan is an overall guideline for the Town of Oxford to follow. Moved by Councillor Jones and seconded by Councillor Colborne to accept the 5-year Capital Budget Plan as presented.

Motion Carried

4.3 **Deed Transfer Tax Bylaw**

CAO Linda Cloney gave second reading of the Deed Transfer Tax Bylaw. First reading was posted and advertised on various media and social media outlets. This is a Bylaw to amend the Deed Transfer Tax By-Law #02-2018, which is included in package. The new rate will not go into effect until July 25, 2022, when the next advertisement to media will be released.

Moved by Deputy Mayor MacDonald and seconded by Councillor Black to approve the Bylaw to amend the Deed Transfer Tax By-Law #02-2018 as presented.

Motion Carried

4.4 **Policing Review Committee**

CAO Linda Cloney presented to council for approval of the Policing Review Committee Members (David Hoffman – citizen appointee, Thomas Shears – Police Advisory Chair, Gregory Henley – Mayor, Brenton Colborne – Councillor, and Carla Black – Councillor for voting members). Moved by Councillor Jones and seconded by Deputy Mayor MacDonald to approve the Policing Review Committee members as presented.

Motion Carried

5. **Consideration of Correspondence**

5.1 West Hants Regional Municipality letter to Premier Houston – included in the package.

6. **In-Camera – to discuss legal and municipal property.**

At 6:55pm, it was moved by Councillor Jones and seconded by Councillor Black to go in-camera to discuss legal and municipal property.

Motion Carried

At 7:47pm, it was moved by Councillor McNutt and seconded by Councillor Black to come out of in-camera and resume the Special Council Meeting.

Motion Carried

7. **Adjournment**

At 7:50 pm, it was moved by Councillor Jones and seconded by Councillor McNutt that the meeting be adjourned.

Motion Carried

Greg Henley, Mayor

Stanley McDougall, Recording Secretary



Minutes of Special Council Meeting

Place: Arena (70 Waverly Street) – *no internet to live stream*
Date: Tuesday, August 2, 2022
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Arnold MacDonald, Councillor Wade Adshade, Councillor Crystal McNutt, Councillor Paul Jones, and Councillor Carla Black
Regrets: Councillor Brenton Colborne

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney

1. **Call to Order**

At 6:39pm, Mayor Henley called the meeting to order. Prior to the meeting being called to order, a tour of the arena was given to Mayor and Council to present the upgrades that have been done recently by the Oxford Arena Association.

2. **Approval of Agenda**

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

Motion Carried

3. **In-Camera – to discuss contract and municipal property.**

At 6:40pm, it was moved by Councillor Black and seconded by Deputy Mayor MacDonald to go in-camera to discuss contract and municipal property.

Motion Carried

At 7:13pm, it was moved by Councillor Jones and seconded by Councillor Black to come out of in-camera and resume the Special Council Meeting.

Motion Carried

Moved by Deputy Mayor MacDonald and seconded by Councillor Jones that the agreement between the Oxford Agricultural Society and the Town of Oxford be followed as written and that the annual rental fee calculated at the rate of seven (7%) per centum of the actual annual admission revenue be given directly to the Oxford Arena Association.

Motion Carried

4. **Adjournment**

At 7:15 pm, it was moved by Councillor Jones that the meeting be adjourned.

Motion Carried

Greg Henley, Mayor

Linda Cloney, Recording Secretary

DRAFT



Minutes of Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Monday, August 8, 2022
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Arnold MacDonald, Councillor Wade Adshade, Councillor Crystal McNutt, Councillor Paul Jones, Councillor Brenton Colborne, and Councillor Carla Black
Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney, and Office Assistant – Stan McDougall (recording secretary).

- 1. Call to Order**
At 6:02pm, Mayor Henley called the meeting to order.
- 2. Approval of Agenda**
Moved by Councillor Jones and seconded by Councillor Adshade that the agenda of the Special Council Meeting for August 8, 2022, be approved, as presented.
Motion Carried
- 3. Capital Paving Funds – Public Works Committee recommendation – Chair Councillor Jones**
Councillor Jones moved and Councillor black seconded that due to the results of the opening of the tender, the bids exceeded the capital budget and therefore the Public Works Committee recommends changing the scope of work and pave the sections of Lower Main Street and Sunset

Avenue as written in Addendum #1 under the Capital Paving of Town Streets 2022-06-TOO, to keep within the scope of the budget.

4. Award Capital Paving Tender – Linda

The Public Works Committee has completed the opening of the Capital Paving of Town Streets 2022-06-TOO tender and Councillor Jones moved and Councillor Adshade seconded to award the contract to Cumberland Paving and Contracting a registered company under Miller Group.

Motion Carried

5. In-Camera – to discuss contract and municipal property

At 6:04pm, it was moved by Councillor Adshade and seconded by Councillor Jones to go in-camera to discuss contract and municipal property.

Motion Carried

At 6:36pm, it was moved by Councillor McNutt and seconded by Councillor Black to come out of in-camera and resume the Special Council Meeting.

Motion Carried

It was Moved by Councillor Adshade and seconded by Councillor Colborne that the Town of Oxford adopts Rushton Road and renames it Seven Lee Way with the stipulation that when Merville Rushton Building Movers Limited finish clearing the land, they install 6 inches of Class A gravel on top of the 6" of Type 2 gravel to an acceptable standard. Staff reached out to legal to have an agreement drafted between Merville Rushton Building Movers Limited and the Town of Oxford regarding the road standards and to have a \$20,000 bond put in place.

Motion Carried

6. Adjournment

At 6:38 pm, it was moved by Councillor Jones that the meeting be adjourned.

Motion Carried



Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Monday, September 12, 2022
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Arnold MacDonald, Councillor Crystal McNutt, Councillor Paul Jones, Councillor Brenton Colborne, and Councillor Carla Black
Regrets: Councillor Wade Adshade

A quorum was present throughout the meeting.

Staff in attendance: CAO – Linda Cloney, and Office Assistant – Stan McDougall (recording secretary).

- 1. Call to Order**
At 6:00pm, Mayor Henley called the meeting to order.
- 2. Approval of Agenda**
Moved by Councillor Colborne and seconded by Councillor Jones that the agenda of the Special Council Meeting for September 12, 2022, be approved, as presented.
Motion Carried
- 3. Amendment to the Land Use Bylaw – *First Reading***
A letter has been submitted to Council regarding an agricultural use property requesting a re-zoning of Main Street permitted uses, for the purpose of assisting the property owner in expansion of their agricultural business.

Linda proposed to amend the Land Use By-Law, that was approved by Council on July 13, 2009, by inserting i) Existing Agricultural Uses under

heading 13.0 Main Street Mixed-Use Zone (MMZ) and under the subheading 13.2 Permitted Uses.

If approved by Council, a Notice of Intent will be sent out to the public by September 19 via Website, social media, and local paper, and the second reading (final reading) will be given in a Special Council Meeting on October 3, 2022, following the scheduled COW meeting at 6pm.

It was moved by Councillor Jones and seconded by Deputy Mayor MacDonald to give first reading to the By-Law to Amend the Town of Oxford Land Use By-Law which will add Existing Agricultural Uses under the Permitted Uses for Main Street Mixed-Use Zone (MMZ).

Motion Carried

4. **Adjournment**

At 6:06 pm, it was moved by Councillor Jones that the meeting be adjourned.

Motion Carried

Greg Henley, Mayor

Stanley McDougall, Recording Secretary



**Town of Oxford
Police Services Review Committee
Terms of Reference
(Consolidated version September 27, 2022)**

1. Purpose

The purpose of the Police Services Review Committee is to receive and evaluate policing service proposals and provide a report to Town Council outlining the benefits and challenges of those proposals, along with a recommended service provider.

2. Accountability

The Committee will report its discussions to Town Council through formally recorded meeting minutes, and where appropriate, through verbal reports to the Town Council with respect to every major matter considered since the last meeting.

3. Committee Membership

Town Council approves the Terms of Reference for the Committee, including the membership and composition, as well as delegated duties and responsibilities. The Committee Chair is appointed by the Committee.

The Review Committee must have representation from the Department of Justice, the Town's Police Advisory Board, and other members as appointed by Town Council (both voting and/or non-voting).

The Office Assistant shall act as Recording Secretary to the Committee.

4. Meetings

A quorum for any meeting of the Committee will be the majority of the members of the Committee.

Meetings will be held at the call of the Chair or at the request of Town Council.

5. Duties and Responsibilities

In exercising its function, the Committee has a number of key responsibilities as set out below. Subject to the powers and duties as delegated by Town Council, the primary duties and responsibilities of the Committee are:

- Establish in writing the policing needs and expectations of the community, to be provided to all stakeholders. The current level of policing service provisions will not be eroded;
- Inform and maintain contact with the Department of Justice representative/consultant, including notification of all meetings and correspondence between stakeholders;
- Develop a timeframe for the review;
- Determine the forum of Review Committee meetings (public, in-camera);
- Voting privileges (DOJ representative, present service provider, and Town staff are non-voting);
- Coordinate a presentation by the existing police service to present to Council(s) of the current policing services provided in the Municipality.
- Communication policy/process to engage and inform the public in the review.

Approved by Town Council

Date: 21 May 2019

Revised: 8 July 2019

Revised: 20 June 2022

Revised: 27 Sept 2022

Approved December 20, 2021

2021 / 2022 Boards and Committees

Last Amended: February 22, 2022

Boards	
All Saints Community Health Care Foundation	Councillor Black
Cumberland Joint Services Management Authority - (CJSMA)	Deputy Mayor Adshade
Cumberland Regional Library Board	Councillor Black
Lillian Albion Animal Shelter	There is currently no space for Oxford at this time, the board is full. (2021)
Municipal Alcohol Program Board (MAP)	Councillor Black
Police Advisory Board	Deputy Mayor Adshade, Councillor Colborne, Myra Thiemann (public appointee), Mike Masters (public appointee), Thomas Shears DOJ Representative
Committees - Internal	
Accessibility Committee	Councillor MacDonald (Chair), Josephine MacDonald (Vice Chair), Tracy Briggs, Mandy Blake, Brenda MacDonald, Margaret Hodgins and Meagan Marchant
Arena Association Committee	Jordan Burkhardt (President), Graham Wood (Vice President), Robert Moores (Secretary), Paula Rogers (Treasurer), Russell Thompson, Patrick Rushton, Kristen Thompson, Shannon Hanna, Murray Thompson and Councillor Paul Jones.
Arena Committee	Councillor Colborne, Councillor MacDonald, Councillor Jones and public members - Jennifer Kouwenberg and 1 vacant position
Arena Fundraising Committee	Chairperson Councillor Colborne, Councillor Jones, Councillor McNutt, Recreation Director (vacant) and Community Members: Bev Clark, Tracy Black, Greg Wood, Alfie King, Eleanor Crowley, Joe Reade, Tom Reid, Tracy Sweet, Dave Clark and Jennifer
Audit Committee	Councillor Jones, Councillor Black (Chair), Councillor McNutt, Tracy Black, and Dave Clark
Community Economic Development Committee	Councillor MacDonald, Councillor Jones and Public Appointees (2 vacant)
Fire Department Committee	Councillor MacDonald and Councillor Colborne
Municipal Boundary Review Committee	Deputy Mayor Adshade and Councillor McNutt - Public Appointee (1 vacant)
Occupational Health & Safety	Town Clerk Cloney, Chair Nick Purdy, Catherine Smith (Administration), Cheryl Ingraham (Cross Guard), Taze Lockhart (Public Works), David Mattinson (Public Works) and Bruce Beattie (Oxford Fire Department)
Personnel Committee	Mayor Henley, Councillor Black, and Councillor Jones (Chair)
Procurement Committee	Mayor Henley, Councillor Jones (Chair) and Councillor Black
Public Works Committee	Councillor Colborne, Councillor Black, Councillor Jones (Chair)
Recreation Commission	Councillor McNutt (Chair), Deputy Mayor Adshade, Haylen Bezubiak, Sarah Henley, Kristen Thompson, Kody Wood and Connor Patriquin
Town Buildings Committee	Mayor Henley, Deputy Mayor Adshade, Councilor Colborne, Councilor Jones (Chair)
Town Services Committee	Councilor MacDonald, Councilor Colborne, Councilor Jones (Chair) and Mayor Henley (spare)
Website Committee	Mayor Henley, Deputy Mayor Adshade (Chair) and Mark Rushton (public appointee)
Committees - External	
Cumberland Central Landfill Community Liaison Committee	Councillor Jones
Cumberland Forestry Advisory Committee	Deputy Mayor Adshade

Approved December 20, 2021

Cumberland Region Tourism Marketing Committee	Councillor MacDonald
Team Cumberland Committee	Councillor MacDonald
Intermunicipal Poverty Reduction Advisory Committee	Councillor Black, Michelle Cann (Public Appointee), Helen Reade (Public Appointee)
Northern Region Solid Waste Management Committee	Councillor McNutt
Physician Recruitment Committee	Mayor Henley
Regional Emergency Measures Organization Advisory Committee - (REMO)	Councillor Colborne
Tourism Advisory Committee	Councillor MacDonald
Victorian Order of Nurses (VON)	Mayor Henley and Councillor Colborne

TOWN OF OXFORD POLICY

Subject: Deputy Mayor

Effective Date: November 16, 2020

Revision Date:

Rationale

The following policy establishes the selection and term of office of the Deputy Mayor.

Policy Statement

1. At its first meeting following an election, Council shall select a Deputy Mayor to hold office from that date to October 31 of the following year.
2. In non-election years, Council shall select a Deputy Mayor at its October Council meeting to hold office from November 1 of that year until October 31 of the following calendar year.
3. Selection of the Deputy Mayor
 - a. The election of the Deputy Mayor shall be placed on the Council agenda.
 - b. When the item comes up on the agenda at the meeting the Mayor shall open the floor to members of Council for nomination.
 - c. If there is only one nominee, the Mayor shall entertain a motion to elect the nominated member as Deputy Mayor.
 - d. If there are multiple nominees, the Mayor shall direct the CAO to prepare ballots for the election reflecting the names of the nominees.
 - e. All members of Council, including those nominated, are eligible to vote.
 - f. Vote shall be by secret ballot.
 - g. Results shall be tabulated by the CAO who shall then communicate the results to the Mayor.
 - h. The Mayor shall declare the candidate with the most votes the Deputy Mayor for the term ending October 31 of the following calendar year.
 - i. Should the Deputy Mayor resign their office or cease to be a Councillor for any reason during their term in office, the above-noted process will be used to select a new Deputy Mayor, but the term of office shall be to complete the term of the Deputy Mayor whose vacancy created the need for a selection.

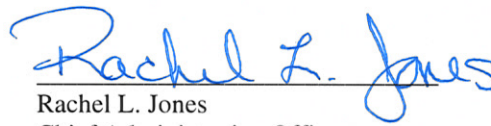
References

Nova Scotia Municipal Government Act, s. 16.

Certification

I, Rachel L. Jones, Chief Administrative Officer of the Town of Oxford, do hereby certify that the policy of which the foregoing is a true copy was duly passed at a duly called meeting of the Town Council of the Town of Oxford held on the 16th day of November, 2020.

GIVEN under the hand of the Chief Administrative Officer and the corporate seal of the Town of Oxford this 19th day of November, 2020.



Rachel L. Jones
Chief Administrative Officer

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
REVENUE			
Tax Revenue			
Residential Tax	886,643	874,273	99%
Commercial Tax	1,073,089	1,072,157	100%
Resource Tax	12,244	12,192	100%
Forest (Under 50,000 Acres)	180	179	99%
Based on Revenue - Aliant	1,800	0	0%
Sewer Rates	197,397	197,383	100%
Deed Transfer Tax	50,000	28,261	57%
Total Taxes	2,221,353	2,184,444	
Grants in Lieu			
Federal Government - Canada Post	3,090	0	0%
Federal Government - RCMP	21,487	0	0%
Provincial Government - DNR	14,985	0	0%
Provincial Government - Liquor Comm	8,531	0	0%
Total Grants in Lieu	48,093	-	
Services to Other Governments			
Cumberland County - Fire Protection	61,797	61,797	100%
Total Services to Other Governments	61,797	61,797	
Own Source Revenue			
Soccer Program Registrations	1,600	1,610	101%
Special Program Registrations	1,500	1,146	76%
Arena Lease-payment for expenses pd	27,000	4,474	17%
Heritage Gas Revenue	22,070		0%
Theatre Revenue	1,500	1,087	72%
Dog Licences	100	15	15%
Building Permits	700	72	10%
Fine Revenue	500	38	8%
Office Rent Water	6,000	2,833	47%
Medical Centre Rents	19,023	9,587	50%
Probation Office Rent	2,400	1,800	75%
Interest on Taxes	40,000	17,474	44%
Tax Certificates	1,000	1,000	100%
Sales of materials	2,000	174	9%
Total Own Source Revenue	125,393	41,309	

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
Unconditional Transfers			
Municipal Financial Capacity Grant	178,171	44,543	25%
Farm Acreage Grant	2,880	2,880	100%
HST Offset Payment	7,000	13,767	197%
Total Unconditional Transfers	188,051	61,190	
Conditional Transfers			
EMO Grant Civic #	1,000	0	0%
Fed Gov Funding - Summer Students	1,869	1,403	75%
Total Conditional Transfers	2,869	1,403	
Other Transfers			
MPAL Funding Province	14,583		0%
Grants from Other Organizations	3,000	3,060	102%
Covid RESTART Fund	0	36,159	
Transfer From Local Fire Assoc	3,400		0%
Interest on CRA refunds		20	
Total Other Transfers	20,983	39,239	
TOTAL REVENUE	2,668,538	2,389,382	90%
EXPENSE			
General Government			
Mayor Honorarium	9,011	3,754	42%
Mayor Expenses	1,000	270	27%
Council Honorariums	25,232	10,513	42%
Council Expenses	2,300	85	4%
Salary - CAO	60,425	19,753	33%
Salary - Accountant	51,593	17,107	33%
Town Clerk Contracted Services		718	
Salary - Office Staff	73,116	26,569	36%
Admin Salaries paid by Water	-55,540	-19,244	35%
Legal Fees	8,000	1,372	17%
Town Clerk Contracted Services	2,000	0	0%
Accounting Contracted Services	4,000	301	8%
Canada Pension Plan	15,735	4,762	30%
Employment Insurance	5,053	2,312	46%
Health Plan (Blue Cross)	3,300	463	14%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
Pension - Employees	14,679	4,474	30%
Xmas Bonuses	850	0	0%
Professional Development	1,200	237	20%
Seminars & Travel	6,000	3,265	54%
Audit Fee	25,000	10,010	40%
Town Hall Insurance	3,000	4,853	162%
Office Postage	1,300	1,310	101%
Office Supplies & Advertsing	8,800	6,260	71%
I T Expenses	7,380	2,507	34%
Office Programmer	5,530	3,530	64%
Town Hall Janitor & Supplies	5,700	2,232	39%
Town Hall Telephones	4,750	1,932	41%
Town Hall Electricity	4,200	1,254	30%
Town Hall Natural Gas	7,000	963	14%
Town Hall Water	700	119	17%
Town Hall Sewer	325	325	100%
Workplace Wellness	1,000	133	13%
Town Hall Maintenance	10,750	1,947	18%
Conferences and Workshops	2,000	12	1%
Public Official Liability Ins	2,600	2,700	104%
Dues - UNSM/FCM/CNTA/POL BD	5,200	1,156	22%
OREC Bursary	500	500	100%
NSCC Foundation	5,000	5,000	100%
COVID - 19 Costs	0	16,098	
PVSC - Assessment Costs	18,143	9,071	50%
Valuation Allowance - Taxes	38,000	32,157	85%
Bad debts other	5,000		
Interest Town Hall 2013 MFC	521	161	31%
Interest on Backhoe Loan	3,054	1,273	42%
Bank Service Charges	6,000	2,740	46%
MFC Int - School Enhancement	0	-737	
Credit Card Fees & Interest	150	150	100%
Total General Government	399,558	184,367	46%
Protective Services - Police			
RCMP Contract	530,143	265,072	50%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
School Crosswalk Guard	8,410	2,625	31%
Corrections	14,249	7,124	50%
Total Police	552,802	274,821	50%
Fire			
Firefighters Honorariums/Incentives	20,000	10,000	50%
Fire Phones	2,035	990	49%
Fire Communication System	6,538	2,276	35%
Public Fire Protection Charge	157,773	78,887	50%
Fire Chief's Convention	3,780	3,005	80%
Fire Training	4,720	1,282	27%
Fire Hall Lights & Power	5,200	1,416	27%
Fire Hall Natural Gas	8,900	1,492	17%
Fire Hall Insurance	3,700	1,727	47%
Fire Hall Maintenance	3,695	523	14%
Firefighters Liability Insurance	15,220	8,368	55%
Fire Hall Sewer	325	325	100%
Fire Trucks Insurance	4,800	5,268	110%
Fire Trucks Fuel	5,000	2,057	41%
Fire Trucks Repairs & Maintenance	13,000	9,265	71%
Fire Equipment & Supplies	19,350	8,879	46%
Fire Equipment Repairs & Maint	9,850	2,903	29%
Fire B.A. - MFC Interest	352	176	50%
Fire New Hall - MFC Interest	4,952	2,476	50%
Fire Breath App MFC Nov 2018 Int	997	498	50%
Total Fire	290,187	141,813	49%
Emergency Management			
REMO	5,500	2,750	50%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
EMO Expenses	550	0	0%
EMO SHRU Funding	700	619	88%
Total Emergency Management	6,750	3,369	50%
Other Protective Services			
Building Inspection	7,000	3,500	50%
Animal Control	200	0	0%
Total Other Protective Services	7,200	3,500	49%
Transportation Services			
Salary - PW Supervisor	25,000	-	0%
Labour - PW	145,527	57,277	39%
Supervisor Phone	1,980	865	44%
Town Truck & Van	6,650	3,109	47%
Loader and Plow #624 & 544	9,300	799	9%
Tractor Kubota	15,280	9,652	63%
Backhoe Interest and Repair	6,200	2,273	37%
Salt Truck	11,860	1,639	14%
Small Tools & Equipment	17,320	14,831	86%
OPH Insurance	250	972	389%
OPH Expenses	3,075	-	0%
OPH Taxes	2,400	2,422	101%
Town Garage Insurance	3,100	3,596	116%
Town Garage Fuel (Wood)	1,500	1,190	79%
Town Garage Maintenance	2,000	1,927	96%
Town Garage Phone	300	140	47%
Town Garage Electricity	4,600	1,023	22%
Workers Compensation	14,400	7,608	53%
Liability Insurance	14,500	16,826	116%
Diesel	25,200	4,233	17%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
Gasoline & Oil	11,600	4,543	39%
Clothing	2,000	870	43%
Health and Safety	8,500	3,775	44%
Salt	39,000	338	1%
Street Maintenance	90,600	17,713	20%
Street Lighting	7,300	3,424	47%
Contingency Account/Capital Projects	79,874	0	0%
Paving/Sidewalks 2016-MFC Interest	4,403	2,201	50%
Salt Truck 2016 - MFC Interest	826	412	50%
Total Transportation	554,545	163,661	30%
Environmental Health Services			
Sewer Admin Supervisor	5,000		0%
Sewer Other Labour	2,911	1,432	49%
Sewer Safety Equipment	1,000		0%
Sewer Maintenance	23,900	6,709	28%
Sewer Power	37,700	19,177	51%
Transfer Station Contract (FERO)	83,524	44,201	53%
Tip Fees	48,100	16,423	34%
Total Environmental Health	202,135	87,942	44%
Public Health & Environmental Devel			
Medical Centre	27,760	14,975	54%
Deficit Regional Housing Authority	32,723	16,362	50%
Planning - Town of Amherst	17,500	7,790	45%
Interest Medical Centre 2013 MFC	326	163	50%
Tree Expense/Trail Reserve	4,000	5	0%
Communities in Bloom	1,500	4	0%
Total Public Health and Envir Dev	83,809	39,298	47%
Recreation and Cultural - Arena			
Arena Telephone	530	259	49%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
Arena Electricity	35,200	5,529	16%
Arena Maintenance	2,421	668	28%
Covid 19 Expenses		20,061	
Arena Natural Gas	5,700	521	9%
Arena Water	3,100	608	20%
Arena Sewer	325	325	100%
Arena Insurance	2,500	6,242	250%
Arena 2013 MFC Interest	717	358	50%
Arena Automation MFC Nov 18 Int	835	417	50%
Arena Chiller - MFC Int		(412)	
Total Arena	51,328	34,576	67%
Fields and Library			
Xmas Lights	1,000	0	0%
Tennis Courts	3,500	798	23%
Trails	1,000	1,620	162%
Ball and Soccer Fields	1,500	10,685	712%
Skateboard Park	1,000	21	2%
Mural Lights	330	91	28%
Library Expense	16,370	5,919	36%
Regional Library Board Transfer	10,644	5,168	49%
Total Fields and Library	35,344	24,302	69%
Theatre			
Theatre Electricity	3,000	544	18%
Theatre Expense	250	0	0%
Theatre Maintenance	2,000	460	23%
Theatre Natural Gas	5,400	644	12%
Theatre Water	420	80	19%
Theatre Sewer	325	325	100%
Theatre Property Tax	2,091	2,213	106%
Theatre Insurance	180	943	524%
Total Theatre	13,666	5,209	38%
Recreation			
Recreation Community Garden Project	1,000	0	0%
Recreation Co-ord Salary	34,615	6,440	19%
Recreation Co-ord Travel	900		0%

General Operating Budget for 2022/23 approved by Council June 9/2022	Budget from April 2022 to March 2023	April to Aug (42% of the budget year)	% of budget total
Recreation Summer Students	3,738	3,607	97%
Recreation Postage	1,500	0	0%
Recreation Telephone	405	0	0%
Recreation - Summer Soccer Program	1,000		0%
Recreation - Misc	1,000	378	38%
Recreation - General Programs	1,000	432	43%
Total Recreation	45,158	10,857	24%
Fiscal Services			
MFC Principal - 2016 Breathing App	3,200	1,600	50%
MFC Principal - 2018 Breathing App	7,400	3,700	50%
MFC Principal - 2013 Fire Hall	69,700	34,850	50%
MFC Principal - 2013 Med Cent	5,000	2,500	50%
MFC Principal - 2016 Paving/Salt Tr	47,500	23,750	50%
MFC Principal - 2013 Town Hall	7,100	3,550	50%
MFC Principal - 2013 Arena	10,200	5,100	50%
MFC Principal - 2018 Arena Auto	6,200	3,100	50%
Backhoe lease principal	4,983	2,076	42%
Transfer to Reserves	40,000	20,000	50%
District School Board	224,774	93,655	42%
Total Fiscal Services	426,057	193,881	46%
TOTAL EXPENSE	2,668,538	1,167,595	44%
NET INCOME	0	1,221,787	
90% of income accounted for, 44% of expenses paid			

Town of Oxford Water	Budget 2022/23	April to Aug (42% of the budget year)	% of budget total
REVENUE			
Water Revenue			
Metered Water/Base Charge	171,939	46,205	27%
Metered Water/Consumption	26,036	8,075	31%
Metered Water/O.F.F. Base Charge	28,493	7,548	26%
Metered Water/O.F.F. Consumption	264,786	36,903	14%
Total Metered Sales	491,254	98,732	20%
Flat Rate Sales	2,104	1,137	54%
Public Fire Protection	157,773	78,887	50%
Sale of Services	250	450	180%
Sprinkler Service	200	0	0%
Interest on O/S Arrears	5,251	1,516	29%
Amortization of deferred contributi	2,000	1,000	50%
TOTAL REVENUE	658,832	181,722	28%
EXPENSE			
Source, Power and Pumping			
P&P Supervisor Salary	15,000	0	0%
P&P Power	75,500	22,076	29%
P&P Labour	1,100	550	50%
P&P Repairs and Maintenance	44,000	13,498	31%
Power and Pumping Total	135,600	36,123	27%
Treatment			
Treatment Insurance property	295	369	125%
Treatment Chemicals & Testing	25,310	8,282	33%
Treatment Power	7,170	1,268	18%
Treatment Labour	2,200	1,100	50%
Treatment Maintenance	12,825	4,739	37%
Treatment Total	47,800	11,019	23%
Transmission and Distribution			
T&D Meters	5,760		0%
T&D Labour	29,444	10,137	34%
T&D Maintenance & Services	58,221	10,052	17%
T & D Hydrants	6,000		0%
Transmission and Distribution Total	99,425	20,189	20%

Town of Oxford Water	Budget 2022/23	April to Aug (42% of the budget year)	% of budget total
Administration			
Admin Salaries	55,540	19,244	35%
Admin CPP	7,500	3,750	50%
Admin EI	3,000	1,500	50%
Admin Pension	7,500	3,750	50%
Admin Health Plan	1,500	750	50%
Admin WCB	6,180	3,090	50%
Admin Rentals	5,665	2,833	50%
Admin Legal Fees	6,391	5,210	82%
Special Services	2,000	0	0%
Admin Office Expense	7,210	3,605	50%
Admin Audit Fee	9,065	4,533	50%
Admin Bank Charges	829	69	8%
Valuation expense	3,090	1,545	50%
Administration Total	115,470	49,879	43%
Other			
Depreciation	90,107	45,054	50%
Town Taxes	19,610	18,997	97%
Lease Interest Backhoe	2,727	1,136	42%
MFC Interest 2016 Water Upgrades	4,072	603	15%
MFC Duke Street Interest	12,804	6,433	50%
Lease Principal-backhoe	5,311	2,213	42%
MFC Principal Watermain Upgrades	43,000		0%
MFC Principal 2021 Watermain Duke St	30,755	30,755	100%
Amortization of debenture discount			
Total	208,386	105,191	50%
TOTAL EXPENSE	606,682	222,400	37%
NET INCOME/SURPLUS Transfer to Capital	52,150	(40,679)	

28% of the revenue received, 50% of expenses paid for 2022/23