



**Town of Oxford**  
**Regular Council Meeting**

**Notice of Meeting**

Date: Monday, January 29, 2024  
Time: 6 pm  
Place: Council Chambers and conducted through and zoom, streamed live to Facebook

**AGENDA**

1. Call to Order – Welcome
2. Approval of Agenda  
*pages 1 – 2*
3. Presentation
  - 3.1 Property Valuation Services Corporation – *Paul Beazley, Municipal Account Manager and Adam Hanna, Assistant Director in Operations presenting.*  
*Pages 3 - 18*
4. Approval of the Minutes – December 13, 2023  
*pages 19 – 25*
5. Business
  - 5.1 Water Services Connection to 103 Horton Street – Recommendation from Public Works Supervisor – *Linda Cloney presenting*  
*Page 26 (letter from property owner)*
  - 5.2 Sewer Services Connection to 103 Horton Street – Recommendation from Public Works Supervisor - *Linda Cloney presenting*  
*Page 26 (letter from property owner)*

5.3 Water Services Connection to 437 Water Street – Recommendation from Public Works Supervisor – *Linda Cloney presenting.*  
*Page 27 (letter from property owner)*

5.4 Sewer Services Connection to 437 Water Street – Recommendation from Public Works Supervisor – *Linda Cloney presenting.*  
*Page 27 (letter from property owner)*

5.5 Asset Management Policy – Review – *Linda Cloney presenting*  
*pages 28 – 29 – Original Policy*  
*Pages 30 – 31 – Recommended changes highlighted in yellow*

5.6 2023 2024 Boards and Committees – Revision requested- *Linda Cloney presenting*  
*Page 32*


## 6. Correspondence

6.1 Request for dump load of mulch (wood chips) for use on Bunny Trail – from Allie & Maxine Clarke  
*Page 33*

## 7. In-Camera

7.1 acquisition, sale, lease, and security of municipal property

## 8. Adjournment



TOWN OF OXFORD  
JANUARY 29, 2024



2024  
ASSESSMENT ROLL  
PROPERTY VALUATION SERVICES CORPORATION

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# AGENDA

- 
- About PVSC
  - Market Value and Mass Appraisal
  - 2024 Assessment Roll
  - Inquiry and Appeal Period

# ABOUT PVSC



Created under the *Property Valuation Service Corporation Act* and responsible for assessing all property in Nova Scotia as per the *Nova Scotia Assessment Act*.



Independent, not-for-profit. Municipally funded.



Governed by a Board of Directors.



Approximately 130 employees working remotely across 50 communities around Nova Scotia.

# WHAT WE DO & DON'T DO

## PVSC does:

- Deliver an assessment roll to all 49 municipalities by December 31 each year.
- Deliver ~647,000 assessment notices to property owners each January.
- Administer the Capped Assessment Program (CAP) and Seasonal Tourist Business Designation program on behalf of the NS government.

## PVSC does **NOT**:

- Have the authority to:
  - Set tax rates
  - Collect taxes
  - Create tax policy
  - Provide tax relief

# MARKET VALUE

The *Nova Scotia Assessment Act (NSAA)* requires that we assess property at **market value**:

*“... the amount which in the opinion of the assessor would be paid if it were sold on a date prescribed by the Director in the open market by a willing seller to a willing buyer”*

**AND**

*“The assessment shown on the roll shall be the assessment that reflects the state of the property as it existed on the first day of December immediately preceding the filing of the roll”*

## Assessment Act

CHAPTER 23 OF THE REVISED STATUTES, 1989

*as amended by*

1990, c. 19, ss. 7-34; 1990, c. 24; 1992, c. 11, s. 35;  
1993, c. 11, s. 53; 1996, c. 5, ss. 2, 3; 1998, c. 4; 1998, c. 13, s. 2;  
1998, c. 18, s. 547; 2000, c. 4, s. 4; 2000, c. 9, ss. 2(b), (d) &(e),  
3-5 & 8-19; 2000, c. 28, s. 2; 2001, c. 3, ss. 2, 3; 2001, c. 6, s. 98;  
2001, c. 14, s. 1; 2002, c. 15, ss. 1-3; 2004, c. 10; 2004, c. 24, s. 15;  
2004, c. 27, s. 12; 2005, c. 9, ss. 2-5; 2006, c. 15, ss. 2-6; 2006, c. 19, s. 53;  
2006, c. 24; 2007, c. 9, ss. 2, 3; 2008, c. 11; 2008, c. 36, ss. 2, 3;  
2008, c. 48; 2009, c. 8, s. 1; 2012, c. 16; 2019, c. 9, s. 7; 2019, c. 10



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Halifax

# MASS APPRAISAL

- PVSC uses mass appraisal to determine the value of all ~647,000 property accounts in NS.
- Property assessments based on market evidence.
- PVSC measures market value assessment accuracy, uniformity, and fairness against the *NS Assessment Act* and the internationally accepted standards of the International Association of Assessing Officers (IAAO).

Mass Appraisal:  
*The process of valuing a group of properties as of a given date using common data, standardized methods and statistical testing.*

# THREE APPROACHES TO DETERMINING VALUE

PVSC uses one of three internationally accepted valuation methods, depending on property type and how frequently similar properties transact on the open market

## Sales Comparison

Analyze recent sales of comparable properties to determine value and adjust for local market conditions

## Income

Determine the income a property can earn (after expenses) and convert net operating income to market value

## Cost

Calculate land value and current cost to replace buildings, then deduct for depreciation

# IMPORTANT DATES

## BASE DATE

Value on **January 1, 2023**, based on market sales and financial data.

*\*NSAA section 42 (2)*

## STATE DATE

The characteristics and physical state of properties on **December 1, 2023**.

*\*NSAA section 52 (2)*

## ASSESSMENT ROLL

Delivery of Notices  
**January 8, 2024.**

## APPEAL PERIOD

Appeals must be received by  
**February 8, 2024.**

# THE CAPPED ASSESSMENT PROGRAM

- PVSC administers the Capped Assessment Program (CAP) on behalf of the Nova Scotia Government
- The program places a 'cap' on the amount that the taxable assessment for eligible residential property can increase year over year based on the Nova Scotia Consumer Price Index (CPI) in November
- The CAP rate for 2024 assessments is 3.2%

2024 PROPERTY ASSESSMENT				
Classification	Assessed Value	*Capped Assessment	Acres	Taxable Assessed Value
RESIDENTIAL TAXABLE	\$442,500	\$347,500		\$347,500
<b>2024 TOTAL</b>	<b>\$442,500</b>			<b>\$347,500</b>

\*The provincial government's Capped Assessment Program (CAP) places a 'cap' on the amount the *Taxable Assessed Value* for eligible residential property can increase year over year. The *Taxable Assessed Value* reflects the *Assessed Value* or the *Capped Assessment*, whichever is lower. If your property's *Assessed Value* is less than the *Capped Assessment*, the *Capped Assessment* field appears blank.

# ASSESSMENT ROLL ACTIVITY



**Permits**

48



**Property Transactions**

44



**Appeals (2023)**

24

	2024	2023
Total Residential	\$78,181,100	\$63,664,600
Total Residential with CAP	\$62,899,500	\$57,462,500
Total Commercial	\$50,267,600	\$46,881,900
Total Assessment Roll	\$128,448,700	\$110,546,500

## 2024 ASSESSMENT ROLL

*Includes market and new growth and taxable and exempt accounts. Residential includes property classified as Resource.*

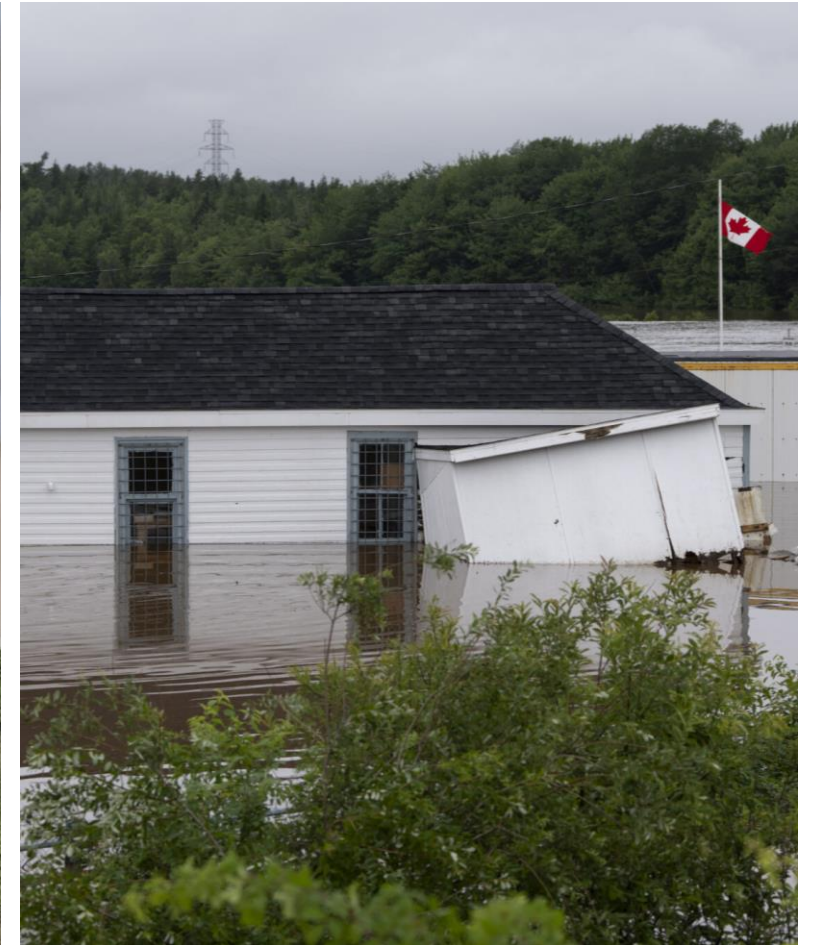
# SECTOR HIGHLIGHTS

- Despite rising costs of building materials and labour, commercial development did continue.
- Business and industrial parks continued to see significant market growth.
- Apartments continue to be a strong investment – both the buying and re-modelling of existing buildings and the construction of new ones.
- The retail sector saw steady tenancy and increased leases.
- Office buildings remain flat, which reflects the sector's response to shifts in workplace requirements.



# 2023 NATURAL DISASTERS

- 2024 assessments consider the impacts of the 2023 wildfires and flash floods.
- PVSC worked directly with impacted municipalities to share information and communicate with affected property owners.
- PVSC will monitor the impacted areas closely for market trends and rebuilding efforts.



# INQUIRY AND APPEAL PERIOD

- Assessment Notices were mailed out January 8, 2024
- Appeal period is January 8, 2024 – February 8, 2024
  - Assessors are available to answer questions or discuss property details.
- Appeals can be emailed, mailed or faxed
  - The appeal form must be signed to be accepted.

# PVSC CONTACT INFORMATION

## PROPERTY OWNERS

1-800-380-7775

INQUIRY@PVSC.CA

## MUNICIPAL STAFF

1-800-380-7775

SERVICEDESK@PVSC.CA



QUESTIONS?



## Minutes of the Regular Council Meeting

### Notice of Meeting

Place: Council Chambers, Zoom, streamed live to Facebook  
Date: Wednesday, December 13, 2023  
Presiding Officer: Mayor Greg Henley  
Councillors Present: Carla Black, Olivia Canning, Brenton Colborne, Paul Jones, Deputy Mayor Arnold MacDonald, and Chrystal McNutt  
Councillors Regrets: nil

***A quorum was present throughout the meeting.***

**Staff in attendance:** Linda Cloney - CAO, Ruthann Brookins - Manager of Finance, and Stan McDougall - Admin Assistant (recording secretary).

**1. Call to Order – Welcome**

At 6:42 PM, Mayor Henley called the meeting to order.

**2. Approval of Agenda, pages 1 - 2**

Moved by Councillor McNutt and seconded by Councillor Jones that the agenda of the Regular Council Meeting for December 13, 2023, be approved, as presented.

***Motion Carried***

**3. Approval of the Minutes – November 22, 2023, pages 3 – 9**

**Approved by** \_\_\_\_\_  
**Mayor Greg Henley, on December 13, 2023**

#### 4. Business

##### 4.1 Development of WaterCAD Model – Recommendation from Public Works Committee – *Linda Cloney presenting, pages 10 – 13*

The Council was presented with information regarding water distribution concerns for the development in the Pugwash Road area, which was previously identified as an area of probable future failure in the Town of Oxford Asset Management Plan. Recently, an unsuccessful attempt at connecting the water services was made recently which were then brought forward to Dillon Consulting.

Dillon Consulting recommended to approve and proceed with a WaterCAD study of the area to identify specific areas needing upgrades.

The WaterCAD study involves a site survey of the water storage tanks, hydrant flow and meter tests which will help identify the upgrades to current systems that would be required.

The goal is to provide adequate services to all current and future homeowners to identify areas of concern and strength in the overall distribution system. A proposal from Dillon Consulting was received for WaterCAD study. Studies like this will also assist in future developments and in applications for project funding opportunities.

Moved by Councillor Jones and seconded by Councillor Canning to accept the recommendation from the Public Works Committee, that the Oxford Town Council accepts the Dillon Consulting Proposal with the estimated cost of \$34,800 plus taxes, to come out of the Water Capital Reserve, for the development of a WaterCAD model for the Town, as presented, and also for the Town of Oxford to not authorize any future development until this study is completed.

***Motion Carried***

#### **4.2 Water Street Walking Bridge Closure – update - Linda Cloney presenting verbal report**

The Council received an update regarding the closure of the Water Street Walking Bridge closure. Town staff, in conjunction with the Accessibility Committee and an outside contractor, acted quickly to make the unclosed side of the walking bridge accessible including repairs to the sidewalk, the addition of a crosswalk and crosswalk signage, and the sloping of asphalt up to the sidewalk to eliminate a height variance between the sidewalk and the ground. These repairs and upgrades were necessary to allow the public to safely cross the road to walk on the other side of the bridge.

The province has been contacted for a timeline on when the repairs to the closed portion of the walking area of the bridge will be completed. The province advised that it would be closed for some time and had no ETA on its opening. Staff will continue a dialog with the province and an update will be provided to the council and the public when an update is known.

#### **4.3 Sewer Service Connection Fees – information – Linda Cloney presenting, page 14**

The Council was presented with an update from staff that due to new developments in the Town of Oxford, it was discovered through analysis of the Town of Oxford Sewer bylaw that sewer connection fees had not been applied to new property development. At the time of the passing of the bylaw, the charge for new property development sewer connection fee was \$200.00.

Since then, the bylaw has been amended and the current sewer connection fee is now \$325.00. A memo was sent out to all current developers, the development office, and the council, and as of November 27, 2023, Town staff will apply the current sewer connection fee for the minimum of \$325.00 or the cost of installation, whichever is higher to all new sewer connections going forward.

#### **4.4 Anekdotte Proposal – Linda Cloney presenting, pages 15 – 18**

The Council was briefed on the *Anekdotte Proposal*. This is an app for your phone that was started in the province of Quebec and is now being expanded into the maritime provinces. The app updates users in real-time through audio format on their current surroundings, trails, attractions, or local businesses if there has been an Anekdotte briefing applied to it. The app would automatically pop-up information as the user moves along. It was an information piece proposed for future council consideration. The organization would provide a presentation to the council if interested in the future. The cost of set up would be \$3200 + taxes with \$480.00 per year for updating.

The council consensus was to not pursue this at the current time.

#### **4.5 Town Hall Roof Quote - Linda Cloney presenting, verbal report**

The Council was updated on the Town Hall roof, previously identified as needing extensive repair. The roof has been leaking in several locations, impacting the structure of the Town Hall and a potential health & safety concern. Council approved a 2023-24 budget figure of \$60,000 for the repairs to the roof from the Capital Budget.

The staff made the recommendation to award Alex Crowley the project to install a peaked steel roof on the Town Hall. Mr. Crowley has examined the current roof structure thoroughly and understands the necessary repairs that are required to be made.

Moved by Councillor Jones and seconded by Deputy Mayor MacDonald to award Alex Crowley the supply and installation of a complete roof system as quoted for the Oxford Town Hall at the quoted price of \$41,500 plus taxes.

***Motion Carried***

**4.6 Replacement of Water Utilities – Foundry Street – Dillon Consulting Limited – Municipal Capital Growth Program Application – recommendation from Public Works - Linda Cloney presenting, Verbal report**

The Council was presented with information regarding Foundry Street replacement water utilities and the application to the Municipal Capital Growth Program. Dillon Consulting had been previously awarded the design of the plan for Foundry Street and was expected to present the design to the council in an upcoming meeting. Since the Municipal Capital Growth Program came out to municipalities, providing up to 50% of the cost of a project like this, the Town of Oxford would like to enter into an application for the replacement of the water utilities on Foundry Street.

The need to apply was immediate or lose the funding opportunity. The total cost of the project came back at an estimated \$2,160,054.30 with taxes. A meeting was held with the Public Works committee to discuss this project and the funding application. It was noted that this is to apply for funding only, and completion of the project would depend on the response to future tender responses and the successful award of the funding.

Moved by Councillor Jones and seconded by Councillor Black to accept the recommendation from the Public Works Committee that the Oxford Town Council support the application to the Municipal Capital Growth Program for 50% of the project cost for the Replacement of Water Utilities – Foundry Street. The total estimated cost for the project is \$2,160,054.30.

***Motion Carried***

**4.7 Purchase of a One-tonne truck with box – for use as a salt truck – Linda presenting, Verbal report**

The Council was presented with a recommendation brought forward from the recent Public Works Committee meeting to acquire an additional one-tonne truck to be more efficient in providing street services. The current dump truck, which acts as the Town's only dump/salt truck, had undergone engine repairs and would be back in service on December 15, 2023. However, it was recognized and highly recommended by staff to acquire an additional truck, and an opportunity for a good used truck presented itself which would aid in

enhancing the efficiency of the Public Works team's ability to maintain the streets.

Supervisor of Public Works, Nick Purdy, described the process of switching up the existing salt/dump truck the time it takes to perform, and how more efficiencies could be gained by having the additional truck. Councillor Jones also discussed how the current salt/dump truck could be sent in for overhaul to extend its life in the future if there was a backup unit in place considering the cost of a new truck.

Moved by Councillor Jones and seconded by Councillor McNutt to accept the recommendation from the Public Works Committee that the Oxford Town Council supports the purchase of a 2020 Ford Super Duty F-350 from Steele Ford Lincoln in the amount of \$65,164.20 plus applicable taxes to come from the Capital Reserves to provide the service of efficient street maintenance.

***Motion Carried***

**5. Correspondence – Linda Cloney presenting**

**5.1 Announcing the New NSFIM Board of Directors, Page 19**

**6. In-Camera**

**6.1 acquisition, sale, lease, and security of municipal property**

At 7:08 PM it was moved by Deputy Mayor MacDonald and seconded by Councillor Jones to go in-camera to discuss the acquisition, sale, lease, and security of municipal property

***Motion Carried***

At 7:27 PM it was moved by Councillor Jones and seconded by Councillor Black to come out of in-camera and resume the Regular Council Meeting.

***Motion Carried***

## 7. Adjournment

The meeting adjourned at 7:30 PM

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**Mayor Greg Henley, Chair**

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**Stan McDougall, Admin Assistant**

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**Date Approved**

DRAFT

Ann Okwese  
619 Herring Cove Rd  
Halifax NS B3R 1X7

**January 15, 2024**

Town of Oxford Council  
105 Lower Main Street.,  
P.O. Box 338  
Oxford, Nova Scotia  
B0M 1P0

**Dear Council Member Cloney,**

My name is Ann Okwese, owner of a property in Oxford at address 103 Horton Street, AAN: 02368579 herein referred to as "the property".

I confirmed with the Town of Oxford Clerk that the property has a previous water account. Now, I would like to connect the property to Town Sewer and Re-instate the water account.

Please consider my application and advise on next steps.

Thank you in anticipation of your approval.

Sincerely,

A handwritten signature in black ink that reads "Ann Okwese". The signature is written in a cursive style with a large initial "A" and "O".

Ann Okwese

NOV 21, 23



I Tim Bliss would like to have  
water and sewer installed  
at 437 water st

*Tim Bliss*



## Asset Management Policy

<b>Policy Name:</b>	<b>Asset Management Policy</b>	<b>Policy No.</b>
<b>Effective: 2023 06 26</b>	<b>Amended:</b>	<b>Renewal date: 2023 12 31</b>

### 1. PURPOSE:

The Town of Oxford is committed to improving the long-term sustainability of our infrastructure through this asset management policy. This provides a consistent framework for service delivery and infrastructure planning. It provides guidance to Council and staff to develop transparent and accountable processes to demonstrate the legitimacy of decision-making which combines strategic plans, budgets, service levels and risks.

### 2. STRATEGIC ALIGNMENT:

The principles in this asset management policy and our asset management planning will align with the vision and values our community has been built on and the strategic direction we have planned for our community's future as outlined in the Town's Strategic Priorities, Source Water Protection, Municipal Planning Strategy, Debt Affordability, and Master Recreation Plans.

### 3. SCOPE:

This policy applies to assets owned and managed by the Town of Oxford but does not apply to Cumberland Joint Services Management Authority assets or equipment located at the Town of Oxford Transfer Station.

### 4. PRINCIPLES:

#### 4.1 Service Delivery to Community:

Our Town, through transparent, accountable, and informed decision-making processes, will clearly define level of service objectives that balance community expectations and regulatory requirements with risk, affordability, and available resources.

- 4.2 Holistic Approach:  
Our Town will take an integrated and coordinated approach to decisions on infrastructure maximizing value to the community in a larger service delivery context, not just as an isolated asset.
- 4.3 Long term Sustainability and Resilience:  
Our Town will consider socio-cultural, environmental, and economic factors and implications when making and implementing asset management decisions.
- 4.4 Fiscal Responsibility and Asset Management Decision-Making:  
The Town will choose practices, interventions and operations that aim at reducing the lifecycle costs of asset ownership, while satisfying agreed levels of service. Decisions are based on balancing service levels, risks, and affordability.
- 4.5 Continuous Improvement:  
To ensure Council is supported in making well-informed decisions based on good information and advise, our municipality commits to:
- Supporting asset management awareness and training for staff and council in accordance with their respective roles and responsibilities
  - Progressing in the asset management process
  - The integration of asset management systems
  - Community engagement

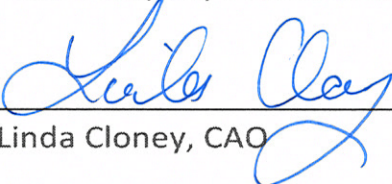
## 5. Roles and Responsibilities:

The CAO has overall responsibility for asset management planning for the Town and is responsible for:

- Overall compliance with asset management policy
- Assignment of responsibilities to staff and ensuring they understand the policy requirements and are empowered to implement asset management planning in accordance with this policy.

The council has overall responsibility on behalf of residents to provide services that the community needs and is willing to pay for. The Council is responsible for providing services at an appropriate cost while managing long-term risk. Council will:

- Approve by resolution the asset management policy and any amendments.
- Approve by resolution asset management plans and budgets.
- Use this policy as key guidance in asset management decision-making.
- Ensure this policy is reviewed and/or renewed not later than December 31, 2023.

  
\_\_\_\_\_  
Linda Cloney, CAO

2023 06 26  
Date



## Asset Management Policy

<b>Policy Name:</b>	<b>Asset Management Policy</b>	<b>Policy No.</b>
<b>Effective: 2023 06 26</b>	<b>Amended: 2024 02 28</b>	<b>Renewal date: 2026 12 31</b>

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- Community engagement

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- Approve by resolution the asset management policy and any amendments
- Approve by resolution asset management plans and budgets
- Use this policy as key guidance in asset management decision-making
- Ensure this policy is reviewed and/or renewed not later than **December 31, 2026**

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Linda Cloney, CAO

2024 02 28

Date

## 2023 / 2024 Boards and Committees

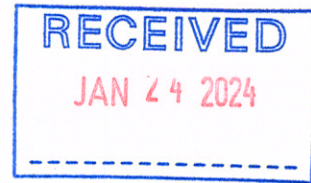
APPROVED - October 23, 2023

Revised: November 22, 2023 and January 29, 2024

Boards		Black	Canning	Colborne	Henley	Jones	MacDonald	McNutt
All Saints Community Health Care Foundation	Public Appointee (vacant)							
Cumberland Joint Services Management Authority - (CJSMA)	Mayor Henley				1			
Cumberland Regional Library Board	Councillor Black	1						
Municipal Alcohol Program Board (MAP)	Councillor Black	1						
Police Advisory Board	Deputy Mayor MacDonald, Councillor Colborne, Myra Thiemann (public appointee), Mike Masters (public appointee), Thomas Shears - DOJ Representative			1			1	
Police Services Review	Mayor Henley, Councillor Colborne, David Hoffman, Thomas Shears, Carla Black	1		1	1			
<b>Committees - Internal</b>								
Accessibility Committee	Deputy Mayor MacDonald, Josephine MacDonald (Chair), Danielle Laurie, Tracy Briggs, Mandy Blake (Vice Chair), Brenda MacDonald, Meagan Marchant and Kiersten Hiltz						1	
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, Mitchell Hannigan, Timothy Wood, Cole Wood and Councillor Paul Jones.					1		
Audit Committee	Councillor Jones, Deputy Mayor MacDonald, Councillor McNutt, Josephine MacDonald					1	1	1
Downtown Revitalization/Beautification Committee	Councillor McNutt, Councillor Black, Councillor Canning	1	1					1
Inclusion, Diversity and Equity Committee	Councillor Canning		1					
Personnel Committee	Mayor Henley, Councillor Black, and Councillor Jones (Chair)	1			1	1		
Public Works Committee	Councillor Colborne, Councillor Black, Councillor Jones (Chair)	1		1		1		
Recreation Commission	Councillor McNutt (Chair), Councillor Canning, Jimmy Ward (MPAL), Kelsey Clark, Carrigan Guthro, Millisa Ellis, Elaine Mazur, Kristen Thompson, Megan Baker, Connor Patriquin, Sarah Henley, Hayden Clark, and Amanda Purdy		1					1
Road Trails Act Review Committee	Councillor McNutt, Councillor Jones, Councillor Colborne, and Councillor Canning		1	1		1		1
Source Water Protection Advisory Committee	Mayor Henley, Councillor Colborne			1	1			
Town Buildings Committee	Mayor Henley, Councillor Colborne, Councillor Jones (Chair)			1	1	1		
Welcoming Committee	Deputy Mayor MacDonald, Councillor Black, Helen Reade, Catherine Mundle, Michelle Cann, Sarah Henley, Jodi Getson, and Mariana Nardy	1					1	
<b>Committees - External</b>								
Cumberland Central Landfill Community Liaison Committee	Councillor McNutt - Vacant positions for residents / business operators							1
Cumberland Health Stakeholders	Mayor Henley				1			
Intermunicipal Poverty Reduction Advisory Committee	Councillor Black, Carrigan Guthro (Public Appointee), Helen Reade (Public Appointee)	1						
Northern Region Solid Waste Management Committee	Councillor McNutt							1
Physician Recruitment Committee	Mayor Henley				1			
Regional Emergency Measures Organization Advisory Committee - (REMO)	Councillor Colborne			1				
Victorian Order of Nurses (VON)	Councillor Colborne			1				
		8	4	8	7	6	4	6

January 24<sup>th</sup> 2024

To Whom It May Concern:



We are writing this note to be addressed at a town council meeting as we figure this is the way we should do this.

We have been approached by a teacher from the school about the grade 9 ( I think) class doing a volunteer day later in the spring, the students were asked what they would like to do on this day and the majority of them mentioned doing work on the Bunny Trail.

It's really nice to see and hear of the town youth wanting to help.

We were asked what they could do to help.

We have done some thinking on this subject and we really don't want them going into the wooded areas because of the concern of ticks.

This is where you as the Town come in.

We have been planning on putting a much heavier layer of mulch throughout the trail this year if our health allowed it as the little we put down last year made a big difference in the wet areas and other areas after a rain or when frost was coming out of the ground leaving mucky areas.

Last year we made an uncountable number of trips carrying buckets full in our car.

If we are going to get the group of students to help with this there is no way we can carry enough bucketfuls in our car to keep them busy for a few hours.

Our request here is, we are wondering when the time comes if we could get someone from the town to possibly dump us a truckload of mulch ( wood chips) in an area we could designate.

We sort of thought where this trail benefits the town and is known now as a destination trail that you would be willing to help as this trail has drawn a lot of folks to our little town

We are proud of this trail as well as our town and want to do all we can to keep it nice and keep it safe, So this one time we are asking for a bit of help as we can't do this job alone.

Please let us know so we can plan accordingly.

If you can't do this for us we will have to come up with a different idea

Thanks for your time

Allie & Maxine Clarke