

Minutes of the Regular Meeting of the Town of Oxford Council

Place: Council Chambers
Date: Monday, April 15, 2019
Presiding Officer: Mayor Trish Stewart
Councilors present: Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Rick Draper, Wendy Sweet-Kontuk and Wade Adshade
Councilors absent: Nil

A quorum was present throughout the meeting.

Staff in attendance: Rachel Jones, CAO; Wesley Adshade, Public Works Supervisor and Linda Cloney, Deputy Clerk (recording secretary)
Media in attendance: Dave Mathieson, Amherst News and The Citizen-Record
Call to order: Mayor Stewart called the meeting to order at 6:00 pm.

Agenda item Discussion and Decisions

2. Approval of Agenda **Additions to the agenda**

- 5.5 Budget Update
- 7.1 Pulp Mill

It was moved and seconded that the agenda of the Oxford Town Council regular council meeting of April 15, 2019 be approved as amended.

Motion Carried

3. Presentations

Water Rate Review – Gerry Eisener and Blaine Rooney

- The last rate increase was April 1, 2017.
- It is estimated, if the draft rate study is approved and filed with the Nova Scotia Utility and Review Board, the potential rate increase could be implemented in October, 2019.
- Under the Town of Oxford Water Utility Schedule of Rules and Regulations numbers 36 -39 were added.
 - 36 – Extensions
 - 37 – Deposits in Advance
 - 38 – Curb Stop / Control Valve Service Box
 - 39 – Water Conservation Directives
- In a three year time frame, the order for work to be done.
 - fix the exposed line at the Black River
 - Main Street, between James Street and Rideau Street
 - Duke Street and Waverly Street
 - Replacement of the Reservoir on Pugwash Road

Our current fiscal year is the first year of the proposal.

It was moved and seconded 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 served by the utility, as set out in the water rate

study prepared by G. A. Isenor Consulting Limited in association with Blaine S. Rooney Consulting Limited.

Motion Carried

A copy of the Water Rate Study presented by Mr. Eisener and Mr. Rooney is filed with the Council package. A copy of the resolution duly passed is filed also in the Council package. Following this presentation Mr. Eisener and Mr. Rooney left the Council Meeting.

4. Approval of Previous Minutes **It was moved and seconded that the minutes of the March 19, 2019 Oxford Town Council meeting be approved as circulated.**

Motion Carried

5. New Business **Multi-year Capital Budget Planning Policy**

It was moved and seconded to approve the Multi-Year Capital Plan Policy as presented.

Motion Carried

A copy of the Multi-year Capital Budget Planning Policy is filed with the Council package.

5.2 **RFD #008-2019 PCAP Funding Application: Main Street Waterline Renewal**

It was moved and seconded that Council approve an application to the Provincial Capital Assistance Program for 50% of the capital cost of the Main Street Water Main Renewal Project.

Motion Carried

A copy of the Provincial Capital Assistance Program (PCAP) Application is filed with the Council package.

5.3 **Recognition of 100th Birthday: Cora Fraser**

• May 12, 2019 Cora Fraser will be turning 100 years old. Mayor Stewart will be presenting Cora Fraser with a certificate of recognition, on behalf of Town Council and herself, and to congratulate her on her 100th birthday.

Happy Birthday Cora Fraser.

5.4 **Lyme Disease Awareness Proclamation**

Mayor Stewart proclaimed May 2019 as Lyme Disease Awareness Month. A copy of the proclamation is filed with the Council package.

5.5 **Budget Update**

- staff is working with the Town of Amherst and a representative from Connie's Financial to assist us to complete all of our bank reconciliations and our year-end position.
- staff is working on the interim billing.

It was decided that there is budget planning the Council can start at till staff gets the year-end financial reporting finished. It is anticipated by the middle of June Oxford should have an approved budget.

6. Reports
(6.1 to 6.4)

Rachel Jones presented the Staff Reports.

Key points discussed were:

- The Wild Blueberry Harvest Festival planning has begun
- The Tourism Strategy has a draft strategy being finalized April 16, 2019.
- The 2nd Annual Poetry Festival will be April 27 and 28.
- Pickleball is a popular sport that has been organized in Oxford.
- The Trans Canada Trail has awarded the Town of Oxford \$1000.00 under their new Spring Clean-Up Grant Program. April 22 there will be a clean-up day on The Great Trail starting at the parking lot on the corner of Water Street and Foundry Street.
- Volunteer Banquet was organized very well, it was well attended and received. Congratulation to all the winners and to Ken Hickman, our Volunteer of the Year.
- Mike Fisher sent in a request for the Town of Oxford to purchase shot clocks for Ringette. This request will be considered during the budget process.
- A Councillor from the Town of Oxford may be interested to sit on the Minor Hockey Board. This would help to keep the communication open between Minor Hockey and the Town of Oxford.
- The Town of Oxford will be ceasing sewer rodding in home sewer repairs. This is not the responsibility of Public Works. It is our responsibility to ensure service at the main lines.

Following the Public Works Report, Wes Adshade left the Council meeting.

- Annual auction for the Oxford Volunteer Fire Department is coming up in May.

It was moved and seconded that Council receive the reports as presented.

Motion Carried

A copy of all staff reports are filed with the Council package.

Following the Staff Reports, Dave Mathieson left the Council meeting.

7. Correspondence

A letter from the Woodlot Owners, Contractors / Employees of Cumberland County that was addressed to all Cumberland County Municipal Councils.

- They are asking for a letter of support to extend the pulp mill's opportunity to come up with a plan to get rid of their effluent.

It was decided for Council to make a decision after they hear the Pulp Mill's presentation at the next Joint Councils meeting on May 14, 2019.

A copy of this letter is filed with the Council package.

8. Adjournment Mayor Stewart advised Council the next meeting is scheduled for May 20, 2019 at 6:00 pm in the Council Chambers.

It was moved and seconded that the meeting be adjourned.

Motion Carried

The meeting was adjourned at 7:35 pm.



Patricia Stewart, Mayor



Linda Cloney, Recording Secretary