



Minutes of the Regular Council Meeting

Place: Conducted through Zoom and streamed live to Facebook
Date: Monday, January 24, 2022
Presiding Officer: Mayor Gregory Henley
Councillors present: Deputy Mayor: Wade Adshade and Councillors: Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt
Regrets: nil

A quorum was present throughout the meeting.

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

Guests in attendance: Fire Chief – Trueman Rushton and Deputy Fire Chief – Kyle Purdy

1. Call to order

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

2. Approval of Agenda

Addition to the agenda, item 8 – In Camera – to discuss a legal matter.

Moved by Councillor Jones and seconded by Councillor Black that the agenda of the Town Council Meeting for January 24, 2022, be approved, as amended.

Motion Carried

3. Approval of Previous Minutes

Moved by Councillor MacDonald and seconded by Councillor Jones that the minutes of the Town Council Meeting for December 20, 2021, be approved, as presented.

Motion Carried

4. New Business

4.1 Swearing-In Ceremony: Oxford Fire Department – Deputy Fire Chief

As the Mayor for the Town of Oxford, Mayor Henley administered the Oath of Allegiance and Office of Fireward to the newly elected Deputy Fire Chief, Kyle Purdy.

A copy of the Oath of Allegiance and Office has been filed.

4.2 2021/2022 Boards and Committees – update Website Committee membership

Mark Rushton has volunteered to sit on the Website Committee.

Moved by Deputy Mayor Adshade and seconded by Councillor Jones to appoint Mark Rushton as the public appointee for the Website Committee and to approve the amended 2021/2022 Boards and Committees.

Motion Carried

5. Reports

5.1 Public Works Report

Clerk Cloney presented the Public Works Report to Council. There was no follow up discussion regarding this report.

5.2 Fire Department Report

Mayor Henley presented the Fire Department Report to Council. There was no follow up discussion regarding this report.

5.3 Finance Report

Senior Accountant Brookins presented the Finance Report to Council. She noted that the net income is better this year due to the doubling of the Municipality Capacity Grant and the amount of deed transfer tax revenue that has been received.

Deputy Mayor Adshade asked if the revenue, that the Town of Oxford received recently as grants for the ballfield and the arena, was that included in this year's budget?

Reply – Those grant revenues are not reflected in this budget. The grant revenue is posted in deferred revenue.

Mayor Henley asked where the budget line for the Municipality Capacity (Equalization) grant shows \$356,000, is that the doubling of that grant?

Reply – yes, that is the doubling amount regarding the equalization grant.

Councillor Colborne asked what did the Town of Oxford purchase that would put the small tools and equipment for public works up so high?

Reply – it is an accumulation of small bills from Home Hardware. Ms. Brookins will investigate this further.

Councillor Jones suggested to Council that Chairpersons of a Committee should approve invoices monthly. This had been discussed in the past to bring that procedure back. What does Council think about going back to the Chairpersons of a Committee approving invoices?

Decision – this suggestion to be discussed at the next COW or Audit meeting.

Councillor McNutt asked for clarification where the Town of Oxford had allotted \$3,000 in the recreation budget, none of that budget money has been touched yet?

Reply – this is correct.

Councillor Colborne – commented that at budget time we may need to look at something for sidewalk snow removal.

Councillor Colborne – commented that at a previous Council meeting there was discussion regarding the chlorination system. Council was talking about spending 6,000 for a different chlorinator because it wouldn't keep up. Do we have the hypochlorite system running at the actual tank? We have one in Mansfield, and we have another system at the tank itself. Are both of those running and we still couldn't keep up or is it just one running? There is a backup system that can be turned on at the tank also. The backup system may do the job is all.

Reply – Ms. Brookins will investigate with Public Works

Moved by Councillor Jones and seconded by Councillor McNutt to accept all the reports as presented.

Motion Carried

6. Committee Updates

6.1 Occupational Health and Safety Committee – Clerk Cloney

The Health and Safety Committee has an upcoming meeting. Emergency First Aid is booked for all the staff on February 3, 2022. WHMIS, Fall Arrest and Confined Space has been completed.

6.2 Accessibility Committee – Councillor MacDonald

There were no meetings in January, due to COVID restrictions to meet in person. Planning to meet in February.

6.3 Arena Committee – Councillors Colborne, Jones and MacDonald

The Oxford Arena Society are doing a fantastic job at the arena. Councillor Jones invited Council and the public to visit the arena to see the progress the society is making. Hats off to the Oxford Arena Society.

6.4 Audit Committee – Councillor Black

There is a scheduled meeting for January 25.

6.5 Community Economic Development Committee – Councillor MacDonald

The Cumberland Business Connector gave a presentation to the Committee regarding their role for the Town of Oxford. Next meeting for the Community Economic Development Committee is projected for April 2022.

6.6 Fire Department Committee – Councillors MacDonald and Colborne

Councillor Colborne reported that the Fire Hydrants, during snow removal, need to be a priority in the case of a fire.

Clerk Cloney met with the Fire Department today and shared the highlights of the meeting. Bunker Gear is a priority for the Fire Fighters, and they need three more complete sets. The town needs seven more universal storz fittings for the hydrants that have been identified as high risk, this item needs to be added to the budget discussions. Truck 2 and Truck 5 will need to be discussed during the budget process as well.

Councillor Colborne asked, regarding the universal storz fittings, is this something to make it adaptable for other fire departments or do some of our hydrants have the wrong fitting?

Deputy Fire Chief Purdy replied that the Town have bought five storz fittings that are universal for our neighbouring departments to come in. The universal storz fittings will allow any mutual aid department that comes to Oxford will be able to tie onto those hydrants.

6.7 Procurement Committee – Chairperson Councillor Jones

Councillor Jones reported that the staff tested the Council Conference Board Room with an additional Meeting Owl. Clerk Cloney commented that pairing the two Meeting Owls together produced a better quality of a meeting. It was more responsive and efficient. If Council chooses to purchase another Meeting Owl, the Town does have the COVID restart funds to cover that purchase.

Moved by Councillor Jones and seconded by Councillor Colborne to use the COVID restart funds to purchase a second meeting owl for the Council Chambers boardroom.

Motion Carried

6.8 Public Works Committee – Chairperson Councillor Jones

Currently the Public Works Committee is reviewing the Snow Removal Priority List.

6.9 Recreation Commission Committee – Councillor McNutt

The Town of Oxford was awarded ACOA funding of \$15,000 for the Oxford ballfield. Minor Baseball will be going forward with the fencing and backstop to create a full second field. Also, the Town of Oxford was awarded \$92,733 from the Rink Revitalization Fund.

Councillor McNutt reported that next month is African Heritage month. A local Oxford resident will be working with Councillor McNutt to create social media promotions to celebrate.

Councillor McNutt reported that the Recreation Commission is planning March Break activities.

Councillor Colborne asked what the outcome of the request from the Oxford Volunteer Firefighters for the use of the back ballfield for upcoming horse pulls was?

Response: Yes, there is enough room for the Fire Department to hold their horse pulls. It worked out good as with the new fencing that the Minor Ball is installing will help the fire department to host their event.

6.10 Town Buildings Committee – Mayor Henley, Deputy Mayor Adshade, Councillor Colborne and Councillor Jones.

Mayor Henley reported that the committee is gathering quotes on the heat system at the Town Hall.

6.11 Town Services Committee – Chairperson Councillor Jones

Councillor Jones reported that the new flow meter was ordered, this will give an accurate reading of water consumption.

6.12 Redevelopment Website Committee – Chairperson Deputy Mayor Adshade

Deputy Mayor Adshade reported that the committee is moving forward with the new website and plan to go live in April.

Moved by Councillor Jones and seconded by Councillor McNutt to accept the Committee reports as verbally presented.

Motion Carried

7. Correspondence

7.1 Equity & Anti-Racism Legislation – Invitation for Nova Scotians to give their feedback

A copy of this is filed with the Council Package. Council directed staff to post this information on the Town Website and Facebook to engage the public for feedback.

8. In Camera – discuss legal matter

At 6:57 pm, it was moved by Councillor Jones and seconded by Councillor McNutt to go in-camera to discuss a legal matter.

Motion Carried.

At 7:17 pm, it was moved by Councillor Jones and seconded by Councillor MacDonald to come out of in-camera and to resume the Council Meeting.

Motion Carried

The Oxford Arena Association presented to Council a 5-year arena lease proposal.

Moved by Councillor Jones and seconded by Councillor MacDonald to send to legal the 5-year arena lease proposal presented to Council from the Oxford Arena Association for advice.

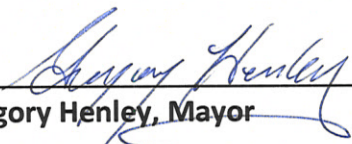
Motion Carried

Adjournment

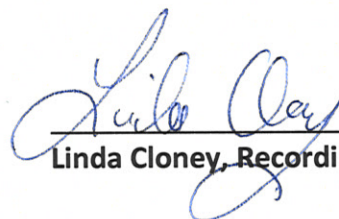
Mayor Henley notified Council that there is a Special Council Meeting scheduled for January 27 to give second reading of the Solid Waste Bylaw #02-02 at 6 pm.

At 7:18 pm, it was moved by Councillor Colborne that the meeting be adjourned.

Motion Carried



Gregory Henley, Mayor



Linda Cloney, Recording Secretary