



## Minutes of the Regular Council Meeting

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

**Date:** Monday, December 19, 2022.

**Presiding Officer:** Mayor Gregory Henley

**Councillors present:** Carla Black, Paul Jones, Brenton Colborne, Chrystal McNutt, and Deputy Mayor Arnold MacDonald

**Regrets:** Nil

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

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

### **Announcements Prior to Call to Order**

Mayor Henley announced the following prior to calling the meeting to order:

An open position was available with public works for an 8-month term position operator/labourer.

The Committee of the Whole meeting for January is scheduled for January 9, 2023, and Regular Council is scheduled for January 17, 2023.

#### **1. Call to Order**

Mayor Henley called the meeting of the Oxford Town Council to order at 6:01 PM.

#### **2. Approval of Agenda**

Moved by Councillor McNutt and seconded by Councillor Colborne that the agenda of the Town Council Meeting for December 19, 2022, be approved, as presented.

***Motion Carried***

**3. Approval of minutes from the previous meetings**

**3.1 Town Council Minutes – November 21, 2022**

Moved by Deputy Mayor MacDonald and seconded by Councillor Black that the minutes of the Regular Council Meeting for November 21, 2022, be approved as presented.

***Motion Carried***

**4. New Business**

**4.1 2022/2023 Boards and Committees – revisions – draft in package**

Reviewing the revisions to the Boards and Committees Report, Mayor Henley welcomed the new members to the Accessibility Committee and the Audit Committee. It was also discussed that an open position still existed for the All-Saints Community Hospital Foundation Committee and one more for the Audit Committee.

Moved by Councillor Jones and seconded by Councillor McNutt to accept the revisions to the 2022/2023 Boards and Committees as presented.

***Motion Carried***

**4.2 2022/2023 Special Election Wrap Up**

CAO Linda Cloney presented to Council that December 13, 2022, at 5:00 PM was nomination day, and there were no candidates who filed papers. Therefore, it was formally announced that there is still a vacancy on Council and in four (4) weeks time Council will set a new date for an upcoming election.

**4.3 Process to run as a candidate – discussion**

CAO Linda Cloney gave a presentation on the process for those interested in running to be a Councillor in the upcoming Special Election.

**4.4 Deposit for Nominations**

**Election Deposits By-Law 2022-12-19-2 – First Reading**

Council had a discussion regarding the Election Deposit a candidate is required to pay before running in an election. It was agreed upon that the \$200.00 Election Deposit is too high and would like to see the Election Deposit changed to \$50.00.

Moved by Councillor McNutt and seconded by Councillor Jones to give first reading of the By-Law Election Deposits By-Law 2022-12-19-2.

***Motion Carried***

#### **4.5 Municipal Boundary – discussion**

Mayor Henley relinquished the chair to Deputy Mayor MacDonald for this discussion.

Mayor Henley discussed with Council the previous motion in November 2022, to the Municipal Boundary Review Board where Council submitted their recommendation to remain at six (6) Municipal Councillors.

The decision from the Nova Scotia Utility Review Board on Council's recommendation was expected to be made by the end of December 2022. Mayor Henley discussed that since we did not get any nominations for Councillor that Council could submit a letter to the Municipal Boundary Review Board, on a motion of Council, to repeal the previous motion and submit a new motion recommending that Council would reduce to four (4) Councillors for the next general Council election.

Council recommended to stay with the original motion of Council in November 2022 to remain at six (6) Councillors.

Upon no further discussion, Deputy Mayor MacDonald relinquished the chair back to Mayor Henley to resume the meeting.

#### **4.6 Canine Control By-Law 2022-12-19 – First Reading**

This By-Law updates the current Dog By-Law and it was a recommendation by the Town of Oxford Animal By-Law Enforcement Officer. It is also in response to recent reported dog bites in the Town of Oxford in 2022. The new By-Law updates the language and fee structures and tools available to the By-Law Enforcement Officer.

The Canine Control By-Law 2022-12-19 will repeal and replace the Dog Bylaw.

Moved by Councillor Jones and seconded by Councillor Colborne to give first reading to the Canine Control Bylaw 2022-12-19.

***Motion Carried***

**4.7 Budget Freeze – discussion**

Moved by Deputy Mayor MacDonald and seconded by Councillor Black to order a budget freeze on spending in all departments as of December 19, 2022.

***Motion Carried***

**4.8 Audit Committee Recommendation – Councillor McNutt**

CAO Linda Cloney discussed with Council that the audited Financial Statements for the Town of Oxford have been ready since June 2022, but due to the sale of a landfill site involving the three municipalities (Cumberland, Amherst, and Oxford) the resulting sale data could substantially alter the Financial Statements for the town.

Baker Tilley, the Town of Oxford's auditors, recommended in a recent Audit Committee meeting to wait until January 2023 for more accurate data from the sale of the landfill site. If the financial data cannot be obtained at that time, Baker Tilley would present the Financial Statements as they exist currently. It was discussed that it was best to wait, if possible, for this financial data prior to presenting the Town of Oxford's Financial Statements to avoid additional audit and administrative fees.

Moved by Councillor McNutt and seconded by Deputy Mayor MacDonald to accept the Audit Committee's recommendation to Council to direct Baker Tilley Nova Scotia to proceed with the draft financial statements by January 13, 2023, if confirmation from outstanding items is not available before then.

***Motion Carried***

**5. Correspondence**

**5.1 Oxford Thrift Store**

CAO Linda Cloney presented to council a letter from the manager of the Oxford Thrift Store – Sunset Community Oxford, regarding accessibility upgrades to the store’s entrance. This aligns well with the Oxford Accessibility and the Accessibility plan. The letter was requesting for support from Council to present in future grant applications

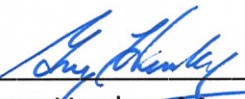
Moved by Councillor McNutt and seconded by Councillor Colborne to provide a letter support by council as requested to the Sunset Community Oxford Thrift Store.

***Motion Carried***

**6. Adjournment**

At 6:26pm, it was moved by Councillor Jones that the Regular Council Meeting be adjourned.

***Motion Carried***

  
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Greg Henley, Mayor

  
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Stan McDougall, Recording Secretary

