



## Minutes of the Regular Council Meeting

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

**Date:** Tuesday, January 17, 2023.

**Presiding Officer:** Mayor Greg Henley

**Councilors 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, Ruthann Brookins, Senior Accountant and Stan McDougall (recording secretary).

**Also in attendance:** Bruce Rushton, and Shannon MacDonald.

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

Prior to calling the meeting to order, Mayor Henley made the following announcements:

Mayor Henley reminded everyone that during the winter season and especially during snow events, there is no overnight parking permitted on the Town of Oxford streets as it makes snow removal very difficult.

Poverty Reduction Advisory Committee meeting - Thursday January 19, 2023, at 4:30 PM in Amherst.

Accessibility Committee meeting – Thursday January 19, 2023, at 6:00 PM

Recreation Committee meeting – Thursday January 26, 2023, at 6:00 PM

Policing Review Committee Meeting – Monday January 30, 2023, at 6:00 PM

Town of Oxford applied for four (4) summer students and would post ads for applications upon successfully obtaining the grants.

Town Hall will be closed Thursday January 19, 2023, from 10:00 AM to 1:00 PM for a training session for staff and will re-open again at 1:00 PM.

**1. Call to Order**

At 6:01 PM, Mayor Henley called the meeting to order.


**2. Approval of Agenda**

Moved by Councillor McNutt and seconded by Deputy Mayor MacDonald that the agenda of the Regular Council Meeting for January 17, 2023, be approved, as presented.

***Motion Carried***

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

**3.1 Town Council Minutes – December 19, 2022**

Approved by   
**Mayor Greg Henley, on January 17, 2023**

**4. New Business**

**4.1 Oath of Office – Fire Chief Bruce Rushton**

Bruce Rushton took the oath of office swearing in as the new Fire Chief of the Town of Oxford. Mayor Henley signed and applied the official Town of Oxford Seal with congratulations from Council.

**4.2 2023 Council Election – Date to be announced. – CAO Cloney presenting**

Following the Special Elections Act, the election shall be on a Saturday not more than 11 weeks at which the day was named.

Moved by Deputy Mayor MacDonald and seconded by Councillor McNutt to set the date of April 1, 2023, as the date for the special election to fill the vacancy of Councillor.

***Motion Carried***

It was further noted that Nomination Day would be March 7, 2023. Nominations would start as early as February 24, 2023.

**4.3 Recommendation from Police Advisory Board – CAO Cloney presenting – 4.6.1 in Police Advisory Board DRAFT Minutes**

The Police Advisory Board passed a motion to forward a recommendation for Council to consider that based on recorded and reported incident reports from staff to RCMP to install flashing red lights at the intersection of Water Street and Main Street in the Town of Oxford.

Discussion by Council indicated that this has been an ongoing concern and stop signs have not been well regarded.

Council discussed installation of CCTV cameras and inquired about the costs to install these cameras to monitor the intersection. Linda Cloney, on direction from Mayor Henley and Council will research the cost for CCTV Camera system to monitor the intersection of Water and Main Street to include in budget discussions.

**4.4 Snow and Ice Management Policy – Recommendation of Public Works Committee to adopt – Councillor Jones presenting**

Moved by Councillor Jones and seconded by Councillor Black to adopt the Snow and Ice Management Policy as recommended by the Public Works Committee.

***Motion Carried***

**4.5 Winter Snow Clearing and Parking By-Law 2023-01-17 – first reading – CAO Cloney presenting**

Linda Cloney, CAO presented first reading of the Winter Snow Clearing and Parking By-Law 2023-01-17. Town of Oxford Traffic Authority, under the Motor Vehicle Act, recommended the creation

of a By-Law to provide authority to ticket and tow away vehicles that are left on Town of Oxford Streets overnight especially during a snow event that are inhibiting snow clearing or otherwise obstructing the street.

The purpose of the Winter Snow Clearing and Parking By-Law 2023-01-17 is to remove the congestion caused by vehicles during a snow/ice event for street maintenance and to provide guidance to citizens with removal of snow from private property and sidewalks.

Moved by Councillor Jones and seconded by Councillor McNutt to give first reading to the Winter Snow Clearing and Parking By-Law 2023-01-17.

***Motion Carried***

**4.6 Third Quarter Financial Report – *Ruthann Brookins, Senior Accountant presenting***

Ruthann Brookins, Senior Accountant presented the third quarter financial report for the Town of Oxford.

Ruthann highlighted that:

- The Town of Oxford was on target with the 2022-2023 budget.
- More grants were received this year than last.
- Most town departments are within their budgets although a few were close to their budget allocation.
- Power, Fuel, and Insurance costs were considerably higher this year.
- Deed transfer tax and Tax Certificates were higher this year.
- Cost of Living has increased.

Moved by Councillor McNutt and seconded by Deputy Mayor MacDonald to accept the third quarter financial report as presented.

***Motion Carried***

**5. In-Camera**

**5.1 Acquisition, sale, lease, and security of municipal property**

At 6:30 PM it was moved by Councillor Jones and seconded by Councillor McNutt to go in-camera to discuss Acquisition, sale, lease, and security of municipal property.

***Motion Carried***

At 7:56 PM it was moved by Deputy Mayor MacDonald and seconded by Councillor Jones to come out of in-camera and resume the Regular Council Meeting.

***Motion Carried***

Moved by Deputy Mayor MacDonald and seconded by Councillor Jones to direct staff to draft a 3-year contract agreement with the Oxford Arena Association.


***Motion Carried***

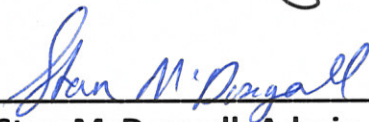
Moved by Councillor Colborne and seconded by Deputy Mayor MacDonald to enter into the 5-year agreement with Eastward Energy Incorporated (formerly Heritage Gas)

***Motion Carried***

**6. Adjournment**

The meeting adjourned at 7:58 PM

  
\_\_\_\_\_  
Mayor Greg Henley, Chair

  
\_\_\_\_\_  
Stan McDougall, Admin Assistant

  
\_\_\_\_\_  
Date Approved



Oath of Allegiance and of Office


I, Bruce Rushton, solemnly affirm that I will be faithful and bear true allegiance to His Majesty King Charles the Third, His Heirs and successors according to law;


And that I am duly qualified as required by law for the office of FIREWARD, FIRE CHIEF of the Town of Oxford;

And that I will truly, faithfully and impartially execute the duties of the office to which I have been elected to the best of my knowledge and ability;

And that I have not received and will not receive any payment or reward or promise thereof for the exercise of any partiality or other undue execution of the duties of my office.

Sworn (or affirmed) at OXFORD  
in the County of CUMBERLAND  
this 17<sup>th</sup> day of January 2023,  
before me:

  
\_\_\_\_\_  
Bruce Rushton  
Fire Chief, Town of Oxford

  
\_\_\_\_\_  
Greg Henley  
Mayor, Town of Oxford



