



Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Monday, October 30, 2023
Presiding Officer: Mayor Greg Henley
Councillors Present: Carla Black, Chrystal McNutt, and Deputy Mayor Arnold MacDonald
Councillors Regrets: Olivia Canning, Brenton Colborne, and Paul Jones

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney - CAO, and Stan McDougall - Admin Assistant (recording secretary)

1. Call to Order

At 6:00 PM, Mayor Henley called the meeting to order.

2. Approval of Agenda

Moved by Deputy Mayor MacDonald and seconded by Councillor McNutt that the agenda of the Special Council Meeting for October 30, 2023, be approved, as presented.

Motion Carried

3. Building Permit consideration of charging or waiving fees, Oxford Community Centre.

CAO Cloney summarized that at the last Regular Council meeting on October 23, 2023, the Council passed a motion to waive the fees for the building permit for the Oxford Community Centre. At that time, it was assumed that the fees would be a few thousand dollars. Once passed, CAO Cloney reached out to the Development Office to advise the Council had waived the fees, the Development Office informed CAO

Cloney that they would need a clearer motion indicating the amount of the building permit fees waived to be \$34,500.00. It was explained that the total construction value was estimated at \$17,250,000.00 at \$2 per thousand which equates to the building permit fee value of \$34,500.00.

If the Council is still considering waiving the fees, the amount must be clear and included in the motion. A motion to amend the previous motion would be required by the Council.

The council discussed the amount given that the initial fees were described to be a few thousand dollars and not \$34,500.00. CAO Cloney confirmed with the Council that the amount of the permit fees was not budgeted and would not affect the revenue of the Town of Oxford.

Mayor Henley relinquished the chair to Councillor Black at 6:05 PM for this discussion.

Mayor Henley added to the discussion that the Council should consider waiving the fees for the building permit because this is a direct benefit to the Town of Oxford.

Councillor McNutt on behalf of the Council expressed happiness that the amount is a larger amount and that the Town of Oxford would be able to assist in the process of the Oxford Community Centre in a larger way considering the Town of Oxford would not be able to donate hundreds of thousands of dollars on its own but could help in this way to bring a service like this to the Town of Oxford.

Upon no further discussion, Councillor Black relinquished the chair back to Mayor Henley to resume the Special Council Meeting at 6:07 PM.

Moved by Councillor Black and seconded by Councillor McNutt to amend the motion, made at the Council Meeting on October 23, 2023, to read that Oxford Town Council directs staff to waive the building permit fees for the Oxford Community Centre in the amount of \$34,500.00.

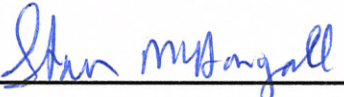
Motion Carried

4. **Adjournment**

The Special Council meeting adjourned at 6:08 PM



Mayor Greg Henley, Chair



Stan McDougall, Admin Assistant

11/22/23

Date Approved

