



## Minutes of the Regular Council Meeting

Place: Council Chambers and streamed live to Town of Oxford FaceBook  
Date: Monday, 21 September 2020  
Presiding Officer: Mayor Patricia Stewart  
Councilors present: Deputy Mayor Rick Draper, Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Wendy Sweet-Kontuk, and Wade Adshade.  
Regrets: Nil

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

Staff in attendance: CAO – Rachel Jones and Deputy Clerk – Linda Cloney (recording secretary)

### **1. Call to order**

Mayor Patricia Stewart called the meeting to order at 6:05 pm.

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

It was moved and seconded that the agenda of the Regular Town Council Meeting for September 21, 2020 be approved, as presented.

***Motion Carried***

### **3. Approval of Previous Minutes**

It was moved and seconded that the minutes of the Special Town Council Meetings for June 22, 2020 and June 25, 2020 be approved, as presented.

***Motion Carried***

### **4. New Business**

#### **4.1 Proclamation: Right to Know Week**

#### **PROCLAMATION RIGHT TO KNOW WEEK**

**September 28 to October 4, 2020**

WHEREAS the **Town of Oxford** has adopted the principles of openness, transparency, and accountability; and

WHEREAS *Part XX* of the *Municipal Government Act* gives citizens a right of access to information in the custody or under the control of the **Town of Oxford**; and

WHEREAS access to information ensures citizens of Nova Scotia have the opportunity for meaningful participation in the democratic process; and

WHEREAS a celebration of the right of citizens to access information will facilitate informed public participation in policy formulation, ensure fairness in government decision-making and permit the airing and reconciliation of divergent views; and

WHEREAS the **Town of Oxford** joins all other Canadian jurisdictions and democracies world-wide in acknowledging international Right to Know Week;

THEREFORE be it resolved that I, **Mayor Patricia Stewart**, do hereby proclaim September 28 to October 4, 2020 to be Right to Know Week in the **Town of Oxford**.

#### **4.2 Cumberland MAP Community Vibrancy & Harm Reduction Champion Award: Councillor Clark**

On behalf of the Municipal Alcohol Program (MAP), Councillor Clark presented to Mayor Stewart and to the Town Council the Cumberland MAP Community Vibrancy & Harm Reduction Champion Award. The Town of Oxford was provided this award in recognition for all the support given to MAP.

#### **4.3 RFD #011-2020 FCM Funding Application**

It was moved and seconded that:

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Inventory and Capital Projections.

Be it therefore resolved that the Town of Oxford commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

**Activity 1:** Prepare an inventory of major assets including roads, sidewalks, sewer, storm, trails, fleet and municipal-owned buildings and structures in spreadsheet and GIS.

**Activity 2:** Undertake Condition Assessments on all Town Infrastructure.

**Activity 3:** Prepare State of Infrastructure Reports, a Preliminary Capital Program and fact sheets for public information.

Be it further resolved that the Town commits **\$4,830** from its budget toward the costs of this initiative.

***Motion Carried***

**4.4 Dangerous and Unsightly Premises Report: For Information**

CAO Jones presented to Council the Chief Administrative Officer Report, dated September 11, 2020, in which details an update of the work undertaken with respect to Dangerous & Unsightly Premises in Oxford this year.

**4.5 Accounting Improvements and Issues Report: For Information**

CAO Jones presented to Council the Council Report, by Ruthann Brookins – Senior Accountant, dated January – July 2020, regarding accounting improvements and issues.

**4.6 Strategic Priorities Chart: Update**

CAO Jones presented to Council an update on the Strategic Priorities Chart.

Council discussed the status of the ATV access downtown project. CAO Jones will reach out to the Nova Scotia Federation of Municipalities (NSFM) for a report on the progress of the pilot ATV friendly community project.

It was moved and seconded to accept the Strategic Priorities Chart as presented.

***Motion Carried***

**5. Reports**

CAO Jones presented the reports.

Council had a general discussion regarding the Federal Government announcement on Wednesday, September 16, 2020 regarding the final details of the Safe Restart Agreement and how the monies will be allocated. A portion of this funding is allotted to municipalities to overcome lower revenue from transit and taxes, as well as increased costs associated with COVID-19 infection prevention measure. CAO Jones will follow up with this news release, review the criteria involved and report back to Council.

Regarding the Fire Report, Council had a discussion regarding the volume of calls that were made to the County versus the calls that were for Oxford. Council would like to see a report for the last couple of years detailing the number of the County of Cumberland fire service calls versus the number of Town of Oxford fire service calls for budget purposes. CAO Jones will review and report back to Council the terms of the Fire Agreement between the Municipality of the County of Cumberland and the Town of Oxford.

Regarding the Cumberland Public Libraries Report, there was a general discussion of the potential new location for the Oxford Public Library at 111 Rideau Street (the old Oxford Journal Office).

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

***Motion Carried***

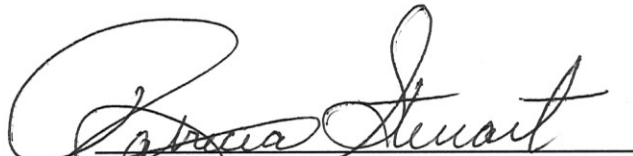
## **6. Correspondence**

Mayor Stewart presented to Council a thank you note from Ms. Rilyn Cann. Ms. Cann was one of two recipients of the Town of Oxford Bursary for 2019/2020.

## **7. Adjournment**


At 6:44 pm, it was moved and seconded that the meeting be adjourned.

***Motion Carried***



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Patricia Stewart, Mayor



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Linda Cloney, Recording Secretary