



Minutes of the Committee of the Whole Meeting

Place: Conducted through Zoom, streamed live to FaceBook
Date: Monday, May 3, 2021
Presiding Officer: Mayor Gregory Henley
Councilors Present: Deputy Mayor Wade Adshade, 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)

Guest in attendance: Ken Smith – Financial Advisor and Tracy Black – Audit Committee Member

Media in attendance: Mark Rushton – Six River News

Presenters in attendance: Heather Kouwenberg and Kirsteen Thompson – Cumberland County Exhibition
Jonathan McClelland – Cumberland Business Connector

1. Call to Order

Mayor Henley called the meeting to order at 6 pm.

2. Approval of Agenda

It was moved and seconded that the agenda of the Committee of the Whole Meeting for May 3, 2021 be approved, as presented.

Motion Carried

3. Approval of Previous Minutes

It was moved and seconded that the minutes of the Committee of the Whole Meeting for April 6, 2021 be approved, as presented.

Motion Carried

4. Presentations

4.1 Cumberland County Exhibition – Out of Season Arena Usage – Presenters Heather Kouwenberg and Kirsteen Thompson

The Cumberland County Exhibition would like to utilize the arena during the off seasons (Spring, Summer and Fall). It was presented to Council they would offer programs out of the arena and sharing the proceeds with the Town. The types of events that were discussed

were Equestrian and livestock shows. The Exhibition Committee would like to come to some type of agreement with the Town.

Q & A: Does this type of event happen now in Nova Scotia or is this something that is going to be new? Events like this are all over Nova Scotia.

Q & A: When these events take place, does the Curling Club get used as well? The Curling Club potentially could be a vacant building; it really depends on what the event was. If it was an equestrian or livestock show those would be held in the arena, but if it was a baseball practice that could be held in the Curling Club.

Q & A: Could the Quarter Horse show be an annual event? There is currently no specific event planned.

Q & A: Has the Cumberland County Exhibition Committee calculated an amount of revenue or an estimate in which you think the Town would receive for rental of the facility? Also, at the end of the season, how would you get it cleaned up for the ice season? The Exhibition Committee and the Town should have another meeting regarding this. Regarding the cleaning, the Exhibition Committee would have someone clean the facility including the stands and the beams to the standards that Council sets.

The Exhibition Committee would like to have the arena for the month of August this year and to work out an agreement with the Town regarding future events in the Spring Summer and Fall of 2022. The Exhibition Committee would like to meet with Council again in the Fall of 2021 to discuss the possibility of the Exhibition Committee managing the arena in the offseason of 2022. They would need to know by the end of 2021 if this is possible.

Following this presentation Ms. Kouwenberg and Ms. Thompson exited the meeting.

4.2 Jonathan McClelland – Joint Community Economic Development Strategy

Mr. McClelland presented to Council the Joint Community Economic Development Strategy which has been filed with the Council Package.

It was requested that the Oxford Town Council adopt the Cumberland Region Community Economic Development Strategy. Council asked if there is a cost for Oxford regarding this strategy. Mr. McClelland responded that this project is completed and there is no cost.

It was noted that population in Oxford is not an issue, housing is an issue for Oxford.

Following this presentation Mr. McClelland exited the meeting.

5. New Business

5.1 Draft General Operating Budget

Staff presented to Council an updated draft General Operating Budget. A copy of this is filed with the Council Package.

The draft budget presented reflects a surplus of \$67,000. Council directed staff to create contingency lines for the Fire Department and the Public Works Department and then divide the \$67,000 equally between them.

Council had a discussion regarding the Breathing Apparatuses for the Fire Department, this could be an item that may qualify for the COVID Restart funding. Staff will investigate this further.

5.2 Draft Capital Budget

Staff presented to Council an updated draft Capital Budget.

Municipalities need to submit to the Province annually a 3 to 5-year approved Capital Improvement Plan.

Council did not make any changes to the draft Capital Budget presented and would like to discuss this at the next Council Meeting scheduled for May 17, 2021.

5.3 Audit Committee recommendation to Council

The Audit Committee recommends to Council that the draft 2021/22 General Operating Budget presented to the Oxford Town Council reflects that the Oxford Arena to be community run and the Recreation Director and Community Economic Development Officer positions remain vacant for one year. Also, the Audit Committee presents the draft General Operating Budget with consideration that the Fire Department reduce their expenditures to \$268,000 and the Public Works Department reduce their expenditures in transportation to \$350,000.

It was moved and seconded that the Committee of the Whole recommends to Council to accept the recommendation from the Audit Committee regarding the 2021/22 General Operating Budget.

Motion Carried.


5.4 Transfer Site – Deputy Mayor Adshade

Council gave direction to staff to clean up the Transfer Site in Oxford. Staff will contact the service provider to empty the full hoppers at the Transfer Site. Deputy Mayor Adshade also asked that the staff review the service provider contract as it may be coming up for renewal.

6. Adjournment

At 7:40 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried



Gregory Henley, Mayor



Linda Cloney, Recording Secretary