



## Minutes of the Regular Council Meeting

Place: Conducted through Zoom and streamed live to Facebook  
Date: Monday, May 17, 2021  
Presiding Officer: Mayor Gregory Henley  
Councillors present: Councillors Carla Black, Brenton Colborne, Paul Jones, Arnold MacDonald, and Chrystal McNutt  
Regrets: Deputy Mayor Wade Adshade

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

Staff in attendance: Town Clerk – Linda Cloney (recording secretary) and Senior Accountant – Ruthann Brookins

Guest in attendance: Financial Advisor – Ken Smith

Media in attendance: Six River News – Mark Rushton

### **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 Regular Town Council Meeting for May 17, 2021 be approved, as presented.

***Motion Carried***

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

It was moved and seconded that the minutes of the Town Council Meeting for April 19, 2021 and the Special Town Council Minutes for March 22, 2021 be approved, as presented.

***Motion Carried***

### **4. New Business**

#### **4.1 Finance Report – reflects the Year End unaudited financials.**

This report reflects the approved budget for 2020-21 and the projected year end of March 31, 2021. Staff noted that these numbers are not audited. The Town of Oxford General Operating Financials for 2020/21 presented a deficit of \$29,588.15.

#### **4.2 2021/2022 General Operating and Capital Budgets**

Mayor Henley reflected on the process regarding the General Operating and Capital Budgets. He noted that the focus on this years' budgets was to build back up the Reserves.

The importance of the Reserves is to have this money available for when a Cost Sharing project becomes available that the Town of Oxford could participate. Currently the Reserves for the Town of Oxford are really low.

***Draft General Operating Budget 2021/22***

Staff had made changes to the Draft General Operating Budget 2021-22 to include the projected deficit from the 2020/21 budget of \$29,588.15. This adjustment decreased amounts in the contingency lines for the Fire Department and Public Works Department at previous meetings.

This budget reflects that the total estimated expenditures for the fiscal year are \$2,437,675 and that the Residential/Resource taxes are set at \$1.6874 per \$100 of assessment and the Commercial taxes are set at \$4.1557 per \$100 of assessment in which are the same as the 2020-21 fiscal year.

The sewer service charge remains the same as the 2020-21 rates.

The rates and taxes are due and payable by September 30, 2021 and that an interest rate of 1.5% per month, or 18% per annum, compounded, be charged on October 1, 2021 for outstanding balances the 2021/22 final tax bills. Interest charges are applied on the first day of each month for any outstanding amounts.

Council stated that based on paying the deficit from the 2020-21 out of the Fire Department and Public Works contingency lines and as the Town of Oxford has a balanced budget. Also since there is still some contingency money available for both the Fire Department and Public Works, the following motion was made.

It was moved and seconded to approve the General Operating Budget 2021-22 as presented.

***Motion Carried***

***Draft Capital Budget 2021/22***

The Draft Capital Budget for 2021/22 presented the following planned projects.

- Asset Infrastructure Management (AIM) Cohort Program - \$4,830.00 – Gas Tax
- Medical Centre Heat Pump - \$7,000 – General Operating
- Arena Automation Project - \$62,0000 – Capital Reserve
- Paving - \$80,000 – Gas Tax
- Trails - \$8,000 – Gas Tax

It was moved and seconded that the Council of the Town of Oxford approve the draft 2021/22 Capital Budget as presented.

***Motion Carried***

#### **4.3 Water Utility Committee**

There was a discussion to form an internal committee called the Town Services Committee. This committee is designed to make recommendations to Council regarding the water and sewer services for the Town of Oxford.

It was moved and seconded to form the Town Services Committee.

***Motion Carried***

Council members that are recognized from Council to sit on the Town Services Committee are:

Councillor MacDonald, Councillor Colborne and Councillor Jones. Mayor Henley will be an extra in the case a Councillor is unable to attend a meeting.

#### **4.4 Cumberland Region Community Economic Development Strategy**

The Cumberland Region Community Economic Development Strategy staff presented the revised Strategy to all three Municipal Councils in the Cumberland Region. Below is a summary of the revisions they made:

- Added a section titled “Reporting and Implementation” to address concerns about how implementation will take place. This section also provides context for annual work plans.
- In the Economy pillar, they added an action for formal and informal business retention and expansion programs.
- They added detail related to using deed transfer tax as well as number and amount of building permits as a means of indicating population shifts in the region.

It was moved and seconded to adopt the Cumberland Region Community Economic Development Strategy as presented.

***Motion Carried***

#### **4.5 May as Lyme Disease Awareness Month – Proclamation**

PROCLAMATION  
**LYME DISEASE AWARENESS MONTH**  
May 2021

WHEREAS Lyme disease is a serious illness caused by the bite of a black-legged tick infected with the bacterium *Borrelia burgdorferi*; and

WHEREAS black-legged ticks carrying a variety of diseases or illnesses can now be found in all parts of Nova Scotia; and

WHEREAS awareness, education and practicing preventative measures, such as daily tick checks and proper tick removal, can help reduce your chances of contracting tick borne diseases;

THEREFORE, be it resolved that I, Mayor Gregory Henley, on behalf of the Town of Oxford, do hereby proclaim May 2021 as “Lyme Disease Awareness Month”.

Dated at Oxford, Nova Scotia  
this 17th day of May, 2021

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Mayor, Gregory Henley

#### **4.6 May 30<sup>th</sup> – June 5<sup>th</sup> – Access Awareness Week – Proclamation**

**PROCLAMATION  
ACCESS AWARENESS WEEK  
May 30th – June 5th, 2021**

WHEREAS, the week of May 30th – June 5th, 2021 is recognized as Access Awareness Week; and

Access Awareness Week aims to celebrate achievements made both by and for persons with disabilities in the areas of accessibility, transportation, housing, employment, recreation, education and communication; and

This is the 34th year that this public awareness initiative has taken place in Nova Scotia; and

Access Awareness Week promotes the inclusion of all Nova Scotians with disabilities as full citizens within our communities; and

Through public awareness, community partnerships and education, this campaign aims to foster an environment of equal participation for persons with disabilities within the Town of Oxford.

THEREFORE, be it resolved that I, Mayor Gregory Henley, on behalf of the Town of Oxford, do hereby proclaim May 30th – June 5th, 2021 as “Access Awareness Week” in the Town of Oxford.

Dated in the Town of Oxford, Nova Scotia  
This 17th day of May 2021

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Mayor, Gregory Henley

**4.7 June 15<sup>th</sup>, 2021 – World Elder Abuse Awareness Day – Proclamation**

**PROCLAMATION**

**WORLD ELDER ABUSE AWARENESS DAY**

June 15, 2021

WHEREAS: Town of Oxford's seniors are valued, contributing members of society, imparting a wealth of experience and wisdom in our communities. They deserve to be treated with respect and dignity. It is our collective responsibility to ensure they live safely and fully engaged within the community that cares about them.

WHEREAS: The International Network for the Prevention of Elder Abuse, in support of the United Nations International Plan of Action, proclaimed this day to recognize the significance of elder abuse as both a public health and human rights issue; and

WHEREAS: 2021 Marks the 16th Anniversary of World Elder Abuse Awareness Day. Its recognition will foster a better understanding of abuse and neglect of older adults; and

WHEREAS: Elder abuse is not limited to race, gender, culture, or circumstance, and regardless of whether the abuse is physical, emotional, or financial, it has a significant impact on the lives of individuals and families; and

WHEREAS: Seniors are at risk of being abused and social isolation and ageism are contributing risk factors in Nova Scotia; and

WHEREAS: Town of Oxford recognizes the importance of taking action, to create social change, that prevents elder abuse and raises awareness, through education of neighbours, friends and family members about the Rights of older adults; and

WHEREAS: Preventing abuse of older adults will help improve their quality of life and allow them to live independently and contribute to the vibrancy of Ontario for as long as possible; and

WHEREAS: Where there is Respect there can be no abuse; therefore, residents of Oxford are urged to Stop Abuse and Restore Respect.

WHEREAS: Where there is respect there can be no abuse; therefore, residents of the Town of Oxford, are urged to join this global movement to Stop Abuse and Restore Respect.

THEREFORE; I, Gregory Henley Mayor of the Town of Oxford, Nova Scotia do hereby proclaim June 15, 2021 as World Elder Abuse Awareness Day and encourage all of our

residents to recognize and celebrate seniors and their ongoing contributions to the success and vitality of our province, Nova Scotia.

Dated on this 17th day of May 2021. \_\_\_\_\_

Mayor, Gregory Henley

## **5. Reports**

### **5.1 Public Works Report – includes update on Transfer Site cleanup project.**

Council commented that all the bins were completely full. Council asked that staff investigate this matter.

### **5.2 Finance Report – mentioned under New Business.**

There was no discussion, it was discussed under New Business at 4.1.

### **5.3 Fire Department Report**

There was no discussion.

It was moved and seconded to accept the Staff Reports as presented.

***Motion Carried.***

## **6. Committee Updates**

### **6.1 Accessibility Committee – CP Councillor MacDonald**

Nothing to report.

### **6.2 Arena Committee – Councillors Colborne, Jones and MacDonald**

Nothing to report.

### **6.3 Audit Committee – CP Councillor Black**

Has a meeting scheduled for Thursday May 20 to discuss the Water Budget 2021/22.

### **6.4 Community Economic Development Committee – CP Councillor MacDonald**

Had a meeting on May 4. Staff are sending out letters to invite people to the committee.

### **6.5 Fire Department Committee – Councillors MacDonald and Colborne**

Reached out to the Fire Department to find out the age of their breathing apparatuses. Some of the equipment are as old as 15 - 16 years.

### **6.6 Procurement Committee – CP Councillor Jones**

The Committee has directed for two services to go to tender, the audit and insurance services. Staff have started the process for both.

**6.7 Public Works Committee – CP Councillor Jones**

The Committee is waiting for tractor quotes to come in and then will share with Council for a decision.

**6.8 Recreation Commission Committee – CP Councillor McNutt**

Recognized all the hard work from volunteers regarding the Earth Day clean-up. Dirt has arrived at the ballfield. Recognition to all those that have sent in donations, there has been an amazing amount of donations coming in. The Recreation Commission is about \$800 short for the work at the ballfield that the committee wants to achieve. Hoping to be able to organize some fundraisers or some more donations to come in. The soccer program needs new nets and new netting, a grant application has been sent out in hopes to cover some or all of the costs involved. The Committee would like to host Summer Day Camps either 1, 2 or 3 days a week during the months of July and August. A grant application is being worked on to help with the costs of the Summer Day Camps. Community Gardens are ready to go, Eleanor Crowley is the contact person for this. Trail Signage is being installed through town and the Recreation Commission would like to thank Corey Skinner for his help with creating those and thanks to Public Works for getting them installed.

**6.9 Town Buildings Committee – Mayor Henley, Deputy Mayor Adshade, Councillors Colborne and Jones.**

Nothing to report.

It was moved and seconded to accept the reports and updates as submitted.

**Motion Carried**


**7. Correspondence**

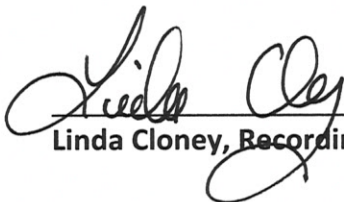
Nil

**8. Adjournment**

At 6:28 pm, it was moved and seconded that the meeting be adjourned.

**Motion Carried**

  
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Gregory Henley, Mayor

  
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Linda Cloney, Recording Secretary

