



Minutes of the Regular Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, December 11, 2024
Presiding Officer: Mayor Greg Henley
Councillor Present: Deputy Mayor Carla Black and Councillors Paul Jones, Brenton Colborne, Chrystal McNutt, and Padraic Moore
Councillors Regrets: Olivia Canning-Sweet

A quorum was present throughout the meeting.

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

Gallery (media and public) in attendance: Mark Rushton - Hello Oxford/Radio for Hope Centre.

Announcements before the call to order:

Before the call to order, Mayor Henley announced that there are too many vehicles being left on the street during snow events which impedes the ability of the public works department to clear snow.

1. Call to Order – Welcome

Mayor Henley called the meeting to order at 6:21 PM and welcomed all in attendance.

2. Approval of Agenda

Moved by Councillor McNutt and seconded by Councillor Jones, that the agenda of the Council Meeting for December 11, 2024, be approved, as presented.

Motion Carried

3. Approval of Minutes – November 27, 2024

Approved by  _____
Mayor **Greg Henley**, on December 11, 2024

4. Business

4.1 Appointment of an investigator for the Code of Conduct

Linda presented to Council that staff had been working on sourcing a required investigator for the newly adopted code of conduct for the Council as mandated by the province. The Council will go in-camera later in the agenda to discuss appointment options and if the Council wishes to make a formal appointment, a motion will be presented when coming out of in-camera.

4.2 Sale of Surplus Equipment – 1989 Ford Cargo Low Tilt Fire Truck

Linda presented to Council that staff have been investigating various ways of getting the word out regarding the sale of the retired surplus fire truck. The truck had been posted on Facebook and would be posted there for two months. It would also be posted on our website and the Oxford Fire Department would also share this information. Sealed offers to purchase would be received via sealed bid and bids could be dropped off via the secure drop box on the Council door of the Town Hall, and at the front desk of the Town Hall during business hours. Interested parties could also reach out to the town for more information via the contact number in the ad.

4.3 Amend Fees Policy

Linda presented to Council that staff have been working how the Town could recoup costs of keeping the study up to date. It was recommended that anyone developing property would pay a charge of \$100.00 for water and this fee would go toward the updating of the WaterCAD study annually. Therefore, staff recommend the approval of the amended Fees Policy which includes the updated fee per unit for water of \$100.00.

The Development Permit Application has also been updated to reflect the development fee of \$100.00 per unit for the WaterCAD study. The fees will be reviewed later if required.

Linda also discussed that multi-unit developments will further be required to perform a fire-flow test and staff are reviewing how this will be implemented. This will be presented later.

If Council is in approval, a motion to adopt the amended Fees Policy and the Development Permit Application as presented.

Moved by Councillor Jones and seconded by Councillor Moore to adopt the amended Fees Policy and Development Permit Application as presented.

Motion Carried

5. Correspondence

5.1 Nil

6. In-Camera

6.1 acquisition, sale, lease and security of municipal property

At 6:28 PM it was moved by Councillor Black and seconded by Councillor Jones to go in-camera to discuss the acquisition, sale, lease and security of municipal property.

Motion Carried

At 6:38 PM it was moved by Councillor Moore and seconded by Councillor Jones to come out of in-camera and resume the Council Meeting.

Motion Carried

Linda presented that the Code of Conduct for the Town of Oxford Council requires the appointment of an Investigator, and the Oxford Town Council is now ready to make that decision.

Moved by Councillor Black and seconded by Councillor Colborne to appoint David McNairn, Hicks Lemoine Law Offices, Amherst, NS., as Investigator for the Town of Oxford as per the requirements of the Code of Conduct.

Motion Carried

Prior to the call for adjournment, Mayor Henley wished everyone a safe and Merry Christmas and Happy New Year on behalf of himself and the Town Council.

7. Adjournment

The meeting adjourned at 6:38 PM



Greg Henley, Mayor, Chair

Stan McDougall, Admin Assistant

Date Approved

