



Minutes of the Regular Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, January 22, 2025
Presiding Officer: Mayor Greg Henley
Councillor Present: Deputy Mayor Carla Black and Councillors Brenton Colborne, and Chrystal McNutt.
Councillors Regrets: Paul Jones, Olivia Canning-Sweet, and Padraic Moore

A quorum was present throughout the meeting.

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

Gallery (media and public) in attendance: Arriel Tucker, Public Health Nutritionist, Healthy Communities, Public Health, Colleen Dowe, Community Health Board Coordinator, Cumberland County, Nova Scotia, Victoria Vandorp, Maggie's Place and Madison Bennett.

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

1. Call to Order – Welcome

Mayor Henley called the meeting to order at 6:00 PM and welcomed all in attendance.

2. Approval of Agenda, Pages 1 – 2

Moved by Councillor Colborne and seconded by Councillor McNutt, that the agenda of the Council Meeting for January 22, 2025, be approved, as presented.

Motion Carried

3. Presentations

3.1 Cultivating Food Security in Cumberland County – Presenters **Arriel Tucker**, Public Health Nutritionist, Healthy Communities, Public Health and **Colleen Dowe**, Community Health Board Coordinator, Cumberland County, Nova Scotia Health

Linda Cloney introduced the Cultivating Food Security in Cumberland County Presentation by Arriel Tucker and Colleen Dowe. County of Cumberland Councillor Jennifer Houghtaling sent an email to Linda to introduce the work that has gone into the project of Cultivating Food Security in Cumberland County. It was a collaboration with Nova Scotia Health, Public Health, Maggie's Place, and many community food action groups and individuals dedicated to bringing awareness to food security in our area. The Town of Oxford was part of a food summit which included Deputy Mayor Black and Councillor McNutt.

For Oxford, highlights from the Food Summit held in February 2024 included paid municipal staff positions to support local food security (Horticulturalist) and the start of community gardens.

Community gaps included challenges in communicating resources and events to community members, inadequate household income to meet basic needs and a lack of public and affordable transportation. At the time of the meeting, Oxford has reported 120 children living in poverty.

In summary, across Cumberland County, community gaps included inadequate household income to meet basic needs, lack of public and affordable transportation, limited access to culturally appropriate food and the need to address the rising cost of living. Nova Scotia has the highest provincial rate of food insecure households.

Mayor Henley thanked Arriel Tucker and Colleen Dowe for their time in the project and presentation.

4. Approval of Minutes – December 11, 2024

Approved by 
Mayor Greg Henley, on January 22, 2025

5. Business

5.1 RFD - Write Off Report – Presented by Ruthann Brookins

There was no requirement for write-offs this year. Two water accounts that had been shut off and had been sent to collections. One was resolved through the collection agency, and one was resolved internally.

5.2 RFD - Amend Fees Policy – Presented by Linda Cloney

Changes highlighted for both the Fees Policy and Amended Development Permit Application, included in the Council package, was presented to the Council for approval of the amended changes.

Moved by Councillor McNutt and seconded by Deputy Mayor Black to approve the amended changes to the Fees Policy and Development Permit Application as presented.

Motion Carried

5.3 RFD - Amend Boards and Committees – Presented by Linda Cloney

The Boards and Committees report has been amended with new names from the Arena Association and an update to the Equity Diversity and Inclusion Committee.

It was identified that volunteers are still required for the Audit Committee, Recreation Committee and others with the Town of Oxford.

Moved by Councillor Colborne and seconded by Deputy Mayor Black to approve the amended changes to the Boards and Committees report as presented.

Motion Carried

5.4 RFD – Security Camera installed at Black River Park Parking Lot

Business owners in town have expressed concern with the valuable parking spaces in the downtown area being used for extended amount of time by fellow business owners and their staff. As parking spaces being filled regularly may discourage shoppers to explore the downtown shopping area.

A letter has been sent to businesses downtown encouraging them to utilize the Black River Parking lot for their staff. A response came back where some staff expressed concerns for security and damage to their vehicles.

A solution to mitigate this issue could be to install a video camera to increase security that could be monitored through the Town of Oxford's building security camera system.

Council, through consensus, deferred discussion of this to the next council meeting.

5.5 RFD – Water and Sewer Connection Request for Mr. Knight– Need more information (DEFER to a future meeting)

5.6 RFD – Amend Snow and Ice Management Policy – (DEFER – need more information, a future meeting)

6. Correspondence

6.1 Letter from the Office of the Minister for Emergency Management

An inter-municipal agreement with the County of Cumberland, Town of Amherst and Town of Oxford exists. Steven Wood, Coordinator for the County of Cumberland is planning future meetings. Councillor Colborne and Mayor Henley will be a part of the upcoming meetings.

7. In-Camera – (DEFER – need more information)

7.1 acquisition, sale, lease and security of municipal property

8. Adjournment


The meeting adjourned at 6:36 PM



Greg Henley, Mayor, Chair



Stan McDougall, Admin Assistant



Date Approved

