



Minutes of the Committee of the Whole

Place: Council Chambers

Date: June 3, 2019

Presiding Officer: Mayor Patricia Stewart

Councilors Present: Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Rick Draper, Wendy Sweet-Kontuk and Wade Adshade.

A quorum was present throughout the meeting

Staff present: CAO Rachel Jones and Deputy Clerk Linda Cloney (recording secretary)

Media present: Bill Martin – Six Rivers News, Radio and TV

Call to Order: Mayor Patricia Stewart called the meeting to order at 6:00 pm

Agenda Item Discussion and Decisions

2. Approval of Agenda It was moved and seconded that the agenda of the Committee of the Whole Meeting for June 3, 2019 be approved.

Motion Carried

3. Approval of Previous Minutes It was moved and seconded that the minutes of the previous Committee of the Whole Meeting dated May 6, 2019 be approved.

Motion Carried

4. New Business

4.1 RFD 009-2019 Surplus Land Sales

The process confirmed from Council for Surplus Land Sales is the Town of Oxford would notify through a public process for anyone who is interested in purchasing the land in question would go through a sealed bid process. An agreement of sale would come back to Council for a formal motion to sell the land.

4.2 2018 – 19 Fiscal Year End Projection: Discussion

- The financial report presented is preliminary, it is not finalized yet.
- There are transfers between the water and general accounts that are not reflected in the report.
- The water account needs to be expensed with the administrative audit fees and public works labour costs.
- The fire protection amount needs to be expensed to the water utility.
- It is expected that we will have a surplus of approximately \$69,000.00 from this point.
- Last year's deficit of \$65,000.00 will need to be applied, leaving us with approximately \$4,000.00.
- Kevin Matheson will confirm this information to provide to council a final report.
- The deed transfer tax actual was \$33,000.00 as compared to the budgeted amount of \$5,000.00 – approximately half of this was due to the sale of the apartment building on Jackson Street.
- There was a discussion on the discrepancy of the Grants in Lieu.
- The discrepancy of the pension for employees was questioned.
- Firefighters liability insurance needs to be allocated
- A preliminary budget meeting is scheduled for June 18, 2019 at 6:00 pm to discuss service levels and programming.

A copy of the 2018-19 Fiscal Year End Projection is filed with the Council Package

4.3 Communication Policy: Discussion

- There was discussion to cease the comment section of the Town of Oxford Social Media sites and just use those sites as information use only.
- If citizens have comments or concerns to share, they will be advised to contact the Town Hall Office or the Councilors directly.
- It was discussed that if the Town puts up information that something is happening, that they follow up with an update to the public the status of the situation.

5. Correspondence

5.1 CBRM Declaration of Climate Change

- CBRM (Cape Breton Regional Municipality) has taken this on as their own initiative, and they are asking all municipal units to make a similar declaration stating that Climate Change is an emergency in our region.
- Council discussed particular actions that could help address climate change, one of those being more energy efficient with lighting and heating.
- Through emergency management we need to learn what our flooding risks are and how to mitigate damages, prepare for storms and power outages.
- During our strategic planning process we would identify specific things that we want to accomplish over the next 5 – 10 years. The specific things should be prudent, are going to put us on the right footing, protect our environment and to protect our infrastructure.

A copy of the CBRM Declaration of Climate Change letter is filed with the Council Package

6. In Camera

It was moved and seconded to go in-camera to discuss personnel at 6:41 pm

It was moved and seconded to come out of in-camera at 6:58 pm

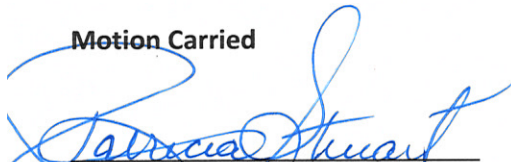
Council directed the CAO to bring a policy back to Council regarding the removal of sick leave payout for non-unionized employees at the June Council meeting, which provides the required seven day notice to implement any policy change.

7. Adjournment


Mayor Stewart advised Council the next regular meeting for the Oxford Town Council is scheduled for June 17, 2019 at 6:00 pm in the Council Chambers.

At 6:55 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried



Patricia Stewart, Mayor



Linda Cloney, Recording Secretary