



Minutes of the Committee of the Whole

Place: Council Chambers

Date: Tuesday September 3, 2019

Presiding Officer: Deputy Mayor Rick Draper

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

A quorum was present throughout the meeting.

Regrets: Mayor Patricia Stewart

Absent: Councillor Brenton Colborne

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

Call to Order: Deputy Mayor Draper called the meeting to order at 6:05 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 September 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 June 3, 2019 be approved.

Motion Carried

4. New Business

4.1 RFD 011-2019 Sick Leave Policy

It was moved and seconded that Committee of the Whole recommends Town Council to approve the revisions to the Sick Leave Policy as presented.

Motion Carried

4.2 RFD 012-2019 Cumberland Regional Tourism Strategy

It was moved and seconded that Committee of the Whole recommends Town Council to adopt the Tourism Advisory Committee Terms of Reference, and further that the Cumberland Region Tourism Marketing Committee Memorandum of Understanding be approved as presented.

Motion Carried

4.3 Ballfield and Arena Signage: discussion

- Allow all local sport teams to sell advertising for the ballfield and/or the arena and the Town of Oxford will give the sport teams fifty percent of the proceeds for the first-year sign rental fee.
- The advertising signs are to meet a set criteria.

Town Council directed staff to engage the local sport teams to sell advertising for the ballfield and arena.

4.4 Mayor's Honorarium: Discussion

- With the Mayor currently on leave, the level of the Mayor's Honorarium should be given to the Deputy Mayor during his time of coverage of the Mayor's duties.
- Council asked for an Honorarium Policy to be put in place.

Town Council directed staff to present a draft Council Honorarium Policy to the Regular Council Meeting.

4.5 Provincial Right to Know Week: Proclamation

Deputy Mayor Rick Draper proclaimed September 23 – September 29 Right to Know Week in the Town of Oxford.

A copy of the Proclamation has been filed.

4.6 Provincial Planning Legislation: Minimum Planning Requirements Update

- CAO Jones participated in a workshop within the provincial consultation process.
- The Province is requiring all municipal units to have planning in all their areas.
- The only change for the Town of Oxford is that there is a three-year phase in to consult with adjacent and neighboring municipalities when we do go through any MPS/LUB review.
- This would also be the process we would use for amending boundaries.

4.7 2020 Municipal Election E-Voting: Discussion

- a general discussion on electronic voting to determine potential interest levels in participating in a electronic voting.
- HRM has done a procurement process that has allowed other municipalities to benefit from the bulk purchasing power that they have.

5. Correspondence

5.1 Minister of Justice: Additional Officers Program

A copy of the letter from the Minister of Justice regarding the Additional Officers Program has been filed.

General Discussion

- In June of 2019 Doug Bragg Enterprises mentioned they would grade the trail as a donation.
- Doug Bragg Enterprises feels it is too big of a job for him as a donation.
- It is anticipated that he will give us a rate of \$125.00 / hour for the grader and he feels eight to ten hours to complete the job.
- This grading would be done from the tunnel to Water Street.

Town Council directed staff to contact Doug Bragg Enterprises to go forward with the grading of the trail.

7. Adjournment

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

At 6:40 pm, it was moved and seconded that the meeting be adjourned.

Motion Carried


Rick Draper, Deputy Mayor


Linda Cloney, Recording Secretary