



Minutes of the Regular Council Meeting

Place: Council Chambers

Date: Monday, November 18, 2019

Presiding Officer: Mayor Patricia Stewart

Councilors present: Councilors Brenton Colborne, Dave Clark, Dawn Thompson, Rick Draper and Wade Adshade

Arrived Late: Wendy Sweet-Kontuk

A quorum was present throughout the meeting.

Staff in attendance: CAO – Rachel Jones and Deputy Clerk – Linda Cloney (recording secretary)

Media Present: Mark Rushton – Six Rivers News, Radio, & TV

1. Call to order

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

2. Approval of Agenda

It was moved and seconded that the agenda of the Regular Town Council Meeting for November 18, 2019 be approved as circulated.

Motion Carried

3. Approval of Previous Minutes

It was moved and seconded that the minutes of the Regular Town Council October 21, 2019 be approved as circulated.

Motion Carried

4. New Business

4.1 RFD 017-2019 Physical Activity & Recreation Strategy

It was moved and seconded that Town Council approve the Recreation and Physical Activity Strategic Plan presented.

Motion Carried

4.2 Committee List Appointments: 2019/20

The Northern Regional Solid Waste Management Committee will be filled by Councilor Clark and the Cumberland Health Authority will be filled by Councilor Sweet-Kontuk.

It was moved and seconded that Town Council approve the Committee List Appointments: 2019/20 as amended.

Motion Carried

4.3 Financial Variance Report: 1 April – 31 October 2019

There was general discussion and comments regarding the Financial Variance Report.

In January, it is anticipated that the staff will have a more detailed forecast and have prepared year end projections.

5. Reports

CAO Jones presented the reports

There was a general discussion on the Marketing Workshop and the Oxford Bargain Bonanza Day. More details will be promoted in the upcoming calendar and newsletter.

Council would like to send a thank you note to the Ringette Association for their donation of shot clocks to the Oxford Arena.

There was a general discussion regarding the costs and safety of using salt and sand for the winter months. Council asked staff for costs for both the sand and salt and to defer this discussion for the December Committee of the Whole meeting.

There was a general discussion on a pre-approval amount to give to the Oxford Volunteer Fire Department for a fire truck. This will enable the Fire Department to go to auction. Council will consider this at the capital budget discussions in 2020.

Paul Wills, CEO/Treasurer of the Municipal Finance Corporation, will be presenting at the December Committee of the Whole regarding best practices. There will also be discussion regarding the debt affordability model. These discussions should assist Council with the budget process in 2020/2021.

There was a discussion regarding the cost of the wiring for the EMO generator at the Oxford Fire Hall.

It was moved and seconded that Council will receive the reports as presented.

Motion Carried

6. Correspondence

Council received a thank you note from the Spookarama.

Council received correspondence from the Oxford Pioneer Heritage Club regarding the cost of heating.

Council received an email from Tracy Black. She is a committee member of the Audit Committee. It was discussed to respond to Mrs. Black's concerns and express that it is the intentions of the Audit Committee to meet the terms of reference on a go forward basis as soon as the Accounting position is filled.

On behalf of the Arena Committee, Councilor Colborne presented a cheque for \$4,700.00. This money was fund raised from their efforts.

Oxford Frozen Foods Press Release announces that they are welcoming nine new employees, along with their families, from South Korea and Vietnam.

7. IN CAMERA – Nil

8. Adjournment

Mayor Patricia Stewart advised Council that the next meeting is scheduled for Monday, December 16, 2019 at 6:00 pm in the Council Chambers.

At 7:00 pm, it was moved and seconded that the meeting be adjourned

Motion Carried



Patricia Stewart, Mayor



Linda Cloney, Recording Secretary