



## Minutes of the Regular Council Meeting

Place: Conducted through Zoom, streamed live to Town of Oxford FaceBook, per the authority provided by direction by the Minister of Municipal Affairs while under a State of Emergency on March 22, 2020, under the authority provided in Section 14 of *the Emergency Management Act*

Date: Monday, 15 June 2020

Presiding Officer: Mayor Patricia Stewart

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

Regrets: Councillor Wendy Sweet-Kontuk

***A quorum was present throughout the meeting.***

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

### **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 June 15, 2020 be approved, as presented.

***Motion Carried***

### **3. Approval of Previous Minutes**

It was moved and seconded that the minutes of the Regular Town Council for May 19, 2020 be approved, as presented.

***Motion Carried***

### **4. New Business**

#### **4.1 RFD#010-2020: Alternative Voting Options**

Council had a general discussion regarding alternative voting options. Staff recommended to Council to implement the electronic voting method. With COVID-19, there is so much uncertainty as what processes and/or personal protective equipment that could be

required at that time. It is anticipated that Nova Scotia may experience a second wave of the COVID-19 in the fall.

Council asked if Intelivote Systems Inc. could host a plebiscite? Staff will report back to Council after reviewing the full process of hosting a plebiscite.

It was moved and seconded that Council approve engaging Intelivote Systems Inc. to provide an Alternate Integrated Voting Service for the purpose of the October 17, 2020 Town of Oxford Municipal Election and any subsequent municipal elections that may occur in the Town of Oxford between 2020 and May 1, 2024.

***Motion Carried***

#### **4.2 Draft 2020/21 Operation Budget (circulated separately)**

CAO Jones presented to Council the Chief Administrative Officer Report and the Draft 20/21 Operation Budget.

The draft budget presented is based on the reduction of the Recreation Director position and the closure of the arena for 2020/2021.

Outlining in this draft budget, Oxford would be able to honour the NSCC contribution of \$5,000 rather than deferring it to the next year budget.

The Town of Oxford was approved for two summer students this year to work in Public Works department.

It was recommended to Council that any surplus that the Town of Oxford may have should be put transferred into the Reserves.

Council asked how much of the budget is made up of mandatory payments. CAO Jones reported it is mandatory for the Town of Oxford to pay the payments that are set by the RCMP (\$505,000), Department of Housing (\$26,400), Library (\$7,700), Library Expenses (\$7,000), Provincial Education Contribution (\$224,000), and Debt Financing (\$222,000).

Council is concerned that the public's perception may be that Council is shutting down the arena. This is not the case; Council is making adjustments that are required due to the COVID-19.

Council asked if they would have the option to open the arena later in the season if it can be open, referring to a possible second wave of COVID-19. CAO Jones replied that Council will always have that option. CAO Jones did express that the Town of Oxford does not have a healthy reserve and that the reserve needs to be built back up.

Council discussed the Community Economic Development budget and asked staff to review this budget item.

Council asked if it is anticipated that the Recreation Coordinator position would be filled by 2021/2022 budget. The plan is to have some of the 2020/2021 expenses pay the deficit, and then Oxford may have that revenue to use for services in the next budget.

Council would like to defer the decision on the draft budget to Monday, June 22, 2020. This will assist Council to get some feedback from the community regarding this draft budget.

## 5. Reports

CAO Jones presented the reports.

Council expressed thanks to Corey for his time at the Town of Oxford and wishing him all the best in his future up North.

Council had a question on the process of the water lines for Duke and Waverly Streets. Staff are waiting to hear back from the Province on funding.

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

***Motion Carried***

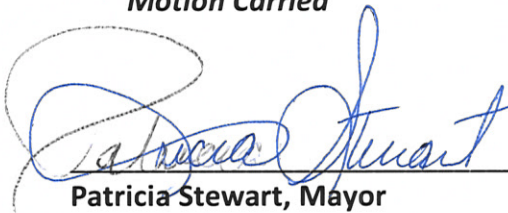
## 6. Correspondence

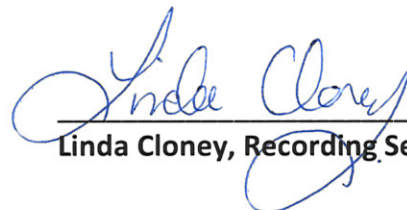
*Nil*

## 7. Adjournment

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

***Motion Carried***

  
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Patricia Stewart, Mayor

  
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Linda Cloney, Recording Secretary