



## **Minutes of the Committee of the Whole Meeting**

**Place:** Council Chambers, Zoom, streamed live to Facebook  
**Date:** Wednesday, March 13, 2024  
**Presiding Officer:** Deputy Mayor Arnold MacDonald  
**Councillors Present:** Mayor Greg Henley, Carla Black, Olivia Canning, and Brenton Colborne  
**Councillor Regrets:** Chrystal McNutt and Paul Jones

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

**Staff in attendance:** Linda Cloney - CAO, Stan McDougall - Admin Assistant (recording secretary), Ruthann Brookins - Manager of Finance, Nick Purdy – Public Works Supervisor, and Bruce Rushton – Fire Chief

**Presenters in attendance:** Nil

**Media in attendance:** Nil

### **1. Call to Order – Welcome**

At 6:00 PM, Deputy Mayor Arnold MacDonald called the meeting to order and welcomed all in attendance at the meeting.

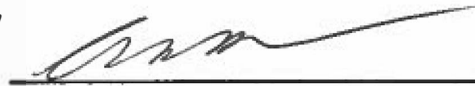
### **2. Approval of Agenda, Pages 1 – 2**

Moved by Mayor Henley and seconded by Councillor Black that the agenda of the Committee of the Whole Meeting for Wednesday, March 13, 2024, be approved, as presented.

***Motion Carried***

**3. Approval of the Minutes – February 14, 2024, Pages 3 – 6**

**Approved by**



**Deputy Mayor Arnold MacDonald, Chair, on March 13, 2024**

**4. Town Departments Reports**

**4.1 Public Works Department – presented by Nick Purdy, Public Works Supervisor, Page 7**

**4.2 Fire Department – presented by Bruce Rushton, Fire Chief, and Kyle Purdy, Deputy Fire Chief, Page 8**

*Fire Chief Bruce Rushton presented his amended report to the Committee of the Whole. This report was filed in with the Council Package. It was further noted that Kyle Purdy, Deputy Fire Chief sent his regrets.*

**4.3 Administration Report – presented by Linda Cloney, CAO  
Pages 9 – 10 – Admin Assistant Report**

Deputy Mayor Arnold MacDonald thanked the Town staff for their respective reports.

**5. Council Committees and Boards Reports – presented by Linda Cloney**

**5.1 Cumberland Public Libraries Report, Page 11**

**5.2 Road Trails Act Review Committee – Public Meeting Announcement –  
April 3 – Capital Theatre, Verbal report**

Linda Cloney, CAO announced to the Committee of the Whole and to the public watching on social media, that an upcoming Information Session was to be held to investigate forming an ATV-friendly community. The need for public input was expressed and all were encouraged to come out and share their interests, ideas, concerns, and experiences. The Information session is scheduled for Wednesday, April 3, 2024, at the Capitol Theatre at 6:00 PM.

Input from the public is required to be compiled before the Roads Trails Act Review Committee could put forward recommendations to the Council in a future meeting on this topic.

Linda summarized that the purpose of the Roads Trails Act is to connect to trails as well as provide access to services.

### **5.3 Audit Committee, *Verbal report***

Linda Cloney, CAO, presented that the Audit Committee met on February 26, 2024. The Auditing Firm, Baker Tilly, presented to the Committee the Audited Financials for the Town of Oxford. Following this meeting, a Special Council Meeting would be held to discuss the findings with the Council.

Deputy Mayor Arnold MacDonald thanked all Council Committees and Boards for their respective reports.

## **6. Items of discussion and correspondence – presented by Linda Cloney**

### **6.1 Public Participation Program Policy – presentation, *Pages 12 – 13***

Linda Cloney, CAO presented to the Committee of the Whole a mandated requirement for a Policy for Public Participation and Notification under section 204 of the MGA. A notice was received in November 2023 from the Department of Municipal Affairs and Housing discussing this requirement.

The policy also included a Public Participation with Abutting Municipalities section that provides notification to the Municipality of Cumberland County for all proposals within 200 meters of the municipal boundary for a property that is the subject of a proposed adoption, revision, and/or amendment of planning documents. A draft policy was included in the meeting package, which was developed with the assistance of the Planning and Development Department.

Linda also discussed with the Committee of the Whole, that in putting this draft policy together, a need was discovered for the Town Council to form a Planning Advisory Committee which will be brought forward at the next Council meeting.

## **6.2 Letter from Minister's Lohr and Halman – Coastal Protection, *Page 14 – 16***

Linda Cloney, CAO discussed with the Committee of the Whole that all the Councils, Wardens, and Mayors of Nova Scotia received a letter from Honourable John A. Lohr, Minister of Municipal Affairs and Housing, and Honourable Timothy Halman, Minister of the Environment and Climate Change regarding *“The Future of our Coastline: Nova Scotia’s plan to protect people, homes and nature from climate change”*.

In the letter, there is a link to [novascotia.ca/coastal](https://novascotia.ca/coastal) plan which shows the plan that is in place, what coastal property owners need to do, resources available for Nova Scotians, understanding coastal environment, global issues, and local climate action.

## **6.3 Walk & Wheel Project – Public Meeting Announcement – April 17, 2024, Capital Theatre, *Pages 17 - 20***

Linda Cloney, CAO presented to the Committee of the Whole, a project that started in September 2023 through the MPAL program called the Walk and Wheel Project. This study, involving various phases, is now in the community consultation phase. Therefore, input is required on walk and wheel-ability in the Town of Oxford. Everyone who walks and wheels around the streets and trails of Oxford is encouraged to come to the meeting on Wednesday, April 17, 2024, at the Oxford Capitol Theatre. The information gathered at this meeting will be added to the plan to increase its accuracy.

## 7. Adjournment

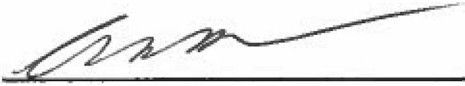
Before the adjournment of the meeting, Deputy Mayor MacDonald made the following announcements:

Friday, March 15, 2024 – Connecting Cultures will be hosting a day of music and food. Cooking classes started at 2 pm, taste tastings start around 6 pm, and then some culture demonstrations and a Pizza Party. Everyone was welcome, registrations are required only for the cooking classes. Registration to be completed by contacting [mariana.nardy@halifax.ymca.ca](mailto:mariana.nardy@halifax.ymca.ca). There was no cost to take part in this event, the purpose is to bring the community together and share their cultures. Pre-registration was not required for the tastings, culture demonstrations, or the pizza party.

On April 3, 2024, the Town of Oxford Road Trails Act Committee and the ATVANS will host an Information Session for the Public for their input regarding the Town of Oxford becoming an ATV-friendly community. All are encouraged to attend. The Information Session is scheduled for Wednesday, April 3, 2024, at 6 pm at the Oxford Capitol Theatre.

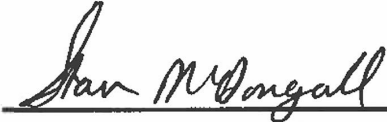
The public's input is sought for the Walk-and-Wheelable Oxford Study. There is a Public Information Session to be held on Wednesday, April 17, 2024, at 6 pm located at the Oxford Fire Hall. All are encouraged to come out and share their experience walking and wheeling around the Town of Oxford and present ideas on how to improve the streets and trails for active travel.

The meeting adjourned at 6:19 PM.



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**Deputy Mayor, Arnold MacDonald, Chair**



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**Stan McDougall, Admin Assistant**

2024-04-10

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**Date Approved**