



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

**Place:** Council Chambers, Zoom, streamed live to Facebook  
**Date:** Wednesday, June 12, 2024  
**Presiding Officer:** Deputy Mayor Arnold MacDonald  
**Councillors Present:** Mayor Greg Henley, Carla Black, Olivia Canning-Sweet, Brenton Colborne, and Chrystal McNutt.  
**Councillor Regrets:** 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, and Mitch Hannigan, Interim MPAL leader.

**Presenters in attendance:** Nil

**Media in attendance:** Mark Rushton, Six Rivers News, Radio, and TV

**Gallery in attendance:** Jason Haughn, Municipal Advisor, Department of Municipal Affairs, Province of Nova Scotia.

### **1. Call to Order – Welcome**

At 6:40 PM, Deputy Mayor 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, June 12, 2024, be approved, as presented.

***Motion Carried***

**3. Approval of the Minutes – May 8, 2024, Pages 3 – 8**

**Approved by**



**Arnold MacDonald, Deputy Mayor, Chair, on June 12, 2024**

**4. Town Departments Reports**

**4.1 Public Works Department** – presented by Linda Cloney, *Page 9*

**4.2 Fire Department** – presented by Councillor McNutt, *Page 10*

**4.3 Administration Report** – presented by Linda Cloney

*Pages 11 - 12 – Admin Assistant Report*

*Page 13 – CAO Report*

**4.4 MPAL Report** – presented by Mitch Hannigan, Interim MPAL, *Pages 14-15*

Deputy Mayor MacDonald thanked the Department Heads for their respective reports.

Councillor McNutt thanked the Public Works Department for their time with the installation of the graduation banners for 2024.

Mitch Hannigan left the meeting at 6:15 PM.

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

**5.1 Accessibility Advisory Committee, Verbal report**

Linda Cloney presented that the Accessibility Advisory Committee met on Monday, May 27, 2024, where Julie Glasser, the Municipal Accessibility Support Coordinator with the Association of Municipal Administrators, presented the Accessibility Audit Tool and its advantages to the committee.

A letter of resignation was accepted with regret from Jo MacDonald who stepped down as vice chair. An election for a new vice chair was called for and Councillor Canning-Sweet was elected through acclamation.

The Accessibility Advisory Committee further discussed the upcoming Municipal Election and voting process. The Accessibility Advisory Committee has recommended to the Council, to reconsider the format of voting for the 2024 Municipal Election and change from a paper ballot election to a hybrid election model consisting of electronic and paper ballot, which would provide accessibility options for all. The estimated cost for the hybrid model is approximately \$11,332.50. This information and motion will be shared with the Council at the next Council meeting for further consideration scheduled for June 27, 2024.

The Accessibility Advisory Committee also discussed concerns regarding the Water Street Crosswalk. The crosswalk is too close to the bridge. Due to the construction of the bridge, the visibility of the crosswalk is insufficient. A suggestion was to move the crosswalk down further from its current location for visibility. A recommendation was made for the Council to consider the purchase of flashing amber lights at the Water Street bridge crossing. This item will also be brought forward to the next Council meeting scheduled for June 27, 2024 with estimated costs.

### **5.2 Communities in Bloom Committee, Verbal Report**

Linda Cloney presented that a meeting was held on June 6, 2024. Apple and Cherry trees were planted along with blueberry bushes. Rain barrels were also purchased and installed in three different locations. A contest called "Plant the Town" was underway and posters were posted in various locations. A QR code on the poster is scannable to register to submit photos of your plantings for a chance to win prizes. The contest was open until the end of June 27, 2024, with the winner announced on June 28, 2024.

### **5.3 Audit Committee Report, Verbal Report**

Linda Cloney presented to the Committee of the Whole that at the last meeting of the Audit Committee, a letter of resignation was accepted with regret from Jo. The member of the public committee member is a required and mandated position.

The Audit Committee agrees that it is a difficult position to fill. The position should be filled by someone with financial expertise who can understand budgets and financial statements. Due to the skillset required, this position could be filled by someone that resides outside of the Town of Oxford.

#### **5.4 Cumberland Region Solid Waste Management Report**

*Pages 16 – 17 – May Report*

*Pages 18 – 19 – June Report*

Linda Cloney presented the reports, they are included in the Committee of the Whole package.

#### **5.5 Cumberland Central Landfill Community Liaison Committee**

*Pages 20 – 23 – November 22, 2023, approved minutes*

*Page 24 – concerning items found on the recycling line*

Linda Cloney reported that it was identified that a volunteer member was needed for the committee. The volunteer would be from the public at large and would preferably be an owner of commercial property interested in the committee's initiatives. The volunteer can reside anywhere in Cumberland County. This committee meets two times a year.

Linda presented the attached items in the package including the concern for items found in the recycling line in a recent audit.

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

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

#### **6.1 Cumberland Business Connector AGM – invitation, Page 25**

Linda Cloney presented to Council that an invitation has been extended to the Council by email for the June 19, 2024, AGM for the Cumberland Business Connector hosted at the Amherst Golf Club.

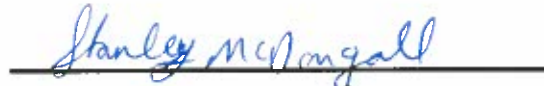
## 7. Adjournment

Before adjourning the meeting, Deputy Mayor MacDonald reminded everyone that this was the last regular scheduled meeting for the Committee of the Whole until September 11, 2024, wishing everyone a safe and healthy summer.

The meeting adjourned at 7:05 PM.



**Arnold MacDonald, Deputy Mayor, Chair**



**Stan McDougall, Admin Assistant**



**Date Approved**