



## Minutes of the Committee of the Whole Meeting

**Place:** Council Chambers, Zoom, streamed live to Facebook  
**Date:** Wednesday, December 11, 2024  
**Presiding Officer:** Deputy Mayor Carla Black  
**Councillors Present:** Mayor Greg Henley, Chrystal McNutt, Brenton Colborne, Padraic Moore, and Paul Jones  
**Councillor Regrets:** Olivia Canning-Sweet

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

**Staff in attendance:** Linda Cloney - CAO, Stan McDougall – Admin Assistant / Recording Secretary, Bruce Rushton – Fire Chief, and Nick Purdy – Public Works Supervisor (via Zoom)

**Presenters in attendance:** Nil

**Media and Gallery in attendance:** Mark Rushton - Hello Oxford / Radio for Hope Centre.

Bruce Rushton left the meeting at 6:07 PM.

### 1. **Call to Order – Welcome**

At 6:00 PM, Deputy Mayor Black called the meeting to order and welcomed all in attendance in the Gallery.

### 2. **Approval of Agenda**

Moved by Mayor Henley and seconded by Councillor Jones that the agenda of the Committee of the Whole Meeting for Wednesday, December 11, 2024, be approved, as presented.

**Motion Carried**

3. Approval of the Minutes – November 13, 2024



Deputy Mayor Black, Chair, on December 11, 2024

4. **Town Departments Reports**

4.1 **Public Works Department** – presented by Nick Purdy, Public Works Supervisor - report filed with Council Package

4.2 **Fire Department** – presented by Bruce Rushton, Fire Chief – report filed with Council Package

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

4.3.1 Admin Assistant Report – filed with Council Package

4.3.2 Manager of Finance Report - filed with Council Package

4.3.3 Revenue Officer/Reception Clerk - filed with Council Package

Linda reported that the Town of Oxford has three vacancies for positions within departments including a Crossing Guard, MPAL (Municipal Physical Activity Leader), and a licensed plumber experienced in backflow prevention.

Deputy Mayor Carla Black thanked all Town Departments for their respective reports.

5. **Council Committees and Boards Reports**

5.1 **Recreation Commission Report** – presented by Councillor McNutt  
Verbal report

Councillor McNutt reported that a paint night was held and there were 17 people in attendance. This was the second workshop for the month of November 2024. It is expected that it would continue in the new year with additional nights scheduled monthly. All interested should contact Councillor McNutt.

Town of Oxford tree lighting ceremony was held with over 100 in attendance with singing and hot chocolate served. Councillor McNutt thanked the Oxford Fire Department and Public Works for securing the portion of the street necessary for the ceremony making it safe for all.

Oxford Christmas Parade had over 40 entries, which was the largest parade to date.

Councillor McNutt also thanked Melissa Ellis, with the help of her daughters, painted the windows of the Town Hall. Melissa also championed the Oxford tree lighting this year.

A Semi-Formal Christmas Dance is scheduled at the Oxford Fire Hall on December 20, 2024, for Grades P-3 at 6:00 PM to 7:00 PM and Grades 4-6 at 7:30 PM – 8:30 PM

## **5.2 Accessibility Advisory Board**

Linda Cloney reported that the Accessibility Advisory Committee met on November 25, 2024. There was discussion of combining the Accessibility and Equity and Antiracism Plans, but it was decided to keep the plans separate.

The Antiracism and Equity Committee is requesting new members to join to help create the Antiracism and Equity plan, which the Town of Oxford requires to be completed by March 31, 2025. There is currently quite a bit of work done already toward the completion of this plan.

The Town of Oxford Accessibility Plan is also being updated to include a lens towards clear language and a lens of Antiracism, Equity and Diversity. Goals are also being reviewed and the Accessibility Report Card is being worked on to be presented to Council by March 31, 2025.

The Town of Oxford Snow and Ice Management Policy is also being updated with recommendations from the Oxford Walk and Wheel-ability report.

Transportation was also a topic of discussion and concern for the Accessibility Advisory Committee with only a few of the available vehicles in Cumberland County being fully accessible.

**5.3 Library Report** – a copy of the report has been filed with the Council Package

It was noted that the current Canada Postal Strike is negatively influencing library borrowing where resources are required to move between libraries within the province.

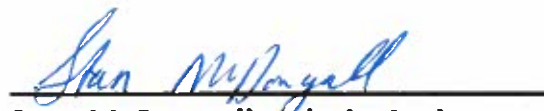
Deputy Mayor Carla Black thanked all Council Committees and Boards for their respective reports.


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

**7. Adjournment**

The meeting adjourned at 6:20 PM.

  
Deputy Mayor, Carla Black, Chair

  
Stan McDougall, Admin Assistant

  
Date Approved