



## Minutes of Committee of the Whole Meeting

Place: Council Chambers, Zoom, streamed-live to Facebook  
Date: Monday, May 2, 2022  
Presiding Officer: Mayor Gregory Henley  
Councillors Present: Councillor Carla Black, Councillor Brenton Colborne,  
Councillor Paul Jones, Deputy Mayor Arnold MacDonald,  
and Councillor Crystal McNutt  
Regrets: Councillor Wade Adshade

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

Staff in attendance: CAO – Linda Cloney and Office Assistant – Stan McDougall  
(recording secretary)

**1. Call to Order**

At 6:00 pm, Mayor Henley called the meeting to order.

**2. Approval of agenda, including additions or deletions**

Moved by Councillor Jones and seconded by Councillor McNutt that the agenda of the Committee of the Whole Meeting for May 2, 2022, be approved as presented.

***Motion Carried***

**3. Approval of minutes from the previous meeting**

Moved by Deputy Mayor MacDonald and seconded by Councillor McNutt that the minutes of the Committee of the Whole Meeting for April 4, 2022, be approved, as presented.

***Motion Carried***

## **4. New Business**

### **4.1 Request for water and sewer services – 726 Sunset Avenue.**

Moved by Councillor McNutt and seconded by Councillor Black to recommend to Council that the water and sewer services request be approved for 726 Sunset Avenue.

***Motion Carried***

### **4.2 Request for sewer services – 1720 Black River Road**

Moved by Councillor Jones and seconded by Deputy Mayor MacDonald to recommend to Council that the sewer services request be approved at 1720 Black River Road.

***Motion Carried***

### **4.3 Request for water services – 1720 Black River Road**

Moved by Councillor Jones and seconded by Councillor Colborne to recommend to Council to approve that a water service be installed to the main water line at 1720 Black River Road.

***Motion Carried***

### **4.4 Bylaw #01-2018 Commercial Development District Improvement Plan Bylaw**

CAO Linda Cloney addressed the Committee of the Whole and addressed the requirement to review the Bylaw every four years. There have been two applications regarding this Bylaw recently. Staff are currently reviewing the Bylaw. Linda recommended to the Committee of the Whole to review the Bylaw and make recommendation to amend the Bylaw or if no changes are identified to make a motion to approve the Bylaw as presented for the next four years at the next Council Meeting.

## **5. Reports of Town Departments**

Mayor Henley reminded everyone watching online that the reports are available on the Town of Oxford Website

### **5.1 Public Works Report**

*The report is included in the Council package.*

## **5.2 Fire Department Report**

*The report is included in the Council package.*

## **5.3 Administration Department Report**

*The report is included in the Council package.*

## **5.4 RCMP Report**

*The report is included in the Council package.*

Moved by Councillor Jones and seconded by Deputy Mayor MacDonald to accept the reports of town departments as presented.

***Motion Carried***

## **6. Reports of Committees and Boards – included is the Boards & Committees List**

### **6.1 Solid Waste Management Report**

*The report is included in the Council package.*

### **6.2 Cumberland Public Libraries Report – included in the package**

*The report is included in the Council package.*

### **6.3 Recreation Commission – verbal report from Councillor McNutt**

The Recreation Commission reported that the Earth Day Challenge was held the week of April 25<sup>th</sup> to April 29<sup>th</sup> and Oxford Minor Baseball won the gift card draw and several photos have been sent in showing Oxford residents helping pitch in for Earth Day.

Oxford Minor Baseball is getting into full swing with try-outs beginning and information being posted on their Facebook page.

Summer soccer discussions are underway as well.

### **6.4 Municipal Boundary Review Committee – verbal report from Linda**

The first meeting of the Municipal Boundary Review Committee was held April 26, 2022. The review process will consist of two phases.

The first phase is to conduct a survey. The survey is currently being finalized with the goal of releasing it by April 6, 2022, to the residents of Oxford, who are encouraged to participate. Feedback from this survey and Council is to be forwarded to the province.

The second phase will occur late summer or early fall the council will apply to the Board to confirm or to change the number and boundaries of polling districts and the number of councillors.

#### **6.5 Accessibility Advisory Committee – verbal report from Linda**

The Accessibility Advisory Committee met on April 21, 2022. The committee is organizing an Accessibility Expo to occur on June 2, 2022, at the Oxford Legion at 6 pm.

The Accessibility Advisory Committee is also conducting a survey at the Expo to help raise awareness and provide feedback on accessibility in the Town of Oxford.

The goal of the Expo and the survey is to raise awareness of accessibility in the Town of Oxford and to assist in the development of the Accessibility Advisory Committee's Accessibility Plan for the Town of Oxford.

#### **6.6 Police Advisory Board Committee – verbal report from Linda**

The Police Advisory Board Committee met April 12, 2022, where a representative of the Department of Justice was present. Rules and responsibilities of a Police Advisory Board were reviewed.

Topics reviewed at the meeting included the sidewalk located adjacent to the Town of Oxford Council Chambers, flashing red lights, additional signage, and crosswalk safety at the main intersection, speed limit enforcement on Lower Main Street and Little River Road, as well as signage needing replaced or repaired in the Town of Oxford.

#### **6.7 Intermunicipal Poverty Reduction Advisory Committee – verbal report from Councillor Black**

The first meeting of the Intermunicipal Poverty Reduction Advisory Committee was held on April 21, 2022, in Amherst.

A presentation was given by Hailie Tattrie on data collection.

The committee identified their first priorities and are now working on a strategic plan.

Moved by Councillor Jones and seconded by Councillor McNutt to accept the external reports as presented.

***Motion Carried***

## **7. Consideration of Correspondence**

### **7.1 Nova Scotia Provincial Non-Resident Deed Transfer Tax Guidelines – information**

Councillor Jones expressed that the Town of Oxford may not be a strong voice on the matter provincially. Mayor Henley expressed it will show solidarity with the Municipality of Cumberland County to send them a letter of support and expressed that the Municipality of Cumberland County will see the biggest effect from this.

Mayor Henley recommended further discussion on this matter at a future Town Council Meeting.

### **7.2 Municipal Response to Engagement on EPR – information**

*The information is included in the Council package.*

## **8. In Camera – Discuss Legal and Personnel**

At 6:32 pm, it was moved by Councillor Jones and seconded by Deputy Mayor MacDonald to move in-camera to discuss legal and personnel matters.

***Motion Carried***

*Ruthann Brookins exited the meeting at 6:45 pm during the in-camera session.*

At 7:20 pm, it was moved by Councillor Adshade and seconded by Councillor Jones to come out of in-camera and resume the Town Council Meeting.

***Motion Carried***

**9. Adjournment**

At 7:23 pm, it was moved by Deputy Mayor MacDonald that the meeting be adjourned.

  
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Gregory Henley, Mayor

  
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Stan McDougall, Recording Secretary