



## Minutes of the Committee of the Whole Meeting

Place: Council Chambers, Zoom, streamed-live to Facebook  
Date: Monday, June 12, 2023  
Presiding Officer: Mayor Greg Henley  
Councillors Present: Carla Black, Paul Jones, Brenton Colborne, and Deputy Mayor Arnold MacDonald.  
Councillors Regrets: Chrystal McNutt and Olivia Canning

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

**Staff in attendance:** Linda Cloney - CAO, Stan McDougall - Admin Assistant (recording secretary), Bruce Rushton - Fire Chief, Kyle Purdy - Deputy Fire Chief, and Nick Purdy - Public Works Supervisor

Deputy Mayor MacDonald joined the meeting at 6:27 PM.

Fire Chief Bruce Rushton and Deputy Fire Chief Kyle Purdy left the meeting at 6:27 PM.

### **1. Call to Order**

At 6:23 PM, Mayor Henley called the meeting to order.

### **2. Approval of Agenda (pages 1-2)**

Moved by Councillor Jones and seconded by Councillor Black that the agenda of the Committee of the Whole Meeting for June 12, 2023, be approved, as presented.

***Motion Carried***

### **3. Approval of minutes from the previous meeting – (pages 3-5)**

#### **3.1 Committee of the Whole Minutes – May 8, 2023**

Approved by \_\_\_\_\_

  
**Mayor Greg Henley, Chair, on June 12, 2023**

#### **4. Reports of Town Departments**

**4.1 Public Works Report** – *Nick Purdy presented - report included in package (page 6)*

**4.2 Fire Department Report and Monthly Call Report** – *Fire Chief Bruce Rushton and Deputy Fire Chief Kyle Purdy presented – report was handed out separately.*

**4.3 Municipal Physical Activity Leader (MPAL) Reports** – *Linda Cloney presented – report included in package. (pages 7)*

**4.4 Administration Department Reports** – *Linda Cloney presented – reports included in package. (pages 8-13)*

Moved by Councillor Colborne and seconded by Deputy Mayor MacDonald to accept the reports of Town Departments, as presented.

***Motion Carried***

#### **5. Reports of Committees and Boards** – *Linda Cloney presented all reports, reports available for review in package.*

##### **5.2 Solid Waste Management Report**

- The Circular Economy, Plastic Pollution, and Municipal Action – by Natasha Tucker – attached separately (too large of a document to attach by email)
- Municipal Plastic-Free Event Policy  
(pages 14-25)

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

– Minutes (page 26-29)

Moved by Councillor Black and seconded by Councillor Jones to accept the reports of Committees and Boards as presented.

***Motion Carried***

#### **6. Items of Discussion and Correspondence**

**6.1** Department of Municipal Affairs and Housing – Oxford's Action Plan confirmation of receipt. (pages 30)

The province is in receipt of the updated Action Plan for the Town of Oxford and is currently reviewing it.

**6.2** Asset Management Policy – recommendation to Council for approval – *information included in package. (page 31-32)*

CAO Linda Cloney discussed with Council that a draft Asset Management Policy was created. In recent application for the PCAP grant, it was realized that this policy was a great addition to help support the application process for grants such as PCAP and others. For formality and housekeeping, it was requested that Council considers approving the Asset Management Policy at the next Council meeting.

The purpose of this policy is to improve the long-term sustainability of our infrastructure through this Asset Management Policy. This provides a consistent framework for service delivery and infrastructure planning. It provides guidance to Council and staff to develop transparent and accountable processes to demonstrate the legitimacy of decision making which combines strategic plans, budgets, service levels and risks.

6.3 Transfer Site – consider removal of scrap metal and brush – verbal presentation. *Linda/Nick presented*

CAO Cloney addressed the Council that there have been several break-ins at the transfer site and a few known individuals have been observed on camera. The gate was being knocked down, dangerous traps have been set by the gate, taking metal and being in the transfer site at hours that it's not open. The transfer site location is private property and is a substantial liability for the town.

The council was asked to consider the possibility of removing and not accepting scrap metal in the future at the transfer site.

Also, the other item of concern discussed was the brush pile. This pile is constantly growing and can only be maintained at a certain height and is a considerable fire concern.

It was reported that GFL in Little Forks did not charge for yard waste and or scrap metal and accepts both. The Mount Pleasant site was reported to accept scrap metal but does not currently accept yard waste.

Mayor Henley further discussed that old fridges could be given to Nova Scotia Efficiency in exchange for money.

Councillor Jones discussed the need for more RCMP assistance involving patrols

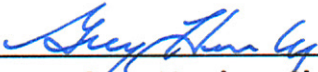
of the area to help address break-ins on private property.

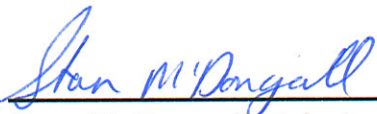
Reports and pictures of those involved in the break-in have been forwarded to the RCMP. It was further discussed that the cameras were also stolen from the transfer site.

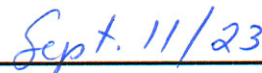
Currently a larger gate was being built by a local company to help secure the site for off hours. New cameras were being looked at as well for the transfer site. It was decided not to change the current services offered at the transfer site.

## 7. Adjournment

The meeting adjourned at 6:46 PM

  
\_\_\_\_\_  
Mayor ~~Greg Henley~~, Chair

  
\_\_\_\_\_  
Stan McDougall, Admin Assistant

  
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Date Approved