



## Minutes of the Committee of the Whole Meeting

Place: Council Chambers, Zoom, streamed-live to Facebook  
Date: Wednesday, October 11, 2023  
Presiding Officer: Mayor Greg Henley  
Councillors Present: Carla Black, Brenton Colborne, Chrystal McNutt, Olivia Canning,  
and Deputy Mayor Arnold MacDonald  
Councillors Regrets: Paul Jones

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

**Public in attendance:** Nil

Deputy Fire Chief Kyle Purdy left the meeting at 6:15 PM.

### 1. Call to Order

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

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

Moved by Deputy Mayor MacDonald and seconded by Councillor McNutt that the agenda of the Committee of the Whole Meeting for October 11, 2023, be approved, as presented.

***Motion Carried***

### 3. Presentation

**3.1 "Foodcycler" Municipal Solutions – The Future of Food Waste – Christina Zardo – Director of Municipal Solutions (Food Cycle Science Corporation)**  
***(Presentation submitted separately online via Zoom to Council)***

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

**4.1 Committee of the Whole Minutes – September 11, 2023  
(pages 3-7)**

Approved by  \_\_\_\_\_  
Mayor Greg Henley, Chair, on October 11, 2023

**5. Reports of Town Departments – presented by respective Department Heads**

**5.1 Public Works Report – (pages 8-9).**

*Nick sent his regrets for the presentation. Council was encouraged to reach out to the CAO if there were any questions in regards to his report.*

**5.2 Fire Department Report and Monthly Call Report – Deputy Fire Chief  
Kyle Purdy presented the Fire Report. (page 10)**

**5.3 Municipal Physical Activity Leader (MPAL) Reports – Councillor  
McNutt presented. (pages 11-22).**

*Jimmy sent his regrets for the presentation as he was attending a Recreation Commission meeting.*

**5.4 Administration Department Reports – Linda Cloney presented.  
(pages 23-27)**

**5.5 Solid Waste Education and Contract Coordinator Report –  
Linda Cloney presented. (pages 28-29).**

Moved by Councillor Colborne and seconded by Councillor Black to accept the reports of town departments, as presented.

***Motion Carried***

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

**6.1 Cumberland Public Libraries Report. (page 30)**

Moved by Deputy Mayor MacDonald and seconded by Councillor McNutt to accept the reports of Committees and Boards as presented.

***Motion Carried***

**7. Items of Discussion and Correspondence**

**7.1 News Release – Municipal Affairs/Housing – Funding to Support Municipal**

Infrastructure, Innovation. **(pages 31 - 32)**

CAO Cloney presented highlights to Council of the news release.

**7.2 Volunteer of the Year – Heather MacDonald. (pages 33 - 34)**

CAO Cloney presented the biography of Heather MacDonald, Volunteer of the Year 2023. Congratulations were extended by Council and Staff.

Mayor Henley also extended congratulations to Al and Maxine Clarke for the Build Development Award by Nova Scotia Recreation for their work on the Bunny Trail in the Town of Oxford.

**7.3 2023 OREC Career Fair – October 25. (page 35)**

CAO Cloney discussed with Council that the 2023 OREC Career Fair, which is partnered with the Cumberland Business Connector, will be hosting the Career Fair on October 25, 2023, from 9:00 AM to 12:00 PM at OREC School. The goal is to highlight the career and employment opportunities and pathways available to students after graduation with emphasis on highlighting employment opportunities and potential career paths within the Town of Oxford.

**7.4 Made to Be On campaign – Trans Canada Trail. (page 36)**

CAO Cloney presented the Made to Be On campaign which was officially launched October 10, 2023. The goal of the campaign is educating people of the connections and activities getting out on the Trans Canada Trail has to offer. The campaign also includes a new interactive story map where everyone can share a photo of their local trail and pin themselves on the map. A contest to encourage entries was also being run. Further information was included in the Council package for anyone to read more about it.

**7.5 Pop-Up Constituency Offices and/or Town Hall Meetings. (page 37)**

CAO Cloney addressed to Council that there was a Town Hall Meeting October 11, 2023, at the Pugwash Fire Hall from 6:00 – 7:30 PM to meet Steven Ellis, the MP for Cumberland, and Colchester County.

**7.6 Boards & Committees and Election of Deputy Mayor – to be discussed at the next Regular Council Meeting on October 23, 2023. (page 38)**

CAO Cloney reminded Council that in October, Council can decide if they wished to stay, move, reduce, or increase their current boards and committees that they attend or to be a member instead of chair (if currently chairing the meetings). Council is to review this information and it would be brought up at the October Council meeting.

CAO Cloney also reminded Council that part of this discussion involved the Deputy Mayor Policy. Council shall select a Deputy Mayor at its October Council meeting to hold office from November 1<sup>st</sup> of that year until October 31<sup>st</sup> of the following calendar year. The Deputy Mayor Election shall be placed on the October Council Meeting agenda.

CAO Cloney also reminded Council that next year, 2024, is Council election year.

**7.7 Tax and Water Collection Policy – notification of recommended changes. (pages 39 - 46)**

CAO Cloney discussed that at the prior Council meeting, a few changes to update the Tax and Water Collection Policy to update the wording within the policy to align with the MGA and current County policy with CAO Cloney reminding Council of those changes.

Further, CAO Cloney discussed that since that meeting, continued discussion around the Tax and Water Collection Policy was had with staff and a few other amendments were needed. In specific, item #12, the phrase “By September 30 of each year” a change to “After September 30 of each year” is needed due to September 30<sup>th</sup> being the deadline for final taxes. Therefore, it would be after September 30<sup>th</sup> that the review for Tax Sale position properties can begin.

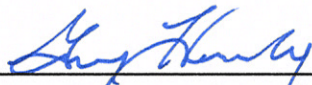
Secondly, item #15 would change to read “A Notice of Intent to sell for taxes shall be issued after 60 calendar days from the Preliminary Notice, on each property still in tax sale position except if there have been payment arrangements negotiated”.

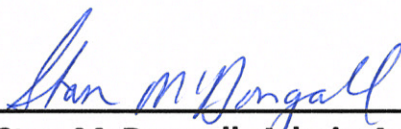
These changes would be brought forward to the October Council meeting for Council to consider adopting the amended policy.

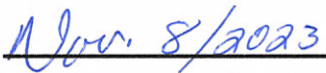
Mayor Henley reminded Council that immediately following the COW meeting, a Special Council meeting would be held. Following the Special Council meeting, a Road and Trails Act meeting would be held.

**8. Adjournment**

The meeting adjourned at 6:35 PM.

  
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**Mayor Greg Henley, Chair**

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

  
\_\_\_\_\_  
**Date Approved**

