



Minutes of the Committee of the Whole Meeting

Place: Council Chambers, Zoom, streamed-live to Facebook
Date: Wednesday, November 8, 2023
Presiding Officer: Deputy Mayor Arnold MacDonald
Councillors Present: Carla Black, Chrystal McNutt, Olivia Canning, Paul Jones, and Mayor Greg Henley
Councillors Regrets: Brenton Colborne

Staff in attendance: Linda Cloney - CAO, Stan McDougall - Admin Assistant (recording secretary), Nick Purdy - Public Works Supervisor, Jimmy Ward – MPAL, and Bruce Rushton - Fire Chief

Public in attendance: Nil

Fire Chief Bruce Rushton left the meeting at 6:19 PM.
MPAL Jimmy Ward left the meeting at 6:24 PM.

1. Call to Order / Welcome

At 6:02 PM, Deputy Mayor Arnold MacDonald called the meeting to order.

2. Approval of Agenda (pages 1-2)

Moved by Mayor Henley and seconded by Councillor Jones that the agenda of the Committee of the Whole Meeting for November 8, 2023, be approved, as presented.

Motion Carried

3. Presentation

3.1 Mariana Nardy, Y Reach Settlement Support for Oxford & Pugwash areas -
Introduction of Ms. Nardy provided by Councillor Black
(Verbal presentation)

Councillor Black introduced Mariana Nardy, the Y Reach Settlement and Support Staff for the Oxford and Pugwash from the YMCA Immigration Services. Y Reach stands for Recognizing, Extending, Aligning and Community Horizons.

Deputy Mayor Arnold MacDonald and the Committee of the Whole thanked Mariana for her presentation.

4. Approval of minutes from the previous meeting

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

Approved by 

Deputy Mayor Arnold MacDonald, Chair, on November 8, 2023

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

- 5.1 Public Works Report – *Nick Purdy presented, (pages 8-9)*
5.2 Fire Department Report and Monthly Call Report – *Fire Chief Bruce Rushton presented. (Report to be submitted separately)*
5.3 Municipal Physical Activity Leader (MPAL) Reports – *Jimmy Ward presented. (pages 10-27)*
5.4 Administration Department Reports – *Linda Cloney presented. (pages 28-29)*

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

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

- 6.1 Accessibility Advisory Committee, *(page 30-37)*

Deputy Mayor Arnold MacDonald thanked all Committees and Boards for their respective reports.

7. Items of Discussion and Correspondence

- 7.1 **Mary Black, Nova Scotia Power – Fall Update re: NS-NB Reliability Tie – Information - Linda Cloney presented, (page 38)**

CAO Cloney discussed with the Committee of the Whole the NS-NB Reliability Tie update from Mary Black, Nova Scotia Power. From a previous COW meeting held last year at the Fire Hall, this updates the information provided at that meeting. Conceptual engineering and geotechnical investigations have been completed for the project in preparation for the filing of the Class 1 environmental assessment to Nova Scotia Environment

and Climate Change for the construction and operation of the Reliability Intertie between Nova Scotia and New Brunswick.

7.2 Information/Communication Technology Usage Policy – Amendments requested – *Linda Cloney presented, (pages 39-42)*

CAO Cloney reviewed with the Committee of the Whole the policy as adopted on June 20, 2022. This policy has been further reviewed to line up with the Oxford Technology Devices Policy in agenda item 7.3. The Information/Communication Technology Usage Policy is being updated for some grammar updates which have been highlighted. Further discussion and a motion to approve these changes are to be made at the next Council meeting.

7.3 Oxford Technology Devices Policy – Amendments requested– *Linda Cloney presented, (pages 43-48)*

CAO Cloney reviewed with the Committee of the Whole the policy and amendments to be made to the policy for some grammar updates as highlighted but also to address an addition on page 4 of 5 regarding employee layoff, retirement, or leaving employment at the Town of Oxford, which includes all Council. The change adds that when leaving employment for any reason, all devices must be returned to the Town of Oxford for proper disposal of municipal property. Further discussion and a motion to approve these changes are to be made at the next Council meeting.

7.4 Municipal Housing Needs Report – Information - *Mayor Henley presented, (pages 49-76),*

Mayor Henley presented the Committee of the Whole the Municipal Housing Needs Report. Mayor Henley discussed that the report's information seemed to be based on the latest census that suggested the Town of Oxford's population has gone down and the information presented in the report is based on that decrease in population based on current population is not accurate.

7.5 Municipal Registration: EPR for PPP – Update for municipalities – Divert NS – Information - *Linda Cloney presenting, (pages 77-79)*

CAO Cloney updated the Committee of the Whole on the EPR for PPP. Over

the next few weeks, Divert Nova Scotia will be providing municipalities with further information about the registration process. The Committee of the Whole has already passed a motion to opt into the program and therefore will be registering for this process. The update, included in the package, also contains further information in the frequently asked questions section.

7.6 Snow and Ice Management Policy – Amendments requested – *Nick Purdy presented, (pages 80-87)*

Public Works Supervisor Nick Purdy reviewed with the Committee of the Whole regarding requested amendments to be made to the Snow and Ice Management Policy to be presented to the Committee of the Whole for acceptance at the next meeting.

The Winter Ban parking was announced as now in effect until April 1, 2024.

Moved by Councillor Jones and seconded by Councillor McNutt to recommend to the Council to accept the amendments to the Snow and Ice Management Policy, as presented.

Motion Carried

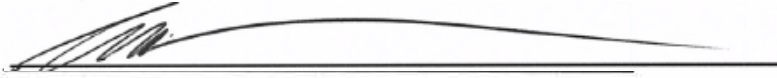
Prior to the adjournment of the meeting, Deputy Mayor Arnold MacDonald made the following announcements:

Remembrance Day Ceremony for 2023, to be held on Saturday, November 11, 2023. The Cenotaph Service will begin at 10:45 AM. There would be no parade to the cenotaph. The Legion will be open after the ceremony for coffee or tea, or hot chocolate. Between 5 PM to 6 PM there will be a meet and greet and at 6:00 PM there will be supper. The cost is \$15.00 per person, and Veterans are no charge.


The Transfer Station will be closed on Saturday, November 11, 2023, for Remembrance Day. The Town Office and Public Works Department will be closed Monday, November 13, 2023.

8. Adjournment

The meeting adjourned at 6:45 PM.



Deputy Mayor, Arnold MacDonald, Chair



Stan McDougall, Admin Assistant

12-13-2023

Date Approved